

ACTION ITEM MEMO

Port of Tacoma Commission



Item No: 5D
Meeting Date: 4/21/26

DATE: April 13, 2026
TO: Port of Tacoma Commission
FROM: Eric Johnson, Executive Director
Sponsor: Alisa Praskovich, Chief External Strategy Officer
SUBJECT: Approve Substitute Commissioner for Audit Committee Meeting

A. ACTION REQUESTED

Approve a substitute Commissioner to cover the April 30, 2026 Audit Committee Meeting.

Strategic Plan Initiative: OS-1—Continue solid Port financial success and fiduciary performance.

B. BACKGROUND

According to Exhibit A of the Port of Tacoma Audit Committee Charter, adopted May 19, 2022, two Commission members will serve on the Audit Committee. The Committee must meet at least two times per year, with the schedule determined by the beginning of each calendar year to ensure visibility. The meetings are closed, virtual meetings but recorded and posted for public viewing after each meeting.

The first Audit Committee meeting this year is slated for April 30, 2026. Commissioner Deanna Keller, who is the Audit Committee Chair, will be out of town on business for the Northwest Seaport Alliance (NWSA). Representatives from the State Auditors Office and Baker Tilley are slated to present their reports, posing additional challenges for rescheduling. Since two Commissioners are needed for attendance per the Charter, the Port is seeking Commission approval for an alternate attendee.

C. ALTERNATIVE ANALYSIS

Option 1: Identify an alternate for coverage of this meeting and keep the current schedule.

Option 2: Reschedule the Audit Committee meeting for a different date.

The Port recommends Option 1 to keep the timeline and schedule as is with an alternate Commissioner in attendance.

D. NEXT STEPS

Port staff will act accordingly based on the decision made by the body.

E. ATTACHMENT:

Exhibit A – Port of Tacoma Audit Committee Charter (As of May 19, 2022)