



George Tyson, Chair
Town of Los Altos Hills

Tina Walia, Vice Chair
City of Saratoga

Elliot Scozzola
City of Campbell

Sheila Mohan
City of Cupertino

Zach Hilton
City of Gilroy

Sally Meadows
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Rob Rennie
Town of Los Gatos

Evelyn Chua
City of Milpitas

Bryan Mekechuk
City of Monte Sereno

Yvonne Martinez Beltran
City of Morgan Hill

Margaret Abe-Koga
City of Mountain View

Larry Klein
City of Sunnyvale

Otto Lee
County of Santa Clara

svcleanenergy.org

333 W El Camino Real
Suite 330
Sunnyvale, CA 94087

Silicon Valley Clean Energy Audit Committee Meeting

Tuesday, September 19, 2023
12:00 pm

Silicon Valley Clean Energy Office
333 W. El Camino Real, Suite 330
Sunnyvale, CA

10960 Santa Teresa Drive
Cupertino, CA 95014

Teleconference Meeting Information:

<https://svcleanenergy-org.zoom.us/j/83257856365>

Or by Telephone (Audio only):

US: +1 669 219-2599

Webinar ID: 832 5785 6365

Members of the public may observe this meeting electronically by accessing the meeting via instructions above. Public Comments can be sent in advance of the meeting via email up to three hours before the meeting begins to Board Clerk Andrea Pizano at Andrea.Pizano@svcleanenergy.org and will be distributed to the Audit Committee. The public will also have an opportunity to provide comments during the meeting. Members of the public using Zoom may comment during public comment or the applicable agenda item by using the Raise Hand feature and you will be recognized by the Chair. Those using the telephone (audio only) feature should press star 9 on your phones to initiate the "Raise Hand" function in Zoom. You will then be announced, unmuted, and your time to speak will begin.

The public may provide comments on any matter listed on the Agenda. Speakers are customarily limited to 3 minutes each, however, the Committee Chair may increase or decrease the time allotted to each speaker based on the number of speakers, the length of the agenda and the complexity of the subject matter. Speaking time will not be decreased to less than one minute.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act ("ADA") please contact Board Clerk Andrea Pizano at Andrea.Pizano@svcleanenergy.org prior to the meeting for assistance.

AGENDA

Call to Order



Roll Call

George Tyson, Chair
Town of Los Altos Hills

Tina Walia, Vice Chair
City of Saratoga

Elliot Scozzola
City of Campbell

Sheila Mohan
City of Cupertino

Zach Hilton
City of Gilroy

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City of Mountain View

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City of Sunnyvale

Otto Lee
County of Santa Clara

Public Comment on Matters Not Listed on the Agenda

The public may provide comments on any matter not listed on the Agenda provided that it is within the subject matter jurisdiction of SVCE. Speakers are customarily limited to 3 minutes each, however, the Committee Chair may increase or decrease the time allotted to each speaker based on the number of speakers, the length of the agenda and the complexity of the subject matter. Speaking time will not be decreased to less than one minute.

Consent Calendar (Action)

- 1) Approve Minutes of the February 16, 2023, Audit Committee Meeting

Regular Calendar

- 2) SVCE Financial Audit Kick-off: Piseni & Brinker LLP (Discussion)
- 3) IT/Cybersecurity Assessment Update (Discussion)

Committee/Staff Remarks

Adjourn

svcleanenergy.org

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**Silicon Valley Clean Energy
Audit Committee Meeting**
Thursday, February 16, 2023
12:30 p.m.

Pursuant to State of California Gov't Code Section 54953 (e) the meeting was conducted via teleconference.

DRAFT MEETING MINUTES

Call to Order

Chair Mekechuk called the meeting to order at 12:36 p.m.

Roll Call

Present:

Bryan Mekechuk, Monte Sereno
Sheila Mohan, Cupertino
Harjot Sangha, Gilroy

Absent:

Sergio Lopez, Campbell
Murali Srinivasan, Sunnyvale

All present committee members participated via teleconference.

Public Comment on Matters Not Listed on the Agenda

No speakers.

Consent Calendar

MOTION: Director Mohan moved and Committee member Sangha seconded the motion to approve the Consent Calendar.

Chair Mekechuk opened public comment.

No speakers.

Chair Mekechuk closed public comment.

The motion carried unanimously by verbal roll call vote with Directors Lopez and Srinivasan absent.

