CalSAWS | Minutes

Meeting:	JPA Board of Directors
Location:	The Westin San Diego Gaslamp Quarter 910 Broadway Circle, San Diego, CA 92101
Date:	Friday, June 27, 2025
Time:	8:30 a.m.
Present:	In person: Adam Dondro, State Ex-Officio – Member; Kelley Curtis, Region 1 – Member; Greg Geisler, Region 2 – Member; Bill Wathen, Region 3 – Member; Chris Woods, Region 4 – Member; Francena Martinez, Region 4 -Member; James Locurto, Region 5 – Member; Veronica Rodriguez, Region 5 – Member; Rick Wanne, Region 5 – Member; Michael Sylvester, Region 6 – Chair; Kristin Stranger, Region 6 – Member; and Rogelio Tapia, Region 6 – Alternate Member
Absent:	Marla Stuart, Region 1 – Vice Chair
Facilitator:	Julia Erdkamp, CalSAWS Executive Director

Members Present In-Person:

State – Ex-Officio Member, Adam Dondro, Office of Systems Integration
Region 1 – Andrea Ford, Alameda County
Region 1 – Kari Beuerman, Marin County
Region 1 – Roderick Franks, Monterey County
Region 1 – Tracey Belton, San Benito County
Region 1 – Kelley Curtis, Solano County
Region 1 – Angela Struckman, Sonoma County
Region 2 – Nichole Williamson, Alpine County
Region 2 – Timalynn Jaynes, El Dorado County
Region 2 – Rachel Pena, Nevada County
Region 2 – Greg Geisler, Placer County
Region 2 – Etha Dye, Sacramento County
Region 2 – David Nagra, Sutter County
Region 2 – Tico Zendejas, Yolo County
Region 3 – Bill Wathen, Glenn County
Region 3 – Rachael Dillman-Parsons, Lake County
Region 3 – DeDe Parker, Mendocino County
Region 3 – Dwayne Green, Shasta County
Region 3 – Patricia Barbieri, Siskiyou County
Region 3 – Bekkie Emery, Tehama County
Region 4 – Lito Morillo, Kern County
Region 4 – Deborah Martinez, Madera County
Region 4 – Yvonnia Brown, Merced County
Region 4 – Chris Woods, San Joaquin County
Region 4 – Devin Drake, San Luis Obispo County
Region 4 – Francena Martinez, Tulare County
Region 5 – Veronica Rodriguez, Orange County
Region 5 – Charity Douglas, Riverside County
Region 5 – James Locurto, San Bernardino County
Region 5 – Richard Wanne, San Diego County
Region 5 – Roger Robinson, Ventura County
Region 6 – Michael Sylvester, Los Angeles County
Region 6 – Kristin Stranger, Los Angeles County
Region 6 – Rogelio Tapia, Los Angeles County

Members Absent:

Region 1 – Marla Stuart, Contra Costa County
Region 1 – Jennifer Yasumoto, Napa County
Region 1 – Trent Rhorer, San Francisco County

Region 1 – Claire Cunningham, San Mateo County
Region 1 – Eilona Betkolia, Santa Clara County
Region 1 – Randy Morris, Santa Cruz County
Region 2 – Anne Watts, Amador County
Region 2 – Marcos Munoz, Calaveras County
Region 2 – Kathy Peterson, Mono County
Region 2 – Lori McGee, Sierra County
Region 2 – Annie Hockett, Tuolumne County
Region 2 – Jennifer Vasquez, Yuba County
Region 3 – Tiffany Rowe, Butte County
Region 3 – Elizabeth Kelly, Colusa County
Region 3 – Ranell Brown, Del Norte County
Region 3 – Connie Beck, Humboldt County
Region 3 – Jayson Vial, Lassen County
Region 3 – Tom Sandage, Modoc County
Region 3 – Laura Atkins, Plumas County
Region 3 – Liz Hamilton, Trinity County
Region 4 – Sanja Bugay, Fresno County
Region 4 – Anna Scott, Inyo County
Region 4 – Wendy Osikafo, Kings County
Region 4 – Dr. Kristina Keheley, Mariposa County
Region 4 – Christine Huber, Stanislaus County
Region 5 – Paula Llanas, Imperial County
Region 5 – Daniel Nielson, Santa Barbara County

Facilitator:

Julia Erdkamp, CalSAWS Executive Director

Topic

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1. Call Meeting to Order

Summary: Chair, Michael Sylvester, called the meeting to order at 8:30 a.m.

