

# CalSAWS | Notes from Self Service Portal Committee Meeting

Date:	September 5, 2019	Notes Location:	Skype
Time:	9:00 am – 12:00 pm	Meeting Materials:	
Meeting Called by:	Araceli Gallardo		
Attendees:	Region 1 – Brenda Baumgartner, Jerry Kulper, Alli Muller, Heather Mitchell, Daniel Horel Region 2 – Patty Armenteros, Michael Ameneiro, Tou Yang, Nelly Ramos Region 3 – Samantha Bonkowski, Region 4 – Robert Delsid, Daniel Miller, Cheryl Lyles, Kristine Maxwell, Cheryl Armstrong Region 5 – Jorge Bauedano for Brian Clark, Belinda Sagun, Trayonna Bradley, Maria Reyes, Kris Call Region 6 – Carlos Agreda, Armando Gonzales for Hector Flores, Nicole Williams  CalSAWS North – Melissa Mendoza, Jennifer A. Smith, Yolanda Banuelos, Gerald Limbrick, Jennifer Hobbs, Tejinder Singh  CalSAWS South – Dymas Pena, Gillian Bendicio, Inez Finnigan, Mary Farfan		

## Topic

## Important Points

### Introduction

- Reviewed "Welcome to CALSAWS Committees PowerPoint".
- Jenn Hobbs and Kim Lamb Sponsored Regional Managers.
- There must be a minimum of 5 regions and 7 votes to take action.
- Region 5 will provide notes.
- The note taker will provide notes to the Business Analyst within two (2) weeks of the meeting. The committee will have one (1) week to review the notes. Finalized notes will be posted in the website.
- If additional items are discussed, the note will state "Time was provided for members to discuss items not on the agenda".

### Meeting Schedule

- Meeting will be held Bi-Monthly, 1<sup>st</sup> Tuesday.
- The next meeting will be November 5, 9:00 a.m.-11:30 a.m. Region 6 will be the note taker.

### Old Meeting Minutes Reviewed

- May 7, 2019 Minutes approved.
- SCR 208188 – SCR was not approved – due to the placement of the IHSS link.

### Current Items.

- Reminder was made that September 2021 will be the single portal entry.
- CER CA-208120 – Enhance the reminder from YBN when the SAR-7 and QR-7 LA is received with no reported income reported by the customer and the information is known to the county showing potential earnings from IEVS/PVS/New Hire reports.
  - Mary Farfan provided a demonstration of YBN and SAR-7 for LA County.

## Topic

## Important Points

- Will be sent by Araceli to the committee for review.

### Top 10 SCR List

- Prioritize the Top 10 list
  - C-IV County direction is to keep SCR's to policy driven changes until the single service release.
- SCR's scheduled for Release
    - SCR CIV-101357 – 19.05
    - SCR CA-202864 - 19.05
    - SCR CA-203039 – 19.09
    - SCR CA-200547 – 19.11
    - SCR CA-200320 - 20.01
  - Araceli G. will send an email to establish a new priorities list.
  - CA 200547 – Description needs to be renamed.

### YBN Demonstration

- Provided by Mary F.
  - Customers do not have to create an account to log into the YBN portal. They login with EBT, passwords, zip codes and Date of Birth information.
  - On YBN, they cannot update addresses, request EBT, and send electronic notices on Domestic Violence cases.
- Question was asked about PII protection for Domestic Abuse Services Unit (DASU) and other cases where there is a parent that left the home. It appears that they have access to the case and there is no provision to protect the client's data. Per Araceli, further discussion will be done to make a decision.

### (Optional Items)

#	Action Item	Assigned To	Assigned Date	Due Date	Status
1	Review CalFresh SAR-7 ability to change forms	Nichole	9/5/2019	TBD	
2	SCR Top 10 List – Description updated for CA 200547. A new list will be sent to the committee to prioritize a new list for the year.	Araceli	9/5/2019	TBD	
3	Share YBN, C-IV Yourself, and CalWIN User guides	Araceli	9/5/2019	TBD	

#	Decision Made	Who Made the Decision	Date
1	CER CA-208120 –The Committee will review and submit an email vote approving or denying the CER request.	Araceli	9/5/2019

Two weeks voting postponed to provide Region 1 time to review the proposal and to provide their decision.

DRAFT

