

# County of Los Angeles CHIEF EXECUTIVE OFFICE OPERATIONS CLUSTER

SACHI A. HAMAI Chief Executive Officer

**DATE:** March 21, 2019

**TIME:** 1:00 p.m. – 2:00 p.m.

**LOCATION:** Kenneth Hahn Hall of Administration, Room 830

#### **AGENDA**

Members of the Public may address the Operations Cluster on any agenda item by submitting a written request prior to the meeting.

Two (2) minutes are allowed for each item.

- 1. Call to order / Introductions Mark Baucum/Gevork Simdjian
- 2. Public Comment(2 minutes each speaker)
- 3. **INFORMATIONAL ITEM(S):**

(5 minutes total) [Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices]:

A) Board Letter:

APPROVAL OF THE CALSAWS JOINT POWERS AUTHORITY AGREEMENT AND MEMORANDUM OF UNDERSTANDING DPSS – Michael Sylvester, Assistant Director

B) Board Memo:

SOLE SOURCE NOTIFICATION – SOLE SOURCE CONTRACT NO.78316 WITH NORTHROP GRUMMAN INFORMATION TECHNOLOGY, INC. COMPUTER AIDED DISPATCHING SYSTEM (CAD)

FIRE – Robert Sawyer, Division Chief and Battalion Chief, Chris Bundesen

- 4. PRESENTATION/DISCUSSION ITEMS:
  - A) CEO VIDEO PRODUCTION MASTER SERVICES AGREEMENT QUARTERLY UPDATES (20 minutes)
    CEO Lennie LaGuire, Director, Countywide Communications
- 5. **Adjournment**

#### **FUTURE AGENDA TOPICS**

#### **CALENDAR LOOKAHEAD:**

(5 minutes)

A) Board Letter:

COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT THE APRIL 16, 2019 GENERAL RECLASS BOARD LETTER CEO – Irish Wong, Classification Analyst

B) Board Letter:

APPROVAL TO INCREASE THE LIMIT OF INCIDENTAL EXPENSES (ALL DISTRICTS -3 VOTES)

DCBA - Joseph Nicchitta, Director or designee

### BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

OPS CLUSTER	3/21/2019			
AGENDA REVIEW	3/21/2019			
DATE				
BOARD MEETING	4/9/2019			
SUPERVISORIAL DISTRICT AFFECTED	All Supervisorial Districts			
DEPARTMENT	DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS) AND DEPARTMENT OF CHILDREN AND FAMILY SERVICES (DCFS)			
SUBJECT	APPROVAL OF THE CALIFORNIA STATEWIDE AUTOMATED WELFARE SYSTEM (CALSAWS) JOINT POWERS AUTHORITY (JPA) AGREEMENT AND MEMORANDUM OF UNDERSTANDING			
PROGRAM	All Programs			
SOLE SOURCE	☐ Yes ☐ No			
CONTRACT	If Yes, please explain why	<i>/</i> :		
DEADLINES/ TIME CONSTRAINTS	Approved/Signed JPA Agreements and MOU Documents returned to Consortium by May 15, 2019.			
COST & FUNDING	Total cost:	Funding source:		
	\$2,018,019,572	Funding for the CalSAWS project was approved by FNS on February 5, 2019, and by CMS on February 15, 2019. The total cost of the concurrent CalACES M&O and CalSAWS project is estimated to be \$2,018,019,572 through June 2026.		
	TERMS (if applicable):  Fiscal Year 2018, 19 through Fiscal Year 2025, 26			
		Fiscal Year 2018-19 through Fiscal Year 2025-26		
	Explanation: The total estimated Net County Cost (NCC) for Los Angeles County is estimated to be \$25,446,622 (1.3 percent of the total costs. FY 2018-19 share of cost funding is included in the County's Adopted Budget. FY 2019-20, sufficient funding will be included in the Final Changes. Funding for future years will be included in Department's annual budget request accordingly.			
PURPOSE OF REQUEST	Approve and adopt the CalSAWS Joint Exercise of Powers Agreement and Memorandum of Understanding (MOU) by and between the fifty-eight (58) counties of California to permit County of Los Angeles to join as a member of the CalSAWS JPA.			
BACKGROUND (include internal/external issues that may exist)	The Centers for Medicare and Medicaid Services (CMS) and the United States Department of Agriculture (USDA) Food and Nutrition Service (FNS) require that California implement a single Statewide Automated Welfare System (CalSAWS) by the end of 2023.			
	Pursuant to directives from federal and State oversight agencies, the aforementioned systems shall be consolidated into a single statewide system through the migration of all counties to the LRS and governed under a single consortium, in order to minimize the cost of redundant technology, program/policy automation, system development, operations and maintenance.			
DEPARTMENTAL AND	Name, Title, Phone # & Email:			
OTHER CONTACTS	MICHAEL SYLVESTER Assistant Director MichaelSylvester@dpss.lacounty.gov (562) 908-8644			



