

CeRTNA Board of Directors Regular Meeting Notice and Agenda
Draft: 03/22/25
Modified: 04/04/2025
Transmittal and posting date: 04/05/2025
Meeting date: 04/09/2025

MEETING NOTICE and AGENDA

BOARD OF DIRECTORS

**CALIFORNIA ELECTRONIC RECORDING TRANSACTION NETWORK
AUTHORITY (CeRTNA)**

Wednesday, April 09, 2025

**9:00 A.M.
PUBLIC SESSION**

El Dorado Recorder's Office

330 Fair Lane
Conference Room A
Placerville, CA 95667

Or via teleconference:

United States: +1 213-493-5982
Phone conference ID: 618 434 046#

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. 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.

ADA Accessibility: If you require a reasonable modification or accommodation for a disability, please email the Secretary of the Board at: Secretary@CeRTNA.com to request an accommodation. Five days' notice prior to the Board meeting is required. Later requests will be accommodated to the extent feasible.

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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 requesting to be recognized at the appropriate time. 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 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

In accordance with the Brown Act, the Meeting Notice and Agenda will be posted at least 72 hours prior to regular meetings and 24 hours prior to special meetings. Documentation will be posted and available for download from www.CeRTNAca.gov

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PUBLIC SESSION

9:00 A.M. - CONVENE MEETING OF THE BOARD OF DIRECTORS

a. Call to order

a. Board of Directors Roll Call

- i. Santa Cruz County – Chair
- ii. Kern County – Vice Chair
- iii. El Dorado County

b. Presentation of the Agenda

c. Public Comment

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**.

d. Action on consent calendar

- a. No items

e. Deferred items

- a. No items

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DISCUSSION CALENDAR

f. General Administration

- a. Review and Approve minutes from previous meeting.
 - i. Regular Meeting 01/08/2025
- b. Adopt date, hour, and place of next regular Board meeting.
 - i. Wednesday, 07/09/2025 – 9:00 am – Santa Cruz
County Recorder

g. Management

- a. Presentation of CeRTNA's 2024 Financial Audit – Angelina Paunkov and Jared Solmons, Nigro and Nigro PC
- b. Review and Receive CeRTNA Financial Activity Reports – Karina Moreno, CeRTNA Business Manager
- c. Review and Adopt Resolution 25-002 CeRTNA Cybersecurity Training Policy - Richard Sherman, CeRTNA Executive Director
- d. Review and Adopt Resolution 25-003 CeRTNA Records Retention Policy – Richard Sherman, CeRTNA Executive Director
- e. Review/Update 24-001 CeRTNA Credit Card Use Policy - Richard Sherman, CeRTNA Executive Director
- f. Review/Update 24-002 CeRTNA Reserve Policy - Richard Sherman, CeRTNA Executive Director
- g. Report on ERDS implementation process – Richard Sherman, CeRTNA Executive Director and Greg Dapkus, CeRTNA Technical Director
 - i. Alameda County – Client
 - 1. G2G – Live
 - 2. ERDS – Live
 - ii. Alpine County – Client
 - 1. G2G – 2025
 - 2. ERDS – 2025-Moving Forward with MOUs and Grant Application

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- iii. Butte County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- iv. Calaveras County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- v. Colusa County
 - 1. G2G – 2025-26
 - 2. ERDS – 2025-26 Grant Application Client, on BOS Calendar April 08, 2025

- vi. Del Norte County – Client
 - 1. G2G – 2025-26
 - 2. ERDS – 2025-26

- vii. El Dorado County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- viii. Glenn County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- ix. Humboldt County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- x. Inyo County – Client
 - 1. G2G – 2024 In Progress
 - 2. ERDS – Live

- xi. Kern County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

- xii. Lake County – Client
 - 1. G2G – 2025 Q2
 - 2. ERDS – 2025 Q2

- xiii. Madera County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

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- xiv. Mendocino – Client
 - 1. G2G – 2025 - In Progress
 - 2. ERDS – 2025 Q2, Biennial Audit Complete

- xv. Modoc County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xvi. Mono County - Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xvii. Monterey County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xviii. Napa County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xix. Placer County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xx. Plumas – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxi. Sacramento County – G2G Only
 - 1. G2G – Live

- xxii. San Francisco County - Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxiii. San Luis Obispo – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxiv. Santa Cruz County – Board of Directors
 - 1. G2G – Live
 - 2. ERDS – Live

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- xxv. Siskiyou – Client
 - 1. G2G – 2025-26
 - 2. ERDS – 2025-26 Office Reorganization

- xxvi. Sonoma County – Client
 - 1. G2G - Live
 - 2. ERDS – Live

- xxvii. Stanislaus – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxviii. Tehama County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxix. Tuolumne County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxx. Yolo County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- xxxi. Yuba County – Client
 - 1. G2G – Live
 - 2. ERDS – Live

- h. Update on G2G Submitters process – Greg Dapkus, CeRTNA Technical Director
 - i. Employment Development Department (EDD)
 - ii. CA Department of Tax and Fee Administration (CDTFA)
 - iii. Franchise Tax Board (FTB)
 - iv. Department of Child Support Services (DCSS)
 - v. Megabyte Systems

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h. Continuing Business

i. New Business

- a. Form 700 - Richard Sherman, CeRTNA Executive Director
- b. Cybersecurity Insurance/ Cybersecurity Training - Richard Sherman, CeRTNA Executive Director
- c. Submitter Audit - Richard Sherman, CeRTNA Executive Director
- d. Partner Group Meeting 04/17/24 at 1pm PST - Richard Sherman, CeRTNA Executive Director
- e. New Servers - Greg Dapkus, CeRTNA Technical Director
- f. CISA Cybersecurity Workshop - Greg Dapkus, CeRTNA Technical Director
- g. CeRTNAca.gov - Greg Dapkus, CeRTNA Technical Director
- h. Off-Site Dedicated Back-Up– Greg Dapkus, CeRTNA Technical Director

j. Board of Directors

k. Adjourn