CalSAWS | Notes from Training Committee Meeting

Date:	January 6, 2021	Notes Location:	CalSAWS.org
Time:	9:00 AM – 10:30 AM		
Meeting Called by:	Joyce Oshiro		

Attendees:
Region 1: Andrew Stewart, Odioh Odiye, Maricela Flores
Region 2: Virginia Condrey, Kristin Montoya
Region 3: Noelle DiSano
Region 4: Doris Sons, Cesar Maya, Hannah Hazelet, Lisa Myers
Region 5: Brian Nelson, Ligia Barranco, Juan Ojeda, Patricia Manzo
Region 6: Eirik Gunderson, Linda Lui, Raul Ruano,
CalSAWS: Ashley Arnold, Joyce Oshiro, Jamie Cox, Shivani Smith, Abby Darrah, Franz Lightle, Jayna Longstreet, Jennifer Hahner, Charlene Baker, Christina Velasco, Tatiana Muresan, Tom Villanueva, Sami Machon, Yolanda, Banuelos

Topic	Important Points

CalSAWS training production environment update – Partial Masking	• Presentation – Masked Data Overview
	   o Slide deck on partial masking solution presented
	   o Some essential data elements will be automatically masked when copied from production to Training Staging
	   o Counties should review copied cases and manually mask other data if necessary
	   o Information on masking will be included in the Training Coordinator Guide that the project will develop
	• Counties will be able to copy cases from production to Training Staging after migration to CalSAWS
	• Training Production will be available to Counties after migration to CalSAWS
	• Training Staging will be available with 21.07 release near the end of July to allow C-IV/CalSAWS Counties to create cases
	• The project will conduct a Training Road Show for each region in July, CIT pending

CalSAWS training production environment timelines
• **Deployment schedule**
• **Refresh schedule**
	• Code deployments to the Training Staging and Training Production environments will occur the day after major production release. Environments will not be available during these deployments
	• RCMs discussed pros/cons of various refresh frequencies and their County's training needs
	• Vote on frequency deferred to March meeting
	• The following refresh frequencies were proposed:
	   • 6-8 Weeks
	   • 12 Weeks (Quarterly)
	   • 6 Months (Semi-Annually)

Topic	Important Points
Instructor Lead Trainings (ILT)	- Currently, the Training Team maintains several C-IV System ILTs and supporting data for county use - The project will continue to maintain ILTs in some form which is still TBD - Plan for maintenance is also TBD

#	Action Item	Assigned To	Assigned Date	Due Date	Status
1	E-mail committee Masked Data Overview presentation	Joyce Oshiro	01/06/2021	01/06/2021	Complete
2	Confirm with Tech Team that the decision on refresh frequency for the CalSAWS Training Production environment can be deferred until the March meeting	Shivani Smith	01/06/2021	01/06/2021	Complete