



ADAM A. HOUSE
Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, California 95655 • Phone (916) 859-4305 • Fax (916) 859-3715

ACTION SUMMARY MINUTES
FINANCE AND AUDIT COMMITTEE – REGULAR MEETING
THURSDAY, JANUARY 25, 2024 – 5:15 PM
Sacramento Metropolitan Fire District
10545 Armstrong Avenue
Board Room – Second Floor
Mather, California
&
Remotely Via Zoom

COMMITTEE MEMBERS
Director D'Elman Clark
Director Gay Jones
Director Robert Webber
Director Ted Wood – Alternate

CALL TO ORDER

The meeting was called to order at 5:18 pm by Director Clark. Committee members present: Clark and Webber. Committee members absent: Jones. Staff present: Fire Chief House and Board Clerk Marni Rittburg.

PUBLIC COMMENT:

Public Comment Was Not Received.

CONSENT AGENDA

Action: Moved by Director Webber, seconded by Director Clark, and carried unanimously by members present to adopt the Consent Calendar as follows:

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Regular Meeting of October 26, 2023.
Action: Approved the Action Summary Minutes.
- 2. Quarterly Investment Report – December 2023**
Recommendation: Receive and file the investment report for the 2nd quarter of Fiscal Year 2023-24.
Action: Received and filed.

ACTION ITEM

1. **Election of Officers** (*Clerk Rittburg*)
Recommendation: Elect a Chair and Vice Chair to the 2024 Finance Committee.
Action: Moved by Director Webber, seconded by Clark, and carried unanimously by members present to nominate Director Gay Jones as Chair to the 2024 Finance & Audit Committee. Moved by Director Clark, seconded by Webber, and carried unanimously by members present to nominate Director Robert Webber as Vice Chair to the 2024 Finance & Audit Committee.

PRESENTATION ITEMS

1. **Bimonthly Fiscal Report Through October 31, 2023**
(*CFO Dave O'Toole*)
Recommendation: Receive presentation; no action required.
Action: Presentation received; no action taken.
2. **Fraud Risk Assessment Report**
(*Controller Ron Empedrad*)
Recommendation: Receive presentation and file report.
Action: Presentation received; no action taken.

ADJOURNMENT

The meeting adjourned at 5:56 p.m.



Director Webber, Vice Chair



Marni Rittburg, CMC, CPMC
Board Clerk