

CalSAWS | Agenda for the CalSAWS Consortium Joint Meeting of the Member Representatives and Board of Directors

Date: Thursday, June 29, 2023	Location: CalSAWS Rancho Cordova Bodie Conference Rooms 11290 Pyrites Way, Suite 150 Rancho Cordova, CA 95670
Time: 8:30 a.m. – 12:00 p.m.	Conference Call: 1-888-788-0099 Meeting ID: 962 4676 2553 Passcode: 848771 Webcast Link: JPA Zoom Link

CONVENE MEETING OF THE BOARD OF DIRECTORS – All scheduled items will be heard in the Bodie conference room of CalSAWS located at 11290 Pyrites Way, Suite 150, Rancho Cordova, CA 95670. The Public Session of this meeting shall be accessible via teleconference/webcast. The call-in number is: 1-888-788-0099, enter Meeting ID 962 4676 2553 followed by Passcode 848771, or join the webcast by clicking [JPA Zoom Link](#).

In addition to the location listed above, the following locations will be available for attendance in-person and/or via Zoom:

- 40 Douglas Drive, Martinez, CA 94553
- 1111 San Felipe Road, Suite 205, Hollister, CA 95023
- 186 Hermosa Avenue, Oakland, CA 94618
- 333 W. Julian St., San Jose, CA 95110
- 10877 Conductor Blvd., Suite 200, Sutter Creek, CA 95685
- 500 A Jefferson Blvd., West Sacramento, CA 95605
- 202 Mira Loma Drive, Oroville, CA 95965
- 251 E. Webster Street, Colusa, CA 95932
- 604 E. Walker, Orland, CA 95963
- 507 F Street, Eureka, CA 95501
- 15975 Anderson Ranch Parkway, Lower Lake, CA 95457
- 1400 Chestnut Ave., Suite A, Susanville, CA 96130
- 747 S. State Street, Ukiah, CA 95842
- 310 S. Main Street, Red Bluff, CA 96080
- 51 Industrial Parkway, Weaverville, CA 96093
- 100 East California Avenue, Bakersfield, CA 93307
- 1626 Sunrise Ave., Bldg. 4, Madera, CA 93638
- 5632 Lemee Lane, Mariposa, CA 95338
- 2115 West Wardrobe Avenue, Merced, CA 95340
- 3433 S. Higuera, San Luis Obispo, CA 93401
- 251 E. Hackett Road, Modesto, CA 95358
- 1255 Imperial Ave., Suite 446, San Diego, CA 92101
- 855 Partridge Drive, Ventura, CA 93003
- 500 N. State College Blvd., Orange, CA 92868
- 4060 County Circle Drive, Riverside, CA 92503
- 955 Overland Court, Suite 100, San Dimas, CA 91773

PUBLIC SESSION

8:30 a.m. – Convene Joint Meetings of the Member Representatives and Board of Directors (“Board”), of the CalSAWS Consortium (“CalSAWS”).

Topic	Lead	Time
1. Call Joint Meetings of the Member Representatives and Board of Directors ("Board") of the CalSAWS Consortium ("CalSAWS") to Order.	Michael Sylvester	5 min
2. Confirmation of quorum, agenda review, and protocols. <ul style="list-style-type: none"> • Quorum of Member Representatives • Quorum of Board of Directors • Agenda Review • Protocols <ul style="list-style-type: none"> ○ To unmute: <ul style="list-style-type: none"> ▪ When connected via computer – click the microphone icon. ▪ When connected via telephone – press *6. 	Michael Sylvester John Boule	5 min
3. PUBLIC COMMENT: Public opportunity to speak on any Item NOT on the Agenda. Public comments are limited to no more than three minutes per speaker, except that a speaker using a translator shall be allowed up to six minutes. Note: The public may also speak on any Item ON the Agenda by waiting until that item is read, then requesting recognition from the Chair to speak.	Michael Sylvester	

