

CalSAWS Consortium
Project Steering Committee
Meeting Minutes
June 29, 2023

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

Committee Members Present In-Person:

Region 2 – Eduardo Amenityro
Region 4 – Vienna Barnes

Committee Members Present via Conference Call/Webcast:

Region 1 – Clarisa Simon
Region 1 – Anna Pineda
Region 3 – Rachel Ebel-Elliot
Region 4 – Cindy Uetz
Region 5 – Alberto Banuelos
Region 5 – Sandra Bowlan
Region 6 – La Shonda Diggs
Region 6 – Winna Crichlow

Members Absent:

Region 5 – Elaine Martinez
Region 6 – Corey Hanemoto

Facilitator:

John Boule, CalSAWS Executive Director

1. Co-Chair, Alberto Banuelos, convened the meeting at 12:15 p.m.

2. Agenda Review

John Boule reviewed the agenda.

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

None

4. Confirmation of Quorum, Protocols, and Agenda Review.

John Boule confirmed Quorum, Protocols, and Agenda Review.

PSC Action Items

5. Pursuant to the JPA Bylaws Article VIII, Paragraph A., the Project Steering Committee shall be co-chaired. The Co-Chairs shall be elected from among the Project Steering Committee members annually.

a. Seek nominations and creation of slate for Project Steering Committee Co-Chairs for the period of July 1, 2023, through June 30, 2024.

b. Proceed to elect the Co-Chairs for the period of July 1, 2023, through June 30, 2024.

Summary: The Consortium is seeking PSC approval to create a slate for Project Steering Committee Co-Chairs. La Shonda Diggs nominated Winna Crichlow.

Sandra Bowlan nominated Albert Banuelos. Albert Banuelos nominated Cindy Uetz. The nominees accepted the nominations.

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

6. Adjourn Meeting

- Co-Chair, Alberto Banuelos, adjourned the meeting at 12:21 p.m.

Action Items	Assigned to	Due Date	Status
1. Report back on whether or not address change job aids are available in the LMS.	Lisa Salas	May 2023	Closed
2. Communicate to the counties with a fact sheet about uploading encrypted files resulting in errors.	Rachel Frey	May 2023	Closed
3. Research and report back regarding the possibility of automatic updates to the system when a customer uploads an address change through BenefitsCal.	Lisa Salas	May 2023	Closed
4. Provide a listing of future dates of when the system will be impacted or down for the weekend, including summer dates.	Arnold Malvick	June 2023	Open

Next Meeting:

Conference Call/Zoom
Thursday, July 20, 2022
8:30 a.m. – 12:00 p.m.
CalSAWS Norwalk
12440 Imperial Highway, Suite 300
Norwalk, CA 90650