



Howard Miller, Chair  
City of Saratoga

Nancy Smith, Vice Chair  
City of Sunnyvale

Liz Gibbons  
City of Campbell

Rod Sinks  
City of Cupertino

Fred M. Tovar  
City of Gilroy

Neysa Fligor  
City of Los Altos

George Tyson  
Town of Los Altos Hills

Rob Rennie  
Town of Los Gatos

Carmen Montano  
City of Milpitas

Javed Ellahie  
City of Monte Sereno

Yvonne Martinez Beltran  
City of Morgan Hill

Margaret Abe-Koga  
City of Mountain View

Susan Ellenberg  
County of Santa Clara

[svcleanenergy.org](http://svcleanenergy.org)

333 W El Camino Real  
Suite 290  
Sunnyvale, CA 94087

## Silicon Valley Clean Energy Audit Committee Meeting

Wednesday, September 2, 2020  
2:30 pm

Teleconference Meeting

Webinar:

<https://zoom.us/j/94871494789>

Or by Telephone (Audio only):

US: +1 669 900-9128

Webinar ID: 948 7149 4789

This meeting will be conducted in accordance with [State of California Executive Order N-29-20](#), dated March 17, 2020, in consideration of the Coronavirus (COVID-19). All members of the Silicon Valley Clean Energy Executive Committee and staff will participate in this meeting by teleconference.

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 to Board Clerk Andrea Pizano at [Andrea.Pizano@svcleanenergy.org](mailto:Andrea.Pizano@svcleanenergy.org) and will be read within the public comment period or the applicable agenda item. The public will also have an opportunity to provide comments during the meeting.

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](mailto:andrea.pizano@svcleanenergy.org) prior to the meeting for assistance.

### AGENDA

Call to Order

Roll Call

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*



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*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.*

Nancy Smith, Vice Chair  
City of Sunnyvale

Consent Calendar (Action)

- 1) Approve Minutes of the February 5, 2020, Audit Committee Meeting

Liz Gibbons  
City of Campbell

Regular Calendar

- 2) CEO Update (Discussion)
- 3) Selection of 2020 SVCE Audit Committee Chair and Vice Chair (Action)
- 4) Financial Audit Kick-Off (Discussion)
- 5) Information Technology Audit Update (Discussion)

Rod Sinks  
City of Cupertino

Fred M. Tovar  
City of Gilroy

Neysa Fligor  
City of Los Altos

Committee/Staff Remarks

George Tyson  
Town of Los Altos Hills

Rob Rennie  
Town of Los Gatos

Adjourn

Carmen Montano  
City of Milpitas

Javed Ellahie  
City of Monte Sereno

Yvonne Martinez Beltran  
City of Morgan Hill

Margaret Abe-Koga  
City of Mountain View

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**Silicon Valley Clean Energy  
Audit Committee Meeting**  
Wednesday, February 5, 2020  
1:00 pm

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

**DRAFT MINUTES**

**Call to Order**

Committee Chair Corrigan called the meeting to order at 1:09 p.m.

**Roll Call**

**Present:**

Committee Chair Courtenay Corrigan, Town of Los Altos Hills  
Committee Vice Chair Nancy Smith, City of Sunnyvale  
Director Jeannie Bruins, City of Los Atos

**Absent:**

None.

**Public Comment on Matters Not Listed on the Agenda**

No public speakers.

**Consent Calendar**

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

The motion carried unanimously with all committee members present.

**1) Approve Minutes of the January 27, 2020, Audit Committee Meeting**

**Regular Calendar**

**2) Receive Financial Audit Report from Pisenti & Brinker, LLP (Discussion)**

Director of Finance and Administration Don Eckert introduced Mike Maher of Maher Accountancy, external auditor Brett Bradford of Pisenti & Brinker LLP, and Beth Samit of Pisenti & Brinker LLP, who participated by phone. Pisenti & Brinker, LLP presented a PowerPoint presentation and responded to committee member questions.

The committee discussed the audit results and provided feedback on the presentation to be developed for the Board meeting on February 12, 2020.



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Committee Vice Chair Smith suggested Piseni & Brinker LLP change the color scheme of the presentation to clearly show Piseni & Brinker LLP's independence of SVCE by not using colors similar to SVCE's.

Director Bruins recommended an extension to the Piseni & Brinker LLP agreement; the other committee members concurred.

**Committee/Staff Remarks**

No speakers.

**Adjournment**

Committee Chair Corrigan adjourned the meeting at 1:33 p.m.



**Staff Report – Item 2**

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**Item 2: CEO Update**

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 9/2/2020

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This item will be addressed in the form of an oral report to the Audit Committee from CEO Girish Balachandran.

**Staff Report – Item 3**

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**Item 3: Selection of 2020 SVCE Audit Committee Chair and Vice Chair**

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 9/2/2020

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**RECOMMENDATION**

Establish a Chair and Vice Chair of the Audit Committee to preside over Committee meetings.

**BACKGROUND**

At the February 14, 2018 SVCE Board of Directors meeting, the Board approved the formation of an Audit Committee, consistent with Board Policy FP1-A, *Establish Audit Committee*.

**ANALYSIS & DISCUSSION**

As a permanent standing committee of the Board of Directors, the Audit Committee is subject to the Brown Act for all meetings. In order to provide for efficient and reliable Committee meeting organization, Staff recommends the Committee appoint a Chair to preside over its meetings, and a Vice Chair to act in the absence of the Chair. The last Chair and Vice Chair of the committee were selected at the June 5, 2019 meeting.

**STRATEGIC PLAN**

N/A

**ALTERNATIVE**

Staff is open to any suggestions from the committee on selection of the Chair and/or Vice Chair.

**FISCAL IMPACT**

No fiscal impact from the selection of a Chair and Vice Chair of the committee.



**Staff Report – Item 4**

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**Item 4: Financial Audit Kick-Off**

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 9/2/2020

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This item will be addressed in the form of an oral report to the Audit Committee from the independent auditor, Pisenti & Brinker LLP.



**Staff Report – Item 5**

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**Item 5: Information Technology Audit Update**

From: Girish Balachandran, CEO

Prepared by: Andrea Pizano, Board Clerk/Executive Assistant

Date: 9/2/2020

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This item will be addressed in the form of an oral report to the Audit Committee.