

The CalSAWS “Scoop”

Wave 6 CalSAWS Newsletter

Regional Manager Corner



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We'd like to welcome you to the journey to CalSAWS through the first edition of the CalSAWS Scoop! In this quarterly newsletter, we bring you the latest and greatest details from the CalSAWS project and system for Wave 6 Counties. Sacramento, San Francisco, and San Luis Obispo will be the final counties to transition to CalSAWS. Last but certainly not least, Wave 6 Go-Live on October 30th, 2023, will be a tremendous milestone, successfully reducing the number of eligibility systems in California from two to ONE and achieving the Power of 58!

Happy holidays to you and your loved ones. And cheers to a new year and new system.



Newsletter “Menu”

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Project “Lingo”

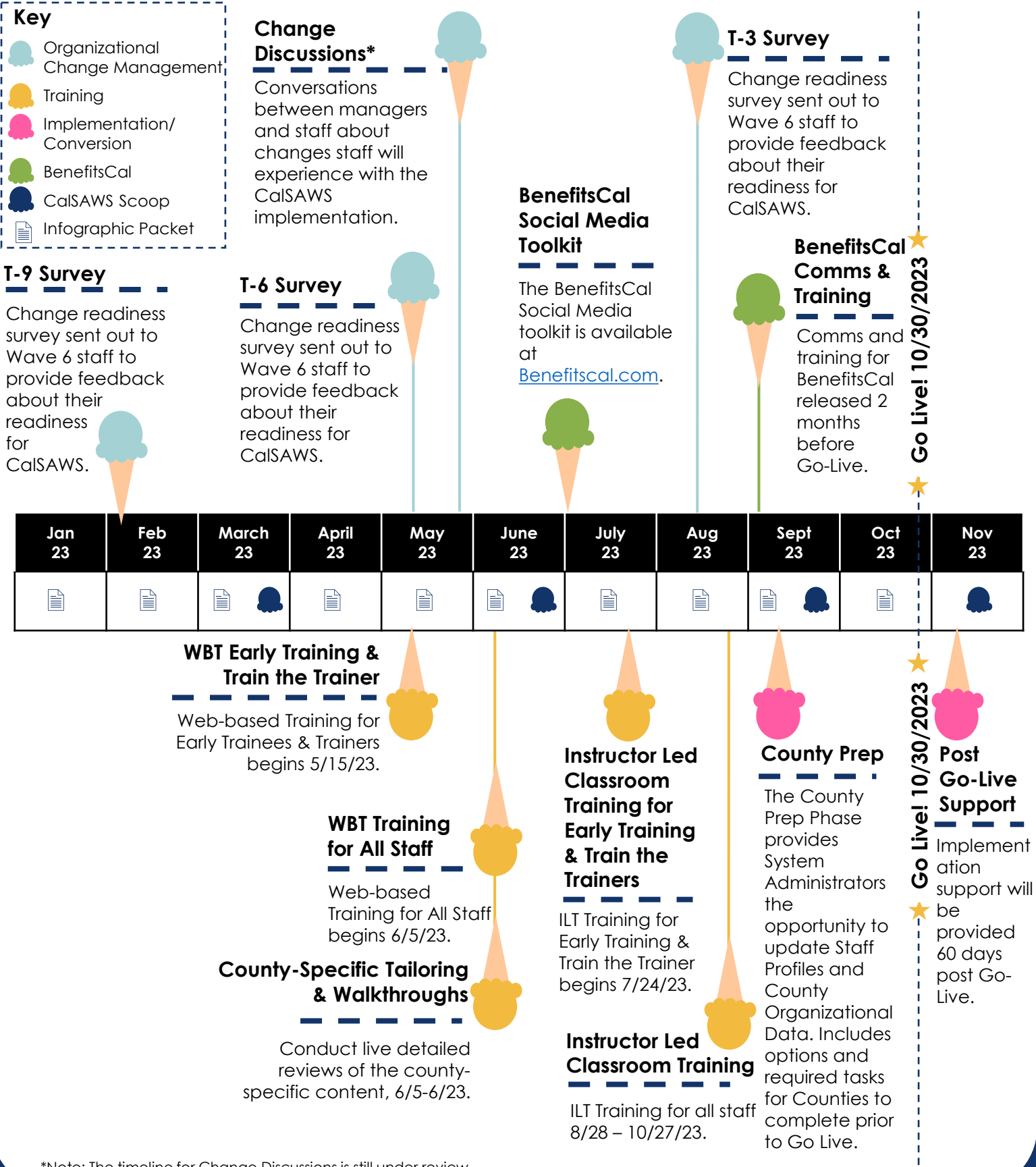
To better understand the contents of this newsletter, here are common project terms.

