**YOLO COUNTY FINANCIAL OVERSIGHT COMMITTEE**

**MINUTES OF MEETING June 15, 2023**

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| Members present:  | Angel Barajas, Chair (Supervisor), Larry Raber, Vice-Chair (Public Member), Richard Horan (Public Member), Kimberly McKinney (Cities), and Kristin Sicke (Special District). |
| Others present:  | Veronica Moreno (Alternate-Education), Dotty Pritchard (Deputy-Sandy), Gerardo Pinedo (CAO), Chad Rinde (CFO), Tom Haynes (Asst. CFO), Matthew Robertson (Budget), Sou Xiong (Treasury), Holly Alves (Accounting), Allison Kaune and Sarah Meacham (PFM), Brandon Young (LSL), Kim Eldredge and Navpreet Ghuman (Internal Audit). |
| Moderator: | Debra Nichols |
| Recorded by | Kim Eldredge |

1. **Welcome and new staff changes.**
2. **Call to Order.** Angel Barajas called the meeting to order at 10:00 a.m. with members Larry Raber, Richard Horan, Kimberly McKinney, and Kristin Sicke were in attendance. Quorum was formed. Gary Sandy and Crissy Huey were absent.
3. **Follow-up of items from prior meeting.** No follow-up items presented.
4. **Approval of Agenda.**

Agenda reviewed and approved.

MOVED BY: Richard Horan / SECONDED BY: Kimberly McKinney

AYES: 4

NOES: 0

ABSTAIN: 0

ABSENT: 3

1. **Public Comment.** There were no public comments.

**Consent Agenda**

1. **Approval of the prior meeting minutes 11/10/2022 and 2/15/2023.**
2. **Receive Treasury audit report for quarter ended 12/31/2022.**

Consent agenda approved for item 6.

MOVED BY: Kristin Sicke / SECONDED BY: Larry Raber

AYES: 4

NOES: 0

ABSTAIN: 1

ABSENT: 2

Consent agenda approved for item 7.

MOVED BY: Kristin Sicke / SECONDED BY: Richard Horan

AYES: 5

NOES: 0

ABSTAIN: 0

ABSENT: 2

**Regular Agenda**

1. **Recognize and present Certificate of Appreciation to Crissy Huey for her service to Yolo County Financial Oversight (Chair/Vice-Chair)**

Chad Rinde presented a Certificate of Appreciation to Veronica Moreno on-behalf of Crissy Huey who served on the committee for 5 years and provided valuable input to this committee’s agendas. Members of the committee wished her a Happy Retirement.

1. **Receive staff report on the status of current engagements and the release of audit reports since last meeting from the Division of Internal Audit (Eldredge).** Kim Eldredge provided a status of current audit engagements and reports completed since last meeting: Capital Project in-progress meeting with mgmt. on findings; CW Accounts Payable, Subrecipient Monitoring Project, Department Cash Audits-Probation, Library, and DFS-Tax Collector all completed; and Purchase Card audit, IT Governance & Strategy audit, and Internal Audit Risk Assessment and Audit Planning for FY23-24 all in-progress. Kim also included in her report a copy of the Memorandum by the Audit Subcommittee to the Department Directors emphasizing the importance of resolving audit recommendations within the priority timeline and the annual report of Resolution of Audit Findings and Recommendations. Committee members discussed the annual report and matters addressing audit findings. Chair Angel Barajas recommended that further discussion on accountability be added to the next meeting. Gerardo Pinedo will bring up the topic at the next Department Leadership meeting.
2. **Review and approve the proposed amendments to the Internal Audit Charter and the Financial Oversight Committee Charter (Eldredge/Rinde).** Chad Rinde provided a background on the structure of the committee and why the proposed amendments were needed. Kim Eldredge spoke on the details of the changes to the charters making them aligned with each other and addressing concerns raised from a recent peer review of the internal audit function. More discussion is needed with the overall structure of both committees and will be brought back at a future meeting. No other concerns raised on the charters just minor grammatical errors and paging. Both charters will be presented for approval to the Yolo County Board of Supervisors at their upcoming meeting on July 25, 2023.

Internal Audit Charter and Financial Oversight Committee Charter approved for recommendation to the Yolo County Board of Supervisors.

MOVED BY: Kristin Sicke / SECONDED BY: Richard Horan

AYES: 5

NOES: 0

ABSTAIN: 0

ABSENT: 2

1. **Review staff report on the status of interim audit work for Annual Comprehensive Financial Report (ACFR) 6/30/2023 from Independent Auditors (LSL/Alves).** Brandon Young, Partner (LSL) provided a status report on the interim audit work conducted in April 2023, over the Summer they will focus on their risk assessment and scope for audit testing, and November the year-end audit work will start. Emphasis this year will be focused on the upgrade to the ERP system and the new accounting announcement GASB 96 – Subscription Based IT Arrangements.
2. **Receive staff report on status of budget monitoring through the 3rd quarter of Fiscal Year 2022/23 (Liddicoet/Robertson).** Matthew Robertson presented the 3rd quarter fiscal year update 2022-23 and discussed several variances and use of fund balance.
3. **Receive report on the Treasury Pool Investment Activity for the 1st Calendar Quarter ended March 31, 2023 (PFM/Xiong).** Allison Kaune and Sarah Meacham (PFM) provided an economic update and overview of the investment portfolio performance for the 1st Calendar Quarter through 3/31/2023.
4. **Confirm next meeting date.** September 14, 2023, at 10:00 to 11:30 a.m.
5. **Committee Member and Staff Announcements.** Chad Rinde announced that he will be leaving Yolo County to Sacramento County and Tom Haynes has been appointed as the Interim Chief Financial Officer until his replacement. Committee members thanked Chad for his service and building a good team at Yolo County.
6. **Adjournment.** Meeting Adjourned at 11:25 a.m.