

## CalSAWS CCB Minutes

<b>DATE</b>	APRIL 16, 2020
<b>TIME</b>	1:30 PM
<b>LOCATION</b>	North: Sutter Conference Room, South: Conference Room 331
<b>SUBJECT</b>	Change Control Board Meeting
<b>INVITEES</b>	Regional Managers, Design Leads, Tech Leads, Release Management Leads, Quality Assurance, State Partners, Consortium Management

### Meeting Purpose:

Approve pending System Change Requests (SCRs), scope modifications, and change orders as needed.

### 1. C-IV SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
19.07	CIV-104230	CA-208720	Request to create CalWORKs Home Visiting Initiative (HVI) flags	Online	15	C-IV M&O	Production Deployment	19.07.25
20.03	CIV-106686	CA-214411	Reinstate ABAWD Geographical Wavier	Eligibility	108	Premise	Production Deployment	20.04.09
20.03	CIV-106694		Communication with Participants during the COVID-19 impact - C4Yourself/Mobile App	Online	67	C-IV M&O	Production Deployment	20.03.20
20.03	CIV-106705		Outbound IVR and Text Message for COVID-19	Client Correspondence	23	C-IV M&O	Production Deployment	20.03.23
20.03	CIV-106751		C4Y Announcement about not returning Periodic Reporting (SAR-7) and Recertification/Redetermination	Online	33	LRS M&E	Production Deployment	20.03.25
20.03	CIV-106760	CA-214590	Add a new override Reason of "COVID-19" on EDBC Summary	Eligibility	23	C-IV M&O	Production Deployment	20.04.10
20.03	CIV-106763		Turn off CMSP Discontinuance and Recertification Batches due to COVID-19	CalHEERS	22	C-IV M&O	Production Deployment	20.03.26

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.03	CIV-106791	CA-214641	Update Welfare Intercept System batch to not send Establishment, Reactivate records	Fiscal	38	C-IV M&O	Production Deployment	20.04.03
20.05	CIV-105913	CA-212411	Updates to Generation of NA 823 and NA 820 for HSP and HVP	Client Correspondence	229	Premise	Start Build	
20.05	CIV-106626	CIV-106633	Update Stanislaus Issuance Threshold for RCA	Fiscal	20	C-IV M&O	Production Deployment	
20.06	CIV-105575	CA-211616; CH-154346	CalHEERS eHIT: Update Interface Schema to version 15	CalHEERS	138	Premise	Start Build	
20.07	CIV-104043	CA-208268	ACL 18-107, ACL 18-108 - SNB/TNB Forms and Notices - Threshold Languages Phase 4	Client Correspondence	592	Premise	No	
20.07	CIV-104574	CA-209404	ACL 19-59 Revise DFA 358F and DFA 358S	Reports	347	C-IV M&O	Start Build	
20.07	CIV-104703	CA-209709	ACL 19-75 Revisions to ABCD 350	Reports	479	C-IV M&O	Start Build	
20.07	CIV-105722	CA-212039	Update C4Yourself and C4Y mobile App downtime message page with external links and phone numbers	Online	269	C-IV M&O	Start Build	

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.02	CIV-103675	CA-207026	Migrate Monterey County IVR to Amazon Connect	Contact Center	370	C-IV M&O	Start Build	20.04.03
20.02	CIV-106058	CA-212648	Generate CF377.11C For Counties Losing ABAWD Waiver	Client Correspondence	100	Premise	No	20.xx.xx
20.03	CIV-105185	CA-210813	Update CFWR Work Registration Exempt Status Reason Replace "Physically/Mentally Incapacitated" with "Unfit For Employment-Medically Verified"	Eligibility	132	C-IV M&O	No	
20.05	CIV-102191	CA-204569	ACL 19-40 CalWORKs Outcome and Accountability Review (Cal-OAR) Phase II	Batch/Interfaces	1106	Premise	Start Build	
20.05	CIV-104042	CA-208265	ACL 19-42 Implement the Automation of CalWORKs Home Visiting Program (HVP)	Online	713	Premise	Start Build	
20.07	CIV-102606	CA-209221 CA-208814 CIV-104015	Add State PINs to Integrated Service Payment / Valuable Detail Claiming Report	Reports	231	C-IV M&O	No	

