

**PUBLIC RISK INNOVATION, SOLUTIONS, & MANAGEMENT
(PRISM)**

FINANCE COMMITTEE

MEETING SUMMARY

Web Conference/Telephonic Meeting

Wednesday, December 13, 2021

9:00 a.m.

Fifth Meeting – 2021

Members Present

Erike Young, CIRA
Steven Chandler, Kern Co. Hospital Authority - Alt
Mike James, City of Lemon Grove
Frank Williamson, MPA
Rafael Trujillo, City of Rialto
Jennifer Chilton, SDRMA - Alt
Nathan Black, Sutter County

Members Absent

Javier Gonzales, CSRMA - Alt
Vacant position

September 30, 2021 Treasurer’s Report and ARC Update

Bill Dennehy, of Chandler Asset Management, presented an economic update for November 30, 2021, along with the Treasurer’s report and portfolio performance with supporting schedules for both PRISM and ARC. Mr. Dennehy answered the Committee’s questions on the material presented.

2021 Annual Comprehensive Financial Report (ACFR)

Staff reviewed the ACFR with the Committee including a review of the combined and individual program financial statements and the required supplementary information. Bob Green, with Gilbert CPAs, presented their audit opinion, which was unmodified, their Report on Internal Control, which had no recommendations or findings, and the Communication with Those Charged with Governance. The Committee approved distribution of the ACFR for the fiscal year ending June 30, 2021, as required by PRISM’s governing documents.

2021 Affiliate Risk Captive (ARC) Audit Report

Staff reviewed the ARC Audit report, and the ARC financials are now included in the ACFR. Kevin Wong, with Gilbert CPAs, presented their audit opinion, which was unmodified, their Report on Internal Control, which had no recommendations or findings, and the Communication with Those Charged with Governance.

Policy & Procedures

Staff informed the Committee on the Finance Department's formal project to document its current procedures and internal controls over financial reporting. Continuing with the format, staff evaluated the Investment Reconciliation Cycle. During this process, staff looked for opportunities to streamline processes and re-evaluated the sufficiency of critical controls to prevent and detect errors or fraud.

Budget Revision Resolution

At the May 2021 Finance committee meeting, the Committee directed staff to develop a policy for consideration on future budget revisions. At this meeting, staff discussed a resolution to define circumstances under which a budget revision should be considered. The Committee recommended that the Executive Committee and the Board of Directors adopt the Budget Revision Resolution.

Other Matters

- Member Services Update – Member Services updated the Committee with the latest services available to PRISM members.
- The Committee approved the 2022 Finance Committee Meeting Schedule.

Future Meetings

The next regularly scheduled meeting is **Wednesday, February 9, 2022**, at **10:30 p.m.**, to be held at the PRISM office in Folsom.