



Margaret Abe-Koga, Chair
City of Mountain View

Howard Miller, Vice Chair
City of Saratoga

Liz Gibbons
City of Campbell

Rod Sinks
City of Cupertino

Fred M. Tovar
City of Gilroy

Jeannie Bruins
City of Los Altos

Courtenay C. Corrigan
Town of Los Altos Hills

Marico Sayoc
Town of Los Gatos

Bob Nuñez
City of Milpitas

Javed Ellahie
City of Monte Sereno

Yvonne Martinez Beltran
City of Morgan Hill

Susan Ellenberg
County of Santa Clara

Nancy Smith
City of Sunnyvale

Silicon Valley Clean Energy Audit Committee Meeting

Wednesday, June 5, 2019
11:30 am

Silicon Valley Clean Energy Office
Conference Room
333 W El Camino Real, Suite 290
Sunnyvale, CA

MEETING MINUTES

Call to Order

Director Corrigan called the meeting to order at 11:40 a.m.

Roll Call

Present:

Director Courtenay Corrigan, Town of Los Altos Hills
Director Jeannie Bruins, City of Los Altos
Director Nancy Smith, City of Sunnyvale

Absent:

None.

Public Comment on Matters Not Listed on the Agenda

No public speakers.

Consent Calendar

MOTION: Director Bruins moved and Committee Chair Corrigan seconded the motion to approve the consent calendar.

The motion carried unanimously.

1) Approve Minutes of the February 4, 2019, Audit Committee Meeting

Regular Calendar

2) Selection of Chair for the 2019 Audit Committee (Action)

Committee Chair Corrigan introduced the item.

MOTION: Director Bruins moved and Director Smith seconded the motion to nominate Director Corrigan as Chair of the 2019 Audit Committee.

The motion carried unanimously.

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Suite 290
Sunnyvale, CA 94087



Margaret Abe-Koga, Chair
City of Mountain View

Following brief discussion, the committee proceeded to identify a Vice Chair of the Committee.

Howard Miller, Vice Chair
City of Saratoga

MOTION: Director Bruins moved and Committee Chair Corrigan seconded the motion to nominate Director Smith as Vice Chair of the 2019 Audit Committee.

The motion carried unanimously.

Liz Gibbons
City of Campbell

3) Automated Meter Infrastructure Audit Results (Discussion)

Director of Administration and Finance Don Eckert introduced Steve Carter of Abbott, Stringham & Lynch, who presented a PowerPoint presentation on the results of SVCE's Automated Meter Infrastructure (AMI) audit. Management Analyst Nik Zantotto provided additional information and responded to committee member questions.

Rod Sinks
City of Cupertino

Fred M. Tovar
City of Gilroy

Following Item 3, Director of Finance and Administration Eckert requested to address Item 6) *2019 Audit Committee Meeting Schedule*; there were no objections.

Jeannie Bruins
City of Los Altos

6) 2019 Audit Committee Meeting Schedule

Director of Finance and Administration Eckert introduced the item; following brief discussion, the committee was in consensus to schedule the next Audit Committee Meeting for Wednesday, December 4th, at 11:30 a.m.

Courtenay C. Corrigan
Town of Los Altos Hills

Director Bruins requested staff send a calendar invite to secure the date and time of the next meeting on committee member's calendars.

Marico Sayoc
Town of Los Gatos

Following Item 6, the committee heard Item 4.

Bob Nuñez
City of Milpitas

4) Information Technology Audit Results (Discussion)

Management Analyst Zantotto presented a PowerPoint presentation and responded to committee member questions.

Javed Ellahie
City of Monte Sereno

Director of Finance and Administration distributed an example of a sign-off sheet that would be issued to all newly hired staff regarding data security.

Yvonne Martinez Beltran
City of Morgan Hill

5) Report on Cybersecurity Request for Information Results (Discussion)

Management Analyst Zantotto introduced the item and a PowerPoint presentation; copies of the request for information (RFI) responses were provided to committee members. Staff responded to committee member questions.

Nancy Smith
City of Sunnyvale

Director Bruins confirmed staff has a set of priorities which they are addressing prior to policy review, and noted the importance of cybersecurity conversations in closed versus open session meetings.

Committee Chair Corrigan left the meeting at 12:39 p.m.

Committee/Staff Remarks

None.

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Margaret Abe-Koga, Chair
City of Mountain View

Adjournment

Committee Vice Chair Smith adjourned the meeting at 12:44 p.m.

Howard Miller, Vice Chair
City of Saratoga

Liz Gibbons
City of Campbell

Rod Sinks
City of Cupertino

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City of Gilroy

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City of Morgan Hill

Susan Ellenberg
County of Santa Clara

Nancy Smith
City of Sunnyvale

ATTEST:

A handwritten signature in black ink, appearing to read "Andrea Pa", is written over a light gray grid background.

SECRETARY