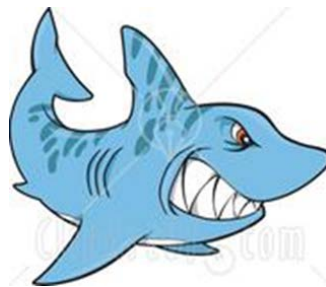




California Electronic Recording Transaction Network Authority

July 8-10 2019

8th Annual Executive Strategic Summit



Summit Materials

CERTNA's Vision Statement

- *"A sole-purpose organization created to share resources and expertise to develop, implement, and support a compliant, reliable, and scalable electronic recording delivery system that is interoperable through the use of shared standards for all California counties and submitters."*

CERTNA

2019

8th Annual Executive Strategic Summit

El Dorado County, California

Conference Materials

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20) THANK YOU!	

NOTES:

CERTNA Board of Directors - 2019

- *Santa Cruz County – Chair*
 - Sean Saldavia
 - Carol Sutherland – Alternate

- *San Joaquin County – Vice Chair*
 - Steve Bestolarides
 - Karyn Johnson - Alternate

- *El Dorado County*
 - Janelle Horne
 - Catrina Christensen - Alternate

- *Fresno County*
 - Paul Dictos
 - Gina Luna - Alternate

- *Kern County*
 - Jon Lifquist
 - Brian Pace - Alternate

- *Madera County*
 - Rebecca Martinez

- *Merced County*
 - Barbara Levey
 - Matthew May and Philip Robinson - Alternates

- *Monterey County*
 - Stephen Vagnini
 - Alicia Sotelo - Alternate

- *San Bernardino County*
 - Bob Dutton
 - Joani Finwall - Alternate

- *Santa Clara County*
 - Gina Alcomendras
 - Wardell House and Anthony Serafica - Alternates

