

# CalSAWS Consortium JPA Board of Directors

## Meeting Minutes

January 24, 2020

9:00 a.m.

**Location:** CalSAWS North  
11290 Pyrites Way, Suite 150  
Rancho Cordova, CA 95670

### **Board Members Present In-Person:**

State – Ex-Officio Member, Dan Kalamaras, Office of Systems Integration

### **Board Members Present via teleconference:**

Region 1 – Member, Kathy Gallagher, Contra Costa Employment and Human Services Department

Region 2 – Member, Ann Edwards, Sacramento County Department of Human Assistance

Region 3 – Member, Bekkie Emery, Mendocino County Health and Human Services Agency

Region 4 – Member, Kathy Harwell, Stanislaus County Community Services Agency

Region 5 – Member, CaSonya Thomas, San Bernardino County Human Services Agency

Region 5 – Chair, Barry Zimmerman, Ventura County Human Services Agency

Region 5 – Member, Debra Baetz, Orange County Social Services Agency

Region 6 – Member, Antonia Jimenez, Los Angeles County Department of Public Social Services

Region 6 – Member, Antonia Jimenez, Los Angeles County Department of Public Social Services

Region 6 – Cynthia McCoy-Miller, Los Angeles County Department of Children and Family Services

Region 6 – Vice-Chair, Michael Sylvester, Los Angeles County Department of Public Social Services

### **Board Members Absent:**

Region 1 – Member, Karen Fies, Sonoma County Human Services Department

Region 4 – Member, Delfino Neira, Fresno County Department of Social Services

### **Member Representatives Present via teleconference:**

#### Region 1

Marin – Kari Beuerman

#### Region 2

Mono – Kathy Peterson

Nevada – Tex Ritter

Tuolumne – Rebecca Espino

Yolo – Nolan Sullivan

#### Region 3

Butte – Shelby Boston

Colusa – Elizabeth Kelly

Glenn – Bill Wathen

Humboldt – Connie Beck

Modoc – Kelly Crosby

Plumas – Neal Caiazzo

Shasta – Melissa Janulewicz

Trinity – Letty Garza

#### Region 4

Kern – Dena Murphy

Kings – Sanja Bugay

Merced – Yvonnia Brown

San Joaquin – Chris Woods

#### Region 5

Imperial – Veronica Rodrigues

San Diego – Richard Wanne

### **Facilitator:**

John Boule, CalSAWS Executive Director

1. JPA Board Chair, Barry Zimmerman, convened the meeting at 9:03 a.m.
2. Public opportunity to speak on any Item NOT on the agenda.
  - None
3. Confirmation of Quorum, Protocols, and Agenda Review
  - Quorum of Member Representatives

- **Quorum of Board of Directors**
- **Protocols**
- **Agenda Review**

#### **JPA Board Action Items**

#### **4. Approval of the Minutes and review of the Action Items of the December 13, 2019 CalSAWS JPA Board of Directors meeting.**

**Summary:** The Consortium is seeking Board approval of the December 13, 2019 CalSAWS JPA Board of Directors meeting.

Motion to Approve, was made by Member, Bekkie Emery.  
 Motion was seconded by Vice-Chair, Michael Sylvester.  
 Member, Kathy Gallagher, voted to approve.  
 Member, Ann Edwards, voted to approve.  
 Member, Kathy Harwell, voted to approve.  
 Member, CaSonya Thomas, voted to approve.  
 Chair, Barry Zimmerman, voted to approve.  
 Member, Debra Baetz, voted to approve.  
 Member, Antonia Jimenez, abstained.  
 Member, Cynthia McCoy-Miller, voted to approve.  
 Members, Karen Fies and Delfino Neira, were absent.  
 Vote was taken via roll call and the Motion passed.

#### **5. Approval of the C-IV Accenture Amendment 106 package, which includes requests for:**

- a) **Approval of C-IV Accenture Change Order CO-114 HVP**
- b) **Approval of C-IV Accenture Change Order CO-115 Cal-OAR**
- c) **Approval of C-IV Accenture Change Order CO-116 Medi-Cal Full Scope Expansion**
- d) **Approval of C-IV Accenture Amendment 106 (includes references to Change Order CO-114 HVP, Change Order CO-115 Cal-OAR, Change Order CO-116 Medi-Cal Full Scope Expansion, and updates to Extension Two Cost Schedules and Exhibit A)**

**Summary:** The Consortium is seeking Board approval of the C-IV Accenture Amendment 106 package, which includes requests for:

