



NOTICE OF TELECONFERENCE MEETING & AGENDA

Friday, January 22, 2021 11:00 a.m. – 12:00 p.m.

Join Zoom Meeting

<https://zoom.us/j/8267160176>

Meeting ID: 826 716 0176

Call in Number: +1 (669) 900-9128 Code: 8267160176#

In line with guidelines issued by the Department of Public Health and Executive Orders issued by the Governor of the State of California (See E.O. N-33-20 Issued March 19, 2020) intended to minimize face-to-face interactions during the present State of emergency, CCA will conduct this meeting of the Board of Directors entirely by teleconference / video conference call with no physical locations available for participation by either Board Members or the public. Members of the public are encouraged, however, to call in and participate as they have in the past via our teleconferencing system and a time will be made available during the meeting for public questions and comments.

PUBLIC COMMENT:

The Board welcomes and encourages public participation in its meetings. The public may take appropriate opportunities to comment on any issue before the Board. If public comment is not specifically requested, members of the public should feel free to request an opportunity to comment. Each speaker is limited to two minutes. If you are addressing the Board on a non-agenda item, the Board may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2). However, the Board's general policy is to refer items to staff for attention, or have a matter placed on a future Board agenda for a more comprehensive action or report.

The Governor's orders (specifically Executive Order N-29-20) regarding the conduct of meetings of legislative bodies during the State of Emergency can be found at <http://www.gov.ca.gov/>

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AGENDA

- I. 11:00 am Opening Remarks & Roll Call
Mary Zeeb, Secretary

- II. 11:05 am Approval of Minutes (See Attached)
Mary Zeeb, Secretary

- III. 11:10 am Nomination and Election of Officers
Mary Zeeb, Secretary

- IV. 11:25 am Financials / Budget Update
Greg Turner, Executive Director / Counsel CCA
 - A. Update FY 20-21 Q2 (See Attached)
 - B. Draft FY 21-22 (See Attached)

- V. 11:35 am Organizational Update
Greg Turner, Executive Director / Counsel CCA
 - A. Web Page Revisions
 - B. AB 1525 (Jones-Sawyer) (Licensee Data for Banks)
 - C. Transparency Project
 - D. Growth / Marketing

- VI. 11:50 am Platform Update
Adam Crabtree, NCA Analytics

- VII. 11:55 am Public Comment

Except where noticed for a time certain, all times are approximate and subject to change. The meeting may be canceled or changed without notice. For verification, please contact gturnerecca.ca.gov. Action may be taken on any item on the agenda. Items may be taken out of order, tabled or held over to a subsequent meeting, to accommodate speakers, or to maintain a quorum



CCA Board Meeting
Via Video / Teleconference Call
December 18, 2020
MINUTES

December 18, 2020 via Video / Teleconference Call

1. Roll Call.

<u>Y</u>	Estelle Fennell, Humboldt County, CCA President
<u>Y</u>	Mary Zeeb, Treasurer-Tax Collector, Monterey County, CCA Secretary
<u>Y</u>	Justin Cooley for San Luis Obispo County, CCA Alternate Board Member
<u>Y</u>	Chad Rinde for Yolo County, CCA Board Member
<u>N</u>	Alisha McMurtrie, Inyo County, CCA Board Member

Others: Greg Turner, Christy Stutzman, Adam Crabtree, Alan Fernandes,

- 2. Approval of Minutes -** Unanimous vote to support the approval of the minutes as amended: two technical amendments.
- 3. Budget Adjustments and FY 21/22 –** Greg Turner discussed three adjustments to the FY 20/21 Budget to bring CCA’s reported budget into line with what SLO is reporting. The adjustments reflect a timing issue of one receipt item and one cost item and the recognition of an adjustment to the Funds Balance Available for funds reported as “cash forward.” Greg noted that a quarterly financial report will be included for future Board Agendas.

For FY 21/22 Greg presented a draft budget included in the Agenda items. Chad raised a question about what the budget might look like without additional members and Greg committed to bringing to the January meeting a revised draft budget that reflected both a very conservative and optimistic proposal for the Board’s review.

