

CalSAWS Consortium JPA Board of Directors

Meeting Minutes

February 14, 2020

12:00 p.m.

Location: Tsakopoulos Library Galleria/East Room
828 I Street
Sacramento, CA 95814

Members Present In-Person:

Region 1 – Member, Kathy Gallagher, Contra Costa Employment and Human Services Department
Region 1 – Member, Karen Fies, Sonoma County Human Services Department
Region 2 – Member, Ann Edwards, Sacramento County Department of Human Assistance
Region 3 – Member, Bekkie Emery, Mendocino County Health and Human Services Agency
Region 4 – Member, Kathy Harwell, Stanislaus County Community Services Agency
Region 4 – Member, Delfino Neira, Fresno County Department of Social Services
Region 5 – Member, CaSonya Thomas, San Bernardino County Human Services Agency
Region 5 – Chair, Barry Zimmerman, Ventura County Human Services Agency
Region 5 – Member, Debra Baetz, Orange County Social Services Agency
Region 6 – Member, Antonia Jimenez, Los Angeles County Department of Public Social Services
Region 6 – Bobby Cagle, Los Angeles County Department of Children and Family Services
Region 6 – Vice-Chair, Michael Sylvester, Los Angeles County Department of Public Social Services
Region 6 – Member, Antonia Jimenez, Los Angeles County Department of Public Social Services
State – Ex-Officio Member, Dan Kalamaras, Office of Systems Integration

Facilitator:

John Boule, CalSAWS Executive Director

- 1. JPA Board Chair, Barry Zimmerman, convened the meeting at 12:12 p.m.**
- 2. Public opportunity to speak on any Item NOT on the agenda.**
 - None
- 3. Confirmation of Quorum and Agenda Review**

JPA Board Action Items

4. Consent Items

- a) Approval of the Minutes and review of the Action Items from the January 24, 2020 CalSAWS Member Representatives and JPA Board of Directors joint meeting.**
- b) Approval of LRS Accenture Base Agreement Amendment 19, which includes (contingent upon Federal Approval) requests for:**
 - 1. Updates to the Base Agreement including:**
 - i. Addition of Exhibit Z (CalSAWS Imaging Project)**
 - 2. Updates to Exhibit X (CalSAWS M&O Extension) including:**
 - i. Addition of Schedule 13 for the CalSAWS Imaging Project**
 - 3. Updates to the Total Maximum Contract Sum for the CalSAWS Imaging Project**
- c) Approval of RGS Amendment 30, which includes requests for additional positions for CalSAWS DD&I.**
 - 1. Addition of the Cloud Architect Consultant rate of \$135.00 per hour**
 - 2. Addition of the Procurement Consultant rate of \$130.00 per hour**
 - 3. Addition of the Implementation Coordinator position description and classification**
 - 4. Correction to the C-IV Project Director rate to account for the benefit cost changes that were effective January 1, 2020**

Summary: The Consortium is seeking Board approval of the Consent Calendar.

Motion to Approve was made by Member Karen Fies.

Motion was seconded by Member Delfino Neira.

Member CaSonya Thomas was absent from vote.

Motion passed.

Informational Items

5. Status of CalSAWS Schedule Change/CalWIN Waves

Summary: John Boule and Diane Alexander provided a status update on the CalSAWS Schedule Change and CalWIN Waves. Two releases have been implemented into Los Angeles County LRS production. Discussions with Placer County regarding being an “early adopter” of CalSAWS are ongoing. Yolo County and Contra Costa County will be the first pilot wave.

6. Accenture Functional Design Amendment & IAPDU Status

Summary: John Boule and Holly Murphy provided a status update on the Accenture Functional Design Amendment and IAPDU. There were a number of questions and comments on the documents that were addressed over the last few weeks. A new version of IAPDU was sent to the State Partners on February 14, 2020, but this has not been sent to the Federal Partners.

7. OCAT Update

Summary: John Boule, Henk Keukenkamp, and Jennifer Martindill provided an update on OCAT. Design, Development, and Training is on time. Pushing the OCAT implementation date allows more time for testing (8-weeks) with the new security stack (ForgeRock), which would allow for single sign-on. Interface testing started this week.

