



# CalSAWS DD&I Weekly Status Report

**Reporting Period: February 14, 2022 to February 20,  
2022**

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

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<b>1.0</b>	<b>Project Management</b>	<b>3</b>
1.1	Project Deliverables Summary	3
1.2	Highlights of the Reporting Period	3
1.2.1	Project Management	3
1.2.2	Communications Management	6
1.2.3	Cultural Transformation	7
1.2.4	Inclusion, Diversity and Equity Advancement (IDEA)	7
1.3	CRFI/CIT Communications Information	8
1.4	Activities for the Next Reporting Period	9
1.4.1	Project Management	9
1.4.2	Communications Management	10
1.4.3	Cultural Transformation	10
1.4.4	Inclusion, Diversity & Equity Advancement (IDEA)	10
1.5	Deviations from Plan/Adjustments	11
<b>2.0</b>	<b>Imaging</b>	<b>11</b>
2.1	Highlights of the Reporting Period	11
2.2	Activities for the Next Reporting Period	15
2.3	Deviations from Plan/Adjustments	16
<b>3.0</b>	<b>Customer Service Center (CSC)</b>	<b>17</b>
3.1	Highlights of the Reporting Period	17
3.2	Activities for the Next Reporting Period	18
3.3	Deviations from Plan/Adjustments	18
<b>4.0</b>	<b>Analytics</b>	<b>19</b>
4.1	Highlights of the Reporting Period	19
4.1.1	Analytics Summary	19
4.1.2	Soft Launch	19
4.1.3	Production (Hard Launch)	19
4.1.4	Performance and Scalability	19
4.1.5	Development and Testing	20
4.2	Re-Platform Migration Schedule	20
4.3	Activities for the Next Reporting Period	23
4.4	Deviations from Plan/Adjustments	23

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022




---

<b>5.0</b>	<b>Application Development and Test</b>	<b>23</b>
5.1	Highlights of the Reporting Period	23
5.1.1	Application Development Summary	23
5.1.2	Design Difference Identifiers (DDID) System Test Status	24
5.1.3	Converted Data Test (CDT):	26
5.1.4	Task Management	28
5.1.5	Application Programming Interface (API)	29
5.1.6	General Assistance/General Relief (GA/GR)	29
5.1.7	Case Purge	30
5.1.8	Deliverable Management	32
5.2	Activities for the Next Reporting Period	32
5.3	Deviations from Plan/Adjustments	32
<b>6.0</b>	<b>Conversion</b>	<b>33</b>
6.1	Highlights of the Reporting Period	33
6.1.1	C-IV Conversion	33
6.1.2	CalWIN Conversion:	33
6.1.3	Gainwell Technologies	34
6.1.4	Ancillary Systems Conversion:	34
6.1.5	Deliverable Management	37
6.2	Activities for the Next Reporting Period	37
6.2.1	C-IV Conversion:	37
6.2.2	CalWIN Conversion:	37
6.2.3	Gainwell Technologies	37
6.2.4	Ancillary Systems Conversion:	38
6.2.5	Deliverable Management	38
6.3	Deviations from Plan/Adjustments	38
<b>7.0</b>	<b>CalWIN Functional Support</b>	<b>38</b>
7.1	Highlights of the Reporting Period	38
7.2	Activities for the Next Reporting Period	38
<b>8.0</b>	<b>Appendices</b>	<b>39</b>

## 1.0 Project Management

### 1.1 Project Deliverables Summary

**Table 1.1-1 – Overall Summary of Deliverable Status for Current Reporting Period**

DEL #	DELIVERABLE NAME	TEAM	STATUS [1]	STATUS
58	CalSAWS (CalWIN) UAT Readiness Report/Milestone	Application Development		<ul style="list-style-type: none"> <li>Received approval of the Final Deliverable Expectation Document (FDED)</li> <li>Final Deliverable (FDEL) is in progress</li> <li>Submission of the FDEL is due on March 25, 2022</li> </ul>
68	CalSAWS Migration Work Plan Update #34	PMO		<ul style="list-style-type: none"> <li>Submitted the Final Deliverable (FDEL) on February 14, 2022</li> <li>Approval of the FDEL is due on February 22, 2022</li> </ul>
69	CalSAWS Requirements Traceability Matrix – Update #9	Application Development		<ul style="list-style-type: none"> <li>Submitted the Final Deliverable (FDEL) on February 15, 2022</li> <li>Approval of the FDEL is due on February 23, 2022</li> </ul>

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

### 1.2 Highlights of the Reporting Period

#### 1.2.1 Project Management

- ▶ Continued CalSAWS DD&I Facility Management activities, including:
  - Key initiatives related to facilities at the Rancho Cordova Project Office are provided in Table 1.2.1-1 (Key Facility Initiatives/Projects) below

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**Table 1.2.1-1 – Key Facility Initiatives/Projects**

ITEM #	INITIATIVES/ PROJECTS	LOCATION	TARGET DATE	NOTES/STATUS
1	Return to Office (RTO)	Rancho Cordova and Norwalk Project Offices	Ongoing	<ul style="list-style-type: none"> <li>• Continued reviewing and processing Return to Office (RTO) Approval Request forms submitted by CalSAWS Project staff, which are required to access the CalSAWS Rancho Cordova or Norwalk Project offices</li> <li>• Continued to monitor and review requests from CalSAWS Project staff who are interested in returning to the CalSAWS Rancho Cordova and Norwalk Project offices on a hybrid schedule</li> </ul>

