CalSAWS Quality Assurance Weekly Status Report

Reporting Period: January 10, 2022 to January 16, 2022

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1.0   Quality Assurance

1.1   Deliverables Management

Table 1-1 - Overall Summary of CalSAWS DD&I Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
3.31	QA Monthly Status Report – January 2022	🟢	• Submit FDEL by February 4, 2022
4.31	QA Work Plan - January 2022	🟢	• Submit FDEL by February 4, 2022
7.31	QA Test Monthly Report – January 2022	🟢	• Submit FDEL by February 4, 2022
10.06	Quarterly QA Security Report	🟢	• Submit DDEL by March 30, 2022
12.31	Assessment of CalSAWS Migration Work Plan Update – January 2022	🟢	• Submit FDEL by January 20, 2022
42	Assessment of CalSAWS (CalWIN) UAT Readiness Report/Milestone	🟢	• Submit DDED by February 14, 2022
44	Assessment of CalSAWS Requirements Traceability Matrix - Update 9	🟢	• Submit DDEL by February 23, 2022

Table 1-2 – Overall Summary of OCAT Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
14.15	**OCAT -** QA Monthly Status Report (OCAT) – January 2022	🟢	• Submit FDEL by February 4, 2022
WP 2.1	**OCAT -** Project Control Document - 2022 updates (Comment Only)	🟢	• Submit DDEL comments by January 28, 2022
WP 6.1	**OCAT -** Technical Design - 2022 Annual Update (Comments Only)	🟢	• Submit DDEL comments by March 3, 2022

 [1] Status: Red: Behind schedule and requires escalation; **Amber:** Potential delay/monitor with no material schedule impact; **Green:** On schedule, performing as planned

Table 1-3 – Overall Summary of BenefitsCal Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
3.16	**BenefitsCal** – Assessment of Portal/Mobile App Work Plan Update – December 2021	🟢	• Submitted FDEL on January 12, 2022 • Approval expected by January 21, 2022
4.04	**BenefitsCal –** Assessment of Portal/Mobile App Requirements Traceability Matrix: Updates – Following Final Acceptance	🟢	• Submit DDEL by February 11, 2022
10	**BenefitsCal** - Assessment of Portal Implementation Complete Report & Final Acceptance	🟢	• Submit DDEL by January 29, 2022
11	**BenefitsCal** - Assessment of Mobile App Implementation Complete Report	🟢	• Submit DDEL by February 5, 2022

Table 1-4 – Overall Summary of CalWIN Implementation Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
59.12	**CalWIN Implementation** – Assessment of CalWIN Implementation Migration Work Plan Update – December 2021	🟢	• Submitted FDEL on January 14, 2022 • Approval expected by January 25, 2022
60	**CalWIN Implementation –** Assessment of CalWIN Business Process Reengineering (BPR) Plan	🟢	• Submitted comments for Santa Clara and Tulare Wave 2 BPR Plans on January 18, 2022
64	**CalWIN Implementation** - Assessment of CalWIN Implementation Support Plan	🟢	• Submit DDED by February 1, 2022
WP-1	**CalWIN Implementation** - County Communication Plan (Comments Only)	🟢	• Submitted vendor DDEL comments on January 18, 2022
WP-2	**CalWIN Implementation** - Change Discussion Guides (Comments Only)	🟢	• Submit vendor DDED comments by January 24, 2022

1.2   Highlights for the Reporting Period

1.2.1   Project Management
► Provided CalSAWS Consortium County Validation Framework (CCCVF) status update at Region 4 meeting on January 10, 2022
► Participated in Release 22.01 Integrated Readiness T-2 Status on January 10, 2022
► Coordinated RCM Orientation Dry Run session on January 11, 2022
► Participated in Discuss Bots Solution Estimates meeting on January 11, 2022
► Participated in CalWIN Work Plan December 2021 Walk Through meeting on January 11, 2022
► Participated in Risk Management Group (RMG) meeting on January 12, 2022
► Provided QA status for Monthly CalSAWS IT Report meeting on January 12, 2022
► Co-facilitated CCCVF Orientation session on January 13, 2022
► Participated in CalWIN Converted Data Test (CDT) Risk and Mitigation review on January 13, 2022
► Participated in CalSAWS IV&V / PMO & QA Bi-Weekly meeting on January 14, 2022
► Participated in Section Directors' meeting for CalWIN Readiness/Implementation Plan review on January 14, 2022

