

# CalSAWS | Executive Summary for the JPA Board of Directors

Date: Friday, October 21, 2022

Location: Conference Call/Zoom

Agenda Item and Summary	Type of Item
<p><b>1. Call meeting to order.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will call the CalSAWS JPA Board of Directors meeting to order.</p>	Procedural
<p><b>2. Confirmation of Quorum and Agenda Review.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will confirm quorum of the Board and John Boule will provide a high-level overview of the agenda.</p>	Procedural
<p><b>3. Public opportunity to speak on items not on the agenda. Public comments are limited to no more than three minutes per speaker, except that a speaker using a translator shall be allowed up to six minutes.</b></p> <p><b>NOTE: The public may also speak on any Item ON the Agenda by waiting until that Item is read then requesting recognition from the Chair to speak.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will provide the public with an opportunity to speak on items not on the agenda.</p>	Procedural
<b>Action Item</b>	
<p><b>4. Authorization to conduct CalSAWS JPA Board, Project Steering Committee (PSC), and WCDS Subcommittee Meetings in accordance with subdivision (e) of Government Code Section 54953 through November 21, 2022, based on the following findings:</b></p> <ul style="list-style-type: none"><li><b>a. The Governor’s State of Emergency related to COVID-19 remains in effect; and</b></li><li><b>b. The State of Emergency continues to directly impact the ability of the members to meet safely in person.</b></li></ul> <p><b>Summary:</b> The Consortium is seeking Board authorization to conduct the CalSAWS JPA Board, Project Steering Committee (PSC), and WCDS Subcommittee Meetings in accordance with subdivision (e) of Government Code Section 54953 through November 21, 2022, based on the findings listed above.</p>	Action
<p><b>5. Approval of CWDA Consulting Services, which includes which includes professional services to support CalSAWS.</b></p> <p><b>Summary:</b> The Consortium is seeking Board approval of the CWDA Agreement, which includes professional services provided by CWDA to provide guidance, support, and feedback in navigating the annual state budget and policy processes and planning system changes to support the priorities of County Directors, the Legislature, state partners and advocates. The term of the Agreement is through June 2025. The costs of this Agreement equate to \$732,160 for the period November 1, 2022, through June 30, 2025. The costs are funded through the CalSAWS Implementation Advance Planning</p>	Action

Document Update (IAPDU) and the current year costs are accounted for in the SFY 2022-23 CalSAWS JPA Project Budget.

(Attachments)

**6. Approval of Consent Items**

Action

**a. Approval of the Minutes and review of the Action Items from the September 9, 2022, JPA Board of Directors Meeting.**

**Summary:** The Consortium is seeking Board approval of the September 9, 2022, JPA Board of Directors Meetings.

**b. Approval of Biennial Review and Update to CalSAWS Conflict of Interest Code.**

**Summary:** The Consortium is seeking Board approval of the Biennial Review and Update to the CalSAWS Conflict of Interest Code. The Political Reform Act requires every multi-county agency to review its Conflict of Interest Code biennially and notify the Fair Political Practices Commission as to whether or not the agency's code needs to be amended.

The CalSAWS Conflict of Interest Code is being updated to remove the C-IV Project Director and LRS Project Director positions.

**c. Approval of ClearBest Change Order No. 6, Work Order 20, which includes the request to add Quality Assurance Services for CalFresh Notice of Denial.**

**Summary:** The Consortium is seeking Board approval of ClearBest Change Order No. 6, Work Order 20 – CalFresh Notice of Denial, which will utilize \$97,065 of the original \$4,000,000 change allocation for ClearBest to conduct quality reviews of the system changes. Board approval of this work order will leave a balance of \$137,855 for future change orders. All current year costs are accounted or in the FY 2022-23 CalSAWS JPA Project Budget.

**d. Approval of ClearBest Change Order No. 6, Work Order 21, which includes the request to add Quality Assurance Services for CalWORKs Timeclock.**

**Summary:** The Consortium is seeking Board approval of ClearBest Change Order No. 6, Work Order 21 – CalWORKs Timeclock, which will utilize \$96,000 of the original \$4,000,000 change allocation for ClearBest to conduct quality reviews of the system changes. Board approval of this work order will leave a balance of \$41,855 for future change orders. All current year costs are accounted or in the FY 2022-23 CalSAWS JPA Project Budget.

