

# CalSAWS | Executive Summary for the JPA Board of Directors

Date: Friday, July 19, 2019

Location: CalSAWS South  
12440 Imperial Highway, 3<sup>rd</sup> Floor  
Norwalk, CA 90650

## Agenda Item and Summary

## Type of Item

### 1. Call meeting to order.

Procedural

**Summary:** Board Chair, Barry Zimmerman, will call the CalSAWS JPA Board of Directors meeting to order.

### 2. Public opportunity to speak on items not on the Agenda. Public comments are limited to no more than three minutes per speaker, except that a speaker using a translator shall be allowed up to six minutes.

Procedural

**NOTE:** The public may also speak on any Item ON the Agenda by waiting until that Item is read then requesting recognition from the Chair to speak.

**Summary:** Board Chair, Barry Zimmerman, will provide the public with an opportunity to speak on items not on the Agenda.

### 3. Confirmation of Quorum and Agenda Review.

Procedural

**Summary:** John Boule provide a high-level review of the Agenda.

## CalSAWS Member Representatives Action Item

### 4. Approval of the Minutes of the:

Action Item

- a. May 23, 2019 CalACES JPA Board of Directors Meeting (move into the record only)
- b. June 28, 2019 CalSAWS Member Representatives and JPA Board of Directors Meeting

**Summary:** The Consortium is seeking Board approval of moving the May 23, 2019 CalACES JPA Board Meeting minutes into the record and approval of the June 28, 2019 CalSAWS Member Representatives and JPA Board of Directors Meeting minutes.

(Handouts)

### 5. Approval of RGS Amendment 26, which includes additional positions for CalSAWS DD&I

Action Item

**Summary:** Regional Government Services (RGS) is a Joint Powers Authority that provides staffing services to the Consortium. The contract is being amended to add one (1) Information Security Consultant effective July 22, 2019 and one (1) Conversion Consultant effective August 1, 2019.

The Consortium is seeking approval of RGS Amendment 26. The Agreement is amended by:

- Replacing Exhibit A: Scope of Services, in its entirety, and;
- Replacing Exhibit A: Table 1, Range of Bill Rates for Personnel and Travel Reimbursement Policies in its entirety, and;
- Replacing Exhibit A: Table 2, Salary Rate Schedule in its entirety; and
- Replacing Exhibit B: Job and Service Descriptions in its entirety; and
- Adding the following positions:
  - Information Security Consultant effective as of July 22, 2019
  - Conversion Consultant effective as of August 1, 2019

All costs associated with this Amendment are through CalSAWS DD&I funding and are accounted for in the FY 2019/2020 Project Budget.

(Handout)

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| <p><b>6. Approval of Agreement between CalSAWS and the County of San Bernardino for services provided by the Auditor-Controller/Treasurer/Tax Collector as the Controller and Treasurer of the Joint Powers Authority.</b></p> | <p>Action Item</p> |
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**Summary:** The Consortium is seeking approval of the Agreement between CalSAWS and the County of San Bernardino for services provided by the Auditor-Controller/Treasurer/Tax Collector as the Controller and Treasurer of the Joint Powers Authority. The costs associated with this Agreement are available in the JPA Administrative budget for FY 2019/2020 and accounted for in FY 2019/202 Project Budget.

(Handout)

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| <p><b>7. Approval of delegation of authority to the CalSAWS Executive Director to obtain services through catering vendors in amounts not to exceed \$2,000 per meeting to provide meals at monthly CalSAWS PSC and JPA Board Meetings.</b></p> | <p>Action Item</p> |
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**Summary:** The Consortium is seeking approval of the delegation of authority to the CalSAWS Executive Director to obtain services through catering vendors in amounts not to exceed \$2,000 per meeting to provide meals at monthly CalSAWS PSC and JPA Board meetings. The funds are available in the CalSAWS DD&I budget and are accounted for in the FY 2019/2020 Project Budget.

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| <p><b>8. Approval of delegation of authority to the CalSAWS Executive Director to obtain services through the California Department of Technology from Amazon Web Services (AWS) in an amount not to exceed \$3,400,000 to support CalSAWS moving to the AWS Cloud, subject to review by Legal Counsel.</b></p> | <p>Action Item</p> |
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**Summary:** The State has obtained FedRAMP High Platform as a Service (PaaS) and Infrastructure as a Service (IaaS) Cloud Services at contracted pricing to the State of California and local governmental agencies via the California Department of Technology (CDT) in accordance with the requirements of Contract # 1-17-70-50A. As a result, the Consortium can leverage the State



