

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

Thursday, March 12, 2020

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Board of Directors

Sean Saldavia, Chair, Santa Cruz County
Steve Bestolarides, Vice-Chair, San Joaquin County
Janelle Horne, Member, El Dorado County
Paul Dictos, Member, Fresno County
Jon Lifquist, Member, Kern County
Rebecca Martinez, Madera County
Barbara Levey, Member, Merced County
Stephen Vagnini, Chair, Monterey County
Bob Dutton, Member, San Bernardino 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
Brett Zamora, CERTNA Technical Director
Paula Pesut, CERTNA Secretary, Placer County
Ajaib Gill, CERTNA Business Manager, Kern County

9:05 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
Steve Bestolarides, Vice Chair, San Joaquin County
Janelle Horne, Member, El Dorado County
Paul Dictos, Member, Fresno County
Brian Pace, Alternate Member, Kern, County
Rebecca Martinez, Member, Madera County
Phillip Robinson, Alternate Member, Merced County (remote
via non-noticed location)
Alicia Sotelo, Alternate Member, Monterey County
Joani Finwall, Alternate Member, San Bernardino
Louis Chiaramonte, Alternate Member, Santa Clara County (remote
via notice location)
Melanie Frazer, Alternate Member, Shasta County

2. Presentation of the Agenda
3. Public Comment – None
4. Action on consent calendar – None
5. Deferred items - None
6. General Administration
 - a. Review and Approve minutes from February 13, 2020 meeting.

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

- b. Adopt a date, hour, and place of the next Board meeting.
 - i. Thursday, May 14, 2020 9:00 am @ San Joaquin County

A motion was made by Member Dictos to adopt the 5/14/2020 meeting location, date and time as set out above. The motion was seconded by Alternate Member Frazer and carried unanimously.

- c. Provide update on Calendar of Events – P. Pesut
- d. Update on 2019 Business Summit – P. Pesut

7. Management

- a. San Bernardino County Employees' Retirement Association (SBCERA) – Overview and Q&A Session – Debby Cherney, Chief Executive Officer, SBCERA
- b. Review and receive financial reports
 - i. CERTNA Financial Activity Report –A. Gill

A motion was made by Alternate Member Sotelo to receive the Financial Report. The motion was seconded by Member Dictos and carried unanimously.

- c. Review and Ratify Agreement with Lake Tahoe Resort Hotel for lodging, meeting rooms, and food and beverage services in support of the CERTNA Annual Summit – P. Honny & P. Pesut
 - i. Approved as to legal form – Nubia Goldstein, CERTNA General Counsel, 1/16/2020

A motion was made by Member Horne to renegotiate an amendment to the contract to make cancellation date past May BOD meeting & reduce cancelation fee/liquidated damages. If staff is unable to renegotiate within current 1st tier, direction from BOD is to cancel. The motion was seconded by Alternate Member Sotelo, roll call vote was taken and motion passed with a 5-4-1 vote.

Santa Cruz County – Support
San Joaquin County – Oppose
El Dorado County - Support
Fresno County – Oppose
Kern County – Oppose
Madera County – Support
Monterey County – Support
San Bernardino County – Abstain
Santa Clara County – Oppose
Shasta County - Support

- d. Overview and Discussion of the CERTNA ERDS Grant Program – P. Honny

- e. Report on ERDS and G2G implementation process – P. Honny
 - i. Alameda County – Client
 - 1. G2G – 2020
 - 2. ERDS - 2020
 - ii. Alpine County – Client
 - 1. G2G – 2020
 - 2. ERDS - 2020
 - iii. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - iv. Calaveras – Client
 - 1. G2G – Live
 - 2. ERDS –Pending go live date
 - v. Contra Costa County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - vi. Del Norte County – Client - 2020
 - vii. El Dorado County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - viii. Fresno County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - ix. Glenn County – Client
 - 1. G2G – 2020 – Pending go live date
 - 2. ERDS – 2020 – Pending audit
 - x. Kern County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS - Live
 - xi. Madera – Board of Directors
 - 1. G2G – Live
 - 2. ERDS - Live
 - xii. Merced County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - xiii. Modoc County – Client
 - 1. G2G – 2020 – Pending go live date
 - 2. ERDS – Live
 - xiv. Mono County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - xv. Monterey County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - xvi. Napa County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - xvii. Placer County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - xviii. Plumas – Client
 - 1. G2G – 2020
 - 2. ERDS - 2020
 - xix. Sacramento County – G2G
 - 1. G2G – Live
 - xx. San Bernardino County – Board of Directors
 - 1. G2G – Live

- 2. ERDS – Live
- xxi. San Benito - 2020
- xxii. San Francisco County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- xxiii. San Joaquin County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxiv. San Luis Obispo – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xxv. Santa Clara County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxvi. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxvii. Shasta – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxviii. Siskiyou County - 2020
- xxix. Solano County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxx. Sonoma County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- xxxi. Stanislaus - 2020
- xxxii. Sutter County – G2G
 - 1. G2G – Live
 - 2. ERDS -?
- xxxiii. Tehama County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xxxiv. Tuolumne County – Client
 - 1. G2G – 2020
 - 2. ERDS - 2020
- xxxv. Yuba County – Client
 - 1. G2G – Live
 - 2. ERDS - Live
- f. Update on G2G Submitters – P. Honny
 - i. Employment Development Department (EDD)
 - 1. Live
 - ii. California Department of Tax and Finance Authority (CDTFA)
 - 1. Live
 - iii. Franchise Tax Board (FTB)
 - 1. Live
 - iv. Department of Child Support Services (DCSS)
 - 1. Live
 - v. Megabyte Systems
 - 1. Tax Collector Interface (not a government agency)
 - a. Butte – Live
 - b. Calaveras - Live
 - c. El Dorado - Live
 - d. Merced - Live
 - e. Monterey - Live
 - f. Napa - Live
 - g. Placer County - Live

- h. San Joaquin County – Live
- i. Sonoma County - Live
- j. Shasta County – Live
- k. Tehama – Live

8. Committee Reports
 - a. County Certification Policies and Procedures Committee – T. Williamson –Chair
 - b. Technical Standards Committee – P. Honny
9. Continuing Business
 - a. Unified MOU process overview and update – P. Honny
 - i. Went out to agents 3/5/2020 to begin having submitters execute. Currently running 90 day grace period. Any submitters that have not signed by 6/3/2020 will be terminated until new MOU is signed.
 - b. Grant Program update – P. Honny
 - c. DOJ Regulation process update – P. Honny
 - d. “In Case of Emergency” Documentation – P. Honny
 - e. AI2 Business Plan – Trusted System Certification (June)
 - i. Changing name to Archiving & Image Integrity
10. New Business – P. Honny
 - a. Has requested approval from ePN, P. Pesut new employer, and will be bringing back an agenda item to reselect P. Pesut as Secretary
11. Board of Directors - None
12. Adjourn to Closed Session 11:32 a.m.
13. Reconvene Meeting of the Board of Directors – 12:45 p.m.
14. Report on closed session – Counsel, Nubia Goldstein
 - a. No reportable action at this time and direction has been given to counsel.
15. Adjourn