- *Shasta County*
 - Leslie Morgan
 - Melanie Frazer – Alternate

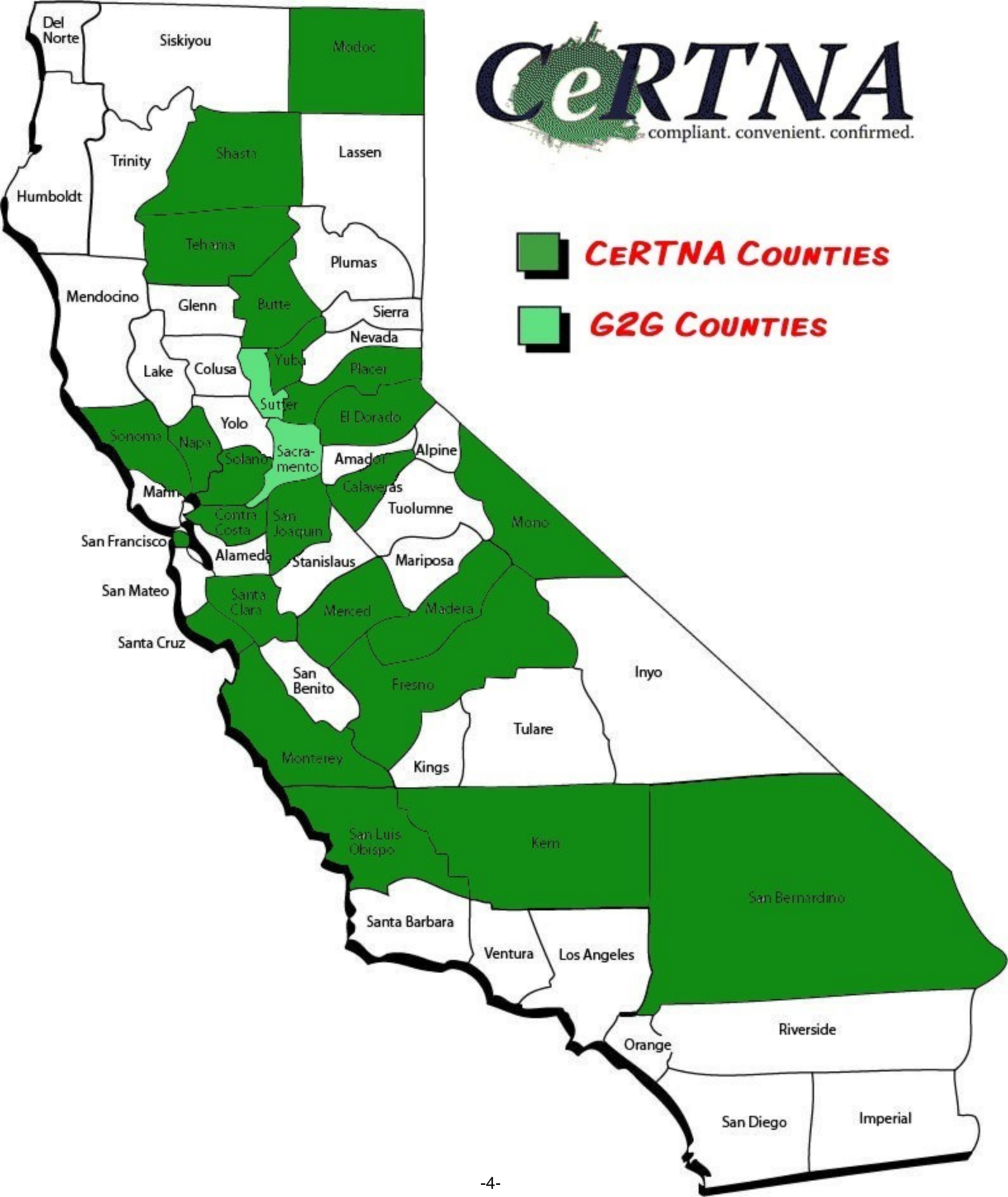
- *Solano County*
 - Marc Tonnesen

CERTNA Client Counties

- *Butte County*
- *Calaveras County*
- *Contra Costa County*
- *Modoc County*
- *Mono County*
- *Napa County*
- *Placer County*
- *City and County of San Francisco*
- *San Luis Obispo*
- *Sonoma County*
- *Tehama County*
- *Yuba County*

CERTNA

compliant. convenient. confirmed.



CERTNA COUNTIES

G2G COUNTIES

NOTES:

CERTNA 8th Annual Executive Strategic Summit
July 8-10, 2019 – Conference Schedule
Lake Tahoe Resort Hotel
4130 Lake Tahoe Blvd
South Lake Tahoe, CA 96150
(530) 544-5400

July 8, 2019

- 8:30 am
 - **Registration desk open** Stanford/Blaisdel
- 9:00 am – 12:00 pm
 - **CERTNA Policies and Procedures Committee – OPEN** Stanford/Blaisdel
 - Chair: Teresa Williamson – Twilliamson@sjgov.org
- 12:00 pm – 1:30 pm
 - *Networking lunch provided* Atrium
- 1:30 pm – 4:30 pm
 - **CERTNA Technical Standards Committee – OPEN** Stanford/Blaisdel
 - Chair: Brett Zamora – Bret.Zamora@CeRTNA.com
- 6:00 pm – 9:00 pm
 - **Evening Dinner Event – Lake Tahoe Dinner Cruise** Zephyr Cove Resort
 - **Shuttle pickup is 5:15 pm**

July 9, 2019

- 8:30 am – 9:30 am
 - **Keynote Speaker** Stanford/Blaisdel
 - Donna Hartley
- 10:00 am – 12:00 pm
 - **CERTNA Board of Directors Meeting – OPEN** Stanford/Blaisdel
 - Chair: Sean Saldavia/Carol Sutherland
- 12:00 pm – 1:30 pm
 - *Networking lunch provided* Atrium
- 1:30 pm – 4:30 pm
 - **CERTNA Executive Strategic Summit – OPEN** Stanford/Blaisdel
- 5:30 pm – 7:00 pm
 - **CERTNA Chairman’s Reception – Appetizers and Cash Bar** Tallac Deck
- Dinner on your own

July 10, 2019

- 8:30 am – 9:30 am
 - **Original Signature Roundtable** Stanford/Blaisdel
- 9:30 am – 11:00 am
 - **CERTNA Initiatives 2019-20** Stanford/Blaisdel

NOTES:

MEETING NOTICE and AGENDA
POLICIES & PROCEDURES COMMITTEE

Monday, July 9, 2019

9:00 A.M.

