

AUDIT COMMITTEE MEETING
MINUTES

An Audit Committee meeting of the Board of Trustees of the Contra Costa Mosquito and Vector Control District was held on Thursday, June 5, 2023, at the offices of the District Auditors, Maze & Associates located at 3478 Buskirk Avenue #215 Pleasant Hill, CA 94523.

TRUSTEES PRESENT Jim Fitzsimmons, Chair
 Perry Carlston
 Michael Krieg
 Damian Wong

TRUSTEES ABSENT Daniel Pellegrini

OTHERS PRESENT Paula Macedo, General Manager
 Natalie Martini, Administrative Analyst II
 Stacy Stark, Human Resources and Administration Management
 David Alvey, Maze & Associates
 Jim Dolgonas

1. CALL TO ORDER:

Audit Committee Chair Fitzsimmons called the meeting to order at 10:14 a.m.

Roll Call: A roll call indicated that four Trustees were present and one was absent.

2. AGENDA MANAGEMENT – There were no changes to the agenda and the agenda was adopted by rule.

3. PUBLIC INPUT ON NON AGENDA ITEMS - None

4. APPROVAL OF MINUTES FROM AUDIT COMMITTEE SPECIAL MEETING HELD ON JANUARY 12, 2023

** Motion was made by Trustee Krieg and seconded by Trustee Carlton to approve the minutes from the Audit Committee special meeting held on January 12, 2023. *Motion passed unanimously.*

5. REVIEW AUDIT TEAM CONDUCTING DISTRICT FIELD WORK – David Alvey, Maze & Associates, introduced himself and noted that he and his team at Maze & Associates are engaged to audit the District financial statements for year ended June 30, 2023.

6. MEET WITH DISTRICT AUDITORS TO REVIEW FISCAL YEAR 2022/2023 ANNUAL AUDIT PROCESS- David Alvey, Maze & Associations, provided an

overview of the audit process, including audit scope, management representations, fraud risk considerations, and audit timing, and answered questions from committee members.

7. BOARD AND STAFF ANNOUNCEMENTS – None

8. ADJOURNMENT – 10:47 a.m.

I certify the above minutes were approved as read or corrected at a meeting of the Audit Committee meeting held on Tuesday, December 12, 2023.

Michael Krieg, 2023 Chair Audit Committee