

CalSAWS Consortium JPA Board of Directors

Meeting Minutes

August 16, 2024

9:30 a.m.

Location: CalSAWS Roseville
620 Roseville Parkway
Roseville, CA 95747

Members Present In-Person:

State – Ex-Officio Member, Adam Dondro, Office of Systems Integration
Region 1 – Member, Kelley Curtis, Solano County Health and Social Services
Region 2 – Member, Greg Geisler, Placer County Health and Human Services
Region 5 – Member, James Locurto, San Bernardino County Human Services Agency
Region 6 – Chair, Michael Sylvester, Los Angeles County Department of Public Social Services

Members Present Via Teleconference:

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, Melissa Livingston, Ventura County Human 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:

Region 1 – Vice-Chair, Marla Stuart, Contra Costa County Employment & Human Services Department
Region 5 – Member, Veronica Rodriguez, Orange County Human Services

Facilitator:

Julia Erdkamp, CalSAWS Executive Director

- 1. JPA Board Chair, Michael Sylvester, convened the meeting at 9:30 a.m.**
- 2. Confirmation of Quorum and Agenda Review.**
- 3. Public opportunity to speak on any Item NOT on the agenda.**
 - Jonathan Cohen – Written public comment submitted prior to Board Meeting.

Action Items

- 4. Approval of Consent Items**
 - a. Approval of the Minutes and review of the Action Items from the July 12, 2024, JPA Board of Directors Meeting.**
 - b. Approval of Accenture Change Notice 34, which includes seven (7) premise items, administrative changes, and a county purchase.**
 - c. Approval of ClearBest Work Order 6, which includes seven (7) premise items.**
 - d. Approval of Gainwell Central Print Change Order 2, which includes three (3) county purchases.**
 - e. Approval of Regional Government Services (RGS) Amendment 41, which includes the addition of a Chief Technology Officer position.**

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

*Action item – Provide an overview of the CalSAWS reorganization.

Motion to Approve, was made by Member, Greg Geisler.

Motion was seconded by Member, James Locurto.

Member, Kelley Curtis, voted to approve.

Member, Bill Wathen, voted to approve.

Member, Chris Woods, voted to approve.

Member, Francena Martinez, voted to approve.

Member, Melissa Livingston, voted to approve.

Member, Kristin Stranger, voted to approve.

Chair, Michael Sylvester, voted to approve.

Member, Cynthia McCoy-Miller, voted to approve.

Vice-Chair/Member, Marla Stuart and Veronica Rodriguez, were absent from vote.

Vote was taken via roll call and the Motion passed.

Informational Items

5. Quarterly Fiscal Update

Summary: Holly Murphy provided an update on Quarterly Fiscal activities.

6. BenefitsCal Update

- **ROI Workgroup Update**
- **BenefitsCal Adoption and Approach going forward**

Summary: Lynn Bridwell, Rachel Frey, Onur Senman, Blake Weyland, and Shonna Clark provided an update on BenefitsCal.

*Action item – Confirm that the YouTube videos are in English and Spanish. Continue improving the User Centered Design process and outcomes.

*Public comment made by Jennifer Tracy and Kevin Aslanian.

7. Release and Policy Update

- **CalSAWS Release Highlights**

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

8. Reports Status Update

Summary: Sean Swift provided an update on Reports Status.

*Action item – Provide information about the defects on slide 29. Share SCRs with Kevin Aslanian.

*Public comment made by Kevin Aslanian.

9. Fresno GenAI Update

Summary: Andi Claman provided an update on Fresno GenAI.

10. M&E Risks

Summary: Agenda item 10 M&E Risks was deferred to September.

11. Quarterly Statistics Update

- **SLAs, Production Stability, Tickets, and Defects**
- **Hyland Imaging SLAs**
- **BenefitsCal Performance Metrics**

Summary: Arnold Malvick, Sara Kiewiet, and Rachel Frey provided an update on Quarterly Statistics.

12. Procurement Update

- **M&O Procurement**
- **BenefitsCal Procurement**

Summary: Tom Hartman provided an update on Procurement.

CLOSED SESSION

Members Present In-Person:

State – Ex-Officio Member, Adam Dondro, Office of Systems Integration
Region 1 – Member, Kelley Curtis, Solano County Health and Social Services
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Region 6 – Member, Cynthia McCoy-Miller, Los Angeles County Department of Children & Family Services

Members Absent:

Region 1 – Vice-Chair, Marla Stuart, Contra Costa County Employment & Human Services Department
Region 5 – Member, Veronica Rodriguez, Orange County Human Services

Entered Closed Session: 11:01 a.m.

13. Conference with Legal Counsel re Existing Litigation (Gov. Code § 54956.9) – 1 item: (Lopez v. State of California, et al., Sacramento County Superior Court Case No. 24 CV 007367).

Adjourned Closed Session: 11:21 a.m.

OPEN SESSION

Reconvened Regular Session: 11:25 a.m.

14. Announcement of action taken in Closed Session, if any.

Summary: Nothing to report.

15. Adjourn Meeting

- JPA Board Chair Michael Sylvester adjourned the meeting at 11:21 a.m.

Action Items	Assigned to	Due Date	Status
1. Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	November 2024	Ongoing
2. Report back to the Board with comprehensive recommendations for Diversity, Equity, and Inclusion (DEI).	Ashley Arnold	January 2025	Ongoing
3. Present defect statistics for Onshore vs. Offshore work beginning in May and quarterly thereafter.	Arnold Malvick	November 2024	Ongoing
4. Provide CalSAWS System stability, tickets, and defect stats routinely, including Hyland SLAs.	Arnold Malvick	November 2024	Ongoing
5. 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	September 2024	Open
6. Provide CalSAWS reorganization information.	Julia Erdkamp	September 2024	Open
7. BenefitsCal: Confirm that the YouTube videos are in English and Spanish. Continue improving the User Centered Design process and outcomes.	Rachel Frey Lynn Bridwell	September 2024	Open
8. Provide Kevin Aslanian information regarding the defects on slide 29. Share SCRs with Kevin Aslanian.	Sean Swift	September 2024	Open

Next Meeting

In-Person/Zoom

Friday, September 27, 2024

9:30 a.m. – 11:30 a.m.

CalSAWS Roseville

620 Roseville Parkway

Roseville, CA 95747