## 2. LRS SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
19.07	CA-208720	CIV-104230	Request to create CalWORKs Home Visiting Initiative (HVI) flags	Online	15	LRS M&E	Production Deployment	19.07.24
19.11	CA-211511		2020 MEDS Renewal and Recon Schedule	Batch Operations	45	LRS M&E	Production Deployment	19.12.12
20.03	CA-214411	CIV-106686	Reinstate ABAWD Geographical Wavier	Eligibility	127	Premise	Production Deployment	20.04.09
20.03	CA-214463		Update the Received Date on Vouchers for March Foster Care Benefit Month for LA County	Fiscal	73	LRS M&E	Production Deployment	20.04.08
20.03	CA-214556		Training: Update Clerical Support WBTs for 20.03 App Dev Changes	Training	120	LRS M&E	Start Build	20.05.15
20.03	CA-214562		Training: Update 040-WBT-ELA-Eligibility-01 per 20.03 App Dev Changes	Training	55	LRS M&E	Start Build	20.05.15
20.03	CA-214563		Training: Update 040-WBT-ELA-Eligibility-02-A and 040-WBT-ELA-Eligibility-02-B for 20.03 App Dev Changes	Training	60	LRS M&E	No	20.05.15
20.03	CA-214565		Training: Update Eligibility General WBTs for 20.03 App Dev Changes	Training	60	LRS M&E	Start Build	20.05.15
20.03	CA-214571		Training: Update DCFS Eligibility General WBTs for 20.03 App Dev Changes	Training	35	LRS M&E	Start Build	20.05.15
20.03	CA-214573		Training: Update Eligibility Supervisor WBTs for 20.03 App Dev Changes	Training	40	LRS M&E	Start Build	20.05.15
20.03	CA-214575		Training: Update 046-WBT-ELD-Eligibility CalFresh-01 per 20.03 App Dev Changes	Training	68	LRS M&E	Start Build	20.05.15
20.03	CA-214576		Training: Update CalFresh WBTs for 20.03 App Dev Changes	Training	45	LRS M&E	Start Build	20.05.15
20.03	CA-214580		Training: Update 046-WBT-ELD-Eligibility CalFresh-06 per 20.03 App Dev Changes	Training	60	LRS M&E	No	20.05.15
20.03	CA-214581		Training: Update Foster Care WBTs for 20.03 App Dev Changes	Training	90	LRS M&E	Start Build	20.05.15
20.03	CA-214590	CIV-106760	Add a new override Reason of "COVID-19" on EDBC Summary	Eligibility	46	LRS M&E	Production Deployment	20.04.10
20.03	CA-214627		Training Release 20.05.15 - LMS Support	Training	175	LRS M&E	Start Build	20.05.15

