CalSAWS CCB Minutes

DATE	APRIL 15, 2021
TIME	1:30 PM
LOCATION	Teams Virtual Meeting
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
20.07	CIV-107455		C-IV has not received interface file from child support since 3/10/2020	Batch Operations	40	C-IV M&O	Production Deployment	20.08.20
20.07	CIV-107470		Update Main Payroll dates for August 2020 for 37 Counties	Batch Operations	10	C-IV M&O	Production Deployment	20.08.20
20.09	CIV-106577		Update Main Payroll dates for May 2020 and December 2020 for 37 Counties	Batch Operations	2	C-IV M&O	Production Deployment	20.12.17
20.11	CIV-108312		Update Butte, Colusa, and Humboldt County 2020 Holiday Calendar	Batch Operations	2	C-IV M&O	Production Deployment	20.12.17
20.11	CIV-108460		Update 2021 Batch Holiday Calendar	Batch Operations	135	C-IV M&O	Production Deployment	20.12.31
21.01	CIV-108550	CA-224283	Update Tumbleweed/SAFE server to AWS GovCloud for WIS and IEVS	Batch Operations	15	C-IV M&O	Production Deployment	21.02.19
21.02	CIV-108493	CA-223614	Update Calaveras, Glenn, Madera, Mendocino and Riverside Holiday/Main Payroll Calendar 2021	Batch Operations	35	C-IV M&O	Production Deployment	21.03.11

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
21.03	CIV-106463	CA-213719	ACL-19-76: Batch EDBC Run to Apply 2021 Earned Income Disregard	Eligibility	315	Premise	Production Deployment	21.05.08
21.03	CIV-107206		Update FIS Password for EBT system 2021	Batch Operations	10	C-IV M&O	Production Deployment	21.04.06
21.03	CIV-108111		Implement Case Data Removal Sprint 11 Features	Tech Arch	360	C-IV M&O	Production Deployment	21.04.02
21.05	CIV-108658	CA-225520	Add additional Kiosk receipt printer	Tech Arch	56	C-IV M&O	Start Build	
21.06	CIV-108739	CA-226231, CH-175148	American Rescue Plan - New Administration 2021 Changes (UI Lock)	CalHEERS	64	Premise	Production Deployment	
21.07	CIV-108742		IEVS Abstract Search Page County Code Consideration	Online	15	C-IV M&O	Production Deployment	21.09.xx

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

2. LRS SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
RWR	CA-215058		DDID 2612 FDS: Non State Forms - Add New Form based on Santa Cruz WEL 5063	Client Correspondence	61	CalSAWS DD&I	Start Build	21.03.x3
RWR	CA-215060		DDID 2613 FDS: Non State Forms - Add New Form based on San Luis Obispo DSS MC 432	Client Correspondence	61	CalSAWS DD&I	Start Build	21.03.x3
RWR	CA-215106		DDID 2636 FDS: Non State Forms - Add New Form based on CSF 23	Client Correspondence	61	CalSAWS DD&I	Start Build	21.03.x3
RWR	CA-215136		DDID 2651 FDS: Non State Forms - Add New Form based on CSC 28	Client Correspondence	61	CalSAWS DD&I	Start Build	21.05.xx
RWR	CA-216540		Migrate NA 200 Notice of Action-Multipurpose-Include Budget	Client Correspondence	614	C-IV M&O	Start Build	21.03.x4

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.07	CA-216213		CCSAS Outbound FTP changing to a new server IP	Batch Operations	10	LRS M&E	Production Deployment	20.08.24
20.09	CA-221293		Update FTP Password for CalOARs Interface	Batch Operations	10	LRS M&O	Production Deployment	20.10.30
20.11	CA-220960		Enable CMA Appointment Job	Batch Operations	15	LRS M&E	Production Deployment	21.01.04
20.11	CA-223122		2021 DPSS and DCFS Payroll Dates	Batch Operations	8	LRS M&E	Production Deployment	20.12.30
20.11	CA-223373	CIV-108460	Update 2021 Batch Holiday and 10 Day Cut Off.	Batch Operations	88	LRS M&E	Production Deployment	20.12.31
21.01	CA-224283	CIV-108550	Update Tumbleweed/SAFE server to AWS GovCloud for WIS and IEVS	Batch Operations	15	LRS M&E	Production Deployment	21.02.19
21.02	CA-220962		Enable GROW Orientation Appointment Job	Batch Operations	15	LRS M&E	Production Deployment	
21.03	CA-213719	CIV-106463	ACL 19-76: Batch EDBC Run to Apply 2021 Earned Income Disregard and Reevaluate IRT Tier 2	Eligibility	430	Premise	Production Deployment	21.05.08
21.03	CA-224869		Implement Training Case Copy Multiplier Sprint 2 Features	Special Project	200	LRS M&O	Production Deployment	21.04.01
21.03	CA-225234		Training: Update Child Care WBTs for 21.01 App Dev Changes	Training	50	LRS M&E	Start Build	21.05.21
21.03	CA-225236		Training: Update Child Care APP WBTs for 21.01 App Dev Changes	Training	50	LRS M&E	Start Build	21.05.21
21.03	CA-225238		Training: Update Clerical Support WBTs for 21.01 App Dev Changes	Training	130	LRS M&E	Start Build	21.05.21
21.03	CA-225283		Training: Update General Eligibility WBTs for 21.01 App Dev Changes	Training	180	LRS M&E	Start Build	21.05.21
21.03	CA-225288		Training: Update Foster Care WBTs for 21.01 App Dev Changes	Training	85	LRS M&E	Start Build	21.05.21
21.03	CA-225346		Training: Update Medi-Cal WBTs for 21.01 App Dev Changes	Training	240	LRS M&E	Start Build	21.05.21
21.03	CA-225687		Add new Status Reports page on CalSAWS website	Release Communication	8	C-IV M&O	No	21.04.xx
21.03	CA-226000		DDID 34 FDS: Task Mgt - Legacy Task Category	Online	126	CalSAWS DD&I	Start Build	21.04.22
21.03	CA-226027		Training Release 21.05.21 - LMS Support	Training	175	LRS M&E	Start Build	21.05.21