CalSAWS Member Representatives Action Items

4. Nominations, Elections, and Appointments of the JPA Board and Project Steering Committee Members for Fiscal Year 2023/2024. <ol style="list-style-type: none"> a. Pursuant to the JPA Agreement Article II, section 2.04, subsections (c) and (d), the Directors from Regions 1 through 5 shall be selected from the Member Representatives from their respective Regions. Regions 1 and 4 shall each select two (2) Directors, Regions 2 and 3 shall each select one (1) Director, and Region 5 shall select three (3) Directors. Region 6, represented by Los Angeles County, shall have three (3) Directors, who shall be the three (3) Member Representatives from Region 6. <ol style="list-style-type: none"> i. Present the nomination slate from the Regional Nomination conference calls, gather any further nominations from the floor, and proceed to elect the JPA Board of Directors for those Regions for the period of July 1, 2023, through June 30, 2024. ii. Introduce the Directors appointed by Region 6 for the period of July 1, 2023 through June 30, 2024. b. Pursuant to the JPA Bylaws Article VIII, Paragraph A., each Region will nominate one or more candidates from among its Deputy Directors, or small county equivalents, to serve on the Project Steering Committee. Regions 1 and 4 will each appoint two (2) Project Steering Committee members, Regions 2 and 3 will each appoint one (1) Project Steering Committee member, and Regions 5 and 6 will each appoint three (3) Project Steering Committee members. <ol style="list-style-type: none"> i. Present the nomination slate from the Regional Nomination conference calls, gather any further nominations from the floor, and proceed to elect the Project Steering Committee for the period of July 1, 2023 through June 30, 2024. ii. Introduce the Project Steering Committee Members appointed by Region 6 for the period of July 1, 2023 through June 30, 2024. 	Michael Sylvester John Boule	10 min
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Topic	Lead	Time
CalSAWS Member Representatives Informational Item		
5. Pursuant to the JPA Agreement Article II, Section 2.04 (b) the State shall have the right to select a representative to serve on the Board as the Ex-Officio representative of the State. a. Introduce Director of OSI, Adam Dondro, as the Ex-Officio representative of the State.	Michael Sylvester John Boule	5 min
CalSAWS JPA Board Action Items		
6. Pursuant to the JPA Agreement, Article III, Section 3.01, the Board of Directors shall elect from among its Directors, a Chair and Vice-Chair. a. Seek nominations and creation of slate for Board of Directors Chair and Vice-Chair for the period of July 1, 2023 through June 30, 2024. b. Proceed to elect the Chair and Vice-Chair for the period of July 1, 2023 through June 30, 2024.	Michael Sylvester John Boule	5 min
7. Approval of SFY 2023/24 CalSAWS Project Budget including CalSAWS Implementation Advance Planning Document (IAPD) Update, CalWIN M&O Operational Advance Planning Document (OAPD) Update, County Purchases/Separate Services, Premise Item Funding, and the Administrative Budget for Unfunded costs.	Michael Sylvester Holly Murphy	10 min
8. Consent Calendar a. Approval of the May 12, 2023, JPA Board Meeting Minutes b. Approval of Deloitte Portal/Mobile Change Order No. 7, which includes an administrative adjustment related to optional enhancements deliverable due dates. This change does not impact total contract value. c. Approval of Deloitte ISS Change Order No. 3, which includes an administrative adjustment of a deliverable payment month. This change does not impact total contract value. d. Seeking Board authorization for the completion of Signature/Fund Custodian Authorization Forms required by San Bernardino County Auditor-Controller/Treasurer/Tax Collector for State Fiscal Year 2023/24: i. Approve the completion of the form in the name of the CalSAWS Chair, authorizing the Chair to approve payments to be made by the Controller for CalSAWS. ii. Approve the completion of the form in the name of the CalSAWS Vice-Chair, authorizing the Vice-Chair to approve payments to be made by the Controller for CalSAWS. iii. Approve completion of the form in the name of the CalSAWS JPA Secretary, authorizing the JPA Secretary to approve invoices to be paid by the Controller for CalSAWS. iv. Approve completion of the form in the name of CalSAWS Section Director, Holly Murphy, authorizing Holly Murphy to approve invoices to be paid by the Controller for CalSAWS, in the absence of the CalSAWS JPA Secretary. v. Approve completion of the form in the name of CalSAWS Section Director, Laura Chavez, authorizing Laura Chavez to approve	Michael Sylvester John Boule	5 min



Topic	Lead	Time
<p>invoices to be paid by the Controller for CalSAWS, in the absence of the CalSAWS JPA Secretary.</p> <p>vi. Approve completion of the form in the name of CalSAWS Section Director, Thomas Hartman, authorizing Thomas Hartman to approve invoices to be paid by the Controller for CalSAWS, in the absence of the CalSAWS JPA Secretary.</p> <p>vii. Approve completion of the form in the name of CalWIN/WCDS Executive Director, Diane Alexander, authorizing Diane Alexander to approve invoices to be paid by the Controller for CalSAWS, in the absence of the CalSAWS JPA Secretary.</p> <p>viii. Approve completion of the form in the name of Director Diana Alexander, authorizing Diana Alexander to approve invoices to be paid by the Controller for CalSAWS.</p>		
Member Representatives Informational Items		
9. CalSAWS Annual Audit Summary	Holly Murphy	5 min
10. June Production Outages	Arnold Malvick	15 min
11. Wave 3 Retrospectives	Gretchen Williams Cathryn van Namen Danielle Benoit Mike Tombakian Rachel Frey	20 min
12. Wheel of CalSAWS	Cathryn van Namen Greg Geisler Heather Mitchell Maria Sanchez	30 min
13. Future Waves Readiness <ul style="list-style-type: none"> • Waves 4 – 6 Readiness • Waves 5 – 6 Risk Summary 	Cathryn van Namen Arnold Maverick Rachel Frey	10 min
14. Release and Policy Updates <ul style="list-style-type: none"> • Continuous Coverage Unwinding • Upcoming Policy • BenefitsCal Release Schedule • Task Management 	Lisa Salas Karen Rapponotti Yingjia Huang Onur Senman Jason Osterwald	35 min



Topic	Lead	Time
15. BenefitsCal Update <ul style="list-style-type: none"> • ROI Update • Video Tutorials on YouTube • Collab Model Completed Items this calendar year • Global search enhancement • Marketing Campaign Phase 2 overall timeline 	Rachel Frey Onur Senman	15 min
16. DEI Update	Ashley Arnold Aymon Sukkar	10 min
17. Virtual Assistant Overview and Demo	Sarah Cordano- Parks	10 min
18. Procurement Update	Tom Hartman	5 min
19. January Meeting of the CalSAWS JPA Member Representatives	John Boule	5 min
20. Adjourn joint meetings of the CalSAWS Member Representatives and JPA Board of Directors.	Michael Sylvester	

The agenda and supporting documents are available for review during regular business hours at 11290 Pyrites Way, Suite 150, Rancho Cordova, CA 95670. All items on the consent agenda will be considered in a single motion unless separate action is requested by a Board Member or member of the public.

In accordance with the Ralph M. Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting date in the lobby of the locations noted above.

The meeting facility is accessible to persons with disabilities. If an assisted listening device or other service will be needed in order to participate in the public meeting, a request should be made through the Secretary of the Board at least three (3) business days prior to the Board meeting. The Secretary's telephone number is (916) 282-3834. The Secretary's office is located at 11290 Pyrites Way, Suite 150, Rancho Cordova, CA 95670.

