



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

**Wednesday, August 7, 2019 at 11:00 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  
Patty Haymond, City of Santa Cruz

**MEMBERS ABSENT:**

Mark Howard, City of Santa Barbara

**GUESTS AND CONSULTANTS:**

Charles Raibley, Crowe LLP  
Jen Aras, Crowe LLP  
Tami Giovanni, Alliant Insurance Services  
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 11:00 AM.

**B. Consent Calendar**

**B1. Approval of Minutes for the January 17, 2019 Finance Committee Meeting**

A motion was made to approve the consent calendar.

**MOTION:** Claudia Koob    **SECOND:** Sandra Blanch    **MOTION CARRIED**



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

**C. REPORTS**

**C1. FINANCE COMMITTEE**

**C1a. ACCEL 2018-19 Financial Audit Process**

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.

No action was taken.

**C1b. ACCEL’s Policies and Procedures – Review Schedule**

Conor Boughey reported that in 2018, the Finance Committee reviewed and proposed changes to the six Policies and Procedures that fall under their purview and the goal of today’s meeting is to establish a desired frequency of review.

A motion was made to review all the Policies and Procedures every other year, except for the Investment Policy and Procedure which is annually reviewed by Chandler.

**MOTION:** Sandra Blanch    **SECOND:** Patty Haymond    **MOTION CARRIED**

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

**D. PUBLIC COMMENTS - No Public Comments were made.**

**ADJOURNMENT**

Michael Andersen adjourned the meeting at 11:30 AM.