Go-Live: The implementation or roll out date for the system known as CalSAWS.

Wave(s): Refers to the six roll out groups of the CalWIN counties.

T-countdown: Refers to the months before Go-Live. E.g., T-12 is twelve months before Go-Live.

CalSAWS Project Timeline





County Spotlight: San Luis Obispo (1/2)

Let's learn more about San Luis Obispo and how they are getting ready for CalSAWS!

1. How has San Luis Obispo been getting ready for the migration to CalSAWS?

Our County has begun preparing for CalSAWS by developing our internal infrastructure and socializing messaging about the changes. Efforts around this include development of a Steering Committee, workgroups focusing on specific functionality that is new or very different for us, review of our tools and resources for relevance when using CalSAWS (obsoleting as appropriate), creation of a document library to house our local migration documentation, and an intranet site for staff to utilize for a variety of information and resources.

2. How does your County communicate about CalSAWS (e.g., meetings, newsletters, videos, etc.)?

In an effort to not send staff to multiple locations to seek out information, we have an intranet site that is CalSAWS “one stop shopping”. It contains history, committee information, Sandbox and associated tools, videos, newsletters (both our internal and external), timelines, and a direct link to staff overseeing the project. In addition, “Let’s Talk CalSAWS” are monthly topics provided to Supervisors to discuss at unit meetings so that intentional and consistent information is being shared.



San Luis Obispo's Intranet Site



San Luis Obispo Newsletter

County Spotlight: San Luis Obispo (2/2)

3. Is San Luis Obispo doing anything fun to raise awareness about CalSAWS?

We conducted a CalSAWS virtual roadshow that officially kicked off our efforts. This consisted of an introduction of our project team (all three of us) and a cartoon video showcasing several key characters providing information from their respective areas. To the chagrin of some, we do ice breakers at the beginning of meetings. These are meant to learn something, get to know each other or simply be fun. We also use various tools during remote meetings to conduct real time polls and activities. Additionally, we created a CalSAWS playlist that is used at the beginning of meetings. We identified two theme songs: Don't Stop Believin' by Journey and Happy by Pharrell Williams. We use them interchangeably based upon current mood.



Virtual Roadshow Screenshot

4. What are three lesser-known attractions or destinations in San Luis Obispo that most people don't know about?

Most travel to our county for its beautiful beaches, amazing wineries, delicious restaurants, and moderate year-round climate. Some under the radar attractions include:

- 1. **Bubble gum alley** – tucked away in the downtown of San Luis Obispo is 70 feet of chewed bubble gum graffiti. It smells like gum but likely is not the most hygienic!
- 2. **Monarch Butterflies** – easily disguised as leaves in a small grove of trees in Pismo Beach is the winter gathering spot for Monarch butterflies. The location serves as a warm stopping location to search for food and mates on their long migration journey.
- 3. **Sensorio**- features two installations by internationally acclaimed artist Bruce Munro showcasing more than 100,00 stemmed spheres lit by fiber optics. Music, food, and drink are part of this immersive experience in a winery setting in Paso Robles.

CalSAWS Functionality Highlight

CalSAWS Homepage

The CalSAWS Homepage* provides you a quick view of items pertaining to your schedule and caseload. Items on the Homepage may appear differently according to your security access.

