



# COUNTY of VENTURA

**MELISSA LIVINGSTON**  
Director

December 13, 2022

Board of Supervisors  
County of Ventura  
800 S. Victoria Avenue  
Ventura, CA 93009

**HUMAN SERVICES AGENCY**  
855 Partridge Drive  
Ventura, CA 93003  
805-477-5100

**JENNIE PITTMAN**  
Deputy Director  
Administrative Services

**MARISSA MACH**  
Deputy Director  
Adult & Family Services

**Subject: Approval of, and Authorization for the Human Services Agency Director and County Counsel to Sign, a Purchase Order in the Amount of \$212,782 for Seven Kiosks for the California Statewide Automated Welfare System Project.**

**DAVID SWANSON HOLLINGER**  
Deputy Director  
Children & Family Services

**ELAINE MARTINEZ**  
Deputy Director  
Community Services

**Recommendations:**

Approve, and authorize the Human Services Agency (HSA) Director, or designee, and County Counsel to sign, a purchase order in the amount of \$212,782, for seven kiosks to be used with the California Statewide Automated Welfare System (CalSAWS) project (Exhibit 1).

**Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	85% Federal and State, 15% County
Funding Match Required:	No
Impact on other Departments:	None

**Summary of Revenue and Costs:**

	<u>FY 2022-23</u>	<u>FY 2023-27</u>
<b>Revenue:</b>		
Direct	\$27,719	\$153,146
<b>Total Revenue</b>	<b>\$27,719</b>	<b>\$153,146</b>
<b>Costs:</b>		
Fixed Asset	\$163,054	\$49,728
Indirect	Minimal	\$Minimal
<b>Total Costs</b>	<b>\$163,054</b>	<b>\$49,728</b>
<b>Net County Cost</b>	<b>\$135,335</b>	<b>(\$103,418)</b>

There will be a Net County Cost of \$31,917 throughout the useful life of these fixed assets. 85% of the costs associated with this purchase will be recovered in five (5) years based on the state's claiming rule for fixed asset expenditures of any equipment with unit costs >\$5,000. It is anticipated that the kiosks will be ready for use in late FY 2022-2023; at that time, claiming of reimbursement for depreciation expense of \$36,173 annually will begin and will continue through FY 2026-2027. Sufficient revenue and appropriations for this purchase are included in HSA's FY 2022-23 Adopted Budget.

<b>FY 2022-23 Adopted Budget for HSA Program Operations - BU 3410</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$206,984,752	\$211,419,641	\$211,419,641	\$0
Revenue	\$178,000,155	\$178,000,155	\$178,000,155	\$0
Net Cost	\$28,984,597	\$33,419,486	\$33,419,486	\$0

### **Discussion**

On April 30, 2019, your Board approved joining the CalSAWS Consortium, which is charged with developing a single statewide computer system known as CalSAWS. CalSAWS automates eligibility and benefits determination, reporting and other case management functions for the administration of public assistance programs including Medi-Cal (no- or low-cost health care coverage) and CalFresh (benefits to supplement food purchases). CalSAWS streamlines functions and provides users with a secure, uniform experience in all 58 counties. When CalSAWS goes live in Ventura County in April 2023, local residents will be afforded an additional option for submitting the information and documentation necessary to secure and retain critical public assistance benefits.

The CalSAWS public-facing portal features a range of helpful self-serve functionality that clients may access from their personal smart phones or computers. Some clients may desire the convenience of submitting information and documents 24/7, but may need assistance in getting acclimated to the technology. HSA will be able to provide this assistance through CalSAWS kiosks stationed in office lobbies. Once clients receive in-office support in navigating the CalSAWS kiosk, they may choose to use their personal smart phones or computers to complete future transactions from any location at any time without visiting an HSA office. Those who face barriers in accessing personal devices and/or internet service may choose to use lobby kiosks during business hours with or without staff assistance. Those who request in-person assistance without hands-on use of technology will continue to be served in the manner they prefer.

Kiosk packages are available for purchase only from the CalSAWS Consortium; purchases include hardware, software, configuration, hardware support, shipping and onsite training for staff. HSA has identified seven offices in Ventura, Oxnard (two sites), Santa Paula, Fillmore, Simi Valley and Thousand Oaks where stationing a CalSAWS kiosk in the lobby would benefit clients through self-service or staff-assisted transactions. Following deployment of the kiosks, HSA will assess client utilization and needs in collaboration with community partners, who will also receive training on the public-facing CalSAWS portal, and

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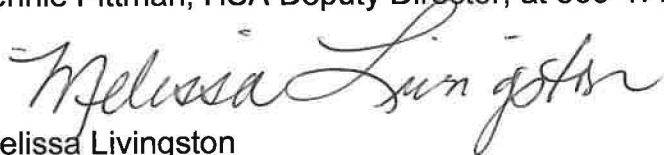
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will consider any adjustments to the number or location of kiosks that may facilitate even better customer service.

We ask that your Board approve, and authorize the HSA Director and County Counsel to sign, a purchase order in the amount of \$212,782, for seven kiosks to be used with the CalSAWS project.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office, and County Counsel. If you have any questions, please contact me at 805-477-5301, or Jennie Pittman, HSA Deputy Director, at 805-477-5340.

A handwritten signature in cursive script, reading "Melissa Livingston".

Melissa Livingston  
Director

Attachment:

Exhibit 1- Purchase Order CalSAWS Kiosks