



OFFICE OF THE TREASURER-TAX COLLECTOR
SHARI L. FREIDENRICH, CPA, CCMT, CPFA, ACPFIM



**TREASURY OVERSIGHT COMMITTEE
MEETING MINUTES**

Wednesday, July 19, 2023 at 9:00 a.m.

FRANCINE SCINTO , Chair	DAVID CARLSON , Vice Chair	ALISA BACKSTROM , Member
SALAH KUREH , Member	ANDREW HAMILTON , Member	FRANK KIM , Member
DR. AL MIJARES , Member		

• **Call to Order**

- Chair Backstrom called the meeting to order at 9:01 a.m.

• **Welcome and Introductions**

- **Members Present:** Francine Scinto, David Carlson, Alisa Backstrom, Andrew Hamilton, Frank Kim
- **Designees Present:** None
- **Members Absent:** Salah Kureh, Dr. Al Mijares
- **Liaison Present:** Treasurer-Tax Collector Shari Freidenrich

• **Public Comments**

- None

• **Minutes**

- Vice Chair Carlson moved to approve the minutes of the April 19, 2023 TOC meeting. Member Hamilton seconded the motion. **Approved 5-0.**
- **Receive and File Treasurer's Monthly Investment Reports for April, May and June:** The Director of Investments, Jason Prole, presented the economic updates for this quarter. There was one self-reported compliance exception during the months of April, May and June. There were no changes to the Approved Issuer's List during this period as well. The TOC received and filed the Treasurer's Monthly Investment Reports for April, May and June.
- **Receive and File June 2023 TOC Compliance Summary:** Treasurer Freidenrich provided status of several items in the summary. The TOC received and filed the June 2023 Compliance Summary.
- **Receive and File Compliance Monitoring of the Treasurer's Investment Portfolio for the Quarter Ended September 30, 2022:** Treasurer Freidenrich explained the purpose and type of information that can be found in this report. The report was issued June 2, 2023, there were no instances of non-compliance identified. The TOC received and filed the Compliance Monitoring of the Treasurer's Investment Portfolio for the Quarter Ended September 30, 2022.
- **Receive and File Report of the Schedule of Assets Held by the County Treasurer as of June 30, 2022:** Treasurer Freidenrich explained this is an annual audit mandated by Government Code. Treasurer Freidenrich presented the highlights of this report. The report was issued April 18, 2023. The TOC received and filed the Review of the Schedule of Assets Held by the County Treasury as of June 30, 2022.

- **Receive and File Second Follow-up Audit of the Management Letter on Review of the Schedule of Assets as of December 31, 2020:** Treasurer Freidenrich provided background and explained the contents of the follow-up letter and the corrective action taken in related to the finding. The TOC received and filed the Second Follow-up Audit of the Management Letter on Review of the Schedule of Assets as of December 31, 2020.
- **Review and Approve Engagement Letter with Auditor-Controller Internal Audit Division to Provide Compliance Monitoring Services for the Treasurer-Tax Collector for FY 2023-24 for an estimated cost of \$52,500:** Treasurer Freidenrich asked the Auditor-Controller Internal Audit Division to provide an overview of the engagement letter. Michael Steinhaus, the Audit Manager, explained the purpose and type of information that can be found in this report. The purpose is to determine whether the Treasurer's Investment Portfolios complies with the Investment Policy Statement. He provided an overview of the testing process. Member Kim indicated that the engagement compliance should be on all funds covered in the County Treasury. Chair Scinto made a motion to approve the Engagement Letter with "Auditor-Controller Internal Audit Division to Provide Compliance Monitoring Services for the Treasurer-Tax Collector for FY 2023-24" for an estimated cost of \$52,500. Member Backstrom seconded the motion. **Approved 5-0.**
- **Chair's Report:**
 - No report
- **Treasurer's Report:**
 - Treasurer Freidenrich reported on the following topics:
 1. Staffing Update
 2. New Administration Services Division
 3. Request for Proposal for procurement of the upcoming Annual Compliance Audit/Audit Scope
 4. Investment Fee Refund
 5. OCTP Fitch and S&P credit ratings status
 6. Property Tax Collection Rates for FY 22-23
- **Committee Member Comments:**
 - Member Hamilton stated his preference to conduct an Audit rather than an AUP for the upcoming Annual Compliance Audit.
- **Adjournment:**
 - Chair Scinto adjourned the meeting at 10:10 a.m. to Wednesday, October 25, 2023, 601 N. Ross Street, 2nd Floor, Conference Room 200.