1.2.2   Technical
► Participated in weekly CalSAWS Tech meeting on January 10, 2022
► Participated in weekly CloudCheckr meetings on January 10 – 11, 2022
► Participated in Consortium FinOps meeting on January 11, 2022
► Participated in Purge Standup meetings on January 11 - 13, 2022
► Participated in DBCR/CTCR Review meetings on January 11 and 13, 2022
► Participated in Tech Change Advisory Board (CAB) meeting on January 12, 2022
► Participated in the CalSAWS Performance Report meeting on January 12, 2022
► Security
  o Participated in Office 365 Multi Factor Authentication and Self -Service Password Reset implementation on January 10, 2022
► Batch
  o Participated in Batch Performance Status Check meeting on January 12, 2022
  o Continued collaboration with Accenture on a schedule /timeline including performance and test support for 58 County batch cycle.
► Analytics
  o Participated in weekly Analytics Status meeting on January 13, 2022
► BenefitsCal
  o Participated in daily Operations, and M&O calls on January 11 - 13, 2022
  o Participated in BenefitsCal Release 4.0 Design Sessions: Two-Way Messaging, Reports on January 11 and 13, 2022
► Central Print
  o Participated in Central Print Status meeting on January 10, 2022
  o Attended the CalWIN Wave 1 Central Print Kick-Off meeting on January 12, 2022
► Contact Center
  o Participated in CalSAWS and Los Angeles Contact Center Session on January 10, 2022

- o Participated in CalSAWS: Contact Center Management call on January 10, 2022
- o Participated in Discuss Bots Solution Estimates meetings on January 11 and 14, 2022
- ► Service Management – Participated in ServiceNow CMDB Stakeholder meeting on January 13, 2022

1.2.3 Imaging
- ► Participated in end-to-end Imaging Integration meeting on January 10, 2022
- ► Participated in Imaging Migration meeting on January 11, 2022
- ► Participated in LA Batch Scanning check-in meeting on January 12, 2022
- ► Participated in weekly LA Document Migration Check-In meeting on January 13, 2022
- ► Participated in Preliminary Review of Hyland's December SLA on January 13, 2022
- ► Reviewed Optical Character Recognition (OCR) December Statistics from Hyland on January 13, 2022
- ► Participated in Los Angeles Model Office Requirements Confirmation meeting on January 13, 2022
- ► Reviewed defect fix for CA-235161 External Agency - Person Drawer Being assigned to document prior to person indexing

1.2.4 Functional
- ► M&O
  - o Participated in the App Dev Leads meeting on January 11, 2022
  - o Participated in the SCRB meeting on January 11, 2022
  - o Participated in the Correspondence Design Status meeting on January 12, 2022
  - o Participated in the CalWORKs/CalFresh Committee meeting on January 12, 2022
  - o Reviewed resolution updates on SCRs in the January 11, 2022 SCRB packet
  - o Participated in the Usability Committee meeting on January 13, 2022
  - o Reviewed SCR Design documents
  - o Reviewed design document and attended Committee meeting for CA-221945 Special Circumstances Design review on January 13, 2022
- ► Conversion
  - o Reviewed CDT defect priorities
  - o Reviewed Data Collection elements associated with "Do not Map" transformation type in the Mapping Transformation Report
  - o Reviewed draft CDT Risk and attended mitigation discussions with Accenture and Consortium
- ► General Assistance/General Relief (GA/GR)
  - o Reviewed SCR Design documents and updates
  - o Review GA/GR Risk for Conversion Impacts in preparation for Section Directors and Risk Management meetings.
  - o Monitored daily progress of GA/GR testing for Release 22.01
- ► Task Management
  - o Participated in the 22.05 SCRs Design reviews
- ► Contact Center
  - o Participated in C-IV Contact Center Management conference call on January 10, 2022
  - o Participated in weekly CalSAWS Placer County Contact Center Discovery session on January 11, 2022
  - o Participated in San Bernardino CSC Support meeting on January 11, 2022