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.03	CA-214641	CIV-106791	Turn Off the monthly Treasury Tax Collector (TTC) Referral Batch job for LA County	Fiscal	45	LRS M&E	Production Deployment	20.03.30
20.03	CA-214723		Training: Update General Relief WBTs for 20.03 App Dev Changes	Training	40	LRS M&E	No	20.05.15
20.03	CA-214728		Training: Update Medi-Cal Intake WBTs for 20.03 App Dev Changes	Training	65	LRS M&E	No	20.05.15
20.03	CA-214729		Training: Update Medi-Cal Approved and Specialized WBTs for 20.03 App Dev Changes	Training	75	LRS M&E	No	20.05.15
20.03	CA-214730		Training: Update RCA WBTs for 20.03 App Dev Changes	Training	45	LRS M&E	No	20.05.15
20.03	CA-214732		Training: Update 056-WBT-ELJ-Eligibility Kin-GAP-02 for 20.03 App Dev Changes	Training	80	LRS M&E	No	20.05.15
20.03	CA-214787		Training: Update Employment Services-WTW WBTs for 20.03 App Dev Changes	Training	80	LRS M&E	No	20.05.15
20.03	CA-214790		Training: Update Employment Services-GROW WBTs for 20.03 App Dev Changes	Training	60	LRS M&E	No	20.05.15
20.03	CA-214794		Training: Update 068-WBT-ELM-Eligibility Cal-Learn for 20.03 App Dev Changes	Training	40	LRS M&E	Start Build	20.05.15
20.03	CA-214796		Training: Update Fiscal WBTs for 20.03 App Dev Changes	Training	16	LRS M&E	No	20.05.15
20.03	CA-214797		Training: Update DCFS Fiscal WBTs for 20.03 App Dev Changes	Training	20	LRS M&E	No	20.05.15
20.03	CA-214798		Training: Update CalWORKs WBTs for 20.03 App Dev Changes	Training	75	LRS M&E	No	20.05.15
20.03	CA-214800		Training: Update CAPI WBTs for 20.03 App Dev Changes	Training	35	LRS M&E	No	20.05.15
20.03	CA-214801		Training: Update Orientation WBTs for 20.03 App Dev Changes	Training	50	LRS M&E	No	20.05.15
20.03	CA-214811		Training: Update Other User Orientation WBTs for 20.03 App Dev Changes	Training	20	LRS M&E	No	20.05.15
20.03	CA-214813		Training: Update QA/QC WBTs for 20.03 App Dev Changes	Training	50	LRS M&E	No	20.05.15

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.03	CA-214815		Training: Update 130-WBT-RDM-Resource Databank Maintainer-02 for 20.03 App Dev Changes	Training	10	LRS M&E	No	20.05.15
20.03	CA-214817		Training: Update DCFS Resource Databank Maintainer WBTs for 20.03 App Dev Changes	Training	12	LRS M&E	No	20.05.15
20.03	CA-214818		Training: Update Security Administration WBTs for 20.03 App Dev Changes	Training	30	LRS M&E	No	20.05.15
20.03	CA-214826		Training: Update Special Investigations WBTs for 20.03 App Dev Changes	Training	30	LRS M&E	No	20.05.15
20.05	CA-208623		Conduct Batch Eligibility Regression Testing Against the 20.05 Release	Eligibility	798	LRS M&E	Start Build	
20.05	CA-212411	CIV-105913	Updates to Generation of NA 823 and NA 820 for HSP and HVP	Client Correspondence	474	Premise	Start Build	
20.05	CA-213556	CIV-106401; CA-208265	Job Aid for SCR CA-208988 - ACWDL for Housing Support Program (HSP)	Training	15	Premise	Start Build	
20.05	CA-214412		Job Aid - Update job aid for SCR CA-208265 Automation of CalWORKs Home Visiting Program (HVP)	Training	5	Premise	Start Build	
20.05	CA-214492		Add new Document Type Value to YBN Verification Upload	Online	102	LRS M&E	Start Build	
20.06	CA-211616	CIV-105575; CH-154346	CalHEERS eHIT: Update Interface Schema to version 15	CalHEERS	178	Premise	Production Deployment	
20.07	CA-206347		Update NOA logic for CW IRT to Generate the SAR 2	Client Correspondence	60	LRS M&E	Start Build	
20.07	CA-208268	CIV-104043	ACL 18-107, ACL 18-108 - SNB/TNB Forms and Notices - Threshold Languages Phase 4	Client Correspondence	536	Premise	No	
20.07	CA-209404	CIV 104574	ACL 19-59 Revise DFA 358F and DFA 358S	Reports	408	LRS M&E	Start Build	
20.07	CA-209709	CIV-104703	ACL 19-75 Revisions to ABCD 350	Reports	567	LRS M&E	Start Build	
20.07	CA-212039	CIV-105722	Update YBN/DPSS Mobile App downtime message page with external links and phone numbers	Online	259	LRS M&E	Start Build	
20.07	CA-213170		Add a Business Intelligence Search Page to CalSAWS	Reports	597	LRS M&E	Start Build	

