

**PUBLIC RISK, INNOVATION, SOLUTIONS AND MANAGEMENT  
(PRISM)**

**FINANCE COMMITTEE**

**FINAL AGENDA**

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75 Iron Point Circle, Suite 200  
Folsom, California 95630  
916-850-7300

Tuesday, February 13, 2024  
10:00 a.m.  
First Meeting – 2024

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As to each agenda item, the Committee may take action and/or receive informational reports as appropriate.

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**ROLL CALL/INTRODUCTIONS**

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1.A. Establishment of Quorum/Introductions .....4

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**SELECTION OF CHAIR**

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2.A. Selection of Chair and Vice Chair.....5  
*An action to select a Chair and Vice Chair for the 2024 year.*

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**CONSIDERATION OF OFF AGENDA ITEMS**

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Pursuant to Government Code Section 54954.2(b), except as provided in this paragraph, no action or discussion shall be taken at a regular meeting on any item which does not appear on the posted Final Agenda. Pursuant to Government Code Section 54954.2 (b)(2) an item may be added to the Final Agenda after the Final Agenda has been posted upon a determination by a two-thirds vote of the Committee (or an unanimous vote if less than two-thirds of the Committee is present); the vote shall be on a motion stating that there is a need to take immediate action and that the need for action came to the attention of the Committee subsequent to the Final Agenda being posted. Any such motion shall be accompanied by distribution of a written statement on a form provided by the office of the Chief Executive Officer/Secretary of the Board, to be included in the record, stating the facts upon which it can be determined that the need to take action arose after the Final Agenda was posted. In addition, action may be taken on an item not on the posted Final Agenda under the circumstances stated in Government Code Section 54954.2 (b)(1) [emergency] and 54954.2 (b)(3) [continued regular meetings].

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**PUBLIC COMMENT**

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This portion of the agenda is reserved for members of the general public to address the Committee on any matter not on this agenda that is under the jurisdiction of the Committee.

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## CONSENT AGENDA

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The following Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Committee without discussion. Any Committee member, staff member, or interested party may request that any item be removed from the Consent Agenda for later discussion.

- 3.A. Approval of Minutes, December 18, 2023 .....7  
*An action to approve the Minutes of the above meeting.*
- 3.B. Interim Financial Statements as of December 31, 2023 ..... 11  
*An action to acknowledge receipt of the Interim Financial Statements.*
- 3.C. Code of Conduct..... 35  
*An action to acknowledge receipt of the Code of Conduct.*
- 3.D. Standard Operating Procedures (SOP)..... 38  
*An action to acknowledge receipt and approve changes to the Standard Operating Procedures.*

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## GENERAL BUSINESS

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- 4.A. PRISM Treasurer’s Report and Portfolio Update for December 31, 2023  
(Chandler) ..... 55  
*An informational report regarding the December 31, 2023 Treasurer’s Report and Portfolio.*
- 4.B. 2024/25 Fiscal Year Internal Borrowing Rate (Puneet) .....215  
*An action to recommend to the Executive Committee and the Board of Directors to approve setting the Internal Borrowing Rate for 2024/25.*
- 4.C. Return of PRISM ARC Additional Capital Contribution (Gina).....218  
*An informational report regarding the return of the additional contribution made by the GL2 Program.*
- 4.D. General Administration Program Target Funding Guidelines (Alana) .....220  
*An action to approve the amendments to the General Administration Program Target Funding Guidelines.*
- 4.E. 2023 Strategic Planning Retreat Recap (Gina).....224  
*An informational report regarding the 2023 Fall Retreat.*
- 4.F. Extension of Independent Auditor Appointment (Alana) ..... 231  
*An action to approve the appointment of Gilbert CPAs as the Independent Auditor of PRISM and ARC for an additional three fiscal years.*
- 4.G. Staff Report (Puneet)  
*Staff will report on matters of interest to the Committee.*

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## **FUTURE MEETINGS**

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The next regularly scheduled meeting will be on **Wednesday, April 10, 2024, at 10:00 a.m.**, to be held at the **PRISM office in Folsom.**

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## **ADJOURNMENT**

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*Disability Access: All posted locations for this meeting are wheelchair accessible and disabled parking is available. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact the Meeting Planner at (916) 850-7300 or (916) 850-7800 (fax). Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.*