

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

Wednesday September 9, 2015

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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 Hilton Santa Cruz/Scotts Valley 6001 La Madrona Drive, Santa Cruz, CA 95060

Present:

Board of Directors:

Stephen Vagnini, Vice Chair, Monterey County  
William Schultz, Member, El Dorado County  
Gil Carter, Alternate Member, Fresno County  
Jon Lifquist, Member, Kern County  
Barbara Levey, Member, Merced County  
Joni Finwall, Alternate Member, San Bernardino County  
Gina Alcomendras, Member, Santa Clara County  
Sean Saldavia, Member, Santa Cruz County  
Leslie Morgan, Member, Shasta 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

1:30 p.m. convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Chair Blakemore.
2. Presentation of the Agenda - P. Honny
  - a. Agenda cover page indicates Thursday September 9<sup>th</sup> as the day of meeting. It should state Wednesday September 9<sup>th</sup>.
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 July 9, 2015 were reviewed.

A motion to approve the minutes was made by Member Schultz. The motion was seconded by Member Alcomendras and carried unanimously.

- b. Adopt a date, hour, and place of the next Board meeting.
  - a. Thursday, 11/12/15 10:00 a.m. @ San Jose, CA

A motion was made by Member Schultz to adopt the 11/12/15 meeting location, date and time as set out above. The motion was seconded by Member Levey and carried unanimously.

- c. Review and discuss calendar of events – D. Boeg
  - 1. Presented
  - 2. No changes
- d. Update on Executive Business Summit – D. Boeg
  - 1. Saw an increase in attendance from 35 per meeting to 43 in 2015. There were 23 that attended Friday a.m. meeting.
  - 2. Had 41 rooms for 108 nights, we were responsible for 90 minus the attrition
  - 3. Collected \$5,735.00 in Registration Fees
  - 4. 41 attended the Dinner Cruise
  - 5. Cost of conference and dinner cruise was \$6,301.01
  - 6. Have been in negotiation with Hotel and they are willing to keep the same rates and deals for the 2016 Business Summit if the Board decides to keep it in South Lake Tahoe

6. Management

- a. Review and receive financial reports
  - a. CERTNA Financial Activity Report – T. Andreas

A motion was made by Member Morgan to adopt the financial report as presented. The motion was seconded by Alternate Member Sutherland and carried unanimously.

- b. Review and authorize Executive Director to execute Annual Support Agreement (2289) with ACS, a Xerox company, which provides CERTNA a total of 1600 hours of support services for the period 7/1/2015-6/30/2016 at a cost of \$150/\$225 per hour – P. Honny

- a. Approved as to legal form by Robert Messinger – 9/4/2015

A motion was made by Member Morgan to accept the Annual Support Agreement with the correction to 160 hours rather than 1600 hours. The motion was seconded by Alternate Member Sutherland and carried unanimously.

- c. Update on CERTNA System Audit – P. Honny
  - a. Patrick has been in touch with the auditor and they have given confirmation of their commitment to complete the CERTNA Audit. Once completed CERTNA will move forward with the 6 counties that are awaiting their audits.

- d. Report on ERDS and G2G implementation process – B. Zamora
  - a. Butte County – Client
    - 1. G2G – Live

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2. ERDS – In progress (Audit)
- b. Colusa County – Client
  1. G2G – MOU Provided
- c. Contra Costa County - Client
  1. G2G – Live
  2. ERDS – Live
- d. El Dorado County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- e. Fresno County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- f. Inyo County
  1. G2G – In progress
  2. ERDS – In progress
- g. Kern County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- h. Kings County - Client
  1. G2G – Pending
  2. ERDS – Pending
- i. Merced County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- j. Monterey County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- k. Napa County – Client
  1. G2G – Awaiting MOU
  2. ERDS - Awaiting MOU
- l. Placer County – Client
  1. G2G – Live
  2. ERDS – In Process
- m. Sacramento County – G2G
  1. G2G – Live
- n. San Bernardino County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- o. San Francisco County - Client
  1. G2G - Live
  2. ERDS – Live
- p. San Joaquin County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- q. San Luis Obispo – G2G
  1. G2G – Live
  2. ERDS – No progress
- r. Santa Clara County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- s. Santa Cruz County – Board of Directors
  1. G2G – Live
  2. ERDS – Live
- t. Shasta – Board of Directors
  1. G2G – Live

- 2. ERDS – In progress (Audit)
- u. Solano County
  - 1. G2G – Pending BOS action
  - 2. ERDS – Pending BOS action
- v. Sonoma County
  - 1. Live
  - 2. ERDS – In progress (Audit)
- w. Stanislaus County
  - 1. G2G – Awaiting MOU
  - 2. ERDS – Awaiting MOU
- x. Tehama County – G2G
  - 1. G2G – Live
  - 2. ERDS – In progress (Audit)

Note: May be adding Alameda to the list for tracking purposes

- e. Update on G2G Submitters – Various
  - a. Employment Development Department (EDD) – Update provided by P. Honny
    - 1. Live
    - 2. No Update
  - b. Board of Equalization (BOE) – Update provided by C. Sampson
    - 1. Live
    - 2. Working on moving forward with adding new counties
      - a. Any counties interested in going live with G2G need to contact BOE.
  - c. Franchise Tax Board (FTB) – Updated provided by P. Honny
    - 1. Live
  - d. Department of Child Support Services (DCSS) – Update provided by P. Honny
    - 1. Live
  - e. Megabyte Systems – Update provided by P. Honny
    - 1. Tax Collector Interface (not a government agency)
      - a. Placer County - Live
      - b. San Joaquin County – Testing
      - c. Merced County – Live
      - d. Monterey County – Live
      - e. Butte County – Moving towards going Live
  - f. Xerox – Update provided by P. Honny
    - 1. El Dorado currently using Xerox for interface for Tax Collector

7. Committee Reports

- a. County Certification Policies and Procedures Committee
  - a. Teresa Williamson – Chair
    - 1. MOU Update provided
      - a. Goal is to have MOU complete by November
- b. Technical Standards Committee
  - a. P. Honny on behalf of B. Zamora - Chair

1. Continuing to work on the functionality definition as outlined at the July meeting to be provided to our Vendors for the new version.
  2. Brett continued to provide technical support without any issues to report.
8. Continuing Business
- a. Update and discussion by P. Honny and Member Alcomendras regarding 2 different proposals for ERDA legislation proposal which is to be voted on by the ERDA Sub-Committee in 2 weeks and then presented to the Legislation Committee.
    1. How does the change impact CERTNA – P. Honny
      - a. Who decides if out of state submitters meet the State of California requirements.
    2. Gina requested a series of conference calls to discuss new ERDA proposal and answer any questions for the Board. Gave direction to P. Honny to set it up.
9. New Business
- a. None
10. Board of Directors
- a. Member Schultz commented on how much CERTNA has grown and looking forward to bringing on the 6 new counties.
11. Public Comment
- a. Question asked if there have been any reports of Fraud thru ERDA. Member Alcomendras reported that there has been no history of fraud.
  - b. Member Schultz stated that PRIA has also reported that there has been no history of fraud on a national level either.
  - c. Annual Financial Audit coming in a couple of months. – T. Andreas
12. Adjourn at 2:30