

CalWORKs Eligibility Policy Section (CEPS)

Octavio Galvan, BUREAU CHIEF			
Vacant, SECTION CHIEF			
Policy Unit #1: Alice Ayala, SSM I			
Thanh Duong	Josie Romero	Savanna Tran	Nicole Fredinburg
Contra Costa – Inyo – Modoc Mono – San Joaquin – Tuolumne	Lassen – Plumas – San Bernardino San Luis Obispo – Stanislaus	Amador – Marin – Mendocino Napa – Ventura – Yolo	Alpine – Del Norte – Fresno Nevada – Orange
- Treatment of Excluded Person Income - In-Kind Income - Voluntary Contributions - Unemployment Insurance Benefits - SSI/SSP - Potentially Available Income	- Budgeting - Financial Eligibility Tests - Income Reporting Thresholds - Grant Structure, MBSAC/MAP - Cost of Living Adjustments - Exempt/Non-Exempt MAP	- Property/Resources - Vehicles - Restricted Accounts - CalABLE - Forms Liaison	- Time-on-Aid - Time Limit Exceptions/Exemptions - Aid Code Liaison
Policy Unit #2: Rose O'Connor, SSM I			
Jamie Pritchard	Tracy Elliott	Freba Timory	
Alameda – Humboldt – Merced Shasta – Solano – Trinity	Colusa – Imperial – Kern San Diego – Tehama	Lake – Riverside – Santa Cruz San Mateo – Sonoma	
- Redeterminations (RD) - Semi-Annual Reporting (SAR) - Annual Reporting Child Only - Mandatory Reporting - Voluntary Reporting - Mid-Period Changes - SAR/RD Good Cause	- Recurring Special Needs - Non-Recurring Special Needs - Pregnant Person Only - Intra-Program Transfer - Inter-County Transfers (ICT) - ICT Liaison with CalSAWS - Disability/Reasonable Accommodation Liaison	- Overpayments (OP) - Underpayments - Supplemental Payments - OP Discharge - Recreating Case Circumstances - IEVS Letter - Work Number - Forms Liaison	

• SHD Coordinator • UCD/BC User Testing Liaison	• WRD Coordinator (for 2025, evaluate afterwards)		
Policy Unit #3: Julia Perez, SSM I			
Maria Boland	Terra Red	Angela Scott	Laura Gomez
Glenn – Monterey – Santa Barbara Siskiyou – Tulare	Calaveras – Placer – San Benito San Francisco – Sierra	Butte – El Dorado – Mariposa Sacramento – Yuba	Kings – Los Angeles – Madera Santa Clara – Sutter
• Assistance Unit • CAT Coordinator • Caretaker Relative • CFR Liaison • Filing Unit • Fleeing Felons • Excluded Persons • Minor Parents • Responsible Relative • Unrelated Adult	• Child Welfare Services/ARC • Disaster Services • Family Reunification • Temporary Absence • Residence	• Age • Immunization • PRA Coordinator • PI Coordinator • School Attendance • Sanction and Penalties • TANF Grant Survey	• CDSS/CDSS Quarterly Meeting Coordinator • Child Support • Child Support in Lieu of CalWORKs • Citizenship • Sponsored Noncitizens
Flexible Policies to Be Assigned Based on Capacity			
• Records Retention • Confidentiality • Identity/Photo ID • Aid / Initial / Voucher / Vendor / Protective Payments			

Early Engagement & Policy Section (EES)

