

**SONOMA COUNTY EMPLOYEES' RETIREMENT ASSOCIATION BOARD**  
**AUDIT COMMITTEE MINUTES**

Thursday, November 21, 2024  
12:34 p.m.

Presiding: Erick Roeser, Chair

Present: Trustees Travis Balzarini (Vice Chair), Greg Jahn, and Joe Tambe; Chief Executive Officer Julie Wyne, Assistant CEO/Chief Legal Counsel Cristina Hess, Finance and Retiree Services Manager Cheryl Enold, and Retirement Analyst Rebecca Gay

Present via

Zoom: Ashley Green and Alaina Vandermade (of Brown Armstrong)

Absent: Trustee Amos Eaton

Committee members are Travis Balzarini, Amos Eaton, Greg Jahn, Erick Roeser, and Joe Tambe.

Chair Roeser confirmed with Retirement Analyst Rebecca Gay that SCERA had not received any public comment prior to the meeting.

**I. MINUTES APPROVAL**

Approval of the June 13, 2024, Audit Committee Meeting Minutes.

**Recommendation:** Approve the June 13, 2024, Minutes.

A motion was made by Trustee Tambe, seconded by Trustee Balzarini, to approve the June 13, 2024, meeting minutes. The motion carried 4-0-0-1, with voting as follows:

|               |        |
|---------------|--------|
| Mr. Balzarini | Aye    |
| Mr. Eaton     | Absent |
| Mr. Jahn      | Aye    |
| Mr. Roeser    | Aye    |
| Mr. Tambe     | Aye    |

**II. REGULAR CALENDAR**

**A. AUDIT SERVICES**

The 2024 Audit Scope of Services was presented by Ashley Green and Alaina Vandermade, of Brown Armstrong. The Scope of Services remains markedly similar to past years. The

highlighted changes for the audit plan are as follows 1) Brown Armstrong will review the implementation of SCERA's new general ledger, 2) follow up on SCERA's journal entry review approval process within the new software, and 3) conduct a review of SCERA's travel and credit card policy expenditure testing. Ms. Green noted that expenditure testing is rotated every three years by Brown Armstrong unless there have been policy changes or updates. Other examples of rotated testing are vendor and investment management fees. Brown Armstrong highlighted the expected audit reports and noted several new accounting pronouncements (GASB 100-104) which will be applied if applicable. A Trustee queried what types of cyber security auditing would occur. Brown Armstrong indicated that data intrusion isn't within the scope of the audit, but they do review SCERA controls around financial reporting security and backups.

**Recommendation:** Approve the scope of services for the 2024 Audit.

A motion was made by Trustee Balzarini, seconded by Trustee Jahn, to approve the scope of services for the 2024 audit. The motion carried 4-0-0-1, with voting as follows:

|               |        |
|---------------|--------|
| Mr. Balzarini | Aye    |
| Mr. Eaton     | Absent |
| Mr. Jahn      | Aye    |
| Mr. Roeser    | Aye    |
| Mr. Tambe     | Aye    |

### III. GENERAL DISCUSSION MATTERS

Opportunity was given to advise the Audit Committee of new matters and for Committee members to ask questions for clarification, provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

A Trustee queried staff about the new GASB requirements. Finance and Retiree Services Manager Cheryl Enold responded that the team is prepared to address all applicable new requirements. A different Trustee offered to send information about a potentially applicable Cyber Security Training.

### IV. PUBLIC COMMENT

Opportunity was given for public comment on non-agenda items within the jurisdiction of the Audit Committee.

There were no public comments.

### V. NEXT MEETING

Thursday, June 12, 2025, at 9:00 a.m. in the SCERA Board Room located at 433 Aviation Boulevard, Suite 100 in Santa Rosa, CA, and broadcast via Zoom unless otherwise

noted.

VI. ADJOURNMENT

With no further business to conduct, the meeting adjourned at 12:59 p.m.

VII. APPROVAL

The above minutes from the November 21, 2024, Audit Committee meeting were approved at the Audit Committee meeting on June 12, 2025.

MARK WALSH, VICE CHAIR