From:	Hoeft, Nicholas (SAO)
To:	"Diaz, Anna"
Subject:	Engagement Letter
Date:	Friday, November 18, 2022 3:01:00 PM
Attachments:	Engagement Letter.pdf image001.png

Hi Anna,

Engagement Letter

Attached is our Engagement Letter for the DRA audit. Please make sure this gets signed and emailed back to me.

Entrance conference

I spoke to Jordan today about holding an entrance conference for the DRA. We both agreed in assisting with the short turnaround time that an entrance conference **is not** necessary this year. Also as this is only a financial audit year, the work is very routine. We will definitely have an entrance conference next year for the 2 year accountability audit though.

I will draft the entrance documents and sending them out either early in the week or after Thanksgiving as a replacement to holding a conference.

Thank you,

Nicholas Hoeft
Assistant Audit Manager
Office of the Washington State Auditor
(360) 984-4802 | www.sao.wa.gov