

MEETING NOTICE and AGENDA

BOARD OF DIRECTORS

CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK
AUTHORITY (CERTNA)

Thursday, May 11, 2017

10:00 A.M.

San Joaquin County Assessor-Recorder

44 N. San Joaquin Street, Ste. 260
Stockton CA 95202

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 Gardner) 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.

CERTNA Board of Directors Meeting Notice and Agenda

Draft: 05/05/2017

Modified:

Transmittal and posting date: 05/08/2017

Meeting date: 05/11/2017

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

**San Joaquin County Assessor-Recorder, 44 N. San Joaquin Street, Ste. 260,
Stockton CA 95202**

PUBLIC SESSION

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

2. Presentation of the Agenda

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**.

3. Action on consent calendar.

- a. No items

4. Deferred items.

- a. No items

DISCUSSION CALENDAR

5. General Administration.

- a. Call to order
- b. Review and Approve minutes from previous meeting.
- c. Review and Ratify Addendum Number 9 to CERTNA Joint Powers Agreement adding Solano County to the CERTNA Board of Directors.
 - i. Seat Solano County Assessor/Recorder – Marc Tonnensen
- d. Adopt date, hour, and place of next Board meeting.

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- i. BOD – Thursday, 6/15/2017 – 10:00 am – Santa Cruz

County at the Executive Business Summit

- e. Provide update on Calendar of Events – D. Gardner
- f. Update on Executive Business Summit – D. Gardner

6. Management.

- a. Review and Receive financial reports

- i. CERTNA Financial Activity Reports – T. Andreas

- b. Update on CERTNA Grant Program – P. Honny

- c. Review and Ratify the contract extension with SouthTech Systems for System Development Services related to the next version of the CERTNA ERDS (APEX) platform to coincide with the end of the FY and increase contract appropriations to fund the extension period – P. Honny

- i. Ratify contract extension from April 4, 2017 – June 30, 2017

- ii. Increase total contract amount from \$100,000 to \$124,300

- iii. Approved as to legal form – R. Messinger 04/04/2017

- d. Authorize Executive Director, in consultation with CERTNA counsel, to execute the renewal of the CERTNA G2G agreement with the State of California Employment Development Department (EDD) and return the agreement to the Board for ratification – P. Honny

- e. Review and Approve CERTNA Policy 16-001-001 – Sponsorship Policy.

- i. This policy establishes authorities and guidelines for the

acceptance of sponsorships for any public purpose by CERTNA. CERTNA seeks to enter into a business relationship with outside organizations for goods, services or donations in exchange for the display of a message acknowledging private support. CERTNA will exercise sole discretion over who is eligible to become a Sponsor. CERTNA neither seeks nor will it accept Sponsors that manufacture products or take positions inconsistent with local, state or federal law or with CERTNA's missions, goals or policies – P. Honny

ii. Approved as to legal form – R. Messinger 5/2/2017

f. FY 2018 Expense Budget Workshop

i. Review and discuss preliminary expense estimates for FY 2018 – P. Honny and T. Andreas

g. Report on ERDS and G2G implementation process – B. Zamora

i. Butte County – Client

1. G2G – Live

2. ERDS – Live

ii. Contra Costa County - Client

1. G2G – Live

2. ERDS – Live

iii. El Dorado County – Board of Directors

1. G2G – Live

2. ERDS – Live

iv. Fresno County – Board of Directors

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1. G2G – Live
2. ERDS – Live
- v. Kern County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- vi. Madera County – 2017/18
- vii. Merced County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- viii. Mono County - Client
 1. G2G – In Process
 2. ERDS – In Process
- ix. Monterey County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- x. Napa County – Client
 1. G2G – Live
 2. ERDS – Live
- xi. Placer County – Client
 1. G2G – Live
 2. ERDS – Certified – Live Pending
- xii. Sacramento County – G2G
 1. G2G – Live
- xiii. San Bernardino County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xiv. San Francisco County - Client
 1. G2G – Live
 2. ERDS – Live
- xv. San Joaquin County – Board of Directors

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1. G2G – Live
2. ERDS – Live
- xvi. San Luis Obispo – Client
 1. G2G – Live
 2. ERDS – In Progress
- xvii. Santa Clara County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xviii. Santa Cruz County – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xix. Shasta – Board of Directors
 1. G2G – Live
 2. ERDS – Live
- xx. Solano County – Board of Directors
 1. G2G – Live
 2. ERDS – In Process
- xxi. Sonoma County – Client
 1. G2G - Live
 2. ERDS – Live
- xxii. Sutter County – G2G
 1. G2G – Live
- xxiii. Tehama County – Client
 1. G2G – Live
 2. ERDS – Live
- h. Update on G2G Submitters – Various
 - i. Employment Development Department (EDD)
 1. Live
 - ii. Board of Equalization (BOE)

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1. Live

iii. Franchise Tax Board (FTB)

1. Live

iv. Department of Child Support Services (DCSS)

1. Live

v. Megabyte Systems

1. Butte - Live

2. Merced County - Live

3. Monterey County – Live

4. Napa County - Live

5. Placer County - Live

6. San Joaquin County – Live

7. Sonoma - Live

8. Shasta County – Live

9. Tehama – Live

7. Committee Reports.

a. County Certification Policies and Procedures Committee

i. Teresa Williamson - Chair

b. Technical Standards Committee

i. Brett Zamora – Chair

8. Continuing Business

a. Unified MOU process overview and update – P. Honny

i. Version 4 of the Unified MOU will be distributed for use 5/22/2017 and will be required 7/1/2017.

b. FPPC Form 700 Reporting for 2016

c. Payroll Time Reporting Process

d. DOJ ERDS Advisory Committee Meeting April 6, 2017 – P. Honny

9. New Business

a. Received a subpoena for Patrick Honny, Executive Director –

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CERTNA to testify in a criminal case from the US District Court,
Northern District of California – P. Honny

10. Board of Directors

11. Public Comment

12. Adjourn