

# CalSAWS | Executive Summary for the JPA Board of Directors

Date: Friday, July 30, 2021

Location: Conference Call/Zoom

## Agenda Item and Summary

## Type of Item

### 1. Call meeting to order.

Procedural

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

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

Procedural

**Summary:** Board Chair, Michael Sylvester, will confirm quorum of the Board and John Boule will provide a high-level overview of the Agenda.

### 3. 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, Michael Sylvester, will provide the public with an opportunity to speak on items not on the Agenda.

## Action Items

### 4. Approval of Signature/Fund Custodian Authorization Form for Diana Alexander, Assistant Executive Director at San Bernardino County.

Action

**Summary:** The Consortium is seeking Board approval of the Signature/Fund Custodian Authorization Forms, as required by San Bernardino County Auditor-Controller/Treasurer/Tax Collector (ATC), in the name of Diana Alexander, Assistant Executive Officer, County of San Bernardino, to grant signatory authority for invoices and other documents.

### 5. Approval of Deloitte Portal Mobile Change Order 3, which includes requests for additional allocation for future change orders.

Action

**Summary:** The Consortium is seeking Board approval of Deloitte Portal Mobile Change Order 3, which increases the total contract amount by \$5,000,000 in unallocated funds for future work orders (in lieu of change orders) related to additional DD&I, premise, and/or M&O services. Costs for such work orders will be documented in applicable Advance Planning Documents (APDs) and added to the CalSAWS JPA Project Budget as approved by the Board.

(Handouts)

### 6. Approval of ClearBest Change Order 6, which includes requests for additional allocation for future change orders.

Action

**Summary:** The Consortium is seeking Board approval ClearBest Change Order 6, which increases the total contract amount by \$4,000,000 in unallocated funds for future work orders related to QA Professional Services. Costs for such work orders will be documented in applicable APDs and added to the CalSAWS JPA Project Budget as approved by the Board.

(Handouts)

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7. Approval of Regional Government Services Amendment 33, which includes requests for: Action
- a. Adjustments to the Rate Table to update base pay rates for the position of Technical Analyst
  - b. Adjustments to the Rate Table to update the number of positions

**Summary:** The Consortium is seeking Board approval Regional Government Services Amendment 33, which adjusts the rate table to update the base pay rates for the position of Technical Analyst and to update the number of Technical Analyst positions. Such positions are funded through the CalSAWS, CalWIN, and CalACES APDs. The anticipated costs for the current year are accounted for in the SFY 2021/22 CalSAWS JPA Project Budget.

(Handouts)

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8. Approval of Consent Items Action

- a. Approval of the Minutes and review of the Action Items from the June 24, 2021 Joint Meeting of the CalSAWS JPA Member Representatives and Board of Directors.

**Summary:** The Consortium is seeking Board approval of the June 24, 2021 Joint Meeting of the CalSAWS JPA Member Representatives and Board of Directors. A review of the open Action Items assigned during previous JPA Board Meetings will take place.

(Handouts)

- b. Approval of ClearBest Work Order 1, which includes requests for Central Print

**Summary:** The Consortium is seeking Board approval of ClearBest Work Order 1, which allocates funds for QA Central Print Services in an amount not to exceed \$91,120.

This Work Order will utilize up to \$91,120 of the \$4,000,000 unallocated funds from Change Order No 6. (assuming approval of such change order). Board approval of this work order will leave a balance of \$3,908,880 for future work orders.

This work order does not increase the total contract value of the CalSAWS QA Agreement. The costs of this work order are funded through the CalSAWS IAPDU. The current year costs are accounted for in the SFY 2021-22 CalSAWS JPA Project Budget

- c. Approval of First Data Change Notice 3, which includes requests for Testing Staff Augmentation.

**Summary:** The Consortium is seeking Board approval of First Data Change Notice 3, which allocates funds for quality assurance services for a short-term testing support in an amount not to exceed \$40,832.



