

# CALIFORNIA COUNTY ASSESSORS' INFORMATION TECHNOLOGY AUTHORITY BOARD

## Board of Directors

**Don H. Gaekle, Chair** - (Large County Member), Assessor Stanislaus County, 1010 10<sup>th</sup> Street Suite 2400, Modesto, CA 95350 (unable to attend)  
**Phong La, Coordinating Assessor & Secretary**, Assessor Alameda County, 1221 Oak Street, Room 145, Oakland, CA 94612 (attending virtually)  
**Tara K. Freitas, Treasurer** (CAA Treasurer), Assessor/Clerk/Recorder Tulare County, 221 S. Mooney Blvd, Room 102-E, Visalia, CA 93291 (attending in-person)  
**Christina Wynn**, (CAA President), Assessor Sacramento County, 3636 American River Drive, Suite 200, Sacramento, CA 95864 (attending in-person)  
**Kristen De Paul**, (Small County Member), Assessor/Recorder Modoc County, 204 Court Street, Suite 106, Alturas, CA 96101 (attending in-person)  
**Jeff Prang**, (Large County Member), Assessor Los Angeles County, 500 W. Temple Street, Room 225, Los Angeles, CA 90012 (attending in-person)  
**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 (attending virtually)  
**Kaenan Whitman**, (Small County Member), Assessor/Recorder Tuolumne County, 2 South Green Street, 3<sup>rd</sup> Floor, Sonora, CA 95370 (attending virtually)

**Friday, January 19, 2024**

**10:30 AM**

### **California County Assessors' Information Technology Authority Board Meeting**

**Sacramento County Assessor's Office, 3636 American River Drive, Suite 200; Sacramento, CA 95864-5952**

**This is a hybrid in-person and virtual meeting.**

**Public access will also be available at:**

<https://zoom.us/j/99171207660?pwd=QTNFYkREVllzaU8wYWWhPSEp5ZlJNz09>

Meeting ID: 991 7120 7660

Passcode: 191458

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

**Kristen De Paul**

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

Quorum Reached

**2. Approval Minutes of the 12/14/2023 Regular Quarterly Meeting**

**Kristen De Paul**

Motion made by John Tuteur.  
Seconded by Jeff Prang.

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

Motion carries – minutes approved.

**3. Public Comment**

**Kristen De Paul**

No comment.

**4. Treasurers Proposed 2024 Budget Presentation**

**Tara Freitas**

Tara Freitas: 4<sup>th</sup> quarter financials have been completed and will be passed over to Rob and his team. \$22 with urgent interest from Wells Fargo and \$119,272 by the County Treasury. Total interest revenue since the formation of the JPA is \$319,561. Cash disbursements for the quarter were \$55,037. Bank balances in Wells Fargo are \$189,514 as of December 31<sup>st</sup>. The treasury for Tulare County is \$20,042,062. Rob and his team helped create the budget so I will let them speak to that. As a reminder, for the bylaws, the preliminary budget is due to members by February 1<sup>st</sup> and the final is due on July 1<sup>st</sup>.

Rob Grossglauser: The 2024 proposed budget is high level following the last cycles. It is probably going to be more granular moving forward as more vendors are underway. The third round of funding will not be finalized until the final budget is published in June of this year. We haven't heard anything from DOF, but with the budget deficit, we need to be aware of what could happen.

Kristen De Paul: DO we have a motion to adopt the proposed budget?

John Tuteur: Do we need to approve the first quarter financials?

Kristen De Paul: the financial reports do not need a motion but we do need a motion on the proposed budget.

John Tuteur: Motion to approve the proposed budget.

Jeff Prang: Second.

Don H. Gaekle: Absent  
Phong La: Y  
Tara K. Freitas: Y  
Christina Wynn: Y  
Kristen De Paul: Y  
Jeff Prang: Y  
Shelly Scott: Absent

John Tuteur: Y  
Kaenan Whitman: Y

Motion carries - 2024 Budget is approved.

**5. Interim Executive Director Update**

**Rob Grossglauer**

Rob Grossglauer: Introduced Luz, Pinnacle’s new employee. The status of the POV and POC – we cancelled the RFO at the direction of the board last month. We also looked to move towards utilizing a county leveraged procurement agreement (LPA) for Just Appraised and unfortunately, there was a misunderstanding as we tried to use a Stanislaus County LPA but turned out it was not an LPA but was sole source contract that could not be used by the Authority. We have worked with the board to see how we can move forward and what our options are. A decision was made to move forward with an RFP so we had the Project managers from the two subcommittees provide feedback on the RFP and the JPA’s council drafted the terms and conditions for the RFP. We lost around a month through this process, but we are back on track.

