

CalSAWS | Notes from Training Committee Meeting

Date: 01/10/2024	Notes Location: CalSAWS Committees
Time: 9:00 am – 10:00 am	Meeting Materials: Agenda
Meeting Called by: Jayna Longstreet	PPT Presentation
Attendees: Region 1: Andrew Stewart, Cindy for Odioh Odiye Region 2: Melinda Martin, Kristin Montoya Region 3: Darlene Lawson Region 4: Ashley Coyle and Nhia Yang Region 5: Melissa Valdes for Trinity Hemstedt, Region 6: Duc Bui CalSAWS: Jayna Longstreet, Cris Garcia, Elizabeth Palm, Nour Bibars, Roger Perez	

Topic

Important Points

Training Environment Touchpoint

- Training refresh completed this past weekend. In a couple of weeks will be deploying 24.01 and will send reminder a few days prior
- Due to validation of the baseline release asks for no training environment activity for the following Monday January 22
- Santa Cruz county asked – the training environment will not be available 1/22 – does this mean copied cases are not available?
 - Answer: This is an update, not a refresh. Will be deploying the 24.01 release. Asking to not use in the AM. Can access but may still be validating information in the environment. Case copy will be available after validation is complete.

Training manual development status update

- Plan to have Service Arrangement manual for review by February and out for use by mid-March
- Looking at how frequently they will be able to be updated and looking at capacity
- Also looking at other possible topics such as Foster Care as there are requests but depends on capacity.

Upcoming New LMS Home Page Option

- PPT with screenshot images of updates

- Update to LMS Home page
- New optional additional Homepage settings allows LMS users to customize their view
- CIT to be sent out to announce this functionality. Guide will also be provided with CIT. Anticipated to be available mid-February 2024.

Review Meeting Frequency

- At Nov. 2023 meeting option to look at meeting frequency was suggested
- Proposal to move to every 3 months
- Proposal to keep the same

Topic

Important Points

Managing Change Information from CalSAWS

- Presentation by Nour Bibars from the Project and Carl Simmons with San Bernardino County

- RCMs to discuss with region and be ready to vote at next meeting.
- CalSAWS Baseline Release Software Development Lifecycle and communication Timeline – 24.01 Release example shared.
- Process of their PERC Training Team / TAD – Transitional Assistance Department / PDD Policy and how they use the information provided by the project to update policy and training materials

(Optional Items)

#	Action Item	Assigned To	Assigned Date	Due Date	Status
1	Vote on Meeting Schedule	RCMs	1/10/2024	3/6/2024	In process
2					

#	Decision Made	Who Made the Decision	Date
1			
2			