- 4. Fee Structure - Cities.** – Greg Turner, with comments from Justin Cooley updated the Board on conversations within the County of San Luis Obispo with cities potentially interested in joining the JPA.
- 5. Platform Update –** Adam Crabtree gave a quick recap of changes to the platform this year and a preview of anticipated changes for 2021.
- 6. Year in Review – Looking to 2021 –** Greg Turner provided an overview of significant changes the organization experienced in 2020 to the Data Platform, the Fee Structure, the Mission of the Organization and Outreach. He also previewed what he viewed as the primary goals of the organization for 2021 beginning with access to data, member and public engagement, as well as membership growth.

CCA Board of Directors Meeting Minutes

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7. **Calendar 2021** – A proposed calendar for the first 6 months of 2021 was presented with the important dates of January 22 and May 21, the former for the election of officers and the latter for finalizing the 2021/22 Budget.
8. **Public Comment** – Alan Fernandes spoke to thank President Estelle Fennell for her service as President of the organization. She was recognized as an early proponent of CCA and gave significant credibility to the foundation and early growth. Other Board members echoed the comments. There were no other public comments.
9. **Adjournment** – The meeting was adjourned to January 22.



Budget Update

December 31, 2020

		FY 2020-21 Adjusted	FY Q2	
Sources:				
BEGINNING YEAR FUND BALANCE AVAILABLE		50,502		
REVENUES:				
Membership Fees		280,819	183,630	65%
Administrative Fees				
Platform Fees				
Accounts/Notes Payable		10,000		
CSAC FC Contribution				
Interest		529	240	
TOTAL SOURCES		341,850	183,870	
Uses:				
EXPENDITURES:				
	Codes			
Professional Services	5050340	24,000	12,000	50%
Outside Legal Services	5050320	96,000	48,000	50%
Insurance	5050160	2,500	2,478	99%
Audit	5050030	7,500		0%
Program Marketing	5050010	5,000		0%
Website Management	5050100	4,500	1,380	31%
Sponsorship Fees (Misc Exp)	5050270	48,000		0%
Data Platform Fees (Data Communications)	5050341	145,000	46,320	32%
Board Travel	5050450	3,500		0%
Telephone / Telecommunications	5050440	1,200		0%
Board Meetings	5050125	2,500		0%
Credit Card Fees	5050095	650	39	6%
Office Expenses	5050280	1,500	592	39%
TOTAL EXPENDITURES:				
Fixed Costs		148,850	64,490	43%
Variable Costs		193,000	46,320	
		341,850	110,810	
TOTAL USES		341,850		
Funds Available 7/1			50,502.00	
Accounts Payable			10,000.00	
Cash in Treasury 7/1			60,502.00	
Net Receipts YTD			73,060.54	
Cash in Treasury 12/31			133,562.54	



DRAFT FY 21/22 BUDGET

	FY 2020-21 Adjusted	FY 2021-22 MODEL 1	FY 2021-22 MODEL 2	
Sources:				
BEGINNING YEAR FUND BALANCE AVAILABLE	50,502	45,000	45,000	
REVENUES:				
Membership Fees	280,819	365,000	840,000	
Administrative Fees				
Platform Fees				
Accounts/Notes Payable	10,000			
CSAC FC Contribution				
Interest	529	550	3,500	
TOTAL SOURCES	341,850	410,550	888,500	
Uses:				
EXPENDITURES:				
	Codes			
Professional Services	5050340	24,000	24,000	110,000
Outside Legal Services	5050320	96,000	96,000	96,000
Insurance	5050160	2,500	2,500	2,500
Audit	5050030	7,500	7,500	8,500
Program Marketing	5050010	5,000	4,500	5,000
Website Management	5050100	4,500	4,500	8,500
Sponsorship Fees (Misc Exp)	5050270	48,000	66,000	110,000
Data Platform Fees (Data Communications)	5050100	145,000	198,000	536,000
Board Travel	5050450	3,500	2,500	4,500
Telephone / Telecommunications	5050440	1,200	1,200	1,850
Board Meetings	5050125	2,500	1,700	2,500
Credit Card Fees	5050095	650	650	650
Office Expenses	5050280	1,500	1,500	2,500
TOTAL EXPENDITURES:				
Fixed Costs		148,850	146,550	242,500
Variable Costs		193,000	264,000	646,000
		341,850	410,550	888,500
TOTAL USES		341,850	410,550	888,500