- ▶ Facilitated the CalSAWS Weekly Status Meeting that was held on February 16, 2022
- ▶ Completed preparations and participated in the Section Directors meeting that was held on February 15, 2022
- ▶ Continued CalSAWS Risk Management activities, including:
  - Continued to work with risk and issue owners to develop and update mitigation plans for the accepted CalSAWS DD&I Project risks and issues
- ▶ Continued supporting engagement of project staff working remotely, including:
  - Began development of the next monthly issue of the CalSAWS Connect newsletter which will be distributed to the CalSAWS Project Team on March 10, 2022
  - Completed preparations and facilitated the monthly virtual CalSAWS Project All Staff meeting on February 16, 2022
- ▶ Continued discussions with the Consortium regarding the development of high-level Gantt charts for the CalSAWS Project and continued reviewing potential tools that may be used to create the CalSAWS Integrated Gantt charts
- ▶ Continued performing Contract Management activities for the CalSAWS DD&I Project
  - Continued preparing the following documents that are planned to be submitted to the CalSAWS Joint Powers Authority (JPA) Board of Directors for approval on March 11, 2022
    - Contract Change Notice No. 15 is planned to include use of the contract's R&A Change Budget Services allocation for functional support for the CalWIN Counties' implementation, additional CalSAWS M&E Services, and additional enhancements related to removal of the Homeless Assistance asset limit, the Transitional Housing Supplement, Cal-OAR, CalFresh Over-issuances, the American Recovery Plan Act (ARPA)
    - Amendment No. 29 is planned to include updates to Exhibit X (CalSAWS M&O Extension), Schedule 1 (Statement of Work for CalSAWS M&O Project) to Exhibit X, and Schedule 4 (Work To Be Performed in GDN – Security, Access and Technology Requirements) to revise certain terms related to Accenture's GDN
  - Continued planning the implementation of requirements from the DHCS and CDSS Privacy and Security Agreements (PSAs) that were approved by the JPA Board of Directors on April 16, 2021

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

---

- ▶ Continued performing Deliverable Management activities for the CalSAWS DD&I Project

**Deliverable Management**

**Table 1.2.1-2 – Deliverable Status for Current Reporting Period**

DEL #	DELIVERABLE NAME	STATUS
68	CalSAWS Migration Work Plan Update #34	<ul style="list-style-type: none"><li>• Submitted the FDEL on February 14, 2022</li><li>• Facilitated a touchpoint meeting with Deliverable reviewers on February 17, 2022, to address questions and comments for the FDEL, as needed</li><li>• Approval of the FDEL is due on February 22, 2022</li></ul>

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**1.2.2 Communications Management**

- ▶ CalSAWS Communications Management activities including:
  - Continued to gather key communication milestones from the Project teams
- ▶ CalSAWS Enhanced Communications Strategy:
  - Continued oversight and management of Power of 58 materials
- ▶ CalSAWS External Website (www.calsaws.org):
  - Continued the administration and support of the CalSAWS external website
    - See Table 1.2.2-1 for details on website support activities

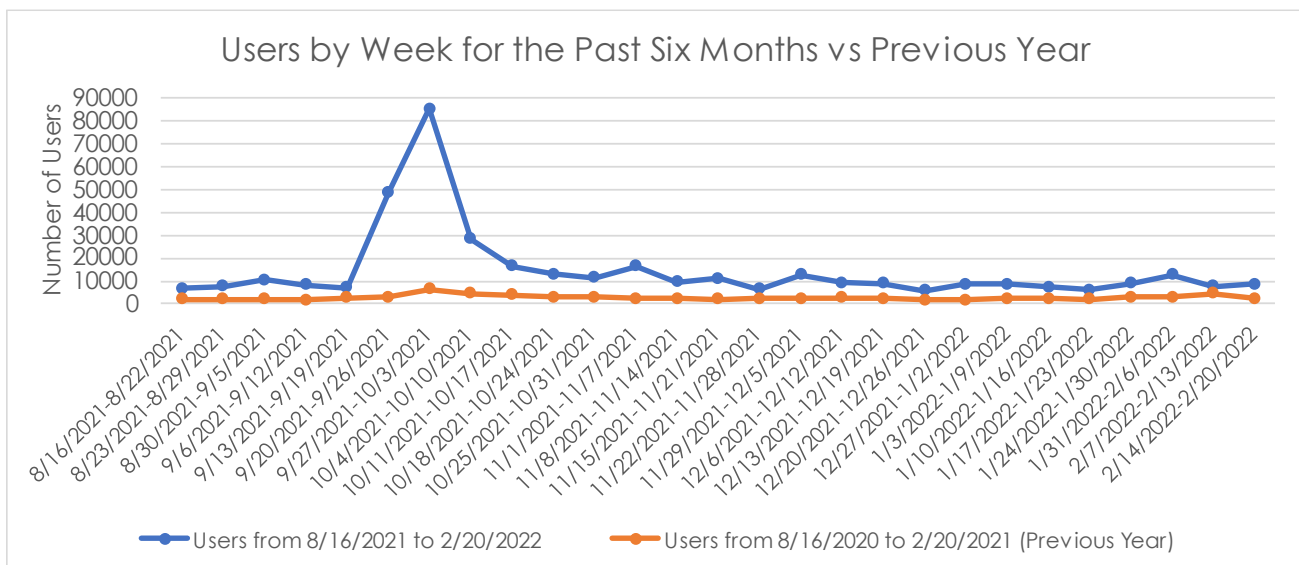
**Table 1.2.2-1 – Website Support Activities**

TASK	DATE (S)	TASK TYPE
None for the reporting period		

**Table 1.2.2-2 – CalSAWS.org Usage Statistics**

CATEGORY	DURING REPORTING PERIOD	SINCE LAUNCH
Total Number of Subscribers	13	1,665
Total Number of Unique Users	8,490	1,281,220
Total Number of New Users	6,553	1,281,220
Total Number of Sessions (Individual Site Visits)	11,198	1,737,504
Average Number of Sessions per User	1.32	1.36
Average Number of Page Views per Session	1.37	1.31
Average Session Duration	0:49	0:58
AskCalSAWS Inquiries – Received/Resolved	3/3	571/569

**Figure 1.2.2-1 – Overall CalSAWS.org Usage Trend**



**Table 1.2.2-3 – CalSAWS.org Subscription Service Statistics**

WEBPAGE	PERCENT OF SUBSCRIBERS
Latest News – CalSAWS Buzz Newsletter	36%
Latest News – News	28%
Other Updates – Careers	23%
CalSAWS Committees – CalWORKs/CalFresh	23%
Meetings – Project Steering Committee	22%

### 1.2.3 Cultural Transformation

- ▶ Started planning project-wide wellness initiatives for the 2022 calendar year, which is planned to be launched in March 2022
- ▶ Sent kick-off meeting recap and added Ambassadors to collaboration workspaces based on the initiatives they are supporting
- ▶ Shared project assets and change artifacts with Culture Ambassadors

