

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 (In Person)

Phong La, Coordinating Assessor & Secretary, Assessor Alameda County, 1221 Oak Street, Room 145, Oakland, CA 94612 (Attending Virtually)

Steve Bestolarides, (Large County Member), Assessor/Recorder/County Clerk, 44 North San Joaquin Street, 2nd Floor, Suite 230, Stockton, CA 95202 (Attending Virtually)

Keith Taylor, Treasurer (CAA Treasurer), Assessor Ventura County, 800 S. Victoria Ave, Ventura, CA 93009 (In Person)

Craig Kay, (Small County Member) 311 4th Street #108, Yreka, CA 96097 (Attending Virtually)

Kristen De Paul, (CAA President) Assessor/Recorder Modoc County, 204 Court Street, Suite 106, Alturas, CA 96101 (In Person)

Marina Camacho, (Medium County Member), Assessor/Recorder/County Clerk Monterey County, 168 W Alisal Street, First Floor, Salinas, CA 93901 (In Person)

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

Jennifer Perry, (Small County Member), Assessor Del Norte County, 981 H Street, Suite 120, Crescent City, CA 95531 (Attending virtually)

Wednesday, April 15, 2026

Regular Board Meeting

4:00 PM-5:00 PM

**California County Assessors' Information Technology Authority Board Meeting
The Mission Inn Hotel, 3649 Mission Inn Avenue
Riverside, CA 92501**

This is a hybrid, in-person/virtual meeting.

<https://zoom.us/j/91970483729?pwd=3R8mva6OfzFKHlb88qi8fCcOYyYAI.1>

Meeting ID: 919 7048 3729

Passcode: 085727

Public access will also be available at:

981 H Street, Suite 120
Crescent City, CA 95531

1127 1st Street Suite A
Napa CA 94559

44 North San Joaquin Street, 2nd Floor, Suite 230
Stockton, CA 95202

1221 Oak Street, Room 145
Oakland, CA 94612

311 4th Street #108
Yreka, CA 96097

1. Call to Order and Roll Call

Don Gaekle

Phong La: Present
Steve Bestolarides:
Keith Taylor: Present
Craig Kay: Present
Marina Camacho: Present
John Tuteur: Present
Jennifer Perry: Present
Don Gaekle: Present
Kristen De Paul: Present

2. Approval of the Minutes

Don Gaekle

- a. January 23, 2026 (Sacramento)

Motion to approve the minutes by Assessor Tuteur.
Seconded by Assessor De Paul.

Phong La: Y
Steve Bestolarides:
Keith Taylor: Y
Craig Kay: Y
Marina Camacho: Y
John Tuteur: Y
Jennifer Perry: Y
Don Gaekle: Y
Kristen De Paul: Y

3. Public Comment

Don Gaekle

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

None.

4. Executive Director Report

Rob Grossglauser

Rob Grossglauser: Our website has changed significantly. There are no pictures, change in fonts, etc., and this was for ADA compliance. We also have an accessibility bot on the website so folks can alter the site as they need for accessibility. We were reminded through this process that the most difficult piece of ADA compliance are the pdfs that we have posted. A retention policy came to mind and how we don't currently have one. We are working with our counsel, Josh Nelson, and he has drafted up a retention policy. This will likely be on the agenda for our next meeting to discuss.

Next item is the renewal of the insurance. We are renewing our three policies: cyber, general liability, and directors' and officers' liability policy. All three are in place and have had slight adjustments on amounts due and associated but not enough to raise costs. During this process, they wanted to look at the addresses for each person, but we told them that we don't have employees or a building with employees; only a P.O. Box to which now they understand. Otherwise, our Treasurer would have had to have done a ton of digging and research.

I will tee up our Treasurer's update as I am excited to hear the audit update as this is something that has been in the works for a while now. Last update is 2025 State Controller Mandated Reporting of Government Compensation is due at the end of the month so we will have that submitted before the end of the month.

John Tuteur: Could you tell me what the limit of liability is on our cyber policy? Feel free to put it in the chat or inform me later. I wanted to just check and see what we have.