Lake Tahoe Resort Hotel
Stanford/Blaisdel Conference Room
4130 Lake Tahoe Blvd,
South Lake Tahoe, CA 96150

AGENDA

9:00 a.m. – Convene meeting of the Policies and Procedures Committee

1. Roll Call – P. Pesut
2. Review of previous meeting minutes-
3. System Update – B. Zamora
 - A. ERDS
 - B. G2G
4. County update – B. Zamora

Alameda County – Client

G2G – 2019

ERDS – 2019

Butte County – Client

G2G – Live

ERDS - Live

Calaveras County – Client

G2G – 2019

ERDS – 2019

Contra Costa County - Client

G2G – Live

ERDS – Live

El Dorado County – Board of Directors

G2G – Live

ERDS – Live

Fresno County – Board of Directors

G2G – Live

ERDS – Live

Glenn County – Client

G2G - 2019

ERDS - 2019

Kern County – Board of Directors

G2G – Live

ERDS – Live

Madera County – Board of Directors

G2G - 2019

ERDS - 2019
Merced County – Board of Directors
G2G – Live
ERDS – Live
Modoc County – Client
G2G – 2019
ERDS – 2019
Mono County – Client
G2G – Live
ERDS – Live
Monterey County – Board of Directors
G2G – Live
ERDS – Live
Napa County – Client
G2G – Live
ERDS –Live
Placer County – Client
G2G – Live
ERDS – Live
Plumas – Client
G2G – 2019
ERDS - 2019
Sacramento County – G2G
G2G – Live
San Bernardino County – Board of Directors
G2G – Live
ERDS – Live
San Benito – TBD
G2G – 2020
ERDS - 2010
San Francisco County - Client
G2G - Live
ERDS – Live
San Joaquin County – Board of Directors
G2G – Live
ERDS – Live
San Luis Obispo – Client
G2G – Live
ERDS – Live
Santa Clara County – Board of Directors
G2G – Live
ERDS – Live
Santa Cruz County – Board of Directors
G2G – Live
ERDS – Live
Shasta – Board of Directors
G2G – Live
ERDS – Live
Solano County – Board of Directors
G2G – Live
ERDS –Live
Sonoma County - Client
G2G - Live

ERDS – Live
Stanislaus – TBD
G2G – 2020
ERDS - 2020
Sutter County – G2G
G2G – Live
ERDS - 2019
Tehama County – Client
G2G – Live
ERDS - Live
Tuolumne County – Client
G2G – 2019
ERDS - 2019
Yuba County – Client
G2G – 2019
ERDS - 2019

5. G2G Update – B. Zamora

Employment Development Department (EDD) –
Live –
California Dept. of Tax & Fee Administration (BOE/CDTFA) –
Live –
Franchise Tax Board (FTB) –
Live –
Department of Child Support Services (DCSS) –
Live –
Megabyte Systems –
Live –

6. Submitter Roundtable: Open discussion of submitter issues & concerns.
a.

7. Legislative/Regulations update

a. ERDS regulations – P. Honny

8. Old Business

a. County-Specific MOU – Tehama, Kern, Santa Clara, and San Francisco
(informational only)

9. New Business

a. Nominations for the “CERTNA – Excellence in eRecording Award”
b. Sub Committee –Rejection Module
c. Sub Committee – New MOU
d. “Did you Know”

10. Education

Meeting Adjourned

NOTES:

Minutes of Proceedings for the CERTNA **Policy and Procedures Committee**

Wednesday May 8, 2019

Page 1 of 4

San Joaquin County Recorder's Office 44 N. San Joaquin Street Ste. 272
Stockton, CA 95202

Present:

Teresa Williamson, San Joaquin County, Chair
Patrick Honny, CERTNA Executive Director, San Bernardino County
Brett Zaora, CERTNA Technical Director
Paula Pesut, CERTNA Secretary, Placer County

See Attached Role Call for complete list of attendees.

12:34 p.m. convened meeting of the CERTNA Policy and Procedures,

1. Call to order. The meeting was called to order by Chair Williamson
 - a. Roll Call – T. Williamson

2. Review and approve minutes from the March 13, 2019 meeting.
 - a. A motion to approve the minutes was made by Laura Wilson. The motion was seconded by Carol Sutherland and carried unanimously.

