

MEETING NOTICE and AGENDA

BOARD OF DIRECTORS

CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK
AUTHORITY (CERTNA)

Thursday, July 9th, 2015

10:00 A.M.

Lake Tahoe Resort Hotel

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 (Dana Boeg) office at 855-732-2575 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.

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Draft: 07/06/2015
Modified: 07/06/2015
Transmittal and posting date: 07/06/2015
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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 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.

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AGENDA

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

Lake Tahoe Resort Hotel, South Lake Tahoe, CA

PUBLIC SESSION

1. Call to order.
 - a. Board of Directors Roll Call
 - i. San Joaquin County – Chair
 - ii. Monterey County – Vice Chair
 - iii. El Dorado County
 - iv. Fresno County
 - v. Kern County
 - vi. Merced County
 - vii. San Bernardino County
 - viii. Santa Clara County
 - ix. Santa Cruz County
 - x. Shasta County

2. Presentation of the Agenda

3. Welcome to El Dorado County – K. Blakemore and W. Schultz

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. Review and Approve minutes from previous meeting.
 - b. Adopt date, hour, and place of next bimonthly Board meeting.
 - i. BOD – Conflict with CRAC - TBD
 - c. Provide updates on Calendar of Events – D. Boeg
 - d. Update on Executive Business Summit – D. Boeg

7. Management.
 - a. Review and Receive financial reports
 - i. CERTNA Financial Activity Report – T. Andreas

- b. 2015-16 Operating Budget Workshop – P. Honny/T.Andreas
- c. Review and Approve Resolution # 2015-001 – 2015/2016 CERTNA Annual Operating Budget – P. Honny/T. Andreas
- d. Review and Approve revised client tier cost matrix effective January 1, 2016 – P. Honny
- e. Update on CERTNA System Audit – B. Zamora
- f. Report on ERDS and G2G implementation process – B. Zamora
 - i. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – In progress (Audit)
 - ii. Colusa County – Client
 - 1. G2G – MOU Provided
 - iii. Contra Costa County - Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - iv. El Dorado County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - v. Fresno County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - vi. Inyo County
 - 1. G2G – In progress
 - 2. ERDS – In progress
 - vii. Kern County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- viii. Kings County - Client
 - 1. G2G – Pending
 - 2. ERDS – Pending
- ix. Merced County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- x. Monterey County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xi. Napa County – Client
 - 1. G2G – Awaiting MOU
 - 2. ERDS - Awaiting MOU
- xii. Placer County – Client
 - 1. G2G – Live
 - 2. ERDS – In Process
- xiii. Sacramento County – G2G
 - 1. G2G – Live
- xiv. San Bernardino County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xv. San Francisco County - Client
 - 1. G2G - Live
 - 2. ERDS – Live
- xvi. San Joaquin County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
- xvii. San Luis Obispo – G2G
 - 1. G2G – Live
 - 2. ERDS – No progress
- xviii. Santa Clara County – Board of Directors

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1. G2G – Live
2. ERDS – Live
- xix. Santa Cruz County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xx. Shasta – Board of Directors
 1. G2G – Live
 2. ERDS – In progress (Audit)
- xxi. Solano County
 1. G2G – Pending BOS action
 2. ERDS – Pending BOS action
- xxii. Sonoma County
 1. G2G - Testing
 2. ERDS – Awaiting MOU
- xxiii. Stanislaus County
 1. G2G – Awaiting MOU
 2. ERDS – Awaiting MOU
- xxiv. Tehama County – G2G
 1. G2G – Live
 2. ERDS – In progress (Audit)
- g. Update on G2G Submitters – Various
 - i. Employment Development Department (EDD)
 1. Live
 - ii. Board of Equalization (BOE)
 1. Live
 - iii. Franchise Tax Board (FTB)
 1. Live

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iv. Department of Child Support Services (DCSS)

1. Live

v. Megabyte Systems

1. Tax Collector Interface

a. Placer County - Live

b. San Joaquin County - Testing

c. Merced County - Live

d. Monterey County – Live

vi. Xerox Demonstration of CERTNA File transfer Process

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

10. New Business

11. Public Comment

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

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

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13. Executive Business Summit Proceedings – K. Blakemore

- a. 5 Year Strategic Plan
- b. CERTNA Bylaws
 - i. Review and modification process
- c. Legislative/Regulatory Action – 15 Minutes
 - i. Proposals and Issues
 - ii. Lobbyist
- d. Budget Workshop – T. Andreas/P. Honny
 - i. Budget Process Overview
 - 1. Budget Categories
 - 2. Revenue/Cost Estimation Process
 - 3. Agent Network Access Fee Revenue
- e. Break – 15 Minutes
- f. Organizational Risks
 - i. Employees
 - ii. Management
 - iii. Facilities
 - iv. Systems
 - v. Competitors

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vi. DOJ Auditors

vii. Other?

g. Next Steps.

14. Board of Directors

- a. Recognition of Ken Blakemore on the occasion of his retirement from public service and his contributions to the success of CERTNA.

15. Adjourn.