

Minutes of Proceedings for the **CERTNA Board of Directors**

Thursday March 12, 2015

Page 1 of 5

Board of Directors

Ken Blakemore, Chair, San Joaquin County
Stephen Vagnini, Vice Chair, Monterey County
William Schultz, El Dorado County
Paul Dictos, Member, Fresno County
Jon Lifquist, Member, Kern County
Barbara Levey, Member, Merced County
Bob Dutton, Member, San Bernardino County
Gina Alcomendras, Member, Santa Clara County
Sean Saldavia, Member, Santa Cruz County
Leslie Morgan, Member, Shasta County

CERTNA Board of Directors meeting was heard at the Training and Conference Center @
Charcot Suite 102 2310 N. First Street, San Jose, CA 95131

Present:

Board of Directors:

Ken Blakemore, Chair, San Joaquin County
Alicia Sotelo, Vice Chair, Monterey County
James Holly, Alternate Member, Fresno County
Brian Pace, Alternate Member, Kern County
Dana Boeg, Alternate Member, San Bernardino County
Wardell House, Alternate Member, Santa Clara County
Carol Sutherland, Alternate Member, Santa Cruz County
Paula Pesut, Alternate Member, Shasta County

CERTNA Staff:

Patrick Honny, CERTNA Executive Director, San Bernardino County
Dana Boeg, CERTNA Secretary, San Bernardino County
Travis Andreas, CERTNA Business Manager, Kern County

Off-Site Contributors (teleconference):

Kevin Norris and Robert Messinger, CERTNA Counsel, San Bernardino County

10:00 a.m. convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Chair Blakemore.
2. Presentation of the Agenda - P. Honny
3. Action on consent calendar – None.
4. Deferred items – None
5. General Administration
 - a. Review and approve minutes from the previous meeting.
The minutes from January 8, 2015 were reviewed.

A motion to approve the minutes was made by Alternate Member Sutherland. The motion was seconded by Alternate Member House and carried unanimously.

- b. Adopt a date, hour, and place of the next Board meeting.
 - i. 5/14/2015 10:00 a.m. San Jose, CA

A motion was made by Alternate Member House to adopt the 5/14/2015 meeting location, date and time. The motion was seconded by Alternate Member Sutherland and carried unanimously.

- c. Review and discuss calendar of events – D. Boeg
 - i. There is a conflict with the September CeRTNA meeting and the CRAC Annual Conference in September.
 - ii. It was decided to hold the September BOD meeting at the annual conference in Santa Cruz.
- d. Update on Executive Business Summit – D. Boeg
 - i. Working on the registration form
 - 1. Working on details for dinner on Wednesday night
 - ii. Draft Agenda will be go out soon
 - iii. Room Update
 - 1. Should be able to easily hit the attrition requirement
- e. Ratify change to Lake Tahoe Resort Hotel Contract – D. Boeg
 - i. A Friday 1/2 day session has been added to the agenda which required the contract to be modified to include conference room space.
 - ii. The Friday session is titled “Everyone eRecord Everywhere”

A motion was made by Alternate Member Pesut to ratify the change to the Lake Tahoe Resort Hotel Contract. The motion was seconded by Alternate Member Pace and carried unanimously.

- f. Increase Xerox support contract by 100 hours P. Honny
 - i. Approve Resolution #2015-001 to reduce CERTNA contingencies by \$15,000 and increase budget category 7525 (PSS/Data Processing) by \$15,000

A motion was made by Alternate Member Sutherland to approve Resolution #2015-001 to reduce CERTNA contingencies by \$15,000 and increase budget category 7525 by \$15,000. The motion was seconded by Alternate Member Boeg and carried unanimously.

- ii. Approve Xerox support contract 2276, adding 100 hours of support for the period 1/1/15 – 6/30/15 for an amount not to exceed \$15,000

A motion was made by Alternate Member Sutherland to approve Xerox support contract 2276, adding 100 hours of support not to exceed \$15,000. The motion was seconded by Alternate Member Boeg and carried unanimously.