3. System Updates provided by B. Zamora
 - a. ERDS
 - i. No major outages
 - ii. Current development focus is service model functionality
 - iii. Agent checksums are progressing
 - b. G2G
 - i. No major outages to report

4. County Update
 - a. Report on ERDS and G2G implementation process – B. Zamora
 - i. Alameda County – Client
 1. G2G – 2019
 2. ERDS - 2019
 - ii. Butte County – Client
 1. G2G – Live
 2. ERDS – Live
 - iii. Calaveras – Client
 1. G2G – 2019
 2. ERDS - 2019
 - iv. Contra Costa County - Client
 1. G2G – Live
 2. ERDS – Live
 - v. El Dorado County – Board of Directors

1. G2G – Live
2. ERDS – Live
- vi. Fresno County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- vii. Glenn County – Client
 1. G2G – Live
 2. ERDS - Live
- viii. Kern County – Board of Directors
 1. G2G – Live
 2. ERDS - Live
- ix. Madera – Board of Directors
 1. G2G – Live
 2. ERDS - 2019
- x. Merced County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xi. Modoc County – Client
 1. G2G – 2019
 2. ERDS - 2019
- xii. Mono County - Client
 1. G2G – Live
 2. ERDS – Live
- xiii. Monterey County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xiv. Napa County – Client
 1. G2G – Live
 2. ERDS – Live
- xv. Placer County – Client
 1. G2G – Live
 2. ERDS – Live
- xvi. Plumas – Client
 1. G2G – 2019
 2. ERDS - 2019
- xvii. Sacramento County – G2G
 1. G2G – Live
- xviii. San Bernardino County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xix. San Benito - 2020
- xx. San Francisco County - Client
 1. G2G - Live
 2. ERDS – Live
- xxi. San Joaquin County – Board of Directors
 1. G2G – Live

- 2. ERDS – Live
- xxii. San Luis Obispo – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xxiii. Santa Clara County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxiv. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxv. Shasta – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxvi. Solano County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxvii. Sonoma County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- xxviii. Stanislaus - 2020
- xxix. Sutter County - Client
 - 1. G2G – Live
 - 2. ERDS - 2019
- xxx. Tehama County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xxxi. Tuolumne County – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019
- xxxii. Yuba County – Client
 - 1. G2G – Live
 - 2. ERDS - Live

5. G2G Update

- i. Employment Development Department (EDD) – B. Zamora
 - 1. Live –
- ii. California Dept. of Tax & Fee Administration (CDTFA/BOE) – P. Honny
 - 1. Live –
- iii. Franchise Tax Board (FTB)
 - 1. Live
 - a. Looking to begin testing in May with Modoc
 - b. Looking to begin testing in June with Yuba
- iv. Department of Child Support Services (DCSS) – P. Honny
 - 1. Live – No Update
- v. Megabyte Systems – Update provided by B. Zamora

1. Live
 - a. Fresno TTC looking to begin eRecording
 - b. Working on adding 2 additional titles.

6. Submitter Roundtable: Open discussion of submitter issues & concerns

7. Legislative/Regulations update
 - a. ERDS regulations

8. Old Business
 - a. County-Specific MOU – Tehama, Kern, Santa Clara and San Francisco (informational only)
 - b. Review document titles – Notice of Default, Notice of Trustee Sale, Trustee’s Deed have been added. Counties need to work with vendors to implement

9. New Business
 - a. Review New Grant Application & New Agreement
 - i. Contract has been updated to clarify able to be used for both G2G and ERDS and to remove hard coded dates
 - b. Nominations for the CERTNA – Excellence in eRecording Award
 - c. Rejection module
 - d. Planning roundtable at summit regarding what is a live signature

10. Education - None

Meeting Adjourned 1:36

MEETING NOTICE and AGENDA
TECHNICAL STANDARDS COMMITTEE

Monday, July 9, 2019

1:30 pm

Lake Tahoe Resort Hotel
Stanford/Blaisdel Conference Room
4130 Lake Tahoe Blvd,
South Lake Tahoe, CA 96150

