



MINUTES OF THE ACCEL FINANCE COMMITTEE TELECONFERENCE MEETING

Wednesday, August 1, 2018 at 9:30 AM

PRIMARY TELECONFERENCE LOCATION:

Alliant Insurance Services, Inc.

100 Pine St, 11th Fl, San Francisco, CA 94111

MEMBERS PRESENT:

Jena Covey, City of Bakersfield

Michael Andersen, City of Monterey

Claudia Koob, City of Mountain View

Mark Howard, City of Santa Barbara

Oles Gordeev, City of Santa Monica

MEMBERS ABSENT:

Betsy McClinton, City of Burbank

Patty Haymond, City of Santa Cruz

GUESTS AND CONSULTANTS:

Charles Raibley, Crowe LLP

Tami Giovanni, Alliant Insurance Services

Conor Boughey, Alliant Insurance Services

A. CALL TO ORDER

Jena Covey called the meeting to order at 9:32 AM.

B. Consent Calendar

B1. Approval of Minutes for the November 28, 2016 Finance Committee Meeting

Jena Covey had one administrative item for correction in the minutes.

A motion was made to approve the consent calendar.



MOTION: Mark Howard

SECOND: Michael Anderson

MOTION CARRIED

	Jena Covey	Michael Andersen	Claudia Koob	Mark Howard	Oles Gordeev
Aye	X	X	X	X	X
Nay					
Abstain					

C. REPORTS

C1. FINANCE COMMITTEE

C1a. ACCEL 2017-18 Financial Audit Process

Charles Raibley, Crowe LLP walked through the Financial Audit process with the Committee.

Members asked questions which were addressed by Charles, Tami Giovanni (ACCEL's Bookkeeper) and the Program Administrators.

No action was taken.

C1b. ACCEL's Policies and Procedures, and Service Providers

Conor Boughy reported that at the October 2017 Board Meeting, the Executive Committee delegated to the Committee to decide when and how frequently they will want to review ACCEL's Policy and Procedures, Governing Documents, and perform Service Providers Evaluations that fall under their purview.

Direction was given to the Committee Members to review and propose changes to the Policies and Procedures within one week, and to return the proposed changes to the Administrators to review, consolidate and report back to the Committee Chair, and place on the next Finance Committee agenda for further review.

Mark Howard made a motion to review each Service Provider once every three years in rotation, so that each year one provider is reviewed.



MOTION: Mark Howard

SECOND: Claudia Koob

MOTION CARRIED

	Jena Covey	Michael Andersen	Claudia Koob	Mark Howard	Oles Gordeev
Aye	X	X	X	X	X
Nay					
Abstain					

D. PUBLIC COMMENTS

No Public Comments were made.

ADJOURNMENT

Jena Covey adjourned the meeting at 10:30 AM.