

CalSAWS | Lobby Management Committee

Date: June 27, 2024	Location: Microsoft Teams Meeting
Time: 10:00 am – 12:00 pm	Meeting Called by: Erick Arreola/Sowmya Coppisetty
Attendees: Roll Taken by Erick	

Lead	Topic	Notes
Erick	CA-278748 – Review and Vote VOTES: R1 Approve R2 Approve R3 Approve R4 Approve R5 Approve R6 Approve	CER submitted by Orange County- Lobby Monitor ADA Requirements. Add options on font size and color contrast for lobby monitors to ensure ADA compliance. Reviewed and approved by committee. New SCR # CA-279851.
Erika	CA-222130 Lobby Review and Vote VOTES: R1 Approve R2 Approve R3 Approve R4 Approve R5 Approve	Change wording on Kiosk Screen. Update kiosk flow to only display “Is there anything else I can help you with?” and relabel the Yes button to, “Yes- Return to Main Menu” and “No” to “No, I’m Done.” Anticipated to be released 24.11. Reviewed and approved by committee.
Erika and Erick	Lobby Management Modernization Kickoff <ul style="list-style-type: none"> SCR CA-213363- Lobby Monitor Modernization SCR CA-274996 Lobby Monitor Updates 	Funding has been made available for modernization of lobby devices to web-based platform so that Counties are not device dependent. Counties should not lose any functionality, and existing devices will continue to be supported by CalSAWS. Frequency of meetings to be changed with the focus on modernization efforts. Currently the committee meets quarterly and is anticipating either bi-monthly or even monthly starting in September.
Erika and Erick	CA-269150- Reception Log updates to allow refreshing and support multiple offices.	Scheduled to be released 24.07. New security groups will be added.

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LA County inquiry (Sergio) regarding submitting CER for user login (LA specific) – Sergio to submit CER.

Web Portal Resources.

Reminder on guides and aids available to RCMs available in the Web Portal Resources> Resources by Functional Area> Lobby Management

- Job Aids
- MFA- Kiosk Flow Templates and Examples
- Lobby Device Ports

Kelly, LA County Requesting status update on SCR CA- 259398: Adding County Specific Visit Purpose to Reception Log. Erick to take back.

Update: Item has been prioritized and is currently in the committee top 5.

Next Meeting: September 25, 2024

(Optional Items)

#	Action Item	Who	Due
1			
2			

#	Decision Made	Who	Date
1			
2			