

ABAG FINANCE AND PERSONNEL COMMITTEE

Summary Minutes

November 15, 2012

Members Present

Supervisor Jacobs Gibson, Chair
Supervisor David Cortese
Mayor Mark Green
Supervisor Scott Haggerty
Supervisor John Gioia
Supervisor Barbara Kondylis
Supervisor Mark Luce
Vice Mayor Pete McHugh
Councilmember Julia Pierce
Supervisor David Rabbitt
Councilmember A. Sepi Richardson

Jurisdiction

County of San Mateo
County of Santa Clara
City of Union City
County of Alameda
County of Contra Costa
County of Solano
County of Napa
City of Milpitas
City of Clayton
County of Sonoma
City of Brisbane

Members Not in Attendance

None

Officers and Staff Present

Ezra Rapport, Executive Director
Patricia Jones, Assistant Executive Director
Kenneth Moy, Legal Counsel
Herbert Pike, Finance Director
Susan Hsieh, Assistant Finance Director
Brian Kirking, Information Services Director

- 1) Chair Jacobs Gibson called the meeting to order at 5:00 p.m.
- 2) There were no public comments.
- 3) Summary Minutes of the September 20, 2012 meeting were approved.
/M/McHugh/S/Green/C/approved.
- 4) Pike provided an overview of the Financial Reports for the months of July, August and September 2012.
/M/Green/S/Kondylis/C/approved.

- 5) Committee members discussed the proposal to pay per diem for ABAG Board Members who attend regular BACEI meetings.
/M/Gioia/S/Richardson/C/approved forwarding resolution to the Executive Board with a recommendation to approve.
- 6) The Committee discussed a proposed ABAG resolution to pay per diem to members who attend a regular ABAG Board or committee meeting for which a quorum is not achieved.
/M/Richardson/S/McHugh/C/approved.
- 7) Pike presented the major elements of the audit of ABAG's annual Financial Report, Single Audit and Memorandum of Internal Control for the fiscal year ending of June 30, 2012. Staff then left the meeting to enable the Committee to speak with Cory Biggs of Maze & Associates regarding the audit. Upon staff's return, the staff inquired about a finding regarding the lack of timely collection of FPPC Form 700 forms and a report at the next meeting was requested. /M/Richardson/S/Jacobs-Gibson/C/approved motion to recommend Executive Board receipt and approval of the reports.
- 8) In closed session, the Committee discussed with Agency negotiators regarding the status of the expiring labor contract with SEIU Local 1021 and the Employee Performance Evaluation of the Executive Director. There was no reportable action from either discussion.
- 9) The meeting was adjourned at 6:30 p.m.