

CalSAWS | Notes from RDB Committee

Date: September 30, 2020	Location: Skype Meeting
Meeting Called by: Gingko Luna, Michelle Ramos	Meeting materials: RDB Protocol, CERs

Attendees:	Region	County	Attendee(s)
1	Contra Costa		Teri Howe
	Monterey		Maria Pacheco
	Napa		Shanna Gardner
	Monterey		Thomas Delacruz
	Santa Clara		Trisha Miura
2	Sacramento		Kim Casalta
	Sacramento		Paul Vaca
3	Humboldt		Ari Chandler
	Mendocino		Fangling Zhang
	Butte		Kandi Davis
	Butte		Sandra Soto
4	Fresno		Casey Wilson
	Merced		Michelle L. Smith
	San Joaquin		Carole Monroe
	Stanislaus		Robert Hemsley
5	Orange		Wendy Marshall
	Riverside		Mary Dodge
	San Bernardino		Megan Peck - Voter
	San Diego		Christopher Hermanson
	Ventura		Eduardo Moncayo
6	Los Angeles		Deidrea Amey Karla M. Morales Lorraine Sinelkoff Rada Mosley Xochitl Avila
Consortium			Ana White, Lorena Montes, Araceli Gallardo, Brittney Blake, Connie Buzzbee, Franz Lightle, Joel Azevedo, Kristi Rodriguez, Melissa Gates, Melissa Mendoza, Ritu Chinya, Sean Swift, Tan Do, Joe Mendoza

Topic

Protocol Review

Important Points

- Comments received in writing have been incorporated into the document.
Received several questions that pertained to migration. Gingko is compiling the questions.

Reminder: If you would like to have an overview of the RDB. Targeted Topic Session was on 8/18. It was recorded and is on the Web Portal, the link will be sent out after today's meeting.

The document will be moved to a CalSAWS template
The document was reviewed and comments/suggestions were taken.

Gingko is confirming with migration team if the public facing RDB website will be available to all counties after migration

At migration, counties will not be required to change existing entries to meet naming conventions. When entering new resources, counties should use these naming conventions.

Appendix A does not address Foster Care naming conventions, will need something added for that.

Gingko asked if Phone Information and Internet Information should remain optional. Consensus was that these should remain optional.

Section 1,B, VIII, c. – Agreement that Note should be removed

Section 1, C, IV - Services can be maintained by each individual county. Counties still need to follow impact list protocol.

LA County – Stated they have forms that are triggered from resource activities or services. Asked if they use another county's resource, will it impact this?

When there is an end date it stops the trigger of some of their forms.

Duke stated form triggers should not be impacted. Should follow protocol to remove end dates if needed.

If a county is not getting a response from another county they should contact RM first and if issue isn't resolved then can follow escalation process.

Topic

Important Points

RCMs will be responsible with keeping list of contacts up to date in the Web Portal.

If naming convention is not followed because name is too long it should be notated in the RDB Detail page Comments section.

CA-217791 DDID 1967 Update Issuance Method for RDB

- Duke Vang discussed DDID SCR. This is currently scheduled for the 21.03 release.

This SCR is to allow Direct Deposit functionality to be available for Resources, for migrating counties.

Humboldt County has concerns about conversion. He thinks other committees should review and give feedback.

Duke stated that it will be shared with appropriate committees at the very least as an FYI. Existing Direct Deposit accounts should convert without issue.

AAP payees have direct deposit set up at the person level. Question asked - Will they be converted to a resource at migration?

Duke stated counties will get lists.

Riverside - Concerns raised about Foster Care Resources and ARC payments.

Duke will research.

Still figuring out the approval process for anything post 21.01 release.

CERs : Transfer Information to RDB Creation, Tax Information Type Update

- Shanna - Transfer Information to RDB Creation
- Want to see if there is a way to transfer information from a request that is made, rather than having to retype it. Would also like additional fields added.

Gingko will send out and request vote via email

Topic

Important Points

- Shanna – Update for No W9

- If W9 is not obtained, currently have to enter “Not Required – 1099 Exempt”, which isn't accurate for all entries.

Would like to add an additional selection to use if W9 isn't obtained.

Suggestion received to add to the CER. Request is to add another field to indicate that W9 was not received and then add functionality to not allow a payment to resources with this selection.

Gingko will reword the CER and then will send out and request vote via email.

(Optional Items)

#	Action Item	Assigned To	Assigned Date	Due Date	Status
1	Share link to recorded RDB Targeted Topic Session held 8/2020	Gingko	9/30/20		Completed
2	Clarify holding ARC payments until the 11 th of the month	Duke	9/30/20		Pending
3	Confirm if the public facing RDB website will be available after C-IV migration	Gingko	9/30/20		Pending

#	Decision Made	Who Made the Decision	Date
1			
2			