

Distribution Date	August 27, 2025
To	PPOC.ALL
CC	Consortium.RegionalManagers.ALL
CIT Name	2026 County Holiday Calendar Request

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

- | | |
|--|--|
| <input checked="" type="checkbox"/> General | <input type="checkbox"/> Reports |
| <input checked="" type="checkbox"/> Policy | <input type="checkbox"/> Fiscal |
| <input checked="" type="checkbox"/> CW | <input type="checkbox"/> Caseload Movement |
| <input checked="" type="checkbox"/> CF | <input type="checkbox"/> Management |
| <input type="checkbox"/> MC | <input checked="" type="checkbox"/> Batch and Interfaces |
| <input type="checkbox"/> CMSP | <input checked="" type="checkbox"/> Fiscal |
| <input checked="" type="checkbox"/> FC/KG/AAP | <input checked="" 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 checked="" type="checkbox"/> BenefitsCal | <input type="checkbox"/> Task Management |
| <input type="checkbox"/> Customer Correspondence | <input checked="" type="checkbox"/> Technical |
| <input type="checkbox"/> OCAT | <input type="checkbox"/> Training |
| <input type="checkbox"/> Other _____ | |

Description

Purpose


The purpose of this CIT is to remind the 58 CalSAWS counties to timely enter their 2026 annual Holidays into CalSAWS. This information is necessary for County Interface scheduling, automatic appointment scheduling and for individual county business day calculation.

Background

CalSAWS will utilize the County Holiday Calendar to:

- Auto-schedule customer appointments up to 90 days in advance.
- Date applications received through BenefitsCal.
- County availability for Contact Centers
- Plan Batch run dates.

It is important to have your County Holidays entered into the system as early as possible prior to the new year to ensure that all actions taken by the system are accurate. Attached, please find a copy of the 2026 Federal Holidays, to use as a useful tool for your efforts.

	<p>Additional Information</p> <p>Federal Holidays (list attached) are usually observed by the Counties, please add in your County specific Holidays to the best of your estimate. If it is determined later than any entered dates are not accurate for your County, please let us know as quickly as possible by sending an Email to Committee.Fiscal.Facilitator@calsaws.org.</p> <p>County Action</p> <p>County staff with the appropriate Security Right needs to enter your County's 2026 Holiday Schedule by 09/30/2025. See attached document 'County Holiday Calendar Steps.docx' on how to enter these County Holidays into the system.</p> <p>If you have questions on this CIT, please reach out to the Primary and Backup Contacts, and cc your Regional Managers.</p>
Primary Project Contact	<p>Sheryl Eppler CalSAWS Fiscal Team Business Analyst EpplerSE@calsaws.org</p>
Backup Project Contact	<p>Claudia Pinto-Castro CalSAWS Fiscal Team Business Analyst PintoC@calsaws.org</p>
Attachments	<p>2026 Payroll Calendar-Proposed.xlsx 2026 Federal Holidays.xlsx Changes to County Holiday Calendar.docx</p>
Web Portal Link	<p></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 "2025" folder. 4. Click on the appropriate CIT # folder.