

**CalSAWS Consortium**  
**Project Steering Committee**  
**Meeting Minutes**  
**September 15, 2022**

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

**Committee Members Present via Conference Call/Webcast:**

Region 1 – Clarisa Simon  
Region 1 – Anna Pineda  
Region 2 – Eduardo Ameneiro  
Region 3 – Rachel Ebel-Elliot  
Region 4 – Cindy Uetz  
Region 4 – Vienna Barnes  
Region 5 – Elaine Martinez  
Region 5 – Alberto Banuelos  
Region 5 – Shalaun Jones  
Region 6 – Winna Crichlow  
Region 6 – La Shonda Diggs  
Region 6 – Corey Hanemoto

**Facilitator:**

John Boule, CalSAWS Executive Director

**1. Co-Chair, Cindy Uetz, convened the meeting at 8:50 a.m.**

**2. Agenda Review**

John Boule reviewed the agenda.

**3. Public opportunity to speak on items not on the agenda.**

- John Boule requested a moment of silence in remembrance of Region 6 PSC Member, Vicki Moore.
- Public comment made by Jennifer Tracy.

**PSC Action Items**

**4. Approval of the Minutes from the August 19, 2022, PSC Meeting and review of Action Items.**

**Summary:** The Consortium is seeking PSC approval of the Minutes from the August 19, 2022, PSC Meeting and review of Action Items.

Action Items from previous meetings:

**Action item 1 – Go-live Retrospective in September Metrics:** Open – On Today's agenda.

Motion to approve was made by Member Rachel Ebel-Elliot.  
Motion was seconded by Co-Chair Winna Crichlow.  
Member, Clarisa Simon, voted to approve.

Member, Anna Pineda, voted to approve.  
Member, Eduardo Ameneiro, voted to approve.  
Member, Vienna Barnes, voted to approve.  
Co-Chair, Cindy Uetz, voted to approve.  
Member, Elaine Martinez, voted to approve.  
Co-Chair, Alberto Banuelos, voted to approve.  
Member, Shalaun Jones, voted to approve.  
Member, La Shonda Diggs, voted to approve.  
Member, Corey Hanemoto, voted to approve.  
Vote was taken by roll call and the Motion passed.

## **Informational Items**

### **5. Technical Operations Update**

- Technical system scaling and batch performance
- ForgeRock Redundancy
- Contact Center Update

Arnold Malvick provided an update on Technical Operations including technical system scaling/batch performance, ForgeRock Redundancy, and Contact Center. Issue Summary was discussed. Overall, Batch performance for CalWIN conversion is on track.

### **6. BenefitsCal Retrospective and Update**

- **Metrics with CBOs separated from GetCalFresh**

Rachel Frey and Onur Senman provided an update on BenefitsCal Retrospective including metrics with CBOs separated from GetCalFresh. Key highlights from retrospective were shared. Submitted applications CBO vs GetCalFresh was shared.

\*Public comment made by Ruben Canedo, Jennifer Tracy, and Glori Fernandez.

### **7. CalSAWS Release and Policy Update**

Lisa Salas provided an update on CalSAWS Release and Policy. COLAs and special processing were discussed.

### **8. Wave 1 Readiness**

- **BenefitsCal Training Content**

Cathryn VanNamen, Rachel Frey, Yong Vangbliayang, Arnold Malvick, Wendy Battermann, and Kristin Pepper discussed Wave 1 Readiness. Training themes for CalWIN Wave 1 Rollout, Wave 1 Readiness – Executive Summary, and County Preparation Phase were shared. Project readiness for CalWIN Cutover to CalSAWS Risks and CalWIN Counties Cutover Readiness Needs Risks were discussed. An overview was provided for Wave 2 readiness.

\*Public comment made by Brenda Baumgartner.

### **9. Conversion Update**

- **Characteristics and Trends of Yellow Banner Cases**

Keith Salas provided an update on Conversion including characteristics and trends of yellow banner cases.

## **10. UAT Status Update**

Peggy Macias provided an update on UAT Status including executive summary. CalSAWS UAT next steps were shared.

\*Action item – Provide the percentages in a visual for defects. Final disposition of UAT and show the flow of where things have settled with final numbers.

## **11. Update on Waves 2 – 6 Key Risks**

Arnold Malvick, Rachel Frey, Wendy Battermann, and Kristin Pepper provided a high-level update on Waves 2 – 6 Key Risks. Each risk is being tracked closely and separately.

\*Public comment made by Jennifer Tracy.

## **12. County Sharing Update**

June Hutchison and Joe Mendoza provided an update on County Sharing, program overview, and event planning. Overall, positive feedback has been received.

\*Public comment made by Ruben Canedo.

## **13. Update on Key State IV&V Activities**

Apoorva Kandya provided an update on Key State IV&V Activities.

## **14. State Partners Updates**

- **OSI**
- **CDSS**
- **DHCS**
  - OSI – Steve Zaretsky provided an update for OSI.
  - CDSS – Brittany Blake provided an update for CDSS.
  - DHCS – Katie Mead provided an update for DHCS.

## **15. Regional Updates**

- Region 1 – Anna Pineda provided regional updates for Monterey, Santa Cruz, San Mateo, Solano, Alameda, Marin, Sonoma, and San Francisco County.
- Region 2 – Eduardo Amenyro provided regional updates for El Dorado, Mono, Nevada, Placer, Sacramento, Tuolumne, and Yuba County.
- Region 3 – Rachel Ebel-Elliot provided regional updates for Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mendocino, Shasta, Siskiyou, Tehama, and Trinity County.
- Region 4 – Vienna Barnes provided regional updates for Fresno, Kern, Mariposa, Merced, San Luis Obispo, Stanislaus, and Tulare County.
- Region 5 – Alberto Banuelos & Elaine Martinez provided regional updates for Imperial, San Bernardino, Santa Barbara, Ventura, and San Diego County.
- Region 6 – Corey Hanemoto and La Shonda Diggs provided regional updates for Los Angeles County.

## **16. Adjourn Meeting**

- Co-Chair, Cindy Uetz, adjourned the meeting at 11:46 a.m.

\*Public comment made by Ruben Canedo.

<b>Action Items</b>	<b>Assigned to</b>	<b>Due Date</b>	<b>Status</b>
1. For the upcoming go-live retrospective in September metrics for BenefitsCal related tickets.	<b>Rachel Frey</b>	<b>09/15/2022</b>	<b>Closed</b>
2. Provide the percentages in a visual for defects. Final disposition of UAT and show the flow of where things have settled with final numbers.	<b>Peggy Macias</b>	<b>10/20/2022</b>	<b>Open</b>

**Next Meeting:**

Conference Call/Zoom  
Thursday, October 20, 2022  
8:30 a.m. – 12:00 p.m.  
CalSAWS Rancho Cordova  
11290 Pyrites Way, Suite 150  
Rancho Cordova, CA 95670