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2. Confirmation of Quorum and Agenda Review

Summary: Chair, Michael Sylvester, confirmed quorum of the Board 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: None

JPA Member Representatives Action Item

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4. Nominations, Elections, and Appointments of the JPA Board and Project Steering Committee Members for Fiscal Year 2025/2026.

Topic

a. **Pursuant to the JPA Agreement Article II, section 2.04, subsections (c) and (d), the Directors from Regions 1 through 5 shall be selected from the Member Representatives from their respective Regions. Regions 1 and 4 shall each select two (2) Directors, Regions 2 and 3 shall each select one (1) Director, and Region 5 shall select three (3) Directors. Region 6 represented by Los Angeles County, shall have three (3) Directors, who shall be the three (3) Member Representatives from Region 6.**
   i. **Present the nomination slate from the Regional Nomination conference calls, gather any further nominations from the floor, and proceed to elect the JPA Board of Directors for those Regions for the period of July 1, 2025, through June 30, 2026.**
   ii. **Introduce the Directors appointed by Region 6 for the period of July 1, 2025 through June 30, 2026.**

b. **Pursuant to the JPA Bylaws Article VIII, Paragraph A., each Region will nominate one or more candidates from among its Deputy Directors, or small county equivalents, to serve on the Project Steering Committee. Regions 1 and 4 will each appoint two (2) Project Steering Committee members, Regions 2 and 3 will each appoint one (1) Project Steering Committee member, and Regions 5 and 6 will each appoint three (3) Project Steering Committee members.**
   i. **Present the nomination slate from the Regional Nomination conference calls, gather any further nominations from the floor, and proceed to elect the Project Steering Committee for the period of July 1, 2025 through June 30, 2026.**
   ii. **Introduce the Project Steering Committee Members appointed by Region 6 for the period of July 1, 2025 through June 30, 2026.**

Summary: The Consortium is seeking Board approval of the Nominations, Elections, and Appointments of the JPA Board and Project Steering Committee Members for Fiscal Year 2025/2026.

Motion to Approve was made by Member, Kelley Curtis.
Motion was seconded by Member, James Locurto.
All JPA Member Representatives present voted to approve.
Vice-Chair, Marla Stuart was absent from vote.
Vote was taken via roll call and the Motion passed.

CalSAWS Member Representatives Informational Item

5. **Pursuant to the JPA Agreement Article II, Section 2.04 (b) the State shall have the right to select a representative to serve on the Board as the Ex-Officio representative of the Sate.**
   a. **Introduce Director of OTSI, Adam Dondro, as the Ex-Officio representative of the State.**

Summary: Chair, Michael Sylvester introduced Director of OTSI, Adam Dondro, as the Ex-Officio representative of the State.

CalSAWS JPA Board Action Items

6. **Pursuant to the JPA Agreement Article III, Section 3.01 the Board of Directors shall elect from among its Directors, a Chair and Vice-Chair.**

a. **Seek nominations and creation of slate for Board of Directors Chair and Vice-Chair for the period of July 1, 2025, through June 30, 2026.**
b. **Proceed to elect the Chair and Vice-Chair for the period of July 1, 2025, through June 30, 2026.**

Summary: The Consortium is seeking Board approval of the election of Board of Directors Chair and Vice-Chair. Michael Sylvester was nominated as Chair and Marla Stuart was nominated as Vice-Chair. Michael Sylvester accepted his nomination and noted that Marla Stuart provided acceptance via email prior to the meeting, should be nominated in her absence.

