

Minutes of Proceedings for the CERTNA Board of Directors
Thursday, April 8, 2010

Board of Directors:

Larry Walker, Chairman, San Bernardino County
Jim Fitch, Vice-Chairman, Kern County
Bob Werner, Fresno County
Gina Alcomendras, Santa Clara County
Sean Saldavia, Santa Cruz County
Ken Blakemore, San Joaquin County

Except where noted, all scheduled items were heard in the Santa Clara County Roads and Airport, Main Conference Room, 101 Skyport Drive, San Jose, California.

Present:

Board of Directors:

Larry Walker, Chairman, San Bernardino County
Jim Fitch, Vice-Chairman, Kern County
Gil Carter, Fresno County, Alternate Member
Mike Rocha, Santa Clara County, Alternate Member
Carol Sutherland, Santa Cruz County, Alternate Member
Les Flemmer, San Joaquin County, Alternate Member

CERTNA Staff:

Patrick Honny, Executive Director, San Bernardino County

Others in Attendance:

Norval Chan, EDD
Darlene Gardner, Santa Clara County
Kevin Ryan, FTB
Brenda Sizer, FTB
Chris Stephens, SPL
De Ana Thompson, San Bernardino County
Brett Zamora, ACS

Off-site Contributors (teleconference):

Kelly Shaffstall, CERTNA Business Manager, Kern County
Kevin Norris, CERTNA General Counsel, San Bernardino County
Wendy Sulzmann, CERTN Secretary, San Bernardino County

9:32 am – Convened meeting of the CERTNA Board of Directors, Santa Clara County Roads and Airport, Main Conference Room, 101 Skyport Drive, San Jose, California.

1. Call to order. The meeting was called to order by Chairman Walker.
2. Presentation of the Agenda – No additions or corrections.

3. Action on consent calendar - None.

4. Deferred items – None.

5. Review and approve minutes from the previous meeting.

The minutes from March 11, 2010 were reviewed. Chairman Walker requested the format of the minutes on the first page be changed. The attendees should be listed first with the Board of Directors, then CERTNA Staff, then Others in Attendance and ending with Off-site contributors (teleconference). A motion to approve the minutes with the amendment proposed was made by Vice Chairman Fitch. The motion was seconded by Alternate Member Carter and carried unanimously.

6. Adopt date, hour, and place of next Board meeting.

The next meeting will take place in San Bernardino County on May 13, 2010 at 9:30 am. The change to the meeting dates in June and July were discussed. These dates will be discussed more at the May 13, 2010 meeting. A motion was made by Vice Chairman Fitch to hold the May 13, 2010 meeting in San Bernardino County. The motion was seconded by Alternate Member Sutherland and carried unanimously.

7. Administration.

a. Review and discuss calendar of events. No changes.

b. Review and discuss budget reports. Kelly Shaffstall went over the budget report handouts. A motion was made by Vice Chairman Fitch to accept the budget report. The motion was seconded by Alternate Member Carter and carried unanimously.

c. Conflict of Interest Policy adoption update. No action. There were questions from the FPPC on Conflict of Interest language. Kevin Norris is aware. The Conflict of Interest Policy adoption is on hold.

i. Submitted to FPPC on 2/16/10

ii. Hearing request closes on 3/19/10

iii. Comments period closes on 4/5/10

d. Amendment #1 to JPA progress report. Patrick Honny has copies from Santa Cruz County, San Bernardino County and Kern County. Still waiting for the remainder of the counties. We are halfway before adopting JPA language. El Dorado County adopted the new JPA language and will be adopted as a member in June.

e. Draft 2010-2011 Budget Review. The consensus of the Board is to use any revenue surplus to maintain the .49 cents per document while moving new projects forward and staffing appropriately so that people joining get service. There was more discussion on bringing additional staff onboard and costs. No action.

8. Update on implementation process. Waiting on Santa Clara County; ACS is doing backend and almost ready for testing. Waiting on Santa Cruz County. The

next counties to go live are Merced County, Santa Clara County, San Joaquin County, Santa Cruz County and El Dorado County.

- a. Merced County – Went through background check and is working with ACS. Their goal is to go live this fiscal year.
 - b. San Joaquin County – Went through background.
9. Update on county membership development plan. Patrick Honny gave an update on progress of potential new members. Vice Chairman Fitch asked what liability does he have or Kern County have being sued or something occurring. Can CERTNA be sued? Counsel said that CERTNA is a separate entity from the separate counties. Chairman Walker asked that on the next agenda be listed “investigate E & O insurance, board member liability and the organization’s liability”. Alternate Member Rocha also brought up about notifying joining counties of the structure of the Board and committees so that there is no misunderstanding. Chairman Walker also reminded the Board of officer succession.

10. Committee Reports.

- a. Technical Standards Committee
 - i. Brett Zamora-Chair – Support G2G integration protection. Reached out to vendors this past month.
- b. County Certification Policies and Procedures Committee
 - i. Mike Rocha-Chair – The committee had a productive conference call. This followed the agenda prep conference call that is held before the CERTNA meeting. The discussion was on standardizing the MOU. Jason from Kern County developed a spreadsheet. Mike is working with Jason on this. Another meeting will take place in May. Face to face meetings will take place quarterly.

11. Public Comment – Public comment was made from Norval Chan, EDD and Kevin Ryan, FTB.

New Business – Patrick Honny gave an update.

AG Advisory Committee meeting is the first Thursday of May in Sacramento. Patrick will be attending. Bob Werner was appointed by the president of CRAC to attend. Chairman Walker appointed Steve Weir and Bob Werner. The other two attendees were carried over. If the Board has questions for DOJ, please let Patrick know. Chairman Walker feels it would be good to have Board members attend. Gil Carter and Patrick Honny will check with Member Werner. It is not sure if this is an open meeting.

12. Adjourn. The CERTNA Board of Directors adjourned at 11:07am.