

**MINUTES
VCSDA**

Tuesday, December 8, 2009

The Dinner Meeting of the Ventura County Special Districts Association was held at the Camarillo Health Care District, 3639 East Las Posas Road, Camarillo, CA.

Call to Order and Flag Salute

The meeting was called to order at 6:00 pm by President Judy Cofer. Camarillo Health Care District's Board President, John Bailey, welcomed everyone.

Vice President, Susan Craig, led the flag salute.

Welcome – President Judy Cofer

Judy Cofer asked for introductions. Those present were Judy Cofer, Don Hauser, Bill Seaver, Ted Grandsen, Al Fox, Cindy Fox, Jim Acosta, Marvin Hanson, Jack Curtis, Susan Craig, Renee Sulser, Kate O'Brien, Lee Martin, Howard Smith, Elaine Freeman, Jared Bouchard, CJ Dillon, Ellen Spiegel, Les Spiegel, Brad Marcus, Marsha Marcus, Janna Orkney, Paul Rockenstein, John Bailey, Jane Rozanski, Kara Ralston, Nancy Acosta, Gail Pringle, Scott Quady, Jim Hensley, and Keith Moore.

Approval of Minutes of October 6, 2009

Motion by Al Fox to approve the minutes of the October 6, 2009 meeting, seconded by Kate O'Brien, motion carried unanimously.

Treasurer's Report – Jack Curtis

Jack Curtis provided a Treasurer's Report on the Association's funds for the period of 9-1-09 to 10-31-09. (a copy is attached)

Motion by Susan Craig to accept the Treasurer's report, seconded by Marvin Hansen, motion carried unanimously.

Reports & Announcements

LAFCo Update – Kim Uhlich was not in attendance.

Legislative Update – Elaine Freeman reported that no new bills are being introduced. There are 2 initiatives that CSDA is looking at. Regarding our budget problems, the legislature was supposed to meet before the end of the year, but that will not happen. Regarding Prop1A, all the bonds did sell and we will have

our money in January and May. Elaine thinks the people will vote on having the Legislature return to part time status.

CSDA Update – Jim Acosta reported that he wasn't able to attend the last meeting. The board had a planning session to set goals for next year to increase membership. The new president is Mark Bryant from Humboldt County. The next Legislative Days will be May 11 & 12, 2010 in Sacramento.

VCSDA Website Report – Lee Martin reported that the Agenda, Minutes and Dinner Reservations are published on the site. Average visits to the site are 15 per day. Lee spoke about the importance of PCI compliance (Payment Card Industry) and the need to budget funds for it. This is a set of guidelines to abide by for all agencies accepting credit card payments. The guidelines include a questionnaire (225 ?'s), software has to be compliant (PADSS-Payment Application Data Security Standard), and your network has to be scanned regularly. PADSS is required by July 1, 2010 and PCI has been in effect but previously had no deadline. Action that can be taken now is: check your credit card retention, "mask" customer's credit card #'s (XXXXXX1234), verify the security of your back-ups and computers and databases, and find out your merchant status. The questionnaire can be Googled: PCI Compliancy to learn more.

Old Business:

PR Committee – Judy reported that the members are Jim Hensley, Judy Cofer and Will Berg. They are working on a power point presentation on VCSDA for use at local events.

Annual Dinner – Susan Craig reported that the annual dinner will be held on Tuesday, February 2, 2010 at the Topa Tower Club in Oxnard. The evening will begin at 5:30 with a "No Host Bar" and at 6:30 dinner will be served. Filet Mignon, Champagne Chicken & Salmon or Portabello Ravioli will be the dinner choices. The event cost is \$70 for members and \$75 for guests. Reservation deadline will be January 27, 2009. Nominations were invited for Director of the Year, General Manager of the Year and the Shirley Turner Award. The nomination call form and dinner reservation will be sent out shortly.

New Business:

President Goal – Judy Cofer reported that 1 of her goals was joint training and the opportunity coming up is a Sexual Harassment Training on December 16, 2009 at the Oxnard Harbor District. The cost is \$25.

Ventura County Sanitation District – Al Fox reported that Jim Acosta has represented this District for 19 years! There are 6 special districts that are served by Ventura Co Sanitation District: Camrosa, Channel Islands Beach

Communities, Montalvo, Ojai Sanitation, Saticoy Sanitation and Triunfo Sanitation.

Ventura Co Fair – Judy Cofer reported that the Fair Board asked if VCSDA would want a booth again. Judy will send in the application for the booth to reserve it. Hopefully there will be Districts interested in participating. The dates for the fair are August 4-15, 2010.

Speaker: Jared Bouchard from Channel Islands Beach Communities spoke and answered questions regarding the history and facts about the District.

Member Comments – Paul Rockenstein announced that there is a new 55 acre sports park in Camarillo which will be opening the 1st quarter of 2010.

President Judy Cofer adjourned the meeting at 7:45 pm.

Respectfully Submitted,

Renee Sulser

Renee Sulser (serving in Robyn's absence)