- o Participated in CalSAWS Yolo County Contact Center Discovery session on January 12, 2022
- o Participated in weekly CalSAWS Contra Costa County Contact Center Discovery session on January 13, 2022
- ► CalSAWS Case Purge
  - o Attended meetings as scheduled
  - o Conduct Sprint Validation when functionality and environments are available
- ► SCR Reviews - The following table summarizes Functional and Technical SCRs in QA review for the reporting period. The QA Team targets all Critical and High priority designs for review and other SCRs at the Consortium's direction. QA review includes review of designs, content revision, SPG Scorecard content and validation of scope changes. Testing activities are reported in the testing sections below.

Table 1-5 – Weekly M&O SCR Updates

Release	SCRs in QA Review
RWR	4
21.07	2
21.11	9
22.01	2
22.03	7
22.05	1
22.07	4
22.11	1
TBD	1
Grand Total	**31**

1.2.5 BenefitsCal
- ► Attended BenefitsCal Release 4.0 Design Sessions
  - o Session 1: Two-Way Messaging, Reports on January 11, 2022
  - o Session 2: Two-Way Messaging, Reports on January 13, 2022
  - o Two Way Messaging - Tie Up on January 14, 2022
- ► Reviewed the CX Monthly Report
- ► Continued testing support for Release 2.0 Priority Release(s)
- ► Participated in daily Release 2.0 API Triage meetings
- ► Participated in daily Production and M&O meetings

1.2.6 Test
- ► CalSAWS Release 22.01
  - o Completed Independent Test script re-execution and defect retesting
  - o Completed QA Review of System Test script executions
  - o Participated in the Integrated Test meeting on January 11, 2022
  - o Participated in the weekly GA/GR Testing Review meeting on January 11, 2022
  - o Participated in the weekly System Test Status calls for GA/GR Project meeting on January 12, 2022

Table 1-6 – Release 22.01 Independent Test Progress

Test Cycle	Total Scenarios	Not Executed	In Progress	Pass	Fail	Blocked
22.01 Release – ClearBest QA Independent Test Results	276	0% (0)	0% (0)	100% (276)	0% (0)	0% (0)
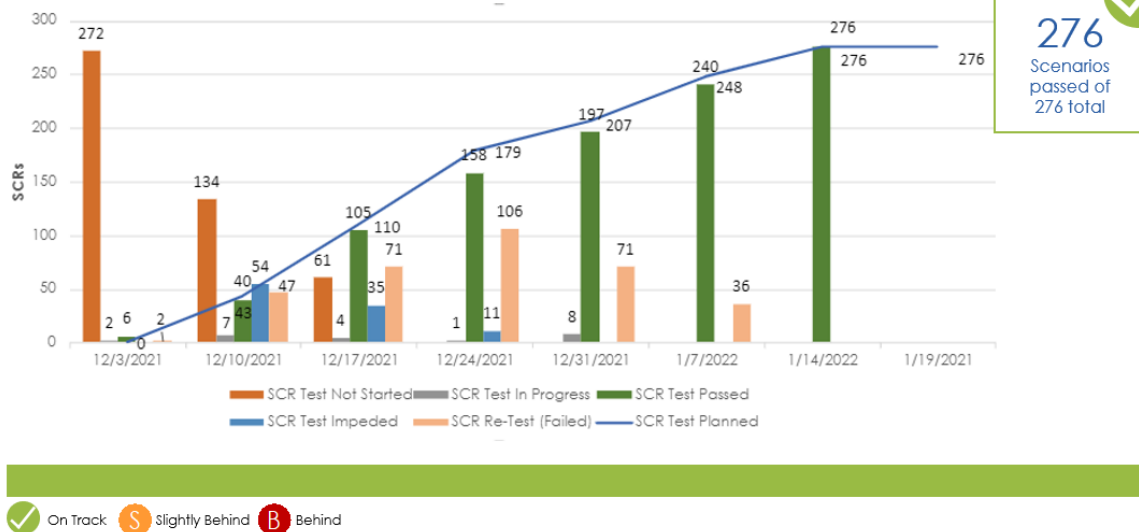
► CalSAWS Release 22.02
  o Performed Independent Test execution

