

CalSAWS | Minutes

Meeting: CalSAWS Training Committee
Location: Microsoft Teams – Virtual Meeting
Date: April 1st, 2026
Time: 9:00 AM – 10:00 AM

Attendees:

Region 1: Laura Contreras-Modic

Region 2: Erin Poma, Kristin Montoya, Melinda Martin

Region 3: Apple Coan, Chelcie Starks, Darlene Lawson

Region 4: Gerald Fukuda

Region 5: Daned Alvarado, Kristie Beer, Omar Parushev, Carl Simmons

Region 6: No attendees

CalSAWS: Cris Garcia, Elizabeth Palm, Melanie Wolfley, Melissas Thomas, Donna Wilson, Melissa Heffley, Juan Avila

Lead	Topic	Notes
Melissa Heffley	Training Environment Touchpoint	<ul style="list-style-type: none">26-03 validations completed and updated in Training Staging & Training ProductionNo additions/questions
Liz Palm	Training Manual Status Update	<ul style="list-style-type: none">CalSAWS working on Training Manual updates 26-03, will be out April 24PVS Automation Quick Guide (QG) will be released later today April 1Also working on QG updates:<ul style="list-style-type: none">Appointments and SchedulingMedi-Cal Adult Expansion FreezeABAWD: w/ HR1 changes and include information on the new ABAWD screening pageWorkload ReassignmentAuto Case AssignmentCreating new QG: My Work that showcases new features for staff in managing their workloadCalSAWS Communication Portal is live: and includes the Training Manuals under Communication & Resources and the County Collaboration List under County Shared Docs → Training Materials

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Liz Palm	Discussion request from Lake County re: Employment Service training materials	<ul style="list-style-type: none"> No Lake County representatives on call Region 3 RCM to reach out and confirm what kind of materials Lake County is seeking Explained that the materials referenced for Employment Services were created for CalWIN migration and not intended for regular maintenance or use
Liz Palm	County Collab Check-In	<ul style="list-style-type: none"> Initial meeting was cancelled Fresno County started the County Collab meeting invites, but anyone else can take over CalSAWS to re-send County Collab info to Training Committee for follow up

Follow Up

#	Action Item	Who	Due
1	County Collaboration Meeting Follow Up - Email sent 4/9/26 requesting updated participant list	Committee Members	04/23/2026
2			

#	Decision Made	Who	Date
1			
2			