CalSAWS CCB Minutes

DATE	NOVEMBER 12, 2020
TIME	1:30 PM
LOCATION	North: Sutter Conference Room, South: Conference Room 331
SUBJECT	Change Control Board Meeting
INVITEES	Regional Managers, Design Leads, Tech Leads, Release Management Leads, Quality Assurance, State Partners, Consortium Management

Meeting Purpose:

Approve pending System Change Requests (SCRs), scope modifications, and change orders as needed.

1. C-IV SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.09	CIV-107645		Update Instructor Led Trainings (ILTs) for 20.09 Code - November Training Release	Training	30	C-IV M&O	No	20.11.16
20.09	CIV-107957		Implement Case Data Removal Sprint 4 Features	Tech Arch	420	C-IV M&O	Production Deployment	20.10.22
20.11	CIV-107987	CA-219991; CH-168469	CalHEERS eHIT: Update LWA and DUA Income Source Mappings	CalHEERS	62	Premise	Production Deployment	20.11.23
21.01	CIV-107481	CA-217221	2020/2021 Family Members Base Allocation Amount	CalHEERS	48	C-IV M&O	No	
21.01	CIV-108162		CIV-102275: Online Help - Update Reports Overview - Convert the Engagement and Longitudinal Analysis Reports in Business Intelligence to be On-Request Reports	Training	5	C-IV M&O	No	

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.09	CIV-103678		Migrate Outbound Calling Campaigns to Amazon Connect	Contact Center	999	C-IV M&O	Start Build	20.11.12
20.09	CIV-107155	CA-215984	Run Batch EDBC on Cases Excluded From CF COLA FFY 2019-2020 Batch Run	Eligibility	117	C-IV M&O	Start Build	20.10.29
20.11	CIV-104321	CA-208889; CH-106890; CH-109700; CH-109744; CH-109927; CH-113161; CH-121151; CH-131449; CH-136022; CH-137942; CH-139211; CH-139410; CH-139419; CH-92295; CH-92298	eICT: Updates for eHIT Schema	Batch/Interfaces	1610	C-IV M&O	No	

2. LRS SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.09	CA-219949		Allow Rush Issuance For Future Month HT Benefits	Eligibility	104	LRS M&E	Production Deployment	20.10.29
20.11	CA-219991	CIV-107987; CH-168469	CalHEERS eHIT: Update LWA and DUA Income Source Mappings	CalHEERS	68	Premise	Production Deployment	20.11.23
20.11	CA-220813		Training: Update Fiscal WBTs for 20.11 App Dev Changes	Training	66	LRS M&E	No	21.01.22
20.11	CA-220815		Training: Update 082-WBT-FSB-Fiscal Supervisor-01 for 20.11 App Dev Changes	Training	33	LRS M&E	No	21.01.22
20.11	CA-220816		Training: Update DCFS Fiscal WBTs for 20.11 App Dev Changes	Training	88	LRS M&E	No	21.01.22