Table 1-7 – Release 22.02 Independent Test Progress

Test Cycle	Total Scenarios	Not Executed	In Progress	Pass	Fail	Blocked
22.02 Release – ClearBest QA Independent Test Results	8	0% (0)	0% (0)	75% (6)	0% (0)	25% (2)

► CalSAWS Release 22.03
  o Completed Release 22.03 Scorecard
  o Submitted Release 22.03 Scorecard to Consortium for approval on January 14, 2022
► CalSAWS Converted Data Testing – Functional Testing activities
  o Performed Independent Test script execution
  o Performed Manual Regression Test script execution
  o Conducted QA Review of System Test scenarios
  o Participated in GDS # 4 Release Notes review on January 10, 2022
  o Participated in weekly Daily CDT meeting on January 11, 2022
  o Participated in daily CDT Touchpoint calls January 11 - 14, 2022

Table 1-8 –CalWIN CDT Independent Test Progress

Test Cycle	Total Scenarios	Not Executed	In Progress	Pass	Fail	Blocked
CalWIN CDT – ClearBest QA Independent Test Results	80	74% (59)	0% (0)	10% (8)	16% (13)	0% (0)
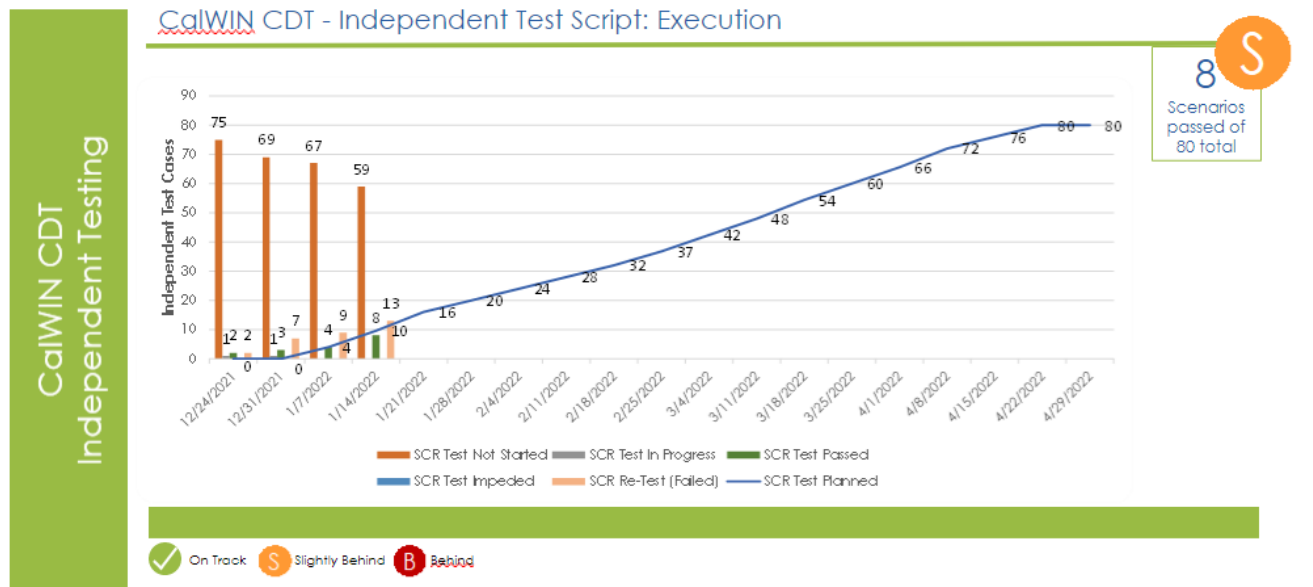
► BenefitsCal Activities
  o Participated in the daily Operations and M&O calls on January 10 – 14, 2022
  o Participated in the weekly Defects and Activities call on January 11, 2022
  o Continued to execute Independent Test and Reviews on Monthly Release 2.1
  o Continued to monitor open defects
► Other Consortium Support Test Activities
  o Monitored test support for priority releases
  o Participated in the Project Readiness Integrated Readiness meeting on January 10, 2022
  o Participated in the RWR touchpoint on January 10, 2022
  o Participated in the GA/GR Daily Test meeting January 10 – 14, 2022
  o Participated in the GA/GR Weekly System Test Status Call on January 12, 2022
  o Facilitated GA/GR Knowledge Transfer Session with Consortium UAT on January 13, 2022
  o Participated in the Wave Planning Discussion Workgroup with Deloitte, Accenture, and Consortium management on January 12, 2022
  o Participated in the Updated Strategy discussion with Deloitte and Accenture on January 12, 2022
  o Participated in the BenefitsCal Release 3 and 4 Testing Schedule meeting on January 13, 2022
► CalWIN UAT
  o Facilitated CalWIN UAT planning meetings on January 10 and 12, 2022

