



CDSS

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DEPARTMENT OF SOCIAL SERVICES

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EDMUND G. BROWN JR.
GOVERNOR

April 23, 2015

ALL COUNTY WELFARE DIRECTORS LETTER

TO: ALL COUNTY WELFARE DIRECTORS

FROM: TODD R. BLAND
Deputy Director
Welfare-to-Work Division

SUBJECT: ONLINE CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY
TO KIDS (CalWORKs) APPRAISAL TOOL (OCAT) REGIONAL
TRAINING SCHEDULE

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

On behalf of the CDSS' Online CalWORKs Appraisal Tool (OCAT) team, I am pleased to announce the kick-off of statewide training. The purpose of this letter is to inform County Welfare Departments (CWDs) of the OCAT Regional Training Schedule and plan for on-going training and support.

OCAT Regional Training and Implementation

Beginning April 28 through June 28, 2015, representatives from all 58 CWDs will be able to attend a regional training on how to use this new tool. CWDs are invited to a near-by regional training location and have been given a specified number of training slots. A pre-training webinar is required of all training participants. The enclosed OCAT Regional Training Schedule includes a map detailing the training regions, county assignments, dates of the trainings and training site addresses.

These regional trainings will be 'Train-the-Trainer' sessions. The training sessions are designed to provide attendees with the information and resources necessary to train staff and implement the OCAT in their county. The CDSS highly recommends that county staff who attend the OCAT regional training be primarily responsible for coordinating and implementing OCAT training and onboarding. OCAT regional trainings will include information on tool use, interview skills, rapport building techniques, and methods for handling sensitive topics with clients.

OCAT User Accounts and Administrative Support

As part of the OCAT statewide implementation, CWDs will be empowered to establish their own level of “hierarchical access” to OCAT and manage (set up and cancel) user accounts. CWDs will control which staff have access to OCAT, and at which level. The levels of access include roles such as Administrator, Quality Assurance, Supervisor, and Case Manager. Administrator User Guides will be distributed to CWDs immediately following their assigned regional training.

Approximately five Administrator Webinars will be held, staggered throughout the duration of the OCAT training period to provide additional guidance on OCAT user account management. Information on these Administrative Webinars will be distributed alongside the Administrator User Guides.

Additional OCAT Support and Reminders

In addition to regional trainings, onsite coaching may also be available at the request of the CWD. Further, in the Fall of 2015, an OCAT Virtual Learning Portal will be launched for CWD use. This will be an online learning environment that supports ongoing training, re-training, performance monitoring and technical assistance for OCAT. Additional webinar training opportunities may also be available immediately following completion of the OCAT regional trainings on topics including the reporting functionality within OCAT. More information on these opportunities will be forthcoming.

As discussed in All County Letter (ACL) 15-43, OCAT is designed to work on modern internet browsers, and does not support legacy versions, such as Internet Explorer version 8 (IE8). CWDs that still use legacy browsers, such as IE8, for web applications are strongly encouraged to update their systems prior to OCAT implementation.

If you have any questions or would like to further discuss the information in this letter, please contact Melissa Kenney, Manager, CalWORKs Employment Bureau, at (916) 654-0699 or Kären Dickerson, Chief, Employment and Eligibility Branch, at (916) 651-6562.

Enclosures

ONLINE CALWORKS APPRAISAL TOOL (OCAT) REGIONAL TRAINING SCHEDULE

*The OCAT Regional Training Schedule below includes county assignments, dates of trainings and training site addresses.
Please note allotted slots next to corresponding county.*

REGIONAL TRAINING	COUNTIES	DATE	TRAINING SITES	AT CAPACITY?
PHASE ONE: EARLY USER/PILOT COUNTIES				
Regional Training A	Los Angeles (30)	Webinar: April 21, 2015 at 11 am Classroom Training: April 28-29, 2015 9:00 am-5:00 pm	<p style="text-align: center;"><u>Los Angeles</u></p> <p>Point of Contact (POC) Luther Evans LutherEvansJr@dps.lacounty.gov</p> <p>Training Site DPSS Training Academy 12440 E. Imperial Hwy. Suite 601 Norwalk, CA 90650</p>	AT COURSE CAPACITY
Regional Training B	San Bernardino (30)	Webinar: April 30, 2015 at 11 am Classroom Training: May 5-6, 2015 9:00 am-5:00 pm	<p style="text-align: center;"><u>San Bernardino</u></p> <p>POC Nancy Swanson nswanson@hss.sbcounty.gov</p> <p>Training Site Performance, Education & Resource Centers 295 E. Caroline St., Suite C San Bernardino, CA 92408 (909) 420-6400</p>	AT COURSE CAPACITY
Regional Training C	San Francisco (7) Sonoma (7) Sacramento (14)	Webinar: April 30, 2015 at 2 pm Classroom Training: May 6-7, 2015 9:00 am-5:00 pm	<p style="text-align: center;"><u>Sacramento</u></p> <p>POC Veronica Hamel, WTW Program Specialist HamelV@saccounty.net, (916) 875-1774</p> <p>Training Site 2101 Arena Blvd, Sacramento, CA 95834</p>	AT COURSE CAPACITY
Regional Training D	Tulare (9) Fresno (13) Madera (4)	Webinar: May 5, 2015 at 11 am Classroom Training: May 12-13, 2015 9:00 am-5:00 pm	<p style="text-align: center;"><u>Fresno</u></p> <p>POC Roselinda Torres Rolph RPTorres@co.fresno.ca.us, (559) 600-2758</p> <p>Training Site 2719 N Air Fresno Drive, Fresno, CA 93727</p>	<i>Two slots available for participating counties.</i>