### 1.2.4 Inclusion, Diversity and Equity Advancement (IDEA)

- ▶ Co-Create Phase
  - IDEA Initiatives
    - Workshops and Leadership Coaching
      - Shared the final dates for workshops with the vendor
    - We Are One
      - Continued to update the Inclusion, Diversity, and Equity Advancement (IDEA) overall calendar and overview deck with new initiatives included
    - CalSAWS Table Talks
      - Connected with our potential Table Talks Speaker for March
    - Employee Resource Groups (ERGs)
      - Continued to plan with the Black Employee Resource Group (BERG) for the Black History Month event in February 2022
      - Completed the deck and finalized the agenda for the Black History Month event
    - Counties Connected
      - Continued to plan for the next March 2022 Table Talks session, which will include the counties
    - Small Team Building
      - Sent an email to get next small teams scheduled for their Inclusion, Diversity and Equity Advancement (IDEA) retrospective session
  - Inclusion, Diversity and Equity Advancement (IDEA) General
    - Continued to collaborate with the Cultural Transformation team
    - Continued to update the Inclusion, Diversity and Equity Advancement (IDEA) overall calendar on the “We Are One” website
    - Continued to contribute to the CalSAWS Connect team



**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**1.3 CRFI/CIT Communications Information**

- ▶ The following table outlines CalSAWS Information Transmittals (CITs) sent for the reporting period ending February 20, 2022

**Table 1.3-1 – CITs**

CIT ID	SUBJECT	CATEGORY	DISTRIBUTION DATE	PRIMARY CalSAWS CONTACT	BACKUP CalSAWS CONTACT
0049-22	Monthly CalSAWS De-Duplication Report Posted	Informational	February 14, 2022	Cristy Sharma	Paul Trisler
0053-22	CalWIN Conversion: Application Security Education Sessions	Informational	February 17, 2022	Cathryn Van Namen	Nicole Williams

- ▶ The following table outlines CalSAWS Requests for Information (CRFIs) sent for the reporting period ending February 20, 2022

**Table 1.3-2 – CRFIs**

CRFI ID	SUBJECT	DISTRIBUTION DATE	STATUS	RESPONSE DUE DATE	CalSAWS CONTACT
22-005	Request CalWIN County Address for Business Reply Mail (BRM)	January 20, 2022	Open	February 14, 2022	Maria Arceo
22-008	CalWIN County Central Print Points of Contact	January 25, 2022	Open	February 11, 2022	Julie Holmes
22-010	Tulare County Homeless Assistance, Immediate Need Draft Review and Request for voided Child Care Rush Warrant	February 10, 2022	Open	March 2, 2022	Connor Gorry
22-011	Opting into Collections Interface File	February 15, 2022	Open	March 7, 2022	Sheryl Eppler
22-012	CalWIN Rush Warrant Print Testing – County Contacts	February 15, 2022	Open	March 2, 2022	Sheryl Eppler

- ▶ The following table outlines overdue CalSAWS Requests for Information (CRFIs) for the reporting period ending February 20, 2022

**Table 1.3-3 – Overdue CRFIs**

CRFI ID	Subject	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6
22-005	Request CalWIN County Address for Business Reply Mail (BRM)	Alameda and Solano Counties				Ventura County	
22-008	Request CalWIN County Address for Business Reply Mail (BRM)	Alameda and San Francisco Counties					

## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

---

### 1.4 Activities for the Next Reporting Period

#### 1.4.1 Project Management

- ▶ Continue CalSAWS DD&I Facility Management activities, including:
  - Continue key initiatives related to facilities at the Rancho Cordova Project Office, which are provided in Table 1.2.1-1 (Key Facility Initiatives/Projects) above
- ▶ Continue CalSAWS Risk Management activities, including:
  - Continue to work with risk and owners to monitor risks and update risk mitigation plans
- ▶ Facilitate the CalSAWS Weekly Status Meeting scheduled for February 23, 2022
- ▶ Participate in the Section Directors Meeting that is scheduled for February 22, 2022
- ▶ Continue activities to support Project staff working remotely
  - Begin planning and preparations for the next monthly virtual CalSAWS Project All Staff Meeting that is scheduled for March 16, 2022
  - Continue development of the next monthly issue of the CalSAWS Connect newsletter that will be distributed to the CalSAWS Project Team on March 10, 2022
  - Continue developing Project communications, as needed
- ▶ Continue to support Return to Office (RTO) requests for CalSAWS Project staff to visit the CalSAWS Rancho Cordova and Norwalk Project offices, and support CalSAWS Project staff who have returned to work at the project offices (either full time or as part of the 50/50 model)
- ▶ Continue process of reviewing tool capabilities for the high-level CalSAWS Integrated Gantt chart
- ▶ Continue performing Contract Management activities for the CalSAWS DD&I Project
- ▶ Continue performing Deliverable Management activities for the CalSAWS DD&I Project

## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

### Deliverable Management

**Table 1.4.1-1 – Deliverable Status for Next Reporting Period**

DEL #	DELIVERABLE NAME	STATUS
68	CalSAWS Migration Work Plan Update #34	<ul style="list-style-type: none"><li>Work with Deliverable reviewers to address questions on the FDEL, as needed</li><li>Approval of the FDEL is due on February 22, 2022</li></ul>

### 1.4.2 Communications Management

- ▶ Continue to monitor usage and update materials as requested
  - See table 1.4.2-1 for planned website support activities
- ▶ CalSAWS Communications Management activities including:
  - Continue to gather key communication milestones from the Project teams
- ▶ CalSAWS Enhanced Communications Strategy:
  - Continue oversight and management of Power of 58 roll out

**Table 1.4.2-1 – Website Support Activities**

TASK	DATE(S)	TASK TYPE
Update 'YourBenefitsNow' link on Resource page to direct to new BenefitsCal portal	March 13, 2022	Website Content Update

### 1.4.3 Cultural Transformation

- ▶ Continue to provide project management support to Culture Ambassadors as they begin developing implementation plans for the Initiatives
- ▶ Continue to update resources and a collaboration workspace with new relevant materials to support the implementation of the prioritized initiatives
- ▶ Continue to research available knowledge sharing platforms for the CalSAWS Project
- ▶ Continue to develop the wellness initiatives plan