- o Facilitated CalWIN UAT Planning and Prep – Test scenario review focus and process improvement meeting with Consortium UAT team on January 10, 2022
- o Participate in the CalWIN ISS - Stand up meeting to address UAT Q&A on January 10, 2022
- o Facilitated weekly UAT Test Scenario and Script touch points with Consortium UAT and ISS support team on January 11 and 13, 2022
- o Participated in Sac County UAT debrief with the Consortium UAT team and RM on January 11, 2022
- o Facilitated a focus IEVS test scenario development working session with the scenario developers on January 12,2022
- o Finalized the CalWIN UAT slides for January 2022 JPA General Membership meeting
- o Participated and provided a UAT updated at the WCDS Subcommittee Meeting on January 14, 2022
- o Monitored Test Scenario development
- o Continued planning and preparation activities

1.2.7 Implementation
- ► CalSAWS Maintenance and Operations (M&O)
- o Reviewed Imaging Training Guides
- o Participated in weekly Training Touchpoint meeting
- o Participated in LA County Imaging Implementation Readiness Checkpoint
- ► CalWIN Implementation Support Services (ISS)
- o Participated in weekly CalWIN ISS Management meeting
- o Participated in weekly CalWIN ISS OCM Leads meeting
- o Participated in weekly ISS Manager Touchpoint
- o Participated in weekly CalWIN Conversion and Change Management meeting
- o Prepared for and conduct weekly Implementation Team meeting
- o Participated in Customer Engagement ISS touch base
- o Participated in monthly CalWIN ISS and Regional Manager discussion
- o Prepared for IPOC Kickoff meeting
- o Prepared for Change Network Champion (CNC) Kickoff meeting
- o Reviewed Deloitte DDEL #6 County Communication Plan
- o Reviewed Deloitte DDEL #4.04 County BPR Plan Santa Clara
- o Reviewed Deloitte DDEL #4.05 County BPR Plan Tulare
- o Participated in Solano To-Be Process Mapping sessions
- o Participated in TOSS team Jira walkthroughs
- o Participated in CalWIN county requests to review CalSAWS processes discussion
- o Participated in Santa Cruz To-Be Process Mapping sessions
- o Participated in CalWIN ISS Stand Up meeting with counties
- o Prepared Implementation framework artifacts: Implementation Lead Toolkit and Communications Toolkit
- o Conducted ISS Action Plan working sessions (from C-IV Migration Implementation, Change, and Training Retrospectives) for Implementation, Change Management, and Training
- o Participated in January OPAC meeting materials review
- o Participated in Wave Replanning Discussion Workgroup
- o Participated in T-12 Wave 1 – Yolo Survey Results session

