

# **CalSAWS Consortium JPA Board of Directors**

## **Meeting Minutes**

**July 17, 2020**

**9:00 a.m.**

**Location:** CalSAWS Rancho Cordova  
11290 Pyrites Way, Suite 150  
Rancho Cordova, CA 95670

### **Members Present Via teleconference:**

Region 1 – Member, Kathy Gallagher, Contra Costa Employment and Human Services Department  
Region 1 – Member, Tracey Belton, San Benito County Dept. of Health & Human Services  
Region 2 – Vice-Chair, Ann Edwards, Sacramento County Department of Human Assistance  
Region 4 – Member, Kathy Harwell, Stanislaus County Community Services Agency  
Region 4 – Member, Delfino Neira, Fresno County Department of Social Services  
Region 5 – Member, Gilbert Ramos, San Bernardino County Dept. of Human Services Agency  
Region 5 – Member, Debra Baetz, Orange County Social Services Agency  
Region 5 – Member, Melissa Livingston, Ventura County Social Services Agency  
Region 6 – Member, Antonia Jimenez, Los Angeles County Department of Public Social Services  
Region 6 – Member, Cynthia McCoy-Miller, Los Angeles County Department of Children and Family Services  
Region 6 – Chair, Michael Sylvester, Los Angeles County Department of Public Social Services  
State – Ex-Officio Member, Dan Kalamaras, Office of Systems Integration

### **Members Absent:**

Region 3 – Member, Bekkie Emery, Mendocino County Health and Human Services Agency

### **Facilitator:**

John Boule, CalSAWS Executive Director

- 1. JPA Board Vice-Chair, Michael Sylvester, convened the meeting at 9:02 a.m.**
- 2. Public opportunity to speak on any Item NOT on the agenda.**
  - a) None
- 3. Confirmation of Quorum and Agenda Review**

### **Action Items**

#### **4. Consent Items**

- a. **Approval of the Minutes and review of the Action Items from the June 25, 2020 joint meeting of the CalSAWS JPA Member Representatives and Board of Directors meeting.**
- b. **Approval of C-IV Accenture Amendment 108 contingent on federal approval, which includes requests for:**
  - i. **One-year Extension**
  - ii. **Technical Adjustments**
- c. **Approval of C-IV Accenture Amendment 109 contingent on federal approval, which includes requests for:**
  - i. **Hardware/Software Additions for CalSAWS DD&I, Imaging and Analytics Solutions**
- d. **Approval of C-IV Accenture agreement Amendment 110 contingent on federal approval, which includes requests for:**
  - i. **Change Order CO-103 CalHEERS Maintenance, Revision 2**
  - ii. **Change Order CO-104 SB 1341 Maintenance, Revision 2**

- iii. **Change Order CO-110 Central CCP Covered CA Expansion Maintenance, Revision 1**
- e. **Approval of C-IV M&O QA First Data Amendment 69 contingent on Federal approval, which includes requests for:**
  - i. **Extension of Change Order CO-016 CalHEERS**
  - ii. **Extension of Change Order CO-018 Covered CA CSC**
  - iii. **Extension of Change Order CO-032 SB 1341**
- f. **Approval of MOU between CalSAWS Consortium and California Department of Social Services (CDSS) effective July 1, 2020 to provide the CDSS the necessary and relevant CalWORKs and CalFresh data retained by the counties of Monterey, Napa, and Stanislaus in the C-IV System. The data provided to the CDSS for use by the Cross-system Analytics and Assessment for Learning and Skills Attainment (CAAL-Skills) Project.**

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

Motion to Approve, was made by Member, Kathy Gallagher.

Motion was seconded by Member, Delfino Neira.

Member, Tracey Belton, voted to approve.

Vice-Chair, Ann Edwards, abstained from the Minutes, but voted to approve the remaining Consent Calendar items.

Member, Kathy Harwell, voted to approve.

Alternate Member, Gilbert Ramos, abstained from the Minutes, but voted to approve the remaining Consent Calendar items.

Member, Melissa Livingston, voted to approve.

Member, Debra Baetz, voted to approve.

Member, Antonia Jimenez, voted to approve.

Chair, Michael Sylvester, voted to approve.

Member, Cynthia McCoy-Miller, voted to approve.

Member, Bekkie Emery, was absent.

Vote was taken via roll call and the Motion passed.

Note: After the meeting it was noted that quorum of positive votes was not reached for item 4.a. That item will be brought back to the JPA Board of Directors for a new vote at the August 2020 meeting.