### 1.4.4 Inclusion, Diversity & Equity Advancement (IDEA)

- ▶ Finalize the plans with BOLD Cultures vendor that will provide the leadership and workshop sessions
- ▶ Continue to connect with the guest for the March 2022 Table Talks session
- ▶ Host the Black History Month event with the Black Employee Resource Group (BERG)
- ▶ Facilitate Team Building retrospective workshops
- ▶ Continue to partner with LatinX Employee Resource Group (ERG) to assist as needed for the next event
- ▶ Continue to partner with CalSAWS Connect team to provide content for the monthly newsletter

## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

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- ▶ Continue to engage the Employee Resource Groups (ERGs) to assist with events or ideas to represent their members across the project

### 1.5 Deviations from Plan/Adjustments

- ▶ None for the reporting period

## 2.0 Imaging

### 2.1 Highlights of the Reporting Period

- ▶ Continued the enhanced performance testing work
  - Facilitated enhanced performance testing metrics review with BenefitsCal, Hyland, CalSAWS, and Quality Assurance teams
  - Coordinated with Los Angeles County team on logistics for conducting scanning activities during performance testing week of February 21, 2022
- ▶ Los Angeles Model Office
  - Continued support of CalSAWS and Los Angeles Imaging Touchbase
  - 60 total scenarios, 6 withdrawn, 52 passed, 1 failed
- ▶ Training
  - Hosted CalSAWS Imaging Train-the-SME (ITTSME) Refresher Hands-On Practice sessions:
    - February 15, 2022, 9:00 a.m. – 12:00 p.m.
    - February 15, 2022, 1:30 p.m. – 4:30 p.m.
    - February 16, 2022, 9:00 a.m. – 12:00 p.m.
    - February 16, 2022, 1:30 p.m. – 4:30 p.m.
    - February 17, 2022, 9:00 a.m. – 12:00 p.m.
  - Hosted Imaging Quick Tips Video Development Kickoff meeting on February 18, 2022, for development of next two videos
  - Monitored ServiceNow queue for functional questions from Los Angeles County General Training
  - Generated Imaging Training Completion reports from the CalSAWS Learning Management System (LMS) and distribute to Los Angeles County
- ▶ Change Management
  - Hosted Los Angeles County Imaging Change Network Champion Monthly Meeting on February 17, 2022
  - Monitored T-3 Week Imaging Change Readiness Assessment responses
  - Started drafting February Imaging Infographic
  - Continued review process for Los Angeles County Imaging Go-Live Packet
- ▶ Implementation
  - Hosted Los Angeles County Imaging Implementation Readiness Checkpoint on February 14, 2022
  - Attended Imaging Touchpoint with Los Angeles County Department of Social Services CalSAWS Support Section Manager on February 14, 2022
  - Attended T-4: 22.03.14 Los Angeles County Cutover to BenefitsCal and CalSAWS Imaging Pre-Greenlight meeting and provided updates for Training and Change Management
  - Attended Imaging Migration Standup Calls on February 15 and 17, 2022

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

- Hosted meeting with Region 6 Regional Managers and Los Angeles County Imaging Leads regarding County Readiness Task Status Updates on February 16, 2022
- Attended Los Angeles County Walkthrough: Cutover Activities meeting on February 17, 2022
- Continued planning for Los Angeles County Imaging Office-Level Support Orientation
  - Sent meeting invitation
  - Drafted presentation
- Continued planning for Los Angeles County post-deployment Imaging support
- Updated Los Angeles County Imaging Readiness Dashboard for County and Project readiness checklists
- Maintained Los Angeles County and Project Imaging Readiness checklists in Jira

**Table 2.1-1 – CalSAWS Imaging Project Milestones**

MILESTONES	SUBMISSION DUE DATE	STATUS
Migration Activities		In progress
Conduct Santa Barbara County Document Migration Discovery Session Check-in	February 14, 2022	Completed
Conduct San Diego County Document Migration Discovery Session Check-in	February 15, 2022	Completed
Conduct Placer County Document Migration Discovery Session Check-in	February 15, 2022	Completed
Conduct Santa Clara County Document Migration Discovery Session Check-in	February 16, 2022	Canceled
Conduct Orange County Document Migration Discovery Session Check-in	February 17, 2022	Completed
Conduct Santa Barbara County Document Migration Discovery Session Check-in	February 21, 2022	Canceled
Conduct Placer County Document Migration Discovery Session Check-in	February 22, 2022	Scheduled
Conduct Yolo County Document Migration Discovery Session Check-in	February 22, 2022	Scheduled
Conduct Santa Clara County Document Migration Discovery Session Check-in	February 23, 2022	Scheduled
Conduct Orange County Document Migration Discovery Session Check-in	February 24, 2022	Scheduled

# CalSAWS – California Statewide Automated Welfare System

## CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**Table 2.1-2 – CalWIN Counties’ Wave 1 Status Update**

Wave 1	Target Dates	Project Charter Signoff	Mapping SS Completion	Doc/ Keyword Mapping Sign Off	Snowball Connected at Data Center	Sample Testing	Snowball Request for Bulk Load	Bulk Export	Initial Import	Validate Images In Production	Bulk Delta	Final Batch	Go Live
Contra Costa	Start	11/5/21	12/21/21	12/22/21	1/13/22	2/22/22	3/7/22	4/4/22	6/1/22	9/22/22	10/20/22	10/22/22	Go Live 10/24/22 Overall Progress 25%
	Finish	11/11/21	1/5/22	12/31/21	2/4/22	3/18/22	3/17/22	5/21/22	6/30/22	10/06/22	10/21/22	10/24/22	
	Critical Path	Completed	Completed	Completed	Completed	Start 4/8/22	Start 5/11/22	Start 6/2/22	Start 8/28/22	Start 9/22/22	Start 10/20/22	Start 10/22/22	
	Status	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

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

**Amber Status:** Contra Costa signed all security agreements and cleared all permissions. Perceptive testing starts on Tuesday, February 22, 2022. Sample Testing may not be completed by March 18, 2022, if test cases are not adequately validated within the four weeks. County resources are limited. Regional managers and the County team are collaborating to develop a plan to meet this requirement. A checkpoint will be held on February 25, 2022, to evaluate progress

