

ASSOCIATION OF AIRPORT INTERNAL AUDITORS

27TH ANNUAL CONFERENCE
SEATTLE, WA ~ JUNE 19-22, 2016

CONFERENCE AGENDA

Sunday, June 19, 2016

6:00 pm to 9:00 pm	Welcome Reception, Fireside Lounge
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Monday, June 20, 2016

07:00 am to 08:15 am	Registration and Continental Breakfast – <u>Conference Registrants Only</u>
08:15 am to 08:45 am	Opening Remarks and Attendee Introductions <ul style="list-style-type: none">• Wayne E. Robinson, AAIA President, Internal Auditor, Manchester-Boston Regional Airport• Joyce Kirangi, Director of Internal Audit, Port of Seattle• Attendee Introductions• Housekeeping Items
08:45 am to 09:00 am	Welcome to Seattle <ul style="list-style-type: none">• Lance Lyttle, Managing Director of Aviation, Port of Seattle
09:00 am to 10:00 am	What Will You Do with your 90,000 Hours? <p>Did you know in an average working life you'll spend 90,000 hours at the office? That's not time spent with family, loved ones or doing something fun. This session provides a provocative and wholehearted approach to making the most of the time you devote to your working life.</p> <ul style="list-style-type: none">• Libby Wagner, Libby Wagner & Associates <p>A poet, author and speaker, Libby is a trusted advisor for presidents, CEOs and executive directors, and her work has shaped the cultures of numerous Fortune 500 clients, including The Boeing Company, Nike, Philips, SAP, Diageo and Costco. Using her unique approach, Libby helps executives create dramatic, memorable impact so they confidently lead their organizations toward innovative horizons. Working with Libby includes diving into the extraordinary - she has the uncanny ability to help you select exactly the language you need to communicate in ways you've never done before.</p>
10:00 am to 10:15 am	Networking Break
10:15 am to 11:30 am	Transformational Communication: Changing Your World One Conversation at a Time <p>How can you utilize your one-to-one interactions to transform your work, your business success and fulfill your organization's mission? What sort of conversations are you not having with individuals, groups and communities?</p> <ul style="list-style-type: none">• Libby Wagner, Libby Wagner & Associates
11:30 am to 12:30 pm	Annual Business Meeting

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12:30 pm to 01:30 pm	Buffet Lunch
01:30 pm to 04:45 pm	<p>Collapse of a Culture “Lessons from Enron”</p> <ul style="list-style-type: none">• Cindy Olson, Enron former Executive Vice President, Human Resources• Rick Causey, Enron former Chief Accounting Officer <p>Cindy Olson, author of the book “The Whole Truth So Help Me God” and Enron’s former Executive Vice President of Global Human Resources and Community Relations, shares the lessons that she learned from the demise of one of the most complex, innovative and successful businesses in recent American history. She describes how a company that generated over \$1 billion in income could go from being one of the best and admired companies in the world to bankrupt in a matter of months. Ms. Olson is the highest ranking Enron executive to write a book and speak about lessons learned, and was the first Enron executive to testify in front of the United States House of Congress and Senate.</p> <p>Rick Causey, who has very rarely spoken in public setting, shares his knowledge as Enron’s Chief Accounting Officer. Rick talks about why the accounting was so controversial and the judgments required which dictated accounting policy. He will share why Enron failed from a financial standpoint, and how the culture and incentives of Enron drove short term thinking and a push to close transactions in order to drive profits.</p> <p>Collectively, they will touch on why all this matters and the lessons that can be learned from Enron, and what each of us can proactively do to mitigate organizational risk.</p>

