

Board of Directors

Gina Alcomendras, Chair, Santa Clara County
William Schultz, Vice Chair, El Dorado County
Paul Dictos, Member, Fresno County
Jim Fitch, Member, Kern County
Kent Christensen, Merced County
Stephen Vagnini, Member, Monterey County
Dennis Draeger, Member, San Bernardino County
Ken Blakemore, Member, San Joaquin County
Sean Saldavia, Member, Santa Cruz County

CERTNA Board of Directors meeting was heard at the Santa Clara County Roads and Airports Department, Training Room, 101 Skyport Drive, San Jose CA 95110

Present:

Board of Directors:

William Schultz, Vice Chair, El Dorado County
Jim Fitch, Member, Kern County
Dan Harp, Alternate Member, San Bernardino County
Carol Sutherland, Alternate Member, Santa Cruz County
Wardell House, Alternate Member, Santa Clara County
Paul Dictos, Member, Fresno County (joined 10:15)
Les Flemmer, Alternate Member, San Joaquin County

CERTNA Staff:

Patrick Honny, CERTNA Executive Director, San Bernardino County

Off-Site Contributors (teleconference):

Kevin Norris, CERTNA Counsel, San Bernardino County
Karen Kitchen, CERTNA Business Manager, Kern County
Dana Boeg, CERTNA Secretary, San Bernardino County

10:03 a.m. convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Vice Chair Schultz.
2. Presentation of the Agenda - No changes
3. Action on consent calendar – None.
4. Deferred items – None
5. Review and approve minutes from the previous meeting.
The minutes from May 10, 2012 were reviewed.

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

6. Adopt a date, hour, and place of next Board meeting.
 - a. 7/12/12 10:00 a.m. Santa Clara County

A motion was made by Member Fitch to adopt the 7/12/12 meeting date and time. The motion was seconded by Alternate Sutherland and carried unanimously. CERTNA will be meeting every two months.

- b. Discuss BOD quarterly meeting schedule
 - i. Recommendation made to have BOD meetings bi-monthly as a transition to potential quarterly meetings. Meeting following July's meeting will be scheduled for September.
7. Administration.
 - a. Review and discuss calendar of events – P. Honny
 - i. Update: Annual CRAC September 5, 6 & 7 in Placer County.
 - b. Review and receive financial reports
 - i. CERTNA Financial Activity Report – K. Kitchen
 - ii. Draft Budget Proposal – P. Honny
 1. Report and Review

Note: Paul Dictos, Member, Fresno County joined Board Meeting at 10:15 a.m.

A motion was made by Member Fitch to accept the financial reports as presented by Karen Kitchen. The motion was seconded by Alternate Harp and carried unanimously.

- c. Report on ERDS and G2G implementation process – P. Honny
 - i. Contra Costa County - Client
 1. G2G – Live
 2. ERDS – Awaiting Audit
 - ii. El Dorado County – Board of Directors
 1. G2G – Live
 2. ERDS – Audit In-Process
 - iii. Fresno County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
 - iv. Kern County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
 - v. Merced County – Board of Directors
 1. G2G – Third Quarter 2012
 2. ERDS – Third Quarter 2012
 - vi. Monterey County – Board of Directors
 1. G2G – Live
 2. ERDS – Audit In-Process
 - vii. Sacramento County – G2G
 1. G2G – Pending submitter MOU
 - viii. San Bernardino County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
 - ix. San Francisco County - Client
 1. G2G - In-Process
 2. ERDS – Awaiting MOU
 - x. Santa Clara County – Board of Directors
 1. G2G – Live

2. ERDS – Live
 - xi. Santa Cruz County – Board of Directors
 1. G2G – Live
 2. ERDS – Audit In-Process
 - xii. San Joaquin County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
 - xiii. Tehama County – G2G
 1. G2G – Live
 - d. 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
 - iv. Department of Child Support Services (DCSS)
 1. Project development. Working with local offices.
8. Committee Reports.
 - a. County Certification Policies and Procedures Committee
 - i. Mike Rocha – Chair
 1. Discussion with agents regarding aggregator accounts
 - a. Teresa volunteered for trial, Patrick to assist in process
 - b. Reject reasons & Document types to BOD in July
 - c. Discussed New business
 - i. Bi-annual audit suggested
9. Board of Directors
 - a. Old Business – P. Honny
 - i. 5 Year Strategic Plan
 1. CERTNA Bylaws
 - a. Bylaws distributed for input
 - i. No input received
 2. Legislative/Regulatory Action – Options discussed in previous meeting were:
 - a. Utilize CRAC Committee
 - b. Contract with lobbyist
 - c. Develop Draft Language
 - i. No action taken as of yet.
 3. Budget Workshop
 - a. R & D Line Item
 - i. Budget Item
 1. No funds available to set a side exclusively for R & D
 4. Agent Network Access Fee Agreement
 - a. In Process – July
 5. Organizational Risks
 - a. Employee
 - i. Budget Item
 - ii. Direction given to Executive Director to develop a contingency plan which is to include back up

options. Plan is to be presented to Board at next scheduled meeting (July).

- b. Management
 - i. Key Person Insurance
 - 1. Budget Item
 - a. Recommended to keep item in budget.
 - c. Facilities
 - i. San Bernardino commits to office space for term of current administration
 - ii. Develop facility acquisition study.
 - 1. No action taken as of yet.
 - 2. Recommendation made to not pursue this particular item at this time due to budget concerns. However keep it on the 5 year plan to revisit at a later time.
6. Systems
 - a. Systems in good shape for extending life.
 - i. Renewed coverage for additional year.
7. Competitors
 - a. No action.
8. Other
 - a. A. Security Auditor issues
 - i. Added a new auditor.
 - ii. Steven Majourau now active.
 - iii. Larry Halme active and completing Monterey
9. Next Steps
 - a. Strategic Planning Committee
 - i. Open with no action.
 - ii. Executive Director will set up for annual meeting
10. Public Comment
11. New Business
 - a. P. Honny will be out of the office next week
 - b. P. Honny will send out contact info during his absence
12. Adjourn 11:55.

Motion to adjourn was made by Member Dictos. The motion was seconded by Member Fitch and carried unanimously.