

SPECIAL MEETING NOTICE

BOARD OF DIRECTORS

CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK
AUTHORITY (CERTNA)

Wednesday, December 1st, 2010

10:00 A.M.

Santa Clara County Roads and Airports Department

Training Room
101 Skyport Drive
San Jose CA 95110

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 office at (909) 386-9000 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

Transmittal and posting date: 11/23/2010

Modified:

Meeting date: 12/1/2010

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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.

AGENDA

10:00 A.M. - CONVENE MEETING OF THE BOARD OF DIRECTORS

Santa Clara County Roads and Airports Department – Training Room.

PUBLIC SESSION

1. Call to order.
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**.

DISCUSSION CALENDAR

3. Receive report from Executive Director re change of meeting date.
 - a. Ratify action of Executive Director in changing the meeting date from December 2, 2010 to December 1, 2010
 - b. Authorize Executive Director to change future meeting dates set by the Board in similar extraordinary circumstances.
4. Action on consent calendar. None
5. Deferred items. None
6. Review and approve minutes from previous meeting.

7. Adopt date, hour, and place of next Board meeting.
 - a. No meeting in January per custom
 - b. 2/10/2011 – 10:00 am – Santa Clara County
 - c. 3/10/2011 – 10:00 am – Santa Clara County

8. Administration.
 - a. Update on initial FPPC Filings. – P. Honny
 - b. Review and discuss calendar of events. – P. Honny
 - c. Review and discuss budget reports. – K. Shaffstall
 - i. Budget vs. Actual Report – P. Honny
 - ii. Audit Status Update – K. Shaffstall
 - d. Review and approve MOU with Kern County for employee reimbursement – P. Honny
 - e. Authorize Executive Director to negotiate and execute an employment agreement to hire a CERTNA Business Manager (part-time no benefits) under the terms of the Kern County reimbursement MOU – P. Honny
 - f. Review and approve renewal of ViaWest hosting agreement – P. Honny
 - i. Reviewed as to legal form by K. Norris
 - g. Review and approve new hosting agreement with ViaWest for G2G infrastructure – P. Honny

iii. Selection

- c. Resolution recognizing Kelly Shaffstall – L. Walker/Board
- d. Resolution recognizing Robert Werner – L. Walker/Board
- e. Resolution and plaque recognizing Larry Walker – J. Fitch/Board
- f. Passing of Chairman's gavel – L. Walker/J. Fitch

11. Public comment.

12. New business.

13. Adjourn.