

# CALIFORNIA COUNTY ASSESSORS' INFORMATION TECHNOLOGY AUTHORITY BOARD

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## Board of Directors

**Don H. Gaekle, Chair** - (Large County Member), Assessor Stanislaus County, 1010 10<sup>th</sup> Street Suite 2400, Modesto, CA 95350

**Phong La, Coordinating Assessor & Secretary**, Assessor Alameda County, 1221 Oak Street, Room 145, Oakland, CA 94612

**Tara K. Freitas, Treasurer** (CAA Treasurer), Assessor/Clerk/Recorder Tulare County, (Unable to attend)

**Christina Wynn**, (CAA President), Assessor Sacramento County, (Unable to Attend)

**Kristen De Paul**, (Small County Member), Assessor/Recorder Modoc County, (Unable to Attend)

**Jeff Prang**, (Large County Member), Assessor Los Angeles County, 500 W. Temple Street, Room 225. Los Angeles, CA 90012

**Shelly Scott**, (Medium County Member), Assessor/Recorder/County Clerk Marin County, 3501 Civic Center Dr., Ste 208, San Rafael, CA 94903

**John Tuteur**, (Medium County Member), Assessor/Clerk/Recorder/Registrar Napa County, 1127 First Street, Suite A, Napa CA 94559

**Kaenan Whitman**, (Small County Member), Assessor/Recorder Tuolumne County, 2 South Green Street, 3<sup>rd</sup> Floor, Sonora, CA 95370

**Wednesday, February 14, 2024**

**1:00 PM**

**California County Assessors' Information Technology Authority**

**Special Board Meeting**

**Virtually by Zoom Meeting and open to the Public at the Board Member locations as noted above.**

<https://zoom.us/j/92401375212?pwd=d2h1dy9FMctYTjlhRHRIaXNZKzJsQT09>

Meeting ID: 924 0137 5212

Passcode: 077150

**1. Call to Order and Roll Call**

**Don Gaekle**

Don Gaekle: Present

Phong La: Present

Tara Freitas: Absent

Christina Wynn: Absent

Kristen De Paul: Absent

Jeff Prang: Present

Shelly Scott: Present

John Tuteur: Present

Kaenan Whitman: Present

**2. Approval Minutes of the 1/19/2024 Regular Quarterly Meeting**

**Don Gaekle**

John Tuteur: Motion to approve minutes.

Kaenan Whitman: Seconded.

Don Gaekle: Y  
Phong La: not voting (not on meeting yet)  
Tara Freitas: Absent  
Christina Wynn: Absent  
Kristen De Paul: Absent  
Jeff Prang: Y  
Shelly Scott: Y  
John Tuteur: Y  
Kaenan Whitman: Y

Minutes approved.

**3. Public Comment** **Don Gaekle**

Chair Gaekle: General public comment is waived for this special meeting.

**4. Project Updates from the Interim Executive Director** **Rob Grossglauser**

Report on the status of CCAITA progress and projects during the Period of January 20, 2024 – February 14, 2024.

Rob Grossglauser: Following the board guidance from the last meeting, we issued an RFP and now need to choose a vendor for the Authority. We released it last month. Deadline to submit a proposal has closed. Item #5 today is to select a vendor. Lastly, we do have a draft contract between the Authority and Pinnacle.

Assessor Tuteur: When will we be scheduling a contract for a permanent executive director.

Chair Gaekle: We will discuss this later on as it is not an agenda item.

**5. Report and Recommendations on RFP for Prop 19 and Exemptions Portal(s) Proof of Value** **Rob Grossglauser**

Rob Grossglauser: We received two proposals on time and received one request for an extension. After receiving guidance from the Board, we decided that sufficient time for proposals to be submitted was already provided. Each subcommittee will be giving their recommendations for the vendors to the Board today.

