

**CalSAWS Consortium Joint Meetings of the JPA Member Representatives
and Board of Directors**

**Meeting Minutes
January 26, 2024
8:30 a.m.**

Location: Westin San Diego Bayview
Emerald Ballroom
1051 Columbia Street
San Diego, CA 92101

Members Present:

Region 1 – Marla Stuart, Contra Costa County
Region 1 – Kari Beuerman, Marin County
Region 1 – Lori Medina, Monterey County
Region 1 – Tracey Belton, San Benito County
Region 1 – Angela Shing, Santa Clara County
Region 1 – Kelley Curtis, Solano County
Region 1 – Angela Struckmann, Sonoma County
Region 2 – Rachel Pena, Nevada County
Region 2 – Greg Geisler, Placer County
Region 2 – Jennifer Vasquez, Yuba County
Region 3 – Ranell Brown, Del Norte County
Region 3 – Bill Wathen, Glenn County
Region 3 – Dwayne Green, Shasta County
Region 3 – Patricia Barbieri, Siskiyou County
Region 3 – Liz Hamilton, Trinity County
Region 4 – Sanja Bugay, Fresno County
Region 4 – Anna Scott, Inyo County
Region 4 – Deborah Martinez, Madera County
Region 4 – Yvonnia Brown, Merced County
Region 4 – Chris Woods, San Joaquin County
Region 4 – Devin Drake, San Luis Obispo County
Region 4 – Francena Martinez, Tulare County
Region 5 – Paula Llanas, Imperial County
Region 5 – Veronica Rodriguez, Orange County
Region 5 – Gilbert Ramos, San Bernardino County
Region 5 – Richard Wanne, San Diego County
Region 5 – Daniel Nielson, Santa Barbara County
Region 5 – Melissa Livingston, Ventura County
Region 6 – Michael Sylvester, Los Angeles County
Region 6 – Kristin Stranger, Los Angeles County
Region 6 – Cynthia McCoy-Miller, Los Angeles County

Members Absent:

Region 1 – Andrea Ford, Alameda County
Region 1 – Jennifer Yasumoto, Napa County
Region 1 – Trent Rhorer, San Francisco
Region 1 – Ken Cole, San Mateo County
Region 1 – Randy Morris, Santa Cruz County
Region 2 – Nichole Williamson, Alpine County
Region 2 – Anne Watts, Amador County
Region 2 – Cori Allen, Calaveras County

Region 2 – Olivia Byron-Cooper, El Dorado County
Region 2 – Kathy Peterson, Mono County
Region 2 – Ethan Dye, Sacramento County
Region 2 – Lori McGee, Sierra County
Region 2 – David Nagra, Sutter County
Region 2 – Annie Hockett, Tuolumne County
Region 2 – Soua Moua, Yolo County
Region 3 – Shelby Boston, Butte County
Region 3 – Connie Beck, Humboldt County
Region 3 – Crystal Markytan, Lake County
Region 3 – Laura Atkins, Lassen County
Region 3 – Bekkie Emery, Mendocino County
Region 3 – Tom Sandage, Modoc County
Region 3 – Neal Caiazzo, Plumas County
Region 3 – Laura Hawkins, Tehama County
Region 4 – Lito Morillo, Kern County
Region 4 – Wendy Osikafo, Kings County
Region 4 – Joseph Lynch, Mariposa County
Region 4 – Christine Huber, Stanislaus County
Region 5 – Charity Douglas, Riverside County

Facilitator:

John Boule, CalSAWS Executive Director

1. **JPA Board Chair, Michael Sylvester, convened the Joint Meeting of the Member Representatives and Board of Directors (“Board”) of the CalSAWS Consortium (“CalSAWS”) at 8:34 a.m.**
2. **Confirmation of Quorum, Agenda Review, and protocols.**
3. **Public opportunity to speak on any Item NOT on the agenda.**
 - No public comments were made.

CalSAWS Board of Directors Action Items

4. **Approval of Resolution recognizing Diane Alexander for her contributions to SAWS upon her retirement.**

Summary: The Consortium is seeking Board approval of the Resolution recognizing Diane Alexander for her contributions to SAWS upon her retirement.

