Pursuant to K.C.C. 1.24.035 A. and F., this meeting is also noticed as a meeting of the Metropolitan King County Council, whose agenda is limited to the committee business. In this meeting only the rules and procedures applicable to committees apply and not those applicable to full council meetings.

1. **Call to Order**

2. **Roll Call**

3. **Approval of Minutes** pp. 3-4

   March 26, 2019 meeting minutes.

4. **Public Comment**

**Discussion and Possible Action**

5. **Proposed Motion No. 2019-0091** pp. 5-10

   A MOTION confirming the executive's appointment of Tommy Gantz, who resides in council district five, to the Museum of Flight Authority board of directors.

   **Sponsors:** Mr. Upthegrove

   Brandi Vena, Council Staff
6. Proposed Motion No. 2019-0092 pp. 11-16
A MOTION confirming the executive’s appointment of Brett Palmiero, who resides in council district three, to the Museum of Flight Authority board of directors, as an executive at-large representative.

   **Sponsors:** Ms. Lambert

   *Brandi Vena, Council Staff*

A MOTION confirming the executive’s appointment of John Purvis, who resides in council district eight, to the Museum of Flight Authority board of directors.

   **Sponsors:** Mr. McDermott

   *Contingent on introduction and referral to the Committee
Brandi Vena, Council Staff*

8. Proposed Motion No. 2019-0140 pp. 23-34
A MOTION pertaining to special districts in King County.

   **Sponsors:** Mr. Dunn

   *Sam Porter, Council Staff*

**Briefing**

TNC Driver Security and Background Check Update

   *Representatives from Transportation Network Companies (TNCs)*

KCIT Audit

   *Sahar Fathi, Council Staff*

Elections Cyber Audit

   *Sahar Fathi, Council Staff*

Puget Sound Emergency Radio Network (PSERN) Audit

   *Ben Thompson, Deputy County Auditor, King County Auditor’s Office
Michael Bowers, Capital Project Oversight Analyst, King County Auditor’s Office*

**Adjournment**
Pursuant to K.C.C. 1.24.035 A. and F., this meeting is also noticed as a meeting of the Metropolitan King County Council, whose agenda is limited to the committee business. In this meeting only the rules and procedures applicable to committees apply and not those applicable to full council meetings.

1. **Call to Order**

   Chair von Reichbauer called the meeting to order at 3:08 p.m.

2. **Roll Call**

   Present: 4 - Mr. Gossett, Mr. Dembowski, Ms. Kohl-Welles and Mr. von Reichbauer

3. **Approval of Minutes**

   Councilmember Gossett moved approval of the minutes of the March 12, 2019 meeting. Seeing no objections, the minutes were approved.

4. **Public Comment**

   There was no public comment.

5. **Discussion and Possible Action**

   AN ORDINANCE relating to King County district court electoral district boundaries for 2019; and amending Ordinance 16803, Section 1, as amended, and K.C.C. 1.12.050.

   **Sponsors:** Mr. von Reichbauer

   Sam Porter, Council Staff, briefed the Committee on the legislation and answered questions from the members. Dave Wilson, GIS Supervisor, Department of Elections commented and answered questions from the members. There was amendment 1 moved by Councilmember Gossett. The amendment was adopted.
A motion was made by Councilmember Gossett that this Ordinance be Recommended Do Pass Substitute Consent. The motion carried by the following vote:

Yes: Mr. Gossett, Mr. Dembowski, Ms. Kohl-Welles and Mr. von Reichbauer

**Briefing**

6. **Briefing No. 2019-B0041**

   Domestic Violence Policy

   *Kymber Waltmunson, King County Auditor and Elise Garvey, Senior Management Auditor, King County Auditor’s Office, briefed the Committee via PowerPoint presentation and answered questions from the members. Jay Osbourne, Human Resources Director, also commented and answered questions from the members.*

   This matter was Presented

7. **Briefing No. 2019-B0042**

   GAO Work Plan

   *Jenny Ngo, Council Staff, briefed the Committee and answered questions from the members.*

   This matter was Presented

**Other Business**

*There was no other business to come before the committee.*

**Adjournment**

*The meeting was adjourned at 3:27 p.m*
SUBJECT

A motion confirming the executive's appointment of Tommy Gantz, who resides in County Council District 5, to the King County Museum of Flight Authority Board of Directors.

BACKGROUND

King County created the King County Museum of Flight Authority ("Authority") in 1985 to "provide for the development and operation of a first class air and space museum".1 The Authority is an independent legal entity governed by its Charter and By-laws. The Authority’s Board of directors consists of seven individuals appointed as follows by the King County Executive, subject to confirmation by a majority of the County Council:

- Three at-large members;
- Three members from nominations made by the Board of Trustees of the Museum of Flight or its successor; and
- One member from nominations of the Board of Directors.

Current membership can be found in Attachment B to the motion.

Scope of Powers: Article V, Section 5.01 of the Authority’s Charter sets forth its powers. These include the power to:

- Own and sell real and personal property;
- Contract for any corporate purpose with the United States, a state, and any political subdivision or agency of either, and with individuals, associations and corporations;
- Lend and borrow funds;
- Perform all manner and type of community services and activities; and
- Issue negotiable bonds and notes.

Other powers and limitations on powers are set forth in Sections 5.01 and 5.02 of the Authority’s Charter.

