

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

Thursday September 11, 2014

Page 1 of 5

Board of Directors

William Schultz, Chair, El Dorado County
Ken Blakemore, Vice Chair, San Joaquin County
Paul Dictos, Member, Fresno County
Jim Fitch, Member, Kern County
Barbara Levey, Member, Merced County
Stephen Vagnini, Member, Monterey County
Dennis Draeger, Member, San Bernardino County
Gina Alcomendras, Member, Santa Clara County
Sean Saldavia, Member, Santa Cruz County

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

Present:

Board of Directors:

Ken Blakemore, Vice Chair, San Joaquin County
James Holly, Alternate Member, Fresno County
Brian Pace, Alternate Member, Kern County
Alicia Sotelo, Alternate Member, Monterey County
Dan Harp, Alternate Member, San Bernardino County
Anthony Serafica, Alternate Member, Santa Clara County
Carol Sutherland, Alternate Member, Santa Cruz

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, CERTNA Counsel, San Bernardino County

10:04 a.m. convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Chair Schultz.
2. Presentation of the Agenda - No changes
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 July 10, 2014 were reviewed.

A motion to approve the minutes was made by Alternate Member Sutherland with the correction of the location to read as Santa Clara County Roads and Airports Department.

Training Room, 101 Skyport Drive, San Jose, CA 95110. The motion was seconded by Alternate Member Harp and carried unanimously.

- b. Adopt a date, hour, and place of the next Board meeting.
 - i. 11/13/2014 10:00 a.m. San Jose, CA

A motion was made by Alternate Member Holly to adopt the 11/13/14 meeting location, date and time. The motion was seconded by Alternate Member Sutherland and carried unanimously.

- c. Discuss and adopt date and place of CERTNA's 2015 Executive Business Summit.
 - i. July 9, 2015, Lake Tahoe Resort Hotel, South Lake Tahoe, CA

A motion was made by Alternate Member Sutherland to adopt the meeting location, date and time of the 2015 Executive Business Summit. The motion was seconded by Alternate Member Sotelo and carried unanimously.

- d. Review and discuss calendar of events – D. Boeg
 - i. No change
- e. Update on implementation of Agent Fee – P. Honny
 - i. Completed the first quarter, first invoices to go out the first of October.
- f. Direct the CERTNA Executive Director to complete (CERTNA Counsel to approve as to legal form), execute, and return to the Board for ratification the annual Support contract with Xerox for CERTNA technical support services in an amount not to exceed \$50,000 – P. Honny.

A motion was made by Alternate Member Pace to direct the Executive Director to complete, execute and return to the Board the Xerox contract. The motion was seconded by Alternate Member Harp 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 Sutherland to adopt the financial report as presented. The motion was seconded by Alternate Member Pace and carried unanimously.

- b. Report on ERDS and G2G implementation process – P. Honny
 - 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 – 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 – Client
 - 1. G2G – MOU Received
 - 2. ERDS – Awaiting MOU
- xxi. Solano County – Board of Directors
 - 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)
 - 1. Live
 - ii. Board of Equalization (BOE) – Update provided by C. Sampson
 - 1. Live
 - iii. Franchise Tax Board (FTB) – Updated provided by B. Sizer
 - 1. Live
 - iv. Department of Child Support Services (DCSS) – Update provided by P. Honny
 - 1. Moving forward
 - a. Expect to have title fix in place in November
 - b. Expect to have missing signature issue fixed by November
 - v. Megabyte Systems – Update provided by P. Honny
 - 1. Tax Collector Interface
 - a. San Joaquin County – Testing
 - b. Merced County – Live
 - c. Monterey County - Live
- 7. Committee Reports
 - a. County Certification Policies and Procedures Committee
 - i. Teresa Williamson – Chair
 - 1. Education Topic
 - a. Reports discussed some recommendations were made to remove and enhance various reports
 - 2. MOU changes still pending
 - ii. B. Zamora – Chair
 - 1. Has gathered many suggestions made to improve/enhance the user capability. He will create a list based on priority and capability and present the list to Patrick for directive.
- 8. Continuing Business
- 9. New Business
 - a. Discussion regarding the succession of the new Chair and the vote of the Vice Chair to be held in January.
 - i. The availability of several of the board members and the concern is the election results and retirements
 - ii. More discussion in November
- 10. Board of Directors
 - a. Discussion regarding pending meeting with Secure at the Annual Conference
 - i. Mutual problems
 - ii. Proposal of new legislation

11. Public Comment

12. Adjourn to Executive Business Summit at 11:31