## County of Los Angeles **DEPARTMENT OF PUBLIC SOCIAL SERVICES**

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Director

PARJACK GHADERI
Acting Chief Deputy

ANTONIA JIMÉNEZ

Board of Supervisors HILDA L. SOLIS First District

MARK RIDLEY-THOMAS Second District

> SHEILA KUEHL Third District

JANICE HAHN Fourth District

KATHRYN BARGER Fifth District

April 9, 2019 DRAFT

The Honorable Board of Supervisors County of Los Angeles 383 Kenneth Hahn Hall of Administration 500 West Temple Street Los Angeles, California 90012

Dear Supervisors:

APPROVAL OF THE CALIFORNIA STATEWIDE AUTOMATED WELFARE SYSTEM (CALSAWS) JOINT POWERS AUTHORITY AGREEMENT AND MEMORANDUM OF UNDERSTANDING (ALL DISTRICTS)

(3 VOTES)

CIO RECOMMENDATION: APPROVE (X)

#### SUBJECT

In 2018, the Centers for Medicare & Medicaid Services (CMS) and the Food and Nutrition Services (FNS) agencies of the federal government directed the State of California to move to a single Statewide Automated Welfare System ("CalSAWS") by 2023. The State of California has accelerated its effort to achieve the goal of a single statewide system by supporting the establishment of the CalSAWS Consortium to represent all fifty-eight (58) counties. In moving toward that goal, all fifty-eight (58) counties in California are expected to join together as general members of the CalSAWS Joint Powers Authority (JPA) by July 2019. The recommended actions would permit the County of Los Angeles to join as a member of the CalSAWS JPA to govern Information Technology (IT) projects and operations. The CalSAWS JPA will represent the interests of all fifty-eight (58) counties of California in the automation of public assistance programs, administered by local agencies, including the Department of Public Social Services (DPSS) and the Department of Children and Family Services (DCFS).

#### IT IS RECOMMENDED THAT THE BOARD:

 Approve and adopt the CalSAWS Joint Exercise of Powers Agreement (Enclosure I) and Memorandum of Understanding (MOU) (Enclosure II) by and between the fiftyeight (58) counties of California to permit County of Los Angeles to join as a member of the CalSAWS JPA. The Bylaws (Enclosure I) have also been included as reference material. The CalSAWS JPA will have the authority to enter into and administer contracts, resource and oversee projects, and conduct government business on behalf of member counties in the automation of public assistance programs through multiple technology projects and operations, including the LEADER Replacement System (LRS).