1 KCC 15.90.010 as authorized under RCW 35.21.730 through 35.21.755
APPOINTEE INFORMATION

Ms. Tommy Gantz is a resident of Kent, Washington (District 5) and has been nominated by the Museum of Flight Authority Foundation Board. She currently works as an analyst for Boeing Global Services. Ms. Gantz has dedicated 750 hours of volunteer service to the Museum of Flight as a docent and as a member of the Museum of Flight Boeing Academy for STEM Education Committee, among other roles. She is also Vice Chair for Business Development for the Aerospace Futures Alliance. She has a Bachelor of Science degree in Global Business Management. The appointment of Ms. Gantz is for a partial term expiring on December 31, 2019.

ANALYSIS

Staff has not identified any issues with the proposed appointment. It appears to be consistent with the requirements of the King County Museum of Flight Authority Charter.

INVITEES

- Tommy Gantz, Appointee to the Museum of Flight Authority Board of Directors.
- Lynda King, Museum of Flight Authority Board of Directors Staff Liaison.

ATTACHMENTS

1. Proposed Motion 2019-0091 (and its attachments)
2. Transmittal Letter
Motion

Proposed No. 2019-0091.1  Sponsors Upthegrove

1 A MOTION confirming the executive's appointment of
2 Tommy Gantz, who resides in council district five, to the
3 Museum of Flight Authority board of directors.
4 BE IT MOVED by the Council of King County:
5 The county executive's appointment of Tommy Gantz, who resides in council
6 district five, to the Museum of Flight Authority board of directors, for a partial term to
expire on December 31, 2019, is hereby confirmed.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

______________________________
Rod Dembowski, Chair

ATTEST:

______________________________
Melani Pedroza, Clerk of the Council

APPROVED this _____ day of _______________, ______.

______________________________
Dow Constantine, County Executive

Attachments: A. Application, B. Board Profile, C. Appointment Letter
January 25, 2019

The Honorable Rod Dembowski
Chair, King County Council
Room 1200
COURTHOUSE

Dear Councilmember Dembowski:

Enclosed for consideration and approval by the King County Council is a motion confirming the appointment of Tommy Gantz, who resides in council district five, to the Museum of Flight Authority Board of Directors.

The appointment of Ms. Gantz is for a partial term expiring December 31, 2019. Her application, current board profile and appointment letter are enclosed for your information. This appointment request supports the King County Strategic Plan goal of public engagement by expanding opportunities to seek input, listen and respond to residents.

If you have any questions about this appointment, please have your staff call Rick Ybarra, liaison for boards & commissions, at 206-263-9651.

Sincerely,

Dow Constantine
King County Executive

Enclosures

cc: King County Councilmembers
     ATTN: Carolyn Busch, Chief of Staff
     Melani Pedroza, Clerk of the Council
     Dwight Dively, Director, Office of Performance, Strategy and Budget
     Rick Ybarra, Liaison for Boards & Commissions
     Lynda King, Museum of Flight Authority Board of Directors Staff Liaison
     Tommy Gantz
SUBJECT

A motion confirming the executive's appointment of Brett Palmiero, who resides in County Council District 3, to the King County Museum of Flight Authority Board of Directors.

BACKGROUND

King County created the King County Museum of Flight Authority ("Authority") in 1985 to "provide for the development and operation of a first class air and space museum". The Authority is an independent legal entity governed by its Charter and By-laws. The Authority's Board of directors consists of seven individuals appointed as follows by the King County Executive, subject to confirmation by a majority of the County Council:

- Three at-large members;
- Three members from nominations made by the Board of Trustees of the Museum of Flight or its successor; and
- One member from nominations of the Board of Directors.

Current membership can be found in Attachment B to the motion.

Scope of Powers: Article V, Section 5.01 of the Authority's Charter sets forth its powers. These include the power to:

- Own and sell real and personal property;
- Contract for any corporate purpose with the United States, a state, and any political subdivision or agency of either, and with individuals, associations and corporations;
- Lend and borrow funds;
- Perform all manner and type of community services and activities; and
- Issue negotiable bonds and notes.

Other powers and limitations on powers are set forth in Sections 5.01 and 5.02 of the Authority's Charter.

1 KCC 15.90.010 as authorized under RCW 35.21.730 through 35.21.755
APPOINTEE INFORMATION

Mr. Brett Palmiero is a resident of Redmond, Washington (District 3) and has been nominated to an executive at-large representative position on the board. He currently works as a Regional Sales Associate for Textron Aviation. Mr. Palmiero has participated in the Museum of Flight’s educational, social, and fundraising programs. He is also on the Pacific Northwest Business Aviation Association Board of Directors and serves as the board’s treasurer. He has a Bachelor of Science degree in Mechanical Engineering as well as a Master of Business Administration degree. The appointment of Mr. Palmiero is for a partial term expiring on December 31, 2020.

ANALYSIS

Staff has not identified any issues with the proposed appointment. It appears to be consistent with the requirements of the King County Museum of Flight Authority Charter.

INVITEES

- Brett Palmiero, Appointee to the Museum of Flight Authority Board of Directors.
- Lynda King, Museum of Flight Authority Board of Directors Staff Liaison.

ATTACHMENTS

1. Proposed Motion 2019-0092 (and its attachments)
2. Transmittal Letter
Motion

Proposed No. 2019-0092.1 Sponsors Lambert

1 A MOTION confirming the executive's appointment of
2 Brett Palmiero, who resides in council district three, to the
3 Museum of Flight Authority board of directors, as an
4 executive at-large representative.
5 BE IT MOVED by the Council of King County:
6 The county executive's appointment of Brett Palmiero, who resides in council
7 district three, to the Museum of Flight Authority board of directors, as an executive at-
large representative, for a partial term to expire on December 31, 2020, is hereby confirmed.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

________________________________________
Rod Dembowski, Chair

ATTEST:

________________________________________
Melani Pedroza, Clerk of the Council

APPROVED this _____ day of _______________, _____.

