

CalSAWS | Agenda

Meeting: Management Reports Committee
Location: Microsoft Teams Conference Call
Date: February 25, 2025
Time: 1:00 PM – 2:00 PM

Attendees:

Region 1 – Ashley Taylor, Chidambaram Subramanian, Danielle Niemi, Elizabeth Ayala

Region 2 – Tom Frink, William Wren-Rodriguez

Region 3 – Autum Britton, Brannon Hill

Region 4 – Jese Hernandez, Kristine Maxwell, Melina Menera

Region 5 – Alejandra Gutierrez (Jacqueline Mercado), Denielle Saldana, Matthew Rendon, Nhat-Tan Tran

Region 6 – Javier Corral, Latrice Anderson, Magin Argueta, Ricardo Olivo

RM Sponsors – Ana White

State Partners – Va Tyndall (DHCS)

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Time	Lead	Topic	Notes
1:00 PM (10 min)	Araceli	Opening Items <ul style="list-style-type: none">Welcome and Roll CallMeeting Notes – draft due Tuesday, March 4, 2025.	<ul style="list-style-type: none">Region 6 responsible for the meeting notes.
1:10 PM (10 min)	Susanna	Forumbee <ul style="list-style-type: none">Demo	<ul style="list-style-type: none">Same demo was presented at the State and Fiscal Reports biweekly meeting in January.Forumbee is an integrated cloud-based community, discussion forum-creation and knowledge base platform available in a private community for users to engage in.Information on how users can sign-up and access Forumbee will be emailed to the committee.
1:20 PM (10 min)	Ari Chandler	CER CA-285783 Business Intelligence – WTW Status Report <ul style="list-style-type: none">Review	<ul style="list-style-type: none">Request is to update this report to pull more accurate status information.There is no design document for this report as it was brought over from C-IV.

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			<ul style="list-style-type: none"> Some counties are currently using ad-hoc reports to pull WtW status information. Email will be sent to the committee to vote for this CER. Votes are due by 03/07/25.
1:30 PM (10 min)	Marjorie Raudez	CER CA-287062 Update Business Intelligence (Qlik) Dashboard <ul style="list-style-type: none"> Review 	<ul style="list-style-type: none"> Request is to add a column to the Call Log Analysis report that contains the Call Type in the Call Type Rolling Period – Case List. Currently, you can only see the call type information in the dashboard but not in the detail list. Email will be sent to the committee to vote for this CER. Votes are due by 03/07/25.
1:40 PM (10 min)	MyLynn Bui	CER CA-285388 Detail Report on End User Uploading Document <ul style="list-style-type: none"> Review 	<ul style="list-style-type: none"> Request is to create a report to identify the end user who submit documents into Imaging and fail to check the documents are fully going through the workflow and fully archived. The report should include date, time, office, and end user worker ID. There's a separate SCR CA-275945, Update Imaging Reports, scheduled for R25.11 that will enhance the Imaging Reports in CalSAWS with additional detailed data. Email will be sent to the committee to vote for this CER. Votes are due by 03/07/25.
1:50 PM (10 min)	Monica Nguyen	SCR CA-241445 Modify the WTW/REP 30 Day Delinquent Report (TBD)	<ul style="list-style-type: none"> Los Angeles County requested for the committee to consider prioritizing SCRs CA-241445 and CA-259374 within the top 5 SCR priority list.
	Cristian Quintero	CA-259374 Add Filters to Expedited Service CalFresh Management Report (25.11) <ul style="list-style-type: none"> Discuss LA's request to Prioritize 	<ul style="list-style-type: none"> If approved, this would require removing 2 SCRs currently on the top 5 SCR priority list. CA-241445 is requesting updates to the WTW/REP 30 Day Delinquent Report to modify and capture WTW/REP participants with

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			<p>delinquent activities and no open activities for more than 30 days. This SCR currently has a fix version of TBD.</p> <ul style="list-style-type: none"> CA-259374 is requesting updates to the Expedited Services CalFresh Management Report to add available filters, Program Status and ES Entitled, prior to generation of the report and to exclude ICT cases. This SCR currently has a fix version of 25.11. Email will be sent to the committee to submit any questions regarding these 2 SCRs. Questions are due by 03/04/25. Votes to prioritize are due by 03/11/25.

Follow Up

#	Action Item	Who	Due
1	E-mail CalSAWS Reports/Analytics Forumbee Sign-up information to committee.	Araceli	02/25/25
2	E-mail CER CA-285783 to committee for vote to move forward to an SCR.	Araceli	02/25/25
3	E-mail CER CA-287062 to committee for vote to move forward to an SCR.	Araceli	02/25/25
4	E-mail CER CA-285388 to committee for vote to move forward to an SCR.	Araceli	02/25/25
5	Follow up with committee via email on LA County's request to prioritize SCR CA-241445 and SCR CA-259374.	Araceli	02/25/25

#	Decision Made	Who	Date
1			
2			