- 2. Authorize the Director of the DPSS, the Director of the DCFS, and one other executive-level designee from DPSS as determined by the DPSS Director to:
  - Serve as three (3) members of the twelve (12) member CalSAWS Board of Directors, and to designate their own alternate directors on the CalSAWS Board of Directors as required by the CalSAWS JPA Agreement; and
  - b. Represent the County of Los Angeles in protecting collective business interests, achieving strategic goals and automation objectives to deliver public assistance services to the citizens of the County and the other fifty-eight (58) county constituency.
- 3. Delegate authority to the Chief Executive Officer (CEO), DPSS Director, and DCFS Director to loan County of Los Angeles personnel to the CalSAWS Consortium as needed to resource projects and operations, contingent upon the availability of funds for the CalSAWS portfolio, and in accordance with the terms and conditions set forth in the attached MOU (Enclosure II). Such delegated authority shall include taking any additional actions necessary to memorialize in writing, the number of personnel loaned, the scope of work for such personnel, and any other requirements the CEO, DPSS Director and/or DCFS Director determines is appropriate and is approved as to form by County Counsel. Such personnel shall remain County employees and the cost of respective employee salaries and benefits shall be funded by fiscal appropriations to the CalSAWS JPA, which will largely be covered through State and federal subvention.
- 4. Delegate authority to the DPSS Director, DCFS Director, and said designees to take all additional actions necessary to effectuate Los Angeles County's membership in the CalSAWS JPA, subject to approval as to form by County Counsel.
- 5. Delegate authority to the DPSS Director and the DCFS Director to execute County purchase orders and allocate respective funds to the CalSAWS consortium for these purchase orders on behalf of the County, for additional services through CalSAWS contracts to support the administration and automation of local public assistance programs and/or delivery of services to the public, provided such funds have received budgeting approval from CEO.

#### PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The California Statewide Automated Welfare System (SAWS) is currently comprised of three (3) separate case management systems (listed below) governed and managed by two (2) separate SAWS consortia that support the administration and delivery of public assistance programs and services, including programs such as Medi-Cal, California Work Opportunity and Responsibility to Kids (CalWORKs), CalFresh, Cash Assistance Program for Immigrants (CAPI), Foster Care, Refugee Cash Assistance, Kinship Guardianship Assistance Program (KinGAP), California Food Assistance Program (CFAP), General Assistance/General Relief (GA/GR), and Adoption Assistance.

- LRS (LEADER Replacement System) governed by the California Automated Consortium Eligibility System (CalACES) and is supporting Los Angeles County.
- C-IV (Consortium IV) governed by CalACES Consortium and is supporting the thirty-nine (39) counties.
- CalWIN (CalWORKs Information Network) governed by the Welfare Client Data Systems Consortium (WCDS) and is supporting the eighteen (18) counties.

Pursuant to directives from federal and State oversight agencies, the aforementioned systems shall be consolidated into a single statewide system through the migration of all counties to the LRS and governed under a single consortium, in order to minimize the cost of redundant technology, program/policy automation, system development, operations and maintenance.

#### IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions are consistent with the principles of the 2016-2021 County of Los Angeles Strategic Plan Goal III (Realize Tomorrow's Government Today), including:

Strategy III.2 (Embrace Digital Government for the Benefit of our Internal Customers and Communities) to implement technological business solutions to enable County departments to meet their core mission, transform how we share information, and protect the privacy rights of individuals; and

Strategy III.3 (Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability) to continually assess our efficiency and effectiveness, maximize and leverage resources, and hold ourselves accountable.

#### **FISCAL IMPACT/FINANCING**

Federal oversight agencies Health and Human Services (HHS), CMS, and FNS, as well as State oversight agencies CDSS and DHCS are sponsoring the CalACES portfolio of technology projects and operations. The majority of CalSAWS portfolio funding will be covered by federal and State funds (i.e., subvention) based on CalSAWS Cost Allocation Plans (CAPs). The CalSAWS CAPs define the share of costs among public assistance programs and the distribution of costs across federal, State and local jurisdictions for each project budget contained in the CalSAWS portfolio.

The total cost of the concurrent CalACES M&O and CalSAWS projects are estimated to be \$2,018,019,572 from SFY 2018-19 through SFY 2025-26; of which an estimated \$1,940,309,681 will be subvented by federal and State funds. The total estimated Net County Cost (NCC) for Los Angeles County is estimated to be \$25,446,622 (1.3 percent of the total costs), broken down by fiscal year in the table below. The remaining county share of costs of \$52,263,269 will be shared by the other fifty-seven (57) counties. Funding for the FY 2018-19 estimated County project share of NCC is included in the County's Adopted Budget. In FY 2019-20, sufficient funding will be included in the Final Changes request. Funding for future years will be included in the Department's annual budget requests accordingly. These estimated costs are subject to change in future fiscal years.

