

# STAFF REPORT



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| <b>MEETING DATE:</b>  | <b>February 26, 2025</b>                                         |
| <b>SUBJECT:</b>       | <b>Appoint SRTA Fiscal and Policy Committee and an Alternate</b> |
| <b>AGENDA ITEM:</b>   | <b>7</b>                                                         |
| <b>STAFF CONTACT:</b> | <b>Sean Tiedgen, AICP, Executive Director</b>                    |

## **STAFF RECOMMENDATION:**

It is recommended that the board of directors appoint two additional Fiscal and Policy Committee members and one alternate to serve with the newly elected chair, effective through February 2026.

## **DISCUSSION:**

The bylaws of the Shasta Regional Transportation Agency (SRTA) establish a three-member Fiscal and Policy Committee to provide the highest level of management oversight related to SRTA financial operations, all policies, and human resource needs. The committee meets as needed, but typically at least twice a year. Duties of the committee include but are not limited to:

- Participate in pre- and post-audit financial meetings, review agency investments and investment policies, and review agency financial statements.
- Review and recommend updates to agency policies and procedures.
- Receive recommendations and provide direction to the executive director regarding agency human resource and staffing needs.
- Conduct annual review of the draft performance report of the executive director, provide input, and recommend final evaluation to be reviewed by the full board of directors.

The chair of the SRTA Board of Directors automatically serves on the Fiscal and Policy Committee. Two additional members must be appointed or reappointed each February. Staff continues to request that an alternate be appointed in the event a regular member cannot attend.

The 2024 Fiscal and Policy Committee consisted of board members Audette, Eisenbeisz, and Mezzano. The alternate was board member Kelstrom.

New appointments are effective through February 2026.

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**Sean Tiedgen, AICP, Executive Director**