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PHASE TWO: REMAINING 50 COUNTIES				
Regional Training E	Mariposa (4) Mono (4) Tuolumne (4) Alpine (4) Calaveras (4)	Webinar: May 12, 2015 at 11 am Classroom Training: May 19-20, 2015 9:00 am-5:00 pm	<u>Tuolumne</u> <u>POC</u> Laurie Darby - Eligibility Supervisor ldarby@co.tuolumne.ca.us , (209) 533-5753 <u>Training Site</u> 1015 Morning Star Dr., Sonora, CA 95370	AT FACILITY CAPACITY
Regional Training F	Imperial (8) San Diego (8) Orange (8)	Webinar: May 13, 2015 at 11 am Classroom Training: May 20-21, 2015 9:00 am-5:00 pm	<u>Orange</u> <u>POC</u> Patty Figueredo Patty.figueredo@ssa.ocgov.com (714) 541-7816 <u>Training Site</u> 1928 S Grand, Santa Ana, CA 92702	<i>Four slots available for participating counties.</i>
Regional Training G	Ventura (4) Santa Barbara (4) Kern (4) San Luis Obispo (4) Kings (4) Stanislaus (4) Inyo (4)	Webinar: May 20, 2015 at 11 am Classroom Training: May 27-28, 2015 9:00 am-5:00 pm	<u>Kern</u> <u>POC</u> Brandon Evans, WTW Program Director evansb@kerndhs.com (661) 631-6041 <u>Training Site</u> 4901 Commerce Drive, Bakersfield, CA 93309	AT COURSE CAPACITY
Regional Training H	Amador (4) El Dorado (4) Placer (4) Sutter (4) Yuba (4) Yolo (4)	Webinar: May 27, 2015 at 11 am Classroom Training: June 2-3, 2015 9:00 am-5:00 pm	<u>Yolo</u> <u>POC</u> Elaine Lytle - Division Manager elaine.lytle@yolocounty.org , (530) 661-2754 <u>Training Site</u> Yolo County Department of Employment and Social Services Madison Computer Room 25 North Cottonwood Street Woodland, CA 95695	AT COURSE CAPACITY
Regional Training I	Riverside (10) Santa Clara (4)	Webinar: May 26, 2015 at 11 am Classroom Training: June 3-4, 2015 9:00 am-5:00 pm	<u>Riverside</u> <u>POC</u> Patricia Manzo pamanzo@riversidedpss.org , (951) 413-5609 Julie Surani jsurani@riversidedpss.org , (951) 413-5613 <u>Training Site</u> Riverside County DPSS Staff Development Training Center 22690 Cactus Avenue, Suite 100 Moreno Valley, California 92553	<i>14 slots available for other interested counties.</i>

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Regional Training J	Lake (4) Mendocino (4) Humboldt (4) Del Norte (4) Trinity (4)	Webinar: June 1, 2015 at 11 am Classroom Training: June 8-9, 2015 9:00 am-5:00 pm	<u>Humboldt</u> POC Marti Hufft, Program Manager II mhufft@co.humboldt.ca.us , (707) 268 -3460 Training Site 605 K St, Eureka, CA 95501	AT COURSE CAPACITY
Regional Training K	Nevada (4) Sierra (4) Plumas (4) Modoc (4) Butte (4) Lassen (4)	Webinar: June 2, 2015 at 11 am Classroom Training: June 11-12, 2015 9:00 am-5:00 pm	<u>Butte</u> POC Ken MacKell - CalWORKs Program Manager kmackell@buttecounty.net , (530) 879-3528 Training Site 202 Mira Loma, Oroville, CA 95965	AT FACILITY CAPACITY
Regional Training L	Shasta (4) Siskiyou (4) Tehama (4) Glenn (4)	Webinar: June 9, 2015 at 11 am Classroom Training: June 17-18, 2015 9:00 am-5:00 pm	<u>Tehama</u> POC Tara Loucks-Shepherd, tloucks@tcdss.org , (530) 528-4158 Shelley Zimmerman SZimmerman@tcdss.org Training Site Red Bluff Office 310 South Main Street, Red Bluff, CA 96080	AT FACILITY CAPACITY
Regional Training M	Santa Clara (4) Santa Cruz (4) San Mateo (4) Alameda (4) Monterey (4) Merced (4) San Benito (4)	Webinar: June 16, 2015 at 11 am Classroom Training: June 22-23, 2015 9:00 am-5:00 pm	<u>Santa Clara</u> POC Rosario Portillo, Senior Training & Staff Development Specialist Rosario.Portillo@ssa.sccgov.org (408) 755-7084 Training Site 1879 Senter Road, San Jose, CA 95112	AT COURSE CAPACITY
Regional Training N	San Joaquin (4) Contra Costa (4) Solano (4) Marin (4) Napa (4) Colusa (4)	Webinar: June 17, 2015 at 11 am Classroom Training: June 25-26, 2015 9:00 am-5:00 pm	<u>Solano</u> POC Jose Dominguez, WTW Manager jjdominguez@solanocounty.com (707) 553-5703 Noel Vargas, Supervisor Family Stabilization varganc@solanocounty.com , (707) 553-5444 Training Site 425 Executive Court North. Fairfield, CA 94534	<i>Two slots available for participating counties.</i>



Online CalWORKs Appraisal Tool Statewide Implementation