SFY	Project Based NCC Estimates	Total Cost
2018-19	\$3,752,843 (1.81%)	\$207,356,904
2019-20	\$5,730,193 (1.74%)	\$328,911,224
2020-21	\$2,589,991 (0.96%)	\$270,699,341
2021-22	\$2,058,654 (0.71%)	\$291,052,927
2022-23	\$2,472,465 (0.97%)	\$254,396,292
2023-24	\$2,947,492 (1.33%)	\$221,867,628
2024-25	\$2,947,492 (1.33%)	\$221,867,628
2025-26	\$2,947,492 (1.33%)	\$221,867,628

In addition to the CalACES M&O and CalSAWS projects specific costs outlined above, the CalSAWS JPA has administrative costs associated with maintaining the JPA itself as a governing body, which cover necessary services such as liability insurance, external audit services, internal audit services, and Auditor-Controller/Treasurer/Tax Collector (ATC) accounting services. These services and associated costs are not subvented and shall be distributed among all fifty-eight (58) counties based on the proportion of persons served (aided persons) across all public assistance programs in each respective county. If the recommended actions are approved by your Board, the County will be responsible for its portion of the JPA administrative costs. In FY 2019-20, the County's share of

administrative cost is estimated to be \$361,458, which is forty-nine (49) percent of the total projected annual cost of \$743,282 for the current CalACES JPA of forty (40) counties. Once the CalSAWS JPA, comprised of all fifty-eight (58) counties is effectuated, the County's share of administrative costs shall be adjusted down to approximately twenty-nine (29) percent of the total administrative costs, which will result in a lower share of costs for the County. The County's share of such administrative costs shall be projected and budgeted on an annual basis under the DPSS NCC.

#### FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to California State Assembly Bill ABX1 16 (enacted on September 20, 2011), as codified in Welfare and Institutions Code section 10823, the thirty-nine (39) counties of Consortium IV (C-IV) of California's Statewide Automated Welfare System (SAWS) consortia joined with Los Angeles County and formed the CalACES Consortium.

The CalSAWS JPA will divide the fifty-eight (58) counties into six (6) regions:

Region 1: Twelve (12) counties of Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, and Sonoma.

Region 2: Thirteen (13) counties of Alpine, Amador, Calaveras, El Dorado, Mono, Nevada, Placer, Sacramento, Sierra, Sutter, Tuolumne, Yolo, and Yuba.

Region 3: Fourteen (14) counties of Butte, Colusa, Del Norte, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Plumas, Shasta, Siskiyou, Tehama, and Trinity.

Region 4: Eleven (11) counties of Fresno, Inyo, Kern, Kings, Madera, Mariposa, Merced, San Joaquin, San Luis Obispo, Tulare, and Stanislaus.

Region 5: Seven (7) counties of Imperial, Orange, Riverside, San Bernardino, San Diego, Santa Barbara, and Ventura.

Region 6: The County of Los Angeles.

The CalSAWS Consortium shall be governed and administered by a Board of Directors, consisting of twelve (12) Directors and one (1) State Representative. 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, representing Los Angeles County, shall have three (3) Directors – the DPSS Director, the DCFS Director, and another executive from DPSS.

The CalSAWS Board of Directors, Executive Director, and its officers shall govern and manage multiple technology projects and parallel operations of the CalSAWS portfolio, including the CalSAWS Design, Development and Implementation (D&I) Project, the maintenance and operations (M&O) of LRS, C-IV and CalWIN systems (until successful rollout of CalSAWS to respective counties), and multiple procurements for long-term M&O Services, ancillary systems and supplemental services.

The County of San Bernardino's Auditor-Controller/Treasurer/Tax Collector shall perform the role of Treasurer of the CalSAWS JPA indefinitely (until such time the CalSAWS JPA should change such designation as Treasurer). The CalSAWS JPA will continue to retain external counsel to perform the role of Legal Advisor for the CalSAWS Consortium. Further, in accordance with Government Code 6509, the CalSAWS JPA powers are subject to the restrictions that would apply to San Bernardino County (until such time the CalSAWS JPA should change such designation).

