

- CalSAWS DD&I
 C-IV M&O
 CalWIN M&O
 LRS M&E

Distribution Date:	November 18, 2020
To:	PPOC.18; Consortium.RegionalManagers.All; CalWIN.Conversion.PPOC; CalWIN.AncillaryConversion.PMS
CIT Name:	Kick-off Meeting with the County Ancillary Conversion Project Managers
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county:

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| <input type="checkbox"/> General
<input type="checkbox"/> Policy
<input type="checkbox"/> CW
<input type="checkbox"/> CF
<input type="checkbox"/> MC
<input type="checkbox"/> CMSP
<input type="checkbox"/> FC/KG/AAP
<input type="checkbox"/> Child Care
<input type="checkbox"/> WtW
<input type="checkbox"/> Other Program(s) _____
<input type="checkbox"/> C4Yourself <input type="checkbox"/> Your Benefits Now!
<input type="checkbox"/> Customer Correspondence
<input type="checkbox"/> Other _____ | <input type="checkbox"/> Reports
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Caseload Movement
<input type="checkbox"/> Management
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Security
<input type="checkbox"/> Batch and Interfaces
<input type="checkbox"/> Imaging
<input type="checkbox"/> Migration
<input checked="" type="checkbox"/> Conversion
<input type="checkbox"/> Technical
<input type="checkbox"/> Training
<input type="checkbox"/> Help Desk |
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Description: (Including any step-by-step instructions)	<p>Purpose This CIT is to notify the 18 CalWIN counties of the Kick-off Meeting with the County Ancillary Conversion Project Managers (PMs) and CalWIN Conversion Leads that will be held on Tuesday, December 1st, 2020 from 1:30 PM to 3:00 PM.</p> <p>Background In response to CRFI 20-034, counties proved a list of their Ancillary Conversion County PMs.</p> <p>The CalSAWS Conversion Team held Ancillary Discovery Sessions, Planning Sessions, Mapping Sessions and Facilitated Q & A sessions with the 18 CalWIN Counties during the past months. As discussed during these sessions, a communication plan and cadence will be set-up to gather weekly status from the counties.</p> <p>A regular cadence has been established for the designated County Ancillary Conversion PMs. As discussed during the Planning meetings, the County PMs will meet weekly with the Ancillary Systems Conversion team to report county project status and identify county risks or issues.</p> <p>Additional Information</p>
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	<p>A formal agenda will be sent with the meeting invitation. The status meeting will cover the following topics:</p> <ul style="list-style-type: none"> • Project Status Meetings • Stop Light Status Reporting • Risks, Issues and Blockers reporting • Ongoing Weekly Project Status Meeting Attendees <p>Meeting Information</p> <p>A calendar invitation will be sent to the County PPOCs, County Conversion Leads, and the County PMs. The list of County Conversion Leads and County PMs is attached to this CIT, for your reference.</p> <p>County Action</p> <ul style="list-style-type: none"> • County Ancillary Conversion Project Managers, and any designated backups, should attend the meeting on Tuesday, December 1st • Disseminate to stakeholders the meeting notes and other meeting materials resulting from the meeting
<p>Primary Project Contact: (Name, phone number, email address)</p>	<p>Paul Trisler (916) 390-1957 TrislerP@CalSAWS.org</p>
<p>Backup Project Contact: (Name, phone number, email address)</p>	<p>Cristy Sharma (916) 934-6814 SharmaC@CalSAWS.org</p>
<p>Attachments:</p>	<p>County Ancillary Project Managers.xlsx County Conversion Leads.xlsx</p>
<p>Web Portal Link:</p>	<p>██████████</p> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"> 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2020" folder. 4. Click on the appropriate CIT # folder.