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.07	CA-213672		Standardize Account Number Format for Text Campaigns	Batch/Interfaces	130	LRS M&E	Start Build	
20.07	CA-214104		Inactivate Unnecessary Scheduled Reports	Reports	10	LRS M&E	No	

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.03	CA-210813	CIV-105185	Update CFWR Work Registration Exempt Status Reason Replace "Physically/Mentally Incapacitated" with "Unfit For Employment-Medically Verified"	Eligibility	143	LRS M&E	No	
20.05	CA-57266	CIV-10401, CIV-100257	DDCR 5082 Add Voucher Type to Service Arrangement Detail Page	Fiscal	229	Other	No	
20.05	CA-204569	CIV-102191	ACL 19-40 CalWORKs Outcome and Accountability Review (Cal-OAR) Phase II	Batch/Interfaces	1603	Premise	Start Build	
20.05	CA-208265	CIV-104042	ACL 19-42 Implement the Automation of CalWORKs Home Visiting Program (HVP)	Online	824	Premise	Start Build	
20.05	CA-210926		Add EDBC Validation to Force Completion of Customer Report	Eligibility	204	LRS M&E	No	
20.07	CA-209221	CIV-102606, CIV-104015, CA-208814	Add State PINs to Integrated Service Payment / Valuable Detail Claiming Report	Reports	274	LRS M&E	No	

### 3. Informational Only: CalSAWS DDID SCRs

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.05	CA-213536		DDID 1270: CA-207357 Update Job Aid for Customer Activity Detail	Training	5	CalSAWS DD&I	Start Build	
20.05	CA-213543		DDID 2080, 2081: CA-207121-Update Job Aid WTW functionality	Training	5	CalSAWS DD&I	Start Build	

Release	SCR #	X-REF SCR	DESIGN APPROVAL	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.05	CA-213554		DDID 2086: Update Job Aids for CA-207191 Add View History to Employment Service pages	Training	50	CalSAWS DD&I	Start Build	
20.07	CA-213257		Build Streams Architecture for Batch	Tech Arch	1318	CalSAWS DD&I	Start Build	
20.07	CA-213988		Replace Oracle IAM Security Stack	Tech Arch	2394	CalSAWS DD&I	Start Build	20.08.08

Release	SCR #	X-REF SCR	CONTENT REVISION	Team Responsible	Hours	Funding Source	Emergency Approval	Priority Release
20.05	CA-207116		DDID 2276: Update the fraud tracking functionality	Online	279	CalSAWS DD&I	No	
20.05	CA-207217		DDID 2057 - Update Display Name throughout the system	Online	626	CalSAWS DD&I	No	
20.05	CA-207250	CIV-103307; CIV-103932; CIV-104086; CIV-103446	DDID 1787 - Migrate the C-IV County Specific Batch Jobs (Phase 2)	Batch/Interfaces	3919	CalSAWS DD&I	No	

#### 4. Minutes

- All questions are shown on the following section
- CA-208268 CIV-104043 Question from Region 2 was sufficiently answered sufficiently
- CA-209404 CIV-104574 Question from Region 2 was sufficiently answered sufficiently
- CA-204569 CIV-102191 Questions from Riverside county were answered sufficiently with one response from CDSS pending
- CA-214562 ETC was increased to 75
- The following SCRs were moved to Release 20.06 with Minor version 20.07.17: CA-214732, CA-214790, CA-214796, CA-214797, CA-214800, CA-214811, CA-214813, CA-214815, CA-214817, CA-214818, CA-214826
- There will be a new section in the CCB packet beginning with the next meeting showing upcoming Conversion SCRs
- The next CCB Meeting scheduled for 04/30/2020