Draft Bylaws (Enclosure III) are enclosed as reference, which detail the conduct of consortium business, including public meetings, pending effectuation and convening of the CalSAWS JPA. The CalSAWS Board of Directors may amend such Bylaws from time to time for the conduct and performance of its business and operations.

The CalSAWS JPA shall operate under a MOU with each member county. The purpose of the MOU is to delineate the areas of understanding and agreement between the CalSAWS Consortium and member counties surrounding contracts and other areas of mutual interest, including without limitation, loaning of personnel, services, facilities, equipment, licensing, assets, liability, system information/data, business records, purchasing and fiscal responsibilities.

The Chief Information Office (CIO) reviewed the Board letter and recommends approval. It determined that because the recommended actions are administrative and do not constitute a technology related acquisition that no formal CIO Analysis is required.

#### <u>IMPACT ON CURRENT SERVICES (OR PROJECTS)</u>

The CalSAWS JPA shall own LRS, C-IV and CalWIN assets, including the application software and deliverables. LRS changes will be prioritized and made through the governance structure set forth in the proposed CalSAWS JPA Agreement, Bylaws, ad MOU. The LRS application and data will be migrated to a cloud computing environment with the scalability and capabilities to support all fifty-eight (58) counties in a unified database, which will streamline case management across counties and enable efficient statewide reporting. The LRS will be rebranded as the CalSAWS once the core application has been modified to support the business needs of fifty-eight (58) counties and the data of such counties begin to migrate to CalSAWS. The CalSAWS JPA, Executive Director, officers and regional committees will oversee and control the projects, activities, funding and resources of the CalSAWS portfolio, including all changes to the LRS/CalSAWS application.

In preparation for the formation of the CalSAWS JPA, a statewide CalSAWS project organization will be formed to manage and perform tasks consistent with the objectives and initiatives of the CalSAWS Consortium. The CalSAWS project organization will be insourced with existing LRS, C-IV and CalWIN personnel and other county personnel, as well as outsourced as necessary through the Regional Government Services Authority, a JPA that provides consulting, administrative and staffing services to local governments.

The scope of the CalSAWS Design, Development and Implementation Project shall be incorporated through an amended and restated LRS Agreement with Accenture, LLP, whereas the long-term maintenance and operations services shall be procured through a competitive solicitation process. The agreements covering such work would be executed by the CalSAWS JPA representing the interests of the fifty-eight (58) counties. The existing LRS currently supports over 16,000 users and serves over four (4) million beneficiaries of public assistance programs. Upon successful completion of the CalSAWS Design, Development and Implementation Project, LRS will evolve to CalSAWS, which is expected to support over 50,000 users and serve over fifteen (15) million beneficiaries.

#### **CONCLUSION**

Upon approval by the Board, we respectfully request that the Board instruct the Executive Officer to return four (4) originals of the adopted board letter, four (4) originals of the CalSAWS JPA Agreement, and four (4) originals of the CalSAWS MOU, duly executed by the Board to:

> DPSS Headquarters 12860 Crossroads Parkway South City of Industry, CA 91746 Attention: Gabriela Herrera

Once the CalSAWS JPA Agreement and MOU are signed and duly executed by the Boards of all fifty-eight (58) counties, the CalSAWS Consortium shall be formed and its JPA Board of Directors, officers and staff shall convene to conduct the governance, administration and business matters of the CalSAWS Consortium on behalf of and in the best interests of the fifty-eight (58) counties and constituents of the State of California.

