



# Moraga-Orinda Fire District

## Board of Directors

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### AUDIT COMMITTEE MEETING

#### September 14, 2023 – 5:00 PM

Sarge Littlehale Room  
22 Orinda Way  
Orinda, CA 94563

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This meeting will be conducted in person only.

**For In-person Attendees**, face coverings are strongly encouraged and attendees are encouraged to be up-to-date on the COVID-19 vaccine. Social distance should be maintained when practical.

**Written Public Comment** can be provided via email at [info@mofd.org](mailto:info@mofd.org).

- Emails received by **3pm** on the day of the meeting will be forwarded to the Board of Directors. Emails will be made a part of the public record and available to view by 5pm on the day of the meeting by following this link [mofd.org/agendas](https://mofd.org/agendas)
  - Comments may also be submitted by e-mail during the meeting up until the closure of the public comment period on the relevant agenda item. These will be read into the record by staff at their normal cadence and will be limited to a maximum of 3 minutes.
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#### 1. OPENING CEREMONIES

- Call the Meeting to Order
- Roll Call

#### 2. PUBLIC COMMENT – ITEMS NOT ON THE AGENDA

At the beginning of each regular District Board meeting, any member of the public may address the District Board concerning any item not on the Board's agenda but within the subject matter jurisdiction of the Board. Speakers will be limited to three (3) minutes unless otherwise specified by the Presiding Officer. The public will be given an opportunity to speak on each agenda item at the time it is called. The Board may discuss and/or take action regarding any or all of the items listed below. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Presiding Officer or the Board.

#### 3. CONSENT AGENDA

##### 3.1 Audit Committee Meeting Minutes - May 19, 2023

Staff Recommendation: Receive and File

Attachment: [05-19-23 AUDIT Committee Minutes DRAFT.pdf](#)

#### 4. REGULAR AGENDA

##### 4.1 [Review and Discussion of Audit for Fiscal Year Ending June 30, 2023](#)

Staff Recommendation: 1) Discuss; 2) Provide direction to staff and auditors regarding audit for fiscal year ending June 30, 2023

Attachment A: [Questions for Management September 2023.pdf](#)

Attachment B: [External Auditor's Questions September 2023.pdf](#)

#### 5. ADJOURNMENT

*The Moraga-Orinda Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the District Chief's office, (925) 258-4501, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.*

Any disclosable public records related to an open session item on a Regular meeting agenda and distributed by the Moraga-

Orinda Fire District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspections at 1280 Moraga Way, Moraga, during normal business hours, and available on our website at [www.mofd.org/agendas](http://www.mofd.org/agendas).

I hereby certify that this agenda in its entirety was posted on September 11, 2022, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45 and electronically at [www.mofd.org/agendas](http://www.mofd.org/agendas). Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



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Marcia Holbrook  
District Secretary/Clerk