

# **DRAFT**

## **GAMING POLICY ADVISORY COMMITTEE**

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### **MINUTES OF SEPTEMBER 11, 2014 GAMING POLICY ADVISORY COMMITTEE MEETING**

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#### **OPEN SESSION**

1. Call to Order and Welcome – Tina Littleton, Executive Director

Executive Director Tina Littleton called the September 11, 2014, meeting of the Gaming Policy Advisory Committee (GPAC), to order at 1:30 p.m.

2. Roll Call of Advisory Committee Members

Roll call of the Committee Members was taken. Brent Meyer, Stacey Luna-Baxter, Darrell Miers, Joy Harn, Jesse Crawford, Leonard Powell, and Frank Louie were present. Robert Jacobson arrived late and Kermit Schayltz and James Smith were absent.

Staff Participating: Tina Littleton, Executive Director and R. Todd Vlaanderen, Chief Counsel.

3. Approval of Meeting Minutes from July 10, 2014.

Stacey Luna-Baxter moved to approve the July 10, 2014 meeting minutes. Joy Harn seconded the motion and by consensus the Committee Members approved the minutes.

Robert Jacobson arrived at the meeting.

4. Update and Discussion of Projects:

- A. Paper Reductions and Electronic Forms (Sub-committee Members: James Smith and Jesse Crawford)

Jesse Crawford reported on the Continuation of Paper Reduction and Electronic Forms project. Mr. Crawford reported that he had researched the California Evidence Code and various US Codes and was unable to determine whether electronic signatures were legal.

Stacey Luna-Baxter indicated that the Bureau will be undertaking a future project to create electronic forms. She also indicated that the LIS database program will first

need to be brought up-to-date in order to be compatible with the use of electronic forms and payments.

Mr. Crawford indicated that he felt that the sub-committee had reached a point where it was no longer beneficial and since these are Bureau forms and the Bureau is addressing the issue he felt that the GPAC project should be tabled. The GPAC members agreed to close the project on Paper Reduction and Electronic Forms.

B. Review of Application and Supplemental Forms (Sub-committee Members: Joy Harn and Stacey Luna-Baxter)

Stacey-Luna Baxter provided an update to GPAC on the sub-committee's progress indicating that they have completed revision to three additional forms and these forms were recently circulated to the GPAC members for their review. These forms are the Gambling Establishment Questionnaire (APP-15C), the Application for Contract Amendment and Approval (APP-30), and Request for Approval of Playing Book Form (APP-36). Since the GPAC members had no concerns with the proposed forms, Ms. Luna-Baxter indicated that the forms would be included in the package to be presented to the Commission. She further indicated that the sub-committee plans to begin working on revisions to the renewal and TPPPS forms.

C. Surveillance Requirements for Video Clarity and Format (Sub-committee Members: Darrell Miers and Jesse Crawford)

Darrel Miers reported on minimum requirements for video surveillance for cardrooms. Mr. Miers indicated that they have determined a simple solution to ensure that the Bureau can play back surveillance recordings is for the gambling establishment to make sure the recording will play on a non-surveillance computer system before providing the recording to the Bureau.

Robert Jacobson commented on the need to download different codecs onto a computer in order to view different video formats. He also expressed the importance of security and privacy and suggested making it a requirement that any computer used to view surveillance recordings should not be connected to a network and that any recordings played on a computer should not be saved to the computer.

Aaron Wong, Special Agent Supervisor, Bureau of Gambling Control, reiterated that the majority of the time the Bureau has no problem viewing the recordings when the driver is installed with the recording that is provided to the Bureau.

The issue of video clarity was discussed among the GPAC members. It was suggested that the sub-committee may want to consider drafting revisions to the current regulations for further GPAC consideration and possibly presenting a proposed regulation change to the Commission.

## 5. Open Discussion of Any New Items

Executive Director Tina Littleton advised that five of the GPAC member's terms will be expiring at the end of the year. She indicated that all five members have expressed interest in continuing to serve GPAC so their terms are being extended an additional two years. Tina Littleton mentioned that the previous committee did not clarify whether a member whose term was expiring would need to re-apply and she suggested that GPAC may want to revisit the selection process of members to decide how they will deal with this issue.

## 6. Scheduling Next Meeting/Discussion Items for Next Agenda

It was decided that the next GPAC meeting would be scheduled on January 8, 2015 at 1:30 p.m. The next agenda would include the two standing projects: Review of Application and Supplemental Forms, and Surveillance Requirements for Video Clarity and Format. The Paper Reductions and Electronic Forms project will be removed from the agenda and a new project concerning GPAC Selection Process will be added.

## PUBLIC COMMENT

None.

## ADJOURNMENT

The meeting was adjourned at 2:24 p.m.