- a) Approval of C-IV Accenture Change Order CO-114 HVP
- b) Approval of C-IV Accenture Change Order CO-115 Cal-OAR
- c) Approval of C-IV Accenture Change Order CO-116 Medi-Cal Full Scope Expansion
- d) Approval of C-IV Accenture Amendment 106 (includes references to Change Order CO-114 HVP, Change Order CO-115 Cal-OAR, Change Order CO-116 Medi-Cal Full Scope Expansion, and updates to Extension Two Cost Schedules and Exhibit A)

Motion to Approve, was made by Member, Kathy Harwell.  
 Motion was seconded by Member, Debra Baetz.  
 Member, Kathy Gallagher, voted to approve.  
 Member, Ann Edwards, voted to approve.  
 Member, Bekkie Emery, voted to approve.  
 Member, CaSonya Thomas, voted to approve.  
 Chair, Barry Zimmerman, voted to approve.  
 Member, Antonia Jimenez, voted to approve.  
 Vice-Chair, Michael Sylvester, voted to approve.

Member, Cynthia McCoy-Miller, voted to approve.  
Members, Karen Fies and Delfino Neira, were absent.  
Vote was taken via roll call and the Motion passed.

- 6. Approval of LRS Accenture Base Agreement Amendment 18, which includes requests for:**
- a) Updates to the Base Agreement including:**
    - i. Updates to the Total Maximum Contract Sum for HVP, Cal-OAR, and Medi-Cal Full Scope Expansion**

**Summary:** The Consortium is seeking Board approval of LRS Accenture Base Agreement Amendment 18, which includes requests for:

- a) Updates to the Base Agreement including:
  - ii. Updates to the Total Maximum Contract sum for HVP, Cal-OAR, and Medi-Cal Full Scope Expansion

Motion to Approve, was made by Member, Ann Edwards.  
Motion was seconded by Member, Antonia Jimenez.  
Member, Kathy Gallagher, voted to approve.  
Member, Bekkie Emery, voted to approve.  
Member, Kathy Harwell, voted to approve.  
Member, CaSonya Thomas, voted to approve.  
Chair, Barry Zimmerman, voted to approve.  
Member, Debra Baetz, voted to approve.  
Vice-Chair, Michael Sylvester, voted to approve.  
Member, Cynthia McCoy-Miller, voted to approve.  
Members, Karen Fies and Delfino Neira, were absent.  
Vote was taken via roll call and the Motion passed.

- 7. Approval of LRS Accenture Base Agreement Amendment 19, which includes (contingent upon Federal Approval) requests for:**
- a) Updates to the Base Agreement including:**
    - i. Addition of Exhibit Z (CalSAWS Imaging Project)**
  - b) Updates to Exhibit X (CalSAWS M&O Extension) including:**
    - ii. Addition of Schedule 13 for the CalSAWS Imaging Project**
  - c) Updates to the Total Maximum Contract Sum for the CalSAWS Imaging Project**

**Summary:** The Consortium is seeking Board approval of LRS Accenture Base Agreement Amendment 19, which includes (contingent upon Federal Approval) requests for:

- a) Updates to the Base Agreement including:
  - i. Addition of Exhibit Z (CalSAWS Imaging Project)
- b) Updates to Exhibit X (CalSAWS M&O Extension) including:
  - ii. Addition of Schedule 13 for the CalSAWS imaging Project
- c) Updates to the Total Maximum Contract Sum for the CalSAWS Imaging Project

Motion to defer to February, was made by Member, Antonia Jimenez.  
Motion was seconded by Member, Kathy Gallagher.  
Member, Ann Edwards, voted to approve.  
Member, Bekkie Emery, voted to approve.  
Member, Kathy Harwell, voted to approve.

Member, CaSonya Thomas, voted to approve.  
Chair, Barry Zimmerman, voted to approve.  
Member, Debra Baetz, voted to approve.  
Vice-Chair, Michael Sylvester, voted to approve.  
Member, Cynthia McCoy-Miller, voted to approve.  
Members, Karen Fies and Delfino Neira, were absent.  
Vote was taken via roll call and the Action item was deferred to the February meeting.

