

# CalSAWS | Executive Summary for the JPA Board of Directors

Location: Zoom/In-Person  
Date: Friday, November 15, 2024

Agenda Item and Summary	Type of Item
<p><b>1. Call meeting to order.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will call the CalSAWS JPA Board of Directors meeting to order.</p>	Procedural
<p><b>2. Confirmation of Quorum and Agenda Review.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will confirm quorum of the Board and will provide a high-level overview of the agenda.</p>	Procedural
<p><b>3. Public opportunity to speak on items 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.</b></p> <p><b>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.</b></p> <p><b>Summary:</b> Board Chair, Michael Sylvester, will provide the public with an opportunity to speak on items not on the agenda.</p>	Procedural
<b>Action Items</b>	
<p><b>4. Approval of Group Sales Agreement between CalSAWS Consortium and The Westin San Diego Gaslamp Quarter for the CalSAWS Annual Conference June 25-27, 2025, and delegation of authority for CalSAWS Executive Director to sign Catering and A/V agreements in an amount not to exceed \$150,000.</b></p> <p><b>Summary:</b> The Consortium is seeking Board approval of an Agreement with The Westin San Diego Gaslamp Quarter and authorization of up to \$150,000 for the June 25-27, 2025, CalSAWS Annual Conference. The costs are funded through the CalSAWS JPA Administrative Budget and accounted for in the SFY 2024-25 CalSAWS JPA Project Budget.</p>	Action
<b>5. Approval of Consent Items</b>	Action

**a. Approval of the Minutes and review of the Action Items for the September 27, 2024, and October 18, 2024, JPA Board of Directors Meetings.**

**Summary:** The Consortium is seeking Board approval of the Minutes and review of the Action Items for the September 27, 2024, and October 18, 2024, JPA Board of Directors Meetings.

**a. Approval of Accenture Change Notice 36, which includes two premise Items, transition scope of work, and thirteen (13) county purchases.**

**Summary:** This Change Notice will utilize \$429,638 of the \$167,000,000 Regulatory and Administrative Change Budget Services for the following Premise Items: Restoration Notices Update – CalFresh Notice of Denial or Pending Status (reduction of \$120,367 from approved budget), and CalFresh/CalWORKS Recertification Packets (\$550,005). Board approval of this Change Notice will leave \$48,722,413 for future work.

This Change Notice will also utilize \$684,140 of the \$10,000,000 CalSAWS Transition allowance to support as-needed transition readiness activities in cooperation with the anticipated incoming Infrastructure contractor. Board approval of this Change Notice will leave \$9,008,877 for future work.

This Change Notice will also utilize \$757,626 of the original \$35,000,000 allocation for County Purchases subject to Board approval. Board approval of this Change Notice will leave \$12,980,365 for future County Purchases. The County purchases included in Change Notice 36 are as follows:

- MT-02-2023 Monterey – Kiosk Hardware Refresh \$7,417.86
- MT-04-2023 - Revision 1 Monterey – Production Operations for Managed FACTs (Quantity 16) - Revision 1 \$(84,064.0)
- SA-01-2024 San Benito –Software for County-Provided Growth Workstations (Quantity 5) \$3,310.85
- SC-04-2023 Santa Clara – Request for Purpose-Built, Curated Data Set ("PBDS") Access in CalSAWS Amazon Simple Storage Solution ("Amazon S3") Location \$382,623.35
- SC-01-2024 - Revision 1 Santa Clara – Worker Assignment ("WA") Robotic Process Automation ("RPA") Bot - Revision 1 \$(4,638.00)
- SD-02-2023 - Revision 1 San Diego – Request for County Data Pipeline in CalSAWS Amazon Web Services ("AWS") Account - Revision 1 \$(6,953.14)
- SD-03-2024 San Diego – Additional Licensing for Customer Service Center Expansion (Quantity 21) \$41,269.58
- SD-04-2024 San Diego – Request for Changes to the General Assistance/General Relief ("GA/GR") County-Specific Program \$74,875.26
- SF-04-2024 San Francisco – Request for Changes to the General Assistance/General Relief ("GA/GR") County-Specific Program \$85,572.62
- SJ-02-2024 San Joaquin – Kiosks (Quantity 6) \$158,290.54
- SL-01-2024 Solano – Production Operations for Managed FACTs (Quantity 3) \$37,502.16
- SO-02-2024 Sonoma – Legacy Form Name Re-Index \$14,130.52

- YL-01-2024 Yolo – Additional Licensing for Customer Service Center Expansion (Quantity 35) \$48,558.20

The costs of this Change Notice are funded through the CalSAWS IAPDU, Premise and county funding. The current year costs are accounted for in the SFY 2024-25 CalSAWS JPA Project Budget.

**b. Approval of ClearBest Work Order 9, which includes one (1) Premise items, CalFresh/CalWORKs Recertification Packets.**

**Summary:** This Work Order will utilize \$55,284 of the \$8,829,000 Professional Services allowance for QA services to accommodate one Premise item: CalFresh/CalWORKs Recertification Packets (\$55,284). Board approval of this Work Order will leave \$4,777,541 for future work.

The costs of this Work Order are funded through premise funding. Current year costs are accounted for in the SFY 2024-25 CalSAWS JPA Project Budget.

**Informational Items**

**6. Introduction of new CalSAWS staff:**

Informational

- Sandeep Aji – Chief Technology Officer
- Robert Lusk – Technical & Operations Director

**Summary:** Julia Erdkamp will introduce new CalSAWS staff.

**7. BenefitsCal Update**

Informational

- ROI Update
- BenefitsCal Adoption
- Overview of BenefitsCal Customer Profiles

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

**8. Infrastructure Transition-In**

Informational

**Summary:** Dawn Wilder and Lulu Fou will provide an overview of Infrastructure Transition-In.

**9. County Highlight**

Informational

**Summary:** Peggy Macias will provide an overview of County Highlight.

## Agenda Item and Summary

## Type of Item

---

### Closed Session

---

#### 10. Conference with Legal Counsel – Contract Negotiations (One Item).

Closed

**Summary:** Closed Session with Legal Counsel regarding contract negotiations.

---

### Reconvene Open Session

---

#### 11. Announcement of action taken during Closed Session, if any.

Informational

**Summary:** Michael Sylvester will announce of action taken during Closed Session, if any.

---

#### 12. Adjourn Meeting

Procedural

**Summary:** Board Chair, Michael Sylvester, will adjourn the meeting of the CalSAWS JPA Board of Directors.

---