

CalSAWS | Minutes

Meeting: Project Steering Committee Meeting
Location: CalSAWS 11971 Foundation Place, 3rd Floor, Gold River, CA 95670
Date: Thursday, September 18, 2025
Time: 9:00 a.m.
Present: In Person: Clarisa Simon, Region 1 – Member; Eduardo Ameneiro, Region 2 – Member
Zoom: Rachel Ebel-Elliot, Region 3 – Member; Jaime Duncan, Region 5 – Member; Sandra Bowlan, Region 5 – Member; Alberto Banuelos, Region 5 – Co-Chair; Del Benavides, Region 6 – Member; Shawn Amiel, Region 6 – Member; Olga Vicuna, Region 6 – Member
Absent: Lynn Perez, Region 1 – Member; Cesilia Leon, Region 4 – Member; and Kristine Maxwell, Region 4 – Member
Facilitator: Julia Erdkamp, CalSAWS Executive Director

Topic

1. Call Meeting to Order

Summary: Co-Chair, Albert Banuelos, called the meeting to order at 9:00 a.m.

2. Confirmation of Quorum and Agenda Review

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

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 comment made by Kevin Aslanian.

Action Items

4. Pursuant to the JPA Bylaws Article VIII, Paragraph A., the Project Steering Committee shall be co-chaired. The Co-Chairs shall be elected from among the Project Steering Committee members annually.
 - a. Seek nominations and creation of slate for Project Steering Committee Co-Chairs for the period of September 18, 2025, through June 30, 2026.
 - b. Proceed to elect the Co-Chairs for the period of September 18, 2025, through June 30, 2026.
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Topic

Summary: The Consortium is seeking approval of the Project Steering Committee Co-Chairs. Member, Sandra Bowlan, nominated herself.

Motion to approve was made by Member Jaime Duncan.
Motion was seconded by Member Clarisa Simon.
Member, Eduardo Amenityro, voted to approve.
Member, Rachel Ebel-Elliot, voted to approve.
Co-Chair, Albert Banuelos, voted to approve.
Member, Sandra Bowlan, voted to approve.
Member, Del Benavides, voted to approve.
Member, Shawn Amiel, voted to approve.
Member, Olga Vicuna, voted to approve.
Members, Lynn Perez, Cesilia Leon, and Kristine Maxwell were absent from vote.
The motion passed.

5. Approval of the Minutes and review of the Action Items from the August 21, 2025 PSC Meeting.

Action Items from previous meetings:

Action item 1 – BenefitsCal: Open – Information shared by Onur Senman.

Action item 2 – CalSAWS Timeline AI4: Closed – Information was provided at the last PSC Meeting.

Summary: The Consortium is seeking approval of the Minutes and review of the Action Items from the August 21, 2025 PSC Meeting.

Motion to approve was made by Member Rachel Ebel-Elliot.
Motion was seconded by Member Shawn Amiel.
Member, Clarisa Simon, voted to approve.
Member, Eduardo Amenityro, voted to approve.
Member, Jaime Duncan, voted to approve.
Co-Chair, Albert Banuelos, voted to approve.
Member, Sandra Bowlan, voted to approve.
Member, Del Benavides, voted to approve.
Member, Olga Vicuna, voted to approve.
Members, Lynn Perez, Cesilia Leon, and Kristine Maxwell were absent from vote.
The motion passed.

Informational Items

6. Project Delivery Office (PDO)

Summary: Robert Lusk provided an overview of Project Delivery Office (PDO).

*Public comments made by Kevin Aslanian and Heather Willoughby.

7. County Operational Requests

Summary: Frederick Gains provided an overview and video for County Operational Requests.

*Public comment made by Kevin Aslanian.

8. BenefitsCal Update

- **Account Creation Research Findings**
- **EBT Enhancement KPIs**
- **Upcoming Enhancements**

Summary: Onur Senman, Chloe Winders-Singer, and Mufaddal Tinmaker provided an update on BenefitsCal.

*Public comments made by Heather Willoughby, Kevin Aslanian, and Soledad Cisneros.

9. Release & Policy Updates

- **HR1 Update**

Summary: Karen Rapponotti provided updates on Release & Policy.

*Action items –Research expanding CLEs sessions to more than 500 participants.

*Public comment made by Kevin Aslanian.

10. Transition Update

Summary: Rajesh Tahaliyani and Jerry Nielson provided an update on Transition.

11. Monthly Performance Trends

Summary: Dawn Wilder, Michael Green, Sara Kiewiet, and Lisa Salas provided an overview of Monthly Performance Trends.

12. Procurement Update

- **Quality Assurance**

Summary: Tom Hartman provided an update on Procurement. Julia Erdkamp thanked Tom for his years of service.

Topic

*Public comment made by Kevin Aslanian. Numerous public comments in the chat from attendees congratulating Tom on his retirement.

13. State Partners Updates

- OTSI
- CDSS
- DHCS

Summary: Neha Dhawan provided an update for OTSI. Cecilia Rolon noted that CDSS had no updates to provide. Theresa Hasbrouck provided an update for DHCS.

14. Adjourn Meeting

Summary: Co-Chair, Albert Banuelos, adjourned the meeting at 10:44 a.m.

Follow Up

#	Action Item	Who	Due
1	Provide more information on how we are updating BenefitsCal so that customers are going to be able to update property fields for their Res or applications as January 1 st comes and we have to now start assessing property for Medi-Cal.	Onur Senman Fred Gains	Closed
2	Provide a timeline on how things happen when CalSAWS changes occur.	Michele Peterson	Closed
3	Research expanding CalSAWS Learning Exchange (CLE) sessions to more than 500 participants.	Customer Engagement	Open

Next Meeting

In-Person/Zoom

Thursday, October 16, 2025

9:00 a.m. – 12:00 p.m.

CalSAWS Gold River

11971 Foundation Place, 3rd Floor

Gold River, CA 95670