

Distribution Date	July 11, 2025
To	PPOC.All
CC	Consortium.RegionalManagers.All; Consortium.SectionDirectors;
CIT Name	Conclusion of Case Data Removal for 2025

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

- | | |
|--|--|
| <input checked="" type="checkbox"/> General | <input type="checkbox"/> Reports |
| <input type="checkbox"/> Policy | <input type="checkbox"/> Fiscal |
| <input type="checkbox"/> CW | <input type="checkbox"/> Caseload Movement |
| <input type="checkbox"/> CF | <input type="checkbox"/> Management |
| <input type="checkbox"/> MC | <input checked="" type="checkbox"/> Batch and Interfaces |
| <input type="checkbox"/> CMSP | <input type="checkbox"/> Fiscal |
| <input type="checkbox"/> FC/KG/AAP | <input type="checkbox"/> GA/GR |
| <input type="checkbox"/> Child Care | <input type="checkbox"/> Help Desk |
| <input type="checkbox"/> WtW | <input type="checkbox"/> Imaging |
| <input type="checkbox"/> Other Program(s)_____ | <input type="checkbox"/> Security |
| <input type="checkbox"/> BenefitsCal | <input type="checkbox"/> Task Management |
| <input type="checkbox"/> Customer Correspondence | <input type="checkbox"/> Technical |
| <input type="checkbox"/> OCAT | <input type="checkbox"/> Training |
| <input type="checkbox"/> Other_____ | |

Description

Purpose

[CIT 0185-24](#) informed counties of the CalSAWS Case Data Removal Schedule for 2025. The purpose of this CIT is to inform the Counties that the CalSAWS Data Retention Policy (CDRP) program batch execution run for 2025 is complete.

Background

Approved by the JPA Board in 2019, the CDRP provides guidelines for how long to retain case data in CalSAWS once a case has been closed. The CalSAWS Data Removal process is scheduled to occur annually.

SCR [CA-284678](#), titled "CalSAWS Case Data Removal 2025 Run Scheduling" began the removal of data for the identified cases on May 9th, 2025.

CalSAWS concluded this effort on July 10th, 2025.

	Additional Information None County Actions <ol style="list-style-type: none">1. Follow your counties business process to reconcile the reports. Log a ServiceNow ticket and assign Tier 3 App Support Batch & Interfaces for any discrepancies.2. Copy your Regional Manager(s) on any questions you might send to the Primary or Backup Project Contact.
Primary Project Contact	Prem Venugopalan VenugopalanP@CalSAWS.org
Backup Project Contact	Grady Howe HoweG@CalSAWS.org
Attachments	None
Web Portal Link	<div></div> OR You may also retrieve the CIT document and attachments by following these steps: <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 "2025" folder.4. Click on the appropriate CIT # folder.