

CalSAWS Consortium JPA Board of Directors

Meeting Minutes

March 27, 2020

10:30 a.m.

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

Members Present Via teleconference:

Region 1 – Member, Kathy Gallagher, Contra Costa Employment and Human Services Department
Region 1 – Member, Karen Fies, Sonoma County 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 4 – Member, Delfino Neira, Fresno County Department of Social Services
Region 5 – Member, CaSonya Thomas, San Bernardino County Human Services Agency
Region 5 – Member, Debra Baetz, Orange County Social Services Agency
Region 6 – Member, Cynthia McCoy-Miller, Los Angeles County Department of Children and Family Services
Region 6 – Acting Chair, Michael Sylvester, Los Angeles County Department of Public Social Services
State – Ex-Officio Member, Dan Kalamaras, Office of Systems Integration

Members Absent:

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

Facilitator:

John Boule, CalSAWS Executive Director

1. **JPA Board Acting Chair, Michael Sylvester, convened the meeting at 10:33 a.m.**
2. **Public opportunity to speak on any Item NOT on the agenda.**
 - None
3. **Confirmation of Quorum and Agenda Review**

Informational Item

4. **CalSAWS Project response to the COVID-19 (Coronavirus) Pandemic.**

Summary: John Boule provided an update on the CalSAWS Project response to the COVID-19 (Coronavirus) Pandemic. The Consortium has implemented a communication plan for the C-IV and LRS COVID-19 response. Summary information is going out to Primary Points of Contact as items are taken care of in compliance with the Governor’s Executive Order as well as any release items. The Consortium is working with CDSS, DHCS, and CWDA.

JPA Board Action Items

5. **Consent Items**
 - a. **Approval of the Minutes and review of the Action Items from the February 14, 2020 CalSAWS JPA Board of Directors meeting.**
 - b. **Approval of LRS Accenture Base Agreement Amendment 20 and updates to the JPA Project Budget, which includes requests for:**
 - 1) **Updates to Exhibit C – Schedule of Payments**
 - 2) **Updates to the Total Maximum Contract Sum for ABAWD Phase 3 and FCED**
 - c. **Approval of C-IV Accenture Amendment 107 package and updates to the JPA Project Budget, which includes requests for:**

- 1) C-IV Accenture Change Order CO-117 – ABAWD Phase 3
 - 2) County Purchases
 - 3) Amendment 107 (references CO-117 and County Purchases)
- d. Approval of LRS Accenture Base Agreement Amendment 21 (contingent upon Federal approval), which includes requests for:
- 1) Revised Exhibits U, W, and X
 - 2) New Exhibit AA for Functional Design Sessions (Scheduling, Task Management, Non-State Forms, APIs, etc.) and Analytics, Facilities Expansion for Suites 100 and 120 to begin in November 2020
- e. Approval of C-IV First Data Amendment 68 package and updates to the JPA Project Budget, which includes requests for:
- 1) C-IV First Data Change Order CO-058 ABAWD
 - 2) C-IV First Data Amendment 68 (references CO-058)
- f. Approval of agreement to use and accept digital signatures via DocuSign technology with Regional Government Services (RGS)
- g. Approval of RGS Amendment 31, which includes requests for:
- 1) Addition of the Implementation Manager position description and classification
 - 2) Updates to the C-IV Project Director classification

Summary: The Consortium is seeking Board approval of the Consent Calendar.

Motion to Approve, was made by Member, Delfino Neira.

Motion was seconded by Member, Ann Edwards.

Member, Kathy Gallagher, voted to approve.

Member, Karen Fies, voted to approve.

Member, Bekkie Emery, voted to approve.

Member, Kathy Harwell, voted to approve.

Member, Debra Baetz, voted to approve.

Acting Chair, Michael Sylvester, voted to approve.

Member, Cynthia McCoy-Miller, voted to approve.

Member, CaSonya Thomas, voted to approve.

Member, Antonia Jimenez, was absent.

Vote was taken via roll call and the Motion passed.

Informational Items

6. CalSAWS Conference Discussion

Summary: This item was deferred to a later meeting.

7. CalSAWS Quarterly Financial Report

Summary: This item was deferred to a later meeting.

8. CalSAWS Staffing Update

Summary: This item was deferred to a later meeting.

9. Update on State/Federal Approvals

- IAPDU
- Schedule Adjustment

Summary: This item was deferred to a later meeting.

10. Imaging/Task Management Overview/Timeline

- Update on Potential County Imaging Options

Summary: This item was deferred to a later meeting.

11. Conversion Team Activities Update

- Duplicate Person Report/Communication
- Overview of Duplicate Person Governance

Summary: This item was deferred to a later meeting.

12. OCAT Update

Summary: This item was deferred to a later meeting.

13. Application Development Update

- Policy

Summary: This item was deferred to a later meeting.

14. Procurement Update

- Central Print

Summary: This item was deferred to a later meeting.

15. Adjourn Meeting

- JPA Board Acting Chair Michael Sylvester adjourned the meeting at 11:06 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	04/17/20	Open
2. Coordinate the submission of an enhancement request for M&O to look at vetting out Fraud Functionality.	Region 6 RMs	04/17/20	Open
3. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	04/17/20	Open
4. Specific roles and responsibilities for Accenture and the counties will be defined in reference to the Imaging Solution performance. Confirm	Laura Chavez	04/17/20	Open

Action Items	Assigned to	Due Date	Status
protections within the contract in relation to the design of the solution.			
5. Notify the Board when the official approval is received from Federal partners.		04/17/20	Open

Next Meeting

Conference Call/Webcast
Friday, April 17, 2020
9:00 a.m. – 11:00 a.m.