
Date:	November 08, 2023	Notes Location:	
Time:	[9:00 am – 10:00 am]	Meeting Materials:	Meeting Agenda
Meeting Called by:	Jayna Longstreet		
Attendees:	Region 1: Odioh Odiye Region 2: Gina Horn, Kristin Montoya, Melinda Martin Region 3: Darlene Lawson, Region 4: Ashley Coyle, Nhia Yang Region 5: Darcey Hanna, Omar Region 6: CalSAWS: Ashley Arnold, Cris Garcia, Elizabeth Palm, Jayna Longstreet, Tatiana Muresan, Yolanda Banuelos, Melissas Thomas		

Topic

Important Points

Training Environment Touchpoint

- Next refresh will be 1st weekend of Jan 2024
- No new identified defects in the Training Production environment

Training Environment Refresh Schedule

- The schedule has been approved; schedule was shown and is located in the web portal
- Release dates for 2024 have been released and is in web portal
 - [WEB PORTAL - 2024 Training Schedules - All Documents \(sharepoint.com\)](#)
- No refresh will happen during co-deployment
- If a drop list hasn't been updated, submit a ticket for update

Training Manual Development Update

- CW/CF/MC/General are all available
- Service Arrangements for Employment Services is in development
- Still determining the update cycle for these for CalSAWS maintenance

Retirement

- Joyce Osiro will be retiring in December 2023
- Congrats Joyce

Voting

- CER CA-255551: potentially have the ability to export the list before the list is deleted, will ask the technical team to see if it can be added; for counties that want to keep the history of copied cases for their records
- SCR – CA -264720 Generate periodic forms in training staging-to maintain RRR/SAR-7 reporting record
- CER CA-255551 Votes
 - Region 1: yes, yes
 - Region 2: yes
 - Region 3: yes
 - Region 4: yes, yes
 - Region 5: yes, yes, yes
 - Region: yes, yes, yes
- SCR – CA -264720
 - Region 1: yes, yes

Topic

Important Points

- Region 2: yes
- Region 3: yes
- Region 4: yes, yes
- Region 5: yes, yes, yes
- Region 6: yes, yes, yes

BenefitsCal Training

- When Fresno selected their county, it said that their county was not included in the training
- Information forwarded to BenefitsCal team for troubleshooting/resolution

Homeless Assistance in Training environment

- Hit or miss on days being sent over to MEDS
- Is it a known issue?
- Send a ticket with screenshots

#	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		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 7/12/2023 – SCR required.
2	Provide and update on submitted tickets from Napa County	Jayna/Joyce	04/03/2023		7/12/2023 - INC0088608 (resolved) – SCR CA-262400 created to update System to count unborn individuals correctly in

Sneede budgets. Release TBD. Alternative Procedure is to override EDBC results.
 INC0088610 (resolved) - SCR CA-227382 created to update income deduction logic. Release TBD. Alternative Procedure is to override EDBC results.

Cris Garcia created incidents for the submitted tickets INC0088608, INC0088610,

Provide an update on tickets submitted by Santa Clara County - CS0139036 - INC0095828 and CS0143466 - INC0094989

Jayna

6/28/2023

Status 6/28/2023 – both incidents have been assigned, reached out to the assigned staff for additional updates.

#	Decision Made	Who Made the Decision	Date
1	CER CA-255551 vote passed, SCR to be created	Committee	11/1/2023
2	SCR – CA -264720 vote to approve passed	Committee	11/1/2023