

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

Thursday, November 6, 2017

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Board of Directors

Stephen Vagnini, Chair, Monterey County  
Sean Saldavia, Vice-Chair, Santa Cruz 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  
Steve Bestolarides, Member, San Joaquin County  
Gina Alcomendras, Member, Santa Clara County  
Leslie Morgan, Member, Shasta County  
Marc Tonnesen, Member, Solano County

CERTNA Board of Directors meeting was heard at the San Joaquin County Assessor-Recorder  
44 N. San Joaquin Street, Ste. 260 Stockton, CA 95202.

CERTNA Staff:

Patrick Honny, CERTNA Executive Director, San Bernardino County  
Paula Pesut, CERTNA Secretary, Placer County  
Travis Andreas, CERTNA Business Manager, Kern County

Off-Site Contributors (teleconference):

Robert Messinger, CERTNA Counsel, San Bernardino County

10:06 a.m. convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Vice Chair Carol Sutherland
  - a. Board of Directors Roll Call

Present:

Board of Directors:

Alicia Sotelo, Alternate Chair, Monterey County  
Carol Sutherland, Alternate Vice Chair, Santa Cruz County  
William Schultz, Member, El Dorado County  
Gina Luna, Alternate, Fresno County  
John Lifquist, Member, Kern County  
Barbara Levey, Member, Merced County  
Teresa Williamson, Alternate Member, San Joaquin County  
Wardell House, Alternate, Santa Clara County  
Leslie Morgan, Member, Shasta County

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 August 10, 2017 were reviewed.

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

- a. Adopt a date, hour, and place of the next Board meeting.
  - i. Thursday, January 11, 2018 10:00 @ San Joaquin County

A motion was made by Member Levy to adopt the 1/11/18 meeting location, date and time as set out above. The motion was seconded by Member Schultz and carried unanimously.

- a. Provide update on Calendar of Events – P. Pesut
- b. Final report on 2017 Executive Business Summit and update on 2018 Executive Business Summit – P. Pesut
  - ii. Total Revenue of \$20,375 less Expenses of \$14,650.86 resulted in Net Profit of \$5,724.14.
  - iii. Looking at 3<sup>rd</sup> week in July 2018 in Monterey. Will have contacts and more details by January meeting.
- c. Quarterly Conference Sponsorship Report – P Honny
  - iv. Gold Sponsors
    - 1. Kofile Technologies
    - 2. South Tech Systems
  - v. Silver Sponsor
    - 1. Tyler Technologies
  - vi. Bronze Sponsor
    - 1. Synrgo

## 6. Management

- a. Review and receive financial reports
  - i. CERTNA Financial Activity Report – Presented by T. Andreas

A motion was made by Member Schultz to receive the Financial Report. The motion was seconded by Member Morgan and carried unanimously.

- b. Update on outside audit process – T. Andreas
  - i. Anticipate having financial statements for January meeting
- c. Report on ERDS and G2G implementation process – B. Zamora
  - i. Butte County – Client
    - 1. G2G – Live
    - 2. ERDS – Live
  - ii. Contra Costa County - Client
    - 1. G2G – Live
    - 2. ERDS – Live
  - iii. El Dorado County – Board of Directors
    - 1. G2G – Live
    - 2. ERDS – Live
  - iv. Fresno County – Board of Directors
    - 1. G2G – Live
    - 2. ERDS – Live
  - v. Imperial County - 2018
  - vi. Kern County – Board of Directors
    - 1. G2G – Live

- 2. ERDS – Live
  - vii. Madera - 2017/18
  - viii. Merced County – Board of Directors
    - 1. G2G – Live
    - 2. ERDS – Live
  - ix. Mono County - Client
    - 1. G2G – In Process
    - 2. ERDS – Live
  - x. Monterey County – Board of Directors
    - 1. G2G – Live
    - 2. ERDS – Live
  - xi. Napa County – Client
    - 1. G2G – Live
    - 2. ERDS – Live
  - xii. Placer County – Client
    - 1. G2G – Live
    - 2. ERDS – Live
  - 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 – Client
    - 1. G2G – Live
    - 2. ERDS – Pending Audit
  - 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 – Live
  - xxi. Solano County – Board of Directors
    - 1. G2G – Live
    - 2. ERDS – Pending Audit
  - xxii. Sonoma County - Client
    - 1. G2G - Live
    - 2. ERDS – Live
  - xxiii. Sutter County - Client
    - 1. 1. G2G – Live
  - xxiv. Tehama County – Client
    - 1. G2G – Live
    - 2. ERDS – Live
- d. Update on G2G Submitters – Various
- i. Employment Development Department (EDD)

1. Live
2. No Update
- ii. Board of Equalization (BOE)
  1. Live
  2. New collection system in April hoping to bring on additional counties
- iii. Franchise Tax Board (FTB)
  1. Live
  2. No Update
- iv. Department of Child Support Services (DCSS) – P. Honny
  1. Live
  2. No Update
- v. Megabyte Systems – Update provided by P. Honny
  1. Tax Collector Interface (not a government agency)
    - a. Butte - Live
    - b. Merced - Live
    - c. Monterey - Live
    - d. Napa - Live
    - e. Placer County - Live
    - f. San Joaquin County – Live
    - g. Sonoma County - Live
    - h. Shasta County – Live
    - i. Tehama – Live

7. Committee Reports

- a. County Certification Policies and Procedures Committee – T. Williamson – Chair
  1. Working with Counties to ensure county specific MOUs and Policy & Procedure Manuals reflect current regulations.
  2. Working with Counties to ensure Patrick has correct information for CeRTNA website.
- b. Technical Standards Committee – B. Zamora Chair
  1. Activating reports in APEX.
  2. Completed bi-annual certification.

8. Continuing Business

- a. Unified MOU process update – P. Honny
  - i. Working with the counties currently not participating and anticipate only having 3 counties remain on county specific MOUs.
- b. Grant Program update – P. Honny
  - i. Moving forward with Alpine.
- c. DOJ Regulation process update – P. Honny
  - i. No update
- d. CeRTNA General Counsel update – P. Honny
  - i. Working with current counsel to extend term of coverage through end of March

9. New Business

10. Board of Directors

- a. Presentation of Resolution to Dana Gardner for her service to CeRTNA as Secretary (3/2011-7/2017) and Alternate Board Member (1/2015-10/2017) – A. Sotelo / P. Honny

11. Public Comment

- a. In memoriam to Dana Gardner

12. Adjourn in memory of Dana Gardner who served CeRTNA selflessly 12:10 p.m.