- o Prepared for JPA presentation
- o Participated in biweekly CalWIN ISS Training Touchpoint
- o Prepared for T-3W LA County Imaging Change Readiness Survey
- o Prepared for WCDS Subcommittee meeting
- ► Release Management
  - o Verified Release 22.01 Training SCRs and SCRB items
  - o Participated in Project Readiness Integrated Readiness Areas - T-2 Integrated Readiness Status meeting
  - o Completed review of seven WBTs listed in SCR CA-227093 and confirmed resolution of comments
  - o Completed review of three WBTs listed in SCR CA-236549
  - o Completed review of three WBTs listed in SCR CA-236723
- ► Special Projects – Completed AAPI ERG Article for CalSAWS Connect Newsletter, January 2022 edition

1.2.8 OCAT

- ► Participated in monthly OCAT SLA Reporting meeting on January 10, 2022
- ► Participated in OCAT Dashboard Report Discussion with CDSS, Consortium, Cambria, and QA on January 11, 2022
- ► Submitted comments on OCAT General Design Document (GDD) Annual Update. Reviewed suggestions with Consortium and Cambria on January 13, 2022.

1.3   Activities for the Next Reporting Period

1.3.1   Project Management
► Conduct evaluation session of RCM Orientation Dry Run on January 18, 2022
► Participate in JPA Planning meeting on January 18, 2022
► Participate in Imaging Migration meeting on January 18, 2022
► Participate in Release 22.01 Integrated Readiness T-1 Status and Pre-Green Light Review on January 18, 2022
► Participate in CalWIN CDT Risk and Mitigation reviews on January 18 and 20, 2022
► Participate in Touchpoint Meeting - FDEL #67 - CalSAWS Migration Work Plan Update #33 on January 19, 2022
► Participate in Release 22.01 Green Light meeting on January 19, 2022
► Participate in Batch Performance Checkpoint on January 19, 2022
► Participate in Final January JPA Materials Review on January 20, 2022
► Finalize CCCVF JPA status video on January 20, 2022

1.3.2   Technical
► Participate in weekly CloudCheckr meetings on January 17, 2022
► Participate in CalSAWS Weekly Tech meeting on January 17, 2022
► Participate in CalSAWS Webcast on CalSAWS Release 22.01 on January 18, 2022
► Participate in Consortium FinOps meeting on January 18, 2022
► Participate in Virtual Green Light Release 22.01 on January 19, 2022
► Participate in Tech Change Advisory Board (CAB) meeting on January 19, 2022
► Participate in Environment Integration/Management Review meeting on January 20, 2022
► Participate in Architectural Standards meeting on January 20, 2022
► Analytics
   o Participate in Review Geo Coding 40 County Solution meeting on January 18, 2022
   o Participate in the weekly Analytics Roundup meeting on January 20, 2022
► Security
   o Participate in Office 365 Multi Factor Authentication and Self -Service Password Rest implementation on January 18, 2022
   o Participate in Security Operations Discussion on January 21, 2022
► BenefitsCal
   o Participate in BenefitsCal Release 4.0 Design Sessions: CalWORKS on January 18 and 20, 2022
   o Participate in BenefitsCal Release 4.0 Design Sessions: ABAWD on January 19, 2022
   o Participate in daily Operations and M&O calls on January 18 - 21, 2022
► Batch
   o Participate in Batch Operations Dashboard meeting on January 19, 2022
   o Participate in Batch Performance Checkpoint meeting on January 19, 2022

- ► Central Print
    - o Participate in CalSAWS Central Print Status meeting on January 17, 2022
- ► Contact Center - Participate in meetings as scheduled
- ► Service Management – Participate in CMDB stakeholder meeting on January 19, 2022

