

CalSAWS Consortium
Project Steering Committee
Meeting Minutes
November 10, 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 – Sandra Bowlan
- Region 6 – La Shonda Diggs
- Region 6 – Hovannes Meschyan

Members Absent via Conference Call/Webcast:

- Region 6 – Corey Hanemoto

Facilitator:

John Boule, CalSAWS Executive Director

- 1. Co-Chair, Albert Banuelos, convened the meeting at 8:31 a.m.**
- 2. Agenda Review**
John Boule reviewed the agenda.
- 3. Public opportunity to speak on items not on the agenda.**
 - None

PSC Action Items

- 4. Approval of the Minutes from the October 20, 2022, PSC Meeting and review of Action Items.**

Summary: The Consortium is seeking PSC approval of the Minutes from the October 20, 2022, PSC Meeting and review of Action Items.

Action Items from previous meetings:

Action item 1 – Demo App for CBOs: Open – Rachel Frey provided an update and more information will be provided at the next PSC meeting.

Motion to approve was made by Member Winna Crichlow.
Motion was seconded by member Rachel Ebel-Elliot.
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, Sandra Bowlan, voted to approve.
Member, La Shonda Diggs, voted to approve.
Member, Hovannes Meschyan, voted to approve.
Vote was taken by roll call and the Motion passed.

Informational Items

5. Wave 1 Status Update

- **Welcome to CalSAWS**
- **Migration Statistics & Update**
- **Placer and Yolo Experience**

John Boule, Keith Salas, Duncan Gilliam, Rachel Frey, Lisa Soto with Placer County, and James McMahon with Yolo County provided an update on Wave 1 Status.

6. Overview of Wave 2 Status

Cathryn VanNamen and Duncan Gilliam provided an overview of Wave 2 Status.

7. Technical Operations Update

- **AWS Production Incident**

Arnold Malvick and Mark Spitzer provided an update on Technical Operations including AWS Production Incident.

8. Update on Waves 2 – 6 Key Risks

Arnold Malvick, Rachel Frey, and Dan Dean provided an update on Waves 2 – 6 Key Risks.

9. Release and Policy Update

- **CalSAWS**
- **BenefitsCal**

Lisa Salas and Onur Senman provided an update on Release and Policy.

*Action item – Provide more information on implementation of the Release of Information to customers and expedite data sharing.

10. PHE Lift Discussion

Theresa Hasbrouk, Lynn Bridwell, and Lisa Salas discussed the PHE Lift.

11. CalSAWS Innovation ISM Award

Laura Chavez and Gaurav Diwan provided an overview of the CalSAWS Innovation ISM Award.

12. CalSAWS Innovation Initiatives Update

- **Virtual Assistants**
- **Bots**
- **RPA**

Chazny Nunes provided an update on CalSAWS Innovation Initiatives including Virtual Assistants, Bots, and RPA.

13. CalSAWS Member Representatives Meeting – January 26, 2023

John Boule led the discussion on CalSAWS Member Representatives Meeting – January 26, 2023.

14. Update on Key State IV&V Activities

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

15. State Partners Updates

- **OSI**
- **CDSS**
- **DHCS**
 - OSI – Steve Zaretsky provided an update for OSI.
 - CDSS – Sherice Sterling provided an update for CDSS.
 - DHCS – Katie Mead provided an update for DHCS.

16. Regional Updates

- Region 3 – Rachel Ebel-Elliot provided regional updates for Butte, Humboldt, Lake, Lassen, Shasta, Tehama, and Trinity County.
- Region 5 – Elaine Martinez provided regional updates for Imperial, Riverside, Santa Barbara, and Ventura County.
- Region 2 – Eduardo Amenityro provided regional updates for Nevada, Placer, Yolo, and Sacramento County.
- Region 1 – Anna Pineda and Clarisa Simon provided regional updates for San Francisco, Monterey, Alameda, and San Mateo County.
- Region 6 – La Shonda Diggs and Hovannes Meschyan reported that there were no updates this month.
- Region 4 – Cindy Uetz provided regional updates for Kern, Mariposa, San Luis Obispo, Stanislaus, and Tulare County.

17. Adjourn Meeting

- Co-Chair, Albert Banuelos, adjourned the meeting at 11:12 a.m.

Action Items	Assigned to	Due Date	Status
1. Provide information on opportunity in the future to have another demo app available so that CBOs can practice.	Rachel Frey	12/15/2022	Open
2. Provide more information on implementation of the Release of Information to customers and expedite data sharing.	Onur Senman	12/15/2022	Open

Next Meeting:

Conference Call/Zoom
Thursday, December 15, 2022
8:30 a.m. – 12:00 p.m.
CalSAWS Rancho Cordova

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