

Commissioners  
John Creighton  
Chair and President  
Bill Bryant  
Patricia Davis  
Lloyd Hara  
Gael Tarleton



Tay Yoshitani  
Chief Executive Officer

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*An audio of the meeting proceedings and meeting materials are available on the Port of Seattle web site - <http://www.portseattle.org/about/organization/commission.shtml>*

**APPROVED MINUTES  
AUDIT COMMITTEE SPECIAL MEETING FEBRUARY 7, 2008**

The Port of Seattle Commission Audit Committee met in a special meeting at 8:00 a.m., Thursday, February 7, 2008 in the Commission Chambers at Pier 69, 2711 Alaskan Way, Seattle, WA. Committee members present were Commissioners Hara and Tarleton as well as Joyce Kirangi, Port Internal Audit Manager.

**CALL TO ORDER**

The committee special meeting was called to order at 8:05 a.m. by Commissioner Lloyd Hara.

Commissioner Hara commented that this and future standing committee meetings would be recorded and also be open to the public.

Ms. Kirangi provided background on the staff of the internal audit department and the types of work performed. To assist in her presentation, Ms. Kirangi distributed a list of areas in which expertise is necessary for conducting reviews by the Internal Audit team. A copy of this document, is by reference, made a part of these minutes; is marked Exhibit 'A'; and is on file in Port offices.

It was noted that the only area within the audit team currently lacking in expertise is skill in Information technology (IT).

Commissioner Hara pointed out that the audit committee charter had been amended last year to include an outside member, and announced that at the February 12 committee meeting, three candidates would be interviewed for that position.

**MINUTES OF AUDIT COMMITTEE SPECIAL MEETING  
THURSDAY, FEBRUARY 7, 2008**

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**ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:57 a.m.

Lloyd Hara

(A digital recording of the meeting is available on the Port's website.)