- 1a) Approve Minutes of the September 30, 2022, Audit Committee Meeting**
- 1b) Direction to Staff to Poll Committee Members for Next Meeting Date**



Regular Calendar

2) Welcome and Audit Committee Overview (Discussion)

Amrit Singh, CFO and Director of Administrative Services, provided a presentation to the committee on an overview of the Audit Committee role, which included the purpose of the Committee, the completion of the financial audit, information on the various IT audits, and timing of future meetings. Chair Mekechuk provided additional introductory information on the Audit Committee.

Staff responded to committee member questions regarding the role of using an outside accounting firm (Maher Accountancy); Mike Maher of Maher Accountancy provided information regarding his work with SVCE and experience with other CCAs.

Chair Mekechuk opened public comment.

No speakers.

Chair Mekechuk closed public comment.

3) Selection of 2023 SVCE Audit Committee Chair and Vice Chair (Action)

Board Clerk Andrea Pizano introduced the item.

Chair Mekechuk volunteered to serve as Chair of the 2023 Audit Committee.

Chair Mekechuk opened public comment.

No speakers.

Chair Mekechuk closed public comment.

MOTION: Director Mohan moved and Committee member Sangha seconded the motion to appoint Director Bryan Mekechuk as Chair of the 2023 Audit Committee.

The motion carried by verbal roll call vote with Directors Lopez and Srinivasan absent.

Chair Mekechuk opened the floor for nominations for the role of Vice Chair of the 2023 Audit Committee.

MOTION: Committee member Sangha moved and Chair Mekechuk seconded the motion to appoint Director Sheila Mohan as Vice Chair of the 2023 Audit Committee.

The motion carried by verbal roll call vote with Directors Lopez and Srinivasan absent.

4) Receive Financial Audit Report from Pisenti & Brinker, LLP and Recommend the SVCE Board of Directors Accept the Audit Findings (Action)

Kellin Gilbert, lead Audit Partner from Pisenti & Brinker LLP, provided a presentation to the committee with an update of the current year audit with an expected unmodified opinion and no significant deficiencies in internal controls. Mr. Gilbert outlined the following:

- Roles and responsibilities of management and the auditor for the audit of the years ended September 30, 2022 and 2021 financial statements;
- Identified the audit is risk-based and reviewed the risk assessment procedures;
- Significant areas of focus in the audit procedures;



- Reviewed audit procedures for the Single Audit, which was new for FY 22, due to expending over \$750,000 of federal funds; and
- Required Board Communications.

Mr. Gilbert and staff responded to questions from committee members regarding the Government Accounting Standards Board (GASB) statement #87, the Independent Auditor's Report and other items that were not provided in draft form given they are audit opinions.

Chair Mekechuk requested the auditor contact SVCE immediately if there would be any changes in the opinions before being signed off.

Chair Mekechuk opened public comment.

No speakers.

Chair Mekechuk closed public comment.

MOTION: Vice Chair Mohan moved and Committee member Sangha seconded the motion to accept the Audit Report and recommend the SVCE Board of Directors receive and accept the Financial Audit Report from Pisenti & Brinker, LLP.

The motion carried by verbal roll call vote with Directors Lopez and Srinivasan absent.

5) IT and Automated Meter Infrastructure (AMI) Audit Update (Discussion)

Kevin Armstrong, Deputy Director of Administrative Services, and Nik Zantotto, Manager of Technology and Administrative Services, provided an IT/Cybersecurity assessment update which included information on the various audits SVCE regularly engages in, cybersecurity progress and improvements in 2021 and 2022, review of the 2022 Security Assessment scorecard, the investment in training and tools to help maintain staff competency, and an overview of the upcoming six months to complete several major remediations.

Chair Mekechuk opened public comment.

No speakers.

Chair Mekechuk closed public comment.

Committee/Staff Remarks

CFO Singh noted the committee meets twice a year: once to approve the audit around the current time, and in the September timeframe to kick-off the audit.

Adjournment

Chair Mekechuk adjourned the meeting at 1:48 p.m.

Staff Report – Item 2

Item 2: SVCE Financial Audit Kick-off: Pimenti & Brinker LLP

From: Amrit Singh, CFO and Director of Administrative Services

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 9/19/2023

This item will be addressed in the form of a presentation by the financial auditors, Pimenti & Brinker LLP.

ATTACHMENT

The presentation for this item is posted to the SVCE website.



Staff Report – Item 3

Item 3: IT/Cybersecurity Assessment Update

From: Amrit Singh, CFO and Director of Administrative Services

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 9/19/2023

This item will be addressed in the form of a presentation from Senior Manager of Technology and Administrative Services, Nik Zanutto.

ATTACHMENT

The presentation for this item is posted to the SVCE website.