AGENDA

1:30 p.m. – Convene meeting of the Technical Standards Committee

1. Review 2018-2019 Goals/Accomplishments – B. Zamora
2. Review 2019-2020 Goals – B. Zamora
 - a. ERDS
 - b. G2G
3. Technical Discussion – B. Zamora
 - a. AI2 - Base64 checksum validation – County side.
 - Demo
 - b. County VPN option / Remote Folders
 - Demo
 - c. Corrections/Adjustments/Re-submit/Re-Return option.
 - d. APEX Dashboard Statistics?
 - e. Vendor Regeneration RESPONSE XML
 - f. APEX Enhancements?
 - g. New Reports?
 - h. Other Requirements?
4. Open discussion
 - a. What's good?
 - b. What needs improvement?
 - c. Other

Meeting Adjourned

NOTES:

MEETING NOTICE and AGENDA

BOARD OF DIRECTORS

CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK
AUTHORITY (CERTNA)

Tuesday, July 9, 2019

10:00 A.M.

Lake Tahoe Resort Hotel

Stanford/Blaisdel Conference Room
4130 Lake Tahoe Blvd,
South Lake Tahoe, CA 96150

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. In accordance with the Brown Act, this meeting agenda is posted at least 72 hours prior to the scheduled meeting at the location indicated above. The posting of the recommended actions does not indicate what action will be taken. 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.

The meeting facility is accessible to persons with disabilities. A person with a disability may contact the Board Secretary's (Paula Pesut) office at (530) 886-5635 at least 72-hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 7/1/2019

Modified:

Transmittal and posting date: 7/3/2019

Meeting date: 7/9/2019

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 completing a Speaker's Form and then submitting it to the Board Secretary. 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 as a whole 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

All supporting documentation, as referenced by the agenda, will be available at the meeting location. Documentation will also be posted and available for download from www.CeRTNA.com 24 hours prior to the meeting.

CERTNA Board of Directors Meeting Notice and Agenda
Draft: 7/1/2019
Modified:
Transmittal and posting date: 7/3/2019
Meeting date: 7/9/2019

PUBLIC SESSION

Lake Tahoe Resort Hotel
Stanford/Blaisdel Conference Room

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. San Joaquin County – Vice Chair
- iii. El Dorado County
- iv. Fresno County
- v. Kern County
- vi. Madera County
- vii. Merced County
- viii. Monterey County
- ix. San Bernardino County
- x. Santa Clara County
- xi. Shasta County
- xii. Solano 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

DISCUSSION CALENDAR

6. General Administration

- a. Welcome to El Dorado County – Member J. Horne
- b. Review and Approve minutes from previous meeting.
- c. Adopt date, hour, and place of next Board meeting.
 - i. Thursday, 9/12/2019 – 10:00 am – San Joaquin County
- d. Provide update on Calendar of Events – Paula Pesut, CERTNA Secretary
- e. Update on 2019 Business Summit – Paula Pesut, CERTNA Secretary

7. Management

- a. Review and Receive CERTNA Financial Activity Reports – Ajaib Gill, CERTNA Business Manager
- b. FY 2018-2019 Operating Budget Workshop.
 - i. Review projected costs and revenues for FY 2019-2020 – P. Honny and A. Gill

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 7/1/2019

Modified:

Transmittal and posting date: 7/3/2019

Meeting date: 7/9/2019

- ii. Review and Approve revised client member tier rates effective 1/1/2020 – P. Honny
- iii. Review and Approve Resolution # 2019-001 – 2019/2020 CERTNA Annual Operating Budget – P. Honny and A. Gill
- c. Review and Approve Professional Services contract with Granicus to provide programmer resources to CERTNA to replace expiring SouthTech contract. Initial term is for 3 years and the rate is for one programmer at the rate of \$5,763.00 per month – P. Honny
- d. Report on ERDS and G2G implementation process – B. Zamora
 - i. Alameda County – Client
 - 1. G2G – 2019
 - 2. ERDS – 2019
 - ii. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - iii. Calaveras County – Client
 - 1. G2G – Approved
 - 2. ERDS – Approved
 - iv. Contra Costa County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - v. El Dorado County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - vi. Fresno County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - vii. Glenn County – Client
 - 1. G2G – 2019
 - 2. ERDS – 2019
 - viii. Kern County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 7/1/2019

Modified:

Transmittal and posting date: 7/3/2019

Meeting date: 7/9/2019

- ix. Madera County – Board of Directors
 - 1. G2G – Approved
 - 2. ERDS - Approved

- x. Merced County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xi. Modoc County – Client
 - 1. G2G – Approved
 - 2. ERDS – Approved