1.3.3 Imaging
- ► Participate in Kern County Onsite Visit for Imaging on January 17 - 20, 2022
- ► Participate in Hyland Performance meetings on January 18, 19, and 21, 2022
- ► Participate in Imaging Migration meeting on January 18, 2022
- ► Participate in CalSAWS Imaging Committee meeting on January 19, 2022
- ► Participate in weekly LA Document Migration meeting on January 20, 2022

1.3.4 Functional
- ► M&O
    - o Participate in the App Dev Leads meeting on January 18, 2022
    - o Participate in the Correspondence Design meeting on January 18, 2022
    - o Participate in the Fiscal Committee meeting on January 19, 2022
    - o Participate in the Correspondence User Group meeting on January 19, 2022
    - o Participate in the WtW Committee meeting on January 20, 2022
    - o Participate in the CCB meeting on January 20, 2022
    - o Review SCR Design Documents
- ► Conversion
    - o Attend scheduled meetings
    - o Attend CalWIN CDT Risk and Mitigation bi-weekly reviews
    - o Continue to review Eligibility elements associated with "Do not Map" transformation type in the Mapping Transformation Report
- ► General Assistance/General Relief (GA/GR)
    - o Review SCR designs in progress
    - o Monitor design and testing activities for Accenture and Gainwell
    - o Attend GA/GR Risk discussion at Section Directors' meeting
- ► Task Management
    - o Review Design documents and attend scheduled meetings
- ► Contact Center
    - o Participate in weekly Contact Center Test Automation Cross Team call
    - o Participate in CalSAWS Yolo County Contact Center Discovery session on January 19, 2022
    - o Participate in CalSAWS Contra Costa Weekly Contact Center Discovery session on January 20, 2022
- ► Case Purge
    - o Track CalSAWS Purge sprint activities and conduct validations

1.3.5 BenefitsCal
- ► Participate in daily Release 2.0 API Triage meetings
- ► Review changes for Release 2.1 and validate Partner Coordination
- ► Participate in daily Production and M&O meetings
- ► Meet with BenefitsCal DevOps Team on January 18, 2022

- ► Participate in the Release 4 Design sessions
  - o Session 1: CalWORKS 2.0 on January 18, 2022
  - o Session 1: ABAWD, Time Clocks on January 19, 2022
  - o Session 2: CalWORKS 2.0 on January 20, 2022
- ► Attend the BenefitsCal Defects and Activities weekly meeting
- ► Attend the weekly BenefitsCal Code for America meeting

1.3.6 Test

- ► CalSAWS Release 22.01
  - o Participate in the weekly Integrated Test Team meeting on January 18, 2022
  - o Participate in the weekly GA/GR Testing Review meeting on January 18, 2022
  - o Participate in the 22.01 Project Readiness Integrated Readiness Areas meeting on January 18, 2022
  - o Participate in the weekly System Test Status call for GA/GR Project meeting on January 19, 2022
  - o Participate in the 22.01 Pre-Greenlight meeting on January 18, 2022
  - o Participate in the 22.01 Greenlight meeting on January 19, 2022
- ► CalSAWS Release 22.02
  - o Perform Independent Test script execution
  - o Monitor release and develop test scenarios
- ► CalSAWS Release 22.03
  - o Collaborate with Consortium to receive 22.03 Release Scorecard approval
  - o Continue Independent Test script preparation activities
- ► CalSAWS Converted Data Testing – Functional Testing activities
  - o Perform Independent Test script execution
  - o Participate in the CalWIN CDT weekly status meeting on January 11, 2022
  - o Conduct QA Review of System Test scenarios
- ► BenefitsCal Activities
  - o Perform BenefitsCal Monthly Release 2.1 test execution and QA reviews
  - o Participate in the daily Operations and M&O calls on January 17 - 21, 2022
  - o Participate in the daily Defects and Activities calls on January 18, 2022
  - o Continue to monitor open defects
- ► Other Consortium Support Test Activities
  - o Monitor and provide test support for priority releases
  - o Participate in the 22.01 Project Readiness Integrated Readiness meeting on January 18, 2022
  - o Participate in the 22.01Virtual-Green Light Release meeting on January 19, 2022
  - o Participate the CalSAWS- State and Fiscal Reports meeting on January 20, 2022
- ► CalWIN UAT
  - o Facilitate weekly UAT Test Scenario and Script touch points with Consortium UAT and ISS support team on January 18 and 20, 2022
  - o Facilitate CalWIN UAT planning meetings on January 19, 2022
  - o Facilitate CalWIN UAT Planning and Prep – Test scenario review focus and process improvement meeting with Consortium UAT team on January 19, 2022
  - o Participate in CalWIN UAT WtW Test scenario session January 19, 2022

