

# **CalSAWS Consortium JPA Board of Directors**

## **Meeting Minutes**

**July 12, 2024**

**9:00 a.m.**

**Location:** CalSAWS Roseville  
620 Roseville Parkway  
Roseville, CA 95747

### **Members Present In-Person:**

Region 2 – Member, Greg Geisler, Placer County Health and Human Services

Region 6 – Chair, Michael Sylvester, Los Angeles County Department of Public Social Services

### **Members Present Via Teleconference:**

Region 1 – Member, Kelley Curtis, Solano County Health and Social Services

Region 3 – Member, Bill Wathen, Glenn County Health and Human Services

Region 4 – Member, Chris Woods, San Joaquin County Human Services Agency

Region 4 – Member, Francena Martinez, Tulare County Human Services

Region 5 – Member, James Locurto, San Bernardino County Human Services Agency

Region 5 – Member, Melissa Livingston, Ventura County Human Services Agency

Region 5 – Member, Veronica Rodriguez, Orange County Social Services Agency

Region 6 – Member, Kristin Stranger, Los Angeles County Department of Public Social Services

Region 6 – Member, Cynthia McCoy-Miller, Los Angeles County Department of Children & Family Services

### **Members Absent:**

State – Ex-Officio Member, Adam Dondro, Office of Technology & Solutions Integration

Region 1 – Vice-Chair, Marla Stuart, Contra Costa County Employment & Human Services Department

### **Committee Guests Present In-Person:**

State – Alternate Ex-Officio Member, Brandon Hansard, Office of Technology & Solutions Integration

### **Facilitator:**

Julia Erdkamp, CalSAWS Executive Director

1. **JPA Board Chair, Michael Sylvester, convened the meeting at 9:01 a.m.**
2. **Confirmation of Quorum, Welcome a new JPA Board Members, and Agenda Review.**
3. **Public opportunity to speak on any Item NOT on the agenda.**
  - None

### **Action Items**

#### **4. Approval of Consent Items**

- a. **Approval of the Minutes and review of the Action Items from the June 27, 2024, joint meetings of the JPA Member Representatives and JPA Board of Directors.**
- b. **Approval of Accenture Change Notice 33, which includes eight premise items, reconciliation and fiscal year shifts of previously approved change notices, transition readiness support, and county purchases.**
- c. **Approval of ClearBest Work Orders 4 and 5, which include Quality Assurance services for eleven premise items and technical and security enhancements.**

**Summary:** The Consortium is seeking Board approval of Consent Items.

Motion to Approve, was made by Member, Greg Geisler.  
Motion was seconded by Member, Chris Woods.  
Member, Kelley Curtis, voted to approve.  
Member, Bill Wathen, voted to approve.  
Member, Francena Martinez, voted to approve.  
Member, James Locurto, voted to approve.  
Member, Melissa Livingston, voted to approve.  
Member, Veronica Rodriguez, voted to approve.  
Member, Kristin Stranger, abstained.  
Chair, Michael Sylvester, voted to approve.  
Member, Cynthia McCoy-Miller, voted to approve.  
Vice-Chair, Marla Stuart, was absent from vote.  
Vote was taken via roll call and the Motion passed.

## **Informational Items**

### **5. Performance Trends**

**Summary:** Arnold Malvick, Rachel Frey, and Sara Kiewiet provided an overview of Performance Trends.

### **6. BenefitsCal Update**

- **ROI Update**
- **Metrics Comparison Q2 2023 vs Q2 2024**

**Summary:** Lynn Bridwell and Onur Senman provided an update on BenefitsCal.

\*Public comment made by Jennifer Tracy.

### **7. Release and Policy Update**

- **CalSAWS Release Highlights**
- **CNI Rate Increases**

**Summary:** Lisa Salas provided an update on Release and Policy.

### **8. Reports Status Update**

- **Fiscal Reports defects backlog**

**Summary:** Sean Swift provided an update on Reports Status.

### **9. Fresno GenAI Update**

**Summary:** Regina Zmuidzinas Aguilar provided an update on Fresno GenAI.

### **10. M&E Risks**

**Summary:** Arnold Malvick, Holly Murphy, Peggy Macias, Lynn Bridwell, and Sean Swift provided an overview of M&E Risks.

### **11. Procurement Update**

- **M&E Procurement**
- **BenefitsCal Procurement**

**Summary:** Tom Hartman provided an update on Procurement.

## 12. Adjourn Meeting

- JPA Board Chair Michael Sylvester adjourned the meeting at 10:39 a.m.

Action Items	Assigned to	Due Date	Status
1. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	August 2024	Ongoing
2. Report back to the Board with comprehensive recommendations for Diversity, Equity, and Inclusion (DEI).	Ashley Arnold	June 2024	Ongoing
3. Present defect statistics for Onshore vs. Offshore work beginning in May and quarterly thereafter.	Arnold Malvick	August 2024	Ongoing
4. Provide CalSAWS System stability, tickets, and defect stats routinely, including Hyland SLAs.	Arnold Malvick	August 2024	Ongoing
5. Provide an update on Fiscal Reports and how the team is working to meet the needs of the counties.	Sean Swift	July 2024	Closed
6. Present strategies on increasing usage of BenefitsCal and research why people are not using it. Create an outreach effort to non-participants to determine why they are not using BenefitsCal.	Lynn Bridwell	August 2024	Open

### **Next Meeting**

In-Person/Zoom  
 Friday, August 16, 2024  
 9:30 a.m. – 11:30 a.m.  
 CalSAWS Roseville  
 620 Roseville Parkway  
 Roseville, CA 95747