**8. Approval of LRS First Data Amendment 3 package, which includes requests for:**  
**a) Additional Staff Augmentation for CalWIN**

**Summary:** The Consortium is seeking Board approval of LRS First Data Amendment 3 package, which includes requests for:

- a) Additional Staff Augmentation for CalWIN

Motion to approve, was made by Member, Ann Edwards.  
Motion was seconded by Chair, Barry Zimmerman.  
Member, Kathy Gallagher, voted to approve.  
Member, Bekkie Emery, abstained.  
Member, Kathy Harwell, voted to approve.  
Member, CaSonya Thomas, voted to approve.  
Member, Debra Baetz, voted to approve.  
Member, Antonia Jimenez, voted to approve.  
Vice-Chair, Michael Sylvester, voted to approve.  
Member, Cynthia McCoy-Miller, voted to approve.  
Members, Karen Fies and Delfino Neira, were absent.  
Vote was taken via roll call and the Motion passed.

**9. Approval of C-IV First Data Amendment 67 package, which includes requests for:**  
**a) Approval of Change Order CO-056 Cal-OAR**  
**b) Approval of Change Order CO-057 HVP**  
**c) Approval of Amendment 67 (includes references to Change Order CO-056 and Change Order CO-057)**

**Summary:** The Consortium is seeking Board approval of C-IV First Data Amendment 67 package, which includes requests for:

- a) Approval of Change Order CO-056 Cal-OAR
- b) Approval of Change Order CO-057 HVP
- c) Approval of Amendment 67 (includes references to Change Order CO-056 and Change Order CO-057)

Motion to approve, was made by Member, Kathy Harwell.  
Motion was seconded by Member, Bekkie Emery.  
Member, Kathy Gallagher, voted to approve.  
Member, Ann Edwards, voted to approve.  
Member, CaSonya Thomas, voted to approve.  
Chair, Barry Zimmerman, voted to approve.  
Member, Debra Baetz, voted to approve.  
Member, Antonia Jimenez, voted to approve.  
Vice-Chair, Michael Sylvester, voted to approve.  
Member, Cynthia McCoy-Miller, voted to approve.

Members, Karen Fies and Delfino Neira, were absent.  
Vote was taken via roll call and the Motion passed.

**10. Approval of ClearBest Change Order 02, which includes requests for:**  
**a) Additional Project Management consulting services**

**Summary:** The Consortium is seeking Board approval of ClearBest Change Order 02, which includes requests for:

- a) Additional Project Management consulting services

Motion to approve, was made by Member, Ann Edwards.  
Motion was seconded by Member, Kathy Gallagher.  
Member, Bekkie Emery, voted to approve.  
Member, Kathy Harwell, voted to approve.  
Member, CaSonya Thomas, voted to approve.  
Chair, Barry Zimmerman, voted to approve.  
Member, Debra Baetz, voted to approve.  
Member, Antonia Jimenez, voted to approve.  
Vice-Chair, Michael Sylvester, voted to approve.  
Member, Cynthia McCoy-Miller, voted to approve.  
Members, Karen Fies and Delfino Neira, were absent.  
Vote was taken via roll call and the Motion passed.

**Member Representatives Action Items**

**11. Approval of the Administrative Budget for Unfunded Costs for FY 20/21.**  
**• Review Administrative Budget Line Items**

**Summary:** The Consortium is seeking Member Representatives approval of the Administrative Budget for Unfunded Costs for FY 20/21.

- Review Administrative Budget Line Items

John Boule and Holly Murphy reviewed this Member Representative Action Item. The item is funded by the counties and it was approved in June of 2019. This is for upcoming Fiscal Year 20/21. Information has been shared with County Fiscal Managers. Overall, it is approximately \$38,000 more than last year due to the increase in insurance and audit costs.

Motion to Approve was made by Member Dena Murphy.  
Motion was seconded by Member Veronica Rodriguez.  
Member, Kathy Gallagher, voted to approve.  
Member, Kari Beuerman, voted to approve.  
Member, Kathy Peterson, voted to approve.  
Member, Ann Edwards, voted to approve.  
Member, Rebecca Espino, voted to approve.  
Member, Nolan Sullivan, voted to approve.  
Member, Shelby Boston, voted to approve.  
Member, Elizabeth Kelly, voted to approve.  
Member, Bill Wathen, voted to approve.  
Member, Connie Beck, voted to approve.