________________________________________
Dow Constantine, County Executive

**Attachments:** A. Application, B. Board Profile, C. Appointment Letter
January 25, 2019

The Honorable Rod Dembowski  
Chair, King County Council  
Room 1200  
COURTHOUSE

Dear Councilmember Dembowski:

Enclosed for consideration and approval by the King County Council is a motion confirming the appointment of Brett Palmiero, who resides in council district three, to the Museum of Flight Authority Board of Directors, as an executive at-large representative.

The appointment of Mr. Palmiero is for a partial term expiring December 31, 2020. His application, current board profile and appointment letter are enclosed for your information. This appointment request supports the King County Strategic Plan goal of public engagement by expanding opportunities to seek input, listen and respond to residents.

If you have any questions about this appointment, please have your staff call Rick Ybarra, liaison for boards & commissions, at 206-263-9651.

Sincerely,

Dow Constantine  
King County Executive

Enclosures

cc:  
King County Councilmembers  
ATTN:  Carolyn Busch, Chief of Staff  
Melani Pedroza, Clerk of the Council  
Dwight Dively, Director, Office of Performance, Strategy and Budget  
Rick Ybarra, Liaison for Boards & Commissions  
Lynda King, Museum of Flight Authority Board of Directors Staff Liaison  
Brett Palmiero
SUBJECT

A motion confirming the executive's appointment of John Purvis, who resides in County Council District 8, to the King County Museum of Flight Authority Board of Directors.

BACKGROUND

King County created the King County Museum of Flight Authority ("Authority") in 1985 to "provide for the development and operation of a first class air and space museum". The Authority is an independent legal entity governed by its Charter and By-laws. The Authority’s Board of directors consists of seven individuals appointed as follows by the King County Executive, subject to confirmation by a majority of the County Council:

- Three at-large members;
- Three members from nominations made by the Board of Trustees of the Museum of Flight or its successor; and
- One member from nominations of the Board of Directors.

Current membership can be found in Attachment B to the motion.

Scope of Powers: Article V, Section 5.01 of the Authority’s Charter sets forth its powers. These include the power to:

- Own and sell real and personal property;
- Contract for any corporate purpose with the United States, a state, and any political subdivision or agency of either, and with individuals, associations and corporations;
- Lend and borrow funds;
- Perform all manner and type of community services and activities; and
- Issue negotiable bonds and notes.

Other powers and limitations on powers are set forth in Sections 5.01 and 5.02 of the Authority’s Charter.

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1 KCC 15.90.010 as authorized under RCW 35.21.730 through 35.21.755
**APPOINTEE INFORMATION**

Mr. John Purvis is a resident of Burien, Washington (District 8) and has been nominated by the Foundation Board to a position on the Museum of Flight Authority Board of Directors. He currently works as a volunteer docent at the Museum of Flight after a long career as an engineer with Boeing. He has also served on the museum’s Board of Trustees. He holds two Bachelor of Science degrees; the first in Mechanical Engineering and the second in Industrial Engineering. The appointment of Mr. Purvis is for a partial term expiring on December 31, 2021.

**ANALYSIS**

Staff has not identified any issues with the proposed appointment. It appears to be consistent with the requirements of the King County Museum of Flight Authority Charter.

**INVITEES**

- John Purvis, Appointee to the Museum of Flight Authority Board of Directors.
- Lynda King, Museum of Flight Authority Board of Directors Staff Liaison.

**ATTACHMENTS**

1. Proposed Motion 2019-0096 (and its attachments)
2. Transmittal Letter
Motion

Proposed No. 2019-0096.1

Sponsors McDermott

1 A MOTION confirming the executive's appointment of
2 John Purvis, who resides in council district eight, to the
3 Museum of Flight Authority board of directors.
4 BE IT MOVED by the Council of King County:
5 The county executive's appointment of John Purvis, who resides in council district
6 eight, to the Museum of Flight Authority board of directors, for the remainder of a three-
year term to expire on December 31, 2021, is hereby confirmed.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

______________________________
Rod Dembowski, Chair

ATTEST:

______________________________
Melani Pedroza, Clerk of the Council

APPROVED this _____ day of _______________, ______.

Dow Constantine, County Executive

Attachments: A. Application, B. Board Profile, C. Appointment Letter
January 25, 2019

The Honorable Rod Dembowski
Chair, King County Council
Room 1200
COURTHOUSE

Dear Councilmember Dembowski:

Enclosed for consideration and approval by the King County Council is a motion confirming the appointment of John Purvis, who resides in council district eight, to the Museum of Flight Authority Board of Directors.

The appointment of Mr. Purvis is for the remainder of a three-year term expiring December 31, 2021. His application, current board profile and appointment letter are enclosed for your information. This appointment request supports the King County Strategic Plan goal of public engagement by expanding opportunities to seek input, listen and respond to residents.

If you have any questions about this appointment, please have your staff call Rick Ybarra, liaison for boards & commissions, at 206-263-9651.

Sincerely,

Dow Constantine
King County Executive

Enclosures

cc: King County Councilmembers
ATTN: Carolyn Busch, Chief of Staff
     Melani Pedroza, Clerk of the Council
     Dwight Dively, Director, Office of Performance, Strategy and Budget
     Rick Ybarra, Liaison for Boards & Commissions
     Lynda King, Museum of Flight Authority Board of Directors Staff Liaison
     John Purvis
SUBJECT

Proposed Motion 2019-0140 requests the Executive to develop a report regarding special districts within King County.