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.11	CA-220817		Training: Update 090-WBT-HEA-Hearings-01 for 20.11 App Dev Changes	Training	22	LRS M&E	No	21.01.22
20.11	CA-220818		Training: Update CalWORKs WBTs for 20.11 App Dev Changes	Training	143	LRS M&E	No	21.01.22
20.11	CA-220820		Training: Update CAPI WBTs for 20.11 App Dev Changes	Training	77	LRS M&E	No	21.01.22
20.11	CA-220839		Training: Update Orientation WBTs for 20.11 App Dev Changes	Training	220	LRS M&E	No	21.01.22
20.11	CA-220844		Training: Update 110-WBT-ORA-Orientation-06 for 20.11 App Dev Changes	Training	231	LRS M&E	No	21.01.22
20.11	CA-220845		Training: Update Other User Orientation WBTs for 20.11 App Dev Changes	Training	40	LRS M&E	No	21.01.22
20.11	CA-220846		Training: Update QA/QC WBTs for 20.11 App Dev Changes	Training	187	LRS M&E	No	21.01.22
20.11	CA-220865		Training: Update Resource Databank WBTs for 20.11 App Dev Changes	Training	132	LRS M&E	No	21.01.22
20.11	CA-220867		Training: Update Security Administration WBTs for 20.11 App Dev Changes	Training	176	LRS M&E	No	21.01.22
20.11	CA-220873		Training: Create new Security Administration WBT for Task Management	Training	308	LRS M&E	No	21.01.22
20.11	CA-220880		Training: Update 150-WBT-SIM-Simulation-01 for 20.11 App Dev Changes	Training	22	LRS M&E	No	21.01.22
20.11	CA-220882		Training: Update Special Investigations WBTs for 20.11 App Dev Changes	Training	154	LRS M&E	No	21.01.22
20.11	CA-220963		Training: Update RCA WBTs for 20.11 App Dev Changes	Training	33	LRS M&E	No	21.01.22
20.11	CA-220980		Training Release 21.01.22 - LMS Support	Training	175	LRS M&E	No	21.01.22
21.01	CA-217221	CIV-107481	2020/2021 Family Members Base Allocation Amount	CalHEERS	56	LRS M&E	No	
21.01	CA-217991		Job Aid Foster Care Placement - Add and Edit job aid for SCR CA-215449	Training	5	Premise	No	
21.01	CA-220981		Training Release 21.01 - Training Environment Support	Training	60	LRS M&E	No	21.01.29
21.03	CA-52756		Modify duplicate payment logic	Fiscal	328	LRS M&E	No	

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
21.03	CA-207159		DDID 2126 - Updates to OP/OI Notices	Client Correspondence	619	CalSAWS DD&I	No	
21.03	CA-214062	CIV-107545	DDID 2523 - CalSAWS Security Batches to Hyland	Online	964	CalSAWS DD&I	No	
21.03	CA-215571		Update the Service Arrangement Detail Page	Fiscal	117	C-IV M&O	Start Build	
21.03	CA-215944		Enable the Call Log Task	Online	437	Premise	No	
21.03	CA-216057		DDID 1039 - Update Enclosure Approval functionality	Client Correspondence	206	CalSAWS DD&I	No	
21.03	CA-217935		Revise GR CBEST Appointment Letters Due to Covid-19 Social Distancing Guidelines	Client Correspondence	212	LRS M&E	Production Deployment	

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
RWR	CA-216469		DDID 1967: Migrate CMSP 102 – CMSP Information Notice 2 (05/16)	Client Correspondence	104	CalSAWS DD&I	Start Build	20.10.x3
20.09	CA-211053		Training: Update WBTs per SCR CA-207324	Training	20	LRS M&E	Start Build	20.11.20
20.09	CA-214813		Training: Update QA/QC WBTs for 20.03 App Dev Changes	Training	50	LRS M&E	No	20.11.20
20.09	CA-215984	CIV-107155	Run Batch EDBC on Cases Excluded From CF COLA FFY 2019-2020 Batch Run	Eligibility	171	LRS M&E	Start Build	20.10.29
20.09	CA-216337		Training: Update QA/QC WBTs for 20.05 App Dev Changes	Training	22	LRS M&E	No	20.11.20
20.09	CA-217228		Training: Update 096-WBT-ELK-CAPI-02 for 20.07 App Dev Changes	Training	90	LRS M&E	No	20.11.20
20.09	CA-218348		Training: Update 082-WBT-FSB-Fiscal Supervisor-01 for 20.09 App Dev Changes	Training	44	LRS M&E	No	20.11.20
20.09	CA-218350		Training: Update 084-WBT-FSC-DCFS-Fiscal-02 for 20.09 App Dev Changes	Training	20	LRS M&E	No	20.11.20

