

Date: 5/3/2023

Notes Location: Meetings > CalSAWS
Committees>Training Committee

Time: 9:00 am – 10:00 pm

Meeting Materials: Agenda

Meeting Called by: **Joyce Oshiro / Jayna Longstreet**

Attendees: Region 1: **Andrew Stewart, Mariela Marin, Odioh Odiye**
Region 2: **Gina Horn, Kristin Montoya, Shauna Armbright**
Region 3: **Darlene Lawson and William Griffiths**
Region 4: **Ashley Coyle, Dawn Narayan, Nhia Yang**
Region 5: **Darcey Hanna, Trinity Hemstedt**
Region 6: **Raul Ruano**
CalSAWS: **Ashley Arnold, Cris Garcia, Jayna Longstreet, Yolanda Banuelos**

Topic

CalWIN migration training update

Important Points

- Wave 3 has gone live.
- Wave 4 -San Diego started ILTs this week and rest of wave 4 will start next week.
- Wave 5 – ET/TTT ILTs have started
- Hosting bridge calls for Wave 6 at the moment for ForgeRock logins. Attempting to get all users ready with LMS logins.
- Questions?
 - San Francisco – Regular WBT still set for June 5? – Yes. Ready to go for June 5.
 - Kern (Ashley Coyle) – County preview environment – would like to know if county preview environment is continuously updated and if the environment has any value to the counties. – Yes, environment is still updated. There is very limited access to the environment and is used to help county staff preview upcoming changes.
 - Kings (Lizeth Montoya) – Has anyone had trouble updating Time on Aid (TOA) in staging environment? TOA is not updating when adding time on aid. Not letting user save. The 2200 is not generating. – Not all forms are in training staging. Not sure if training staging has functionality for TOA so project will investigate further.
 - Yolo (LaRae Shaw-Meadows) – Can update TOA in training production. Will not show time ticking but can do manual updates in training production.
 - Kings (Lizeth Montoya) – Can MAGI be requested in training production? – Need to have the correct social to get the correct simulation result. Case copy does not copy the

MAGI transaction results created by emulator. MAGI are not copied because the results are not able to be fully masked. Same issue exists for forms, NOAs, journal entries, MEDs alerts, etc.

- Kings (Lizeth Montoya) – Golden cases – Found that if trainees were updating cases in Training Prod, the updates were being seen by other trainees in their case. – Cases that are copied from the golden cases should not affect the golden cases.

Training environment touchpoint

- Maintenance alert going out today for May 5th

Training manual development status

- CalFresh training manuals have been released and are available.
- Both General Eligibility and Medi-Cal course are getting finishing touches and are hopeful to have CIT's ready within next couple of weeks.
- CalWORKs course is getting finishing touches on initial draft that will need review from internal SMEs. Shooting to have completed within next 4-6 weeks.
- All courses will be issued via CIT.

BenefitsCal

- Onur Senman – Request was received to create a BenefitsCal training environment that could be linked to CalSAWS Training Region. There were two pillars that needed to happen: Technology and Support to Training Environment.
 - Technical Readiness – On track
 - Support Model for Training Environment – Still currently in progress
 - Counties will be given ability to create test accounts to work in the BenefitsCal training environment.
- Joyce – Training environment will refresh 3 times a year instead of quarterly so just want to make sure BenefitsCal training region matches refresh schedule. – The two regions will match.
- BenefitsCal Training will require an access code since URL can be accessed from a public site. Need to determine who will receive the Training Region URL? There is currently no distribution list for training leads.
- Is there a limit on the number of county folks that can be in the BenefitsCal training region? Usual process is that information is sent to the RMs who will then send information to the PPOCs to determine who should get access.
- Raul Ruano) – Who is the BenefitsCal training environment intended to be used by? Is this meant for training or is it for anyone to use? – It is intended as training tool. Can be used by anyone in the County as needs arise.

Topic

Important Points

- Los Angeles (Raul Ruano) – Not all counties have access to CalSAWS Training Production environment yet. – BenefitsCal Training Environment can be linked to Training Environment but it does not require the interface to work. Counties may end up using BenefitsCal Training Environment to utilize in other ways.
- There are some new enhancements that will be going into Training Production Environment to ensure that the BenefitsCal Training Environment will interface correctly with the CalSAWS Training Production Environment. Also looking to get list of features to bring to next meeting in July.

Additional discussion

- Question – Santa Clara (Jenny Betancourt) – Would it be possible to get Learning Journey Map curriculums as new induction cohort is about to start for Santa Clara county? – Learning Journey Maps are only for the migration map and will not be maintained beyond Wave 6 training. Would recommend utilizing the Curriculums that are currently in the training catalog.

(Optional Items)

#	Action Item	Assigned To	Assigned Date	Due Date	Status
1	Provide update on issue generating Customer reporting forms in Training Staging	Jayna/Joyce	11/2/2022		5/3/2023 Still looking into whether or not this is something that can be updated. Email is currently out for this situation. 2/8/23 generating forms is not enabled in Training Staging. Additional analysis pending. Any change would require an SCR.

			11/28/22 Committee notified that defect CA-252222 created
2	Provide and update on submitted tickets from Napa County	Jayna/Joyce	5/3/2023 – email follow up sent awaiting reply. 4/3/2023 INC0088608 and INC0088610 created

#	Decision Made	Who Made the Decision	Date
1	The BenefitsCal information will be sent to the training committee and the RMs.	Joint decision with committee and RM Yolanda Banelos	5/3/2023
2	Move July meeting from 7/5 @ 9am to 7/12 @ 9am due to holiday	Training Committee	5/3/2023

