

CalSAWS | Meeting Minutes for the California Statewide Automated Welfare System WCDS Subcommittee

Date: Friday, August 9, 2019	Location: Library Galleria 828 I Street Sacramento, CA 95814
Time: 12:00 P.M. to 2:00 P.M.	Conference Call: 1(888) 330-1716 Participant Code: 42206816

Attendees:

County Directors and/or Delegates		CalSAWS		DHCS	
Alameda, Lori Cox		Jo Anne Osborn	X	Yingjia Huang	
Alameda, Carlos Sanchez	X	John Boule	X	Sandie Williams	T
Contra Costa, Kathy Gallagher	X				
Fresno, Delfino Neira	X	CalSAWS-WCDS Staff		OSI	
Orange, Debra Baetz	X	Diane Alexander	X	Kristine Dudley	X
Placer, Mandy Sharp	X	Henry Arcangel	X	Steve Zaretsky	X
Sacramento, Ann Edwards	X	Lynn Bridwell	X		
San Diego, Rick Wanne (Co-Chair)	X	Stacey Drohan		DXC Technology	
San Francisco, Trent Rhorer		Holly Murphy	X	Chris Van Vlack	X
San Francisco, Dan Kaplan		Rodain Soto	X	Dawn Wilder	X
San Luis Obispo, Devin Drake				Mike Cox	X
San Luis Obispo, Amber Weyand	X	Regional Managers			
San Mateo, Deanna Abrahamian	X	Greg Postulka	T	Infosys	
San Mateo, Iliana Rodriguez		Matt vanderEyck	T	Ajeet Mohanty	
San Mateo, Todd Blair				Apoorva Kandya	X
Santa Barbara, Daniel Nielson	X	OPAC Co-Chairs		Rick Brady	X
Santa Clara, Robert Menicocci	X	Angie Flores, Fresno	T		
Santa Clara, Umesh Pol (Co-Chair)	X	Brian Clark, Orange	T		
Santa Cruz, Ellen Timberlake	X				
Solano, Kelley Curtis	X	CWDA			
Sonoma, Karen Fies	X	Christiana Smith	X		
Tulare, Francena Martinez	X				
Tulare, Vienna Barnes	X	CDSS			
Tulare, Danny Rockholt	X	Todd Bland			
Ventura, Barry Zimmerman	X	Raquel Givon	X		
Yolo, Nolan Sullivan		Jessica Abernethy	X		
Yolo, Tanya Provencher	X				

12:00 P.M. – Convene Meeting of the WCDS Subcommittee

Topic	Lead
1. Call Meeting to Order Meeting called to order at 12:02pm; introductions followed.	Co-Chairs
2. Roll Call and Confirmation of Quorum Roll call was taken; the committee met quorum.	Co-Chairs
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. Note: The public may also speak on any Item ON the Agenda by waiting until that item is read, then requesting recognition from the Co-Chair to speak.	Co-Chairs
Action Items	
4. Approval of the Minutes of the: a. June 14, 2019 WCDS Board of Directors <i>Motion: Kathy Gallagher/Contra Costa motioned to approve the Board's draft meeting minutes of June 14, 2019 as written. Ann Edwards/Sacramento seconded. All in favor. Motion carried.</i>	Co-Chairs
Discussion Items	
5. Discuss Purpose/Expectations of WCDS Subcommittee a. Draft WCDS Subcommittee Bylaws The name of this body shall be the Welfare Client Data Systems (WCDS) Subcommittee [hereinafter referred to as the "WCDS Subcommittee"]. The WCDS Board of Directors was managed by the WCDS Board of Directors' bylaws. At CalACES, there was a project charter which managed a similar effort. Recommendation is to have a charter for this group as well, in order to remain consistent with all the JPA subcommittees. It will go out as an informational item in the next meeting. All Counties in favor.	Co-Chairs
6. FY 19/20 WCDS Subcommittee and CalSAWS JPA Meeting Schedule There are four upcoming WCDS Subcommittee meetings (Sept, Nov, Feb, Apr) that conflict with the JPA Board meeting schedule. Committee members were asked to provide suggestions as to when they think the meeting is needed and how they can be accommodated.	Diane Alexander

The Co-Chairs will work on it and put together a schedule.

7. Reassignment Approval Status – CSAC, DXC Technology, Infosys

Holly Murphy

BOS approval is awaited from one last County. All signed reassignments should be sent to Stacey Drohan.

8. SSA Security Evaluation Questionnaire (SEQ)

a. CalSAWS Issue

b. CalWIN SSA SEQ Request

Diane
Alexander

The current SSA SEQ request for CalSAWS was pending SSA review and approval. There was a risk that the CalSAWS DD&I project may be delayed. The CalSAWS project will monitor the risk; waiting for official approval.

The CalWIN Project team is considering opportunities to utilize Cloud for M&O activities. Few projects would be included in the current M&O contract and new functionalities can be added at an out-of-contract price structure.

The SSA SEQ questionnaire has been completed. It is in under final review with DXC. It will soon be submitted to OSI. OSI will help facilitate the discussion between the CalWIN project team and CDSS.

An update will be provided at the next meeting.

