

☒ CalSAWS M&E      ☐ CalWIN Migration

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| <b>Distribution Date:</b> | November 28, 2022   |
| <b>To:</b>                | PPOC.All, Consortium.RegionalManagers.All                   |
| <b>CIT Name:</b>          | <b>Increase in CalSAWS Web Portal Licenses for Counties</b> |
| <b>From:</b>              | CalSAWS Project   |

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

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> General<br><input type="checkbox"/> Policy<br><input type="checkbox"/> CW<br><input type="checkbox"/> CF<br><input type="checkbox"/> MC<br><input type="checkbox"/> CMSP<br><input type="checkbox"/> FC/KG/AAP<br><input type="checkbox"/> Child Care<br><input type="checkbox"/> WtW<br><input type="checkbox"/> Other Program(s) _____<br><input type="checkbox"/> BenefitsCal <input type="checkbox"/> MyBCW<br><input type="checkbox"/> Customer Correspondence<br><input type="checkbox"/> Other _____ | <input type="checkbox"/> Reports<br><input type="checkbox"/> Fiscal<br><input type="checkbox"/> Caseload Movement<br><input type="checkbox"/> Management<br><input type="checkbox"/> Fiscal<br><input type="checkbox"/> Security<br><input type="checkbox"/> Batch and Interfaces<br><input type="checkbox"/> Imaging<br><input type="checkbox"/> Migration<br><input type="checkbox"/> Conversion<br><input type="checkbox"/> Technical<br><input type="checkbox"/> Training<br><input type="checkbox"/> Help Desk |
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| <b>Description:</b><br>(Including any step-by-step instructions) | <p><b>Purpose</b></p> <p>The purpose of this CIT is to inform Counties that effective immediately, the number of Web Portal licenses provisioned to each County will be increasing from 12 to 75.</p> <p><b>Background</b></p> <p>The CalSAWS Web Portal is a central location for communication and collaboration between the CalSAWS project and County partners. Historically each County has been allotted 12 Web Portal licenses. RCM Web Portal and other special web portal groups will not count toward allotted 75 County Web Portal licenses. To support broader communication and information distribution Counties have requested increased access for County staff. CalSAWS has responded and access has been increased to 75 to support further collaboration and information sharing with County partners.</p> <p>CalSAWS will be working to continuously evolve communications to counties through a variety of different Strike Team initiatives. Input from Regional representatives, through the Communications and Web Portal County focus group sessions, has directly influenced priority activities and communication evolution initiatives. We thank you for your continued partnership.</p> |
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# CalSAWS Web Portal

## County Focus Group

Regional representatives participated in a Web Portal County Focus Group Session on September 13, 2022. Participants provided input on what's working, what could be improved and voted on priorities from a County perspective. Three areas bubbled to the top of the list and have been shared with the Web Portal Strike Team for consideration when developing next steps.

Your voices have been heard and **ACTION** has been taken.

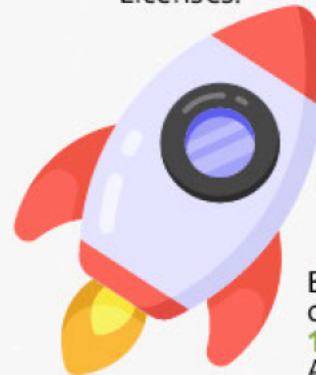
### Priority Areas .....

#### Increase Access

##### Highest Priority

Regional representatives identified increased Web Portal access as being the most important area of focus.

Effective immediately, each County will now have **75** Web Portal Access Licenses.



Each County currently has **12** Web Portal Access licenses.

#### Reorganize Content

##### Second Highest Priority

Consider steps such as alphabetizing tabs, reorganizing folders, and creating shortcuts for most frequently visited content.


#### Improve Navigation

##### Third Highest Priority

Improve search capabilities and increase the end users ability to locate content.

Remaining priority areas will be incorporated into next steps for Web Portal Evolution activities.

County Action

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|  | <p>Please reach out to your Regional Manager(s) to submit web portal requests For multiple user web portal requests complete attached bulk load web portal request form and email to your Regional Manager for submission.</p> <p><b>Additional Information:</b><br/>If you have questions on this CIT, please reach out to the Primary Contact listed below and cc your Regional Manager(s).</p>  |
| Primary Project Contact:<br>(Name and email address) | <p>Pete Quijada<br/><a href="mailto:QuijadaP@CalSAWS.org">QuijadaP@CalSAWS.org</a></p>   |
| Backup Project Contact:<br>(Name and email address)  | <p>Yogesh Patel<br/><a href="mailto:PatelY@CalSAWS.org">PatelY@CalSAWS.org</a></p>   |
| Attachments:   | Communications Infographic   |
| Web Portal Link:                                     | <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"> <li>1. Click on the CRFIs &amp; CITs link at the top of the page.</li> <li>2. Click on the "CalSAWS Information Transmittal (CIT)" folder.</li> <li>3. Click on the "2022" folder.</li> <li>4. Click on the appropriate CIT # folder.</li> </ol> |