

Distribution Date	September 21, 2026
To	PPOC.All
CC	Consortium.RegionalManagers.All; Consortium.SectionDirectors;
CIT Name	CalSAWS Workload Management Phase 2 – Go-Live Readiness Resource One-Pager

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

- | | |
|---|--|
| ☒ General
☐ Policy
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☐ Child Care
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☐ Other Program(s) _____
☐ BenefitsCal
☐ Customer Correspondence
☐ OCAT
☐ Other _____ | ☐ Reports
☐ Fiscal
☐ Caseload Movement
☐ Management
☐ Batch and Interfaces
☐ Fiscal
☐ GA/GR
☐ Help Desk
☐ Imaging
☐ Security
☐ Task Management
☐ Technical
☐ Training |
|---|--|

Description

Purpose

The purpose of this CIT is to provide Counties with Workload Management go-live resource materials in preparation for the changes implemented in CalSAWS as part of Release 26.09 Workload Management Phase 2 (CA-293075, CA-296462, CA-296514).

Background

As part of the upcoming Workload Management go-live, Organizational Change Management (OCM) developed a resource to support County awareness and readiness for the new functionality being introduced. These materials provide a one-pager informing staff of OCM & training resources. They are intended to assist Counties as they prepare for implementation.

Additional Information

The following Workload Management one-pager is included with this CIT to support county staff, trainers, supervisors, managers, and support teams:

- Workload Management Readiness Resource One-Pager

	County Actions 1. Counties are encouraged to share the attached one-pager with county staff. 2. Copy your Regional Manager(s) on any questions you might send to the Primary or Backup Project Contact.
Primary Project Contact	Araceli Gallardo GallardoA@CalSAWS.org
Backup Project Contact	Dymas Pena PenaD@CalSAWS.org
Attachments	Workload Management Phase 2 - Readiness Resource One-Pager.pdf
Communication Portal Link	OR You may also retrieve the CIT document and attachments by following these steps: 1. Hover over the Communications & Resources tab at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2026" folder. 4. Click on the appropriate CIT # folder.