



**State Audit Exit Conference  
Tuesday, September 1, 2020  
Remote Meeting\*  
11:30 am**

**Board Members Present**

Council Member Kim Daughtry  
Council Member Tom Merrill  
Mayor Jon Nehring  
Labor Representative Lance Norton  
Council Member Jan Schuette  
Councilmember Mike Todd

**Others in Attendance**

Courtney Amonsén	SAO-Audit Assistant Manager
Kristina Baylor	SAO-Program Manager
Geri Beardsley	CT-Director of Administration
Lori Fox	CT-Controller
Emmett Heath	CT-CEO
Laura Johnson	City of Edmonds, alternate
Ulla Johnson	CT-Administrator Coordinator
Joe Kunzler	Skagit County Resident
Cherrill Mears	CT- Business Analyst
Deb Osborne	CT-Chief of Staff
Rachel Woods	CT-Executive Board Administrator
Ling Yun Zhou	SAO-Audit Lead
Kunjan Dayal	CT-Procurement and Contracts Manger
Cesar Portillo	CT-Director of Employee Engagement
Daynie Castilla	CT-Payroll Manager
Kathryn Rasmussen	CT-Grant Administrator
Mary Beth Lowell	CT-Director of Communications & Public Affairs
Suzi Scheidegger	CT-Accounting Supervisor

Kristina Baylor called the September 1, 2020, Washington State Auditor Exit Conference to order at 11:30 a.m. Attendee roll call was taken and is noted above.

The audit scope was reviewed. There were two Federal Transit Administration, National Transit Database (NTD) related engagements for fiscal year 2019. Each NTD engagement resulted in a separate report.

Additional 2019 audits included the following:

- Accountability audit for January 1, 2019 through December 31, 2019
- Financial statement and federal grant compliance audit
- Comprehensive Annual Financial Report opinion letter
- Attestation, National Transit Database S-10 Agreed Upon Procedure for January 1, 2019 through December 31, 2019

\*In response to COVID-19 and per the Proclamation by the Governor 20-28 Open Public Meetings Act, the meeting was held without a physical location.



- Attestation, National Transit Database Agreed Upon Procedure for January 1, 2019 through December 31, 2019

There was a citizen concern regarding Board committee meetings and whether it met the threshold of an open public meeting. The auditor had no recommendations. Though not required, the agency was going above and beyond requirements by posting agendas on the web.

The accountability audit had no findings. The financial statement and federal grant compliance audit had no findings. A management letter was provided regarding capital asset transfer reporting and recording.

A financial report was completed for the purpose of submitting for a CAFR award.

The next audit was scheduled to be conducted in March 2021.

The meeting adjourned at 12:24 p.m.



Rachel Woods  
Executive Board Administrator