Wave 1	Target Dates	Project Charter Signoff	Mapping SS Completion	Req Document Completion	Document Keyword Mapping Sign Off	Solution/ Sample Build	Sample Testing	Bulk Export	Initial Import	Validate Images in Production	Bulk Delta	Final Batch	Go Live
Yolo County	Start	1/6/22	1/14/22	1/28/22	1/6/22	2/1/22	3/14/22	4/11/22	5/23/22	9/22/22	10/20/22	10/22/22	Go Live 10/24/22 Overall Progress 20%
	Finish	1/13/22	1/28/22	1/28/22	1/28/22	3/11/22	4/8/22	5/21/22	6/1/22	10/6/22	10/21/22	10/24/22	
	Critical Path	Completed	Completed	Completed	Completed	Start 5/4/22	Start 6/14/22	Start 7/12/22	Start 8/24/22	Start 9/22/22	Start 10/20/22	Start 10/22/22	
	Status	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

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

Wave 1	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Placer County	Start	7/29/20	10/1/20	8/6/20	8/31/20	4/1/21	2/17/22	4/22/22	9/22/22	3/14/22	10/3/22	Go Live 10/24/22 Overall Progress 30%
	Finish	7/29/20	10/1/20	10/6/20	3/26/21	2/11/22	3/11/22	5/13/22	10/6/22	10/2/22	10/20/22	
	Critical Path	Completed	Completed	Completed	Completed	Completed	Start 7/27/22	Start 8/19/22	Start 9/22/22	Start 10/20/22	Start 10/22/22	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	In Progress	Awaiting	Awaiting	Awaiting	

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

**Green Status:** We are excited to announce that Placer County began exporting on February 17, 2022. Hyland will run the validation scripts concurrently with the export process. In support of Los Angeles's go-live activities, imports will be starting on April 22, 2022

# CalSAWS – California Statewide Automated Welfare System

## CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**Table 2.1-3 – CalWIN Counties’ Wave 2 Status Update**

Wave 2	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Santa Clara County	Start	10/15/20	12/1/20	11/30/20	11/10/20	2/25/22	3/16/22	9/8/22	1/19/23	9/1/22	2/1/23	Go Live 2/20/23 10% Progress
	Finish	10/15/20	1/20/22	1/31/21	8/27/21	3/15/22	8/31/22	10/20/22	2/2/23	1/31/23	2/16/23	
	Status	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

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

Wave 2	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Tulare County	Start	10/5/20	12/1/20	11/30/20	12/2/20	8/2/21	2/15/22	TBD	1/19/23	4/16/22	2/1/23	Go Live 2/20/23 30% Progress
	Finish	10/5/20	12/1/20	1/31/21	7/29/21	12/30/21	4/15/22	4/18/22	2/2/23	1/31/23	2/16/23	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	

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

**Green Status:** The county has mitigated its risks. Improvements to the migration tool are 100% complete. The County has started exports and is on track to meet export deadlines. We appreciate the efforts made by the County team and regional managers to overcome challenges

**Table 2.1-4 – CalWIN Counties’ Wave 3 Status Update**

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Orange County	Start	1/7/21	3/1/21	3/1/21	2/2/21	4/30/21	4/1/22	8/1/22	3/23/23	8/1/22	4/1/23	Go Live 4/24/23 30% Progress
	Finish	1/7/21	3/1/21	4/30/21	4/22/21	12/30/21	8/1/22	1/31/23	4/6/23	1/31/23	4/20/23	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	Awaiting	

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

**Green Status:** AWS/Hyland and the County are working together to complete the needed Proof of Concept for DataSync. Exports won't begin until the Proof of Concept (POC) has been tested. Export is expected to begin on April 1, 2022

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images In Production	Bulk Delta	Final Delta	Go Live
Santa Barbara County	Start	1/14/21	3/1/21	8/1/21	2/11/21	2/1/22 2/17/22	3/1/22	8/1/22	3/23/23	8/1/22	4/1/23	Go Live 4/24/23 20% Progress
	Finish	1/14/21	3/1/21	10/31/21	12/30/21	2/28/22	8/1/22	1/31/23	4/6/23	3/31/23	4/20/23	
	Status	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	

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

**Amber Status:** Santa Barbara canceled its weekly check-in for this week February 14, 2022. We received an email indicating that they would begin sending test batches on February 17, 2022. The vendor is working on developing an internal migration tool, which is causing delays internally. We will continue to monitor the County until we receive test data and see progress is being made

# CalSAWS – California Statewide Automated Welfare System

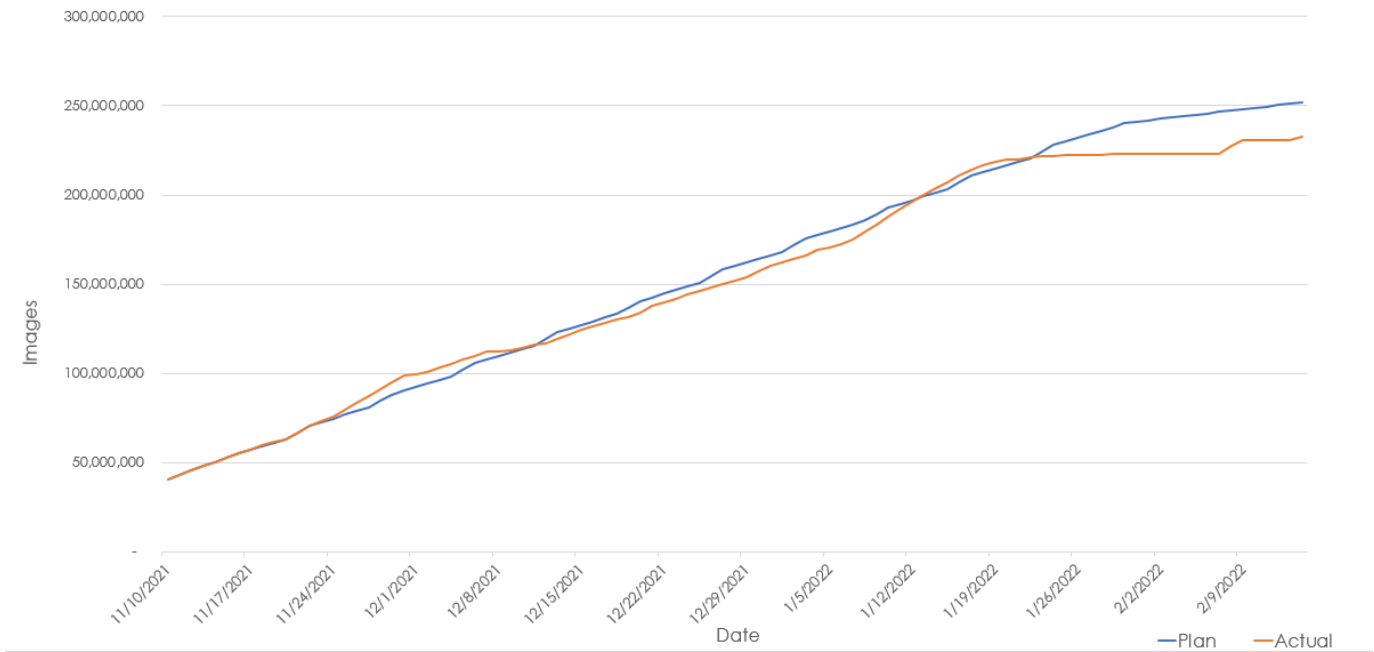
CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Ventura County	Start	1/19/21	3/1/21	3/1/21	2/18/21	6/30/21	3/4/22	3/9/22	3/23/23	9/16/22	4/1/23	Go Live 4/24/23 40% Progress
	Finish	1/19/21	3/1/21	4/30/21	5/31/21	2/28/22	8/31/22	9/15/22	4/6/23	3/31/23	4/20/23	
	Status	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