## Agenda Item and Summary

## Type of Item

This change notice will utilize up to \$40,832 of the original \$400,000 allocation for professional services (incorporated in Amendment 5). Board approval of this change notice will leave a balance of \$21,376 for future professional services.

This change notice does not increase the total contract value of the LRS QA Agreement. The costs of this change notice are funded through the CalACES OAPDU. The current year costs are accounted for in the SFY 2021-22 CalSAWS JPA Project Budget.

(Handouts)

## Informational Items

### 9. Quarterly Fiscal Update

Informational

**Summary:** Holly Murphy will provide an update on the quarterly financial report.

(Handouts)

### 10. CalSAWS Gantt Chart Update

Informational

**Summary:** Seth Richman, Rachel Frey, and Dawn Wilder will provide an update on the CalSAWS Gantt Chart.

### 11. CalSAWS High Risks Update

Informational

- Risk 201 – Pace of policy changes may exceed capacity of the project teams, resulting in less automation
- Risk 203 – Project communications must be enhanced, otherwise stakeholder/audience needs will not be met
- Risk 236 – The Scaling of Analytics dashboards for 58 counties may have an impact on system performance
- Risk 237 – The scaling of Batch for 58 counties may have an impact on system performance
- Risk 240 – The scaling of CalSAWS Production Operations, including Batch Operations, to provide 40 and 58 County support, without effectively taking into account the multi-county and multi-vendor CalSAWS ecosystem may impact business operations
- Risk 248 – The C-IV Imaging go live may not have images older than 2/28/21 due to delays in the C-IV image migration

**Summary:** Karen Rapponotti, Ted Anderson, Keith Salas, Greg Elston, and Arnold Malvick will provide an update on the CalSAWS High Risks.

### 12. BenefitsCal Update

Informational

- Training Update
- Marketing Update

**Summary:** Rachel Frey and Gabby Otis will provide an update on BenefitsCal.

Agenda Item and Summary	Type of Item
<b>13. CalWIN Implementation Support Services</b> <ul style="list-style-type: none"> <li>• BPR Update</li> <li>• OCM Update</li> <li>• Training Update</li> </ul>	Informational
<p><b>Summary:</b> Juli Baker, Duncan Gilliam, Chris Hetrick, and Renee Carter will provide an overview on CalWIN Implementation Support Services.</p>	
<b>14. Application Development &amp; Policy Update</b>	Informational
<p><b>Summary:</b> Karen Rapponotti will provide an update on Application Development &amp; Policy.</p>	
<b>15. UAT Update</b>	Informational
<p><b>Summary:</b> Peggy Macias will provide an update on UAT.</p>	
<b>16. Central Print Update</b>	Informational
<p><b>Summary:</b> Dawn Wilder will provide an update on Central Print.</p>	
<b>17. Training Update</b>	Informational
<p><b>Summary:</b> Ashley Arnold will provide an update on Training.</p>	
<b>18. C-IV/CalSAWS Implementation Readiness Update</b> <ul style="list-style-type: none"> <li>• T-3 Month Change Readiness Update</li> <li>• July Readiness Dashboard</li> </ul>	Informational
<p><b>Summary:</b> Araceli Gallardo, Ted Anderson, and Maria Saenz will provide an update on C-IV/CalSAWS Implementation Readiness.</p>	
<b>19. Conversion Update</b>	Informational
<p><b>Summary:</b> Paul Trisler and Keith Salas will provide an update on Conversion.</p>	
<b>20. CalSAWS Innovation Phase 2</b>	Informational
<p><b>Summary:</b> Guarav Diwan will provide an overview on CalSAWS Innovation Phase 2.</p>	
<b>21. September Quiet Period</b>	Informational
<p><b>Summary:</b> Seth Richman will provide an overview on the September Quiet Period.</p>	



**22. Adjourn meeting**

Procedural

**Summary:** Board Chair, Michael Sylvester, will adjourn the meeting of the CalSAWS JPA Board of Directors.

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