Respectfully submitted,

ANTONIA JIMÉNEZ

Director

AJ:PG:vo

Enclosures

Chief Executive Office Executive Office, Board of Supervisors County Counsel Chief Information Office Auditor-Controller

Reviewed by:

WILLIAM KEHOE Chief Information Officer

### BOARD LETTER/MEMO – FACT SHEET OPERATIONS CLUSTER

OPS CLUSTER AGENDA REVIEW DATE	3/21/2019		
BOARD MEETING			
SUPERVISORIAL DISTRICT AFFECTED	All		
DEPARTMENT	Los Angeles County Fire Department		
SUBJECT	Sole Source Notification – Sole Source Contract No. 78316 with Northrop Grumman Information Technology, Inc.		
PROGRAM	Computer Aided Dispatching (CAD) system		
SOLE SOURCE CONTRACT			
CONTRACT	If Yes, please explain why: The CAD system is proprietary to Northrop Grumman; thus thei warranty requires that their product perform at a specified level. Any modifications will void the warranty and performance assurances.		
DEADLINES/ TIME CONSTRAINTS	Current contract expires December 31, 2019		
COST & FUNDING	Total cost: \$3.5 million	Funding source: District Funds	
	TERMS (if applicable): 5, 1 year terms with an optional 12 month-to-month extension		
	Explanation: To provide professional maintenance services of the District's emergency response 9-1-1 CAD system.		
PURPOSE OF REQUEST	To enter into negotiations with Northrop Grumman for a new Sole Source Contract that provides professional maintenance services to ensure continuous, uninterrupted 9-1-1 CAD system operations.		
BACKGROUND (include	The CAD system requires technical oversight and maintenance on a 24-hour basis, including		
internal/external issues that may	specialized support and replacement of hardware components. The CAD system is proprietary to Northrop Grumman; thus, their warranty requires that their products perform at a specified level. Any modification to their software by individuals other than their staff or		
exist)	designated subcontractors will invalidate the warranty and performance assurances stipulated in the maintenance agreement.		
DEPARTMENTAL	Name, Title, Phone # & Email:		
AND OTHER	Division Chief Robert Sawyer, (323) 838-4147, Robert.Sawyer@fire.lacounty.gov		
CONTACTS	Battalion Chief Chris Bundesen, (323) 881-2370, Chris.Bundesen@fire.lacounty.gov		



### COUNTY OF LOS ANGELES FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE LOS ANGELES, CALIFORNIA 90063-3294 (323) 881-2401

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**BOARD OF SUPERVISORS** 

HILDA L. SOLIS **FIRST DISTRICT** 

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> SHEILA KUEHL THIRD DISTRICT

JANICE HAHN FOURTH DISTRICT

KATHRYN BARGER FIFTH DISTRICT

March 7, 2019

FORESTER & FIRE WARDEN

DARYL L. OSBY FIRE CHIEF

TO:

**EACH SUPERVISOR** 

FROM:

DARYL L. OSBY, FIRE CHIEF Daugh 5

SOLE SOURCE NOTIFICATION - SOLE SOURCE CONTRACT NO. 78316 WITH NORTHROP GRUMMAN INFORMATION TECHNOLOGY, INC.

In accordance with Board Policy 5.100, Sole Source Contracts, this is to inform your Honorable Board that the current Sole Source Contract between the Consolidated Fire Protection District of Los Angeles County (District) and Northrop Grumman Information Technology, Inc. (Northrop Grumman), is due to expire on December 31, 2019.

Northrup Grumman provides professional maintenance services to ensure continuous, uninterrupted 9-1-1 computer-aided dispatching (CAD) system operations, directly impacting the health and safety of Los Angeles County residents as well as firefighters and paramedics. The CAD system requires technical oversight and maintenance on a 24-hour basis, including specialized support and replacement of hardware components. The CAD system is proprietary to Northrop Grumman; thus, their warranty requires that their products perform at a specified level. Any modification to their software by individuals other than their staff or designated subcontractors will void the warranty and performance assurances stipulated in the maintenance agreement.

The District intends to enter into negotiations with Northrop Grumman for a new Sole Source Contract for continuation of the CAD system maintenance services. The District will commence Contract negotiations within four weeks unless otherwise instructed by your Board.

If you have any questions, please contact me at (323) 881-6180, or your staff may contact Chief Deputy Dawnna B. Lawrence at (323) 881-2478.

DLO:ic

C:

Sachi Hamai Celia Zavala Sheila Williams Each Board Deputy