

CERTNA Board of Directors Special Meeting Notice and Agenda
Draft:08/27/2021
Modified: 09/02/2021
Transmittal and posting date: 09/03/2021
Meeting date: 09/09/2021

MEETING NOTICE and AGENDA

BOARD OF DIRECTORS

**CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK
AUTHORITY (CERTNA)**

Thursday, September 9, 2021

**10:00 A.M.
PUBLIC SESSION**

COVID-19

The CERTNA Board of Directors is holding meetings to conduct essential authority business pursuant to the provisions of the Governor's Executive Orders N-25-20 (March 12, 2020) and N-29-20 (March 17, 2020), which suspends certain requirements of the Ralph M. Brown act. Members of the Board of Directors may attend the meeting via video conference or phone conference and will participate in the meeting to the same extent as if they were present. Members of the public may participate electronically in the meetings via phone conference provided by CERTNA. You may listen and participate by dialing and awaiting instruction at:

United States: (786) 535-3211
Access Code: 343-676-693

AGENDA DESCRIPTIONS

The agenda descriptions are intended to give notice to members of the public and a brief general description of items of business to be transacted or discussed. The Authority may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

CERTNA Consent Calendar Matters may be approved in one motion unless a Board Member requests separate action which he/she deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action. The Chairman reserves the right to discuss the items listed on the agenda in any order.

ADA Accessibility: If you require a reasonable modification or accommodation for a disability, please email the Secretary of the Board at: Secretary@CeRTNA.com to request an accommodation. Five days' notice prior to the Board meeting is required. Later requests will be accommodated to the extent feasible.

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PUBLIC COMMENTS ON AGENDA ITEMS

Members of the public wishing to address the Board of Directors regarding any item appearing on the agenda may do so by requesting to be recognized at the appropriate time. Speakers will be recognized by the Chairman at the time the agenda item is to be considered. When addressing the Board, please state your name for the record. Please address the Board through the Chair. Please note comments to individual Board members or staff are not permitted when addressing the Board. A speaker's comments shall be limited to three (3) minutes.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the public wishing to address the Board of Directors regarding any item not on the agenda, but within the subject matter jurisdiction of the Board, will be taken under the Public Comment item of the agenda, and will be subject to the same guidelines as noted above.

SUPPORTING DOCUMENTATION

In accordance with the Brown Act, the Meeting Notice and Agenda will be posted at least 72 hours prior to regular meetings and 24 hours prior to special meetings. Documentation will be posted and available for download from www.CeRTNA.com 24 hours prior to the meeting.

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PUBLIC SESSION

Via Video Conference

10:00 A.M. - CONVENE MEETING OF THE BOARD OF DIRECTORS

1. Call to order

a. Board of Directors Roll Call

- i. Santa Cruz County – Chair
- ii. Kern County – Vice Chair
- iii. El Dorado County
- iv. Monterey County

2. Presentation of the Agenda

3. Public Comment

CONSENT CALENDAR

The following consent items are expected to be routine and non-controversial and will be acted upon at one time under **ACTION ON CONSENT CALENDAR** unless the Board directs that an item be held for further discussion under **DEFERRED ITEMS**. Persons wishing to address consent items or have them held for further discussion, continued, or taken off calendar, should address the Board under **ACTION ON CONSENT CALENDAR**.

4. Action on consent calendar

- a. No items

5. Deferred items

- a. No items

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DISCUSSION CALENDAR

6. General Administration

- a. Review and Approve minutes from previous meeting.
 - i. Regular Meeting 07/08/2021
- b. Adopt date, hour, and place of next regular Board meeting.
 - i. Wednesday, 11/10/2021 – 10:00 am – Location and format to be determined.

7. Management

- a. Review and Receive CERTNA Financial Activity Reports – Karina Moreno, CeRTNA Business Manager
- b. Review and Adopt 21-22 Proposed Budget Resolution 2021-006 – R. Sherman, CERTNA Operations Director, C. Sutherland, Chair.
- c. Review and authorize the Operations Director to enter into an agreement with ADP Payroll Services. Estimated annual cost of \$1,600.00. See attached letter from San Bernardino County - R. Sherman, CERTNA Operations Director, C. Sutherland, Chair.
- d. Authorize the CERTNA Operations Director to open a checking account in the amount of \$100,000 with Wells Fargo Bank to fund payroll with ADP - C. Sutherland, Chair
- e. Adopt resolution 2021-00 and MOU authorizing participation in SDRMA's (Special District Risk Management Authority) health benefits program and execute the MOU – C. Sutherland, Chair
- f. Approve contract with White Brenner LLP to amend name change from Churchwell White – C. Sutherland, Chair
- g. Approve and ratify MOU with Sonoma County – R. Sherman, CERTNA Operations Director.
- h. Adopt the revised By-Laws to change Section III (B) (2) changing the meeting day to the second Wednesday of every other month at 10:00 a.m. – C. Sutherland, Chair
- i. Approve MOU renewal with DCSS for G2G e-recording – R. Sherman, CERTNA Strategic Operations Director

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8. Continuing Business

9. New Business

10. Board of Directors

11. Adjourn