

Date: 9/14/2022	Location: MS Teams
Time: 1:30pm-5:00pm	Meeting called by: CalWORKs CalFresh Facilitators

Attendees:

1	Monterey	Liza Lopez
1	Napa	Alli Muller
1	Alameda	Stefanie Toro
1	Santa Clara	Michelle Demetrius
2	Sacramento	Eva Masegian
2	Sacramento	Laura Hodges
2	Sutter	Michelle Wattell
2	Yuba	Elizabeth Corniel
3	Butte	Brannon Hill
3	Humboldt	Gordon Radder
3	Shasta	Mark Bueb
3	Tehama	Matthew Sanchez
4	Kern	Martha Esparza
4	Merced	Michelle L. Smith
4	Stanislaus	Jennifer Hill
4	Tulare	Lori Catuto
5	Orange	Ana Arevalo
5	Riverside	Jessica Gomez
5	San Bernardino	Andrea Brayboy
5	San Diego	Linda Sevilla
5	Santa Barbara	Maria Guerrero
6	Los Angeles	Lilit Afrikyan
6	Los Angeles	Itza Girgis
6	Los Angeles	Ken Cho

**Topic**

**Important Points**

**CDSS Discussion Items**

- CF Non-Compliance

**Note:** The SCR **CA-50776 CalFresh WTW Eligibility Non Compliance Updates** has been previously voted and approved.

- CDSS requested to discuss the changes to automation that will be implemented with this SCR
- CDSS wants to ensure that the CF policy is applied correctly when evaluating CF sanctions. CDSS clarified that the refusal to participate with WTW program should trigger CF sanction. Participant's failure to complete the RD or provide the requested verification(s), should not trigger a CF sanction. Policy reference - 7 CFR 273.11(j) and 7 CFR 273.11(k)(2)
- Regions confirmed that no CF sanction is imposed, unless WTW worker already evaluated/determined the refusal of participation to WTW and updated the WTW sanction. CDSS explains good cause evaluation is needed before imposing a CF sanction.



- Counties requested clarification from CDSS how to define the refusal vs failure.
- CDSS informed about forthcoming regarding CW/CF sanctions. Additionally, the ACL will clarify review of good cause for CW and CF.
- CalSAWS project requested clarification from CDSS, if additional functionality is requested by state or if the project can proceed with this design.
- CDSS confirmed that no additional functionality is requested as long as the automation is aligned with CF policy.
- CalSAWS project confirmed that based on the design the WTW Sanction batch job will trigger CF EDBC when WTW type CF Eligibility non-compliance record is added for the current month.
- CalSAWS project recommended reviews SCR impact once forthcoming ACL is released by CDSS to ensure the suggested design is aligned with CF policy.

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### SCRs for Review and Vote

- CA-233206 Opt-In C-IV Counties to the Batch RE Appointment Scheduling for CW/CF Available for CalWIN Counties
  - **SCR presentation**
  - This SCR refers to opt-In former C-IV Counties to the CW/CF RE Appointment Scheduling batch job and make 'CalWORKs/CalFresh: RE Appointment Not Scheduled' Task Automated Action available for former C-IV Counties.
  - **Recommendations:**
  - Opt-in former C-IV Counties into the CalWIN CW/CF RE Appointment Scheduling batch job.
  - Make 'CalWORKs/CalFresh: RE Appointment Not Scheduled' Task Automated Action available for former C-IV Counties.
  - No changes will be made to current LA county functionality and no impact to GA/GR program.
  - Clarification was requested from the project regarding the appointment types that generate the NOMI.
  - CalSAWS project provided the appointment categories and types that will auto-generate NOMI:
  - Recertification Appointments with the below Category and Appointment Type combinations:
    - **Category:** Re-evaluation CW/CF Interview – **Type:** N/A
    - **Category:** Telephone CW/CF RE Interview – **Type:** N/A
    - **Category:** General Appointment – **Type:** Telephone Interview Recertification
    - **Category:** General Appointment – **Type:** Reaffirmation Non-Group
  - CalSAWS confirmed that the system defaults to 60 min RE appointment. If the appointment falls on a holiday,

