

CalSAWS | Notes from Training Committee Meeting

Date: 3/06/2024	Notes Location: CalSAWS.org>Meetings>CalSAWS Committees>Training Committee>March 6, 2024
Time: 10:00 am – 11:00 am	Meeting Materials: Agenda
Meeting Called by: Jayna Longstreet/Liz Palm	
Attendees: Region 1: Andrew Stewart, Denise Lopez, Marcos Villanueva Region 2: Kristin Montoya, Melinda Martin Region 3: Apple Coan, Maisee Lee for Darlene Lawson Region 4: Ashley Coyle, Dawn Narayan, Nhia Yang Region 5: Darcey Hanna Region 6: Duc Bui CalSAWS: Cris Garcia, Elizabeth Palm, Jayna Longstreet, Nour Bibars, Yolanda Banuelos, Melissas Thomas	

Topic

Important Points

Training Environment touchpoint

- Will deploy 24.03 code to Training Production and Training Staging the weekend of March 22-24. An alert will be sent out 1 week prior to the deployment.
- Working with San Bernadino County on removing phantom cases after the refresh. The tech team is currently looking at options for this during the May refresh.
- San Bernadino County confirmed the ticket that was re-opened about NOA was resolved.
- Santa Clara County has a meeting scheduled April 9th to discuss performance issues when trainees run EDBC at the same time. Tech team will be at the meeting and a plan will be discussed to review outcomes during their next induction class.

Training manual development status update

- General, CalFresh, Medi-Cal, and CalWORKs manuals have been released.
- Working on Service Arrangements for Employment Services manual. Expected release is end of March and a CIT will be sent out when it is posted on the Web Portal.
- County Question about no RDB in the training environment. It was explained the RDB has to be built in training staging and suggested building a case that copies over with the RDB information after the refresh. The project shared where to find the presentation and shared information from San Bernardino from December 2022 on the Web Portal: Web Portal >County Documents>[County Share Resources]>Training>San Bernardino CalSAWS Curriculum Presentation 12-2022
- County Question on batches in the simulation/PRT environments. It was explained the non-production environments do not have batches and suggested check with county validation team as well as submit a ticket.

Topic

Important Points

Review Meeting Frequency Committee Vote

- Region 1: 1 vote quarterly and 1 vote bi-monthly
- Region 2: 1 vote quarterly
- Region 3: 1 vote quarterly
- Region 4: 1 vote quarterly and 1 vote bi-monthly
- Region 5: 3 votes quarterly
- Region 6: 3 votes quarterly

Vote tally 10 votes quarterly 2 votes bi-monthly. Training committee will now meet quarterly.

Committee Request for information email

- It was helpful to counties to share information.
 - If others have questions, they can email the facilitator and they will start an email thread.
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#	Action Item	Assigned To	Assigned Date	Due Date	Status
1	Meeting Frequency Vote	Region 5 and 6 Jayna Longstreet	1/10/24	3/8/24	Complete
