



INTEROFFICE MEMORANDUM

Oscar J. Garcia, CPA
Auditor-Controller/Treasurer-Tax Collector

Kim Lamanuzzi
Deputy Treasurer-Tax Collector

DATE: February 16, 2018
TO: Audit Committee Members
FROM: Supervisor Nathan Magsig, Audit Committee Chairman
SUBJECT: Audit Committee Meeting

This will confirm the next Audit Committee meeting scheduled on **February 23, 2018 at 2:00 p.m.** in the Board of Supervisors Chambers - Room 301 of the Hall of Records. The following is the agenda for the meeting:

AGENDA

- 1) **Pledge of Allegiance**
- 2) **Approve Agenda**
- 3) **Public Presentations**
This portion of the meeting is reserved for persons desiring to briefly address the Audit Committee on any matter not on this agenda within the Committee's subject matter jurisdiction.
- 4) **Discussion Regarding the Appointment of Public Members to the Audit Committee**
- 5) **Approval of January 12, 2018 Audit Committee Meeting Minutes**
- 6) **Agenda Items**
 - Consent Items**
 - a. Approve Quarterly Fraud Report covering October 1, 2017 to December 31, 2017
 - Discussion and Action Items**
 - b. Review and receive 2016-2017 First Five Comprehensive Annual Financial Report
 - c. Review and approve Department of Public Health Cash Handling Audit

7) Staff Updates

8) Adjournment

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Enclosures

Audit Committee Members:

Supervisor Nathan Magsig, Audit Committee Chairman

Daniel C. Cederborg, County Counsel, Audit Committee Vice-Chairman

Supervisor Sal Quintero

Jean Rousseau, County Administrative Officer

Elizabeth Diaz, Co-Department Heads Council

Manuel Vilanova, Public Member