



STAFF REPORT
Board Meeting of February 23, 2022

AGENDA ITEM: Item 7-F

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

Revised Accounting & Financial Policies and Procedures Manual

Enclosure: Yes

Action: Approve Revised Manual

SUMMARY:

Some updates have been made to the Accounting and Financial Policies and Procedures Manual. The updates include some grammatical corrections, corrections to terminology and acronyms, an update to the meal per diem rates (based upon federal reimbursement rates), an update to the cash receipts procedures in relation to making deposits at the County Treasurer, and clarification on authorized check signers as previously approved by the Board.

FISCAL IMPACT:

No fiscal impact to the approved 2021-22 Overall Work Program and Budget.