

CWS-CARES

Meeting Clarity

Meeting	Who Facilitates	What	Why	Who Should Attend	Feedback
Core Constituent Demonstrations	CARES Project Development Team	Provide exposure, build understanding, gather feedback	Increases early awareness, reduces surprises at GoLive, builds staff confidence.	Subject Matter Expert (SME)	Yes, system functionality
Process Information Sessions	CARES Project Organizational Change Management (OCM) Team	Explain workflow/ process changes from CWS/CMS to CARES	Identifies program-specific impacts, prepares staff for changes.	Implementation Coordinator (IC), OCM Coordinator, identified SMEs	No
Change Impact Analysis	CARES County Implementation Lead	Compare As-Is vs. To-Be processes, document required changes.	Identifies county-specific impacts, prepares staff for changes.	IC, OCM Coordinator, identified SMEs	Questions / clarifications provided, but this meeting series is not a standard platform for product feedback.
QMAS-CPS CARES Collaboration Meeting	QMAS CWS-CARES Team	Compare As-Is vs. To-Be processes, document required changes. Track and monitor the implementation of program, policy, and procedural changes.	Provide exposure, build understanding, gather feedback Recommends decisions to EL	A representative from each CPS DM/ASOIII IC, OCM Coordinator, identified SMEs	Yes, but not for system functionality

