⊠ CalSAWS M	&E CalWIN Migration
Distribution Date	october 31, 2023
To:	PPOC.All, Consortium.RegionalManagers.All
CIT Name:	RCM and SME Orientation
From:	CalSAWS Project
PPOCs, please forward to the appropriate impacted staff in your county:	
BenefitsCal	
Description:	Purpose This CIT provides all Primary Points of Contacts (PPOCs) with information about the upcoming CalSAWS RCM and SME Quarterly Orientation. The purpose of the orientation is to expose new and existing Regional Committee Members (RCMs) and Subject Matter Experts (SMEs) to the information they will need to be successful in their roles serving on committees.
	Background With over 30 committees and a handful of user groups, it is vital that the RCMs and SMEs receive a detailed overview of those roles and the resources available to them. These quarterly sessions facilitated by Regional Managers provide helpful videos and written documentation to serve as a support for counties to expose their newly appointed RCMs/SMEs to the process and/or be an ongoing refresher opportunity.
	Additional Information: For this quarterly session, all new RCMs, SMEs, and PPOCs are invited to attend. Existing committee members may choose to attend based on availability and knowledge level. PPOCs will be sent the meeting invite to forward to committee members within their county as appropriate.
	County Action:

The Teams link information is noted below. Please be sure to invite RCMs/SMEs to attend the session on Tuesday, December 12th from 9AM to 11:30AM if interested in hearing the information for the first time or as a refresher. Join Teams Meeting: Meeting ID: Passcode: Join with a video conferencing device Video Conference ID: Or call in (audio only) United States, Los Angeles Phone Conference ID: If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers. Primary Project Ana White Contact: whitea@calsaws.org Backup Project Your Regional Manager Team Contact: Consortium.RegionalManagers.R1@CalSAWS.org Consortium.RegionalManagers.R2@CalSAWS.org Consortium.RegionalManagers.R3@CalSAWS.org Consortium.RegionalManagers.R4@CalSAWS.org Consortium.RegionalManagers.R5@CalSAWS.org Consortium.RegionalManagers.R6@CalSAWS.org Attachments: None Web Portal Link: OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2023" folder. 4. Click on the appropriate CIT # folder.