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.11	CA-208889	CIV-104321; CH-106890; CH-109700; CH-109744; CH-109927; CH-113161; CH-121151; CH-131449; CH-136022; CH-137942; CH-139211; CH-139410; CH-139419; CH-92295; CH-92298	eICT: Updates for eHIT Schema	Batch/Interfaces	1838	LRS M&E	No	
20.11	CA-211746		Update the TEMP NA 1232 CalFresh Notice of Action EBT Account	Client Correspondence	180	LRS M&E	Start Build	
20.11	CA-212943		Update Issuance Threshold functionality to be County configurable	Fiscal	1314	LRS M&E	Start Build	
20.11	CA-214893		DDID 1628 FDS: Task Mgt	Batch/Interfaces	340	CalSAWS DD&I	Start Build	
20.11	CA-214929		DDID 655 FDS: Task Mgt	Online	443	CalSAWS DD&I	Start Build	
21.01	CA-213876		DDCR 5055, 5028, 5011, 4095, 5092, 3177, 3179 Call Log Enhancements	Online	1194	Premise	No	
21.01	CA-214031		DDID 2503 - Capture and Indexing Separators	Client Correspondence	711	CalSAWS DD&I	No	
21.01	CA-214035		DDID 2198, 2199, 2204, 2500, 2504, 2505, 2506, 2513, 2516, 2517, 2518, 2521 - Store Index Values	Imaging	1436	CalSAWS DD&I	No	
21.01	CA-214892		DDID 1439 FDS: Task Mgt	Online	182	CalSAWS DD&I	No	
21.01	CA-219375		ACIN I-68-20 - FFY 2021 Disaster CalFresh COLA	Eligibility	61	LRS M&E	Start Build	20.11.12
21.03	CA-207452	CA-208670	DDID 429 - Migrate Form SAR 7/SAR 2	Client Correspondence	160	CalSAWS DD&I	No	

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
21.05	CA-203392		ACL 16-79 Add Out-of-State Short-Term Residential Therapeutic Program Placement Type	Eligibility	1123	LRS M&E	No	

3. Informational Only: CalSAWS DDID SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.09	CA-218585	CR 115536	DDID 1970: CalHEERS Interface Partner Exchange Smoke Test Support SCR	System Test	80	CalSAWS DD&I	Production Deployment	21.11.06
20.11	CA-221181		[Analytics] Dashboards Hard Launch #2 - Replace Landing Page Links for Soft Launched Dashboards	Analytics	64	CalSAWS DD&I	No	20.12.20
20.11	CA-221183		[Analytics] Reports Hard Launch #2 - Replace Landing Page Links for Soft Launched Reports	Analytics	304	CalSAWS DD&I	No	20.12.20
21.01	CA-201516		DDID 1967: DDCR 5507: Update to Non-Payment of Premium (NPP) file handling	Batch/Interfaces	203	CalSAWS DD&I	No	
21.01	CA-206874	CIV-4109; CIV-5490	DDID 1967: Add Discrepancy Type to Investigation Result Detail page	Online	35	CalSAWS DD&I	No	
21.01	CA-207106		DDID 2305, 2306, 2307 - Update Text Messaging Solution for all 58 Counties	Batch/Interfaces	3507	CalSAWS DD&I	No	
21.01	CA-207113		DDID 2279: Update Text Message functionality to allow Emergency Text Messages	Online	741	CalSAWS DD&I	No	
21.01	CA-207165		DDID 2117 - Updates to Manual EDBC for FC, AAP, KG	Eligibility	1241	CalSAWS DD&I	No	
21.01	CA-207166		DDID 2116 - EDBC Logic for Non-Related Legal Guardianships	Eligibility	85	CalSAWS DD&I	No	
21.01	CA-207303		DDID 1526 - Display Customer Appointments on User Outlook Calendars	Online	233	CalSAWS DD&I	No	
21.01	CA-207309		DDID 1490 - Update to Referral Form	Client Correspondence	20	CalSAWS DD&I	No	

