

1. CALL TO ORDER

The meeting of the Administration & Finance Committee was called to order at 12:00 p.m. by Chair Kevin Bash on the Zoom virtual platform.

2. PLEDGE OF ALLEGIANCE

Committee member Brenda Dennstedt led members and guests in the Pledge of Allegiance.

3. ROLL CALL

Members present:

Mike Lara, City of Beaumont
Chris Barajas, City of Jurupa Valley
Brian Tisdale, City of Lake Elsinore
Victoria Baca, City of Moreno Valley
Kevin Bash, City of Norco (Chair)
Rita Rogers, City of Perris
Crystal Ruiz, City of San Jacinto
Ben Benoit, City of Wildomar
Karen Spiegel, County of Riverside, District 2
Chuck Washington, County of Riverside, District 3
Brenda Dennstedt, Western Municipal Water District (WMWD)

4. PUBLIC COMMENTS

There were no public comments.

5. CONSENT CALENDAR – (Wildomar / WMWD) 11 yes; 0 no; 0 abstention. Items 5.A through 5.F were approved.

A. Summary Minutes from the March 10, 2021, Administration & Finance Committee Meeting

Action: 1. *Approved the Summary Minutes from the March 10, 2021, Administration & Finance Committee meeting.*

B. Finance Department Activities Update

Action: 1. *Received and filed.*

C. Single Signature Authority Report

Action: 1. *Received and filed.*

D. Amendment to the WRCOG / WCE Management Services Agreement

Action: 1. *Recommended that the Executive Committee approve a First Amendment to the Management Services Agreement between WRCOG and WCE.*

E. Approval of a PSA with David Wright Consultant, LLC for General Management Services

Action: 1. *Authorized the Executive Director to enter into a Professional Services Agreement between Western Riverside Council of Governments and David H. Wright Consultant, LLC, for General Management Services, not to exceed \$200,000, through December 31, 2021.*

F. Approval of a PSA with HBT Energy Management, LLC, for Electrical Power Resource Management Services

Action: 1. *Authorized the Executive Director to enter into a Professional Services Agreement between Western Riverside Council of Governments and HBT Energy Management, LLC, for Electrical Power Resources Management Services, not to exceed \$200,000, through December 31, 2021.*

6. REPORTS / DISCUSSION

A. I-REN Activities Update

Casey Dailey, WRCOG Director of Energy & Environmental Programs, reported that the Inland Regional Energy Network (I-REN) is a collaborative effort being led by WRCOG in partnership with the Coachella Valley Association of Governments (CVAG) and the San Bernardino Council of Governments (SBCOG).

RENs are California Public Utilities Commission (CPUC) approved entities led by local governments to provide energy efficiency program. Three RENs currently exist in the state of California.

I-REN would offer three programs: Public Sector, Workforce Education and Training, and Codes and Standards. WRCOG submitted the final Business Plan to the CPUC in February 2021. Staff estimates a review with potential approval of the Plan by end of the 2021 calendar year.

CVAG, SBCOG, and WRCOG are continuing their outreach to gather supplemental letters from additional agencies. These letters will be provided to the CPUC staff at a future meeting to update them on I-REN's vision for the region.

Both Riverside and San Bernardino Counties are including the I-REN as an element of their respective comprehensive Economic Development Strategy. If the CPUC approves the I-REN it is anticipated that a launch will occur in 2022.

Committee members expressed concern in WRCOG's reach and number of programs it is operating and requested an agenda item to review what WRCOG is doing as an organization as well as its mission statement.

Chris Gray, WRCOG Deputy Executive Director, responded that staff are in the process of updating WRCOG's Economic Development & Sustainability Framework, which guides the Agency in the types of programs it creates. Staff are currently seeking input from Executive Committee members on the update of the Framework and will schedule a review of programs with this Committee in the near future.

Action: 1. *Received and filed.*

B. A Look Forward for Fiscal Year 2021/2022

In the interest of time this item was not heard.