Agenda Item and Summary	Type of Item
<p>contract to obtain Cloud services from Amazon Web. The funds are available in the CalSAWS DD&amp;I budget and are accounted for in the FY 2019/2020 Project Budget.</p>	
<b>CalSAWS Member Representatives Informational Item</b>	
<p><b>9. Discuss Expectations of CalSAWS JPA Board</b></p> <ul style="list-style-type: none"> <li><b>Expectations for RMs in preparation for the meeting</b></li> </ul>	Informational
<p><b>Summary:</b> John Boule and members of the Board will discuss the expectations of the CalSAWS JPA Board.</p>	
<b>10. FY 19/20 JPA and PSC Meeting Schedule</b>	Informational
<p><b>Summary:</b> John Boule will review the draft JPA and PSC FY 19/20 meeting schedules.</p>	
(Handouts)	
<b>11. CalSAWS DD&amp;I QA Update</b>	Informational
<p><b>Summary:</b> Dan Dean and Wendy Battermann with DD&amp;I QA vendor, ClearBest, will provide an update on DD&amp;I QA activities.</p>	
<b>12. CalSAWS DD&amp;I Overview</b>	Informational
<p><b>Summary:</b> Seth Richman will provide an overview of CalSAWS DD&amp;I.</p>	
<b>13. Overview of CalSAWS Conversion Scope, Schedule and Milestones</b>	Informational
<ul style="list-style-type: none"> <li><b>Discuss Draft Data Retention Process/Policy</b></li> </ul>	
<p><b>Summary:</b> Laura Chavez and Keith Salas will provide an overview of CalSAWS Conversion Scope, Schedule, and Milestones; as well as, discuss the Draft Data Retention Process/Policy.</p>	
<b>14. Overview of CalSAWS Application Development Scope, Schedule and Strategy</b>	Informational
<ul style="list-style-type: none"> <li><b>Review CalSAWS DD&amp;I Release Management Plan</b></li> </ul>	
<p><b>Summary:</b> Jo Anne Osborn and Roger Perez will provide an overview of CalSAWS Application Development Scope, Schedule and Strategy; as well as, review the CalSAWS DD&amp;I Release Management Plan.</p>	
<b>15. Function Design Sessions</b>	Informational
<ul style="list-style-type: none"> <li><b>Update on Imaging Functional Design Next Steps</b></li> <li><b>Update on GA/GR Functional Design Next Steps</b></li> <li><b>Update on Functional Designs in progress</b></li> </ul>	



Agenda Item and Summary	Type of Item
<p><b>Summary:</b> Consortium Section Directors, Seth Richman, and Danielle Benoit will provide an update on the status of the Functional Design Sessions.</p>	
<p><b>16. Update on Foster Care Eligibility and Determination (FCED) Strategy &amp; Next Steps</b></p>	Informational
<p><b>Summary:</b> John Boule, Dan Kalamaras, Christiana Smith, Tom Hartman, and Michele Peterson will provide an update on FCED and the next steps.</p>	
<p><b>17. CalSAWS Staffing Status</b></p>	Informational
<p><b>Summary:</b> John Boule will provide an update on the status of CalSAWS staffing.</p>	
<p><b>18. Review the scope and status of the Accenture Amendment going through State/Federal review.</b></p>	Informational
<p><b>Summary:</b> Holly Murphy, Laura Chavez, Seth Richman, and Lulu Fou will review the scope and status of the Accenture Amendment going through State and Federal review.</p>	
<p><b>19. Overview of the CalSAWS IAPDU</b></p>	Informational
<p><b>Summary:</b> Holly Murphy will provide an overview of the changes to the CalSAWS Implementation Advance Planning Document (IAPD) that were submitted with the CalSAWS IAPD Update (IAPDU).</p>	
<p><b>NOTE: Due to the size of the files, the documents have been posted the CalACES.org website with the meeting materials for this meeting.</b></p>	
<p>(Handouts – Posted to CalACES.org)</p>	
<p><b>20. CalSAWS Communications Overview</b></p>	Informational
<ul style="list-style-type: none"> <li>• <b>CalSAWS Enhanced Communication Roadmaps</b></li> </ul>	
<p><b>Summary:</b> Lulu Fou and Ted Anderson will provide an overview of CalSAWS Communications and the enhanced communication roadmaps.</p>	
<p><b>21. M&amp;O Application and Operations Update</b></p>	Informational
<p><b>Summary:</b> Michele Peterson will provide an update on M&amp;O Application and Operations activities.</p>	
<p>(Handouts)</p>	
<p><b>22. Adjourn Meeting</b></p>	Procedural
<p><b>Summary:</b> Board Chair, Barry Zimmerman, will adjourn the meeting of the Board of Directors.</p>	

