

**CONTRA COSTA COUNTY SCHOOLS INSURANCE GROUP  
FINANCE SUBCOMMITTEE MEETING MINUTES  
Thursday, October 5, 2017  
Contra Costa County Schools Insurance Group  
550 Ellinwood Way, Pleasant Hill, CA**

**Present were:**

**Finance Subcommittee:**

Daniela Parasidis	Moraga SD
Bill Clark	CCCOE
Joe Emmett, CFO	CCCSIG
Bridget Moore, Executive Director	CCCSIG

**1. CALL TO ORDER**

The meeting was called to order by Joe Emmett at 8:38 a.m.

**2. PUBLIC COMMENT**

**2.1. Items on the Agenda**

No items of interest to the public.

**2.2. Items of Interest to the Public**

No items of interest to the public.

**3. FINANCIAL ITEMS**

**3.1 Approve Minutes of Finance Subcommittee Meeting held March 2, 2017**

The subcommittee reviewed the minutes of the March 2, 2017 subcommittee meeting. Motion was made by Parasidis to approve the minutes as presented; second by Clark.

**3.2 Review Financial Statements**

The subcommittee reviewed the June 30, 2017 Financial Statements, they have requested we get clarification around Fair Market Value adjustments from Monique at PFM, our Investment advisor.

**3.4 Review 2016/17 Financial Audit**

The subcommittee reviewed the 2016/17 Draft Financial Audit, noting that equity grew by \$955k and that the Current portion of the Claims Liability was adjusted by the auditor upwards by \$500k.

### **3.5 Discuss Draft Equity Allocation Report**

The subcommittee reviewed the Draft Equity Allocation Report prepared by our auditor, James Marta & Company CPA's. There was discussion on the methodology used in the report.

\*It is noted that the numbering on the posted agenda missed item 3.3, so the minutes were done to match the agenda numbering.

### **4. ADJOURNMENT**

There being no further business, motion was made by Clark to adjourn at 9:33 a.m.; second by Parasidis.

Respectfully submitted,

Joseph R. Emmett  
Chief Financial Officer  
Contra Costa County Schools Insurance Group