

# CalSAWS | Executive Summary for the JPA Board of Directors

Date: Friday, December 17, 2021

Location: Conference Call/Zoom

Agenda Item and Summary	Type of Item
<p><b>1. Call meeting to order.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will call the CalSAWS JPA Board of Directors meeting to order.</p>	Procedural
<p><b>2. Confirmation of Quorum and Agenda Review.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will confirm quorum of the Board and John Boule will provide a high-level overview of the agenda.</p>	Procedural
<p><b>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.</b></p> <p><b>NOTE:</b> 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.</p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will provide the public with an opportunity to speak on items not on the agenda.</p>	Procedural
<b>Action Items</b>	
<p><b>4. Authorization to conduct CalSAWS JPA Board, Project Steering Committee (PSC), and WCDS Subcommittee Meetings in accordance with subdivision (e) of Government Code Section 54953 through January 7, 2022, based on the following findings:</b></p> <ul style="list-style-type: none"><li><b>a. The Governor's State of Emergency related to COVID-19 remains in effect; and</b></li><li><b>b. Sacramento County continues to recommend measures to promote social distancing.</b></li></ul> <p><b>Summary:</b> The Consortium is seeking Board authorization to conduct the CalSAWS JPA Board, Project Steering Committee (PSC), and WCDS Subcommittee Meetings in accordance with subdivision (e) of Government Code Section 54953 through January 7, 2022, based on the findings listed above.</p>	Action
<p><b>5. Nominate, elect, and appoint a new JPA Board Vice-Chair.</b></p> <p><b>Summary:</b> The Consortium is seeking Board approval</p>	
<p><b>6. Approval of Consent Items</b></p>	Action

**a. Approval of the Minutes and review of the Action Items from the November 17, 2021, JPA Board of Directors Meeting.**

**Summary:** The Consortium is seeking Board approval of the November 17, 2021, JPA Board of Directors Meeting.

**b. Approval of RGS Amendment 34, which includes annual update to cost of benefits, reconciliation of FTE counts, and clarification of sick leave and step increases.**

**Summary:** The Consortium is seeking Board approval of RGS Amendment 34, to update the annual cost of benefits for personnel, update the number of Fulltime Equivalent (FTE) positions by job title in Exhibit A (Scope of Services), add terms specifying sick leave accrual rates and adjusting applicability of step increases. All other terms and conditions of the Agreement are unchanged and remain in full force and effect. The cost of personnel under the RGS Agreement is funded through the CalSAWS IAPDU, CalWIN OAPDU, and various premise APDs. The current year costs are accounted for in the SFY 2021-22 CalSAWS JPA Project Budget.

**c. Approval of Accenture CalSAWS Change Notice No. 13, which includes CDSS Reports Support, enhancement for CalSAWS Correspondence, additional M&E hours, and shifts to Customer Service Center Project and Non-State Forms milestones.**

**Summary:** The Consortium is seeking Board approval of Accenture CalSAWS Change Notice No. 13, which will use \$299,976 of the R&A Change Budget Services hours for CDSS Reports Support, \$4,329,375 for enhancements to CalSAWS Correspondence, \$670,590 for an additional 4,237 hours for M&E services for SFY 2021-22, shifts to Customer Service Center Project milestones and Non-State Forms milestones.

This Change Notice will utilize \$5,299,941 of the original \$50,000,000 allocation for change orders (incorporated in CalSAWS Amendment 23). Board approval of this change notice will leave a balance of \$13,539,717 for future change orders. This change notice does not increase the total contract value of the CalSAWS Agreement. The costs of this change notice are funded through the CalSAWS IAPDU and premising funding. This change notice will increase the SFY 2021-22 CalSAWS JPA Project Budget by \$299,976 for the new premise item upon consent.

**d. Approval for ClearBest Work Order 9, which includes requests for Additional Professional Services and Project Management hours.**

**Summary:** The Consortium is seeking Board approval for ClearBest Work Order 9, which includes requests for Additional Professional Services and Project Management hours to continue the support of Cultural Transformation, State and Federal Fiscal/Budget support, CalSAWS System Certification support and other Project Management Services, as required.

This work order will utilize \$737,968 of the original \$4,000,000 unallocated funds from Change Order No 6. Board approval of this work order will leave a balance of \$2,400,430 for future work orders.

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

**e. Approval of Gainwell CalWIN M&O Change Request 4, which includes Elderly Simplified Application Project (ESAP), CalWORKs Outcomes and Accountability Review (Cal-OAR), and County Directs.**

**Summary:** The Consortium is seeking Board approval of Change Request 4 to the CalWIN System Agreement with Gainwell Technologies, which allocates funds for ESAP in an amount not to exceed \$156,500 and Cal-OAR in an amount not to exceed \$99,182.

