

Draft Minutes of Proceedings for the CeRTNA Board of Directors
Wednesday July 10th 2024

Board of Directors

Sheri Thomas, Chair, Santa Cruz County
Janelle Horne, Member, El Dorado County
Laura Avila, Member, Kern County

CeRTNA Board of Directors meeting was held at:

Santa Cruz County Recorder's Office

701 Ocean Street
Redwood Conference Room, 5th Floor
Santa Cruz, CA 95060

CeRTNA Staff

Richard Sherman, CeRTNA Strategic Operations Director
Greg Dapkus, CeRTNA Technical Director
Karina Moreno, CeRTNA Business Manager, Kern County
Nubia Goldstein, White Brenner LLP, CeRTNA General Counsel

PUBLIC SESSION

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

Call to order- The meeting was called to order by Alternate Chair Carol Sutherland @10:01 am.

Board of Directors Roll Call

Carol Sutherland, Alternate Chair, Santa Cruz County
Brian Pace, Alternate Vice Chair, Kern County
El Dorado County not present

- **Presentation of the Agenda-** None
- **Public Comment-** None

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**.

- **Action on consent calendar-** No items
- **Deferred items-** No items

DISCUSSION CALENDAR

- **General Administration**

- a. Review and Approve minutes from previous meetings.

- i. Regular Meeting 05/08/24

A motion was made by Alternate Chair Sutherland to approve minutes from the Regular Meeting 05/08/2024. The motion was seconded by Alternate Vice Chair Pace, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye
Kern County – Aye
El Dorado – Absent

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

- i. Wednesday, 11/13/2024 – 10:00 am – Santa Cruz County Recorder.

A motion was made by Alternate Vice Chair Pace, to adopt the 11/13/2024 regular meeting location, date and time as set out above. The motion was seconded by Alternate Chair Sutherland, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye
Kern County – Aye
El Dorado – Absent

- **Management**

- a. Report on Audit of Financial Statements, June 30, 2023 – Gema Ptasinski and Leslie Ward, Clifton Larson Allen LLP

A motion was made by Alternate Chair Sutherland to approve the Report on Audit of Financial Statements. The motion was seconded by Alternate Vice Chair Pace, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye
Kern County – Aye
El Dorado – Absent

- b. Review and Receive CeRTNA Financial Activity Reports – Karina Moreno, CeRTNA Business Manager

A motion was made by Alternate Vice Chair Pace to receive the financial reports. The motion was seconded by Alternate Chair Sutherland, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye
Kern County – Aye
El Dorado – Absent

c. Fee Study Discussion – Karina Moreno, CeRTNA Business Manager and Richard Sherman – CeRTNA Executive Director

No motion needed

d. Review and Adopt Resolution 2024-003 of the Board of Directors of the California Electronic Recording Transaction Network Authority 24-25 Fiscal Budget. - Carol Sutherland, Alternate Chair and Richard Sherman, CeRTNA Executive Director

A motion was made by Alternate Vice Chair Pace to adopt Resolution 2024-003.

The motion was seconded by Alternate Chair Sutherland, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado – Absent

e. Review and Adopt Resolution 2024-004 Agent Fee Increase from \$0.75 to \$0.85 effective January 01, 2025 – Richard Sherman, CeRTNA Executive Director

A motion was made by Alternate Vice Chair Pace to adopt Resolution 2024-004.

The motion was seconded by Alternate Chair Sutherland, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado – Absent

f. Review and Adopt Appendix B Client Tier Rates effective January 01, 2025 – Richard Sherman, CeRTNA Executive Director

A motion was made by Alternate Chair Sutherland to adopt Appendix B. The motion was seconded by Alternate Vice Chair Pace, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado – Absent

g. Review and Approve FTB Agreement 000100684 July 01, 2024 through June 30, 2027, and ratify effective July 01, 2024 – Richard Sherman, CeRTNA Executive Director

A motion was made by Alternate Vice Chair Pace to approve FTB Agreement 000100684. The motion was seconded by Alternate Chair Sutherland, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado – Absent

h. Review and Approve Contract with Brett Zamora for 6-month consultation services– Richard Sherman, CeRTNA Executive Director

A motion was made by Alternate Vice Chair Pace to approve the contract with Brett Zamora. The motion was seconded by Alternate Chair Sutherland, roll call vote was taken and the motion passed with a 2-0-1 vote.

Santa Cruz County – Aye

Kern County – Aye

El Dorado – Absent

- i. Goals and Accomplishments - Richard Sherman, CeRTNA Executive Director and Greg Dapkus, CeRTNA Technical Director
No motion needed
- j. Report on ERDS implementation process – Richard Sherman, CeRTNA Executive Director and Greg Dapkus, CeRTNA Technical Director
 - i. Alameda County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - ii. Alpine County – Client
 - 1. G2G – 2024
 - 2. ERDS – 2024-Grant Application on hold
 - iii. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - iv. Calaveras County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - v. Del Norte County – Client
 - 1. G2G – 2025
 - 2. ERDS – 2025
 - vi. El Dorado County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - vii. Glenn County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - viii. Humboldt County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - ix. Inyo County – Client
 - 1. G2G – 2024 In Progress
 - 2. ERDS – Live
 - x. Kern County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live
 - xi. Lake County – Client
 - 1. G2G - 2024
 - 2. ERDS – 2024 Q4
 - xii. Madera County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - xiii. Mendocino – Client
 - 1. G2G – 2024 - In Progress
 - 2. ERDS – 2024 – Audited and ready, waiting on LRMS

xiv. Modoc County – Client

1. G2G – Live
2. ERDS – Live

xv. Mono County - Client

1. G2G – Live
2. ERDS – Live

xvi. Monterey County – Client

1. G2G – Live
2. ERDS – Live

xvii. Napa County – Client

1. G2G – Live
2. ERDS – Live

xviii. Placer County – Client

1. G2G – Live
2. ERDS – Live

xix. Plumas – Client

1. G2G – Live
2. ERDS – Live

xx. Sacramento County – G2G Only

1. G2G – Live

xxi. San Francisco County - Client

1. G2G – Live
2. ERDS – Live

xxii. San Luis Obispo – Client

1. G2G – Live
2. ERDS – Live

xxiii. Santa Cruz County – Board of Directors

1. G2G – Live
2. ERDS – Live

xxiv. Siskiyou – Client

1. G2G – 2024
2. ERDS – 2024

xxv. Sonoma County – Client

1. G2G - Live
2. ERDS – Live

xxvi. Stanislaus – Client

1. G2G – Live
2. ERDS – Live

xxvii. Tehama County – Client

1. G2G – Live
2. ERDS – Live

xxviii. Tuolumne County – Client

1. G2G – Live
2. ERDS – Live

xxix. Yolo County – Client

1. G2G – Live
2. ERDS – Live

xxx. Yuba County – Client

1. G2G – Live
2. ERDS – Live

k. Update on G2G Submitters process – Greg Dapkus, CeRTNA Technical Director

- i. Employment Development Department (EDD)
- ii. Board of Equalization (BOE/CDTFA)- Name Chnage
- iii. Franchise Tax Board (FTB)
- iv. Department of Child Support Services (DCSS)
- v. Megabyte Systems

Continuing Business- None

New Business-

- a. New CeRTNA.COM website - Richard Sherman, CeRTNA Executive Director and Greg Dapkus, CeRTNA Technical Director

Board of Directors- None

Adjourn- 11:15am