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

**Table 2.1-5 – Los Angeles Image Hyland Import Burnup**



## 2.2 Activities for the Next Reporting Period

- ▶ Continue the enhanced performance testing work
  - Conduct additional performance tests
    - Integration Test # 14 – Stress Test February 23, 2022
    - Integration Test # 15 – Endurance Test February 24, 2022
- ▶ Los Angeles Model Office
  - Continue supporting CalSAWS and Los Angeles Imaging Touchbase
- ▶ Training
  - Host CalSAWS Imaging Train-the-SME (ITTSME) Refresher Hands-On Practice sessions for Los Angeles County:
    - February 22, 2022, 9:00 a.m. – 12:00 p.m.
    - February 22, 2022, 1:30 p.m. – 4:30 p.m.
    - February 24, 2022, 9:00 a.m. – 12:00 p.m.
  - Continue supporting production of Imaging Quick Tips videos
  - Monitor ServiceNow queue for functional questions from Los Angeles County General Training
  - Generate Imaging Training Completion reports from the CalSAWS Learning Management System (LMS) and distribute to Los Angeles County



## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

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- ▶ Change Management
  - Monitor responses to T-3 Week Imaging Change Readiness Assessment
  - Start review process for February communication
  - Continue review process for Los Angeles County Imaging Go-Live Packet
- ▶ Implementation
  - Host Los Angeles County Imaging Implementation Readiness Checkpoint on February 22, 2022
  - Attend T-3: 22.03.14 Los Angeles County Cutover to BenefitsCal and CalSAWS Imaging Pre-Greenlight meeting on February 22, 2022, and provide updates for Training and Change Management
  - Host Los Angeles County Imaging Post Deployment Office-Level Support Orientation on February 23, 2022
  - Attend Imaging Migration Standup Calls on February 22, 2022, and February 24, 2022
  - Host meeting with Region 6 Regional Managers and Los Angeles County Imaging Leads regarding Los Angeles County Imaging Readiness Task Status on February 23, 2022
  - Continue planning for Los Angeles County post-deployment Imaging support
  - Update Los Angeles County Imaging Readiness Dashboard for County and Project readiness checklists
  - Maintain Los Angeles County and Project Imaging Readiness checklists in Jira

### 2.3 Deviations from Plan/Adjustments

- ▶ None for the reporting period

### 3.0 Customer Service Center (CSC)

#### 3.1 Highlights of the Reporting Period

- ▶ Completed build of Enhanced Call Control Panel (CCP)
- ▶ Continued to test Task for Cancelling an Appointment in Outbound IVR (CA-25604) Service Change Request (SCR)
- ▶ Continued discussion with Los Angeles County and Wave 1 CalWIN Counties about migration to CalSAWS Contact Center Solution

**Table 3.1-1 – Customer Service Center Enhancement Milestones**

MILESTONES	SYSTEM TEST DELIVERY DATE	STATUS	RELEASE/ MINOR RELEASE
DDID 2292, 2697, 2698, 2723, 2724 WFM/QA/QM Reporting (CA-226209)	December 3, 2021	In Production	22.01
DDID 2718 Task for Cancelling an Appointment in Outbound IVR (CA-25604)	January 24, 2022	In System Test	22.01   22.03.03
DDID 2219, 2716, 2717, 2728 Outbound IVR - (CA-226207)	February 4, 2022	In System Test	22.01   22.03.03
DDID 2700 Enhanced CCP (CA-226844)	February 18, 2022	In Development	22.03   22.04.07
DDID 2727 Work-from-home Modifications (CA-227064)	February 18, 2022	In Development	22.03   22.04.07
DDID 2703 Web Chat/Click-to-Call (CA-227063)	February 18, 2022	In Development	22.03   22.04.07
DDID 2687, 2688, 2689, 2690, 2691, 2692, 2693, 2694, 2695, 2696, 2222, 2702, 2721, 2169, 2284, 2722 Admin Page (CA-226672)	March 17, 2022	In Development	22.05   22.06.XX
DDID 2216, 2725 External Party Access IVR (CA-226839)	March 25, 2022	In Development	22.05
DDID 2211, 2217, 2218, 2220, 2729, 2730, 2731, 2046, 2732 Telephonic Signature (CA-226838)	March 25, 2022	In Development	22.05
DDID 2701, 2706 Voice Authentication Languages (CA-226843)	May 5, 2022	In Development	22.05   22.06.XX
DDID 2699, 2210, 2705, 2707, 2708, 2709, 2710, 2711, 2712, 2713, 2714, 2715, 2719, 2720, 2258 Inbound IVR (CA-226837)	May 5, 2022	Approved	22.05   22.06.XX
DDID 2704 Post-Call Survey (CA-228023)	May 5, 2022	Approved	22.05   22.06.XX

