



Courtenay C. Corrigan, Chair
Town of Los Altos Hills

Margaret Abe-Koga, Vice Chair
City of Mountain View

Liz Gibbons
City of Campbell

Rod Sinks
City of Cupertino

Daniel Harney
City of Gilroy

Jeannie Bruins
City of Los Altos

Rob Rennie
Town of Los Gatos

Marsha Grilli
City of Milpitas

Burton Craig
City of Monte Sereno

Steve Tate
City of Morgan Hill

Dave Cortese
County of Santa Clara

Howard Miller
City of Saratoga

Nancy Smith
City of Sunnyvale

**Silicon Valley Clean Energy
Audit Committee Meeting**

Wednesday, December 5, 2018
2:00 pm

Silicon Valley Clean Energy Office
Conference Room
333 W El Camino Real, Suite 290
Sunnyvale, CA

MEETING MINUTES

Call to Order

Chair Corrigan called the meeting to order at 2:06 p.m.

Roll Call

Present:

Chair Courtenay Corrigan, Town of Los Altos Hills
Director Jeannie Bruins, City of Los Altos

Absent:

Director Marsha Grilli, City of Milpitas

Public Comment on Matters Not Listed on the Agenda

No public speakers.

The group briefly discussed including the appointment of an Audit Committee member to replace the vacancy of Director Grilli's seat at the December 12, 2018 Board of Directors meeting.

Regular Calendar

1) Financial Audit Kick-off (Discussion)

Director of Finance and Administration Don Eckert introduced Brett Bradford, Partner of Pisenti & Brinker LLP, participating by phone, and Michael Maher of Maher Accountancy.

Bradford provided information about the upcoming financial audit of SVCE and an overview of what would be reviewed. The group discussed scheduling a follow up meeting for Bradford and Audit Committee members.

Maher provided additional information regarding the upcoming financial audit.

2) Overview of Annual Information Technology Audit (Discussion)

svcleanenergy.org

333 W El Camino Real
Suite 290
Sunnyvale, CA 94087



Courtenay C. Corrigan, Chair
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Director of Finance and Administration Eckert introduced the item. Nikolas Zanutto, Management Analyst, presented a PowerPoint presentation and responded to committee member questions.

Margaret Abe-Koga, Vice Chair
City of Mountain View

Committee members were in consensus to request staff develop a policy stating how often a new financial auditor will be selected to perform the annual financial audit.

Liz Gibbons
City of Campbell

Committee/Staff Remarks

Committee members provided availability for an Audit Committee meeting on February 4, 2019, and a call with the independent auditor in mid-January.

Rod Sinks
City of Cupertino

Adjournment

Daniel Harney
City of Gilroy

Chair Corrigan adjourned the meeting at 2:46 p.m.

Jeannie Bruins
City of Los Altos

Rob Rennie
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ATTEST:

A handwritten signature in cursive script, appearing to read "Andrea Pa", is written over a horizontal line.

SECRETARY