

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

Thursday, November 10, 2016

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Board of Directors

Steve Bestolarides, Chair, San Joaquin County
Stephen Vagnini, Vice Chair, Monterey County
William Schultz, El Dorado County
Paul Dictos, Member, Fresno County
Jon Lifquist, Member, Kern County
Barbara Levey, Member, Merced County
Bob Dutton, Member, San Bernardino County
Gina Alcomendras, Member, Santa Clara County
Sean Saldavia, Member, Santa Cruz County
Leslie Morgan, Member, Shasta County

CERTNA Board of Directors meeting was heard at the Scotts Valley Branch Library 251 Kings Village Road Scotts Valley, CA 95066.

Present:

Board of Directors:

Steve Bestolarides, Chair, San Joaquin County
Gina Luna, Alternate, Fresno County
Brian Pace, Alternate, Kern County
Judy Eden, Alternate, Merced County
Dana Boeg, Alternate, San Bernardino County
Wardell House, Alternate, Santa Clara County
Carol Sutherland, Alternate, Santa Cruz 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):

Robert Messinger, CERTNA Counsel, San Bernardino County

12:00 p.m. convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Chair Bestolarides.
2. Presentation of the Agenda - P. Honny
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 September 7, 2016 were reviewed.

A motion to approve the minutes was made by Alternate Sutherland. The motion was seconded by Alternate House and carried unanimously.

- b. Adopt a date, hour, and place of the next Board meeting.
 - a. Thursday, January 12, 2017 10:00 @ San Jose, CA

A motion was made by Member Bestolarides to adopt the 1/12/17 meeting location, date and time as set out above. The motion was seconded by Alternate Sutherland and carried unanimously.

- c. Review and discuss calendar of events – D. Boeg
 - a. No Changes.
 - d. Update on Executive Business Summit – D. Boeg
 - a. Looking at June 7, 8 and 9 at the Hilton in Santa Cruz, CA
 - b. Board agreed that the dates were good and to move forward with the contract
 - c. Direction given to send out a “save the date”.
6. Management
- a. Review and receive financial reports
 - a. CERTNA Financial Activity Report – T. Andreas
 - b. Update on outside audit process – T. Andreas
 - c. Update on CERTNA Grant Program - P. Honny
 - a. Teresa and PPC have been working on the Grant Packet.
 - 1. Some minor corrections are needing to be made and then will be resubmitted for final review and approval.
 - 2. Once entire process and packet has been put together and approved by counsel the packet will be submitted to the board for their review and approval.
 - 3. Target is to have it completed and ready for distribution in January 2017.
 - b. Inyo County is very interested in being the pilot county for the new program
 - d. Review and Approve contract to continue to provide services to California Department of Child Support Services (DCSS) at no cost.
 - a. Approved as to legal form by Robert Messinger (8/25/16)

A motion was made by Alternate House to approve the DCSS contract. The motion was seconded by Alternate Sutherland and carried unanimously.

- e. Report on ERDS and G2G implementation process – P. Honny represented on behalf of B. Zamora
 - a. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - b. Contra Costa County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - c. El Dorado County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - d. Fresno County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - e. Kern County – Board of Directors
 - 1. G2G – Live

- 2. ERDS – Live
- f. Madera 2017/18
- g. Merced County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- h. Mono County – Client
 - 1. G2G – In Process
 - 2. ERDS – In Process
- i. Monterey County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- j. Napa County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- k. Placer County – Client
 - 1. G2G – Live
 - 2. ERDS – Certified – Live Pending
- l. Sacramento County – G2G
 - 1. G2G – Live
- m. San Bernardino County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- n. San Francisco County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- o. San Joaquin County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- p. San Luis Obispo – G2G
 - 1. G2G – Live
 - 2. ERDS – 2017
- q. Santa Clara County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- r. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- s. Shasta – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- t. Solano County – 2016/17
 - 1. P. Honny visiting on 11/17/16
- u. Sonoma County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- v. Sutter County - Client
 - 1. 1. G2G – Live
- w. Tehama County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- f. Update on G2G Submitters – Various
 - a. Employment Development Department (EDD) – P. Honny
 - 1. Live
 - 2. No Update

- b. Board of Equalization (BOE) – P. Honny
 - 1. Live
 - 2. Will not be adding any new counties till after November 2017
 - c. Franchise Tax Board (FTB) – Updated provided by Ozra Nayebkhil
 - 1. Live
 - 2. Testing scheduled for 1st quarter
 - a. Sutter, Napa and Solano Counties.
 - d. Department of Child Support Services (DCSS) – P. Honny
 - 1. Live
 - 2. Placer County DCSS continues to have one party that will not provide an electronic signature.
 - a. P. Honny is to reach out to Placer DCSS or possibly shut down their submission capabilities.
 - e. Megabyte Systems – Update provided by P. Honny
 - 1. Tax Collector Interface (not a government agency)
 - a. Butte - Live
 - b. Merced - Live
 - c. Monterey - Live
 - d. Napa - Testing
 - e. Placer County - Live
 - f. San Joaquin County – Live
 - g. Sonoma County - Live
 - h. Shasta County – Live
 - i. Tehama – Live
7. Committee Reports
- a. County Certification Policies and Procedures Committee – Teresa Williamson – Chair
 - a. November is the annual review of reject reasons and title codes
 - 1. Was decided that counties are to review current reject reasons and title codes and bring back in January for discussion and final.
 - b. Technical Standards Committee – Brett Zamora - Chair
 - a. Will be modifying the standardized XML this week and requesting input
 - b. Focusing on migration of Entrust environment
 - c. Have been working on APEX
8. Continuing Business
- a. Unified MOU process overview – P. Honny
 - a. Status Update:
 - 1. 8 Counties have opted in
 - 2. 3 Counties are going to the board for approval
 - 3. Santa Clara has board approval and is moving forward
 - b. Working on a digital version of the MOU
9. Board of Directors
- a. None
10. New Business
- a. Direct UI will be eliminated in 2017
 - a. Any counties that have direct submitters will be impacted

b. Recommendation is to assist any direct submitters to move over to an Agent.

c. No date has been set yet.

b. Reminder that the Chair position will change January 2017

c. A nominee for a new Vice Chair will be needed at January 2017 meeting

11. Public Comment

a. None

12. Adjourn 12:40