Comment:: With Just Appraised, is it because San Joaquin had a sole source contract? Kern County had an agreement with them, but we didn’t have any issues.

Rob Grossglauer: do you know what the contract was for?

Comment: It was for the title program but we didn’t go through a sole source for our agreement.

Rob Grossglauer: One last comment to make – let’s say hypothetically that Just Appraised has some issues with the terms and conditions that are consistent with state and county policies, we can go through a scenario where “dummy data” is utilized for the POV and between now and then, the data and policy questions can be answered until we start using live data.

Lastly, on the conflict-of-interest policy, we do need to have those from the board to be filed with the FPPC. We chatted extensively with the board’s council, and they can do those forms and filings so they are going to assist with those.

**6. Report from the Executive Director Ad Hoc Search Committee**

**John Tuteur**

The committee canceled the RFP proposal and notified both respondents as to why it has been cancelled as there have been discussions on continuing the executive director services with the existing interim executive director and his firm. The committee did receive a proposal from Pinnacle Advocacy to become the permanent executive director on a month-to-month basis. This is solely a proposal, but I am proposing that it be an action item for the board to consider today and will make a motion to direct Don Gaekle and Phong La to negotiate a contract with Pinnacle Advocacy and bring it back to the Board. The current contract expires on the 31<sup>st</sup> of January.

Motion by John Tuteur – Board members Don Gaekle and Phong La to enter in the negotiations with Pinnacle Advocacy to enter in a contract for one year, following the terms of the unsolicited proposal.

Second by Jeff Prang.

Public Comment – Rob Grossglauer: Thank the board for their support. Like the 30-day provision for the contract so that the JPA can pivot as they see fit.

John Tuteur: For the benefit of the board, there are three main points as it relates to soul source: 1. History of this executive director in their interim capacity 2. Funding (Pinnacle’s costs are cheaper than the other proposals submitted 3. The time and speed needed to get things done. This is not part of the motion, but background for the motion.

Don H. Gaekle: Absent

Phong La: Y

Tara K. Freitas: Y

Christina Wynn: Y

Kristen De Paul: Y

Jeff Prang: Y

Shelly Scott: Absent

John Tuteur: Y

Kaenan Whitman: Y

Motion carries.

John Tuteur: Second Action Item – the Executive Director Ad Hoc Committee asks that you dissolve our committee. Moved by John Tuteur:

Seconded by Jeff Prang.

Don H. Gaekle: Absent

Phong La: Y

Tara K. Freitas: Y

Christina Wynn: Y

Kristen De Paul: Y

Jeff Prang: Y

Shelly Scott: Absent

John Tuteur: Y

Kaenan Whitman: Y

Motion carries.

**7. Report and Update on Vendor Contracting for Proof of Value** **Rob Grossglauer**

Rob Grossglauer: Covered this earlier, the project managers for both the prop 19 and exemptions committees are on board. Publicly want to thank TekSystems for both resources.

John Tuteur: I believe that this Board should be aware that in the final, this is a POV, and not a final contract for the commencement of this operation. As one board member, I am concerned a the final contract needs to be under the state guidelines and that a system integrator be involved. It is important that we are as diligent as possible and that we follow best practices and procurement guidelines.

**8. Announcements** **Kristen De Paul**

Kristen De Paul: We did just have the CAA executive committee and there were discussions on moving shared systems under the purview of the JPA. Rob suggested that we talk with council

to see how this will play out under the JPA. We will get this done and bring it back to the JPA and executive committee by the April meeting.

John Tuteur: Requests to be involved in these discussions.

Comment: As a smaller county, want to thank the JPA and board for their potentially taking on the change of shared systems being under the JPA as small counties can't look into this alone.

Phong La: we have the two project managers here so we should have updates on the two projects.

Matt Kissinger: I am the exemptions PM. I was recently working with San Diego County. As rob mentioned, for the POC RFP, we met with about 12-13 SME's. We are working in parallel with Gartner to solidify the vision of the exemptions piece of CCAITA.

Justin Wynn: Prop 19 PM. Have worked for Nike, Intel, and Federal Government. Very happy to be here and believe that my skill sets will serve the JPA well. Looking forward to working with everyone.

John Tuteur: Have a suggestion to Rob that everything be documented. Such as the interviews with the SME's that the exemptions PM discussed. Having everything documented would be great for the public and is vital.

Rob Grossglauser: Would the board like the PM's to be on the agenda to answer questions for every meeting?

Kristen De Paul: Yes.

## **9. Adjourn**

**Kristen De Paul**

Jeff Prang: Motion to Adjourn

John Tuteur: Second.

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.