



MWPA FINANCE COMMITTEE AGENDA

Tuesday, October 20, 2020

2:00 pm

<https://zoom.us/j/98016302493>

Or Telephone:

+1 669 900 6833

Meeting ID: 980 1630 2493

For those joining by phone use: *9 to “raise your hand” and *6 to mute/unmute

ATTENTION: This will be a virtual meeting of the Finance Committee of the Marin Wildfire Prevention Authority pursuant to Executive Order N-29-20 issued by the Governor of the State of California. There will not be a public location for participating in this meeting, but any interested member of the public can participate telephonically by utilizing the dial-in information printed on this agenda. If any member of the public has a request for a reasonable modification or accommodation for accessing this meeting due to a disability, she/he/they should contact Mark Brown at mbrown@marinwildfire.org.

1. Call to order.

2. Roll Call.

Bruce Goines

Jason Weber

David Kimball

Dan Schwarz

Cathryn Hilliard

Tom Finn

Gary Phillips

3. Agenda Adjustments.

AGENDAS & STAFF REPORTS ON-LINE www.marinwildfire.org

- 4. Open time for public expression.** *The public is welcome to address the Finance Committee at this time on matters not on the agenda that are within the jurisdiction of the Committee. Please be advised that pursuant to Government Code Section 54954.2, the Committee is not permitted to discuss or take action on any matter not on the agenda. Comments may be no longer than three minutes and should be respectful to the community. **Please silence your cell phones during the meeting / mute your microphone when not reporting out.***

- 5. Finance Committee Duties and Responsibilities – Initial Course of Action.**
Recommendation: That the Committee review the draft MWPA Finance Committee duties and responsibilities as suggested in the attached staff report, summarized from 8c-Draft Executive and Finance Committee Duties and Responsibilities from the September 17, 2020 Board Meeting, and consider setting priorities.

- 6. Review of Monthly Budget Reporting Documents.**
Recommendation: That the Finance Committee review the monthly budget reports, provide direction and comments regarding format and content, and authorize staff to revise and/or use as presented.

- 7. MWPA Financial Management Schedule – Monthly, Quarterly, Mid-Year, Annual Budget and Independent Audit.**
Recommendation: That the Finance Committee review a draft financial schedule for the remainder of the FY2020-21 and authorize staff to set the schedule for future planning.

- 8. Planning for Future Staffing and Employment Practices – Oral Report.**
Recommendation: That the Finance Committee hear the staff oral report, and provide comment and direction on establishing future staffing plans, potential organization structures and employment practices and systems.

- 9. Information Items.**

- 10. Committee Members Request Future Agenda Items.**

- 11. Adjourn.**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the MWPA at 415-539-MWPA (6972). Notification at least 48 hours prior to the meeting will enable the Agency to make reasonable accommodation to help insure accessibility to this meeting.

Any writings or documents provided to a majority of the Committee Members regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at 28 Liberty Ship Way,

Suite 2800, Sausalito CA 94965. *Note as of 4/30/20 offices are closed to the public. Therefore, documents will be made available upon request and will be available online at www.marinwildfire.org

Notice is hereby given that the Committee Members may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in Court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Committee Members must be filed with the Court not later than the 90th day following the date of the Committee meeting decision (Code of Civil Procedure Section 1094.6)

I certify that this agenda was posted on the Public Notice Bulletin Board on or before Friday, October 16, 2020 at 2:00 pm.

A handwritten signature in blue ink, appearing to read "Jean A Bonander". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jean A Bonander, on behalf of Mark Brown, Executive Officer