



## RESOLUTION NO.

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

### ANNUAL AUDIT COMMITTEE

**WHEREAS**, the County of El Dorado is accountable to the public for the proper utilization of resources entrusted to it by the tax payers; and

**WHEREAS**, the County is committed to maintaining this fiscal accountability through strong internal controls, budgetary compliance, accurate and timely financial reporting, regular auditing and follow up; and

**WHEREAS**, the County demonstrates this commitment by ensuring that an audit of the County's financial statements is performed annually in accordance with federal and state requirements; and

**WHEREAS**, California Government Code, Section 25250, requires the Board of Supervisors to examine and audit, or cause to be audited, the financial accounts and records of all officers having responsibility for the care, management, collection, or disbursement of money belonging to the county or money received or disbursed by them under authority of law; and

**WHEREAS**, this financial examination or audit may be performed in coordination with the investigations conducted by the grand jury under Section 925 of the Penal Code, or the board of supervisors may resolve to accept reports delivered pursuant to Section 933 of the Penal Code in lieu of its own separate examination if such reports are found to fulfill some or all of the requirements of this section; and

**WHEREAS**, in connection with the requirements of Government Code Section 25250 and Section 25253, the board of supervisors may employ the services of an independent certified public accountant or licensed public accountant to perform an examination of the financial statements in accordance with generally accepted auditing standards; and

**WHEREAS**, Board of Supervisors Policy B-9, Annual Audit Contract – Grand Jury Participation, provides that representatives of the El Dorado County Grand Jury shall be given an opportunity to participate in the selection of an outside auditor to perform the annual audit of the County's financial statements; and

**WHEREAS**, the Board of Supervisors desires to establish an Annual Audit Committee to assist the Board in fulfilling its oversight responsibilities related to the annual audit of the County's financial statements.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of El Dorado hereby establishes the Annual Audit Committee as follows:

SECTION 1. ANNUAL AUDIT COMMITTEE. There is hereby created for the County of El Dorado a standing Annual Audit Committee ("Committee").

**SECTION 2. RESPONSIBILITIES.**

The responsibilities of the Committee shall include but not be limited to:

- A. On an annual basis, establish the method for selecting a public accounting firm to conduct the annual audit of the County's financial statements ("Annual Audit").
- B. Make a recommendation to the Board of Supervisors for the award of the contract for the Annual Audit.
- C. Review the Annual Audit findings and responses and make recommendations to the Board of Supervisors, if appropriate.

In addition to the above, the Board of Supervisors may refer any other matters related to fiscal accountability to the Committee for review and recommendation.

**SECTION 3. MEMBERSHIP.** Members of the County Audit Committee shall be as follows:

- A. Chair of the Board of Supervisors
- B. Vice-Chair of the Board of Supervisors
- C. The County of El Dorado Grand Jury's Audit Committee

The County Chief Administrative Officer, or designee, shall participate in an advisory capacity. The Chief Administrative Officer shall also make staff available to perform the administrative functions of the Committee, including but not limited to noticing meetings, preparing meeting agendas, and recording minutes of all meetings.

**SECTION 4. MEETINGS.** The Committee shall hold meetings as deemed necessary in order to carry out its responsibilities. All meetings shall be conducted in accordance with the Ralph M. Brown Act governing meetings for local government bodies.

**SECTION 5: TERMS OF OFFICE.** The Chair and Vice-Chair of the Board of Supervisors shall be deemed appointed to the Committee upon their election to those offices and shall serve until their successors are elected. The Grand Jury shall notify the Board of Supervisors of the members of their Audit Committee no later than thirty (30) days following the seating of the Grand Jury. The Grand Jury representatives shall serve until the completion of the term of the Grand Jury.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by the following vote of said Board:

Attest:  
James S. Mitrisin  
Clerk of the Board of Supervisors

Ayes:  
Noes:  
Absent:

By: \_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_ Chair, Board of Supervisors