**CalSAWS CCB Questions**

SCR Number	County / Region	Question	Answer	Team
CA-208268 CIV-104043	Region 2	I'm not sure I understand what recommendation 4 (LRS ONLY) is; "Update the SNB/TNB Requested Discontinuance to not include "benefits" twice". There isn't a design document attached to the SCR, where I can try and get clarification.	Attached to the SCR is the FDD (Functional Design Document) for that NOA Fragment. Currently the text in the fragment has the word "benefit" however the variable population prior to this text also populates with "benefit" at the end. <b>This causes the final result to be "benefit benefit"</b> .	Correspondance
CA-209404 CIV-104574	Region 2	SCR CIV-104574 does not mention it will update Online Help 2020 Report Calendar, which will need to be updated (see screenshot below). I'm not sure if LRS has the same Calendar or if it also needs to be updated.	I updated Recommendation #4 on JIRA to include background why change is needed to respond to Region 2's question. The Online Help modifications will be logged in a separate SCR by the Training team. <b>This SCR will be coming through the SCRB/CCB cycle at a later date.</b>	Reports
CA-204569 CIV-10291	Riverside	<p>The following outstanding issues are noted:</p> <ul style="list-style-type: none"> <li>•Variable 27 is still using the open homeless program to determine if homeless assistance was requested but the homeless program is not always opened when a customer merely requests homeless assistance. I still strongly suggest that the Needs page is used to determine if homeless assistance was requested, which should contain a record even if the application as not processed or denied, like after MEDS is reviewed and it is determined the customer has used their once-a-year homeless assistance and they are not eligible to an exception.</li> <li>•Variable 30's page location was updated as needed, however the field name is still showing as "Need Status" when there is no such field on the page. The field that should be mined is "status"</li> <li>•Variable 32 was updated to include Employment hours in the criteria and online page location, but did not identify the Employment tables that would be used. I believe that the table that should be used is EMP_MONTH_ACTUAL_EMP_DETL and it should be added to the design document Data Element Specification attachment</li> <li>•Variable 40 is still not mining for "actual, verified attendance hours" as required by ACL 19-40, attachment 3, page 33. The mapping described on the Data Element Specification document is only verifying the activity status which is not sufficient to determine if a client attended their first activity, with actual verified hours. This mapping needs to be updated to look at the Actual Hours field on the Activity Progress Summary page (CUST_ACTIV_ATTEND)</li> <li>•Variable 45 is still using the Needs list instead of the Service Arrangement list to identify whether transportation supportive services were issued. Only the Service Arrangements will show whether the transportation supportive service request and actually approved, whereas the Need only indicates it was requested.</li> <li>•Variable 46 in C-IV the more appropriate field to mine would be Parent's Need Reason, not Special</li> </ul>	<p>Variable 27 – LA county does not use the Needs Page to issue HA as Supportive Services. Instead, LA county uses the Needs Page for county funded Homeless Assistance. A worker can always add a HA Perm or Temp from adding a program when a request is indicated.</p> <p>Variable 30 – Will update and add to Content revision 3</p> <p>Variable 32 – the CUST_ACTIV_ATTEND table captures attendance related activities including excused hours. In this case, the EMP_MONTH_ACTUAL and EMP_DETL table will not provide accurate activity hours.</p> <p>Variable 40 – Per discussion with Monica Nguyen and recommendation from CDSS, the criteria to look at the actual hours was removed. <b>Update: awaiting email confirmation from CDSS to confirm criteria and ACL Errata to update Variable 40 to Status not Hours. Verbal communication received.</b></p> <p>Variable 45 – The Needs list page displays the begin and end date which will help in identifying the measurement period. This information is pulled from the CUST_NEED table.</p> <p>Variable 46 – Currently, the criteria for the Child Care Need is looking at the begin and end date within the measurement period of when the Child Care Need</p>	Batch/Interfaces