

ABAG FINANCE AND PERSONNEL COMMITTEE

Summary Minutes

December 4, 2014

Members Present

Mayor Bill Harrison
Supervisor Karen Mitchoff
Councilmember Ronit Bryant
Supervisor David Cortese
Supervisor Scott Haggerty
Councilmember Julie Pierce
Supervisor Mark Luce
Supervisor David Rabbitt

Jurisdiction

City of Fremont
County of Contra Costa
City of Mountain View
County of Santa Clara
County of Alameda
City of Clayton
County of Napa
County of Sonoma

Members Absent

Supervisor Dave Pine
Councilmember Desley Brooks
Supervisor John Gioia

County of San Mateo
City of Oakland
County of Contra Costa

Officers and Staff Present

Ezra Rapport, Executive Director
Bradford Paul, Asst. Exec. Director
Kenneth Moy, Legal Counsel
Brian Kirking, HR & IT Director
Herbert Pike, Finance Director
Susan Hsieh, Asst. Finance Director

Guests

Councilmember Pat Eklund City of Novato
Ken Bukowski, Videographer

1. The meeting was called to order by Mayor Harrison, Committee Chair, at 5:08 pm.
2. There was no public comment.
3. Summary Minutes of the September 18 , 2014 meeting were approved. /M/
Pierce/S/Mitchoff/C/approved unanimously.

4. Mr. Pike presented the financial reports for September 2014. Financials are trending favorably and ABAG's revenues through September 2014 have exceeded expenditures by \$266 thousand. /M/Haggerty/S/Luce/C/ acceptance of the report unanimously.

5. Mr. Kirking and Mr. Pike present the Annual Diversity Report. The concern for Hispanic representation in the workforce was partially addressed with a 50% increase in Latino employees (from 2 to 3). The percentage of non-governmental vendors monitored for overall 'diversity' increased from 27.24% to 32.81% over the prior fiscal year, a 20% increase. /M/Mitchoff/S/Pierce/C/acceptance of the report unanimously.

6. Mr. Pike presented ABAG's audited financial report for the year ended June 30, 2014, as well as the Single Audit and the Memorandum of Internal Controls and Required Communications. It was a "clean" audit with no "significant" deficiencies. ABAG's net position increased \$606 thousand over the previous year. Recommended improvements included noting reporting deadlines, when deadlines are mutually extended, and documenting when records are searched to verify subcontractors have not been barred from Federal and/or State projects. Mr. Pike then introduced Mr. Tim Krisch, the Chief Executive Officer of ABAG's external auditors Maze & Associates. Staff then left the room to assure a candid conversation between the Committee members and the auditor about the overall audit. /M/Rabbitt/S/Luce/C/unanimously recommended for Executive Board approval.

7. There was no reportable action from Closed Session.

8. Meeting was adjourned at approximately 5:54pm.

Submitted: Herbert Pike, Finance Director

Date: December 30, 2014