

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

Wednesday March 8, 2023

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Board of Directors

Sean Saldavia, Chair, Santa Cruz County

Janelle Horne, Member, El Dorado County

Laura Avila, Member, Kern County

CeRTNA Board of Directors meeting was heard via video conference

CeRTNA Staff

Richard Sherman, CeRTNA Strategic Operations Director

Paula Pesut, CeRTNA Secretary, eRecording Partners Network

Karina Moreno, CeRTNA Business Manager, Kern County

Nubia Goldstein, WhiteBrenner LLP, CeRTNA General Counsel

10:59 a.m. convened meeting of the CeRTNA Board of Directors,

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

Present:

Board of Directors:

Carol Sutherland, Alternate Chair, Santa Cruz County

Laura Avila, Vice Chair, Kern County

Janelle Horne, El Dorado County

2. Presentation of the Agenda – None
3. Public Comment – None
4. Action on consent calendar – None
5. Deferred items - None
6. General Administration
 - a. Review and Approve minutes from previous meeting
 - i. Regular Meeting 1/11/2023

A motion was made by Member Horne to approve minutes from the 1/11/2023. The motion was seconded by Member Avila, roll call vote was taken and the motion passed with a 3-0-0 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado - Aye

- b. Adopt a date, hour, and place of the next Board meeting.
 - i. Tuesday, May 23,2023 10:00 am @ location and format to be determined.

A motion was made by Member Horne to adopt the 5/23/2023 regular meeting location, date and time as set out above. The motion was seconded by Member Avila, roll call vote was taken and the motion passed with a 3-0-0 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado - Aye

7. Management

- a. Review and receive CERTNA Financial Activity Reports – K. Moreno, CeRTNA Business Manager

A motion was made by Alternate Member Sutherland to receive the financial reports. The motion was seconded by Member Aliva, roll call vote was taken and the motion passed with a 3-0-0 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado - Aye

- b. Receive and Accept Clifton Larson Allen Year End 2021 Audit – R. Sherman, CeRTNA Operations Director

A motion was made by Member Avila to receive and accept Clifton Larson Allen Year End 2021 Audit. The motion was seconded by Member Horne, roll call vote was taken and the motion passed with a 3-0-0 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado - Aye

- c. State Agency Fee Update – R. Sherman, CeRTNA Operations Director

- i. Begin billing EDD effective 7/1/2023

- d. MOU / COI request functionality update – R. Sherman, CeRTNA Operations Director

- e. Report on ERDS and G2G implementation process – B. Zamora, CeRTNA Technical Director

- i. Alameda County – Client

1. G2G – Live

2. ERDS - Live

- ii. Alpine County – Client

1. G2G – 2024

2. ERDS - 2024

- iii. Butte County – Client

1. G2G – Live

2. ERDS – Live

- iv. Calaveras – Client

1. G2G – Live

2. ERDS – Live

- v. Del Norte County – Client

1. G2G – 2024

2. ERDS - 2024
- vi. El Dorado County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- vii. Glenn County – Client
 1. G2G – Live
 2. ERDS – Live
- viii. Humboldt County – Client
 1. G2G – Live
 2. ERDS – Live
- ix. Inyo County – Client
 1. G2G – 2023
 2. ERDS - 2023
- x. Kern County – Board of Directors
 1. G2G – Live
 2. ERDS - Live
- xi. Lake County – Client
 1. GEG – 2024
 2. ERDS - 2024
- xii. Madera – Client
 1. G2G – Live
 2. ERDS - Live
- xiii. Mendocino County – Client
 1. G2G – 2023 In Progress
 2. ERDS – 2023 In Progress
- xiv. Modoc County – Client
 1. G2G – Live
 2. ERDS – Live
- xv. Mono County - Client
 1. G2G – Live
 2. ERDS – Live
- xvi. Monterey County – Client
 1. G2G – Live
 2. ERDS – Live
- xvii. Napa County – Client
 1. G2G – Live
 2. ERDS – Live
- xviii. Placer County – Client
 1. G2G – Live
 2. ERDS – Live
- xix. Plumas – Client
 1. G2G – Live
 2. ERDS - Live
- xx. Sacramento County – G2G
 1. G2G – Live
- xxi. San Francisco County - Client
 1. G2G - Live
 2. ERDS – Live
- xxii. San Luis Obispo – Client
 1. G2G – Live
 2. ERDS – Live
- xxiii. Santa Cruz County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xxiv. Siskiyou County – Client
 1. G2G – 2023-2024
 2. ERDS – 2023-2024
- xxv. Sonoma County - Client

1. G2G - Live
 2. ERDS – Live
 - xxvi. Stanislaus – Client
 1. G2G – Live
 2. ERDS – 2023 awaiting audit
 - xxvii. Sutter County – G2G
 1. G2G – Live
 2. ERDS -?
 - xxviii. Tehama County – Client
 1. G2G – Live
 2. ERDS – Live
 - xxix. Tuolumne County – Client
 1. G2G – Live
 2. ERDS - Live
 - xxx. Yolo County – Client
 1. G2G – Live
 2. ERDS - Live
 - xxxi. Yuba County – Client
 1. G2G – Live
 2. ERDS – Live
- f. Update on G2G Submitters – B. Zamora, CeRTNA Technical Director
- i. Employment Development Department (EDD)
 - ii. California Dept Tax and Fee Administration (CDTFA)
 - iii. Franchise Tax Board (FTB)
 - iv. Department of Child Support Services (DCSS)
 - v. Megabyte Systems
8. Continuing Business –
- a. Form 700 – R. Sherman, CeRTNA Operations Director
9. New Business - None
10. Board of Directors –
- a. Member Horne opened discussion to change date of next regular meeting that was approved in item 6b
- A motion was made by Member Avila to adopt Wednesday 5/3/2023 regular meeting location, date and time. The motion was seconded by Member Horne, roll call vote was taken and the motion passed with a 3-0-0 vote.
- Santa Cruz County – Aye
Kern County – Aye
El Dorado - Aye
11. Adjourn – 10:43 a.m.