

## CalSAWS | Client Correspondence Meeting

Date: September 26, 2019	Location: North: CR-Sierra South: CR-332A Center
Time: 9:00 am – 12:00 pm	Meeting Called by: Virginia Bernal
<p>Attendees: Region 1: Brent Wong (Santa Clara), Curt Dodson (Contra Costa), Jerry Kulper (Monterey), Kim Ward (Solano), Stuart Smith (Marin)</p> <p>Region 2: Daniel Cerna (Sacramento), Lucy Her (Yuba), Shauna Armbright (Tuolumne)</p> <p>Region 3: Bobbi Wibbenhorst (Humboldt), Rachel Deleon (Butte), Sandee Van Ausdall (Shasta)</p> <p>Region 4: Adam Bacon (Fresno), Alicia Kelley (San Joaquin), Anna Rubalcava (Merced), Doris Sons (Kern), Teresa Magana-Griffins (Stanislaus)</p> <p>Region 5: Ana Chavez (San Diego), Bernardo Carrillo (San Bernardino), Gloria Herrera (Santa Barbara), Robin Zeno-Jackson (Riverside), Yvette Handford (Orange)</p> <p>Region 6: April Goode, Itza Girgis, Lucio Castillo, Luis Ontiveros, Pauline Ogata (Los Angeles)</p> <p>North: Stephanie Hugo, Kelley Town, Brittney Blake, Mong Vang          South: Maria Arceo, Jeffrey Brenn, Ana Cruz, Sreekanth Kalvoju, Priya Sridharan,          Design: Tiffany Huckaby, Brian Furlong, Nithya Chereddy, Anand Kulkarni          State Partners: DHCS: Yingjia Huang, William Wall          DSS: Shawn Dorris, Kyle Priess          OSI: Daniel Brown</p>	

Topic	Lead
<p><b>Opening Items</b></p> <ul style="list-style-type: none"> <li>Roll Call</li> <li>September Notes Assignment: Region 4</li> </ul>	Virginia Bernal
<p><b>SCR Review</b></p> <ul style="list-style-type: none"> <li>CA-209050 Threshold for MC Annual Renewal NOA To add the threshold translations for the Variable population for the MC Annual Renewal NOA and turn the threshold languages on.</li> <li>CA-203757 Update SSP 14 population of IA Agency name for LA County This SCR has been escalated and has been given approval to move forward immediately. It is currently targeted for 19.11. The SCR is updating the SSP 14 to populate with "Los Angeles County – Department of Social Services. The former second recommendation for all counties has been moved to SCR CA-210476.</li> </ul> <p>Due to the 3-week approval process, the two SCRs will not be due until 10/3/19 via email</p>	Tiffany Huckaby

**Topic**

**Lead**

- CA-20449 SB 1341 All County Solution Phase 2 – Updates to the flow of mixed Non-MAGI/MAGI NOAs  
SCR and Design Document sent to committee for review at the 9/19/19 meeting.

**Items Prioritized by Counties**

Top 10	SCR #	Short Description
1	CA-57452 CIV-10892	ACWDL 17-32 - NOA Requirements for Failure to Respond - Compliance with Settlement of Korean Community Center of the East Bay <b>DESIGN in PROGRESS – Release 20.03</b>
2	CA-58963	Revisions to the Medicare Savings Programs (MSP) Notices of Action (NOAs) 1 of 1
3	CA-55126	Phase IV - Change the text of all CalFresh Notice of Actions with incorrect/misleading language/information and review the NOA requirements.
4	CA-201265	Update CW 215, CF 215, and FC 18 auto population logic
5	CA-56887	Phase III-B- Change CalFresh NOAs to include the name of the individuals on change and denial NOAs
6	CA-203759	PA 1672-1 - Employment verification form is generated erroneously
7	CA-50801	Phase I - ACL 15-62 changes: NA 816, NA 817 with the latest versions in all threshold languages.
8	CIV-436	NOA: Over Property NOA does not list property (43735)
9	CA-207798 CIV-644	Update Incomplete CF Recertification Status (48318)
10	CA-207892 CIV-100919	Add Sample SAR7 to Template Repository and RE Packets
<b>General Relief (GR) – Top 5</b>		
1	CA-202244	APB 898-16 with New Version 07/17 in English, Spanish & other Threshold Languages
2	CA-203389	Phase II - Add mandatory referral reason field for tracking/reporting of PA 2012
3	CA-203757	SSP 14 to prepopulate County IA Agency name <b>READY for COMMITTEE – Release 19.11</b>
4	CA-203754	New GR NOAs for Transfer of Property and Transfer of Income (Deny/Term)
5	CA-54662	Request to develop a mechanism to allow updating the GR and GROW Offices Hearing Contact Information Tables on-line

**CER Review**

- CA-209520 NOAs denial reason location
- CA-209412 Add CFET Logo and USDA Disclaimer language on GROW Notices

Virginia Bernal

**Topic****Lead**

and Forms

- CA-209388 Update Statement of Facts (SAWS 2 Plus) to include SSI/SSP Information entered on the Other Program Assistance
- CA-209870 Request to Update VER 107 CIV Form
- CA-209871 Request to Append SNB 5
- AGREE
- CA-210446 Passport to Services (GEN 2000)
- CA-208529 Request to Add Standard Header to forms for Central Print Purposes

**Closing Items**

- Review Action Items
- Next Meeting: October 24, 2019 (Notes Assignment – Region 5)

From August 29, 2019 meeting:

#	Action Item	Assigned To	Assigned Date	Due Date	Status
1	Remove CER CA-209515 as it is in SCR CA-209918.	Virginia	8/29/19	9/26/19	CER closed
2	Send response for questions submitted by Region 6 for CA-203981/CIV-102151 Add/Update Non-MAGI Screening Packets, and vote.	Virginia	08/29/19		Awaiting response from Medi-Cal
3	Review verbiage on CA-201312 DDCR 3010 Update CalWORKs/CalFresh mandatory inclusion logic. Submit updates to C-IV language or new verbiage for NOAs.	RCMs	08/29/19		
4	Send out invites for additional meeting on 9/19 1-4:30 pm regarding CA-204496 SB 1341 All County Solution Phase 2 – Updates to the flow of mixed Non-MAGI/MAGI NOAs	Virginia	8/29/19	ASAP	Sent
5	Prepare Correspondence Overview of NOAs and Forms for 09/19 meeting	Tiffany	08/29/19		In progress

6	Forward CA-202307/CIV-100774 Updates to the GEN 1365 Form and Form Generation to other appropriate committees with Correspondence suggestions.	Nithya	8/29/19		Update at meeting
7	Upload Top Ten SCRs and Scorecards to the Correspondence Committee folder on CalSAWS WebPortal	Virginia	8/29/19	ASAP	In progress
8	Send additional information regarding CER Review – CA-209520 NOAs denial reason location to committee for consideration at 9/26/19 meeting.	Virginia	8/29/19	ASAP	Update at meeting

#	Decision Made	Who Made the Decision	Date
1			
2			

DRAFT

