

Minutes of Proceedings for the CERTNA Board of Directors
Thursday, November 12, 2009

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

Patrick Honny, Executive Director, San Bernardino County

Except where noted, all scheduled items were heard in the Santa Clara County Clerk-Recorder, Cedar Conference Room, 2310 N. First Street, Second Floor, San Jose, California.

Present:

Board of Directors:

De Ana Thompson, San Bernardino County, Alternate Member
Jim Fitch, Kern County, Vice Chairman
Bob Werner, Member (absent)
Mike Rocha, Santa Clara County, Alternate Member
Carol Sutherland, Santa Cruz County, Alternate Member

Others in Attendance

Patrick Honny, San Bernardino County
Rebecca Roche, San Bernardino County (Teleconference)
Brenda Sizer, FTB
Jeani Smith, Kern County
Kelly Shaffstall, Kern County (Teleconference)
Ken Blakemore, San Joaquin County
Debra Wilson, San Joaquin County
Kevin Norris, CERTNA Counsel (Teleconference)
Sheila Maxwell, ACS
Curt Ehlers, ACS
Brett Zamora, ACS
Chris Stephens, SPL
Norval Chen, EDD

9:32 am – Convened meeting of the CERTNA Board of Directors, Santa Clara County Clerk-Recorder, Cedar Conference Room, 2310 N. First Street, Second Floor, San Jose, California.

1. Call to order. The meeting was called to order by Vice 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 October 8, 2009 were reviewed. A motion to approve the minutes was made by Alternate Member Mike Rocha. The motion was seconded by Alternate Member De Ana Thompson and carried unanimously.
6. Adopt date, hour, and place of next Board meeting.
The next meeting will take place in Santa Clara County on January 14, 2010 at 9:30 am. A motion was made by Alternate Member De Ana Thompson to hold the January 14, 2010 meeting at Santa Clara County. The motion was seconded by Alternate Member Carol Sutherland and carried unanimously.
7. Administration.
 - a. Review and discuss calendar of events. Per Patrick Honny, there were no changes to the posted calendar of events on the CeRTNA website.
 - b. Review and Discuss Budget Reports. There is nothing significant to note on this report. A motion was made by Alternate Member De Ana Thompson to receive the budget report. The motion was seconded by Alternate Member Mike Rocha and carried unanimously.
 - c. Direct Authority staff and counsel to review and modify JPA language in order to broaden scope of Authority capabilities in the area of electronic recording. Further direct staff to make revised language available to counties in the process of joining CeRTNA in order that the revised language may be adopted by those counties. Staff will return to the Board for ratification of revised language. A motion was made by Alternate Member Mike Rocha and seconded by Alternate Member Carol Sutherland for Patrick Honny and Kevin Norris to review and modify JPA language to allow for G2G recording. The motion was carried unanimously.
 - d. Receive report on G2G proposal; waive attorney-client privilege pertaining to memo dated September 24, 2009 from Kevin Norris to Patrick Honny pertaining to G2G proposal; authorize release of memo to public. A motion to waive attorney-client privilege and release the G2G memo to the public was made by Alternate Member De Ana Thompson and seconded by Alternate Member Mike Rocha. The motion was carried unanimously.
8. Update on implementation process. Patrick Honny indicated that we have been extremely busy since certification. CeRTNA was certified on September 25,

2009 as the first ERDS in the state to go forward. Since then, we have been working with Kern and Fresno to go live.

Patrick Honny has offered to any county who is ready to go live to visit that county. He will be conducting site visits in January.

9. Update on county membership development plan. Patrick Honny indicated that he did not receive a report from Chairman Walker.
 - a. CERTNA demo schedule
 - i. None – There are no CERTNA demos scheduled at this time. Patrick Honny did report that he attended the Assessor's conference in San Luis Obispo and found it to be very productive. He was able to meet a lot of Assessor-Recorders who do not generally make it to Recorder's conferences. He made progress with counties who seem very interested in CeRTNA.

10. Committee Reports.

- a. Technical Standards Committee
 - i. Brett Zamora, Chair – The committee asked to have an additional document type added, oil and gas leases, which has been added and is part of the production initialization. There is also an additional reject reason which is related payload not received for when there are split type 1 type 2 payloads and one type does not come in.
- b. Legislative Committee
 - i. Patrick Honny-Interim Chair – No report.
- c. County Certification Policies and Procedures Committee
 - i. Patrick Honny reported on behalf of Gil Carter-Chair – The committee will be meeting again in January to go over the Fresno and Kern lessons learned. It will be available on the shared website for anyone who is interested. There is a user's manual for the submitters. A problem was discovered regarding the incorrect form being submitted. They have changed that form to an ERDS secure access form and it is on the website.

11. Public Comment – Sheila Maxwell from ACS indicated that they have secured a room at the Hyatt during New Law and ACS will be sponsoring a reception for CeRTNA to celebrate the certification of CeRTNA and go live. It will be held on Monday, December 7, as there is nothing on the schedule at that time. Invitations will be extended to everyone at the conference. It will be billed as a celebration of an historical event in California with regard to recording. Sheila has requested a list of invitees from all attendees to be sent to Jeani, De Ana, Carol or herself.

12. Adjourn. The CeRTNA Board of Directors adjourned at 11:33 am.