County Connection

Agenda Item # 3

Summary Minutes
Administration & Finance Committee
Wednesday, November 4, 2026, 9:00 a.m.

Directors: Tim Farley and Kerry Hillis
Staff: Bill Churchill, Ruby Horta, Amber Johnson and Lathina Hill
Guests: Ashley Green and Lindsey Gentry

Call to Order: Meeting called to order at 9:00 a.m. by Director Farley.

1. **Approval of Agenda**
   The Committee approved the agenda.
2. **Public Communication**
   None.
3. **Selection of Chair and Vice Chair**
   Director Farley nominated Sue Noack to serve as Chair and Director Kerry Hillis to serve as Vice Chair. The Committee formally approved the nominations.
4. **Approval of Minutes of October 7, 2026**
   Approval of the October 7, 2026, meeting minutes was postponed until the next meeting, as only Sue Noack was present at the October meeting.
5. **Fiscal Year 2026 Financial Report and Audited Financial Statements**
   CFO Amber Johnson opened the item and introduced CCCTA's auditors, Ashley Green and Lindsey Gentry. Ms. Green provided an overview of the audit scope, timeline, critical dates, and key financial highlights. She reported that the audit resulted in three adjustments and an unmodified (clean) opinion, indicating that CCCTA received a clean audit.

   Director Farley commended the auditors for their clear and concise presentation and moved to forward the Fiscal Year 2026 Financial Report and Audited Financial Statements to the Board for consideration. The motion passed.

   Bill Churchill commented that the auditing firm has been excellent to work with and praised Amber Johnson as one of the greatest CFOs he has worked with. He acknowledged that although a mistake had occurred, the agency takes responsibility and owns its mistakes.
6. **Review of Vendor Bills, September 2026**
   The Committee reviewed the vendor bills for September 2026.
7. **Approval of Legal Services Statement, September 2026 General and Labor**
   The Committee approved the legal services statements for September 2026 General and Labor.
   Motion made for approval by: Director Farley and seconded by Director Hillis

8. **Next Scheduled Meeting**
   The next meeting is scheduled for Wednesday, December 2, 2026, at 9:00 am in the 3rd floor conference room at the County Connection Administration Office located at 2477 Arnold Industrial Way, Concord, CA.

9. **Adjournment**
   The meeting was adjourned at 9:27 a.m.

Minutes prepared and submitted by: Lathina Hill, Clerk of the Board