### **Informational Items**

#### **5. CalSAWS Gantt Chart Update**

**Summary:** Seth Richman provided an update on CalSAWS Gantt Chart. The Consortium is one day away from its 5<sup>th</sup> release. Release 20.07 for the LRS/CalSAWS has 73 SCRs and over 100 defect fixes. C-IV's release has 23 SCRs going in this weekend. In addition to the core development process, the is on time and in budget with the conversion activities for both C-IV and CalWIN. The purge process, utilizing the approved Retention Policy, has begun. Ad Hoc power users will have access to training materials for the new Qlik solution. The User Acceptance Test will begin next spring. The Implementation Readiness process is beginning now.

#### **6. Overview of June JPA Member Representatives Meeting**

- **Public Comment Log process**

**Summary:** John Boule thanked everyone for the positive feedback and noted that this was the highest attended meeting from Directors across the state and provided an overview of the June 2020 JPA Member Representatives meeting. June Hutchison provided an overview of the public comment log process used for the meeting.

## 7. CalSAWS and State Budget Update

- **Policy Update**
- **Scaling back on enhancements**

**Summary:** Karen Rapponotti Holly Murphy, and Lisa Salas provided an update on CalSAWS and State Budget including Policy/Scaling back on enhancements. A number of policy changes have corresponding Premise funding that was approved through State Budget and the JPA Board. CalSAWS is working with state partners on these and additional items. CalSAWS is in discussions with the administration about the ability to automate proposed policy items during the CalSAWS migration. Bandwidth and change capacity prior to migration are driving the need to no longer prioritize certain types of enhancements.

## 8. Medi-Cal RE Process Update

**Summary:** Katie Mead and Karen Rapponotti provided an update on Medi-Cal RE Process. The Public Health Emergency (PHE) will be extended for another 90 days, through October 2020. The project has discussed with DHCS and CWDA the need to put together a plan for moving forward once the PHE is ended. The project is finalizing automation to protect MC cases from auto discontinuing through batch when certain criteria are set. The targeted release is mid-August.

Public Comment: David Kane

## 9. Conversion Status and Accomplishments

**Summary:** Keith Salas and Paul Trisler provided an overview of Conversion Status and accomplishments. C-IV Conversion continues on-schedule with foundation, registration, data collections, eligibility, supported services, and fiscal areas complete using an Agile methodology. The CalWIN Conversion also continues on-schedule. Various case data pages for a converted case were reviewed.

## 10. OCAT Update

**Summary:** John Boule reported that the OCAT implementation timeline will be adjusted to help provide a smooth implementation experience for the Counties and the slides in the Board packet are out of date. The re-baselined plan will be brought to the JPA Board for review. CDSS has confirmed that the current OCAT System will remain in place until the cutover to the updated OCAT System. Ron Harris provided an update on OCAT project activities. A High-Level Project timeline risk was opened to monitor/mitigate some delays with finalizing system test and potential impacts to other critical implementation activities converging on tight timelines. Training and Implementation materials are currently in review with Consortium, QA, and some county feedback.

## 11. CalSAWS Quarterly Financial Update

**Summary:** Holly Murphy provided an overview of the CalSAWS Quarterly Financial Report. State FY 19/20 is in the process of being closed out and FY 20/21 is beginning to be focused on. APDs for all three systems are now under the CalSAWS organization. Unallocated costs will be allocated as they are known.

## 12. CalSAWS Staffing Update

**Summary:** Holly Murphy provided an update on CalSAWS Staffing. There were 43 individual candidates for 19 positions that were recruited for in the month of June. Interviews are currently being scheduled. Directors will be notified of selections from their Counties.

## 13. Procurement Update

- a) Portal/Mobile
- b) CalWIN OCM
- c) Central Print

**Summary:** Tom Hartman provided an update on Procurements including Portal/Mobile, CalWIN OCM, and Central Print. The Project is awaiting federal approval for the Portal/Mobile contract. The tentative start date for the vendor, Deloitte, is August 10, 2020. The CalWIN OCM procurement Vendor Selection Report is being worked on and is on schedule for release in August 2020. The Central Print RFP was released July 8, 2020, which was earlier than expected. A waiver from prior approval has been requested from CMS and expedited review from FNS. The waiver was approved yesterday. If federal sponsors require changes to the RFP, addenda will be issued.

## 14. Adjourn Meeting

- JPA Board Chair Michael Sylvester adjourned the meeting at 10:48 a.m.

Action Items	Assigned to	Due Date	Status
1. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	11/05/20	Open
2. Consult with Counsel regarding the process of returning to regular in-person meetings.	John Boule	08/28/20	Open
3. Ensure Ad Hoc power users have an access to Qlik training.	Seth Richman	08/28/20	Open

### Next Meeting

Conference Call/Zoom  
 Friday, August 28, 2020  
 9:00 a.m. – 11:00 a.m.  
 CalSAWS Rancho Cordova  
 11290 Pyrites Way, Suite 150  
 Rancho Cordova, CA 95670