9. Functional Design Sessions

a. Update on Imaging Functional Design Next Steps

b. Update on GA/GR Functional Design Next Steps

c. Update on Functional Designs in progress

Henry
Arcangel

Imaging Functional Design Session: Solutioning and Approval Process (Slide 18) was presented to the PSC and JPA last month. It is running on track. JPA approval and Federal approval is awaited.

GA/GR Session: Currently in Week 3, one more round of requirements validation to follow. Jo Anne Osborn summarized the sessions that have taken place to date. Orange and Sacramento counties were recognized for walking through the county business processes at short notice.

Non-State Forms: Completed for Welfare-to-Work, CalWORKs, CalFresh, Medi-Cal in six weeks (out of the scheduled 8 weeks). The upcoming session on Foster Care and a few other programs might be a webinar-based session.

Task Management and APIs sessions were also completed successfully.

Topic	Lead
<p>Counties were thanked for their participation and inputs. If there are any questions related to functional design sessions, Counties are encouraged to ask their Regional Managers.</p>	
<p>10. CalSAWS Regional Updates None</p>	<p>Subcommittee Members</p>
Presentation / Informational Items	
<p>11. Stakeholder Updates</p> <ul style="list-style-type: none"> a. CDSS b. DHCS c. OSI d. CWDA 	<p>T. Bland/R. Givon S. Williams/Y. Huang K. Dudley C. Smith</p>
<p>CDSS (Jessica Abernethy) - She introduced herself as the CalSAWS new Section Chief at the Automations Client Initiatives team in the California Department of Social Services. No added updates.</p>	
<p>DHCS (Sandie Williams) - No added updates.</p>	
<p>OSI (Kris Dudley) - No added updates.</p>	
<p>CWDA (Christiana Smith) - FCED will be occurring in a two-phased approach.</p>	
<p>12. M&O Application and Operations Update</p> <ul style="list-style-type: none"> a. CalHEERS Release 19.7 b. CalWIN Release Schedule 	<p>Lynn Bridwell</p>
<p>See handouts.</p>	
<p>13. DXC Leadership Update</p>	<p>Chris Van Vlack</p>
<p>DXC has gone through a reorganization. Chris Van Vlack will now be leading one of the six sectors from the Midwest to West. Dawn Wilder will now be the Project Director for the CalWIN/CalSAWS project.</p>	
<p>14. CalWIN and CalSAWS Staffing</p>	<p>Diane Alexander</p>
<p>As an immediate solution for staff transitioning from CalWIN to CalSAWS, six resources have joined the CalWIN project with one more joining in late August under the Professional Services allowance. Next Step: Amend the contract to account for the cost increase, along with an extension from March 2021 through September 2021 and secure state and federal approval, followed by the JPA Board approval.</p>	
<p>The selected candidates for the CalSAWS project will need approvals from their County Directors for their project assignment.</p>	

Topic

Lead

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- 15. CalSAWS Communications Overview
 - a. CalSAWS Enhanced Communication Roadmap

Lulu Fue
Holly Murphy

Updates on the CalSAWS website and PSC were provided. For now, meeting material from JPA and PSC meetings can be found at <http://www.calaces.org/>.

The CalSAWS Communication Roadmap, LRS Go-Live in the AWS Cloud Communication Roadmap and CalSAWS Release 19.11 Communication Roadmap were discussed.

Counties have requested an official logo for CalSAWS Project. John Boule took this as an action item for next meeting.

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- 16. CalSAWS Procurement Updates

Rodain Soto

CalSAWS Portal/Mobile Procurement: Portal/Mobile is in process. As part of the stakeholder review that occurred last month, 450 comments were provided due to the schedule shifting slightly. John Boule provided status updates on the procurement.

For CalWIN Training, Change Management & Implementation Support Procurement and CalSAWS Print Center Procurement, refer to attachments for key tasks and timeframes.

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- 17. CalWIN Financial Updates
 - a. County support staff

Holly Murphy

CalSAWS IAPDU
DD&I County Support Staff for CalWIN
Based on the State's direction, the estimate for CalWIN county support staff during DD&I has been reduced, pending federal review and approval. There are no changes to previously approved funding for ancillaries or manual case conversion. Counties escalated the need for the funding.

Rick Wanne suggested that a meeting could be planned with a smaller group to discuss specific details about funding. Holly Murphy and Kris Dudley will help set up the meeting.

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- 18. Adjourn Meeting

WCDS Subcommittee, 9/13/2019 - Canceled

The meeting adjourned at 1:50pm.

ACTION ITEMS

ID	Open Date	Description of Action Item	Assigned to	Due	Closed
106	8/9/19	WCDS Subcommittee project charter will go out as an informational item in the	Diane Alexander	11/13/2019	
107	8/9/19	Update on CalWIN SSA SEQ Request	Diane Alexander	11/13/2019	
108	8/9/19	Counties have requested an official logo for CalSAWS Project.	John Boule	11/13/2019	
109	8/9/19	Rick Wanne suggested that a meeting could be planned with a smaller group to discuss specific details about funding	Holly Murphy, Kris Dudley		8/20/2019