- xii. Mono County - Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xiii. Monterey County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xiv. Napa County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xv. Placer County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xvi. Plumas – Client
 - 1. G2G – 2019
 - 2. ERDS – 2019

- xvii. Sacramento County – G2G Only
 - 1. G2G – Live

- xviii. San Bernardino County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xix. San Benito - 2020

- xx. San Francisco County - Client
 - 1. G2G – Live
 - 2. ERDS – Live

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 7/1/2019

Modified:

Transmittal and posting date: 7/3/2019

Meeting date: 7/9/2019

- xxi. San Joaquin County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xxii. San Luis Obispo – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxiii. Santa Clara County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xxiv. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xxv. Shasta – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xxvi. Solano County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xxvii. Sonoma County – Client
 - 1. G2G - Live
 - 2. ERDS – Live

- xxviii. Stanislaus - 2020

- xxix. Sutter County – G2G
 - 1. G2G – Live
 - 2. ERDS – 2019

- xxx. Tehama County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxxi. Tuolumne County – Client
 - 1. G2G – 2019
 - 2. ERDS – 2019

- xxxii. Yuba County – Client
 - 1. G2G – Live
 - 2. ERDS - Live

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 7/1/2019

Modified:

Transmittal and posting date: 7/3/2019

Meeting date: 7/9/2019

e. Update on G2G Submitters – Various

- i. Employment Development Department (EDD)
- ii. Board of Equalization (BOE)
- iii. Franchise Tax Board (FTB)
- iv. Department of Child Support Services (DCSS)
- v. Megabyte Systems
 - 1. Butte – Live
 - 2. Fresno – Live
 - 3. Merced County - Live
 - 4. Monterey County – Live
 - 5. Napa County - Live
 - 6. Placer County - Live
 - 7. San Joaquin County – Live
 - 8. Sonoma - Live
 - 9. Shasta County – Live
 - 10. Tehama – Live

8. Committee Reports

- a. County Certification Policies and Procedures Committee
 - i. Teresa Williamson - Chair
- b. Technical Standards Committee
 - i. Brett Zamora – Chair

9. Continuing Business

- a. Unified MOU process overview and update
- b. Grant Program update
- c. DOJ Regulation process update
- d. CERTNA Technical Services Associate III Recruitment update

10. New Business

11. Board of Directors

12. Adjourn to Executive Business Summit @ 1:30 P.M.

13. **1:30 P.M.** - RECONVENE MEETING OF THE BOARD OF DIRECTORS

Lake Tahoe Resort Hotel

Stanford/Blaisdel Conference Room

14. Executive Business Summit Proceedings – BOD and P. Honny

- a. 5 Year Outlook
- b. CERTNA Bylaws
 - i. Review and modification process
- c. Legislative/Regulatory Action
 - i. Proposals and Issues
- d. Organizational Risks
 - i. Employees
 - 1. New Employee Training
 - 2. Succession Planning
 - ii. Management
 - 1. BOD
 - 2. Executive Director
 - iii. Facilities
 - 1. San Bernardino County Provided
 - iv. Systems

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 7/1/2019

Modified:

Transmittal and posting date: 7/3/2019

Meeting date: 7/9/2019

1. Business Continuity
2. Trusted System Certification
3. AI2
4. Optional Access Model

e. Next Steps

15. Sponsor Recognition

- a. Gold Sponsors
 - i. Granicus (3)
- b. Silver Sponsors
 - i. Tyler Technologies (3)
 - ii. Kofile (3)
- c. Bronze Sponsors
 - i. ePn (2)
 - ii. Synrgo (3)

16. Adjourn 2019 CERTNA Business Summit

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

10:00 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
Theresa Williamson, Alternate Vice Chair, San Joaquin County
Janelle Horne, Member, El Dorado County
Gina Luna, Alternate Member, Fresno County
Brian Pace, Alternate Member, Kern, County
Rebecca Martinez, Member, Madera County
Phillip Robinson, Alternate Member, Merced County
Alicia Sotelo, Alternate Member, Monterey County
Joani Finwall, Alternate Member, San Bernardino (Remote)

Wardell House, Alternate Member, Santa Clara
County

2. Presentation of the Agenda
3. Public Comment – None
4. Action on consent calendar – Counsel, Nubia Goldstein, present via telephone
5. Deferred items - None
6. General Administration

- a. Review and Approve minutes from March 14, 2019 meeting.

