



Howard Miller, Chair
City of Saratoga

Nancy Smith, Vice Chair
City of Sunnyvale

Liz Gibbons
City of Campbell

Rod Sinks
City of Cupertino

Fred M. Tovar
City of Gilroy

Neysa Fligor
City of Los Altos

George Tyson
Town of Los Altos Hills

Rob Rennie
Town of Los Gatos

Carmen Montano
City of Milpitas

Javed Ellahie
City of Monte Sereno

Yvonne Martinez Beltran
City of Morgan Hill

Margaret Abe-Koga
City of Mountain View

Susan Ellenberg
County of Santa Clara

Silicon Valley Clean Energy Audit Committee Meeting

Monday, January 27, 2020
1:00 pm

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

AGENDA

Call to Order

Roll Call

Public Comment on Matters Not Listed on the Agenda

The public may provide comments on any item not on the Agenda. Speakers are limited to 3 minutes each.

Consent Calendar (Action)

- 1) Approve Minutes of the December 4, 2019, Audit Committee Meeting

Regular Calendar

- 2) Report from the External Auditor on the Status of the FY 2018-19 Financial Audit (Discussion)

Committee/Staff Remarks

Adjourn

svcleanenergy.org

333 W El Camino Real
Suite 290
Sunnyvale, CA 94087



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City of Mountain View

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Fred M. Tovar
City of Gilroy

Jeannie Bruins
City of Los Altos

Courtenay C. Corrigan
Town of Los Altos Hills

Marico Sayoc
Town of Los Gatos

Bob Nuñez
City of Milpitas

Javed Ellahie
City of Monte Sereno

Yvonne Martinez Beltran |
City of Morgan Hill

Susan Ellenberg
County of Santa Clara

Nancy Smith
City of Sunnyvale

**Silicon Valley Clean Energy
Audit Committee Meeting**

Wednesday, December 4, 2019
11:30 am

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

DRAFT MINUTES

Call to Order

Committee Chair Corrigan called the meeting to order at 11:36 a.m.

Roll Call

Present:

Committee Chair Courtenay Corrigan, Town of Los Altos Hills
Committee Vice Chair Nancy Smith, City of Sunnyvale

Absent:

Director Jeannie Bruins, City of Los Atos

Public Comment on Matters Not Listed on the Agenda

No public speakers.

Consent Calendar

MOTION: Committee Vice Chair Smith moved and Committee Chair Corrigan seconded the motion to approve the consent calendar.

The motion carried unanimously **with Director Bruins absent**.

1) Approve Minutes of the June 5, 2019, Audit Committee Meeting

Committee Chair Corrigan requested the committee hear Item 3) *Cybersecurity Update* prior to Item 2) *Financial Audit Kick-Off* to allow time for the independent auditor to arrive; there were no objections from the committee.

Regular Calendar

3) Cybersecurity Update (Discussion)

Item 3 was heard prior to Item 2.



Margaret Abe-Koga, Chair
City of Mountain View

Director of Finance and Administration Don Eckert introduced the item; Management Analyst Nik Zanotto presented a PowerPoint presentation. Staff responded to committee member questions.

Howard Miller, Vice Chair
City of Saratoga

Committee Vice Chair Smith offered to connect SVCE staff with City of Sunnyvale staff on policy and ransomware for benchmarking purposes.

Liz Gibbons
City of Campbell

Following Item 3, the committee heard Item 2.

2) Financial Audit Kick-Off (Discussion)

Rod Sinks
City of Cupertino

Independent auditor Brett Bradford of Piseni & Brinker, LLP reviewed comments from last year's financial audit and provided a preview of the upcoming audit.

Fred M. Tovar
City of Gilroy

Director of Finance and Administration Eckert requested to view the Calpine System and Organization Controls report.

Jeannie Bruins
City of Los Altos

Staff noted they would explore completing a comprehensive annual financial report (CAFR).

The committee discussed a future meeting schedule with the financial auditor.

Courtenay C. Corrigan
Town of Los Altos Hills

Following Item 2, the committee considered Item 4.

4) Select Next Audit Committee Meeting Dates (Action)

Marico Sayoc
Town of Los Gatos

Director of Finance and Administration Eckert introduced the item to schedule two Audit Committee meetings prior to the February 12, 2020 Board meeting.

Bob Nuñez
City of Milpitas

Following discussion, the committee was in consensus to schedule the next Audit Committee meetings for February 5, 2020 at 11:30 a.m. and either January 22, 2020 or January 27, 2020 at 1:00 p.m., based on Director Bruins' availability.

Javed Ellahie
City of Monte Sereno

Committee Chair Corrigan requested Board Clerk Andrea Pizano confirm the dates and send invitations out to committee members and the financial auditor.

Yvonne Martinez Beltran
City of Morgan Hill

Committee/Staff Remarks

Director of Finance and Administration Eckert inquired if the current Audit Committee members had an interest in serving on the committee in 2020; both of the present members expressed interest. The group agreed to tentatively hold May 6, 2020 at 11:30 a.m. for an additional Audit Committee meeting.

Susan Ellenberg
County of Santa Clara

Nancy Smith
City of Sunnyvale

Adjournment

Committee Chair Corrigan adjourned the meeting at 12:27 p.m.



Staff Report – Item 2

Item 2: Report from the External Auditor on the FY 2018-19 Financial Audit

To: Silicon Valley Clean Energy Audit Committee

Prepared by: Andrea Pizano, Board Clerk

Date: 1/27/2020

This item will be addressed in the form of an oral report from external auditor Brett Bradford of Piseni & Brinker LLP.