



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



**TREASURY OVERSIGHT COMMITTEE  
MEETING MINUTES**

Wednesday, January 31, 2024 at 3:00 p.m.  
County Administration South  
601 N. Ross Street, Second Floor, Conference Room 200  
Santa Ana

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

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- **Call to Order**
  - Chair Scinto called the meeting to order at 3:01 p.m.
- **Welcome and Introductions**
  - **Members Present:** Francine Scinto, David Carlson, Alisa Backstrom, Frank Kim, Andrew Hamilton
  - **Designees Present:** Dean West
  - **Members Absent:** Dr. Al Mijares, Salah Kureh
  - **Liaison Present:** Treasurer-Tax Collector Shari Freidenrich
- **Public Comments**
  - None
- **Minutes**
  - Member Backstrom moved to approve the minutes of the October 25, 2023 TOC meeting. Designee Dean West seconded the motion. **Approved 5-0-1.**
- **New Business**
  - **Receive and File Treasurer's Monthly Investment Reports for October, November and December:** TTC Director of Investments, Jason Prole, presented the highlights of these reports. Treasurer Freidenrich detailed the six self-identified compliance exceptions which took place in November 2023 related to a change in the credit outlook from positive to negative for the US Government and Agency bonds that require pre-approval to purchase. In October and November, there were no changes to the Approved Issuer's List. The TOC received and filed the Treasurer's Monthly Investment Reports for October, November and December.
  - **Receive and File December 2023 TOC Compliance Summaries:** Treasurer Freidenrich explained the purpose of the summaries and the type of information that can be found in them. A total of six compliance exceptions were identified. The TOC received and filed the December 2023 TOC Compliance Summaries.
  - **Receive and File Compliance Monitoring of the Treasurer's Investment Portfolio for the Quarter Ended December 31, 2022:** Treasurer Freidenrich explained the purpose and type of information that can be found in this report. The report was issued October 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 December 31, 2022.

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- **Receive and File Compliance Monitoring of the Treasurer’s Investment Portfolio for the Quarter Ended March 31, 2023:** Treasurer Freidenrich explained the purpose and type of information that can be found in this report. The report was issued October 10, 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 March 31, 2023.
- **Receive and File Compliance Monitoring of the Treasurer’s Investment Portfolio for the Quarter Ended June 30, 2023:** Treasurer Freidenrich explained the purpose and type of information that can be found in this report. The report was issued October 19, 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 June 30, 2023.
- **Receive and File Review of the Treasurer’s Schedule of Assets as of December 31, 2022:** Treasurer Freidenrich explained the purpose and type of information that can be found in this report. The report was issued October 31, 2023, there were no instances of non-compliance identified. The TOC received and filed the Review of the Treasurer’s Schedule of Assets for the Quarter Ended December 31, 2022.
- **Receive and File Review of the Treasurer’s Schedule of Assets as of March 31, 2023:** Treasurer Freidenrich explained the purpose and type of information that can be found in this report. The report was issued December 7, 2023, there were no instances of non-compliance identified. The TOC received and filed the Review of the Treasurer’s Schedule of Assets for the Quarter Ended March 31, 2023.
- **Receive and File the Management Letter on Review of the Treasurer’s Schedule of Assets as of December 31, 2022:** Treasurer Freidenrich explained that this is the Management Letter associated with the Schedule of Assets as of December 31, 2022. The letter was issued on November 30, 2023. There was one finding related to compliance with Government Code Section 26905 which was identified, and steps were taken to reconcile and prevent future instances of noncompliance. The TOC received and filed the Management Letter on Review of the Treasurer’s Schedule of Assets as of December 31, 2022.
- **Review and Approve 2023 TOC Annual Report:** Treasurer Freidenrich explained Government Code requires an oral and written report by the TOC and discussed the points identified in the report and the major activities of the TOC in the past year. Vice Chair Carlson moved to approve the 2023 TOC Annual Report. Member Backstrom seconded the motion. **Approved 7-0**
- **Approve the TOC 2024 Meeting Schedule:** Member Backstrom moved to approve the TOC 2024 Meeting Schedule. Vice Chair Carlson seconded. **Approved 7-0**
- **Review Form 700 Filing – Due April 2, 2024.** Treasurer Freidenrich reviewed the requirements and deadline for Form 700.
- **Review Biennial AB 1234 Training Requirements – Due December 31, 2024:** Government Code requires all TOC members complete the mandatory training.
- **Chair's Report:**
  - No report.
- **Treasurer's Report:**
  - Treasurer Freidenrich reported on the following topics:
    1. RFP for Annual Compliance Audit
    2. Refund of Investment Fee
    3. Annual Secured/Unsecured Collections Rate Increases
    4. Municipal Dept Purchasing
    5. CMTA Spring 2024 Conference in Orange County

After the Treasurer’s Report concluded, Auditor-Controller Hamilton moved to rescind the previous vote approving the 2023 TOC Annual Report. Board Member West seconded. **Approved 7-0.** The TOC Members then discussed the text

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of the 2023 TOC Annual Report. Auditor-Controller Hamilton proposed replacing language to the “Management Letters” section of the TOC 2023 Annual Report such that it read “...and Annual Schedule of Assets reports and one finding that a miscommunication caused the Auditor-Controller to not timely reconcile the Auditor-Controller books to the Treasurer’s books.” Vice-Chair Carlson moved to approve the 2023 TOC Annual Report without amendments. Member Backstrom seconded. **Approved 7-0.**

- **Committee Member Comments:**

- None

- **Adjournment:**

- Vice Chair Carlson moved and Member Backstrom seconded to adjourn the meeting. Board unanimously adjourned at 4:38 p.m. to Wednesday, April 24, 2024 at 3:00 P.M., County Administration North Building, 400 West Civic Center Drive, Multipurpose Room 101.