Member, Bekkie Emery, voted to approve.  
Member, Kelly Crosby, voted to approve.  
Member, Neal Caiazzo, voted to approve.  
Member, Melissa Janulewicz, voted to approve.  
Member, Letty Garza, voted to approve.  
Member, Sanja Bugay, voted to approve.  
Member, Yvonnia Brown, voted to approve.  
Member, Chris Woods, voted to approve.  
Member, Kathy Harwell, voted to approve.  
Member, Debra Baetz, voted to approve.  
Member, CaSonya Thomas, voted to approve.  
Member, Richard Wanne, voted to approve.  
Chair, Barry Zimmerman, voted to approve.  
Member, Cynthia McCoy-Miller, voted to approve.  
Member, Antonia Jimenez, voted to approve.  
Vice-Chair, Michael Sylvester, voted to approve.  
Vote was taken via roll call and the Motion passed.

### **Informational Items**

#### **12. CalSAWS Budget Status**

- **Governor's Budget**

**Summary:** Holly Murphy provided a status update on CalSAWS Budget including the Governor's Budget. The Consortium worked with CWDA, CDSS, and DHCS to review the Governor's Budget, which was released earlier in the month. No issues were identified with the CalSAWS, CalWIN, or CalACES budgets. A few shifts will need to be completed on Premise items and new Premise items were identified.

#### **13. M&O Application and Policy Update**

**Summary:** Michele Peterson and Lynn Bridwell provided an update on M&O Application and Policy activities. The Homeless Assistance final ACL was published and the design is being worked on. The Policy letter stated that the policy isn't effective until automation takes place, which is estimated at 6-9 months. A CIT is being worked on for an interim process work-around for counties that choose to implement the policy before automation. Concerns were raised regarding the length of time it will take for automation and the use of a work-around.

The FNS rule has come down for ABAWD, stating as of April 1<sup>st</sup> approximately 40 counties are required to participate. CDSS will provide direction to counties regarding the use of exemptions.

#### **14. Status of CalSAWS Schedule Adjustment**

**Summary:** John Boule, June Hutchison, and Lisa Salas provided an update on the status of the CalSAWS Schedule adjustment. Time is needed to phase in functionality from the Functional Design Sessions and C-IV's move date needs to stay the same, so one system can be retired. A contract Amendment has been sent to the State for review and the Consortium hopes to bring that to JPA in March for consideration of approval. Foster Care has an additional governance process (FCED) that will be utilized. OSI is working with their vendor IBM. This must be in CalSAWS prior to the C-IV cutover.

#### **15. CalSAWS Procurements Update**

- **Mobile/Portal**
- **CalWIN OCM & Training**
- **Central Print**

**Summary:** Tom Hartman and Betty Uzupis provided an update on CalSAWS Procurements including Mobile/Portal, CalWIN OCM & Training, and Central Print. Five proposals were received for the Portal/Mobile Procurement and the initial training with the evaluation team has been completed. An addendum will be released soon for the CalWIN OCM & Training RFP. It is expected to have a large impact, so the timeline has been extended.

**16. CalSAWS Staffing Update**

**Summary:** June Hutchison provided an update on CalSAWS Staffing. The current recruitment is being finalized and the Consortium appreciates the County staff. Directors can expect notification of staff selections in early February.

**17. Overview of OCAT**

**Summary:** Ron Harris and Jennifer Martindill provided an overview of the OCAT timeline and associated tasks. The types of trainings to be offered to the Counties was also reviewed. There will be a CRFI next week to request a county champion and some of the stats. UAT will begin in May and will be led by the Consortium. Each County will need to have a champion and a back-up.

**18. CalSAWS Conference**

- **Westin San Diego – June 24-26, 2020**

**Summary:** John Boule discussed the CalSAWS Conference in San Diego on June 24-26, 2020. The Regional Managers will help keep track of county designated attendees.

**19. Adjourn joint meeting of the CalSAWS Member Representatives and JPA Board of Directors.**

- JPA Board Chair Barry Zimmerman adjourned the meeting at 11:46 a.m.

Action Items	Assigned to	Due Date	Status
1. Use the CRFI process to collect procedural process requirements for Data Retention from each County.	Regional Managers	02/14/20	Open
2. Coordinate the submission of an enhancement request for M&O to look at vetting out Fraud Functionality.	Region 6 RMs	02/14/20	Open
3. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	03/27/20	Open
4. Specific roles and responsibilities for Accenture and the counties will be defined in reference to the Imaging Solution performance. Confirm protections within the contract in relation to the design of the solution.	Laura Chavez	02/14/20	Open

**Next Meeting**

In-Person/Conference Call/Webcast

Friday, February 14, 2020

12:00 p.m. – 3:00 p.m.

Tsakopoulos Library Galleria/East Room

828 I street

Sacramento, CA 95814