

Minutes of Proceedings for the CERTNA Board of Directors
June 17, 2010

Board of Directors:

Larry Walker, Chairman, San Bernardino County
Jim Fitch, Vice Chairman, Kern County
Bob Werner, Member, Fresno County
Gina Alcomendras, Member, Santa Clara County
Sean Saldavia, Member, Santa Cruz County
Ken Blakemore, Member, San Joaquin County
Stephen Vagnini, Member, Monterey County
William Schultz, Member, El Dorado County

Except where noted, all scheduled items were heard in the Santa Clara County Training and Conference Center, Room1, 2310 N. First St., 1st Floor, Suite 102, San Jose, California.

Present:

Board of Directors:

Jim Fitch, Vice Chairman, Kern County
De Ana Thompson, Alternate Member, San Bernardino County
Gil Carter, Alternate Member, Fresno County
Mike Rocha, Alternate Member, Santa Clara County
Ken Blakemore, Member, San Joaquin County
Alicia Sotelo, Alternate Member, Monterey County
William Schultz, Member, El Dorado County

CERTNA Staff:

Patrick Honny, Executive Director, San Bernardino County

Off-site Contributors (teleconference):

Kelly Shaffstall, Kern County
Kevin Norris, San Bernardino County
Wendy Sulzmann, San Bernardino County
Carol Sutherland, Alternate Member, Santa Cruz County

9:33 am – Convened meeting of the CERTNA Board of Directors, Santa Clara County Training and Conference Center, Room 1, 2310 N. First St., 1st Floor, Suite 102, San Jose, California.

1. Call to order. The meeting was called to order by Vice Chairman Fitch.

Kevin Norris discussed Board members who are not physically at the meeting and are attending by teleconference cannot offer comments or vote on any items being discussed by the Board.

2. Presentation of the Agenda – No corrections.

3. Action on consent calendar - None.
4. Deferred items – None.
5. Review and approve minutes from the previous meeting.
The minutes from May 13, 2010 were reviewed. Norval Chan was listed as attending and he did not. The minutes of May 13, 2010 will be corrected. A motion to approve the minutes with the change was made by Alternate Member Thompson. The motion was seconded by Alternate Member Rocha and carried unanimously.
6. Adopt date, hour, and place of next Board meeting.
 - a. 7/8/2010 – 9:30am – Santa Clara County
 - b. 8/12/2010 – 9:30am – Santa Clara County
 - c. 9/9/2010 – 9:30am – Santa Clara CountyThere was a request that the meetings start at 10:00am instead of 9:30am. A motion was made by Alternate Member Thompson to change the 7/8/2010, 8/12/2010, and 9/9/2010 to 10:00am. The motion was seconded by Member Blakemore and carried unanimously.
7. Administration.
 - a. Review and adopt Addendum Number 5 to the JPA adding El Dorado County as a member. A motion was made by Alternate Member Carter to adopt Addendum Number 5 to the JPA adding El Dorado County as a member. The motion was seconded by Alternate Member Thompson and carried unanimously. The Board welcomed El Dorado County to CERTNA.
 - b. Review and adopt Addendum Number 6 to the JPA adding Monterey County as a member. A motion was made by Alternate Member Carter to adopt Addendum Number 6 to the JPA adding Monterey County as a member. The motion was seconded by Alternate Member Thompson and carried unanimously. The Board welcomed Monterey County to CERTNA.
 - c. Review and discuss calendar of events. Patrick Honny went over the calendar of events. The only change is the addition of the September 9 Board meeting. It was asked if CERTNA would have a vendor booth at the Annual Recorder's Conference. CERTNA has gone more towards doing presentations and eliminating having a booth. It is not planned to have anything at the conference. This will be discussed further under New Business. A motion was made by Alternate Member Rocha to adopt the calendar of events. The motion was seconded by Alternate Member Thompson and carried unanimously.
 - d. Review and discuss budget reports. Kelly Shaffstall went over the budget reports. There is nothing unusual to report. The budget is very healthy for the organization. A motion was made by Member Schultz to accept the budget reports. The motion was seconded by Member Blakemore and carried unanimously. The next audit for the year ending June 2010 will begin November 8, 2010.

- e. Conflict of Interest Policy adoption update. Patrick Honny gave background for the new members. This will stay on the agenda until adoption. Upon adoption, there will be 60 days for the initial filing to take effect.
 - i. Submitted to FPPC on 2/16/10
 - ii. Hearing request closed on 3/19/10
 - iii. Comments period closed on 4/5/10
 - iv. FPPC Comment period closes in June
 - v. Bring to Board in July
 - f. Amendment #1 to JPA progress report. Patrick Honny said this allows CERTNA to provide G2G services to its member counties in conjunction with our state partners. Amendment #1 has been adopted by all member counties. Any counties joining since have the language already included.
 - i. Complete – Retroactively effective 1/14/2010
 - ii. Bylaws to be updated and presented for adoption in July – Kevin stated that the change to the bylaws will mirror the language in the JPA and the changes to the bylaws will be retroactive to the same date.
 - g. Review and adopt 2010-2011 Budget. Patrick discussed Resolution # 2010-001 which is the 2010-2011 Resolution Budget. Patrick gave some background on the budget. The fee is going to be 44 cents per document. The Executive Director will bring this back to the Board to show what the ending fund balance is and finance amount to see what the net result is on the back of the Resolution. The Budget Resolution will be adopted today but the Executive Director will bring back the completed Resolution next month. *A motion was made by Alternate Member Rocha to adopt the Budget Resolution and the Executive Director will bring back the completed Resolution next month. The motion was seconded by Member Schultz and carried unanimously.*
8. Update on implementation process. It is Executive Director Patrick Honny's main goal to get as many counties live by the end of the calendar year. There was further discussion regarding title companies.
9. Update on county membership development plan. Discussion regarding membership development ensued.
10. Committee Reports.
- a. Technical Standards Committee
No report.
 - b. County Certification Policies and Procedures Committee
 - i. Mike Rocha-Chair – The committee will get together after this meeting. The focus is a shared MOU to adopt in July.
11. Public Comment - FTB introduced new manager.
12. New Business – Patrick Honny mentioned the CRAC booth for CERTNA. The direction of the Board is that CERTNA will not participate as a vendor.

Vice Chairman Fitch suggested an annual meeting of CERTNA. This was further discussed.

13. Adjourn. The CERTNA Board of Directors adjourned at 11:35am.