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
21.01	CA-207320		DDID 1457, 1458, 1461, 1462, 1464, 1466, 1467, and 1469 - Updates to Customer Need Category and Customer Need Category Type Hierarchy	Fiscal	21	CalSAWS DD&I	No	
21.01	CA-207335		DDID 1375 - EBT 16 Form Header Update	Client Correspondence	39	CalSAWS DD&I	No	
21.01	CA-207336		DDID 1373: EBT 17 Form Header Update	Client Correspondence	39	CalSAWS DD&I	No	
21.01	CA-207343	CIV-104882	DDID 1371 - Updates to EBT Printer Functionality	Fiscal	153	CalSAWS DD&I	No	
21.01	CA-207362		DDID 1237 - Update MC RE Outbound Reminder Call to be an Outbound Text Message for Migration Counties	Batch/Interfaces	130	CalSAWS DD&I	No	
21.01	CA-207366		DDID 1233 - Add MAGI Referral Assignments page to assign Referrals to Migration County Offices	CalHEERS	659	CalSAWS DD&I	No	
21.01	CA-207403		DDID 1026 - Update the Automatic Case Flags for the 58 Counties	Batch/Interfaces	125	CalSAWS DD&I	No	
21.01	CA-207411		DDID 1003, DDID 1609 - Migrate C-IV Districts and Regions to the Office Detail page	Online	66	CalSAWS DD&I	No	
21.01	CA-207423		DDID 713 - Update Automated Regression Test (ART) scripts to account for CalSAWS Migration R8 system modifications	Automated Test	615	CalSAWS DD&I	No	
21.01	CA-207425		DDID 706 WTW 31 Data Population Updates	Client Correspondence	66	CalSAWS DD&I	No	
21.01	CA-207438		DDID 571 - Migrate C-IV WDTIP Inbound Jobs	Batch/Interfaces	228	CalSAWS DD&I	No	
21.01	CA-207451		DDID 452: Update CW 2200 - Request for Verification	Client Correspondence	334	CalSAWS DD&I	No	
21.01	CA-207453	CA-208662	DDID 428 - PA 2327 Wording Update	Client Correspondence	76	CalSAWS DD&I	No	20.11.x1
21.01	CA-208568		DDID 1967: Modify WTW Batch jobs related to Sanctions to allow Counties to opt in/opt out	Batch/Interfaces	66	CalSAWS DD&I	No	

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
21.01	CA-208784		DDID 1967: Update Position Detail to no longer have Section as a required field	Online	177	CalSAWS DD&I	No	
21.01	CA-208825		DDID 1160: Online Help - Update Job Aid Titles in OLH Table of Contents	Training	40	CalSAWS DD&I	No	
21.01	CA-214148		DDID 1967: Migrate/Align Skip Issuance Reasons Between the LRS/CalSAWS and 57 Migration Counties	Fiscal	86	CalSAWS DD&I	No	
21.01	CA-215272		DDID 1631: Modify STAT 45 Report	Analytics	31	CalSAWS DD&I	No	
21.01	CA-215430		DDID 1967: Update the Sponsorship Detail page to display legacy Sponsor names	Online	288	CalSAWS DD&I	No	
21.01	CA-216086		DDID 1062 - Updates to CMSP Denial and Discontinuance NOAs	Client Correspondence	351	CalSAWS DD&I	No	
21.01	CA-216162		DDID 1967, DDID 1955: Updates to Automated Tasks for MEDS Alerts	Online	207	CalSAWS DD&I	No	
21.01	CA-216321		DDID 1395 - Update NHR, PVS, IFDS and IFDS Medical Reader and Validator jobs to process files from all 57 Migration Counties	Batch/Interfaces	213	CalSAWS DD&I	No	
21.01	CA-216568	CIV-103307; CIV-103932; CIV-104086; CIV-103446	DDID 1787, DDID 1789 - Migrate the C-IV County Specific Batch Jobs (Phase 5)	Fiscal	654	CalSAWS DD&I	No	
21.01	CA-217839		DDID 1991 - Display CalSAWS name throughout the system	Online	578	CalSAWS DD&I	No	
21.01	CA-217984		DDID 1967: Add L9 Aid Code for Converted EDBC records	CalHEERS	8	CalSAWS DD&I	No	
21.01	CA-218535		DDID 1967: Add CalSAWS Text Terms & Conditions to CalSAWS.org	Release Communication	40	CalSAWS DD&I	No	
21.01	CA-218540		DDID 1967: Add WINS Hours Verification Type for historical C-IV Converted records	Eligibility	7	CalSAWS DD&I	No	

