



## PORT OF OAKLAND

### AUDIT COMMITTEE AGENDA

---

Thursday, July 16, 2015

9:45 AM

Board Room – 2nd Floor

---

***The Public Portion Of The Meeting Will Begin At 9:45 a.m.***

#### ROLL CALL

*Commissioner Parker and Chairman Hamlin*

#### 1. CLOSED SESSION (9:00 a.m.)

*Closed Session discussions and materials may not be disclosed to a person not entitled to receive it, unless the Audit Committee authorizes disclosure of that confidential information.*

##### 1.1 THREAT TO PUBLIC SERVICES OR FACILITIES - (Pursuant to California Government Code Section 54957).

**Consultation with:** Sara Lee, Chief Financial Officer

**File ID:** [381-15]

**File ID:** [\[381-15\]](#)

##### 1.2 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of California Government Code Section 54956.9): Number of Matter: 1

**File ID:** [380-15]

**File ID:** [\[380-15\]](#)

#### OPEN SESSION/ROLL CALL

*Commissioner Parker and Chairman Hamlin*

#### CLOSED SESSION REPORT

*The Port Attorney or Board Secretary will report on any final actions taken in Closed Session.*

## 2. FINANCIAL REPORTING

*This section of the meeting is reserved for action or discussion related to financial reporting matters and may include independent auditors.*

**2.1 Report: FY 2015 External Audit Workplan and Update on GASB Pronouncements. (Finance and Administration)**

Attachments: [Port of Oakland Audit Plan FY2015](#)

**2.2 Report: Single Audit and Passenger Facility Charges Report for Fiscal Year Ended, June 30, 2013 and 2014 and Deferred Compensation Audit for Fiscal Year Ended June 30, 2014. (Finance and Administration)**

Attachments: [Agenda Report](#)

[Port of Oakland Single Audit FY2013 - Reissue](#)

[Port of Oakland Single Audit FY2014](#)

[Port of Oakland Deferred Compensation 2014](#)

**2.3 Report: External Auditor Assessment for FY 2014. (Finance and Administration)**

Attachments: [Agenda Report](#)

## 3. INTERNAL CONTROLS

*This section of the meeting is reserved for action or discussion related to internal control matters. Internal controls consist mainly of systematic measures instituted by an organization to safeguard its assets and to provide reasonable assurance on the reliability and accuracy of financial information, proper compliance with laws and regulations, and effective and efficient operations.*

#### 4. ADMINISTRATION

*This section of the meeting is reserved for action or discussion related to administrative matters, including scheduling items for future Agendas and/or scheduling Special Meetings, and for reporting noteworthy events occurring since the last Audit Committee meeting.*

**4.1 Report: Annual Assessment of Audit Committee. (Finance and Administration)**

Attachments:    [Agenda Report](#)

#### OPEN FORUM

*The Audit Committee will receive public comment on non-agenda items during this time. Please fill out a speaker card and present it to the Secretary of the Committee.*

#### ADJOURNMENT

*The next Regular Meeting of the Audit Committee will be held on October 15, 2015.*

## PUBLIC PARTICIPATION

### To Speak on an Agenda Item

You may speak on any item appearing on the Agenda. Please fill out a Speaker's Card and give it to the Board Secretary **before the start of the meeting** or immediately after conclusion of Closed Session. Cards received after the start of the meeting will be treated as a single request to speak in Open Forum. All speakers will be allotted a minimum of one minute.

### To Receive Agendas & Related Materials

Should you have questions or concerns regarding this Agenda, or wish to review any of the Agenda Related Materials, please contact the Board Secretary, John Betterton, at: (510) 627-1696, or visit our web page at: [www.portoakland.com](http://www.portoakland.com)  
<<http://www.portoakland.com>>

To receive Port Agendas and Agenda Related Materials by email, please email your request to: [jbetterton@portoakland.com](mailto:jbetterton@portoakland.com)

### Disability Related Modifications

Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the meeting, may submit a written request, electronic request, or telephone request [via the California Relay Service (telephone) for the hearing impaired at (800) 735-2922], to the Secretary of the Board **no later than five working days** prior to the scheduled meeting date.

John Betterton, Secretary of the Board  
530 Water Street, Oakland, CA 94607  
[jbetterton@portoakland.com](mailto:jbetterton@portoakland.com)  
(510) 627-1696

### Language & Interpretive Services

As a grantee of federal aid grant funds from the US Department of Transportation, the Port is responsible for ensuring equal access to its programs, services, and benefits. To request bilingual interpreters or materials in alternate formats, please contact the Assistant Secretary of the Board no later than five working days prior to the scheduled meeting date.

Daria Edgerly, Assistant Secretary of the Board  
530 Water Street, Oakland, CA 94607  
[dedgerly@portoakland.com](mailto:dedgerly@portoakland.com)  
(510) 627-1337

### Scented Products

Please refrain from wearing scented products to this meeting so attendees who experience chemical sensitivities may attend

## **Commissioner's Statement of Intention**

We are a governing Board whose authority lies with the entirety of the Board.

We govern in accordance with our fiduciary duty to the Port of Oakland.

We conduct ourselves with clarity and transparency, grounded in the principles of integrity, trust and respect.

We reach our decisions through candid, open and deliberative debate and hold both staff and ourselves accountable for implementing them.