- the batch job will schedule the appointment the next day.
  - Clarification was requested from CalSAWS project if the report will be similar to LA County's report. Currently, LA County receives 2 separate reports; one after the 1<sup>st</sup> batch and second after the 2<sup>nd</sup> batch.
  - CalSAWS project confirmed that that report is specific for LA. This SCR will include a single report, as the batch run will be run once. The report will be available the next day after the batch run
  - Counties can continue manually schedule appointments but will receive a task if the system wasn't able to find the slot for that time period.
  - Clarification was requested on how to proceed if the phone number is fake, for example 999-999-9999 and the user is unable to delete the phone #.
  - CalSAWS project will provide additional clarification regarding the phone #.
  - CalSAWS project confirmed that if there is no phone #, the system will create a task and the case will be included in the report. The project will update the SCR to include this information in the Assumption section.
  - Clarification was requested if the counties have option to opt-in for one program but opt-out from other, and if the opt-in/opt-out is at the individual level or county level.
  - CalSAWS clarified that the counties can't opt-in for one program and opt-out for other. The opt-in/opt-out is at individual level.
  - AI: project to confirm the listing/report for those cases that were not scheduled.
  - Vote was not taken. The project will update the design document and send via email for review and vote.
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## Topic

## Important Points

- CA-243012 CalFresh SSI COLA – 2023
- **SCR presentation**
- This SCR will:
  - Update OPA records with the new SSI or SSI/SSP Eligible amounts.
  - Compare the Eligible and Paid amounts and will not update the OPA record if the Eligible Amount is higher than the Paid amount.
  - Generate an exceptions list containing records that could not be processed.
  - Update file name and header to be "CalSAWS\_Annual SSI COLA\_DHCS Request".
- The Exception listing will be provided by SCR CA-242753.
- Target Date: November 28, 2022, request will begin and continue weekly. Expect to receive the COLA run on December 12, 2022.
- No votes are required.

## CERs for Review and Vote

- CA-246997 Self-employment Expenses
  - R5 submitted this CER requesting for the system to auto default to 40% standard deduction for self-employment earnings, when staff forgets to update the deduction type. Currently, there is a listing and a huge workload impact to avoid errors.
  - LA County provided the CW policy that indicates that the participant must choose the deduction type: standard or actual.
  - Committee member stated that according to **ACIN I-45-11**, the household can opt to provide verification for actual costs of producing self-employment income, if they wish to claim more than the standard deduction of 40% of gross earned income and it has provided the verification with the QR 7. Suggested that 40% standard should be defaulted when the HH did not make a choice.
  - CalSAWS project agreed to submit a CRPC to CDSS for policy clarification.
  - CER will be discussed again once the CRPC response is received from CDSS.
- CA-246921 Expedited Services Determination Date
  - R5 presented this CER to discuss the recorded date of all ES determination.
  - Current CalSAWS functionality - When the ES case is processed, the ES determination captured on the CalFresh Detail page in CalSAWS does not capture the actual date the determination was made. However, that date can be seen on the EDBC Results page.
  - Extensive discussion over the Request Date and Recorded Date.

- Recommendation to change the Recorded Date was made to capture the date the worker made the ES determination or possibly change the name of that field. The project is taking this back and evaluate the best solution.
- CalSAWS project confirmed that the CF 296 Report logic does not capture the "Y/N" worker input on CalSAWS, instead it captures the file date and compares it against EDBC run date. The date is created on the table behind the scenes and when you run the EDBC, if the ES entitlement is not updated, the EDBC won't be run. If the state processing 3 days are not met, the system will ask the user to input the reason.
- LA County requested clarification If the system change is approved will the user enter the date, or the date will be populated by the system?
- CalSAWS project confirmed that It will be the system date and time. The Recorded date will record the date when Yes or No entered on the system.
- Summary of the votes"

- R1- yes
- R2 – yes
- R3 – yes
- R4 – yes
- R5 – yes
- R 6 – yes

- **SCR CA-250275 Populate the Expedited Services Decision Date on the Expedited Services Recorded Date Field** has been opened.

