

# CalSAWS | Minutes

Meeting: Project Steering Committee Meeting  
Location: CalSAWS 11971 Foundation Place, 3<sup>rd</sup> Floor, Gold River, CA 95670  
Date: Thursday, May 15, 2025  
Time: 9:00 a.m.  
Present: In Person: Lynn Perez, Region 1 – Member; Eduardo Ameneiro, Region 2 – Member; Kristine Maxwell, Region 4 – Member; and Alberto Banuelos, Region 5 – Co-Chair  
Zoom: Rachel Ebel-Elliott, Region 3 – Member; Cesilia Leon, Region 4 – Member; Jaime Duncan, Region 5 – Member; Sandra Bowlan, Region 5 – Member; Irene Huizar, Region 6 – Co-Chair; Shawn Amiel, Region 6 – Member; Kathryn Coughenour, Region 6 – Alternate Member  
Absent: Clarisa Simon, Region 1 – Member; Olga Vicuna, Region 6 – Member  
Facilitator: Julia Erdkamp, CalSAWS Executive Director

## Topic

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### 1. Call Meeting to Order

**Summary:** Co-Chair, Alberto Banuelos, called the meeting to order at 9:01 a.m.

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### 2. Confirmation of Quorum and Agenda Review

**Summary:** Co-Chair, Alberto Banuelos, confirmed quorum of the PSC and gave a brief overview of the agenda topics.

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### 3. Public Comment: Public opportunity to speak on any item 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.

**Summary:** Public comments made by Ana Guzman, Gabby Davidson, and Jennifer Tracy.

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## Action Items

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### 4. Approval of the Minutes and review of the Action Items from the March 20, 2025 PSC Meeting.

#### Action Items from previous meetings:

None

**Summary:** The Consortium is seeking approval of the Minutes and review of the Action Items from the March 20, 2025 PSC Meeting.

Motion to approve was made by Member, Lynn Perez.

Motion was seconded by Member Sandra Bowlan.

## Topic

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Member, Eduardo Ameneiro, voted to approve.  
Member, Rachel Ebel-Elliott, voted to approve.  
Member, Cesilia Leon, voted to approve.  
Member, Kristine Maxwell, voted to approve.  
Member, Jaime Duncan, voted to approve.  
Co-Chair, Alberto Banuelos, voted to approve.  
Co-Chair, Irene Huizar, voted to approve.  
Member, Shawn Amiel, voted to approve.  
Alternate Member, Kathryn Coughenour.  
Members, Clarisa Simon and Olga Vicuna were absent from vote.  
The motion passed.

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## Informational Items

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### 5. CalSAWS Staffing Updates

**Summary:** Julia Erdkamp provided updates on CalSAWS Staffing.

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### 6. CalSAWS Priorities and Objectives Discussion

**Summary:** Julia Erdkamp and Alberto Banuelos provided an overview of CalSAWS Priorities and Objectives.

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### 7. CER to Business Case Request Process Update

**Summary:** Peggy Macias provided an update on CER to Business Case Request Process.

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### 8. Quarterly Performance Trends

**Summary:** Lisa Salas, Dawn Wilder, Michael Green, and Sara Kiewet provided an overview of Quarterly Performance Trends.

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### 9. BenefitsCal Update

- ROI Workgroup Updates
- Customer Experience Initiatives
- Upcoming Enhancements

**Summary:** Lynn Bridwell, Onur Senman, and Chloe-Winders Singer provided updates on BenefitsCal.

\*Public comment made by Jennifer Tracy.

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## Topic

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### 10. Release & Policy Updates

- **WDTIP/SCATL Update**

**Summary:** Karen Rapponotti provided updates on Release & Policy.

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### 11. Transition Update

**Summary:** Dawn Wilder and Rajesh Tahaliyani provided an update on Transition.

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### 12. ICT & CLE Status Update

**Summary:** Peggy Macias provided an update on ICT & CLE Status.

\*Public comment made by Jennifer Tracy.

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### 13. Procurements Update

- **Quality Assurance**

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

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### 14. 2025 CalSAWS Conference Update

**Summary:** Julia Erdkamp and Jennifer Seel provided an update on 2025 CalSAWS Conference.

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### 15. State Partners Updates

- **OTSI**
- **CDSS**
- **DHCS**

**Summary:** Patrice Yang provided an update for OTSI. Martha Esparza noted that CDSS had no updates to provide. Katie Mead provided an update for DHCS.

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### 16. Adjourn Meeting

**Summary:** Co-Chair, Alberto Banuelos, adjourned the meeting at 10:20 a.m.

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## Follow Up

#	Action Item	Who	Due
1	Provide information about SAR7 uploads in November or December if those numbers have transferred over to BenefitsCal. Indicate if there's any volume difference between October until now for the SAR7.	Onur Senman	May 2025
2	Provide information on EBT issue. Contacts – phone calls for AP79. Provide report to counties regarding outbound calls that were made, and which ones were unsuccessful so they may follow-up with a second contact.	Michelle Peterson	July 2025

### **Next Meeting**

In-Person/Zoom

Thursday, July 17, 2025

9:00 a.m. – 12:00 p.m.

CalSAWS Gold River

11971 Foundation Place, 3<sup>rd</sup> Floor

Gold River, CA 95670