- Participate in Wave planning – Environment discussion for UAT and Process Simulation with Deloitte on January 19, 2022
- Participate in the DDED 58 – CalSAWS (CalWIN) UAT Readiness Report walkthrough on January 19, 2022
- Participate in the CalWIN OPAC meeting on January 20, 2022
- Facilitate Test Script development interim environment discussion with the Accenture and Consortium UAT management team on January 20, 2022
- Facilitate the CalWIN UAT Planning and Prep—OCM/BPR and Application Training meeting with Deloitte and Consortium Training, OCM, and UAT team on January 20, 2022
- Monitor Test Scenario development
- Continue planning and preparation activities

1.3.7 Implementation
- ► CalSAWS Maintenance and Operations (M&O)
  - Participate in weekly Training Touchpoint meeting
  - Add QA Confirmation Seals in LA County Imaging Implementation Readiness Dashboard and Packet
- ► CalWIN Implementation Support Services (ISS)
  - Participate in weekly CalWIN ISS Management meeting
  - Participate in weekly CalWIN ISS OCM Leads meeting
  - Participate in weekly ISS Manager Touchpoint
  - Participate in weekly CalWIN Conversion and Change Management meeting
  - Prepare for and conduct Weekly Implementation Team Meeting
  - Submit comments for Deloitte DDEL #6 - County Communication Plan
  - Submit comments for Deloitte DDEL #4.04 County BPR Plan Santa Clara
  - Submit comments for Deloitte DDEL #4.05 County BPR Plan Tulare
  - Participate in Solano To-Be Process Mapping sessions
  - Participate in Santa Cruz To-Be Process Mapping sessions
  - Participate in Santa Cruz and Solano To-Be BPR debriefs
  - Prepare Implementation framework artifacts: Implementation Lead Toolkit and Communications Toolkit
  - Conduct CalWIN Counties Implementation Point of Contact (IPOC) kickoff
  - Conduct ISS Action Plan working sessions (from C-IV Migration Implementation, Change, and Training Retrospectives) for Implementation
  - Conduct CalWIN ISS Wave 1 and 2 Change Network Champions (CNC) Kickoff
  - Participate in Training Environment for CalWIN ILT Delivery discussion
  - Prepare for Targeted Topic: Child Care – Session #2
  - Participate in monthly OPAC Meeting
  - Participate in CalWIN UAT Planning and Prep - OCM/BPR and Application Training meeting
  - Participate in County Review of Placer T-12 Survey Results
  - Conduct overview of TOSS System Knowledge - Basic Guide
- ► Release Management
  - Verify Release 22.01 Training SCRs and SCRB items
  - Participate in 22.01 Project Readiness Integrated Readiness Areas - T-1 Integrated Readiness Status

- o Participate 22.01 Pre-Green Light Review meeting
- o Participate in Green Light - Release 22.01 meeting
► Special Projects - Support the IDEA Buddy Survey – Round 2

1.3.8 OCAT
► Review OCAT Operations and Release Management notes

1.4 Deviations from Plan/Adjustments
► None for the reporting period