

CalSAWS | Agenda

Meeting: CalSAWS Training Committee
Location: Microsoft Teams – Virtual Meeting
Date: October 7th, 2026
Time: 9:00 AM – 10:00 AM

Attendees:

Region 1: Andrew Stewart, Denise Lopez, Laura Contreras-Modic, Stephanie Ensley
Region 2: Erin Poma, Kristin Montoya, Melinda Martin
Region 3: Darlene Lawson, Ronald Wilson, Sean Bockmann
Region 4: Carol Burrows, Dawn Narayan, Dominique Santacruz, Francisco Alvarez, Gerald Fukuda
Region 5: Daned Alvarado, Jose Ramirez, Kristie Beer, Omar Parushev, Stephanie Ochoa
Region 6: Alexander Mont, Kathryn Coughenour, Keisha Briggs-Grahm, Pamela Fontenot, Thomas Pan
CalSAWS: Cris Garcia, Melissa Heffley, Elizabeth Palm, Sami Varney, Juan Avila, Melissas Thomas, Joseph Gonzales, Donna Wilson

Responsible for Meeting Minutes: Region 2

The use of Artificial Intelligence (AI) solutions, including AI bots or assistants, transcriptions, or recordings, is prohibited in all CalSAWS meetings without prior authorization, according to the CalSAWS Artificial Intelligence Policy. ADA assistive devices are not prohibited by this policy.

Lead	Topic	Notes
Rhiannon Chin	Titan Imaging	■
Emma Nesbit	Help Desk Tickets ■ Using resources available	■
Cris Garcia	Training Environments Touchpoint	■
Sami Varney	Training Environment Refresh Schedule Vote ■ 1/8/27 ■ 5/7/27 ■ 9/3/27 ■ 1/7/28	■
Sami Varney	Training Manuals Status Update ■ 26.09	■
Sami Varney	Quick Guides & County Processes	■

Lead	Topic	Notes
	■ Functionality information provided, not geared towards County processes	
Sami Varney	Meeting Schedule for 2027 ■ 1/6/27 ■ 4/7/27 ■ 7/7/27 ■ 10/6/27	■
Sami Varney	County Collaboration Check-In ■ Met on 7/15 ■ Next Meeting 10/21 at 10:30am	■ Agenda will be posted in the Communication Portal • Region 2 is leading (Calaveras, Yuba or Tuolumne) • Region 5 are notetakers (Orange or Riverside)

Follow Up

#	Action Item	Who	Due
1			
2			

#	Decision Made	Who	Date
1			
2			