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

- b. Adopt a date, hour, and place of the next Board meeting.

- i. Tuesday, July 9, 2019 10:00 @ El Dorado County

A motion was made by Alternate Member Sotelo to adopt the 7/9/19 meeting location, date and time as set out above. The motion was seconded by Alternate Member Luna and carried unanimously.

- c. Provide update on Calendar of Events – P. Pesut

- d. Update on 2019 Business Summit – P. Pesut

7. Management

- a. Review and receive financial reports
 - i. CERTNA Financial Activity Report –A. Gill

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

- b. Review and discuss preliminary CERTNA expense budget for FY 2019/2020 – A. Gill

- c. Ratify contract with Zephyr Cove Resort & Lake Tahoe Cruises in support of the 2019 Business Summit – P. Honny

A motion was made by Alternate Member House to authorize Executive Director to ratify contract with Zephyr Cove Resort & Lake Tahoe Cruises. The motion was seconded by Alternate Member Luna and carried unanimously.

- d. Ratify service modification with Flexential providing an additional IP range for a cost of \$12.00 per month – P. Honny

A motion was made by Alternate Member Pace to ratify service modification with Flexential. The motion was seconded by Alternate Member House and carried unanimously.

- e. Review and approve modifications to CERTNA Grant Program application and contract - P. Honny

A motion was made by Alternate Member Sotelo to approve modifications to CERTNA Grant Program application and contract. The motion was seconded by Alternate Member Pace and carried unanimously.

- f. Approve the development and implantation of a pilot credit card acceptance policy and account with PayPal. Present policy and initial results to Board for discussion and full implementation approval prior to the end of the calendar year. – P. Honny

A motion was made by Alternate Member Williamson to approve the development and implantation of a pilot credit card acceptance policy and account with PayPal. The motion was seconded by Member Horne and carried unanimously.

- g. Report on ERDS and G2G implementation process – P. Honny
 - i. Alameda County – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019
 - ii. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - iii. Calaveras – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019
 - iv. Contra Costa County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - v. El Dorado County – Board of Directors

1. G2G – Live
2. ERDS – Live
- vi. Fresno County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- vii. Glenn County – Client
 1. G2G – Live
 2. ERDS - Live
- viii. Kern County – Board of Directors
 1. G2G – Live
 2. ERDS - Live
- ix. Madera – Board of Directors
 1. G2G – Live
 2. ERDS - 2019
- x. Merced County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xi. Modoc County – Client
 1. G2G – 2019
 2. ERDS - 2019
- xii. Mono County - Client
 1. G2G – Live
 2. ERDS – Live
- xiii. Monterey County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xiv. Napa County – Client
 1. G2G – Live
 2. ERDS – Live
- xv. Placer County – Client
 1. G2G – Live
 2. ERDS – Live
- xvi. Plumas – Client
 1. G2G – 2019
 2. ERDS - 2019
- xvii. Sacramento County – G2G
 1. G2G – Live
- xviii. San Bernardino County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xix. San Benito - 2020
- xx. San Francisco County - Client
 1. G2G - Live
 2. ERDS – Live
- xxi. San Joaquin County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xxii. San Luis Obispo – Client
 1. G2G – Live
 2. ERDS – Live

- xxiii. Santa Clara County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxiv. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxv. Shasta – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxvi. Solano County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xxvii. Sonoma County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- xxviii. Stanislaus - 2020
- xxix. Sutter County - Client
 - 1. G2G – Live
 - 2. ERDS - 2019
- xxx. Tehama County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
- xxxi. Tuolumne County – Client
 - 1. G2G – 2019
 - 2. ERDS - 2019
- xxxii. Yuba County – Client
 - 1. G2G – Live
 - 2. ERDS - Live

- h. 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. Fresno – migrating over
 - c. Merced - Live
 - d. Monterey - Live
 - e. Napa - Live
 - f. Placer County - Live
 - g. San Joaquin County – Live
 - h. Sonoma County - Live
 - i. Shasta County – Live
 - j. Tehama – Live

