AUDIT COMMITTEE AGENDA

Date: November 8, 2022
Time: 2 – 3:30 p.m.
Place: In person & via Zoom
9246 Lightwave Ave, Suite 100, San Diego, CA 92123
https://workforce-org.zoom.us/j/83758250219

Welcome

Rick Vaccari – Chair
- Call the meeting to order
- Non-agenda public comments
- Introductions and greetings

Action Items

- Item #1: Virtual Meeting Resolution
- Item #2: Minutes of the May 13, 2022 Audit Committee Meeting
- Item #3: FY2021 Financial Statements & Audit Report

Adjournment

PUBLIC COMMENT: Members of the public may address the Committee on issues on this agenda (three minutes per subject) and/or other items within the Committee’s scope. To speak, utilize the “Raise Hand” feature. The SDWP will provide accommodations to persons who require assistance. Questions: (619) 228-2301.

Next Meeting: TBD
Item #1: Virtual Meeting Resolution

**ACTION ITEM – VOTE REQUIRED**

Resolution recognizing a state of emergency and authorizing teleconferenced meetings pursuant to AB 361

WHEREAS, in response to the novel coronavirus (“COVID-19”) pandemic, Governor Newsom adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Ralph M. Brown Act (“Brown Act”) were followed; and

WHEREAS, on March 4, 2020, Governor Newsom declared a statewide emergency arising from COVID-19 pursuant to Government Code section 8625; and

WHEREAS, on Sept. 16, 2021, Governor Newsom signed AB 361, which immediately amended the Brown Act allowing governing boards to continue holding virtual meetings outside the teleconferencing requirements of Government Code section 54953(b), if the board makes a finding that there is a proclaimed State of Emergency, and either (1) state or local officials have imposed or recommended social distancing measures, or (2) meeting in person would present imminent risks to the health or safety of attendees due to the emergency; and

WHEREAS, social distancing measures have been imposed and implemented by the County and City of San Diego to mitigate the spread of COVID-19; and

WHEREAS, the San Diego Workforce Partnership (Audit Committee) believes the spread of COVID-19 poses an imminent risk to the health and safety of in person meeting attendees; and

WHEREAS, the Audit Committee is committed to open and transparent governance in compliance with the Brown Act; and

WHEREAS, the Audit Committee is conducting virtual meetings by way of telephonic and/or internet-based services as to allow members of the public to fully participate in meetings and offer public comment.

NOW THEREFORE, BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference.

BE IT FURTHER RESOLVED, that the Audit Committee recognizes that a State of Emergency in the State of California continues to exist due to the COVID-19 pandemic.

BE IT FURTHER RESOLVED, that the Audit Committee recognizes that social distancing measures remain recommended by state and local officials.

BE IT FURTHER RESOLVED, the Audit Committee authorizes the use of teleconferencing for all meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, for a period of thirty (30) days from the adoption of this resolution, or such a time that the Governing Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3).
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
Item #3: FY2021 Financial Statements & Audit Report

ACTION ITEM – VOTE REQUIRED

The Audit Committee to approve the FY2021 Basic Financial Statements and Audit Report from Rogers, Anderson, Malody & Scott, LLP, Certified Public Accountants (RAMS)

Attachments