Octavio Galvan, BUREAU CHIEF

Christina Libre, SECTION CHIEF		
Unit #1: Shawn Dorris, SSM I, Case File Review		
Bev Jones	Cindy Duong	Crystal Grant
• Applications • Interview Requirements • Diversion • Beginning Date of Aid • CFRs	• Applications • Immediate Need • UCD and BenefitsCal User-testing for Application • Release of Information • CFRs	• Reapplications & Restorations • Deprivation of Aid • Form "Turner" Review Liaison • CFRs
Unit #2: Kim Murdock, SSM I - County Agency Program Assessment Unit		
Kyra Tovar	Johnny Serrano	LeeAnne Alvarado
• Single Audit Coordinator • CFRs • RADEP/WPR Inboxes • Program Funding/Assistance • WPR Validation Reviews • County Consultant • TANF/WINS/CalWORKs Policy • RADEP SME • Federal Transmission • WPR Data Reconciliation	• CRPC Inbox Coordinator (for 2025, evaluate afterwards) • CFRs • RADEP/E2Lite/WPR Inboxes backup • WPR Validation Reviews • Work Verification Plan • WPR Meeting Facilitator • County Consultant • TANF/WINS/CalWORKs Policy • RADEP and E2Lite Technical Coordinator	• CFRs • E2Lite/WPR Inboxes • WPR Validation Reviews • County Consultant • TANF/WINS/CalWORKs policy • Website Coordinator • E2Lite SME
Unit #3: Lee Sorrell, SSM I - Outreach		
Priscilla Singh	Khalil Fauntleroy	Ali Tariq
• Graphic Designs • Tax Outreach • Golden Bear Pass • Outreach Inbox Coordinator • Process Docs Coordinator	• Data Files-SFT/Common, Campaign Outcome Data • Everbridge and FCCC Point of Contact • Everbridge User Access	• Contracts/IAA/BUCP & Invoices • New Campaign Onboarding • SOAR Coordinator

Liaison Expectations

Forms Liaison:

- Keep track of your team's forms that are being revised or created
- Uplift challenges/roadblocks to Management/SSM II/SSM III

Aid Code Liaison:

- The point of contact with Fiscal Claiming on aid codes
- Relay questions on policy related to aid codes to appropriate SME/Manager

CFR Liaison:

- Provide TA when it comes to the CFR SharePoint
- Coordinate meetings with Early Engagement and Eligibility Policy to discuss CFR policy discussions
- Forward Community of Practice Meetings to SMEs/Managers

Disability/Reasonable Accommodation Liaison:

- Point of contact for questions from stakeholders around disability/reasonable accommodation
- Relay questions to Civil Rights
- Relay response to stakeholders
- Keep track of the question inquiries

Policy Unit #1

ANALYST	REGULATORY AREA	OTHER RESPONSIBILITIES
<u>Thanh Duong</u> Thanh.Duong@dss.ca.gov	• Income (44-101 to 44-133) • Potentially Available Income (82-610) • Treatment of Income of Excluded Persons – Non-Needy Relatives (44-133.5 and 44-133.6), Definition of Non-Needy Relatives (82-828.2) • Unemployment Insurance Benefits (82-612 to 82-614)	• Voluntary Contributions • SSI • In-kind Income • Annual SSA COLA ACL
<u>Josie Romero</u> Josie.Romero@dss.ca.gov	• Income (44-101 to 44-133) • Budgeting (44-313) • Financial Eligibility Test (44-207) • Grant Structure, MBSAC/MAP (44-212, 44-315)	• Universal Basic Income/ GIPP • Annual MBSAC/COLA ACL • Annual IRT ACL • Onboarding

	• Cost of Living Adjustments (44-311) • Exempt / Non-Exempt MAP (89-110)	
<u>Savanna Tran</u> Savanna.Tran@dss.ca.gov	• Property Definitions (42-200) • Transfer of Property (42-221) • Restricted Accounts/Individual Development Accounts (42-213) • Increase Property Limits for Recipients (89-115 to 89-125)	• Annual Resource Limit ACL • Annual Vehicle Value Limit ACL • CalABLE
<u>Nicole Fredinburg</u> Nicole.Fredinburg@dss.ca.gov	• 60-Month Time Limit, Exceptions and Exemptions (42-301 and 42-302) • Time-on-Aid Informing Notices (40-107(a)(3)) • Income and Needs of Timed-Out Adults (Safety Net) (44-133.8) • Timed Out Adults (82-833)	• Records Retention • Onboarding
<u>Alice Ayala</u> Alice.Ayala@dss.ca.gov	Other Responsibilities	
	• CalSAWS Time Limit Committee	• WDTIP Quarterly Meeting • WDTIP Replacement Workgroup • CDSS Racial Equity Workgroup

