

- CalSAWS M&E CalWIN Migration

Distribution Date:	September 7, 2023
To:	PPOC.ALL; Consortium.RegionalManagers.ALL;
CIT Name:	CalSAWS System Change Request (SCR) Prioritization Process
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county:

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| <input checked="" type="checkbox"/> General | <input type="checkbox"/> Reports |
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| <input type="checkbox"/> Other Program(s) _____ | <input type="checkbox"/> Conversion |
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Description:	<p>Purpose The suspension of the CalSAWS Committee System Change Request (SCR) Prioritization process will be lifted in October 2023.</p> <p>Background The SCR Prioritization process was suspended with CIT 0246-20 on December 16, 2020. Beginning October 2023, committee facilitators will begin informing their Regional Committee Members (RCM)s and Subject Matter Experts (SME)s of the prioritization process and instructions. SCR Prioritization will occur once a year.</p> <p>Note – Not all CalSAWS Committees have a prioritization process. Contact your Committee Facilitator for clarifications for your committee.</p> <p>Additional Information The SCR Prioritization process focuses on SCRs that are Enhancements (non-policy changes). Policy items are prioritized through the CalSAWS SCR Planning Group (SPG). County Operational SCRs are not a part of this prioritization process. The committees will be asked to prioritize up to 5 SCRS. Dashboard ‘Committee’s SCR Priority List’ can be accessed in JIRA to monitor the committee’s priority SCRs. When each committee begins their prioritization process, the current SCRs that are</p>
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	<p>listed will be cleared. A new list will be generated from the new results. The CalSAWS Handbook describes the SCR Prioritization and SPG processes in Sections 12 and 13. The CalSAWS Handbook is located on the CalSAWS Web Portal in the Resources tab.</p> <p>County Action Share this CIT with your County's RCMs and SMES and any other appropriate county staff.</p> <p>If you have questions on this CIT, please reach out to the Primary Contact and cc your Regional Managers.</p>
Primary Project Contact:	Frederick Gains GainsF@CalSAWS.org
Backup Project Contact:	Janet Mitri MitriJ@CalSAWS.org
Attachments:	CIT 0326-23 CalSAWS SCR Prioritization Process – RCM & SMEs.docx;
Web Portal Link:	<p>CIT Folder</p> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"> 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.

