



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



TREASURY OVERSIGHT COMMITTEE MINUTES

Wednesday, January 27, 2016 at 3:00 p.m.
12 Civic Center Plaza, Conference Room 300, Santa Ana

LAURA PARISI
Chair

DR. WILLIAM “ANDY” DUNN
Vice Chair

FRANK KIM
Member

DR. AL MIJARES
Member

GARY CAPATA
Member

RICHARD ROHM
Member

ERIC WOOLERY
Member

- **Call to Order**
 - Chair Parisi called the meeting to order at 3:05 p.m.
- **Welcome**
 - **Members Present:** Laura Parisi, Dr. Andy Dunn, Eric Woolery, Richard Rohm, and Gary Capata
 - **Alternates Present:** Michelle Aguirre, Wendy Benkert
 - **Members Absent:** Frank Kim, Dr. Al Mijares
 - **Liaison Present:** Treasurer-Tax Collector Shari Freidenrich
- **Public Comments**
 - There were no public comments made.
- **Minutes**
 - Member Dunn moved to approve the minutes of the October 28, 2015 Treasury Oversight Committee (TOC) meeting. Alternate Aguirre seconded the motion. **Approved 7-0.**
- **Old Business**
 - **Receive and File the Treasury Oversight Committee (TOC) Bylaws and Rules of Procedures.** Alternate Benkert moved to receive and file the report. Member Woolery seconded the motion. **Approved 7-0.**
- **New Business**
 - **Review and Approve the 2015 Treasury Oversight Committee (TOC) Annual Report.** Treasurer Freidenrich explained Government Code requires an oral and written report by the TOC. Mr. Vargas discussed the points identified in the report, and the major activities of the TOC in the past year. The report will be presented as a discussion item to the BOS for approval at the February 9, 2016 meeting. Member Dunn moved to approve the report. Member Capata seconded the motion with one amendment to first paragraph on page two, second sentence to say **public** members. **Approved 7-0.**
 - **Receive and File Treasurer’s Monthly Investment Report for October, November and December:** Treasurer Freidenrich presented the highlights of these reports, there were no compliance exceptions or changes to the Approved Issuer List in October, November and December. In December, the County was upgraded to AA+ Stable by Standard & Poor’s and we issued new Pension Obligation (PO) Bonds under credit rating of AA Stable. Alternate Benkert moved to receive and file these reports. Member Capata seconded the motion. **Approved 7-0.**

Mission: Ensure safe and timely receipt, deposit, collection and investment of public funds.

- **Receive and File the Report on Review of the Schedule of Assets Held by the County Treasury as of September 31, 2015:** Mr. Gorman explained this is an annual audit mandated by Government Code. There were no material modifications identified. Member Dunn moved to receive and file this report. Member Rohm seconded the motion. **Approved 7-0.**
- **Receive and File Continuous Compliance Auditing of the Treasury Investment Portfolio for the Quarter ended September 30, 2015:** Mr. Gorman explained the purpose of the summary and the type of information that can be found in it. There were no compliance deficiencies identified. Member Capata moved to receive and file this report. Alternate Benkert seconded the motion. **Approved 7-0.**
- **Receive and File December 2015 TOC Compliance Summary:** M. Gorman explained the purpose of the summary and the type of information that can be found in it. There were no compliance incidents. The Auditor-Controller is working on an audit plan for 2016 and will make a recommendation to the TOC. Member Dunn moved to receive and file this report. Member Rohm seconded the motion. **Approved 7-0.**
- **Review Form 700 Filing:** Treasurer Freidenrich explained the requirements of the Form 700, which pertain directly to the TOC. The Clerk of the Board will send an email to all TOC members with the logon instructions for filing. Form 700 is due by April 1, 2016. Ms. Daftary reported that the Board of Supervisors approved the establishment of an Ethics commission and it will be going on the June ballot this year.
- **Discuss Annual Audit Request for Proposal Process (RFP):** Mr. Gorman explained that the 2015 calendar year audit will be issued in the coming months. The timeline for soliciting bids for the 2016 calendar year for the auditor to accomplish the audit per Government Code is:
 - The TOC will pick the auditor by the end of this year
 - April meeting - discuss the selection criteria
 - Issue the RFP in May
 - October meeting - make recommendation to TOC of new auditor

Action Items: April TOC meeting - Discuss Audit selection criteria

October TOC Meeting - Make recommendation to TOC of new auditor

- **Election of Chair:** Member Dunn moved to nominated Member Capata as Chair. Alternate Benkert seconded the motion. **Approved 7-0.**
- **Election of Vice Chair:** Member Rohm moved to nominated Chair Parisi as Vice Chair. Member Dunn seconded the motion. **Approved 6-0 (Chair Parisi abstained).**

Member Dunn thanked Chair Parisi for her hard work this past year.

- **Chair's Report:**

- Chair Parisi invited TOC Board to attend the 2/9/16 Board of Directors' Meeting for TOC annual Report presentation.

Action Item: Contact BOS Chairwoman to move TOC Annual Report to first item on Discussion calendar

- **Treasurer's Report:**

- Treasurer Freidenrich reported on the following topics:
 - a. Added TOC Bio page to website
 - b. Update TOC calendar to reflect October 2016 meeting changed to October 19
 - c. Update PFM recommendations
 - d. Update on training recommendations for TOC members
 - e. Update on Training for TOC Members
 - f. Update on County PO Bonds

- g. Update on new investments
- h. Update on Pool Participant list
- i. Update on 2016-2017 forecast
- j. Update on Tax Auction
- k. Update on Secured Property Tax bills

- **Public Comments:**

- There were no public comments made.

- **Committee Member Comments:**

- Member Woolery presented the new CAFR to Treasurer Freidenrich and handed out the new 2014-15 OC Citizen's Report to the committee.

- **Adjournment:**

- Chair Parisi adjourned the meeting at 4:15 p.m. to Wednesday, April 27, 2016, Auditor-Controller's Conference Room #300.