

CalSAWS | Notes from Self Service Portal Committee Meeting

Date: January 07, 2020	Notes Location: Skype
Time: 9:30 am – 11:30 am	Meeting Materials:
Meeting Called by: Inez Finnigan	

Attendees: Region 1: Jerry Kulper
Region 2: Patty Armenteros, Michael Ameneyro, Tou Yang, Julia for Nelly Ramos
Region 3:
Region 4: Robert Delsid, Daniel Miller, Cheryl Lyles, Cheryl Armstrong
Region 5: Brian Clark, Belinda Sagun, Andrea for Trayonna Bradley, Kris Call
Region 6: Armando Gonzalez for Hector Flores, Mario Palacios, Nicole Williams

CalSAWS North: Araceli Gallardo, Gerald Limbrick, Jennifer Hobbs, Tejinder Singh

CalSAWS South: Inez Finnigan, Erika Kusnadi, Mary Farfan

Topic

Important Points

Intro

- Roll call

- Region 1 - Responsible for Meeting Notes
- *(Region 2 took notes for Region 1 due to no attendees from Region 1)*

[System Change Request (SCR) Prioritization]

- Top 10 SCR Prioritization

- Each region to review the provided SCRs in the Excel file to rank their top 10. The SCR's are not rank in the provided Excel. Each region's RCMs need to get together and get feedbacks from SME to rank their top 10. Due in 2 weeks, Jan 22st 2020.
- Up to each region on how they want to meet and prioritize
- This is an opportunity to reprioritize for a new top 10 list.
- Last top 10 list to be email out today. Top ten list can also be found on <https://www.calsaws.org/meetings/calsaws-committees/>

[Reminders RCM responsibility]

- The voting structure is broken up by region. Region 2 and 3 each gets 1 vote. Regions 1 and 4 gets two votes and Regions 5 and 6 gets three votes. Voting are done by region not county. Ideally, a regional representation should submit all votes.
- RCMs are county members who work in the scope of the committee they are assigned. RCM within a region should communicate with other RCM within the region on SCRs decision making.
- Their duties include reviewing SCRs, working with Co-RCMs and SMEs, prioritizing changes, provide input to changes and approve changes in a timely manner.
- Decisions should be discussed with Regional SMEs.

Topic

Important Points

[change to the Committee Facilitator]

- New Facilitator: Inez Finnigan

Next meeting:
March 3rd, 2020 9:30 am – 11:30 am
Meeting Notes – Region 1 (Region 2 took notes for Region 1)

#	Action Item	Assigned To	Assigned Date	Due Date	Status
1					
2					

#	Decision Made	Who Made the Decision	Date
1			
2			

