

CalSAWS | CalWORKs_CalFresh Committee

Date: 03/08/2023	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	Rhonda Holmes
1	Santa Clara	Michelle Demetrius
2	Placer	Marna Stock
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	Anthony Gamon/Angela Garcia for Yvette Agcaoili
4	Merced	Michelle L. Smith
4	Madera	Corissa Heiss
4	Stanislaus	Jennifer Hill
4	Tulare	Lori Catuto
5	Orange	Myrna Ayala
5	Riverside	Jessica Gomez
5	San Bernardino	Joseph Gonzalez
5	San Diego	Linda Sevilla/Raquel Sanchotena
5	Santa Barbara	Maria Guerrero
6	Los Angeles	Ve Tran
6	Los Angeles	Narine TerVatanyan
6	Los Angeles	Ken Cho
6	Los Angeles	Maria Ramirez
6	Los Angeles	Fabiola Tostado Martinez

Meeting Notes: [Region 5](#)

Topic	Lead	Time
Roll Call	Caroline B.	1:30

SCRs for Review

- CA-237881 Update Meets ESAP Criteria Indicator
Design Document reviewed with the committee.
ESAP is determined at EDBC at Intake or RE if criteria is met
Once Intake or RE is authorized, the update is set and cannot be changed to Yes mid period.
The Counties may not re-confer ESAP mid period and must wait until the next RE or reapplication with new BDA.

Yale Y. 1:40

Caroline reiterated the proposed design as written, will prevent workers from switching the case from not ESAP to ESAP; once conferred, ESAP can only be changed from Yes to No mid-period and once it is No, it cannot switch to Yes—are counties ok with that or need flexibility to change the case.

Q: What if we need to go back and make a correction, such as disability was not entered in error?
A: Once the determination is made at Intake or RE and set to No, we cannot go back and set it to Yes.

Q: Application received with earned income received in the 1st month and no income received in the 2nd month, would the system grant ESAP effective the 2nd month?
A: No, ESAP must have been established at the BDA

Some Counties expressed concern in not being able to make corrections and requested to have flexibility to change the ESAP indicator from No to Yes when the worker did not correctly establish a true ESAP household.

No changes are being made to the certification periods. The worker would have to manually adjust the certification date to the correct period.

Q: How much time could pass to for us to go back? Can we do an override?
A: If we choose to build in some flexibility, it would be helpful if you made a mistake and caught it soon. If it's been a year then not so useful.



Q: Is it possible to make this a security profile access to have a supervisor and not worker make this change?

A: No, as this is done at EDBC

Q: Can users override ESAP indicator?

A: Yes

Q: Would this apply if they re-ran EDBC the same day.

A: As long as it's in pending status, you don't run into the issue. Once authorized, you cannot switch the indicator to Yes or No.

Q: Is there a way to put a check mark that this is a mid period change?

A: No

What would be an example of a mid period change and having to run EDBC to the intake or Begin month?

Scenario: Applicant applies 3/2 and granted same day. Household has earned income and is not ESAP. On 3/15 applicant reports no longer has earned income. The worker runs EDBC for March.

Counties will be allowed additional time to review with their counties. Counties will be provided with the following options.

Option 1-

- Leave design as is.
- Once authorized at Intake or RE, the system will not allow a change.
- The current Override functionality is available in EDBC program configuration. Override will establish the changes for SAR or SARN w/correct SAR 7, NEC etc.
- EW will need to manually adjust the RE due month.

Option 2-

- Allow counties to run EDBC back to BDA and Begin Month to establish ESAP.
- Would have to run each month. Useful if caught recently.

Option 3-

- Authorized and corrected with in that day, allow for the worker to make the change only if it's corrected within the same day the case is authorized.
-

Topic	Lead	Time
<p>Q: What is the override functionality? A: Override feature is done when the worker runs EDBC and is not getting a result and needs to be corrected. In EDBC, the worker clicks on Program Configuration button which goes to the page where ESAP indicator is overridden.</p>		
<p>Q: What about the certification period, are we able to override the cert period? A: You can update the RE Due Date, not through EDBC but Case Summary Program Detail.</p>		
<p>R5 requested clarification from the state on what is the expectation, are we required to go back and make corrections. Caroline can do a CRPC to ask the state if we are required to fix the mistake and give the HH the correct cert period. Michelle will send Caroline the exact verbiage.</p>		
<ul style="list-style-type: none"> CA-223763 ACL 21-25 New Definition of Public Assistance CalFresh (PACF) 		
<p>Design Document reviewed with the committee. The system will be updated to include the Types of CalFresh households rather than just a Yes/No indicator as PACF. The household categories will display in several pages. Workers have the ability to override the Household Category in EDBC.</p>	Sri M.	2:10
<p>In situations for a PACF Mixed Household, the CalFresh household is not automatically CE as with other PACF categories. PACF Mixed Households may be eligible to MCE if they meet the criteria for MCE.</p>		
Break		
Discussion		
<ul style="list-style-type: none"> CA-55378 Impose CW MAP Reduction within the allotted timeframe when Immunization Page is not updated for children in AU under age 6 		3:00
<p>Design Document reviewed with the committee with updates to client correspondence.</p>	Sarah R.	3:15

Topic

Lead

Time

Q: Will the 30/45 day will be considered based on case status? Will this occur mid period?
A: Yes, to both

Q: #15 when a CW Case consist of senior parent and minor parent, and both will be penalized. Is there a policy that supports this?
A: JIRA has some resources, CRPC and policy attachments, if none found email Sarah Rich

- CA-252217 County Direct Child Support for CalFresh, for SB 380 cases that are not Non-K1/3F
County is requesting guidance on workaround until SCR is implemented.
Override of budget or manual EDBC would be the only way around it.
County requested it shared by CIT.

R6

3:35

- CA-244271 Add Cover Letter to SAWS 2 Plus, CF 285, CF 37, CW 2.1/CW 2.1Q?
A SCR CA-224992 to print the SOF centrally was opened due to ACL 22-20 when clients complete the application over the phone and provide a telephonic signature the county must send a copy of the application. Current functionality does not have ability to print centrally.

R1

3:50

Originally SCR CA-244271 was opened to add a cover letter and CA-224992 to print centrally. SCR was rejected because the requirement to print centrally was added to CA-244271.

Q: What is the protocol when SCR is delayed, how are counties notified?
A: In JIRA you can make yourself as a watcher for any updates and changes in the SCR. It is up to counties to check.

#	Action Item	Assigned To	Assigned Date	Due Date	Status
	Caroline will submit a CRPC to ask CDSS if counties are required to fix errors when an ESAP household is not correctly	Caroline Michelle Demetrius	3/8/23		



certified. Michelle will send
Caroline the exact verbiage.

2023 Next Meeting:

April 11, 2023