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

MILESTONES	SYSTEM TEST DELIVERY DATE	STATUS	RELEASE/ MINOR RELEASE
DDID 2284 Scheduled Callback (CA-229573)	May 5, 2022	Approved	22.05   22.06.XX
DDID 2268 Display the CalSAWS Contact Center IVR Caller ID for outbound calls	May 5, 2022	Pending Approval	22.05   22.06.XX

**Table 3.1-2 – LA County Milestones**

MILESTONES	DUE DATE	OWNER
1 Design completion	3/11/22	CalSAWS Project Team
2 Initial performance/load testing	3/18/22	CalSAWS Project Team
3 Training development	5/16/22	CalSAWS Project Team
4 Build and unit test	5/20/22	CalSAWS Project Team
5 Training content review	5/20/22	Consortium
6 System Test	6/03/22	CalSAWS Project Team
7 Training execution	6/06/22	CalSAWS Project Team
8 Conduct model office	6/13/22	LA County
9 Go-live	6/17/22	CalSAWS Project Team
10 Post go-live support	7/01/22	CalSAWS Project Team

**3.2 Activities for the Next Reporting Period**

- ▶ Continue discussions with Contra Costa, Los Angeles, Placer, and Yolo Counties about County Specific Interactive Voice Response (IVR) designs
- ▶ Begin discussion with Wave 2 Counties, Santa Clara, and Yolo, for their County Specific IVR designs
- ▶ Continue build of SCRs CA-226844 Enhanced Call Control Panel (CCP), CA-226207 Outbound IVR, CA-226843 Voice Authentication Languages, CA-227064 Work-from-home Modifications, CA-227063 Web Chat/Click-to-Call, and CA-226672 Admin Page

**3.3 Deviations from Plan/Adjustments**

- ▶ None for the reporting period

## 4.0 Analytics

### 4.1 Highlights of the Reporting Period

#### 4.1.1 Analytics Summary

**Table 4.1.1-1 – CalSAWS Analytics Summary**

ANALYTICS RELEASE	STATUS	SOFT LAUNCH DATE	HARD LAUNCH DATE	DASHBOARD DS	STATE & MGMT. REPORTS	TOTAL	% OF TOTAL
C	In production	Deployed	Deployed	2	0	<b>2</b>	0%
D	In production	Deployed	Deployed	4	33	<b>37</b>	9%
E	In production	Deployed	Deployed	7	60	<b>67</b>	23%
F	In production	Deployed	Deployed	3	74	<b>77</b>	40%
G	In production	Deployed	Deployed	4	45	<b>49</b>	51%
H	In production	Deployed	Deployed	6	65	<b>71</b>	67%
I	In production	Deployed	February 3, 2022	1	84	<b>85</b>	83%
J	In production	Deployed	TBD	0	75	<b>75</b>	
<b>TOTAL REPORTS</b>				<b>27</b>	<b>436</b>	<b>463</b>	

**Note:**

\*Release J Soft Launched on January 27, 2022

#### 4.1.2 Soft Launch

- ▶ Release J was successfully soft launched on January 27, 2022. Consortium pre-validation and County validation preparation is in progress

#### 4.1.3 Production (Hard Launch)

- ▶ Daily and monthly reports and dashboards are current to date
- ▶ Release I was successfully hard launched on February 3, 2022
- ▶ All dashboards have been officially re-platformed in production

#### 4.1.4 Performance and Scalability

- ▶ Workload Productivity Report (WPR) Unengagement Dashboard Production Batch job
  - Updated schedule to mark Unengagement job as non-core and moved to weekly refresh due to lack of usage (with Consortium approval). System Change Request (SCR) - CA-238402 in discussion to either decommission or modify dashboard
- ▶ As Release J was the final release, the team is performance testing the daily runs on a scaled EMR (Elastic Map Reduce) cluster to gauge how much additional performance the jobs show as the architecture scales. A meeting will be scheduled once results of the testing is completed. Detailed results available [here](#).

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**4.1.5 Development and Testing**

- ▶ Release J
  - Release J soft launched successfully on January 27, 2022
  - Continued Consortium Pre-validation and County Validation preparation
- ▶ Not assigned to a release yet
  - Continued to work on the 58-County version of the Geo-Coding Dashboard (System Change Request (SCR) CA-232876)

**4.2 Re-Platform Migration Schedule**

**Table 4.2-1 – Analytics Reports Re-Platform Release Migration Schedule**

<b>Release C (Migration Window: November 2020 – March 2021): In production</b>			
<b>Dashboards</b>			
Leader Replacement System (LRS)	• CalWORKs	Daily	18 Sheets
	• QA	Daily	10 Sheets
<b>Release D (Migration Window: February 2020 – June 2020): In production</b>			
<b>Dashboards</b>			
LRS	• CalFresh	Daily	30 Sheets
	• CalFresh Meals	Monthly	2 Sheets
	• Managed Personnel	Daily	1 Sheet
	• SSI/SSP	Daily	2 Sheets
<b>State &amp; Management</b>			
	Category	Number of Scheduled Reports	Number of On Request Reports
LRS and C-IV	• Administrative	4	0
	• Case Activity	7	0
	• Fiscal	15	0
	• State	6	0
<b>Release E (Migration Window: May 2020 – September 2020): In production</b>			
<b>Dashboards</b>			
LRS	• Medi-Cal	Daily	30 Sheets
	• General Relief	Daily and Monthly	32 Sheets
	• Program Assignment	Monthly	1 Sheet
	• DPSSTATS Scorecard	Daily	1 Sheet
	• AAP (CWS)	Daily	21 Sheets
	• Foster Care (CWS)	Daily	21 Sheets
	• Kin-Gap (CWS)	Daily	21 Sheets
<b>State &amp; Management</b>			
	Category	Number of Scheduled Reports	Number of On Request Reports