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
21.03	CA-226710		[Analytics] Release G Reports Re-Platform - Part 2	Analytics	100	CalSAWS DD&I	Start Build	21.04.16
21.03	CA-226721		Training: CFP for Task Management Changes Introduced with App Dev SCR CA-214917	Training	150	CalSAWS DD&I	No	21.05.21
21.03	CA-226722		Training: CFP for Task Management Changes Introduced with App Dev SCR CA-214913	Training	150	CalSAWS DD&I	No	21.05.21
21.05	CA-211115		DDID 1136, DDID 1155 - Migrate the Electronic Notification (E-Notification) Job Aid	Training	5	CalSAWS DD&I	Start Build	
21.05	CA-220971		CA-215560 Create a Job Aid for Interactive Voice Response	Training	5	Premise	Start Build	
21.05	CA-221968		CA-216561: Online Help - Update Job Aid 'How to Process Disaster CalFresh'	Training	5	Premise	Start Build	
21.05	CA-221992		Job Aid Homeless Assistance – Process and Issue Benefits includes incorrect content	Training	5	LRS M&E	Start Build	
21.05	CA-223931	CIV-106814, CH-160528	CA-214686: Medi-Cal CalHEERS Dispositions Job Aid	Training	5	Premise	Start Build	
21.05	CA-224193	CIV-103307; CIV-103932; CIV-104086; CIV-103446	DDID 1787, DDID 1789 - Migrate the C-IV County Specific Batch Jobs (Phase 6)	Fiscal	654	CalSAWS DD&I	Start Build	
21.05	CA-224906		Update Manage Devices Job Aid	Training	5	LRS M&E	Start Build	
21.05	CA-225520	CIV-108658	Add additional Kiosk receipt printer	Tech Arch	64	LRS M&E	Start Build	
21.05	CA-226029		Training Release 21.05 - Training Environment Support	Training	60	LRS M&E	No	21.05.28
21.05	CA-226262		CA-224052 DDID 2279 Online Help: Add new OLH pages to support the Emergency Text Messages Functionality	Training	15	CalSAWS DD&I	Start Build	
21.05	CA-226269		CA-214917 DDID 2254, 2504 FDS Online Help: Add new OLH pages to support the Document Routing Rules for Task Mgmt and Hyland Interface	Training	25	CalSAWS DD&I	Start Build	

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
21.05	CA-226409		CA-207150 DDID 2140 Online Help - New OLH Pages to support the Add Authorization Functionality for Auxiliary Payments	Training	20	CalSAWS DD&I	Start Build	
21.06	CA-226028		Training Release 21.07.23 - LMS Support	Training	300	LRS M&E	No	21.07.23
21.06	CA-226231	CIV-108739; CH-175148	American Rescue Plan - New Administration 2021 Changes (UI Lock)	CalHEERS	68	Premise	Production Deployment	
21.07	CA-48348		Extension of Time-Period for Dropping the Worker on Discontinued Eligibility Programs	Online	872	LRS M&E	No	
21.07	CA-207131		DDID 2208 - Add Appointments/Tasks Assigned to Unavailable Workers Dashboard	Reports	625	CalSAWS DD&I	No	
21.07	CA-218205		Conduct Central Print Test and Turn on GEN 1365 indicator	Client Correspondence	166	LRS M&E	Production Deployment	21.08.XX
21.07	CA-219401		Update CWS Medi-Cal Requested Medi-Cal Types	CalHEERS	153	LRS M&E	No	
21.07	CA-220307		Send updated Terms & Conditions Text for Converted C-IV Cases	Batch/Interfaces	50	LRS M&E	No	21.09.27
21.07	CA-222369		Update Batch jobs for Foster Care program when NMD turns 21	Batch/Interfaces	90	LRS M&E	No	
21.07	CA-223586		Update NA Back 9 Legal Aid Address Population for C-IV Migration Counties	Client Correspondence	568	LRS M&E	No	
21.07	CA-223955		Update the Local Navigation to Reduce the Size.	Online	57	LRS M&E	No	
21.07	CA-224183		Add BRM for Forms using Prepaid/Non-Prepaid Envelopes	Client Correspondence	338	LRS M&E	No	
21.07	CA-224702		Remove the hard validation on EDBC when authorized amount is greater than zero and Aid Code is 4P or 4R	Eligibility	158	LRS M&E	No	
21.07	CA-225100		DDID 1631: Update with CalHEERS Horizontal Integration Report	Analytics	265	CalSAWS DD&I	No	21.09.XX
21.07	CA-225842		Update CalSAWS Forms architecture to render editable Form templates in HTML5 format	Tech Arch	1350	LRS M&E	No	

