



**MINUTES OF THE
ACCEL FINANCE COMMITTEE
TELECONFERENCE MEETING**

Wednesday, October 2, 2019 at 10:30 AM

PRIMARY TELECONFERENCE LOCATION:

Alliant Insurance Services, Inc.

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

MEMBERS PRESENT:

Michael Andersen, City of Monterey
Claudia Koob, City of Mountain View
Jeannette Chavez, City of Ontario
Sandra Blanch, City of Palo Alto
Mark Howard, City of Santa Barbara
Patty Haymond, City of Santa Cruz

MEMBERS ABSENT: None.

GUESTS AND CONSULTANTS:

Charles Raibley, Crowe LLP (*left the teleconference at 11:10 AM*)
Jen Aras, Crowe LLP (*left the teleconference at 11:10 AM*)
Michael Simmons, Alliant Insurance Services
Conor Boughey, Alliant Insurance Services
Lorissa Huey, Alliant Insurance Services

A. CALL TO ORDER

Michael Andersen called the meeting to order at 10:30 AM.

B. Consent Calendar

B1. Approval of Minutes for the August 7, 2019 Finance Committee Meeting

A motion was made to approve the consent calendar.

MOTION: Mark Howard **SECOND:** Claudia Koob **MOTION CARRIED**



	Michael Andersen	Claudia Koob	Jeannette Chavez	Mark Howard	Patty Haymond	Sandra Blanch
Aye	X	X	X	X	X	X
Nay						
Abstain						

C. REPORTS

C1. FINANCE COMMITTEE

C1a. ACCEL 2018/19 Financial Audit Draft

Charles Raibley and Jen Aras from Crowe LLP walked through the Financial Audit process with the Committee. The draft audit will be presented at the October 17 and 18, 2019 Board Meeting.

A motion was made to make a recommendation to the Board to approve the draft Financial Audit, with a few minor corrections as discussed during the teleconference.

MOTION: Mark Howard **SECOND:** Patty Haymond **MOTION CARRIED**

	Michael Andersen	Claudia Koob	Jeannette Chavez	Mark Howard	Patty Haymond	Sandra Blanch
Aye	X	X	X	X	X	X
Nay						
Abstain						

C1b. ACCEL Financial Audit Contract Renewal – Crowe LLP

Conor Boughey reported that Crowe LLP has provided an Engagement Letter for two years ending in June 30, 2020 and 2021 with the same terms and conditions, except the fee for each year has increased to \$29,750 from \$28,000.

The Committee asked questions which were addressed by Charles Raibley and Jen Aras from Crowe LLP.

Charles Raibley and Jen Aras were excused from the teleconference.



Direction was given to the Program Administrators to survey other JPAs' Financial Audit fees and to attach the 2009 Financial Auditor Request for Proposal (RFP) Summary in the October 17 and 18, 2019 Board Meeting agenda packet.

D. PUBLIC COMMENTS - No Public Comments were made.

ADJOURNMENT

Michael Andersen adjourned the meeting at 11:29 AM.