

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

Thursday January 9, 2014

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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 Santa Clara County Roads and Airports Department, Training Room, 101 Skyport Drive, San Jose CA 95110

Present:

Board of Directors:

William Schultz, Chair, El Dorado County
James Holly, Alternate Member, Fresno County
Brian Pace, Alternate Member, Kern County
Alicia Sotello, Alternate Member, Monterey County
Dan Harp, Alternate Member, San Bernardino County
Gina Alcomendras, Member, Santa Clara 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):

Kevin Norris, CERTNA Counsel, San Bernardino County

10:02 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 November 14, 2013 were reviewed.

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

- b. Adopt a date, hour, and place of the next Board meeting.
 - i. 3/13/14 10:00 a.m. Santa Clara County

A motion was made by Member Alcomendras to adopt the 3/13/14 meeting location, date and time. The motion was seconded by Alternate Member Harp and carried unanimously.

- c. 2014 Executive Business Summit Update – CERTNA Secretary – D. Boeg
 - i. Summit 05/08/14 10:00 a.m. South Lake Tahoe, CA
 - 1. Single occupancy rate has increased from \$84 to \$90
- d. Review and discuss calendar of events – D. Boeg
 - i. No change

6. Management

- a. Review and receive financial reports
 - i. CERTNA Financial Activity Report – T. Andreas
- b. Update on CERTNA outside audit – T. Andreas
- c. Update on CERTNA Form 700 – P. Honny
 - i. Everyone should be receiving the form electronically soon.
- d. Update on Director of Technical Services recruitment – P. Honny
 - i. Announcement was posted for over a month on Monster.
 - ii. Applications/Resume's will be reviewed and narrowed down for final review process.
- e. Report on proposed agent fee P. Honny and K. Norris
 - i. Direct staff to prepare appropriate documents and to take necessary actions to schedule a public hearing for the march 13, 2014 meeting of the Board of Directors to consider adoption of an agent fee of up to \$.10 per page that is recorded pursuant to AB 578, to take effect July 1, 2014.

A motion was made by Member Alcomendras to prepare appropriate documents and to take the necessary actions to schedule a public hearing for March 13, 2014 meeting of the Board of Directors to consider adoption of an agent fee of up to \$.10 per document. The motion was seconded by Alternate Member Sotello and carried unanimously.

- f. Report on ERDS and G2G implementation process – P. Honny
 - i. Butte County – Client
 - 1. G2G – Pending vendor integration
 - 2. ERDS – Pending vendor integration
 - 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

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- v. Fresno County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- vi. Kern County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- vii. Kings County - Client
 - 1. G2G – Pending
 - 2. ERDS – Pending
- viii. Merced County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- ix. Monterey County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- x. Napa County – Client
 - 1. G2G – Awaiting Vendor Integration and MOU
 - 2. ERDS - Awaiting Vendor Integration and MOU
- xi. Placer County – Client
 - 1. G2G – MOU approved – Awaiting Vendor Integration
 - 2. ERDS – MOU approved – Awaiting Vendor Integration
- xii. Sacramento – G2G
 - 1. G2G – Live
- xiii. San Bernardino County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xiv. San Francisco County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- xv. San Joaquin County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xvi. San Luis Obispo – G2G
 - 1. G2G – Pending
- xvii. Santa Clara County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xviii. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xix. Solano County – Board of Directors
 - 1. G2G – Pending BOS action
 - 2. ERDS – Pending BOS action
- xx. Tehama County – G2G
 - 1. G2G – Live
 - 2. ERDS – January 2014

Note: Inyo County has reached out to Certna regarding G2G.

- g. Update on G2G Submitters – Various
 - i. Employment Development Department (EDD)
 - 1. Live
 - ii. Board of Equalization (BOE)
 - 1. Live

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- iii. Franchise Tax Board (FTB)
 - 1. Live
- iv. Department of Child Support Services (DCSS)
 - 1. Testing
- v. Megabyte Systems
 - 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. Updates provided
 - b. Technical Standards Committee
 - i. Mike Rocha – Chair
 - 1. No update provided
- 8. Continuing Business
 - a. None
- 9. New Business
 - a. WRCOG (Hero Program) – P. Honny
 - i. Working on submitting thru G2G they will be submitting 2 different document types to be submitted
 - 1. Notice of Assessment Lien
 - 2. Payment of Contractual Assessment Required
 - b. Was suggested that we may want to contact U.S. District Courts regarding recording electronic documents such as Abstracts/Order – G. Alcomendras
- 10. Board of Directors
 - a. There is conversation on the Assessor’s side regarding term limits. How would this effect Assessor/Recorder elected? – D. Harp
 - b. Principals work-shop coming up in Feb. – G. Alcomendras
- 11. Public Comment
 - a. MOU Management, suggestion made to have Certna sign on behalf of the counties in an effort to expedite the process as well as give smaller counties an opportunity to have access to more submitters.
 - b. Suggestion made to reach out to counties not currently recording with CERTNA and invite to Tahoe – W. Schultz
- 12. Adjourn at 11:17 a.m.