Rob Grossglauser: \$1 million on our directors and officers' policy, \$1 million for commercial policy, and cyber is \$1 million as well for PCI, regulatory costs, data exploration costs, data extortion costs, system failure, breaking costs, criminal rewards costs, and cyber-crime costs and other various costs.

5. Financials

Keith Taylor

- a. Treasurer's Report
- b. 1st Quarter 2026 Financial Statements

Keith Taylor: January through March 2026 – Our interest with the Wells Fargo account is \$1.46 and CalTrust brought in \$248,131.76. For a total of \$248,133.22. Total disbursements for the first quarter were \$191,809.35 that included attorney fees, project managers, accounting fees, and general administrative expenses. We have a footnote here in the report because we have some invoices that were not paid timely and we have some invoices that we will be needing to pay next quarter.

Our Wells Fargo balance as of March 31st \$27,359.49 and our CalTrust investment account is at \$26,622,489.59. For financial statements, for the year ending 2025 we had a net operating income of a minus 191,809.35 and other income was basically our interest, so we don't receive any more finding for this project so all other income we get is from the interest we get from our Wells Fargo and CalTrust account. We had three quarters of interest from CalTrust and three from Wells Fargo.

- c. Audit Update

Keith Taylor: We just received a draft of the audit for calendar year 2023 and it seems like all the results are fine. The accountants maybe did want to meet with us if we wanted to discuss anything, so I wanted to ask the board if they are interested in that meeting regarding the findings of the audit before they finalize it and send out the final copy.

Rob Grossglauser: Just for clarification, the audit is for 2 years, 22/23 and 23/24.

6. RFP Ad Hoc Committee Presentation

John Tuteur, Kristen De Paul, Phong La

i. Justin Wynn

John Tuteur: Justin Winn is ready to make a presentation. We are making progress and have a few things we are still working on, but Justin will bring us up to date.

Justin Winn: Since the last time we met, we are 90 days into the formal negotiations and selection process. We have three vendors still with us and have all our final questions out. All we have left are responses coming in. Of the three we have Tyler Technologies, Just Appraised, and Oracle. Once we make the selections, we will then make the formal announcements to the vendors moving on and then we will formally publish and update the JPA website. We will then have to provide a schedule of timeline and process.

John Tuteur: Does our next meeting sound like a possible timeframe for the ad-hoc committee to provide an update in August.

Justin Winn: Yes, that seems very possible.

John Tuteur: The Ad-Hoc committee is committed that we keep a PM and third-party integrator so that we have the same support that we've had from Justin and Gartner. Doesn't need to be the same people including the members of the ad-hoc committee, but when it comes to the roll out and implementation, we need that same support.

7. Future Projects Sub-Committee

John Tuteur

- a. Discussion and possible action on a request from California Assessors' Association Shared Services to provide needed upgrades to SDR, e-SDR and e-Forms which provide Services to most county assessors.

John Tuteur: The future projects committee has made a tentative decision that we will not move forward with a major input until we make the first reward of contract. I am not a member of the eSDR group, but it's going to take a major rewrite of the current program to bring it into the modern world and keep it functioning. The CCAITA can take this on as a parallel project as we don't have to wait until we launch this specific project. So, I am not making a recommendation but would like other members to chime in. We can justify a sole source contract but one of the sole source criteria is that software update be considered a sole source and you wouldn't need to start over again with this. If Assessor De Paul is ready, I am happy to turn it over to her.

Kristen De Paul: I will turn it over to Assessor Scott as she is chair of the shared systems committee. We are asking the JPA to do this because when we looked at the numbers, we cannot afford to do this on our own.

Shelly Scott: Turning it over to Shane in my office.

Shane Blair, Marin County Assessors' Office: The system modernization project is the piece that needs to work with the JPA. For this, we have been told that there is technology obsolescence that needs to be updated and we are also going to add some modern features and functionalities as well. As you can see in the chart, these are the costs that we got for the upgrade. Total cost is \$2,008,000.00. The ADA compliance will be included in this cost which is good because the cost was large. I can answer any questions.

John Tuteur: I'd like to raise that the contract is currently being negotiated and if the JPA is going to join in this, with this upgrade, we will need the same kind of format with the RFP and PM will need to work with us on it. We are not tech people, and we need to make sure these numbers make sense. There will be some administrative overhead like a PM for our current project so there needs to be some back work. If this board moves ahead, I'd like the motion to be that we are considering this as a future project, and we will need to consider the portion and how we will implement this into our existing projects and timelines.