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Tuesday, June 21, 2016

07:00 am to 08:00 am	Continental Breakfast ~ Conference Registrants Only
08:00 am to 08:15 am	The Role of the Audit Committee and Expectations <ul style="list-style-type: none">• Tom Albro, Commissioner and Chair of the Audit Committee, Port of Seattle
08:15 am to 10:15 am	Cybersecurity - When is a Breach Not A Breach? <p>Cybersecurity is an essential topic for airports that are increasingly exposed to cyber threats as they automate more functions, exchange data with internal and external stakeholders, and leverage new digital technologies. This presentation will explain the elements of cybersecurity of which airport managers and staff should be aware. Topics to be covered include what factors need to be evaluated, how risk can be quantified, and the steps airports can take to protect themselves. A summary of the key findings of the Airport Cooperative Research Program (“ARCP”) study “Guidebook on Best Practices for Airport Cybersecurity” will be provided. Recent threats that some airports have faced and controls that have successfully been put into place will also be discussed.</p> <ul style="list-style-type: none">• Randy Murphy, Grafton Technologies, Inc. Are you Prepared for a Data Breach? <p>This session will present a brief overview of cyber liability insurance coverages for potential cyber risk exposures and as well as the actual response process and working with a breach coach for a “data breach that was not a breach”.</p> <ul style="list-style-type: none">• Dolly Daniell, Senior Director of Administration and Technology, Greater Orlando Aviation Authority
10:15 am to 10:30 am	Networking Break
10:30 am to 12:00 pm	Got Uber? <p>This session will discuss one possible solution on how to better track and record the movement of Transportation Network Companies at your airport, including geofencing.</p> <ul style="list-style-type: none">• Carter Norris, American Association of Airport Executives San Francisco Case Study <p>This session will discuss SFO’s history of engagement on TNCs from an auditors’ perspective, including the airport’s engagement with TNCs at their inception (i.e., defining the problem) through the development of the Airport’s app (i.e., developing the solution) and how SFO currently works with AAAE in terms of collections and monitoring.</p> <ul style="list-style-type: none">• Ian Hart, Process Control Manager, San Francisco International Airport
12:15 pm to 01:15 pm	Buffet Lunch

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01:30 pm to 03:00 pm	The Good, the Bad, and the Ugly of Construction Auditing <p>Whether you are new to construction auditing or have many years of experience, this session will provide lessons on how Internal Audit can provide value to the many stakeholders of any large construction project. We will discuss basic terminology, risk assessment procedures, audit approaches based on contract type, fraud risks, common findings, and the need for being involved early on in the project. Highlights from the discussions held during the monthly AAIA Construction Forum conference calls will also be presented. The session will be structured to allow for audience interaction and “group sharing” of experiences, observations, and problems encountered by members of AAIA.</p> <p><i>Facilitated by:</i></p> <ul style="list-style-type: none">• Laura Tatem, Director of Internal Audit, Tampa International Airport• Debbie Mommaerts, Audit Manager, Columbus Regional Airport Authority• Stuart Jackson, Audit Manager, Dallas-Fort Worth International Airport
03:00 pm to 03:15 pm	Networking Break
03:15 pm to 4:45 pm	CHOOSE FROM THE FOLLOWING TRACKS: TRACK A ~ Are Your Construction Projects Underinsured? <p>The Greater Orlando Aviation Authority has \$1.1 billion in renovation and new construction projects currently underway. Additionally, a new South Terminal Complex with a Phase 1 construction value of \$1.8 billion is in the design phase. This session will present the development of GOAA’s construction insurance programs with respect to property and liability insurance.</p> <ul style="list-style-type: none">• Dolly Daniell, Senior Director of Administration and Technology, Greater Orlando Aviation Authority TRACK B ~ Auditing the Various Types of In-Airport Concessions <p>Today's In-Airport Concessions are being combined differently to ensure the traveling public is provided adequate choices to increase concession revenue to the airport. Because the role of Internal Audit is also changing to reflect this, the way concession audits are approached should change in order for Internal Audit to remain relevant and add value to the process.</p> <p>In this session participants will review the various types of groups of concessions, some attributes of successful concession programs, types of revenues generated by groups of concessions, suggested audit steps to follow, and addressing goals in place for concessions programs at airports.</p> <ul style="list-style-type: none">• Claire Aboko-Venn Deputy Director, Performance and Resource Management, Wayne County Airport Authority
5:30 pm to 9:30 pm	Networking Event – Space Needle

