



BOARD OF DIRECTORS AGENDA REPORT

MEETING DATE: **NOVEMBER 16, 2023** ITEM: **8F**

SUBJECT: **Committee / Ad Hoc Committee / Liaison Report**

DATE: **November 9, 2023**

FROM: **Newton Pham, Board Chair**

PRESENTATION BY: **Newton Pham, Board Chair**

Information Item

BACKGROUND

To assure compliance with the Bagley-Keene Open Meeting Act, Committee reports are only for the purpose of the Committee chair, Ad Hoc Committee members or Liaison to provide a verbal update. Should the Board want to discuss any Committee work item not already on the agenda; those would need to be agendized for a future Board meeting.

i. **Leadership Committee**

Members: Chair Kovacevich, Committee Chair; Vice Chair Bagneris

- Purpose: This committee provides executive support to the Board and acts on behalf of the full Board during emergency situations.
- Focus:
 - Consult with CEO
 - Develop Board meeting agendas
 - Address Board issues
 - Conduct annual safety/security meeting
 - Complete the strategic planning process and provide ongoing monitoring

ii. **Financial Monitoring and Audit Committee**

Members:

- Purpose: This committee monitors the organization's financial position and ensures financial controls are in place.
- Focus:
 - Monthly financial oversight
 - Annual budget review
 - Annual audit process
 - Participate in the scoring process for key RFPs, including for Carnival Services

iii. **Facilities Committee**

Members:

- Purpose: This committee reviews buildings and grounds related projects and issues and recommends site planning direction.
- Focus:
 - Construction projects
 - Capital expenditures
 - Master site planning

iv. **Governance Committee**

Members:

- Purpose: This committee ensures compliance with all Board policies and regulatory requirements.
- Focus:
 - Policy updates
 - Bagley-Keene open meeting compliance
 - Annual form 700 reporting
 - Annual required Board training
 - Legislative monitoring

v. **Community Affairs Committee**

Members:

- Purpose: This committee oversees the Board's relationship with the community.
- Focus:
 - Diversity, equity and inclusion
 - Community engagement
 - Relationships with local, county and state officials