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.11	CA-213493		DDID 1052, 1092, 1094, 1095, 1096 - Updates to Fiscal Authorization	Fiscal	754	CalSAWS DD&I	No	
20.11	CA-214197		DDID 1967: Update Template Repository to display Correspondence based on County	Client Correspondence	330	CalSAWS DD&I	No	
20.11	CA-220294		[Analytics] Add Delete Triggers to Tables used by Analytics Reports	Analytics	272	CalSAWS DD&I	No	20.12.15
21.01	CA-207108		DDID 2302 - Updates to Standardized Bar Codes	Client Correspondence	1545	CalSAWS DD&I	No	
21.01	CA-207395		DDID 1041, DDID 1045, DDID 1046 - Updates to State forms	Client Correspondence	460	CalSAWS DD&I	Start Build	20.11.x3

4. Informational Only: CalSAWS Conversion SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
None								

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
None								

3. Minutes

- All questions are shown on the following section
- **CA-207452 Question from Stanislaus was sufficiently answered**
- **CA-208889 CIV-104321 a Design Clarification was added that did not change the SCR**
- **CA-207453 DDID Section the Release was changed from 21.01 to Release When Ready RWR**
- **The next CCB Meeting scheduled for 11/25/2020 This is the day before Thanksgiving**
- **The next CCB is a day early on Wednesday the 25th not Thursday the 26th**
- **Invitations for 2021 CCB have been sent out to the most recent CCB list**
- **The meetings will be in Microsoft Teams beginning with the January meeting**

➢ **A request was made to have the format for 2021 change. We will begin the meeting with items that had questions from the Region to see if they were sufficiently answered. Then we will go by Region to see if there are subsequent questions about SCRs that were not submitted early. A response will be brought back to the next CCB meeting.**

CalSAWS CCB Questions

SCR Number	County / Region	Question	Answer	Team
CA-207452	Stanislaus	Stanislaus has a question regarding [CA-207452] DDID 429 - Migrate Form SAR 7/SAR 2, bullet number three under recommendation 3. Turn off threshold languages other than English and Spanish. is of great concern to my county. Q1. Can you provide us with a little more information on this recommendation, we assumed all threshold languages would be available to our Customers. Additional Questions: 1. Will both LA County and the 57 migration counties have their designated SAR 7 in English and Spanish only, no threshold languages? 2. Once the State provides the new redesign of the SAR 7 will there still be two SAR 7, one for LA County and the second one for the 57 migration counties? 3. When should we expect the SAR 7's in the Threshold languages? 4. I was also inquiring about the capacity issue, will this be an issue in the future?	Q1. CDSS is in process of revising the SAR 7 to create a new pre-populated SAR 7 which will be used for all counties. Due to the timing of the new form, to minimize re-work and due to Client Correspondence capacity and other priorities, the decision was made to migrate the C-IV English & Spanish version of the SAR 7/SAR 2 only as a temporary measure until the State provides the new form. Additionally, for C-IV counties, English & Spanish make up over 99% of all SAR 7's currently generated. Additional Questions: 1. There are no changes to the current LA County SAR 7 including languages. For the 57 Migration Counties, only English and Spanish will be available until the new SAR 7 is implemented. 2. The goal will be to have one SAR 7 for all 58 counties. As with most state form updates, it is likely to become a 'no substitutes permitted' form. 3. When the new SAR 7 is implemented it will be available in all languages provided by the State. With CalSAWS becoming the single statewide system, the state and CalSAWS will begin meeting regarding the ongoing approach to translations. This is an issue that has been brought to the PSC/JPA and we are looking for the state to provide guidance on this statewide approach. 4. Not sure if this is related to translations, but from a global perspective, there are always capacity issues which is why work has to be prioritized. If this is related to translations, this will be part of the discussion with the state regarding who is doing the translations and then the funding could also be a consideration, as necessary.	Migration