

## **First 5 Commission of San Diego**

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**Subject: Communication of Financial Condition Policy**

Policy Number: F5C-018

Effective Date: April 18, 2019

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### **Purpose**

To establish a policy with respect to communicating the financial condition of the First 5 Commission of San Diego (Commission).

### **Background**

The enactment of AB 109 and SB 35 amended the Health and Safety Code Section 130151 to require every County First 5 Commission to have policies and practices with respect to communicating its financial condition.

### **Policy**

The First 5 Commission of San Diego County shall communicate its financial condition to the public at each regularly scheduled Commission meeting. Additionally, the Commission will undergo an annual audit that meets the guidelines of the First 5 Commission of California.

### **Procedures**

- A. At each regularly scheduled meeting, a Finance Committee representative will provide (as available) an up-to-date Balance Sheet, Revenue & Expenditure Statement and Fund Balance Report (completed quarterly) at a public meeting of the First 5 Commission of San Diego County.
- B. The First 5 Commission of San Diego will be audited on an annual basis by an independent CPA firm. The audit will meet the requirements of the First 5 Commission of California. The results of this audit will be presented to the Finance Committee and Commission as soon as practical after the audit has been completed.
- C. It is the intention that the Commission's Finance Committee will approve the financial reports and annual audit prior to submission to the Commission.

Sunset Review: April 2022

Originally Approved: April 2, 2007 (15)

Revised: March 8, 2010 (5); April 8, 2013 (4); April 4, 2016 (4)

Approved:

April 18, 2019  
Date

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