



Port of Seattle Commission
AUDIT COMMITTEE

December 10, 2020 – 1:30 p.m.

To be held in virtually via Teams in accordance with the Governor’s ‘Stay Healthy - Safe Start’ 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 562 571 347#

Committee members:

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

Also attending:

Glenn Fernandes, Internal Audit Director
Aaron Pritchard, Commission Policy Manager
Michelle Hart, Commission Clerk
Lauren Smith, Deputy Commission Clerk

ORDER OF BUSINESS

1. Call to Order
2. Approval of Minutes – September 24, 2020

External Audits

3. [Moss Adams](#) – 2020 Audit [Engagement Service Plan](#)
Olga Darlington – Audit Partner and Anna Waldren – Manager

Updates and Approvals

4. APPROVAL of [External Audit Services Contract Extension for 2021](#) (*Rudy Caluza, Director – Accounting & Financial Reporting*)
5. [2020 Audit Plan Update](#) (*Glenn Fernandes, Director, Internal Audit*)
6. APPROVAL of Proposed 2021 Internal Audit Plan (*Glenn Fernandes, Director, Internal Audit*)
7. Open Issue Follow-up (*Glenn Fernandes, Director, Internal Audit*)

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

8. [Ground Transportation](#) – Taxi Cabs
9. [Public Health Emergency Leave Program](#) (PHEL)
10. [Central Terminal Infrastructure Upgrade](#) (Bid and Design Phases)
11. [Delegation of Authority](#)

Information Technology Audits¹ – Not Discussed in Public Session (*Discussion to be held in non-public session after public business items are addressed.*)

12. Inventory & Control of Software Assets

Limited Contract Compliance Audits² - *None*

Concluding Business

13. Committee Comments
14. Adjournment

¹ This information technology audit is security sensitive and is not discussed in public meetings; all or part of the audit report may be exempt from public records disclosure under RCW 42.56.420.

² Limited Contract Compliance items are presented during the meeting only when there are findings, or by committee request.