- g. Ratify the audit services contract with Mark Cousineau – P. Honny
 - i. Approved as to legal form – K. Norris 2/24/15
 - 1. Change to this item is to approve rather than ratify the contract. The contract is actually with the firm Macias Gini & O’Connell LLP and not with Mark Cousineau as an individual. The motion being made is to approve the audit services of the firm.

A motion was made by Alternate Member Sotelo to approve the audit services contract with Macias Gini & O'Connell LLP to conduct audit services. The motion was seconded by Alternate Member Pesut and carried unanimously.

6. Management

a. Review and receive financial reports

- i. CERTNA Financial Activity Report – T. Andreas

A motion was made by Alternate Member House to adopt the financial report as presented. The motion was seconded by Alternate Member Sutherland and carried unanimously.

b. Report on ERDS and G2G implementation process – B. Zamora

- i. Butte County – Client
 1. G2G – Live
 2. ERDS – In progress
- ii. Colusa County – Client
 1. G2G – MOU Provided
- iii. Contra Costa County - Client
 1. G2G – Live
 2. ERDS – Live
- iv. El Dorado County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- v. Fresno County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- vi. Inyo County
 1. Tracking G2G & ERDS 2015
- vii. Kern County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- viii. Kings County - Client
 1. G2G – Pending
 2. ERDS – Pending
- ix. Merced County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- x. Monterey County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xi. Napa County – Client
 1. G2G – Awaiting MOU
 2. ERDS - Awaiting MOU
- xii. Placer County – Client
 1. G2G – Live
 2. ERDS – In Process
- xiii. Sacramento County – G2G
 1. G2G – Live
- xiv. San Bernardino County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xv. San Francisco County - Client
 1. G2G - Live
 2. ERDS – Live

- xvi. San Joaquin County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - xvii. San Luis Obispo – G2G
 - 1. G2G – Live
 - 2. ERDS – No progress
 - xviii. Santa Clara County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - xix. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - xx. Shasta – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Awaiting MOU
 - xxi. Solano County
 - 1. G2G – Pending BOS action
 - 2. ERDS – Pending BOS action
 - xxii. Sonoma County
 - 1. G2G - Testing
 - 2. ERDS – Awaiting MOU
 - xxiii. Stanislaus County
 - 1. G2G – Awaiting MOU
 - 2. ERDS – Awaiting MOU
 - xxiv. Tehama County – G2G
 - 1. G2G – Live
 - 2. ERDS – In progress
- c. Update on G2G Submitters – Various
- i. Employment Development Department (EDD) – B. Zamora
 - 1. Live
 - ii. Board of Equalization (BOE) – Update provided by B. Zamora
 - 1. Live
 - iii. Franchise Tax Board (FTB) – Updated provided by B. Zamora
 - 1. Live
 - iv. Department of Child Support Services (DCSS) – Update provided by B. Zamora
 - 1. Live
 - v. Megabyte Systems – Update provided by P. Honny
 - 1. Tax Collector Interface
 - a. Placer County - Live
 - b. San Joaquin County – Testing
 - c. Merced County – Live
 - d. Monterey County - Live

7. Committee Reports

- a. County Certification Policies and Procedures Committee
 - i. Teresa Williamson – Chair (presented by P. Honny)
 - 1. WRCOG attended the PPC meeting for the first time

2. Developing new Resolution wording regarding the changes/support of the new MOU concept.
3. MOU changes still being developed

b. Technical Standards Committee

i. B. Zamora – Chair

1. 2 New reject reasons will be deployed by the end of the month
2. Have had a lot of interaction with Megabyte for better support of the interface
3. Visited Salt Lake City Utah
 - a. Installation is complete
 - i. Cut over to new platform scheduled for weekend of 3/14-3/15
 - ii. Allows for better services
 - iii. Will help to prevent drive failures

8. Continuing Business

- i. None

9. New Business

- i. Form 700s are due
- ii. The budget workshop will be in May
 1. May's meeting needs to be well attended for discussion
 2. May's meeting may run a bit longer than usual
 3. Will be discussing additional development needs
- iii. Discussion regarding Sub-ER Committee

10. Board of Directors

- i. None

11. Public Comment

- i. None

12. Adjourn 11:25