SUMMARY

The report requested in Proposed Motion 2019-0140 would be developed by the Executive in consultation with King County Elections, the Department of Assessments, the Finance and Business Operations Division and other departments the Executive determines intersect with specific special districts that operate in King County. The report should include a list of all special districts in King County that the Department of Elections:

1. Is required to conduct all or part of the election process for a special district, or
2. Has provided assistance to a special district that conducts their own elections, or
3. Is required to contract with a special district when that special district is authorized to conduct their own elections.

Of those special districts identified, the Executive is requested to conduct a comprehensive compliance review of elections and finance processes and procedures for each special district. The report is requested to include recommendations to develop or improve related processes and procedures and a plan to implement those recommendations.

BACKGROUND

The Municipal Research and Services Center estimates that there were approximately 1,670 special purpose districts in Washington as of January 2012. The King County Assessor reports that there are approximately 100 in King County currently, not including school districts. There is no single uniform definition of a special district or a special purpose district in the Revised Code of Washington (RCW). The terms "special district" and "special purpose district" are often used interchangeably and refer to limited

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1 Serving as the County Auditor per RCW 85.38.125
purpose special districts, benefit assessment districts, certain taxing districts, junior taxing districts, or any local government in Washington which is not a city, town, or county.³ Examples of special districts in Washington include diking, drainage, flood control, environmental protection, fire, library, park and recreation, public health and hospital, and transportation districts. Each special district is defined under the title of relevant state law and are eligible to receive revenue according to each statute.⁴

Special districts are required by state law to prepare and submit certified annual reports to the Office of the Washington State Auditor summarizing revenues received, collections made, amounts receivable or payable, expenditures made, and debt owed.⁵ The State Auditor is then in turn required by state law to conduct an assessment audit of special districts at least once every three years.⁶ Completed reports can be viewed on the State Auditor's website at https://www.sao.wa.gov/reports-data/audit-reports/.

ANALYSIS

While special districts are separate from the King County government, King County provides services for special districts through the Department of Elections, Department of Assessments, and the Finance and Business Operations Division (FBOD) of the Department of Executive Services.

King County Elections is allowed by law to contract with certain special districts to perform elections on their behalf.⁷ Currently, Elections performs elections on behalf of 84 special districts, with 81 appearing on the regular ballot (seen in Table 1.0 on the last page of this staff report) and three conducted under separate agreements.⁸

The Department of Assessments assesses tax and fee revenue for special districts in King County which in turn is billed to tax payers by FBOD. FBOD is authorized by state law to act as the County Treasurer and can enter into cash management agreements with special districts to manage their funds in accordance with state law.⁹ Under these agreements King County serves as an independent contractor which means that FBOD employees are not acting as employees of the special district for any purpose. Cash management agreements may have some variation between special districts but can include daily sweeps of the district's cash balances into automatic investments in the King County Investment Pool, crediting district bank deposits, charging district funds when warrants clear, distributing property taxes to a district's account, and paying district warrants. In exchange for serving in this role, special districts agree to pay King

⁵ RCW 43.09.230
⁶ RCW 43.09.260
⁷ RCW 85.38.125
⁸ Elections for King County Drainage Districts 1 and 2 are conducted by agreement defined under RCW 85.38, and the King County Personnel Board per King County Code Section 3.08.
⁹ RCW Chapter 36.29
County a fee based on the average cash balance of the funds designated for cash management services and the overall performance of the King County Investment Pool.

The report requested in Proposed Motion 2019-0140 pertains to special districts in King County that the Department of Elections:

1. Is required to conduct all or part of the election process for a special district, or
2. Has provided assistance to a special district that conducts their own elections, or
3. Is required to contract with a special district when that special district is authorized to conduct their own elections.

Of those districts identified, the executive is requested to perform a comprehensive compliance review of elections and finance processes and procedures for each special district. The elections review should include when the last election was held for the governing body of each special district and if there are any vacancies. The financial review should include a list of how much tax or fee revenue was collected on behalf of each special district in the last five years, FBOD payment and interfund loan record information for each district, and any information about any current or past audits conducted for by the Washington state Auditor in accordance with state law.

The Executive is requested to include in the report any recommendations to develop or improve processes and procedures to ensure that elections are being conducted in accordance with state law and public funds held by the county on behalf of each special district are being managed in compliance with state law and generally accepted accounting principles. The report is requested to be transmitted within 120 days of the passage of Proposed Motion 2019-0140, along with any legislation necessary to implement the recommendations included in the report.

**INVITED**

- Julie Wise, Director, King County Elections
- Ken Guy, Director, Director, Finance and Business Operations Division
- Al Dams, Chief Deputy Assessor, Department of Assessments

