

CalSAWS Consortium
Project Steering Committee
Meeting Minutes
March 16, 2023

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

Committee Members Present In-Person

Region 5 – Alberto Banuelos

Committee Members Present via Conference Call/Webcast:

Region 1 – Clarisa Simon

Region 1 – Anna Pineda

Region 2 – Lisa Soto (Alternate)

Region 3 – Rachel Ebel-Elliot

Region 4 – Cindy Uetz

Region 5 – Elaine Martinez

Region 5 – Alberto Banuelos

Region 5 – Sandra Bowlan

Region 6 – Winna Crichlow

Region 6 – La Shonda Diggs

Region 6 – Corey Hanemoto

Committee Members Absent:

Region 2 – Eduardo Ameneiro

Region 4 – Vienna Barnes

Facilitator:

John Boule, CalSAWS Executive Director

1. Co-Chair, Albert Banuelos, convened the meeting at 8:32 a.m.

2. Agenda Review

John Boule reviewed the agenda.

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

- Public comment made by Kevin Aslanian.

PSC Action Items

4. Approval of the Minutes from the February 16, 2023, PSC Meeting and review of Action Items.

Summary: The Consortium is seeking PSC approval of the Minutes from the February 16, 2023, PSC Meeting and review of Action Items.

Action Items from previous meetings:

Action item 1 – Include How-To video on Medi-Cal Renewal Processing: Open – On Today's agenda.

Action item 2 – Confirm the flow of address change request: Open – The flow is being documented in a job aid.

Action item 3 – Workaround for release of information: Open – There is not a workaround planned currently. Just the release of information functionality coming in May 2023.

Motion to approve was made by Member Elaine Martinez.
Motion was seconded by member Rachel Ebel-Elliot.
Member, Clarisa Simon, voted to approve.
Member, Anna Pineda, voted to approve.
Alternate Member, Lisa Soto, voted to approve.
Co-Chair, Cindy Uetz, voted to approve.
Co-Chair, Alberto Banuelos, voted to approve.
Member, Sandra Bowlan, voted to approve.
Co-Chair, Winna Crichlow, voted to approve.
Member, La Shonda Diggs, voted to approve.
Member, Corey Hanemoto, voted to approve.
Member, Eduardo Amenityro, was absent from vote.
Vote was taken by roll call and the Motion passed.

Informational Items

5. Brown Act Requirements for JPA, PSC, and WCDS Sub-Committee

Jeff Mitchell and John Boule discussed the Brown Act Requirements for JPA, PSC, and WCDS Sub-Committee.

6. Wave 2 Go Live Debrief

- **Contra Costa, Santa Clara, and Tulare Experience**
- **Migration Statistics & Update**

John Boule, Tracy Murray, Cory Silva, Roxanna Cruz, Greg Postulka, Arnold Malvick, Rachel Frey, and Sean Swift debriefed Wave 2 Go Live.

7. Cutover 2C and 3A Update

Arnold Malvick provided an update on Cutover 2C and 3A.

8. Future Waves Readiness

- **Waves 3 and 4 Readiness**
- **Waves 5 and 6 Risk Summary**

Duncan Gilliam, Cathryn VanNamen, Arnold Malvick, and Rachel Frey provided an overview of the Future Waves Readiness.

*Public comment made by Erin Simonitch.

9. BenefitsCal Update

- **Email Address Requirements**
- **Address Change Process Flow and Messaging Between Worker/Client (Action Item)**
- **Release of Information Expectations for April and May (Action Item)**
- **Support Request Updates/Metrics from Production**

Onur Senman, Rachel Frey, and Lisa Salas provided an update on BenefitsCal.

*Public comments made by Jennifer Tracy, Erin Simonitch, and HWilkinson.

10. Release and Policy Update

- **Continuous Coverage Unwinding**
- **CalSAWS**
- **BenefitsCal**

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

11. Technical Operations Update

- **CalSAWS Quarterly Quality Metrics**
- **Production Outage Calendar**
- **Hyland SLAs**

Arnold Malvick, Sara Rossmiller, and Laura Chavez provided an update on Technical Operations.

12. Contact Center Implementation Update

Danielle Benoit provided an update on Contact Center Implementation.

13. County Sharing Update

Justin Stephenson provided an update on County Sharing.

14. Procurement Updates

- **AWS Services Update**

Thomas Hartman provided updates on Procurement.

15. Update on Key QA Activities

Dan Dean provided an update on Key QA Activities.

16. Update on Key State IV&V Activities

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

17. JPA Member Representatives Meetings & CalSAWS Conference

- **Thursday, June 29, 2023**
- **January 2024**

John Boule discussed the JPA Member Representatives Meetings & CalSAWS Conference.

18. State Partners Updates

- **OSI**
- **CDSS**
- **DHCS**
 - OSI – Steve Zaretsky provided an update for OSI.
 - CDSS – Sherice Sterling provided an update for CDSS.
 - DHCS – Tannis Carlson provided an update for DHCS.

19. Regional Updates

- **Region 3** – Rachel Ebel-Elliott provided regional updates for Butte, Colusa, Del Norte, Humboldt, Lake, Lassen, Mendocino, Shasta, Siskiyou, and Trinity County.
- **Region 6** – Corey Hanemoto and La Shonda Diggs provided regional updates for Los Angeles County.

- Region 1 – Anna Pineda and Clarisa Simon provided regional updates for Solano, Alameda, San Francisco, Monterey, and San Mateo County.
- Region 4 – Cindy Uetz provided regional updates for Kern, San Joaquin, San Luis Obispo, and Stanislaus County.
- Region 2 – Lisa Soto provided regional updates for Amador, El Dorado, Calaveras, Mono, Tuolumne, Nevada, Sacramento, and Sutter County.
- Region 5 – Elaine Martinez provided regional updates for Orange, Riverside, San Bernardino, Santa Barbara, and Ventura County.

20. Adjourn Meeting

- Co-Chair, Albert Banuelos, adjourned the meeting at 11:37 a.m.

Action Items	Assigned to	Due Date	Status
1. Include the need to create a How-To video or instruction guide on Medi-Cal Renewal Processing on the list of things requested by counties for BenefitsCal.	Rachel Frey	March 2023	Open
2. Double Check the messaging that goes back to clients from the Worker when an address change is completed. <ul style="list-style-type: none"> • Confirm the flow of the address change and how the worker is notified of the address change request. 	Lisa Salas	April 2023	Open
3. Provide update at the March meeting and level-set expectations regarding whether or not there is a workaround for release of information in April, and if the ROI activities dove-tail with the May activities.	Rachel Frey Lisa Salas	March 2023	Closed

Next Meeting:

Conference Call/Zoom
Thursday, April 20, 2023
8:30 a.m. – 12:00 p.m.
CalSAWS Rancho Cordova
11290 Pyrites Way, Suite 150
Rancho Cordova, CA 95670