Action: 1. None.

C. WRCOG's Fiscal Year 2019/2020 Financial Audit

Andrew Ruiz, WRCOG Chief Financial Officer, introduced Terry Shea, Partner at Rogers, Anderson, Malody, and Scott (RAMS), to provide a report on WRCOG's Financial Audit.

Mr. Shea indicated that RAMS audited WRCOG's Financial Statements in conformity with U.S. Generally Accepted Auditing Standards. RAMS issued an unmodified opinion on the Fiscal Year 2019/2020 CAFR, which is the highest form of assurance an auditing firm can provide to its client and means that the Agency's financials are both in good form and the accounting practices are solid.

Mr. Ruiz added that WRCOG received the distinguished "Certificate of Achievement for Excellence in Financial Report" from the Government Finance Officers Association.

Action: 1. Received and filed.

D. 2021 General Assembly & Leadership Address Activities Update

Rachel Singer, WRCOG Program Manager, reported that the 30th Annual General Assembly & Leadership Address is scheduled for Thursday, June 24, 2021, from 4:00 to 5:00 p.m. The event will be hosted virtually, and the theme is Celebrating Resilience. A video mini-series will feature notable achievements throughout the subregion over the past year and the featured speaker is Daymond John, Founder / CEO of FUBU, Presidential Ambassador for Global Entrepreneurship, and star of ABC's Shark Tank.

Prior Outstanding Community Service Awards have been presented to various individuals, government entities, and non-profits. This year's awards will be presented at the June 7, 2021, Executive Committee meeting. The following nominees were submitted for discussion:

- Gurdwara Sahib Riverside (Sikh Temple in Jurupa Valley)
- The Jurupa District Lions Club
- For The People Task Force
- Council member Bridgette Moore, City of Wildomar
- Gerald Chase and the Cloverlane Foundation
- Veterans Paying it Forward
- Menifee Interfaith and Community Service Council
- Riverside Transit Agency
- Grant Yates

Nominees will be forwarded for approval by the Executive Committee at its May 3, 2021, meeting.

Actions: 1. Forwarded the following government agency to the Executive Committee for approval: Riverside Transit Agency.

(District 2 / Moreno Valley) 11 yes; 0 no; 0 abstention. Item 6.D.1 was approved.

2. Forwarded the following individual nominee to the Executive Committee for approval: Grant Yates.

(Perris / Lake Elsinore) 11 yes; 0 no; 0 abstention. Item 6.D.2 was approved.

3. Forwarded the following non-profit to the Executive Committee for

approval: Gurdwara Sahib Sikh Temple Riverside.

(Jurupa Valley / Lake Elsinore) 11 yes; 0 no; 0 abstention. Item 6.D.3 was approved.

4. Forwarded the following non-profit to the Executive Committee for approval: For the People Taskforce.

(District 2 / Jurupa Valley) 11 yes; 0 no; 0 abstention. Item 6.D.4 was approved.

E. WRCOG Investment Policy Update

In the interest of time this item was not heard.

Action: 1. None.

7. REPORT FROM THE DEPUTY EXECUTIVE DIRECTOR

Chris Gray reported that the May meeting will be a hybrid meeting and will allow for in-person attendance for Committee members only and online for guests.

Approximately 10 Executive Committee members have volunteered to participate in meetings to discuss the WRCOG Economic Development and Sustainability Framework update.

8. ITEMS FOR FUTURE AGENDAS

There were no items for future agendas.

9. GENERAL ANNOUNCEMENTS

There were no general announcements.

10. CLOSED SESSION

There were no reportable actions.

10. NEXT MEETING: The next Administration & Finance Committee meeting is scheduled for Wednesday, May 12, 2021, at 12:00 p.m., on the Zoom platform. Committee members will have the option of attending this meeting in-person.

11. ADJOURNMENT: The meeting of the Administration & Finance Committee adjourned from Closed Session at 1:43 p.m.