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21.07	CA-226030		Training Release 21.07 - Training Environment Support	Training	60	LRS M&E	No	21.07.30
21.11	CA-55200	CIV-533	Update WEX/CS WorkSheet Detail Page	Online	63	LRS M&E	No	
21.11	CA-212833		Remove Selected Non-State LRS Forms from the system	Client Correspondence	151	LRS M&E	No	
21.11	CA-215927		DDID 2686/2314 FDS: GA GR Fiscal changes Phase 1	Eligibility	2714	CalSAWS DD&I	Start Build	

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TBD	CA-214059		Imaging DDID 2520 - Imaging Reports	Reports	1558	CalSAWS DD&I	No	
21.03	CA-217173		DDID 1791: C-IV Migration Batch Regression Test Support SCR	Batch/Interfaces	3255	CalSAWS DD&I	No	21.04.29
21.03	CA-219490		[Analytics] Release G Reports Re-Platform	Analytics	10000	CalSAWS DD&I	No	21.03.31
21.05	CA-202854	CIV-891	Implement the IVR Inbound/Outbound Report	Reports	474	County Purchase	Start Build	21.06.20
21.05	CA-207026	CIV-103540, CIV-103539, CIV-103666, CIV-103667, CIV-103668, CIV-103669, CIV-103670, CIV-103671, CIV-103672, CIV-103673, CIV-103674, CIV-103675, CIV-103676, CIV-103677, CIV-103677, CIV-103678, CIV-103679	Migrate C-IV Contact Center Functionality	Contact Center	3516	Premise	No	

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21.05	CA-207150		DDID 2140 - Add Authorization Functionality for Auxiliary Payments	Fiscal	502	CalSAWS DD&I	Start Build	
21.05	CA-208662	CA-207453	Include Threshold languages PA 2327/CW 31	Client Correspondence	170	LRS M&E	No	21.03.x5
21.05	CA-213514		DDID 1967: BRM Envelopes for Applicable Forms	Client Correspondence	521	CalSAWS DD&I	Start Build	
21.05	CA-215560		IVR Enhancement to CalSAWS system	Online	865	Premise	Start Build	
21.05	CA-217150		Update FC blue voucher language	Client Correspondence	35	LRS M&E	No	
21.05	CA-218178		DDID 1967: Update Batch jobs to run for the correct months and for the correct Counties	Batch/Interfaces	741	CalSAWS DD&I	No	
21.05	CA-218200		DDID 1967: Update Cal-Learn Program Status and Worker Assignment for 57 Migration Counties	Batch/Interfaces	240	CalSAWS DD&I	No	
21.05	CA-218455	CIV-107734	ACL 20-87 Revised TNB 4	Client Correspondence	614	LRS M&E	Production Deployment	
21.05	CA-219391		DDID 2629 FDS: Non State Forms - Migrate CSF 142 IVR Functionality	Client Correspondence	206	CalSAWS DD&I	Start Build	
21.05	CA-220977		Rekey Nuance Voice Biometrics Speaker ID, and Migrate Predictive Handling Batch Job	Contact Center	929	County Purchase	No	
21.05	CA-226425		Update CalSAWS Imaging Solution Searches	Imaging	12	CalSAWS DD&I	No	
21.07	CA-220013		DDID 2255: Add Imaging Barcodes to all Forms - Phase 2	Client Correspondence	2489	CalSAWS DD&I	No	

3. Informational Only: CalSAWS Conversion SCRs

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None								

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None								

4. Minutes

- ➢ **All questions are shown on the following section**
- ➢ **CA-207026 Riverside question was answered sufficiently**
- ➢ **CA-48348 has now received Expedited Approval**
- ➢ **The next CCB Meeting scheduled for 04/29/2021**

SCR Number	County / Region	Question	Answer	Team
CA-207026	Riverside	Content revision 1.b. "Update Custom_ResendFormWebserviceLambda to not allow reprinting of forms generated before 9/26/2021." Is this meant to be included in this SCR that previously only addressed allowing 4 and 6 digit PINs? And if so, does the design document tell how the IVR will behave? For example, will the option to request forms not be present, or will a message play to tell customers to contact their worker? Follow up: Will the customer hear the standard failed document resend message: "We are unable to process your request for a form at this time. Please try again at a later time."? Or will they hear something else?	This change is being put in place to prevent documents generated in C-IV from being centrally printed from CalSAWS. If a document generated in C-IV was sent to Central Print in CalSAWS the Address would not be visible through the window in the envelope. Follow up answer: The customer will get the standard failed document resend message.	Contact Center