8. Legislative Staff Briefing

Summary: John Boule and Christiana Smith provided an update on Legislative Staff Briefing. The CalSAWS Releases, Release Timeline, and examples of Policy Implementation Timelines were reviewed. The Consortium has limited capacity, so the highest priorities will need to be identified.

9. CalSAWS Staffing Update

Summary: Holly Murphy provided an update on CalSAWS Staffing. Applicants received are as of December 20th. Long-term Procurement positions have been deferred. Directors have been notified of County selections and candidates will be notified once Director confirmation is received. Offers to candidates selected from the public are in process.

10. FCED Status and Governance

Summary: John Boule, Tom Hartman, and Michele Peterson provided a status update on FCED and Governance. The four County Executive Representatives and the FCED Committee will convene in March 2020. Michael noted that the data is only a one-way interface. The four County Executive Representatives are:

- Karen Fies – Sonoma County
- Deborah Martinez – Madera County
- Cynthia McCoy-Miller – Los Angeles County
- Debra Baetz – Orange County

Estimates for two options are being vetted. The group will meet in March to determine the path forward. Once the Governance process has taken place, it will be brought to the JPA Board. Federal approval is not needed, because FCED is State funded.

11. Application Development Update

Summary: Michele Peterson and Lynn Bridwell provided an update on Application Development. The CalWORKs Change to Asset and Vehicle Value Limits is on target to be implemented in C-IV and LRS March 23, 2020 with an effective for the June benefit month. CalWIN is also implementing for the June benefit month. The Homeless Assistance SCR is tentative for the July Release. A CIT for the interim Los Angeles process and a separate CIT for the interim C-IV process was distributed; CalWIN also issued a work-around for the counties on their System A System Down-time Notice for March is in process for the C-IV System so the FPL Increase can be implemented. CalWIN will be implementing the FPL changes March 7-8, 2020. ABAWD for C-IV and LRS is on schedule to turn on February 19, 2020 and the Batch Process to add the 15% exemptions for April-May. Notices will not be sent until March. An onsite demo and click-through of functionality will be available February 25th and 26th. CalWIN will be following a similar process to apply the discretionary waivers.

12. Procurement Update

- **Portal/Mobile RFP**
- **CalWIN OCM & Training**
- **Central Print**

Summary: Tom Hartman and Betty Uzupis provided an update on Procurements including: Portal/Mobile RFP, CalWIN OCM & Training, and Central Print. There were five proposals received for the Portal/Mobile procurement and one proposal was disqualified after the initial review. The CalSAWS Statewide Portal/Mobile Application timeline is still on target. The CalWIN OCM procurement is also on target. The first addendum addressed 54 questions from the vendor community, which addressed the schedule change. A 3rd Addendum was released February 14, 2020. The Central Print Procurement goal is to have the vendor on board by February 2021 prior to the C-IV cutover. Ideally, LRS would be moved over to the new Central Print Vendor prior to the C-IV Counties.

13. Adjourn Meeting

- Chair, Barry Zimmerman, announced that this was his last meeting because he is taking a new position within Ventura County.
- JPA Board Chair Barry Zimmerman adjourned the meeting at 1:36 p.m.

Action Items	Assigned to	Due Date	Status
1. Use the CRFI process to collect procedural process requirements for Data Retention from each County.	Regional Managers	03/27/20	Open
2. Coordinate the submission of an enhancement request for M&O to look at vetting out Fraud Functionality.	Region 6 RMs	03/27/20	Open

Action Items	Assigned to	Due Date	Status
3. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	03/27/20	Open
4. Specific roles and responsibilities for Accenture and the counties will be defined in reference to the Imaging Solution performance. Confirm protections within the contract in relation to the design of the solution.	Laura Chavez	03/27/20	Open
5. Notify the Board when the official approval is received from Federal partners.	John Boule	03/27/20	Open

Next Meeting

Conference Call/Webcast
Friday, March 27, 2020
10:30 a.m. – 12:30 p.m.
CalSAWS Rancho Cordova
11290 Pyrites Way, Suite 150
Rancho Cordova, CA 95670