

AUDIT COMMITTEE MEETING

April 11, 2024 – 10:00 a.m. - Teams Meeting (Virtual)

The Port of Tacoma Audit Committee met virtually on **April 11, 2024**. Commissioners Deanna Keller & Dick Marzano participated via video conferencing.

1. **CALL TO ORDER:** Chair Keller called the meeting to order at **10:01 a.m.**

2. **APPROVAL OF THE MINUTES:**

MOTION: Approve the Audit Committee Minutes from October 6, 2023.

Motion was made by Commissioner Keller and seconded by Commissioner Marzano.

VOTE: Motion Carried 2-0

Commissioner Keller Aye

Commissioner Marzano Aye

3. **AGENDA ITEMS:**

Don Kelley, Director of Accounting & Port Auditor for the Port of Tacoma, lead the meeting and began with introductions.

A. 2023 Audit Report

- Olga Darlington (CPA, Partner) from Moss Adams presented.
- Moss Adams issued a clean audit.
- Audit reports, based on government auditing standards, included:
 - Auditor Report on Financial Statements for the Enterprise Fund (operations fund) and the Post-Employment Health Care Benefits Trust Fund (fiduciary fund)
 - Report on Internal Control Over Financial Reporting and on Compliance and Other Matters
 - Report on Agreed Upon Procedures for Washington Department of Ecology and Environmental Protection Agency (certification on total assets and liabilities)
- Areas of audit emphasis included: internal control environment, management estimates, capital assets, the Northwest Seaport Alliance (NWSA) investment & revenue as it pertains to the Port of Tacoma's share, bond activity, revenue recognition and fiduciary activities.
- New and upcoming accounting pronouncements were noted in the presentation, so implementation with the Port's management team can address the new standards.
- Discussion ensued.

B. Department of Labor & Industries (L&I) Report

- Sara Kern (Risk Manager) presented on behalf of the Port and spoke on the L&I audit for workers compensation. L&I conduct audits of self-insured companies for workers compensation. NWSA is listed under the Port's umbrella. A summary of the recent audit was provided.

C. Audit Committee Look Ahead

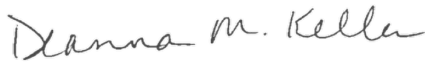
- The State Auditor's Office will be visiting in the fourth quarter of this year to conduct a 3-year accountability audit.
- Thanked Moss Adams and the accounting staff (specifically Brian Lee & Ashley Novinger) for their work on the audit.

4. FINAL COMMISSIONER COMMENTS:

- Commissioner Marzano – Thanked Moss Adams and the Port’s Auditor, Don Kelley. He was glad to hear the report contained no surprises.
- Commissioner Keller – Echoed Commissioner Marzano’s remarks and thanked the team.

5. ADJOURNMENT: Commissioner Keller adjourned the meeting at **10:33 a.m.**

Attest:



Deanna Keller, Chair
Port of Tacoma Audit Committee



Dick Marzano, Vice Chair
Port of Tacoma Audit Committee



Helen Hickman, Clerk of the Port
Port of Tacoma