

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

Wednesday January 11, 2023

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Board of Directors

Sheri Thomas, 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

Brett Zamora, CERTNA Technical Director

Nubia Goldstein, WhiteBrenner LLP, CERTNA General Counsel

10:01 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, Member, 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 the previous meeting.
 - i. Regular Meeting 11/09/2022

A motion was made by Member Avila to approve minutes from November 09, 2022, 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

El Dorado County – Aye

Kern County – Aye

- b. Adopt a date, hour, and place of the next Board meeting.
 - i. Wednesday, March 8, 2023, 10:00 am Santa Cruz County Recorder.

A motion was made by Member Horne to adopt the 3/8/2023 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

El Dorado County – Aye

Kern County – Aye

7. Management

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

A motion was made by Member Horne to receive the financial reports. 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

El Dorado County – Aye

Kern County – Aye

- b. Clifton Larson Allen Year End 2021 Audit Presentation – Karina Moreno, CERTNA Business Manager, Leslie Ward, Clifton, Allen, Larson LLP

Leslie Ward presented a thorough overview of the 2021 Year End Audit. She explained that a thorough analysis was done with regard to internal controls, and a general assessment with Certna staff was conducted. She reviewed the Net Position Statement, Statement of Cash Flows, Operating Statement, and all the Footnotes to the Financial Statement. There was no action item taken as this was just a presentation.

- c. Adopt Resolution 2023-001 Authorizing CERTNA to conduct Teleconference Meetings Pursuant to AB 361 and Brown Act Provisions. – Nubia Goldstein, CeRTNA Counsel

A motion was made by Member Avila to adopt Resolution 2023-001 Authorizing CeRTNA to conduct Teleconference Meetings pursuant to AB 361. The motion was seconded by Alternate Member Sutherland, roll call vote was taken and the motion passed with a 3-0-0 vote.

Santa Cruz County – Aye

El Dorado County – Aye

Kern County – Aye

- d. Report on ERDS Implementation Process – B. Zamora, CeRTNA Technical Director

Brett provided an update on the various counties schedule to “go Live” in 2023 with the ERDS Platform.

- e. Update on G2G Submitters Process – B. Zamora, CeRTNA Technical Director

Brett provided an update on the various counties and agencies schedule to “go Live”

in 2023 with the G2G Platform. A brief review of Megabyte counties and some document types were discussed.

8. Continuing Business

a. None

9. New Business

a. Form 700 – C. Sutherland, Alternate Chair

Alternate Member Sutherland reminded the Board to submit their Form 700 statements.

10. Board of Directors – Nothing to report.

11. Adjourn – 10:53 a.m.