Shane Blair: If we don't move forward with the modernization project, I'd like to note that we will be on the hook for \$325,00 just for ADA mediation compliance project.

Rob Grossglauer: For the Board's awareness, there was a conversation with our counsel, and his analyses was that this would be aligned in our mission for the JPA. However, the initial letter to the DOF/administration for the JPA did not include this project so he recommended that the funds used for this project come from the interest we make and not the \$30 million for the JPA.

Kristen De Paul: Will second the motion.

Phong La: Can you repeat the motion.

John Tuteur: Motion is that the CCAITA Board authorize the ad-hoc committee on future projects work with the executive director on a non-competitive bid project to implement the upgrades needed to the shared systems and the funds for that would be limited to the interest the JPA receives.

Phong La: I am not going to be supporting this motion. We would be moving forward with a NCB not knowing what is out there. We should know what new vendors can help us with this.

John Tuteur: I am not asking the board to do a NCB, but that we will bring back to the board whether a NCB is justified.

Phong La: This was not what your motion said but I agree with this now. I am going to recite your motion – the ad-hoc committee will take the steps necessary to create a path forward to SDR and eSDR and come back to the board with that. The monies used for this process will only be from the interest earned.

John Tuteur: Your edit is accepted. I will work on a motion in the chat.... the Board authorizes the Ad Hoc Committee on Future Projects to explore the possibility of supporting the modernization of shared systems including: 1) funding would be limited to interest earnings, 2) the administrative oversight of the project and 3) the methods of contracting for the modernization.

Phong La: Y

Steve Bestolarides:

Keith Taylor: Y

Craig Kay: Y

Marina Camacho: Y

John Tuteur: Y

Jennifer Perry: Y

Don Gaekle: Y

Kristen De Paul: Y

Motion passes.

- b.** Unsolicited proposals discussion. Recommendation that unsolicited proposals from vendors first be presented to the CCAITA Future Projects Sub-Committee for vetting of alignment with the CCAITA mission and policies.

John Tuteur: I am suggesting that unsolicited proposals from vendors first be presented to the CCAITA Future Projects Sub-Committee for vetting of alignment with the CCAITA mission and policies. Not sure if this requires a motion or a vote.

Rob Grossglauer: We have been contacted multiple times, and many stated that rather than submitting a proposal, they share a presentation. Is this just an actual proposal/document? I'd ask that it be consistent across the board so if we get approached, I can just point them to John.

Don Gaekle: Sounds good. No comments we will move on.

8. CCAITA Board Elections

John Tuteur

- a.** Presentation of slate of nominations (provided) and request for any Additional nominations.
- b.** Board Action on Slate/Nominations

John Tuteur: Our JPA document itself sets forth the nomination and election procedures for the board members. There are two members of the CAA that are vested onto the board through their role in the CAA and that is Assessor De Paul and Assessor Taylor. The third automatic role is the coordinating assessor and that is Assessor La. The document and discussion for today are on the other six members; large counties, medium counties, and small counties. We currently have small representation for small counties, and I know we are seeing if more counties would be willing to join. Each county size has two members they can appoint. We have not held an election since the original board was formed. We are losing our large county representative and our Chair and so we need to fill those seats. Chair Gaekle's seat ends in June 2027 but his term as Assessor ends much sooner. Assessor Taylor has agreed to take over that role through June 2027. The language must be distributed to the counties five days before and Ms. Mercado distributed this and said that she has not heard any feedback from members on this slate of nominations.

Don Gaekle: Under the rules, we have five days to receive additional nominations, and we have not received any. So, this slate becomes the new board. I declare the slate has been adopted and this item is closed.

9. Announcements

Don Gaekle

None.

10. Adjourn

Don Gaekle

Americans with Disabilities Act (ADA) Compliance: Individuals requiring special accommodations to participate in this meeting are requested to contact the Chair at gaekled@stancounty.com . Notification as soon as possible prior to the meeting will enable the Board to make reasonable arrangements to ensure accessibility to this meeting. Office addresses listed for each Director are for reference only.