• CA-246924 MCE – Auto Journal

- R1 presented this CER informing the counties that CalSAWS is not generating an auto-Journal when the case is determined MCE conferred.
- LA County requested from the project to provide the MCE Journal triggers and entries.
- CalSAWS project provided the MCE Journal entries during the meeting. The trigger conditions will be provided via email

Here are all of the MCE journal entries, none of them specify intake/RE scenarios:

- Household's gross income did not exceed the limit for the TANF-funded service. PUB 275 was provided and the household was MCE conferred.
- Household's gross income exceeded the limit for the TANF-funded service. Therefore, the household is no longer entitled to MCE, even though PUB 275 was provided to the household. The household's CalFresh benefits is terminated due to excess gross income limit.
- Household's gross income exceeded the limit for the TANF-funded service. Therefore, the household is no longer entitled to MCE, even though PUB 275 was provided to the household. The household's CalFresh benefits is terminated due to excess net income/resource limit.
- Since there is a sanctioned individual in the household, the CalFresh HH can not be conferred MCE.
- This Case is a CE Household and hence the CalFresh HH will be excluded from evaluating MCE.

- RCMs confirmed that a Journal was created when the policy was implemented.
- The CER will be closed, and a Defect will be created.



## Topic

## Important Points

- Request to add additional trigger conditions, so SCR **CA-250494 - Update CF MCE Journals and Trigger Conditions** was created.

## Discussion Items

- MCE for mixed households
  - Counties reported that CalSAWS is not aligned with state QC and not determining MCE status correctly for mixed households with ineligible non-citizen.
  - Current MPP doesn't mention the HH is ineligible to MCE if the HH member is a noncitizen. Further research is required.
  - R1 will get the clarification from the state.
- CalWIN Expunged Benefits
  - A question was brought up: Will CalWIN expungement amounts be migrated into CalSAWS?
  - The project confirms yes the records will be migrated.
- Processing ES
  - A concern was brought up by region 6 related to Expedited Services. When issuing ES and approving the first month with postponed verifications, the system pro rates the benefit amount for the second month. It does not consider if the verification was received or not.
  - There may be times when a read-only appears for the 2nd month or even the third if the application is after the 15th of the month.
  - The project mentioned that "when running Expedited Services and verification is pending once the verification is received after payroll a pro-rate amount will calculate again." Region 6 disagreed, because the system should have skipped if the verifications are not received.
  - Regions were asked to survey their staff to determine if they have similar results. If the system is not determining Expedited Service, a ticket needs to be submitted.
- SCR CA-232182 Generate No Change NOA for Voluntary Mid-Period Actions
  - R6 express concerns with the implementation verbiage on ACL 21-104. According to ACL SAWS must be programmed and NOA must be used within 12 months of the release of the ACL. Clarification from state is needed if counties must use this form if it's not programmed within 12 mo period.
  - CDSS agreed that the form should have been implemented by the date stated on the ACL. Counties are to use the NOA manually until it's programmed in the system.
  - CalSAWS project confirmed that a new CA – 249663 was created to upload the M40-181F NOA to the Template Repository until the main SCR is implemented on 23.03. The NOA will be available in CalSAWS before first week of October. The project will release the CIT for Counties, instructing to generate the NOA from the Template Repository until it's automation.

**Topic**

**Important Points**

- Print informational forms:

- Counties want to know how to print the information notices that are required to share with the household when the application is taken over the phone.
- LA county currently provides a file layout that was shared with a print packet for the vendor (listing provided). A PDF informational packet (need for added forms) is currently in the works.

(Optional Items)

#	Action Item	Assigned To	Assigned Date	Due Date	Status
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