**ATTACHMENTS**

1. Proposed Motion 2019-0140
Table 1.0 Special Districts in King County with Elections on the Regular Ballot

<table>
<thead>
<tr>
<th>King County Special District</th>
<th>Number of Registered Voters</th>
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<tbody>
<tr>
<td>Port of Seattle</td>
<td>1,294,480</td>
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<tr>
<td>Highlands Sewer District</td>
<td>212</td>
</tr>
<tr>
<td>Midway Sewer District</td>
<td>23,006</td>
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<tr>
<td>Ronald Wastewater District</td>
<td>37,688</td>
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<tr>
<td>Stevens Pass Sewer District</td>
<td>7</td>
</tr>
<tr>
<td>Southwest Suburban Sewer District</td>
<td>38,809</td>
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<tr>
<td>Vashon Sewer District</td>
<td>780</td>
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<tr>
<td>Valley View Sewer District</td>
<td>18,789</td>
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<tr>
<td>Cedar River Water and Sewer District</td>
<td>16,210</td>
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<td>Lakehaven Water and Sewer District</td>
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<td>Northeast Sammamish Sewer and Water District</td>
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<td>Northshore Utility District</td>
<td>52,472</td>
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<td>Soos Creek Water and Sewer District</td>
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<td>Skyway Water and Sewer District</td>
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<td>Sammamish Plateau Water and Sewer District</td>
<td>37,909</td>
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<td>Snoqualmie Pass Utility District</td>
<td>67</td>
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<tr>
<td>East Bellevue Community Municipal Corporation</td>
<td>6,232</td>
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<tr>
<td>Houghton Community Municipal Corporation</td>
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<td>King County Fire Protection District No. 2</td>
<td>32,928</td>
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<tr>
<td>Shoreline Fire Department</td>
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<tr>
<td>King County Fire Protection District No. 10</td>
<td>15,390</td>
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<tr>
<td>North Highline Fire District</td>
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<td>Vashon Island Fire and Rescue</td>
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<td>King County Fire Protection District No. 16</td>
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<td>King County Fire Protection District No. 20</td>
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<td>East Pierce Fire &amp; Rescue</td>
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<td>King County Fire Protection District No. 24</td>
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<td>King County Fire Protection District No. 25</td>
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<td>King County Fire Protection District No. 27</td>
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<td>Enumclaw Fire Department</td>
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<td>King County Fire Protection District No. 31</td>
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<td>King County Fire Protection District No. 34</td>
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<td>Woodinville Fire &amp; Rescue</td>
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<td>King County Fire Protection District No. 37</td>
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<td>King County Fire Protection District No. 38</td>
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<td>South King Fire and Rescue</td>
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<td>King County Fire Protection District No. 50</td>
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<tr>
<td>Public Hospital District No. 1</td>
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<tr>
<td>Public Hospital District No. 2</td>
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<tr>
<td>Public Hospital District No. 4</td>
<td>29,086</td>
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<tr>
<td>Coal Creek Utility District</td>
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<tr>
<td>Covington Water District</td>
<td>36,471</td>
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<tr>
<td>Fall City Water District</td>
<td>1,778</td>
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<td>Highline Water District</td>
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<tr>
<td>Lake Forest Park Water District</td>
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<td>Lake Meridian Water District</td>
<td>10,498</td>
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<td>North City Water District</td>
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<td>Woodinville Water District</td>
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<td>King County Water District No. 1</td>
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<td>King County Water District No. 19</td>
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<td>King County Water District No. 54</td>
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<td>King County Water District No. 117</td>
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<td>King County Water District No. 119</td>
<td>3,196</td>
</tr>
<tr>
<td>King County Water District No. 123</td>
<td>145</td>
</tr>
<tr>
<td>King County Water District No. 125</td>
<td>8,003</td>
</tr>
<tr>
<td>Des Moines Pool Metropolitan Park District</td>
<td>17,681</td>
</tr>
<tr>
<td>Enumclaw Park &amp; Recreation Service Area</td>
<td>14,996</td>
</tr>
<tr>
<td>Fall City Metropolitan Park District</td>
<td>4,237</td>
</tr>
<tr>
<td>Issaquah Park &amp; Recreation Service Area</td>
<td>48,645</td>
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<tr>
<td>Northshore Park &amp; Recreation Service Area</td>
<td>54,558</td>
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<tr>
<td>Shoreline Park And Recreation District</td>
<td>47,587</td>
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<tr>
<td>Si View Metropolitan Park District</td>
<td>12,079</td>
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<tr>
<td>Tukwila Pool Metropolitan Park District</td>
<td>9,572</td>
</tr>
<tr>
<td>Vashon-Maury Island Park &amp; Recreation District</td>
<td>8,982</td>
</tr>
<tr>
<td>Rural King County Library System</td>
<td>834,727</td>
</tr>
<tr>
<td>Rural Pierce County Library System</td>
<td>716</td>
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<tr>
<td>Puget Sound Regional Fire Authority</td>
<td>79,554</td>
</tr>
<tr>
<td>Renton Regional Fire Authority</td>
<td>58,865</td>
</tr>
<tr>
<td>Valley Regional Fire Authority</td>
<td>39,969</td>
</tr>
<tr>
<td>King County Airport District</td>
<td>8,982</td>
</tr>
<tr>
<td>King County Cemetery District No. 1</td>
<td>8,982</td>
</tr>
<tr>
<td>Regional Transportation Authority</td>
<td>1,127,372</td>
</tr>
</tbody>
</table>
A MOTION pertaining to special districts in King County.

WHEREAS, King County government serves the public under state law outlined in Title 36 RCW. Under the powers and responsibilities therein, King County is responsible to perform the duties of county treasurer, and

WHEREAS, in accordance with K.C.C. 2.16.035, the finance and business operations division performs the functions of the county treasurer, and

WHEREAS, Washington state law sets forth the requirements for special districts in Title 85 RCW. Drainage districts are a type of special district that functions within King County as a separate government and receive tax revenue for use in their capacity as drainage districts, and

WHEREAS, King County's finance and business operations division processes transactions expending tax revenue collected for special districts on behalf of those special districts in accordance with state law and the King County Code, and

WHEREAS, it is the council's intent that the executive review and revise the county's administrative processes and procedures, especially those performed by the finance and business operations division in its capacity as the county treasurer and accounts payable to provide transparency of the special district funds held by the county's treasury and distributed by the county's accounts payable in accordance with state law
and regulations and generally accepted accounting principles, and

WHEREAS, it is the council's intent that the executive, in consultation with
department of elections, review and revise the county's administrative processes and
procedures to fulfill the statutory obligations of the department of elections under chapter
85.38 RCW with respect to the election of members to a specific special district's
governing body;

