



JUDICIAL COUNCIL OF CALIFORNIA

ADVISORY COMMITTEE ON AUDITS AND
FINANCIAL ACCOUNTABILITY FOR THE
JUDICIAL BRANCH

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ADVISORY COMMITTEE ON AUDITS AND FINANCIAL ACCOUNTABILITY FOR THE JUDICIAL BRANCH

MINUTES OF OPEN MEETING WITH CLOSED SESSION

November 25, 2024
12:15 p.m. - 1:15 p.m.
Conference Call

Advisory Body Members Present: Hon. Ann Moorman, Hon. Kimberly Merrifield, Hon. Kelly L. Neel, Mr. Charles Johnson, Mr. Kevin Harrigan, Mr. Michael Powell, Ms. Nocona Soboleski, Ms. Kristine Swensson (non-voting advisory member)

Advisory Body Members Absent:

Others Present: Mr. Robert Oyung (Chief Deputy Director, Judicial Council's Executive Office, Interim Audit Services Principal Manager), Ms. Deborah Brown (Chief Council, Judicial Council's Legal Services), Ms. Dawn Tomita (Manager, Judicial Council's Audit Services), Mr. Joe Meyer (Audit Supervisor, Judicial Council's Audit Services), Ms. Michelle O'Connor (Senior Auditor, Judicial Council's Audit Services), Ms. Sandra Gan (Senior Auditor, Judicial Council's Audit Services, Ms. Melanie Lewis (Director of Finance & Facilities, Alameda County Superior Court), Mr. Eddie Sanchez (Procurement and Contract Analyst, Alameda County Superior Court), Mr. Travis Andreas (Deputy Court Executive Officer, Kern County Superior Court), Ms. Sue Selegan-Dostal (Court Executive Officer, Plumas County Superior Court)

OPEN MEETING

Call to Order and Roll Call

Hon. Ann Moorman welcomed committee members and called the meeting to order at 12:17 p.m.

Mr. Oyung took roll call.

Approval of Minutes

Mr. Harrigan moved to approve the minutes of the June 26, 2024, meeting. Ms. Neel seconded the motion. There was no further discussion of the minutes. Motion to approve passed by unanimous voice vote of the committee members present.

No public comments were received for this meeting.

Item 1

Report from Audit Services

Mr. Oyung provided an overview of Audit Services' workload and staffing as well as status of internal and external audits.

Item 2

Draft Annual Audit Agenda

Mr. Oyung provided an overview of the draft annual agenda for the Advisory Committee on Audits and Financial Accountability (audit committee), which includes information on the audit committee's roles, responsibilities, and activities.

Action: Mr. Johnson moved to approve this proposed annual agenda (seconded by Ms. Soboleski). Committee members unanimously approved the annual agenda. Annual agenda will go for approval to the Executive and Planning committee.

A D J O U R N M E N T

There being no further open meeting business, the meeting was adjourned to closed session at 12:25 p.m.

C L O S E D S E S S I O N

Item 1

Draft Audit Report – Rule of Court 10.75(d) (6), non-final audit reports or proposed responses to such reports

Committee members discussed the draft audit report for Alameda Superior Court, per Rule of Court 10.63(c)(1).

Action: Mr. Johnson moved to approve this report for posting (seconded by Mr. Powell). Committee members unanimously approved the audit of Alameda Superior Court for public posting on Judicial Council's website.

Item 2

Draft Audit Report – Rule of Court 10.75(d) (6), non-final audit reports or proposed responses to such reports

Committee members discussed the draft audit report for Kern Superior Court, per Rule of Court 10.63(c)(1).

Action: Judge Neel moved to approve this report for posting (seconded by Mr. Harrigan). Committee members unanimously approved the audit of Kern Superior Court for public posting on Judicial Council's website.

Item 3

Draft Audit Report – Rule of Court 10.75(d) (6), non-final audit reports or proposed responses to such reports

Committee members discussed the draft audit report for Plumas Superior Court, per Rule of Court 10.63(c)(1).

Action: Mr. Johnson moved to approve this report for posting (seconded by Judge Neel). Committee members unanimously approved the audit of Plumas Superior Court for public posting on Judicial Council's website.

Adjourned closed session at 1:00 pm.