



## SanGIS

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# Board of Directors Meeting Agenda

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This notice is given in accordance with the provisions of California Government Code section 54956. Any person with a disability needing auxiliary aid or accommodation to participate in the public meeting must contact SanGIS 858-874-7000 at least 36 hours prior to the meeting.

**Date:** Wednesday, February 18, 2009

**Time:** 11:30 AM-12:30 PM

**Place: County of San Diego CAC – LUEG DCAO Office**

Chandra Wallar's Office – DCAO - County Administration Building

1600 Pacific Highway, Room 212

San Diego, CA 92101

**Board of Directors:**

- Chandra Waller, County of San Diego
- William Anderson, City of San Diego

**Management Committee Members:**

- Phyllis Chapin, City of San Diego Representative
- Ross Martin, County of San Diego Representative

**Others Invited:**

- Brad Lind – SanGIS Program Manager – SDDPC Consultant
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Note: The Board may take action on any item on the agenda regardless of whether it is listed for discussion, information or approve.

**Agenda Items:**

**Information:**

- 1) **Financial** (new summary format – Attachment 1) – Books have been reviewed and new summary format has been generated that is supported by the County's GL017 detail ledger.
- 2) **2008 Audit progress** – Contracted accounting staff finished the financial statement research and they are preparing draft statement. This will be given to the County Auditor and MG&C FY08 SanGIS Auditor.
- 3) **SDDPC PM and Tops bookkeeper contract started** – SDDPC Contracted SanGIS Program Manager has started work and is helping with the daily operations and organization of the Board assigned tasks (Attachment 2). TOPS accounting staff has attended the audit initial fact finding meetings and helped prepare documents. SanGIS accounting staff will present a report of her findings on Friday Feb 20<sup>st</sup> to the Management Committee.
- 4) **MC Brown Act compliance review** – provided by SanGIS counsel (Attachment 3). This was done to ensure Management Committee was in compliance with existing and newly adopted Brown Act rules.
- 5) **SanGIS infrastructure actions:**
  - Edit environment server purchased and delivered - \$4400
  - PM seeking bids for hosting off-site storage and MS Exchange e-mail hosted services.
- 6) **SANDAG MOU Progress and key issues report** – County has lead on this item. A draft review has been completed and the MOU draft updated with comments from the County. Item is awaiting review and comments from City.
- 7) **Status of Board Action Items:** See summary table report – Attachment 4.

**Request for Action:**

- 8) **Direction on City and County Proposal** – Board Direction requested on how to proceed, given the City's response to the County. What actions if any does the Board want the MC to take? (Attachment 5 - City and County letters)
- 9) **Direction on long term replacement for Executive Director.** Should the Management Committee begin the recruitment for the position? Job duties for the director will be redrafted to reflect the new position and provide to Board prior to recruitment.

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