

MEETING NOTICE and AGENDA

BOARD OF DIRECTORS

CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK
AUTHORITY (CERTNA)

Thursday, January 8th, 2015

10:00 A.M.

Santa Clara County Roads and Airports Department

Training Room
101 Skyport Drive
San Jose CA 95110

AGENDA DESCRIPTIONS

The agenda descriptions are intended to give notice to members of the public and a brief general description of items of business to be transacted or discussed. In accordance with the Brown Act, this meeting agenda is posted at least 72 hours prior to the scheduled meeting at the location indicated above. The posting of the recommended actions does not indicate what action will be taken. The Authority may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

CERTNA Consent Calendar Matters may be approved in one motion unless a Board Member requests separate action which he/she deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action. The Chairman reserves the right to discuss the items listed on the agenda in any order.

The meeting facility is accessible to persons with disabilities. A person with a disability may contact the Board Secretary's (Dana Boeg) office at 855-732-2575 at least 72-hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 1/2/2015

Modified: 1/5/2015

Transmittal and posting date: 1/6/2015

Meeting date: 1/8/2015

PUBLIC COMMENTS ON AGENDA ITEMS

Members of the public wishing to address the Board of Directors regarding any item appearing on the agenda may do so by completing a Speaker's Form and then submitting it to the Board Secretary. Speakers will be recognized by the Chairman at the time the agenda item is to be considered. When addressing the Board, please state your name for the record. Please address the Board as a whole through the Chair. Please note comments to individual Board members or staff are not permitted when addressing the Board. A speaker's comments shall be limited to three (3) minutes.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the public wishing to address the Board of Directors regarding any item not on the agenda, but within the subject matter jurisdiction of the Board, will be taken under the Public Comment item of the agenda, and will be subject to the same guidelines as noted above.

SUPPORTING DOCUMENTATION

All supporting documentation, as referenced by the agenda, will be available at the meeting location. Documentation will also be posted and available for download from www.CeRTNA.com 24 hours prior to the meeting.

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AGENDA

10:00 A.M. - CONVENE MEETING OF THE BOARD OF DIRECTORS

Santa Clara County Roads and Airports Department – Training Room

PUBLIC SESSION

1. Call to order.
 - a. Board of Directors Roll Call
 - i. El Dorado County – Chair
 - ii. San Joaquin County – Vice Chair
 - iii. Fresno County
 - iv. Kern County
 - v. Merced County
 - vi. Monterey County
 - vii. San Bernardino County
 - viii. Santa Clara County
 - ix. Santa Cruz County
 - x. Shasta County

2. Presentation of the Agenda.

CONSENT CALENDAR

The following consent items are expected to be routine and non-controversial and will be acted upon at one time under **ACTION ON CONSENT CALENDAR** unless the Board directs that an item be held for further discussion under **DEFERRED ITEMS**. Persons wishing to address consent items or have them held for further discussion, continued, or taken off calendar, should address the Board under **ACTION ON CONSENT CALENDAR**.

3. Action on consent calendar.

- a. No items

4. Deferred items.

- a. No items

DISCUSSION CALENDAR

5. General Administration.

- a. Confirmation of the 2015-2016 Chairman of the Board – W. Schultz
 - i. Confirm the Vice-Chair, Kenneth Blakemore, San Joaquin County, as the Chairman of the Board of Directors for CERTNA with a term of Jan 8, 2015 – Dec 31, 2016.
- b. Selection of 2015-2016 Vice-Chairman of the Board – W. Schultz
 - i. Nominations
 - ii. Selection of the Vice-Chairman of the Board of Directors for CERTNA with a term of Jan 8, 2015 – Dec 31, 2016.
- c. Passing of Chairman’s gavel – W. Schultz to K. Blakemore

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- d. Call to Order – K. Blakemore – Chairman
- e. Review and Approve changes to CERTNA Bylaws – P. Honny
 - i. Change Bylaws to allow Board member alternates to act on behalf of the member in all CERTNA duties to include Chair and Vice-Chair.
- f. Review and Approve minutes from previous meeting.
- g. Adopt date, hour, and place of next bimonthly Board meeting.
 - i. BOD – 3/12/2015 – 10:00 am – San Jose, CA
- h. Update on Board of Directors composition – P. Honny
 - i. Seat Shasta County – Leslie Morgan
 - ii. Kern County – John Lifquist
 - iii. San Bernardino County – Robert Dutton
- i. Review and Discuss Calendar of Events – D. Boeg
- j. Ratify the annual support contract with Xerox for CERTNA technical support services in an amount not to exceed \$50,000 – P. Honny
- k. Review and Approve the revised contract with FTB – P. Honny
 - i. This is a no-cost contract.
 - ii. Removes the CERTNA “Exclusivity Clause”.
 - iii. Previously approved as to legal form.

6. Management.

- a. Review and Receive financial reports – T. Andreas
- b. Review and Receive Audit of CERTNA Financial Statement – T. Andreas.

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c. 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

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- xi. Napa County – Client
 - 1. G2G – Awaiting MOU
 - 2. ERDS - Awaiting MOU
- xii. Placer County – Client
 - 1. G2G – Testing
 - 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 – MOU Received
 - 2. ERDS – Awaiting MOU
- xxi. Solano County – Board of Directors

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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
- d. Update on G2G Submitters – Various
 - i. Employment Development Department (EDD)
 1. Live
 - ii. Board of Equalization (BOE)
 1. Live
 - iii. Franchise Tax Board (FTB)
 1. Live
 - iv. Department of Child Support Services (DCSS)
 1. Live
 - v. Megabyte Systems
 1. Tax Collector Interface
 - a. Placer County - Live
 - b. San Joaquin County - Testing
 - c. Merced County - Live

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d. Monterey County – Live

7. Committee Reports.

a. County Certification Policies and Procedures Committee

i. Teresa Williamson - Chair

b. Technical Standards Committee

i. Brett Zamora – Chair

8. Continuing Business

9. New Business

a. All Counties E-Recording Initiative – P. Honny

b. New Alternate designations for 2015 – P. Honny

c. Form 700 – P. Honny

10. Board of Directors

a. Presentation of Chairman’s plaque to W. Schultz – K. Blakemore

11. Public Comment

12. Adjourn