

CALIFORNIA COUNTY ASSESSORS' INFORMATION TECHNOLOGY AUTHORITY BOARD

Board of Directors

Don H. Gaekle, Chair - (Large County Member), Assessor Stanislaus County, 1010 10th 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, 221 S. Mooney Blvd, Room 102-E, Visalia, CA 93291

Kristine Lee, (CAA President), Assessor/Clerk/Recorder Kings County, 1400 W. Lacey Blvd, Hanford, CA 93230

Kristen De Paul, (Small County Member), Assessor/Recorder Modoc County, (Unable to attend 9-28-2023)

Jeff Prang, (Large County Member), Assessor Los Angeles County, (Unable to attend 9-28-2023)

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, 3rd Floor, Sonora, CA 95370

Thursday September 28, 2023

3:00 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/92948856286?pwd=c0tsWjdQcVlwaHVaaU41YUh6OGIiUT09>

Meeting ID: 929 4885 6286

Passcode: 286947

1. Call to Order, Roll Call and Agenda Discussion

Don Gaekle

Meeting called to order at 3:05 PM

Don H. Gaekle: Present

Phong La: Absent

Tara K. Freitas: Present

Kristine Lee: Present

Kristen De Paul: Absent (listening as member of the public only due to location)

Jeff Prang: Absent

Shelly Scott: Present

John Tuteur: Present

Kaenan Whitman: Present

Quorum reached

2. Approval Minutes of the 9/22/2023 Regular Quarterly Meeting

Don Gaekle

John Tuter moved to approve 9/22/2023 minutes
Kristi Lee seconded the motion

No corrections/comments to the minutes

Phong La: Absent

Tara K. Freitas: Y

Kristine Lee: Y

Kristen De Paul: Absent

Jeff Prang: Absent

Shelly Scott: Y

John Tuteur: Y

Kaenan Whitman: Y

Don H. Gaekle: Y

Motion passed unanimously with 2 members absent

3. Public Comment

Don Gaekle

Members of the public may comment on topics not listed on the agenda.
Time limit 3 minutes per speaker.

Don Gaekle: no public comments

4. Gartner Consulting Contract for Services

Rob Grossglauser

Discussion/Action Item. Consideration Gartner Consulting proposed contract for advisory services, pursuant to the Board's request for contract language made on 9/22/2023.

Rob Grossglauser:

Gartner: foundation for project architecture for project and independent verification of how things are progressing as a way of decreasing risk for the board. An unsolicited proposal was received by Gartner and was distributed to board members.

Still clarification necessary re: authority services and scope correctly memorialized in unsolicited bid.

Time period: 1 year would cover Prop 19 and exemptions program as they will start first, noting it is a 3-year potential project.

Encourage authority to not rush into signing if the contract is unclear or you are uncomfortable with signing now.

Annual report identifies we are close but don't have contract in place.

Note: Phong La joined board meeting @ 3:10 PM

Phong La;

The contract received from Gartner did not exactly reflect the scope of work discussed, the dollar amount was the same but not the scope of work.

Should include the possibility to terminate contract after 1 year.

After this discussion, move to empower Don and Rob and JPA counsel to negotiate the contact directly with Gartner.

Don Gaekle:

Clarifying question: Chair and Interim Director to negotiate and sign, or just negotiate?

John Tuter:

Prepared to make motion, 3 questions:

1. Who will Garten report to?
2. Include Phong in the negotiation team as coordinating assessor.
3. Why was Use of Stanislaus County procurement used?

Rob Grossglauser:

Selected based on Stanislaus County participating addendum with Ventura and Chairis from Stanislaus County so signatory process will most effective.

CCAITA JPA Counsel may sign as well if desired by the board.

John Tuter:

Motion:

To Authorize Board Chair, Coordinating Assessor, Interim Executive to negotiate with Gartner on a contract that aligns the scope of work in the contract with the unsolicited proposal and the Chair to execute the contract on behalf of the authority Board, and be brought back to the board at a future meeting.

Phong La:

Clarifying question: Come back to the board with final contract OR ability to negotiate and sign without coming back to the board for final authority?

Tara Freitas:

Second

Is CCAITA JPA Counsel included?

Board member Comments:

Shelly Scott:

I want to make sure counsel is reviewing the contract.

Public Comment:

None

John Tuter:

Restating Motion:

To Authorize Board Chair, Coordinating Assessor, Interim Executive Director and Authority Counsel to:

- 1) negotiate with Gartner on a contract that aligns the scope of work in the contract with the unsolicited proposal
- 2) the Chair to execute the contract on behalf of the authority Board,
- 3) Counsel to review and approve contract

Phong La: Y

Tara K. Freitas: Y

Kristine Lee: Y

Kristen De Paul: Absent

Jeff Prang: Absent

Shelly Scott: Y

John Tuteur: Y

Kaenan Whitman: Y

Don H. Gaekle: Y

Motion passed unanimously with 2 members absent

5. Announcements

John Tuter:

Committee conducted Executive Director interviews:

Tara K. Freitas, Don Gaekle, Steve Bestolarides, Phong La were on the interview panel.

The Committee will make formal recommendations on an agenized item at a future date.

Rob Grossglauser:

Annual Report due Oct 1st, but are planning to submit tomorrow.

A letter from Board chair to DOF is included, as well as relevant attachments.

DOF did not put a template on website, so deferred to us to answer questions as a through narrative and we did note we are in final contract negotiations, Prop 19 docs included.

Has shared report with Assessor La, can share to board if requested.

Phong La:

Is the exemptions project included as we are working on that too?

Don Gaekle:

Reminder: if board members have comments on the report, please respond to Rob only so we don't violate the brown act.

John Tuter:

Is ED progress mentioned?

Rob: Yes, and contract vehicle process used are both mentioned.

Rob can send the final by tomorrow morning.

John Tuter:

ED search Committee wants to meet with Rob.

Adjourn

Don Gaekle: 3:33 PM Adjournment

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. 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.