NOW, THEREFORE, BE IT MOVED by the Council of King County:

A. The executive is requested to transmit a report developed in consultation with
King County elections, the department of assessments and any other county departments
or offices the executive determines has intersections between King County government
and special districts functioning in their capacities as separate governments within King
County. The report should include, but not be limited to, the following:

1.a. A list of all special districts in King County, which according to
Washington law, the department of elections, in fulfilling the statutory functions of a
county auditor functions:

   (1) is required to conduct all or part of the election process for a special
district;

   (2) in the case of those special districts that are statutorily authorized to
conduct their own elections, has provided election assistance to the special district; and

   (3) is required to contract with the special district that is statutorily authorized
to conduct its own elections but must contract with the department to specify the
responsibilities that the special district will perform in conducting its elections, and
indicate whether the department has or has not contracted with the special district.
b. The list should identify the special district by which category in section A.1.a. of this motion it meets, and include the number of governing board positions and names of each member of the special district's governing body;

2. A comprehensive elections compliance review for each special district meeting the definition of section A.1.a.(2) or (3) of this motion including, but not limited to:

a. when the last election for the special district was held, and

b. if there are vacancies on the governing body of each special district;

3. A comprehensive financial review for each special district identified as a special district meeting the description on the list requested by section A.1. of this motion, including, but not limited to:

a. how much of either tax revenue or fee revenue, or both, was collected on behalf of each special district by King County in the last five years by year;

b. finance and business operations division payment record information for each special district;

c. finance and business operations division interfund loan records for the special districts; and

d. information about any current or past audits conducted for each special district by the Washington state Auditor;

4. Recommendations to develop or improve processes and procedures to ensure elections are being conducted in accordance with state law;

5. Recommendations to develop or improve processes and procedures to ensure that public funds held by the county on behalf of a special district and distributed by the
county at the direction of the special district are done in compliance with state law and
regulations and generally accepted accounting principles; and

6. A plan to implement the recommendations included in the report.

B. The executive is requested to transmit the report described in this motion
within one hundred twenty days of the passage of this motion, along with any legislation
necessary to implement recommendations included in the report. The executive should
file the report with the clerk of the council in the form of a paper and an electronic copy.
The clerk shall retain the paper copy and forward the electronic copy to all councilmembers.
No Materials for this item will be available at the meeting.
Performance Audit

Opportunities to Improve King County’s Information Technology Security

May 2, 2019
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<td>Audit Results</td>
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<tr>
<td>Auditor’s Remarks</td>
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<td>6</td>
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<tr>
<td>Appendix A: Initiative 900</td>
<td>7</td>
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</tbody>
</table>

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**The mission of the State Auditor’s Office**

Provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The results of our work are widely distributed through a variety of reports, which are available on our website and through our free, electronic subscription service.

We take our role as partners in accountability seriously. We provide training and technical assistance to governments and have an extensive quality assurance program.

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**State Auditor’s Office contacts**

State Auditor Pat McCarthy  
360-902-0360, Pat.McCarthy@sao.wa.gov

Scott Frank – Director of Performance & IT Audit  
360-902-0376, Scott.Frank@sao.wa.gov

Kelly Collins – Director of Local Audit  
360-902-0091, Kelly.Collins@sao.wa.gov

Peg Bodin, CISA – Assistant Director of IT Audit  
360-464-0113, Peggy.Bodin@sao.wa.gov

Kathleen Cooper – Director of Communications  
360-902-0470, Kathleen.Cooper@sao.wa.gov

**To request public records**

Public Records Officer  
360-725-5617, PublicRecords@sao.wa.gov
Introduction

Government organizations have become increasingly dependent on computerized information systems to carry out their operations. These systems process, store and share sensitive and confidential information, including personal and financial data, in order to deliver services to residents.

Risks to a local government’s information technology (IT) environment go beyond the activities of hackers stealing credit card information, Social Security numbers, or installing malware to disrupt communications. Errors or misuse of the system by employees or contractors can also jeopardize the operation of any entity that relies on computers and networks.

Furthermore, research by Verizon Wireless in their 2018 Data Breach Investigation Report shows that the public sector reported the most cyber security incidents. A 2018 study by the Ponemon Institute, a research center that focuses on privacy, data protection and information security policy, found that governments pay an average of $75 per record lost in a data breach.

To help Washington’s local governments protect their IT systems, we are offering them the opportunity to participate in a performance audit designed to assess whether there are opportunities to improve the security of their IT systems. King County chose to participate in this audit.

Scope and methodology

The performance audit we conducted was designed to answer the following question:

- Is the County’s public-facing IT presence secure from known external threats?

Evaluating the County’s IT systems against external and internal threats

To determine if the County’s IT systems are secure against external threats, our subject matter experts conducted tests on the County’s external IT infrastructure, and ranked the identified weaknesses by the severity and ease with which the identified weakness could be exploited based on their professional experience.

We gave County management the results of the tests when they were completed, then conducted follow-up testing to determine if the County had successfully mitigated the weaknesses we identified.


Next steps

Our performance audits of local government programs and services are reviewed by the local government’s legislative body and/or by other committees of the local government whose members wish to consider findings and recommendations on specific topics. Representatives of the State Auditor’s Office will review this audit with King County’s legislative body in Seattle, Washington. The public will have the opportunity to comment at this hearing. Please check the King County website for the exact date, time and location. The State Auditor’s Office conducts periodic follow-up evaluations to assess the status of recommendations, and may conduct follow-up audits at its discretion. See Appendix A, which addresses the I-900 areas covered in the audit.
Audit Results
The results of our audit work and recommendations were communicated to King County management for their review, response and action. We found that there were areas where improvements can be made. The County has already addressed issues we identified, and is continuing to make improvements.

