



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

Monday, October 1, 2018 at 9:30 AM

PRIMARY TELECONFERENCE LOCATION:

Alliant Insurance Services, Inc.

100 Pine St, 11th Floor

San Francisco, CA 94111

MEMBERS PRESENT:

Jena Covey, City of Bakersfield

Betsy McClinton, City of Burbank (*left the teleconference at 10:05 AM*)

Michael Andersen, City of Monterey

Claudia Koob, City of Mountain View

Mark Howard, City of Santa Barbara (*left the teleconference at 10:05 AM*)

Oles Gordeev, City of Santa Monica

MEMBERS ABSENT:

Patty Haymond, City of Santa Cruz

GUESTS AND CONSULTANTS:

Charles Raibley, Crowe LLP

Conor Boughey, Alliant Insurance Services

Lorissa Huey, Alliant Insurance Services

A. CALL TO ORDER

Jena Covey called the meeting to order at 9:34 AM.



B. Consent Calendar

B1. Approval of Minutes for the August 1, 2018 Finance Committee Meeting

A motion was made to approve the consent calendar.

MOTION: Mark Howard **SECOND:** Michael Andersen **MOTION CARRIED**

| | Jena Covey | Betsy McClinton | Michael Andersen | Claudia Koob | Mark Howard | Patty Haymond | Oles Gordeev |
|---------|------------|-----------------|------------------|--------------|-------------|---------------|--------------|
| Aye | X | X | X | X | X | | X |
| Nay | | | | | | | |
| Abstain | | | | | | | |

C. REPORTS

C1. FINANCE COMMITTEE

C1a. ACCEL 2017-18 Financial Audit Draft

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

Members asked questions which were addressed by Charles and the Program Administrators.

A motion was made to make a recommendation to the Board to accept the Financial Audit draft as presented.

MOTION: Michael Andersen **SECOND:** Oles Gordeev **MOTION CARRIED**

| | Jena Covey | Betsy McClinton | Michael Andersen | Claudia Koob | Mark Howard | Patty Haymond | Oles Gordeev |
|---------|------------|-----------------|------------------|--------------|-------------|---------------|--------------|
| Aye | X | | X | X | | | X |
| Nay | | | | | | | |
| Abstain | | | | | | | |



C1b. ACCEL’s Policies and Procedures, and Service Providers – Continued

Conor Boughey reminded the Board that at the August 1, 2018 Finance Committee Meeting, direction was given to the Committee Members to review and propose changes to the Policies and Procedures that fall under their purview, and return those changes to the Program Administrators to review and consolidate. Included in the agenda packet were the redlined Policies and Procedures with comments indicated by each Committee Member’s initials.

The Committee and the Program Administrators discussed all edits and comments thoroughly.

A motion was made to approve the changes as discussed during the meeting and agendize all the Policies and Procedures at the January 2019 Board Meeting for approval.

MOTION: Michael Andersen **SECOND:** Oles Gordeev **MOTION CARRIED**

| | Jena Covey | Betsy McClinton | Michael Andersen | Claudia Koob | Mark Howard | Patty Haymond | Oles Gordeev |
|---------|------------|-----------------|------------------|--------------|-------------|---------------|--------------|
| Aye | X | | X | X | | | X |
| Nay | | | | | | | |
| Abstain | | | | | | | |

D. PUBLIC COMMENTS

No Public Comments were made.

ADJOURNMENT

Jena Covey adjourned the meeting at 11:07 AM.