**a. Analysis of Submissions** **Authority PMs**

Justin Winn: We had two proposals submitted. As the PMs for the Prop 19 and Exemptions subcommittees, after reviewing the information in the two proposals, we concluded that Just Appraised is the best fit. The rationale behind that is that although Modern iConcepts and Just Appraised both met the 3-month time restraints, and they both came similar to one another as it relates to the costs, Modern iConcepts' demonstration of domain experience and their recent technological innovation did not rise to the level of Just Appraised. Just Appraised showed their ability, innovation, and modern adaptability capability. With that, our recommendation is to move forward with Just Appraised.

Question, Assessor Scott: I found out yesterday for a contract that my County has with another vendor that I am subject to the Levine Act as it relates to us being elected officials and contributions...are we subject to this?

Assessor Tuteur: We are not subject to the Levine Act.

Chair Gaekle: If anyone feels as if they have a conflict of interest, please let us know. But, this only applies if you know you have a conflict.

Assessor Prang: My counsel advised me the same as Assessor Tuteur. We are not subject to the Levine Act.

Assessor Tuteur: Was the RFP run by our “partner people”?

Justin Winn: No. For some of the things yes, but it was not part of our formal process.

**b. Recommendation(s) of Subcommittees** **Peter Aldana & Phong La**

Assessor Aldana: Our committee recommends the awarding to Just Appraised.

Phong La: Our committee would make the same recommendation.

**c. Board Discussion and Potential Action on Recommendation(s)** **Don Gaekle**

Assessor Tuteur: I will make a motion to accept the recommendations and award the vendor for the next steps needed for the RFP.

Assessor Scott: Seconded

Discussion on motion open -

Rob Grossglauser: Perhaps I can kick off some discussion with questions to the two Project Managers...were there any differences in the pricing from the two vendors? Or did either differ or diverge from the RFP and what was articulated in the RFP?

Matt Kissinger: We looked at four different dimensions for each vendor: 1. Current internal Technical environment for the POC 2. Current internal process maturity 3. Subject matter expertise 4. Staffing technical profile. We rated Just Appraised as “high” and Modern iConcepts as “medium” for all of the four dimensions.

Assessor Tuteur: My motion is to prepare what is needed next. Is the next step to be approval into contract with the vendor?

Rob Grossglauser: Yes, that is correct. We would also need our Board Chair and Counsel to be involved to be sure it’s underway.

Assessor Tuteur: What was the Just Appraised amount for the POC?

Matt Kissinger: Approximately \$1.4 million.

Assessor Tuteur: Does the RFP include language that our contract will be the same as what we would have done if they were a state entity so that all data privacy requirements are met.

Rob Grossglouser: Yes. Our counsel assisted in crafting language around data privacy, including language that they can use “dummy” data instead of actual taxpayer data when they run through the implementation of their solution.

Assessor Tuteur: I’d like to change my motion to: Motion that the Board accept the recommendations of the subcommittees to award the POC contract to JustAppraised and authorize the Chair and the Authority Counsel to negotiate a contract based on the terms of the RFP response.

Assessor Scott: Seconded.

Don Gaekle: Y  
Phong La: Y  
Tara Freitas: Absent  
Christina Wynn: Absent  
Kristen De Paul: Absent  
Jeff Prang: Y  
Shelly Scott: Y  
John Tuteur: Y  
Kaenan Whitman: Y

Motion carries.

**6. Announcements**

**Don Gaekle**

John Tuteur: Request that the Board have an agenda item on the replacement of an Executive Director so that we get started on the process. We also need to discuss the re-appointment of Board members with terms (if they have term limits). I’d ask that our Interim Executive Director come up with communications from the Authority to the groups outlining what they need to do and the deadlines are so that we can adopt it in April.

**7. Adjourn**

**Don Gaekle**

Adjourned at 12:35pm.

Americans with Disabilities Act (ADA) Compliance: Board meetings are held via a hybrid model – the in-person options and also by teleconference. Individuals requiring special accommodations to participate in this meeting are requested to contact the Chair at [gaekled@stancounty.com](mailto:gaekled@stancounty.com). Notification 48 prior to the meeting will enable the Board to make reasonable arrangements to ensure accessibility to this meeting. Please note that Directors will be in person either teleconference location noted above unless permitted by AB 2449. Office addresses listed for each Director are for reference only.