

Minutes of Proceedings for the CERTNA Board of Directors
August 11, 2011

Board of Directors:

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

Except where noted, all scheduled items were heard in the Santa Clara County Roads and Airports Department, Training Room, 101 Skyport Dr., San Jose, CA 95110

Present:

Board of Directors:

Jim Fitch, Chairman, Kern County
Mike Rocha, Alternate Member, Santa Clara County
William Schultz, Member, El Dorado County
Gil Carter, Alternate Member, Fresno County
De Ana Thompson, Alternate Member, San Bernardino County
Les Flemmer, Alternate Member, San Joaquin County
Carol Sutherland, Alternate Member, Santa Cruz County
Alicia Sotelo, Alternate Member, Monterey County

CERTNA Staff:

Patrick Honny, Executive Director, San Bernardino County
Dana Boeg, CERTNA Secretary, San Bernardino County

Off-site Contributors (teleconference):

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

10:01 am – Convened meeting of the CERTNA Board of Directors,

1. Call to order. The meeting was called to order by Chairman Fitch.
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 July 14, 2011 were reviewed.

A motion to approve the minutes as amended was made by Alternate Member Thompson. The motion was seconded by Member Schultz and carried unanimously.

6. Adopt date, hour, and place of next Board meeting.
 - a. 10/13/11 – 10:00 a.m. – Santa Clara County
 - b. 11/10/11 – 10:00 a.m. – Santa Clara County

A motion was made by Member Schultz to cancel the September meeting due to schedule conflict. The motion was seconded by Alternate Member Thompson.

A motion was made by Member Schultz to adopt the 10/13/2011 meeting. The motion was seconded by Alternate Member Flemmer and carried unanimously.

7. Administration.
 - a. Review and discuss calendar of events. – P. Honny
Patrick discussed the calendar of events.
 - b. Review and receive budget reports – P. Honny

A motion was made by Alternate Member Thompson to receive the budget reports. The motion was seconded by Alternate Member Sotelo and carried unanimously.

- c. Review and Adopt Client County MOU Template – P. Honny
 - i. Authorize Executive Director to enter into agreements with those counties desiring to utilize CERTNA's ERDS and G2G services as a non-JPA member.
 - ii. Authorize Executive Director, in consultation with CERTNA counsel, to make changes to the Client County MOU template as required to satisfy county-specific requirements.
 - iii. Approved as to legal form by Kevin Norris 8/4/2011

A motion was made by Alternate Member Rocha to authorize the Executive Director to enter into agreement with a client county and to make changes as necessary to meet any county specific requirements in consultation with counsel. The motion was seconded by Member Schultz and carried unanimously.

- d. Review and authorize Executive Director to execute all required documents to provide CERTNA with general liability insurance coverage for a cost not to exceed \$10,000.00 – P. Honny
 - i. Budgeted item - \$10,000.00
 - ii. Coverage Details
 1. Scottsdale Insurance Company
 2. \$2,000,000 General Aggregate

3. \$2,000,000 Products/Completed Operations Aggregate
 4. \$1,000,000 Personal Injury and Advertising Injury
 5. \$1,000,000 Each Occurrence
 6. \$ 10,000 Fire Damage
 7. \$ 10,000 Medical Payments
 8. \$ 10,000 Deductible
- iii. Approved as to legal from by Kevin Norris – 8/5/2011

A motion was made by Alternate Member Thompson to authorize the Executive Director to proceed with execute the documents to provide CERTNA with general liability insurance. The motion was seconded by Member Schultz and carried unanimously.

- e. Report on ERDS and G2G implementation process – P. Honny
- i. El Dorado County
 1. G2G August 2011
 2. ERDS September 2011
 - a. Pending security audit
 - ii. Fresno County
 1. G2G – August 2011
 - a. Testing with EDD
 2. ERDS - Live
 - iii. Kern County
 1. G2G – Live
 2. ERDS - Live
 - iv. Merced County
 1. G2G – October 2011
 2. ERDS – October 2011
 - v. Monterey County
 1. G2G - August 2011
 2. ERDS - August 2011
 - vi. San Bernardino County
 1. G2G - July 2011
 - a. Began testing with EDD
 2. ERDS - Live
 - vii. Santa Clara County
 1. G2G – Live
 2. ERDS – Live
 - a. Had a visit from Marin County
 - viii. Santa Cruz County – May 2011
 1. G2G – August 2011
 2. ERDS – August 2011
 - ix. San Joaquin County – Live
 1. G2G – August 2011
 - a. To begin testing with EDD
 2. ERDS - Live
 - x. Tehama

1. G2G – Timeline developing

- f. Update to G2G Submitters- Various
 - i. Employment Development Department (EDD)
 - a. Live
 - b. Sara Reche will be leaving this division of EDD, her replacement will be Teresa Gage
 - ii. Board of Equalization (BOE)
 - a. Development and testing
 - i. Will resume testing in September
 - ii. Live target date January 2012
 - iii. Franchise Tax Board (FTB)
 - a. In development, deployment expectation is end of September
 - iv. Department of Child Support Services (DCSS)
 - a. Will be moving forward in participating in G2G
8. Committee Reports.
- a. County Certification Policies and procedures Committee
 - i. Mike Rocha – Chair
9. Board of Directors.
- a. None
10. Public Comment.
11. New Business
- a. Discussion occurred but no new business carried forward.
12. Adjourn. The CERTNA Board of Directors adjourned at 11:12 a.m.