8. Committee Reports
 - a. County Certification Policies and Procedures Committee – T. Williamson – Chair
 - i. Grant Application updates
 - ii. Rejection Module
 - iii. Excellence in eRecording award
 - b. Technical Standards Committee – P. Honny
 - i. Looking to develop YouTube channel with Apex training videos
 - ii. Looking to develop Help Desk tickets & self-service functionality
9. Continuing Business
 - a. Unified MOU process overview and update – P. Honny
 - i. Will have to be updated to address new submitter types and requirements
 - b. Grant Program update – P. Honny
 - c. DOJ Regulation process update – P. Honny
 - d. FRPC Form 700 Filing – P. Honny
 - e. CERTNA Technical Services Associate III Recruitment update
10. New Business - None
11. Board of Directors
 - a. Subcommittee that was formed regarding Executive Director's contract and evaluation will be bringing the item back to the Board at July meeting
12. Adjourn 11:36 a.m.



Schedule of upcoming Board of Directors' Meetings and other events of note.

Please Note: The regular schedule for the CeRTNA Board meetings is the 2nd Thursday of every other month at 10:00 am. All locations, times, and dates are subject to adoption/change by the Board of Directors.

2019

- ✚ 1/9/19 CERTNA
 - PPC Meeting – Location TBD

- ✚ 1/10/19 CERTNA
 - BOD Meeting – Location TBD

- ❖ 2/25/19 – 2/28/19 Property Records Industry Association (PRIA)
 - Winter Symposium – Greenville, SC

- ✚ 3/13/19 CERTNA
 - PPC Meeting – Location TBD

- ✚ 3/14/19 CERTNA
 - BOD Meeting – Location TBD

- ❖ 4/15/19 - 4/18/19 California Assessors' Association (CAA)
 - Spring BAAA Conference – Walnut Creek

- ❖ 5/6/19 - 5/9/19 American Land Title Association (ALTA)
2019 ALTA Advocacy Summit, Washington, DC

- ✚ 5/8/19 CERTNA
 - PPC Meeting – Location TBD

- ✚ 5/9/19 CERTNA
 - BOD Meeting – Location TBD

- ✚ 7/8/19 – 7/10/19 CERTNA
 - 8th Annual Summit Meeting – Lake Tahoe

- ❖ 7/22/19 -7/26/19 California Association of Clerks and Election Officials (CACEO)
 - 110th Annual Conference – San Francisco
- ❖ 8/6/19 -8/8/19 California Assessors' Association (CAA)
 - 2019 NCAA Regional Conference – South Lake Tahoe
- ❖ 8/26/19 - 8/29/19 Property Records Industry Association (PRIA)
 - Annual Conference – Colorado Springs, CO
- ✚ 9/11/19 CERTNA - Tentative
 - PPC Meeting – Location TBD
- ✚ 9/12/19 CERTNA - Tentative
 - BOD Meeting – Location TBD
- ❖ 9/16/19 – 9/19/19 California Assessors' Association (CAA)
 - CAA & CAA-IT Annual Conference – San Diego
- ❖ 10/22/19 -10/25/198 – American Land Title Association (ALTA)
 - 2019 Alta One – Austin, TX
- ❖ 10/28/19 – 10/31/19 County Recorder's Association of California (CRAC)
 - 109th Annual Conference – Monterey
- ❖ 12/2/19 -12/6/19 - County Recorder's Association of California (CRAC) & California Association of Clerks and Election Officials (CACEO)
 - 2019 Joint New Law Workshop – Sacramento

Please check the website at www.CeRTNA.com for the latest information dates, times, and location. You may also contact CeRTNA at Exec@CeRTNA.com.

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July 6, 1965 – October 1, 2017

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CERTNA has established the Dana L. Gardner Award for Excellence in e-Recording to recognize individuals and organizations that demonstrate the same ideals that Dana personified as she tirelessly worked to expand the use and capabilities of e-recording in a customer-centric way.

2018- Inaugural Award – San Bernardino County

Dana is forever a part of CERTNA’s DNA and she will be remembered and missed always.




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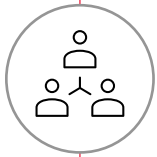


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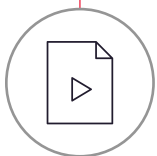
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Thank you for your attendance, support, and participation. Without you, we would not be where we are today and where we plan to be tomorrow.

- CERTNA 2019