Motion to Approve, was made by Vice-Chair, Marla Stuart.
Motion was seconded by Member, Greg Geisler.
All JPA Board of Directors Members present were in favor.
The motion passed unanimously.

5. **Ratification of the Memorandum of Understanding for BenefitsCal software between CalSAWS and the State of Georgia Department of Human Services.**

Summary: The Consortium is seeking Ratification of the Memorandum of Understanding for BenefitsCal software between CalSAWS and the State of Georgia Department of Human Services.

Motion to approve was made by Member, Kristin Stranger.
Motion was seconded by Member, Greg Geisler.
All JPA Board of Directors Members present were in favor.
The motion passed unanimously.

6. Consent Items:

- a. Approval of the Minutes and review of the Action Items from the November 17, 2023, CalSAWS JPA Board of Directors meeting.**
- b. Approval of Deloitte Change Order 6, which exercises a portion of the optional extension period through April 30, 2024.**

Summary: The Consortium is seeking approval of the Minutes from the November 17, 2023, JPA Board of Directors Meeting and Deloitte Change Order 6.

Motion was made by Vice-Chair, Marla Stuart.
Motion was seconded by Member, Chris Woods.
All JPA Board of Directors Members present were in favor.
The motion passed unanimously.

CalSAWS Member Representatives Action Item

7. Approval of the Administrative Budget for Unfunded Costs for FY 24/25.

Summary: John Boule provided an overview of the proposed Administrative Budget for Unfunded Costs for 24/25. Holly Murphy confirmed the information provided.

Motion was made by Member, Kelley Curtis.
Motion was seconded by Member, Chris Woods.
All JPA Member Representatives present were in favor.
The motion passed unanimously.

CalSAWS Member Representatives Informational Item

- 8. 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.**

Summary: Michael Sylvester and John Boule introduced Director of OSI, Adam Dondro, as the Ex-Officio representative of the State.

CalSAWS JPA Board Action Items

9. IDEA/DEI Update.

Summary: Ashley Arnold, Chazny Nunes, Patricia Perez, Tiffany Hartley, and Dr. Alberto Banuelos presented a video and information regarding Diversity, Equity, and Inclusion initiatives within their counties and the CalSAWS Project.

10. Future CalSAWS JPA Member Representatives Meetings

Summary: John Boule announced the tentative future dates for the CalSAWS JPA Member Representatives Meetings through June 2025.

11. Adjourn joint meetings of the CalSAWS Member Representatives and JPA Board of Directors.

- JPA Board Chair Michael Sylvester adjourned the meeting at 9:15 a.m.

Action Items	Assigned to	Due Date	Status
1. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	February 2024	Ongoing
2. Report back to the Board with comprehensive recommendations for Diversity, Equity, and Inclusion (DEI).	Chazny Nunes	June 2024	Ongoing
3. Present defect statistics for Onshore vs. Offshore work beginning in May and quarterly thereafter.	Arnold Malvick	February 2024	Ongoing
4. Provide CalSAWS System stability, tickets, and defect stats routinely, including Hyland SLAs.	Arnold Malvick	February 2024	Ongoing
5. Discuss new concept of Customer Dashboard in BenefitsCal to encourage customer use of the app and ease of ability to access their data and due dates. <ul style="list-style-type: none"> • Consider revamping customer experience and regularly share customer feedback on their experience at future meetings. 	Rachel Frey Onur Senman Lynn Bridwell	February 2024	Open
6. Will down time be needed due to COLAs? Provide the status/burn down chart of the number of SCRs backlogged.	Karen Rapponotti	December 2023	Closed
7. BenefitsCal: <ul style="list-style-type: none"> • Provide statistics regarding how many applications were captured and submitted by CBOs. • Provide information on what we are doing to 	Rachel Frey Onur Senman	February 2024	Open

Action Items	Assigned to	Due Date	Status
educate our clients to BenefitsCal . <ul style="list-style-type: none"> • Create a path and scope for threshold languages. • Bring back discussion of user lab and disability accommodation. 			

Next Meeting

In-Person/Zoom
 Friday, February 16, 2024
 CalSAWS Roseville
 620 Roseville Parkway
 Roseville, CA 95747
 9:00 a.m. – 12:00 p.m.