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

7. **Approval of SFY 2025/26 CalSAWS Project Budget including the CalSAWS Advance Planning Document (APD) Update, County Purchases/Separate Services, Premise Item Funding, and the Administrative Budget for Unfunded costs.**

Summary: The Consortium is seeking Board approval of SFY 2025/26 CalSAWS Project Budget including the CalSAWS Advance Planning Document (APD) Update, County Purchases/Separate Services, Premise Item Funding, and the Administrative Budget for Unfunded costs.

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

8. **Ratification of MOU between CalSAWS and the State of California Employment Development Department (EDD), which includes access related to Work Opportunity Tax Credit (WOTC) certifications.**

Topic

Summary: The Consortium is seeking Board approval of Ratification of MOU between CalSAWS and the State of California Employment Development Department (EDD), which includes access related to Work Opportunity Tax Credit (WOTC) certifications.

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

9. **Approval of Consent Items:**
   a. **Approval of the Minutes and review of the Action Items for the May 9, 2025, JPA Board of Directors Meeting.**
   b. **Approval of Gainwell Central Print Change Order 03, which includes a request to add one (1) premise item.**
   c. **Seeking Board authorization for the completion of Signature/Fund Custodian Authorization Forms required by San Bernardino County Auditor-Controller/Treasurer/Tax Collector for State Fiscal Year 2025/26.**
      i. **Approve the completion of the form in the name of the CalSAWS Chair, authorizing the Chair to approve payments to be made by the Controller for CalSAWS.**
      ii. **Approve completion of the form in the name of the CalSAWS Vice-Chair, authorizing the Vice-Chair to approve payments to be made by the Controller for CalSAWS.**
      iii. **Approve completion of the form in the name of the CalSAWS JPA Secretary to approve invoices to be paid by the Controller for CalSAWS.**
      iv. **Approve completion of the form in the name of the CalSAWS Chief Administrative Officer, Holly Murphy, authorizing the Chief Administrative Officer to approve invoices to be paid by the Controller for CalSAWS, in the absence of the CalSAWS JPA Secretary.**
      v. **Approve completion of the form in the name of the CalSAWS Section Director, Robert Lusk to approve invoices to be paid by the Controller for CalSAWS in the absence of the CalSAWS JPA Secretary.**
      vi. **Approve the completion of the form in the name of Gilbert Ramos, authorizing Gilbert Ramos to approve invoices to be paid by the Controller for CalSAWS.**

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

Motion to Approve, was made by Chair, Michael Sylvester.

Topic

Motion was seconded by Member, Greg Geisler.
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, James Locurto, voted to approve.
Member, Rick Wanne, voted to approve.
Member, Veronica Rodriguez, voted to approve.
Member, Kristin Stranger, voted to approve.
Alternate Member, Rogelio Tapia, voted to approve.
Vice-Chair, Marla Stuart was absent from vote.
Vote was taken via roll call and the Motion passed.

Informational Items

10. CalSAWS Annual Audit Summary

Summary: Holly Murphy provided an overview of CalSAWS Annual Audit.

11. Adjourn Meeting

Summary: JPA Board Chair Michael Sylvester adjourned the meeting at 8:57 a.m.

Follow Up

#	Action Item	Who	Due	Status
1	Provide a quarterly update on recruitment with the Fiscal Report.	Holly Murphy	August 2025	Ongoing
3	Present defect statistics for Onshore vs. Offshore work beginning in May and quarterly thereafter.	Arnold Malvick	August 2025	Ongoing
4	Provide CalSAWS System stability, tickets, and defect stats routinely, including Hyland SLAs.	Arnold Malvick	August 2025	Ongoing

Next Meeting
In-Person/Zoom
Friday, July 18, 2025
9:30 a.m. – 11:30 a.m.
CalSAWS Gold River
11971 Foundation Place, 3rd Floor
Gold River, CA 95670