



Washington State Auditor's Office

Government that works for citizens

Assessment Audit Report

Washington State Seed Potato Commission

For the period July 1, 2007 through June 30, 2015

Published May 26, 2016

Report No. 1016692





Washington State Auditor's Office

May 26, 2016

Board of Commissioners
Washington State Seed Potato Commission
Lynden, Washington

Report on Assessment Audit

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The State Auditor's Office takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

The attached report describes the procedures performed and conclusions for the areas we reviewed. We appreciate the opportunity to work with your staff and we value your cooperation during the assessment audit.

Sincerely,

A handwritten signature in cursive script that reads "Troy X. Kelley".

TROY KELLEY
STATE AUDITOR
OLYMPIA, WA

AUDIT SUMMARY

Results in brief

Based on the procedures performed, except as described below, nothing came to our attention in the areas we reviewed that caused us to believe the Commission was not in substantial compliance with applicable state laws, regulations, and its own policies, or had significant weaknesses in controls over the safeguarding of public resources. Had we performed additional procedures, other matters might have come to our attention that would have been reported.

As referenced above, we noted certain matters that we communicated to the Commission's management and Board of Commissioners related to receipting internal controls. We appreciate the Commission's commitment to resolving these matters.

About the assessment audit

This report contains the results of our independent audit of the Washington State Seed Potato Commission from July 1, 2007 through June 30, 2015.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This assessment audit was conducted under the authority of RCW 43.09.260, which requires the State Auditor's Office to examine the financial affairs of all local governments at least once every three years. Assessment audits are risk-based, limited-scope reviews of small local governments with less than \$300,000 in annual revenues. To help minimize audit costs, our work for this engagement was conducted off-site primarily using financial and other information provided by the Commission.

This assessment audit was limited to the following:

- Reviewing meeting minutes for compliance with the Open Public Meetings Act.
- Inquiring as to internal controls over assets, revenues, and disbursements.
- Verifying that annual reports submitted to our Office were complete and filed timely in compliance with state law.
- Corroborating financial information reported by the Commission by comparing its annual revenues, expenditures, and cash and investment balances to third-party sources.

- Reviewing expenditures for indications of unusual activities, excessive Board of Commissioners compensation, conflicts of interest, or procurement requirements.
- Evaluating the Commission's financial information for indications of financial difficulties.
- Comparing actual receipts to expected receipts and verifying deposits.

INFORMATION ABOUT THE COMMISSION

The Washington State Seed Potato Commission was established in 1956 to coordinate marketing and research of seed potatoes in the state of Washington. The Commission is funded primarily by assessments on growers.

Based in Lynden, the Commission is composed of an eight-member Board of Commissioners, with five positions elected from participating growers, two appointed by the Board and one ex officio member appointed by the Washington State Department of Agriculture. The Commission is administered by an independently contracted Office Manager and has no employees. For the fiscal years 2008 through 2015 the Commission operated on budgeted expenditures of approximately \$26,500, \$35,100, \$34,800, \$35,800, \$42,900, \$47,600, \$56,900 and \$56,900, respectively.

Contact information related to this report	
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Information current as of report publish date.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

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, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
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