



# MEMORANDUM

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**TO:** Board of Directors **FROM:** Board Audit Committee

**SUBJECT:** Board Audit Committee (BAC) **DATE:** May 26, 2026  
April 15, 2026, Regular Meeting Summary

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This memorandum summarizes agenda items from the meeting of the Board Audit Committee (BAC) held on Wednesday, April 15, 2026.

**Receive Update on the Implementation of the Management Response to the 2024 Human Resources (HR) Process Performance Audit.**

The Committee received the information, took no formal action, and discussed challenges encountered during the implementation process related to confidentiality and the Enterprise Resource Planning (ERP) tool. The Committee discussed the in-person harassment prevention and Supervisor Core trainings, collaboration with Employee Resource Groups, and noted that Work Force Development is considering retaining a consultant to assist with gender and bias awareness training. The Committee expressed support for staff's progress and noted the BAC will review if a follow-up audit is needed to verify the implementation efforts once completed. The Committee expressed support for following up on the best practices related to gender awareness, an annual review process with metrics for the Board to evaluate Board Appointed Officers (BAOs), and methods for assessing employee survey feedback.

**Discuss the Results of the Board Audit Committee's (BAC) Annual Self-Evaluation for Calendar Year (CY) 2025.**

The Committee discussed the information, took no formal action, and expressed support for audits as a collaborative tool to identify opportunities for improvement, establish next steps, and compare practices with other agencies. The Committee expressed support for follow up on the auditing process after BAO transitions and noted consideration of further amendments to the BAC Charter would be more effective next year to avoid overburdening staff.

**Discuss 2026 Annual Audit Plan (Risk Assessment, Asset Management, Pacheco Reservoir Project, and Investigations Process), and Provide Feedback as Needed.**

The Committee received the information, took no formal action, and without further discussion confirmed the audits are currently on schedule and noted the update for the 2026 Annual Audit Plan.

**Review and Discuss 2026 Board Audit Committee (BAC) Work Plan.**

The Committee received the information, took no formal action, and without further discussion, noted the update on the 2026 BAC Work Plan.

The next regular meeting was scheduled to occur at 1:00 pm on May 20, 2026.

Board members' comments and suggestions can be forwarded to Nicole Merritt, Deputy Clerk (Committee Meetings) at (408) 630-3262 or by email: nmerritt@valleywater.org