Policy Unit #2

ANALYST	REGULATORY AREA	OTHER RESPONSIBILITIES
<u>Jamie Pritchard</u> Jamie.Pritchard@dss.ca.gov	• Principles and Methods of Determining/Redetermining Eligibility and Continuing Activities (40-157 to 40-159, 40-181) • Mid-Period Changes (44-316 to 44-318)	• Semi-Annual Reporting • Annual Reporting Child Only • SHD Quarterly Meeting Facilitator • SAWS 2 Plus Redesign • VEST
<u>Tracy Elliott</u> Tracy.Elliott@dss.ca.gov	• Special Needs* (44-211) • Program for Pregnant Persons (82- 836) • ICT/Intra-program Transfers (40-183 to 40-197) *** Special needs do not include Homeless Assistance (HA) programs. HA support is provided by t'he Housing and Homelessness Division (housing@dss.ca.gov)	• ICT Liaison with CalSAWS • Disability/Reasonable Accommodation Liaison • Onboarding
<u>Freba Timory</u>		

Freba.Timory@dss.ca.gov	• Overpayments (44-350 to 44-355) • Underpayments (44-340)	• Work Number • CA 812 • IEVS/IFD Letters • Onboarding • FEP Equity Plan • Branch Rep - Language Access Effort • REIB Workgroups
<u>Rose O'Connor</u> 916-208-8349 Roseflor.OConnor@dss.ca.gov	Other Responsibilities	
	• DSIB / Program Integrity Liaison • Housing and Homelessness Liaison • State Hearings Division Quarterly Meeting	• SAR 7 Workgroup • R-IEVS Quarterly Meeting Coordinator • CalSAWS ICT Committee

Policy Unit #3

ANALYST	REGULATORY AREA	OTHER RESPONSIBILITIES
<u>Maria Boland</u> Maria.Boland@dss.ca.gov	• AU Composition/Assistance Unit (82-820 to 82-832) • Caretaker Relative (82-804 to 82-808) • Filing Unit (40-118) • Fleeing Felons (40-034, 44-316.321(b), 82-832.1(h)) • Excluded Persons (44-200 to 44-206) • Identification of Persons for the Claiming of Financial Participation (44-209)	• CAT Coordinator • CFR Liaison • Child Only Cases • Two-Parent AUs • Onboarding

	• Minor Parent Requirement (89-201) and (82-808.6) • Responsible Relative (43-100 to 43-117) • Unrelated Adult (43-107 to 43-109)	
<u>Terra Red</u> Terra.Red@dss.ca.gov	• Continued Absence (41-450) • Residence (42-400 to 42-424) • Temporary Absence (82-812)	• Approved Relative Caregiver (ARC) Program • Child Welfare Services Liaison • Disaster ACWDLs • Family Reunification (Bureau Liaison and Cash Aid Eligibility Proposals) • Onboarding
<u>Angela Scott</u> Angela.Scott@dss.ca.gov	• Age (42-100 to 42-111) • Immunization (40-105.4) • School Attendance (40-105.5)	• Annual 50-State MAP Survey • P.I. and Single Audit Coordinator • PRA Coordinator • Sanction and Penalties
<u>Laura Gomez</u> Laura.Gomez@dss.ca.gov	• Child Support (82-500 to 82-520) • Citizenship (42-430 to 42-435) • Sponsored Noncitizens (43-119)	• Child Support in Lieu of CalWORKs (SB 380) • DCSS Quarterly Intersection Meeting Facilitator
<u>Julia Perez</u> Julia.Perez@dss.ca.gov	Other Responsibilities	
	• DCSS Liaison • DCSS Quarterly Meetings • Immigration/ RPB Liaison	• CalSAWS Foster Care/ARC Committee Alternative • Contracts (Back-up) • REIB • Onboarding