

# Seattle Port Commission Audit Committee Meeting

Tuesday, November 1, 2011  
8:30 a.m. – 11:30 a.m.  
Port of Seattle Headquarters  
Pier 69  
Commission Chambers

**Attendees:**

Commissioner Rob Holland  
Commissioner Tom Albro  
Commissioner Gael Tarleton  
Committee Public Member Christina Gehrke  
CEO Tay Yoshitani

**Presenters:**

Vickie Rawlins, Workplace Responsibility Officer  
Susan Coskey, Bright Spring Consulting, formerly of Seabold Group  
Joyce Kirangi, Director, Internal Audit Department  
Laurie Tish, Moss Adams, LLP

**Staff:**

Tom Barnard, Policy Analyst, Port of Seattle Commission  
Katie Blair, Commission Records Specialist

## Agenda

Approval of Audit Committee minutes for September 7, 2011, and October 4, 2011	Audit Committee
<a href="#">Commissioner Practices Review</a>	Vickie Rawlins, Workplace Responsibility Officer Susan Coskey, Bright Spring Consulting, formerly of Seabold Group
<a href="#">Comprehensive Operational Audit - Central Processing System: Asset Management</a>	Joyce Kirangi, Director, Internal Audit Department
<a href="#">Briefing on Peer Review:</a> Association of Local Government Auditors - Recommendation and Scope of Work	Joyce Kirangi, Director, Internal Audit Department
<a href="#">Discussion on Lease and Concession Audits:</a> Briefing on Ports Internal Audit survey	Joyce Kirangi, Director, Internal Audit Department
<a href="#">2012 Proposed Internal Audit Budget</a>	Joyce Kirangi, Director, Internal Audit Department
Concession and Lease Audits: <ul style="list-style-type: none"> <li>• <a href="#">Ex Officio LLC</a></li> <li>• <a href="#">Ivar's, Inc.</a></li> <li>• <a href="#">LaTrelle's Express, Inc.</a></li> <li>• <a href="#">Food System Unlimited, Inc.</a></li> </ul>	Joyce Kirangi, Director, Internal Audit Department
<a href="#">Entrance Conference:</a> 2011 Engagement Service Plan	Laurie Tish, Moss Adams LLP
Note on Audit Committee meeting protocols	Tom Barnard, Policy Analyst, Commission Staff