**e. Approval of Deloitte Change Order No. 3, Work Order 8 – CalWORKs Timeclocks, which includes an enhancement to the timeclock functionality.**

**Summary:** The Consortium is seeking Board approval of Deloitte Change Order No. 3, Work Order 8 – CalWORKs Timeclocks, which includes the BenefitsCal effort related to improvements to the CalWORKs timeclock functionality to allow a customer to view the number of months remaining. This Change Order will utilize \$71,000 of the original \$13,000,000 allocation for Change Orders. Board approval of this Change Order will leave a balance of \$9,540,599 for future changes. This work order does not increase the total contract value of the



Agenda Item and Summary	Type of Item
<p>CalSAWS Portal/Mobile Agreement. The costs of this work order are funded through premise funding and are accounted for in the SFY 2022-23 CalSAWS JPA Project Budget.</p> <p>(Attachments)</p>	
<b>Informational Items</b>	
<b>7. CalSAWS Procurement Update</b>	Informational
<p><b>Summary:</b> Tom Hartman will provide and update on the CalSAWS Procurement.</p>	
<b>8. Technical Operations Update</b>	Informational
<ul style="list-style-type: none"> <li>• <b>Production Incidents</b></li> <li>• <b>Production Reports Generation</b></li> <li>• <b>Case Purge Update</b></li> <li>• <b>Disaster Recovery RTO/RPO Review and Test Status</b></li> </ul>	
<p><b>Summary:</b> Arnold Malvick will provide an update on Technical Operations including Production Incidents, Production Reports Generation, Case Purge Update, and Disaster Recovery RTO/RPO Review and Test Status.</p>	
<b>9. Decommissioning of C-IV Read Only Environment</b>	Informational
<p><b>Summary:</b> Luz Esparza and Lisa Salas will discuss the Decommissioning of the C-IV Read Only Environment.</p>	
<b>10. CalSAWS Release and Policy Update</b>	Informational
<p><b>Summary:</b> Lisa Salas and Karen Rapponotti will provide an update on CalSAWS Release and Policy.</p> <p>(Attachment)</p>	
<b>11. Wave 1 Migration Cutover Weekend Plan</b>	Informational
<ul style="list-style-type: none"> <li>• <b>Readiness Summary</b></li> <li>• <b>System Availability for Cutover Weekend</b></li> <li>• <b>Communications</b></li> </ul>	
<p><b>Summary:</b> Yong Vangbliayang, Cathryn VanNamen, Rachel Frey, Arnold Malvick, and Dan Dean will provide an overview on Wave 1 Migration Cutover Weekend Plan.</p>	
<b>12. Conversion Update</b>	Informational
<ul style="list-style-type: none"> <li>• <b>Development of a dashboard timer/countdown for next big batch</b></li> </ul>	
<p><b>Summary:</b> Keith Salas will provide an update on Conversion including the follow-up action item of a Batch Countdown Timer on the dashboard.</p>	



Agenda Item and Summary	Type of Item
<b>13. UAT Wrap-up and Decision Tree</b>	Informational
<p><b>Summary:</b> Peggy Macias will provide an overview on UAT Wrap-up and Decision Tree.</p>	
<b>14. Update on Waves 2 – 6 Key Risks</b>	Informational
<p><b>Summary:</b> Arnold Malvick, Rachel Frey, Wendy Battermann, and Dan Dean will review and provide an update on Key Risks for Waves 2 – 6.</p>	
<b>15. County Sharing</b>	Informational
<p><b>Summary:</b> Ricardo Miranda and Joe Mendoza will provide an update on County Sharing.</p>	
<b>16. Update on Key State IV&amp;V Activities</b>	Informational
<p><b>Summary:</b> Brian Nagy will provide an update on Key State IV&amp;V Activities.</p>	
<b>17. Adjourn meeting</b>	Procedural
<p><b>Summary:</b> Board Chair, Michael Sylvester, will adjourn the meeting of the CalSAWS JPA Board of Directors.</p>	