This Change Order will utilize up to \$255,682 of the original \$54,516,908 unallocated funds from the Gainwell CalWIN contract. Board approval of this Change Order will leave a balance of \$33,418,977 for future change orders.

This Change Order will also utilize \$177,419 of the original \$6,968,662 unallocated funds for County purchases. The County purchases include the following:

- San Francisco County 60548 SQL to close pending IN, ES, PHA and THA - \$19,417
- Orange County 60549 Pre-Populated CalFresh Applications - \$158,002

Board approval of this Allocation Request will leave a balance of \$4,769,651 for future County purchases.

This Change Order does not increase the total contract value. The costs for this change order are funded through premise APDs and county funding. The current year costs are accounted for in the SFY 2021-22 CalSAWS JPA Project Budget.

**f. Approval of Gainwell Central Print Option to include Contra Costa Central Print Services.**

**Summary:** The Consortium is seeking Board approval to exercise the Gainwell Central Print option to include Contra Costa Central Print Services. These services were included as an option in the base contract term in the amount of \$848,243. Notification of intent to utilize the CalSAWS Central Print services was received from Contra Costa County on November 29, 2021. The costs are accounted for in the CalSAWS IAPDU, and current year costs are accounted for in the SFY 2021-22 CalSAWS JPA Project Budget.

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**Informational Items**

**7. CalSAWS Gantt Chart Review**

Informational

**Summary:** Lisa Salas and Rachel Frey will provide an overview on the CalSAWS Gantt Chart.

**8. CalSAWS Correspondence & Postage Update**

Informational

- Postage Analysis
- Correspondence Update

**Summary:** Lisa Salas and Dawn Wilder will provide an update on the CalSAWS Correspondence and Postage Analysis.

Agenda Item and Summary	Type of Item
<p><b>9. Enhanced Support for former C-IV Counties</b></p> <ul style="list-style-type: none"> <li>• <b>Engagement Strategy</b></li> <li>• <b>County Action Plans</b></li> </ul> <p><b>Summary:</b> Maria Saenz and Esteban Lopez will provide an overview of the Enhanced Support for former C-IV Counties including the Engagement Strategy and County Action Plans.</p>	Informational
<p><b>10. CalSAWS Imaging</b></p> <ul style="list-style-type: none"> <li>• <b>Benchmarks, Goals, &amp; Objectives</b></li> <li>• <b>Tracking for each County</b></li> <li>• <b>Imaging Test Environment Discussion</b></li> <li>• <b>Next Steps</b></li> </ul> <p><b>Summary:</b> Arnold Malvick, Jeff Harrell, and Dan Dean will provide an update on CalSAWS Imaging.</p>	Informational
<p><b>11. BenefitsCal Update</b></p> <ul style="list-style-type: none"> <li>• <b>Metrics for each Application Stream</b></li> <li>• <b>CX Measures Update</b></li> <li>• <b>BenefitsCal Collaboration Model</b></li> </ul> <p><b>Summary:</b> Rachel Frey and Gabby Otis will provide an update on BenefitsCal activities including Metrics for each Application Stream, CX Measures, and BenefitsCal Collaboration Model.</p>	Informational
<p><b>12. Policy and Application Development Update</b></p> <p><b>Summary:</b> Karen Rapponotti and Lisa Salas will provide an update on Policy and Application Development.</p>	Informational
<p><b>13. Risks &amp; Issues Update</b></p> <p><b>Summary:</b> Lulu Fou and Lisa Salas will provide an update on risks &amp; issues.</p>	Informational
<p><b>14. CalWIN ISS Update</b></p> <p><b>Summary:</b> Juli Baker and Duncan Gilliam will provide an update on CalWIN ISS.</p>	Informational
<p><b>15. CalWIN/CalSAWS UAT Preparation Update</b></p> <p><b>Summary:</b> Peggy Macias will provide an update on CalWIN/CalSAWS UAT Preparation.</p>	Informational
<p><b>16. Multifactor Authentication (MFA)</b></p> <p><b>Summary:</b> Mike Tombakian will provide an overview on Multifactor Authentication.</p>	Informational



**Agenda Item and Summary**

**Type of Item**

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**17. CalSAWS Procurement**

Informational

**Summary:** Thomas Hartman will provide an update on CalSAWS Procurement activities.

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**18. Adjourn meeting**

Procedural

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

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