

CalSAWS Consortium JPA Board of Directors

Meeting Minutes

April 16, 2021

10:30 a.m.

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

Members Present Via teleconference:

Region 1 – Member, Tracey Belton, San Benito County Dept. of Health & Human Services
Region 1 – Member, Kathy Gallagher, Contra Costa Employment & Human Services Depart.
Region 2 – Member, Amanda Sharp, Placer County Health & Human Services Department
Region 3 – Member, Bekkie Emery, Mendocino County Health & Human Services Agency
Region 4 – Member, Kathy Harwell, Stanislaus County Community Services Agency
Region 4 – Vice-Chair, Delfino Neira, Fresno County Department of Social Services
Region 5 – Member, CaSonya Thomas, San Bernardino County Human Services Agency
Region 5 – Member, Melissa Livingston, Ventura County Social Services Agency
Region 6 - Antonia Jimenez, Los Angeles County Department of Public Social Services
Region 6 –Chair, Michael Sylvester, Los Angeles County Department of Public Social Services
Region 6 – Member, Cynthia McCoy-Miller, Los Angeles County Department of Children & Family Services
State – Ex-Officio Member, Dan Kalamaras, Office of Systems Integration

Members Absent Via teleconference:

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

Facilitator:

John Boule, CalSAWS Executive Director

1. JPA Board Chair, Michael Sylvester, convened the meeting at 10:35 a.m.

2. Confirmation of Quorum and Agenda Review

3. Public opportunity to speak on any Item NOT on the agenda.

- Public comments were made by Jennifer Tracy and Becky Gershon.
- Becky Gershon spoke on behalf of the Advocates. She noted that as we get closer to the launch date the Advocates desire for a more focused and immediate feedback group for issues that might come up and require same day or next day communication to allow for escalating issues in real-time during the critical launch. It's requested that CalSAWS develop a workgroup to work together with the advocates on issues that may arise and provide transparency.
- Jennifer Tracy stated that the commitment from CalSAWS is appreciated to elevating equity as part of the approach to the development of the CalSAWS system and ancillary systems. Jennifer stated there is an equity and access issue as it relates to the BenefitsCal portal due to the BenefitsCal Portal design delaying functionality, which will result in disparate impacts for marginalized groups and leaves out two requirements related to the assister dashboard. For example, in Functionality Requirement 14.4 the assister portal is supposed to allow for the ability to upload documents after submission of an application, and the development of the detailed dashboard for the Assisters, which has been delayed for over a year. Advocates and assisters were not consulted in the deliberations for what to include when the BenefitsCal launch was split between C-IV and Los Angeles counties. Conflicting information was received about how the functionality was being included in the releases and without this detailed functionality the non-English speaking communities

that are most likely to rely on community-based assisters will be disproportionality and negatively impacted creating an increased burden for counties and greater inequities across the state. Consumer access will be undermined leading to more problems for county staff. Jennifer urged CalSAWS to move quickly to address the inequities, to do so with transparency in the design choices for BenefitsCal Portal, and to work proactively with the Stakeholder community to ensure that the functionality that was agreed to in the RFP is implemented in ways that are timely, equitable, and support access for all Californians.

Action Items

4. Approval of Gainwell Central Print Services Agreement, which includes the design, development, and implementation of Central Print and mailing services for the CalSAWS environment.

Summary: The Consortium is seeking Board approval of Gainwell Central Print Services Agreement, which includes the design, development, and implementation of Central Print and mailing services for the CalSAWS environment. Gainwell (formerly known as DXC) was selected as the successful vendor and was notified of the intent to Award on December 24, 2020. The initial contract term is 5 years, with 5 1-year options. The contract amount of \$158,501,228 is fully funded through the CalSAWS IAPDU. The Xerox appeal was dismissed, and the panel issued its Findings Report on March 18. The Print Services shall achieve Final Acceptance Report is approved by the Consortium. The objective is to transition 56 of the 58 Counties to Centralized Print and Mailing Services. The Consortium is working with Los Angeles County on the redetermination packet process. In Phase 1, Los Angeles County will go live in August 2021. In Phase 2, C-IV Counties will go live in September 2021. In Phase 3, CalWIN Counties will go live in six waves, beginning in October 2022. The Go live packets will be updated in the May/June timeframe to include Central Print information.

Motion to Approve, was made by Vice-Chair, Delfino Neira.

Motion was seconded by Member, Amanda Sharp.

Member, Kathy Gallagher, voted to approve.

Member, Tracey Belton, voted to approve.

Member, Bekkie Emery, voted to approve.

Member, Kathy Harwell, voted to approve.

Member, CaSonya Thomas, voted to approve.

Member, Melissa Livingston, voted to approve.

Member, Antonia Jimenez, voted to approve.

Chair, Michael Sylvester, voted to approve.

Member, Cynthia McCoy-Miller, voted to approve.

Member, Debra Beatz was absent from vote.

Vote was taken via roll call and the Motion passed.

5. Approval of Consent Items

a. Approval of the Minutes and review of the Action Items from the March 26, 2021 CalSAWS JPA Board of Directors meeting.

b. Approval of the Accenture CalSAWS/LRS Amendment 25, which includes language necessary to impose the requirements and obligations of the Privacy and Security Agreement (PSA)

- c. **Approval of the Accenture C-IV PSA Amendment 113, which includes language necessary to impose the requirements and obligations of the PSA**
- d. **Approval of the Gainwell CalWIN PSA Amendment 1, which includes language necessary to impose the requirements and obligations of the PSA**
- e. **Approval of the Gainwell Central Print PSA Amendment 1, which includes language necessary to impose the requirements and obligations of the PSA**
- f. **Approval of the ClearBest Amendment 2, which includes language necessary to impose the requirements and obligations of the PSA**
- g. **Approval of the Accenture CalSAWS/LRS Change Notice 9, which includes additional M&E hours**
- h. **Approval of Accenture C-IV Amendment 114, which includes additional M&E hours offset by reductions to hardware/software and print services, and administrative adjustments for infrastructure and WAN costs**

Summary: The Consortium is seeking Board approval of Consent Items.

Motion to Approve, was made by Chair, Michael Sylvester.
 Motion was seconded by Member, Kathy Gallagher.
 Member, Tracey Belton, voted to approve.
 Member, Amanda Sharp, voted to approve.
 Member, Bekkie Emery, abstained.
 Member, Kathy Harwell, voted to approve.
 Vice-Chair, Delfino Neira, voted to approve.
 Member, CaSonya Thomas, voted to approve.
 Member, Melissa Livingston, voted to approve.
 Member, Antonia Jimenez, voted to approve.
 Member, Cynthia McCoy-Miller, voted to approve.
 Member, Debra Beatz was absent from vote.
 Vote was taken via roll call and the Motion passed.

6. Adjourn Meeting

- JPA Board Chair Michael Sylvester adjourned the meeting at 11:14 a.m.

Action Items	Assigned to	Due Date	Status
1. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	05/14/21	Open
2. Report back to the Board with comprehensive recommendations for Diversity, Equity, and Inclusion (DEI).	John Boule	Ongoing	Open
3. Provide details on how Risk Mitigation is being tracked.	Rachel Frey	Ongoing	Open

Next Meeting

Conference Call/Zoom
 Friday, May 14, 2021
 12:00 p.m. – 2:00 p.m.