Members Present

Rick Vaccari (Chair), Tracy Drager, Shandon Harbour

Staff Present

Peter Callstrom, President & CEO
Brett Stapleton, CFO

Location: Via Zoom

Per Executive Order N-25-20, the requirement to which members of the public shall have the right to observe & offer public comment at the public meeting, consistent with the Brown Act, has been suspended.

The meeting was called to order by Rick Vaccari at 10:36 am with a quorum.

Non-Agenda Public Comment:

None

Action Items

Item 1: Virtual Meeting Resolution

Committee approves the resolution.

Moved (T. Drager), Seconded (S. Harbour), Carried unanimously

Item 2: Minutes of the November 9, 2021 Audit Committee Meeting

Committee approves the meeting minutes.

Moved (T. Drager), Seconded (S. Harbour), Carried unanimously

Information Items

Item 3: FY2021 Audit Discussion - RAMS

Brad Welebir from Rogers, Anderson, Malody & Scott, LLP (RAMS) provided an overview of the tax return, audit report, and audit process. The tax return has been filed and the audit is in process. One finding had been discovered in the process thus far regarding bank reconciliations, which SDWP is working on rectifying. The audit is
expected to be completed in around 1 month. The audit committee will meet again to review at that time.

**Adjournment:** The meeting was adjourned at 11:15 pm.

**Next Meeting:** TBD