



Port of Seattle Commission
AUDIT COMMITTEE

May 7, 2020 – 1:30 p.m.

To be held in virtually via Skype in accordance with the Governor’s ‘Stay at Home’ order and [Proclamation 20-28](#). You may view the full meeting live at meetings.portseattle.org. To listen live, call in at +1 (425) 660-9954 and code 384839574#

Committee members:

Commissioner Ryan Calkins, Chair
Commissioner Stephanie Bowman
Committee Public Member Christina Gehrke

Also attending:

Glenn Fernandes, Internal Audit Director
Aaron Pritchard, Commission Issues and Policy Manager
Lauren Smith, Deputy Commission Clerk

ORDER OF BUSINESS

1. Call to Order
2. Approval of Minutes – February 11, 2020

External Audits

3. [Office of the Washington State Auditor](#) – Accountability Audit for 2018
Aron Keleta, Assistant State Auditor and Joseph Simmons, Program Manager
 - [Exit Conference Handout](#)
 - [Accountability Audit Report](#)
 - Port Industrial Development Corporation – [Assessment Audit Report](#)
 - [Exit Item Handout](#)
 - [Port Response](#) to Audit Recommendations

Updates and Approvals (*Glenn Fernandes, Director, Internal Audit*)

4. Director’s Annual Communication –Independence, Quality Assurance, and Follow-Up
5. 2020 Audit Plan Update
6. Special Project – [FEMA Public Assistance Program](#) – Coronavirus (COVID-19)
7. Special Project - [Interlocal Agreement \(ILA\) Mapping](#) and Risk Ranking

Operational Audits (*Glenn Fernandes, Director, Internal Audit*)

8. [Cash Controls](#)
9. [Equipment Acquisition, Monitoring and Disposal](#)
10. [Service Tunnel Renewal/Replace Project](#)

Information Technology Audits – To be discussed in non-public portion immediately after adjournment

11. Network Password Management

Limited Contract Compliance Audits¹

12. [McDonald’s USA, LLC](#)
Glenn Fernandes – Director, Internal Audit

Concluding Business

13. Committee Comments
14. Adjournment

¹ Limited Contract Compliance items are presented during the meeting only when there are findings, or by Committee request.