Because the public distribution of tests performed and test results could increase the risk to the County, distribution of this information is kept confidential under RCW 42.56.420(4), and under Generally Accepted Government Auditing Standards, Sections 7.40-43.

Recommendations
To help ensure that King County protects its information technology systems and the information contained in those systems, we make the following recommendation:
  • Continue remediating identified gaps

Auditor’s Remarks
The State Auditor’s Office recognizes King County’s willingness to volunteer to participate in this audit, demonstrating its dedication to making government work better. It is apparent the County’s management and staff want to be accountable to the people and good stewards of public resources. Throughout the audit, they fostered a positive and professional working relationship with the Washington State Auditor’s Office.
April 12, 2019

Peggy Bodin
Assistant Director of IT Audits
Office of the Washington State Auditor
302 Sid Snyder Ave SW
Olympia, WA 98504-0021

Dear Ms. Bodin:
On behalf of King County Information Technology, thank you for the opportunity to review and respond to the cybersecurity performance audit report, “Opportunities to Improve King County Information Technology Security.”

It was a pleasure for my team to work with your office, as well as the subject matter experts who evaluated King County’s technology security controls. The engagement with your team was professional and collaborative.

Thank you for recognizing the measures we have taken to protect our technology environment from numerous threats. We appreciate the efforts of those involved to evaluate our information technology security program and the recommended opportunities for improvement. As your recent testing showed, we have implemented many of their recommendations, further strengthening our IT security. We remain committed to addressing the remaining recommendations in the report and to continuously improving our processes and capabilities.

Sincerely,

Selena Tonti,
Chief Information Security & Privacy Officer
Information Security, Risk, & Compliance
King County Information Technology
Appendix A: Initiative 900

Initiative 900, approved by Washington voters in 2005 and enacted into state law in 2006, authorized the State Auditor’s Office to conduct independent, comprehensive performance audits of state and local governments. Specifically, the law directs the Auditor’s Office to “review and analyze the economy, efficiency, and effectiveness of the policies, management, fiscal affairs, and operations of state and local governments, agencies, programs, and accounts.” Performance audits are to be conducted according to U.S. Government Accountability Office government auditing standards.

In addition, the law identifies nine elements that are to be considered within the scope of each performance audit. The State Auditor’s Office evaluates the relevance of all nine elements to each audit. The table below indicates which elements are addressed in the audit. Specific issues are discussed in the Results and Recommendations sections of this report.

<table>
<thead>
<tr>
<th>I-900 element</th>
<th>Addressed in the audit</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Identify cost savings</td>
<td>No. The audit did not identify measurable cost savings. However, strengthening IT security could help the County avoid or mitigate costs associated with a data breach.</td>
</tr>
<tr>
<td>2. Identify services that can be reduced or eliminated</td>
<td>No. The audit objectives did not address services that could be reduced or eliminated.</td>
</tr>
<tr>
<td>3. Identify programs or services that can be transferred to the private sector</td>
<td>No. The audit objectives were focused on improving the County’s information system security program.</td>
</tr>
<tr>
<td>4. Analyze gaps or overlaps in programs or services and provide recommendations to correct them</td>
<td>Yes. The audit compares the County’s IT security against leading practices and makes recommendations to align them.</td>
</tr>
<tr>
<td>5. Assess feasibility of pooling information technology systems within the department</td>
<td>No. The audit did not assess the feasibility of pooling information systems; it focused on the County’s IT security posture.</td>
</tr>
<tr>
<td>6. Analyze departmental roles and functions, and provide recommendations to change or eliminate them</td>
<td>No. The audit did not analyze departmental roles and functions.</td>
</tr>
<tr>
<td>7. Provide recommendations for statutory or regulatory changes that may be necessary for the department to properly carry out its functions</td>
<td>No. The audit did not identify a need for statutory or regulatory change.</td>
</tr>
<tr>
<td>9. Identify relevant best practices</td>
<td>Yes. Our audit tested the County’s externally facing assets for vulnerabilities that could be used to compromise the County’s IT systems.</td>
</tr>
</tbody>
</table>
Audit performed to standards

We conducted this performance audit under the authority of state law (RCW 43.09.470), approved as Initiative 900 by Washington voters in 2005, and in accordance with Generally Accepted Government Auditing standards (December 2011 revision) issued by the U.S. Government Accountability Office. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.
Performance Audit

Opportunities to Improve King County Elections’ Information Technology Security

May 2, 2019
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**Introduction**

Government organizations have become increasingly dependent on computerized information systems to carry out their operations. These systems process, store and share sensitive and confidential information, including personal and financial data, in order to deliver services to residents.

Risks to a local government’s information technology (IT) environment go beyond the activities of hackers stealing credit card information or Social Security numbers, or installing malware to disrupt communications. Errors or misuse of the system by employees or contractors can also jeopardize the operation of any entity that relies on computers and networks.

Furthermore, research by Verizon Wireless in its 2018 Data Breach Investigation Report shows that the public sector reported the most cyber security incidents. A 2018 study by the Ponemon Institute found that governments pay an average of $75 per record lost in a data breach.

To help Washington’s local governments protect their IT systems, we are offering them the opportunity to participate in a performance audit designed to assess whether there are opportunities to improve their IT systems.

King County Elections chose to participate in this audit.

**Scope and methodology**

The performance audit we conducted was designed to answer the following questions:

- Do King County Elections’ IT security policies, standards and procedures align with leading practices?
- Has Elections implemented effective IT security practices to protect its information, and are they consistent with leading practices?