Name & Worker ID:
Displays name and worker ID (The worker ID consists of 10 alphanumeric characters)

Announcements:
Displays County and CalSAWS announcements

Case Number:
Allows staff to access a case

Quick Links:
Links to the Reception Log and Reminders

My Tasks:
Quick view of assigned tasks

My Schedule:
View of staff's schedule

My New Assignments:
Total count of new assignments by program

My Reminders:
Displays any reminders set by staff

The screenshot shows the CalSAWS homepage interface. At the top is a navigation bar with links: Journal, Tasks, Help, Resources, Page Mapping, Imaging, and Log Out. Below this is a secondary navigation bar with tabs: Case Info, Eligibility, Empl. Services, Child Care, Resource Databank, Fiscal, Special Units, Reports, and Client Correspondence. The main content area includes a 'Worker ID' field (90LS009500), a 'County' dropdown (31 - Placer), and a 'Case Number' field with a 'Submit' button. There are several sections: 'Announcements' (listing 'Release 21.11.11-Release Notes' and 'Release Note Report'), 'Quick Links' (with links to 'Reception Log' and 'Reminders'), 'My Tasks', 'My Schedule', 'My New Assignments', and 'My Reminders' (with a 'Due Date' column). A banner image at the bottom shows a person fishing and a building, with the text 'Placer County'.

*Screenshots are provided by the Sandbox test environment. CalSAWS may have slight variations.

CalSAWS Navigation Principles

There are four (4) basic navigation bars in CalSAWS:

- 1. Utility Navigation Bar:** Allows staff to select the Journal, Tasks, Help, Resources, Page Mapping, Images, as well as a link to Log Out. This bar is accessible from any page in CalSAWS.
- 2. Global Navigation Bar:** Allows staff to navigate to a specific section of the CalSAWS System. The tabs that display will depend on the security profile for the staff accessing CalSAWS. This bar is also accessible from any page in CalSAWS.
- 3. Local Navigation Bar:** Allows staff to navigate to a specific area within a selected Global navigation tab.
- 4. Task Navigation Bar:** Allows staff to navigate to specific pages to collect Customer information. Once the staff selects a Local navigation tab, the Task navigation bar will appear on the far-left side of the screen.

The first screenshot shows the CalSAWS homepage with numbered callouts: 1 points to the Utility Navigation Bar (top), 2 points to the Global Navigation Bar (secondary tabs), 3 points to the Local Navigation Bar (left sidebar), and 4 points to the Task Navigation Bar (bottom left). The second screenshot shows the 'New Person Search' page, which includes a search form with fields for Last Name, First Name, Middle Name/Initial, Suffix, Social Security Number, Date of Birth, A Number, and Gender. It also has a 'Search' button and a 'Results per Page' dropdown.

FAQ

What is CalSAWS?

CalSAWS stands for the California Statewide Automated Welfare System. 42 counties have already transitioned to CalSAWS. When the remaining 16 CalWIN counties roll over, we will realize the Power of 58!

Why are we migrating to CalSAWS?

Per federal mandate, CalSAWS will unite California's 58 counties under one system. It streamlines functions and provides users with a seamless experience that is secure and easily accessible.


Who are CNCs and what do they do?

Change Network Champions (CNCs) are individuals within each County who were selected to help lead the change management efforts. Reach out to your County's Primary Point of Contact (PPOC)to find out who your local CNC is!


Will training be conducted online or in-person?

There is a blended approach to CalSAWS training that includes self-paced Web-based Training and Instructor-led Training (either in-person or virtual). We hope to bring staff together in a physical classroom but will rely on County COVID guidelines to determine whether Instructor-led Training is conducted in person or virtually.


Resources

 **Website**

- CalSAWS.org

 **Videos**

- [CalSAWS Welcome Home](#)
- [CalSAWS – The Journey to One](#)
- [History of Statewide Automated Welfare](#)
- [The CalSAWS Sphere](#)

 **Email**

If you have any questions related to the CalSAWS Migration, please reach out to your County's Primary Point of Contact (PPOC) or Implementation Point of Contact (IPOC).

