

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, 204 Court Street, Suite 106, Alturas, CA 96101
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, 3rd Floor, Sonora, CA 95370

Wednesday November 1, 2023

3:45 PM

California County Assessors' Information Technology Authority Board Meeting

Margaritaville Resort, 1600 N Indian Canyon Drive, Palm Springs, CA 92262;

This is an in-person and hybrid meeting of the Board

<https://zoom.us/j/95106201937?pwd=Z1o4R24yWmJaM3kzbVpUeIVDV2VyZz09>

Meeting ID: 951 0620 1937

Passcode: 903627

1. Call to Order and Roll Call

Don Gaekle

Don H. Gaekle: Present

Phong La: Present

Tara K. Freitas: Present

Kristine Lee: Present

Kristen De Paul: Present

Jeff Prang: Present

Shelly Scott: Present

John Tuteur: Present

Kaenan Whitman: Absent

Quorum reached

2. Approval Minutes of the 10/18/2023 Special Meeting

Don Gaekle

Kristine Lee moved to approve 10/18/2023 minutes

Kristen De Paul seconded the motion

No correction/comments to the minutes

Don H. Gaekle: Y

Phong La: Y

Tara K. Freitas: Y

Kristine Lee: Y

Kristen De Paul: Y

Jeff Prang: Y

Shelly Scott: Y

John Tuteur: Y

Kaenan Whitman: Absent

Motion carries with one member absent.

3. Presentation by Oracle “What is Your Disaster Recovery Strategy” Don Gaekle

Presenter: Scott Albrecht, Lead Enterprise Architect at Oracle

Kevin Lechner: President of the CAA IT. Topic of disaster recovery came up and touches home for many organizations.

Scott Albrecht – PPT Presentation & Discussion:

Disaster recovery - 40% of small and mid-size businesses fail to reopen after experiencing a disaster. 25% fail within one year after experiencing a disaster

Traditional challenges of disaster recovery – some challenges that remain are that it is expensive, time consuming, complex, and the compliance aspect is difficult.

Cloud has made things easier: For the following reasons, Cloud is easier as it is up to 56% less expensive, it's 50% faster to implement, and it has less risk, easier to test and scale.

Top causes of unplanned downtime: today, of these statistics (on the PPT), ransomware is the most common cause of unplanned instances. With the cloud, you don't need to worry about disaster recovery because you don't need to constantly be backing up and saving your data/information.

Business requirements: recovery point objective (RPO) and recovery time objective (RTO) are the two biggest terms to remember. These are the two things that you should plan/determine when it comes to DR and are the two terms that define DR. RPO is when you determine how much data you can lose after a planned or unplanned data-loss event. RTO is when you determine how long your business can “be down.”

Decreasing risk and RTO: preconfiguring your infrastructure, workload software, backup restore, and role reversal are key to decreasing risk and RTO.

Rob Grossglauer: Can you give an example or suggestions as to how local governments can go on the RTO?

Scott Albrecht: Local governments should look at a full cloud solution or a hybrid solution.

Jared Kubler, Imperial County: What do you advise we do to prevent data loss if someone gets into our sites.

Scott Albrecht: first step of avoiding ransomware is backups. The first thing a ransomware attacker will do is try to go and find those backups and delete those first. Additionally, your running site is already compromised, so, having a second site/backup site that is flagged as soon as ransomware occurs is beneficial as it will automatically block all movement/changes.

Question (No Name): What are three things that you'd want Assessors to take back to their staff/office?

Scott Albrecht:

1. You need DR today
2. Define/distinguish how long you can be down
3. Ask how your systems stack up and how vendors stack up

4. Public Comment

Don Gaekle

Members of the public may comment on topics not listed on the agenda.

Time limit 3 minutes per speaker.

No Public Comment.

5. Treasurer's Report

Tara Freitas

a. Treasurer's report

1. Bank Account Status

Tara Freitas: not a lot of financial activity to report on – transferred the \$250,000 from the treasury account.

b. 3rd Quarter Financial Report

Tara Freitas: Third quarter statements were completed. Earnings from the 3rd quarter were \$72,259 and total interest is a little under \$200,000.

Shelly Scott Motioned to approve Treasury Report

Kristine Lee seconded the motion

No discussion/comments.

Don H. Gaekle: Y

Phong La: Y
Tara K. Freitas: Y
Kristine Lee: Y
Kristen De Paul: Y
Jeff Prang: Y
Shelly Scott: Y
John Tuteur: Y
Kaenan Whitman: Absent

Report approved unanimously with one absent.

6. Executive Director Report

Rob Grossglauser

Rob Grossglauser:

- Released and RFP for a full-time executive director
- Last board meeting we were awaiting updates from the Department of Finance
 - DOF did not say that CAA needed to submit another application for the second round of funding
 - DOF submitted a letter to the SCO requesting the second round of funding to the CAA
- Released RFO POV for a System Integrator

7. Executive Director Ad Hoc Search Committee

John Tuteur

Update Report/Possible Action Items?

Don Gaekle: No updates at this time.

Shelly Scott: What is the revised timeline for the ED search?

Don Gaekle: Board approved discussion with a particular vendor but we have not yet completed that. Rob does know that he will remain interim ED for a little while longer.

Shelly Scott: Motion: Formalize and extend Rob's contract through the end of the year if necessary.

Tara Freitas seconded the motion.

Don H. Gaekle: Y
Phong La: Y
Tara K. Freitas: Y
Kristine Lee: Y
Kristen De Paul: Y
Jeff Prang: Y
Shelly Scott: Y
John Tuteur: Y
Kaenan Whitman: Absent

Motion passed unanimously with one absent.

8. Report from Prop 19 Ad Hoc Advisory Committee

Peter Aldana

Kan Wang: No updates. Once we receive the response from the System Integrator we will work with Rob and reconvene.

Rob Grossglauser: We released the RFO for the POV but then re-released it last week and extended the response date to next Monday, November 6, 2023.

Claud Parish: Against it.

9. Report from Exemptions On-Line Filing Ad Hoc Advisory Committee

Phong La

Status update/discussion – possible action items

Phong La: we had a great meeting in San Joaquin County where they showed us what they are building for their exemptions project. I am hopeful that the companies that are bidding on the project, can come up with something similar to what San Joaquin has.

10. Report from Prop 19 Database Ad Hoc Advisory Committee

Don Gaekle

Don Gaekle: Board did finalize a contract with Gartner so we should be able to onboard soon.

Adjourned at 5:12pm.

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.