**Comparing the Elections’ IT security program to leading practices**

We assessed the Elections’ IT security policies, procedures and practices to leading practices in this area to identify any improvements that could make them stronger. We selected leading practices from the Center for Internet Security’s Top 20 Critical Security Controls, which were developed by a broad community of private and public sector stakeholders after examining the most common attack patterns. The Top 20 Security Controls are a prioritized list of control areas designed to help organizations with limited resources optimize their security defenses efforts to achieve the highest return on investment.
Evaluating effective implementation of IT security practices

To determine if Elections has implemented effective IT security practices, we conducted tests to determine if controls were implemented properly and functioning effectively.

Additionally, our subject matter experts conducted tests on the Elections’ IT infrastructure and, based on their professional experience, ranked the identified weaknesses by the severity and ease in which the identified weakness could be exploited.

We gave management the results of the tests as they were completed, then conducted follow-up testing to determine if they had successfully mitigated the weaknesses we identified.

Next steps

Our performance audits of local government programs and services are reviewed by the local government’s legislative body and/or by other committees of the local government whose members wish to consider findings and recommendations on specific topics. Representatives of the State Auditor’s Office will review this audit with King County Elections’ legislative body in Renton, Washington. The public will have the opportunity to comment at this hearing. Please check King County Elections’ website for the exact date, time and location. The State Auditor’s Office conducts periodic follow-up evaluations to assess the status of recommendations, and may conduct follow-up audits at its discretion. See Appendix A, which addresses the I-900 areas covered in the audit.
Audit Results
The results of our audit work and recommendations were communicated to management of King County Elections for its review, response and action. We found that, while the Elections’ IT policies and practices partially align with industry leading practices, there are areas where improvements can be made. King County Elections has already addressed significant issues we identified, and is continuing to make improvements.

Because the public distribution of tests performed and test results could increase the risk to Elections, distribution of this information is kept confidential under RCW 42.56.420(4), and under Generally Accepted Government Auditing Standards, Sections 7.40-43.

Recommendations
To help ensure King County Elections protects its information technology systems and the information contained in those systems, we make the following recommendations:

• Continue remediating identified gaps
• Revise King County Elections’ IT security policies and procedures to align more closely with leading practices

Auditor’s Remarks
The State Auditor’s Office recognizes King County Elections’ willingness to volunteer to participate in this audit, demonstrating its dedication to making government work better. It is apparent the Elections’ management and staff want to be accountable to the citizens and good stewards of public resources. Throughout the audit, they fostered a positive and professional working relationship with the Washington State Auditor’s Office.
April 15, 2019

Peggy Bodin  
Assistant Director of IT Audits  
Office of the Washington State Auditor  
302 Sid Snyder Ave SW  
Olympia, WA 98504-0021

Dear Ms. Bodin:

On behalf of King County Elections, thank you for the opportunity to review and respond to the cyber security performance audit report, “Opportunities to Improve King County Elections’ Information Technology Security.”

It was a pleasure to work with your office as well as subject matter experts who evaluated Elections’ IT security. My team has continually been impressed with the professionalism and collaborative approach taken by your office in our many interactions.

Thank you for recognizing the measures we have already taken to protect our IT systems from numerous threats. We appreciate the efforts of your staff and the subject matter experts who evaluated our IT security program and recommend opportunities for improvement. As your recent testing showed, we have implemented many of the finding recommendations; thereby already strengthening our IT security program. We remain committed to addressing the remaining recommendations in the report and to implementing processes to ensure we remain vigilant.

Sincerely,

Julie Wise  
Director  
King County Elections

RNT-EL-0100 | 919 SW Grady Way, Renton, WA 98057-2906 | 206-296-VOTE (8683) | TTY Relay: 711 | kingcounty.gov/elections

@kcvotes | twitter.com/kcelections | facebook.com/kcelections | @instagram.com/kcelections
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<td><strong>No.</strong> The audit objectives did not address services that could be reduced or eliminated.</td>
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</tr>
<tr>
<td>4. Analyze gaps or overlaps in programs or services and provide recommendations to correct them</td>
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</tr>
<tr>
<td>5. Assess feasibility of pooling information technology systems within the department</td>
<td><strong>No.</strong> The audit did not assess the feasibility of pooling information systems; it focused on Elections’ IT security posture.</td>
</tr>
<tr>
<td>6. Analyze departmental roles and functions, and provide recommendations to change or eliminate them</td>
<td><strong>Yes.</strong> The audit evaluated the roles and functions of IT security at Elections and made recommendations to better align them with leading practices.</td>
</tr>
<tr>
<td>7. Provide recommendations for statutory or regulatory changes that may be necessary for the department to properly carry out its functions</td>
<td><strong>No.</strong> The audit did not identify a need for statutory or regulatory change.</td>
</tr>
<tr>
<td>8. Analyze departmental performance, data performance measures, and self-assessment systems</td>
<td><strong>Yes.</strong> Our audit examined and made recommendations to improve IT security control performance.</td>
</tr>
<tr>
<td>9. Identify relevant best practices</td>
<td><strong>Yes.</strong> The audit identified and used leading practices published by the Center for Internet Security to assess Elections’ IT security controls.</td>
</tr>
</tbody>
</table>
Audit performed to standards

We conducted this performance audit under the authority of state law (RCW 43.09.470), approved as Initiative 900 by Washington voters in 2005, and in accordance with Generally Accepted Government Auditing standards (December 2011 revision) issued by the U.S. Government Accountability Office. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.
Puget Sound Emergency Radio Network (PSERN) Audit

No Materials for this item will be available at the meeting.