

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

Thursday May 14, 2015

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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  
Jon Lifquist, Member, Kern County  
Barbara Levey, Member, Merced County  
Joani Finwall, Alternate Member, San Bernardino County  
Wardell House, Alternate Member, Santa Clara County  
Leslie Morgan, 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):

Robert Messinger, CERTNA Counsel, San Bernardino County

10:01 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
  - a. Correction of the date from March 14 to May 14.
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 March 12, 2015 were reviewed.

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

- b. Adopt a date, hour, and place of the next Board meeting.
  - a. 7/9/2015 10:00 a.m. South Lake Tahoe, CA

A motion was made by Alternate Member House to adopt the 7/9/15 meeting location, date and time. The motion was seconded by Member Morgan and carried unanimously.

- c. Review and discuss calendar of events – D. Boeg
  - a. There is a conflict with the September CeRTNA meeting and the CRAC Annual Conference in September. Member Sutherland has stated she will make arrangements for the BOD meeting in Santa Cruz.
  - b. There is a conflict with the November CeRTNA BOD meeting due to Veterans Day. To be discussed further at the September meeting when the date and location is to be adopted.
- d. Update on Executive Business Summit – D. Boeg
  - 1. Currently 83 rooms reserved. We will meet the attrition and will not have to absorb any costs.
  - 2. The executive director will be inviting past members.
  - 3. We have received the contract for the dinner cruise (to be discussed on next agenda item).
  - 4. Registration forms were sent out.
  - 5. Review of tentative agenda for Executive Business Summit
- e. Approve contract #38719 with Zephyr Cove Resort and Marina (APD) to provide dinner cruise services during the Executive Business Summit on 7/8/2015 – P. Honny

A motion was made by Member Morgan to approve the Executive Director to sign contract #38719 with Zephyr Cove Resort and Marina. The motion was seconded by Member Lifquist and carried unanimously.

- a. Authorize the Executive Director to execute and provide 25% deposit based on an estimated total of \$2,345.00 and 35 attendees. All costs to be reimbursed based on registration fees collected. Final headcount to be provided 2 weeks prior to the event.
  - 1. Note: No food or beverages is allowed to be carried on the boat except for bottled water.
  - 2. Mr. Messinger asked that the executive director look into insurance.
- b. Approved as to legal form 5/11/15 – R. Messinger

A motion was made by Member Lifquist to authorize the Executive Director to execute and deposit the costs for 35 attendees. The motion was seconded by Alternate Holly and carried unanimously.

- 6. Management
  - a. Review and receive financial reports
    - a. CERTNA Financial Activity Report – T. Andreas

A motion was made by Member Levey to adopt the financial report as presented. The motion was seconded by Member Lifquist and carried unanimously.

- b. 2015-16 Operating Budget Workshop – P. Honny/T. Andreas
  - 1. Discussion

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

- a. Butte County – Client
  - 1. G2G – Live
  - 2. ERDS – In progress (Audit)
- b. Colusa County – Client
  - 1. G2G – MOU Provided
- c. Contra Costa County - Client
  - 1. G2G – Live
  - 2. ERDS – Live
- d. El Dorado County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- e. Fresno County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- f. Inyo County
  - 1. G2G – In progress
  - 2. ERDS – In progress
- g. Kern County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- h. Kings County - Client
  - 1. G2G – Pending
  - 2. ERDS – Pending
- i. Merced County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- j. Monterey County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- k. Napa County – Client
  - 1. G2G – Awaiting MOU
  - 2. ERDS - Awaiting MOU
- l. Placer County – Client
  - 1. G2G – Live
  - 2. ERDS – In Process
- m. Sacramento County – G2G
  - 1. G2G – Live
- n. San Bernardino County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- o. San Francisco County - Client
  - 1. G2G - Live
  - 2. ERDS – Live
- p. San Joaquin County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- q. San Luis Obispo – G2G
  - 1. G2G – Live

- 2. ERDS – No progress
- r. Santa Clara County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- s. Santa Cruz County – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – Live
- t. Shasta – Board of Directors
  - 1. G2G – Live
  - 2. ERDS – In progress (Audit)
- u. Solano County
  - 1. G2G – Pending BOS action
  - 2. ERDS – Pending BOS action
- v. Sonoma County
  - 1. G2G - Testing
  - 2. ERDS – Awaiting MOU
- w. Stanislaus County
  - 1. G2G – Awaiting MOU
  - 2. ERDS – Awaiting MOU
- x. Tehama County – G2G
  - 1. G2G – Live
  - 2. ERDS – In progress (Audit)
- c. Update on G2G Submitters – Various
  - a. Employment Development Department (EDD) – B. Zamora
    - 1. Live
    - 2. No Update
  - b. Board of Equalization (BOE) – Update provided by B. Zamora
    - 1. Live
    - 2. 8 new counties have been added
  - c. Franchise Tax Board (FTB) – Updated provided by B. Zamora
    - 1. Live
    - 2. Next roll out will be in September
  - d. Department of Child Support Services (DCSS) – Update provided by B. Zamora
    - 1. Live
  - e. 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
    - a. Teresa Williamson – Chair
      - 1. MOU Update
        - a. 5/21/15 conference call scheduled to discuss further action.
  - b. Technical Standards Committee

- a. B. Zamora – Chair
    1. Updates provided which include items to be discussed for the upgrade coming soon.
8. Continuing Business
  - a. None
9. New Business
  - a. C. Stephans, SPL
    - a. Discussed the need for improvement in the approval process of MOU's to expedite implementation for new Counties.
    - b. Recommends that the Board suggest for the new counties coming on to CeRTNA to participate in the PPC & BOD meetings even though they are not currently using eRecord for the purpose of learning the process of going live as smoothly and easy as possible.
  - b. Chair would like for the MOU update process to move along quickly to assist the new counties coming on to have a much easier process.
  - c. The new MOU will be reviewed by CeRTNA (San Bernardino County Counsel) as well as Tehama's County Counsel was interested in reviewing any revisions.
10. Board of Directors
  - a. Ken Blakemore's retirement was announced. July BOD meeting will be his last meeting.
  - b. P. Honny will discuss with counsel how to proceed for new chair.
11. Public Comment
  - a. None
12. Adjourn 11:39