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Wednesday, June 22, 2016

07:00 am to 08:15 am	Continental Breakfast ~ <i>Conference Registrants Only</i>
08:15 am to 09:45 am	PCI Compliance Means Reducing Risk: Closing the door to criminal hacking and credit card theft. PCI DSS is an evolving standard with which merchants are required to comply. Compliance is mandatory; your organization is either 100% compliant or it is 100% non-compliant. Many organizations' security procedures revolve around this standard which demands ongoing training, guidance and direction. <ul style="list-style-type: none">• Robert Siciliano, CSP
09:45 am to 10:00 am	Networking Break
10:00 am to 11:45 am	Group Sharing Do you have an audit issue of which you would like advice, clarification of how others perform a procedure, confirmation of your audit approach, or an experience that you would like to share with the group? This is your opportunity to ask, share, and learn from each other. <i>Facilitated by:</i> <ul style="list-style-type: none">• Trish Flynn, Auditor II, McCarran International Airport• Debbie Mommaerts, Audit Manager, Columbus Regional Airport Authority• Patrick J. Dalton, Director of Internal Audit & Corporate Compliance, Niagara Frontier Transportation Authority

REGULAR SESSION ENDS

EXTENDED SESSION

12:00 pm to 01:00 pm	Buffet Lunch – <i>For EXTENDED Session Participants ONLY</i>
01:15 pm to 04:00 pm	CSI Seattle For those with accounting or financial backgrounds that actually delve into the world of investigations, whether for civil or criminal court, the task of organizing and completing an investigation is daunting. There is no area more rife with confusion for the new white collar/fraud investigator than that of forensics. This session will provide a foundation for recognizing evidence which should be forensically examined, handling and transporting such evidence, and knowing what testing is available once the evidence is secured. <ul style="list-style-type: none">• Hugo A. Holland, Jr., J.D., CFE, Prosecutor, State of Louisiana
02:30 pm to 02:45 pm	Break/Networking

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Learning Objectives: Participants will gain an understanding of various airport business practices and learn techniques to monitor or audit various airport tenant activities. The conference sessions will provide ideas of where to focus limited time and resources, tips to improve practices, and will discuss actual approaches to audit airport operations, tenants, and contractors.

Program Content: Speakers from the profession, consulting firms, public accounting, and government will present ideas, concepts, and other industry specific audit content. Topics include audits of concessions, parking, rental cars, construction, risk, fraud, communication skills and tips in using information technology to enhance audit capabilities. See the conference agenda above for more information.

Program Level: Entry level to intermediate. Sessions are designed for auditors or financial staff charged with overseeing the contractual requirements of airport tenants. Material is designed for participants who have experience auditing airport operations and tenants, as well as for participants new to the airport environment.

Prerequisites: None

Advanced Preparation: No advance preparation is required.

Delivery Method: Group Live.

Recommended CPE: All participants are eligible to receive up to 21 CPE credits.

Registration Instructions and conference fees are included in the registration package herein and can also be obtained from the Association's website: www.airport-auditors.com

Refund/Cancellation Policy: Refunds in full must be requested in writing by May 15, 2016. Refund requests should be sent via email to Phyllis Daigle at PDaigle@massport.com. No refunds will be granted after May 15, 2016; however, the remitting organization can send another participant in place of the original registrant.

Contact Information and Complaint Resolution Policy: For more information regarding refunds, complaints, and/or program cancellation policies, please contact Janice Mirarchi at 215.937.6982 or Janice.Mirarchi@phl.org. Written complaints should be addressed to:

Janice Mirarchi

Contracts Audit Supervisor
Division of Aviation
Philadelphia International Airport
Terminal E, 3rd Floor
Philadelphia, PA 19153



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