



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



**TREASURY OVERSIGHT COMMITTEE
MEETING MINUTES**

Wednesday, January 29, 2020 at 3:00 p.m.
601 N. Ross Street, Second Floor Conference Room 200, Santa Ana

RICHARD ROHM, Chair

LAURA PARISI, Vice Chair

GARY CAPATA, Member

ALISA BACKSTROM, Member

DR. AL MIJARES, Member

FRANK KIM, Member

Frank Davies, Member

• **Call to Order**

- Chair Rohm called the meeting to order at 3:01 p.m.

• **Welcome and Introductions**

- **Members Present:** Richard Rohm, Gary Capata, Alisa Backstrom and Frank Kim
- **Designees Present:** Dean West
- **Members Absent:** Dr. Al Mijares, Frank Davies and Laura Parisi
- **Liaison Present:** Treasurer-Tax Collector Shari Freidenrich

• **Public Comments**

- None

• **Minutes**

- Member West moved to approve the minutes of the October 30, 2019 TOC meeting. Member Capata seconded the motion. **Approved 4-0-1.** Member Kim abstained.

• **New Business**

- **Receive and File Treasurer's Monthly Investment Reports for October, November and December:** Treasurer Freidenrich presented the highlights of these reports and noted that there were no compliance exceptions in any of the months. There was only one change to the Approved Issuer's List, the Credit Investment Committee approved the addition of the Orange County Pension Obligation Bonds to the Approved Issuers List. The TOC received and filed the Treasurer's Monthly Investment Reports for October, November and December.
- **Receive and File December 2019 TOC Compliance Summary:** Treasurer Freidenrich explained the purpose of the summaries and the type of information that can be found in them. The Annual Compliance Audit for June 30, 2018 is in progress and is expected to be completed next month. The Annual Compliance Audit for June 30, 2019 will start soon. The Quarterly Compliance Monitoring is being completed for quarter ending September 30, 2019 and quarter ending December 31, 2019. The Annual Statement of Assets Audits for June 30, 2018 and June 30, 2019 are in progress. The Quarterly Statement of Assets Review for September 30, 2019 and December 31, 2019 are in progress. The Investment Administration Fee review is being completed. There will probably be a few minor changes made; however, we anticipate no significant changes for 2017-18. The Annual Broker/Dealer Review for 2019 is in process and will be complete before the April TOC meeting. The Annual Broker Dealer IPS Certification is in progress. All Broker Dealer certifications have been received. As of December 31, 2019 zero IPS Compliance Deficiencies had been identified. There were no changes to the TOC

Bylaws this year. The Annual IPS was completed and approved by the Board of Supervisors on November 19, 2019. The TOC 2018 Annual Report was presented to the Board of Supervisors on March 12, 2019. There were no changes to the Broker/Financial Institution List from last time and we are in compliance. The TOC received and filed the December 2019 TOC Compliance Summary.

- **Receive and File Review of the Schedule of Assets Held by the County Treasury as of March 31, 2019:** Mr. Walker, Assistant Treasurer-Tax Collector, explained this is an annual audit mandated by Government Code. The auditors have stated that they are not aware of any material modifications that should be made to the financial schedule in order for it to be in accordance with the modified cash-basis of accounting, except that, consistent with prior reports, management has elected to omit all disclosures. The TOC received and filed the Review of the Schedule of Assets Held by the County Treasury as of March 31, 2019.
- **Review and Approve 2019 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. There were a few slight changes to the rules in the Bylaws and Rules of Procedures, however, nothing material. The report will be presented as a discussion item at the April 28, 2019 Board of Supervisor's meeting. Member Capata moved to review and approve the 2019 TOC Annual Report. Member West seconded the motion. **Approved 5-0.**
- **Discuss TOC's Role in Receiving Redacted Reports:** County Counsel, Mr. Magsaysay provided an overview of the County guidelines when reports have redacted information.
- **Review Form 700 Filing:** Government Code requires all TOC members complete the mandatory training. Form 700 is due by April 1, 2019. Treasurer Freidenrich reviewed the reporting requirements.
- **Election of Chair:** Member West moved to nominate Alisa Backstrom as Chair. Member Capata seconded the motion. **Approved 5-0.**
- **Election of Vice Chair:** Member Capata moved to nominate Richard Rohm as Vice Chair. Member Backstrom seconded the motion. **Approved 5-0.**
- **Chair's Report:**
 - No report
- **Treasurer's Report:**
 - Treasurer Freidenrich reported on the following topics:
 1. TOC vacancies
 2. TOC meeting location
 3. Federal Open Markets Committee update
 4. Quantum software update
 5. New staff
 6. Property Tax Auction – March 22
 7. Property Taxes are due April 10
- **Committee Member Comments:**
- **Adjournment:**
 - Chair Rohm adjourned the meeting at 4:00 p.m. to Wednesday, April 29, 2020, 601 N. Ross St., First Floor Multipurpose Room.