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

LRS and C-IV	• Administrative	7	0
	• Case Activity	4	0
	• Employment Services	0	0
	• Fiscal	34	0
	• State	13	0
	• Special Units	1	0
	• Resource Data Bank	1	0
<b>Release F (Migration Window: August 2020 – December 2020) In production</b>			
<b>Dashboards</b>			
LRS	• Operational Reports	Monthly	30 Sheets
	• Task Management	Daily	19 Sheets
	• Welfare Fraud Prevention & Investigation	Monthly	4 Sheets
<b>State &amp; Management</b>			
	<b>Category</b>	<b>Number of Scheduled Reports</b>	<b>Number of On Request Reports</b>
LRS and C-IV	• Administrative	2	2
	• Case Activity	3	5
	• Employment Services	0	1
	• Fiscal	28	2
	• Resource Data Bank	0	0
	• State	26	0
	• Special Units	0	5
<b>Release G (Migration Window: November 2020 – March 2021) In production</b>			
<b>Dashboards</b>			
C-IV	• Call Log (In UAT)	Daily	19 Sheets
	• Semi Annual Reporting (In UAT)	Daily	11 Sheets
	• WPR and Engagement (In UAT)	Daily	46 Sheets
LRS / C-IV	• Reception Log (In Production)	Daily	10 Sheets
<b>State &amp; Management</b>			
	<b>Category</b>	<b>Number of Scheduled Reports</b>	<b>Number of On Request Reports</b>
LRS and C-IV	• Administrative	3	0
	• Case Activity	4	3
	• Employment Services	0	1
	• Fiscal	33	1
	• State	0	0
	• Special Units	0	0
	• Resource Data Bank	0	0
	• New Reports	0	0
<b>Release H (Migration Window: February 2021 – June 2021) In production</b>			

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

Dashboards			
LRS	<ul style="list-style-type: none"> <li>Caseload History</li> </ul>	Monthly	9 Sheets
	<ul style="list-style-type: none"> <li>Alerts</li> </ul>	Daily	5 Sheets
	<ul style="list-style-type: none"> <li>Alerts (CWS)</li> </ul>	Daily	3 Sheets
	<ul style="list-style-type: none"> <li>Placement Vendor Exception Report (CWS)</li> </ul>	Daily	3 Sheets
	<ul style="list-style-type: none"> <li>Work Order (CWS)</li> </ul>	Daily	6 Sheets
	<ul style="list-style-type: none"> <li>Welfare to Work</li> </ul>	Daily	7 Sheets
State & Management			
	Category	Number of Scheduled Reports	Number of On Request Reports
LRS and C-IV	<ul style="list-style-type: none"> <li>Administrative</li> </ul>	0	14
	<ul style="list-style-type: none"> <li>Case Activity</li> </ul>	0	8
	<ul style="list-style-type: none"> <li>Employment Services</li> </ul>	0	11
	<ul style="list-style-type: none"> <li>Fiscal</li> </ul>	2	20
	<ul style="list-style-type: none"> <li>State</li> </ul>	5	0
	<ul style="list-style-type: none"> <li>Special Units</li> </ul>	0	6
	<ul style="list-style-type: none"> <li>Resource Data Bank</li> </ul>	0	2
Release I (Migration Window: May 2021 – September 2021) In production			
Dashboards			
LRS	<ul style="list-style-type: none"> <li>Statistical Reports</li> </ul>	Monthly	79 Sheets
State & Management			
	Category	Number of Scheduled Reports	Number of On Request Reports
LRS	<ul style="list-style-type: none"> <li>Administrative</li> </ul>	11	1
	<ul style="list-style-type: none"> <li>Case Activity</li> </ul>	19	5
	<ul style="list-style-type: none"> <li>Employment Services</li> </ul>	3	0
	<ul style="list-style-type: none"> <li>Fiscal</li> </ul>	28	5
	<ul style="list-style-type: none"> <li>State</li> </ul>	2	0
	<ul style="list-style-type: none"> <li>Special Units</li> </ul>	1	1
Release J (Migration Window: September 2021 – January 2022) In production (Soft launched)			
State & Management			
	Category	Number of Scheduled Reports	Number of On Request Reports
LRS	<ul style="list-style-type: none"> <li>Administrative</li> </ul>	4	3
	<ul style="list-style-type: none"> <li>Case Activity</li> </ul>	14	1
	<ul style="list-style-type: none"> <li>Employment Services</li> </ul>	7	0
	<ul style="list-style-type: none"> <li>Fiscal</li> </ul>	36	1
	<ul style="list-style-type: none"> <li>Resource Data Bank</li> </ul>	1	0
	<ul style="list-style-type: none"> <li>Special Units</li> </ul>	5	3

# CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**Note:**

- State & Management number of reports might change as per analysis with Application Development and other dependencies

## 4.3 Activities for the Next Reporting Period

- ▶ Analytics
  - Continue regular meetings with Consortium Regional Managers on reports/dashboard to discuss any critical concerns, work arounds, etc. regarding reports
  - Continue to pursue performance improvements, such as:
    - EMR (Elastic Map Reduce) cluster increase
    - System Change Request (SCR) for Sunday Reports schedule change (CA-241296)
    - Workload Productivity Report (WPR) Unengagement decommission and schedule change to run weekly
  - Prepare for County Validation for Release J in the beginning of March 2022

## 4.4 Deviations from Plan/Adjustments

- ▶ None for the reporting period

## 5.0 Application Development and Test

### 5.1 Highlights of the Reporting Period

#### 5.1.1 Application Development Summary

**Table 5.1.1-1 – CalSAWS Application Development Summary**

	Status	22.02	22.03	22.05	22.07	22.09	22.11	23.01	23.02
Design	New	0	0	1	1	7	1	5	1
	Design in Progress	0	0	5	2	3	2	0	0
	Ready for Committee	0	0	0	0	0	0	0	0
	Committee Review	0	0	0	0	0	0	0	0
	Pending Approval	0	0	0	0	0	0	0	0
Build	Approved	0	2	2	1	2	1	0	0
	In Development	0	2	15	0	0	0	1	0
	Development Complete	0	0	0	0	0	0	0	0
	In Assembly Test	0	0	0	0	0	0	0	0
Test	System Test	3	18	0	0	0	0	0	0
	Test Complete	0	1	0	0	0	0	0	0
	In Production	0	0	0	0	0	0	0	0
	<b>Grand Total</b>	<b>3</b>	<b>23</b>	<b>23</b>	<b>4</b>	<b>12</b>	<b>4</b>	<b>6</b>	<b>1</b>



# CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

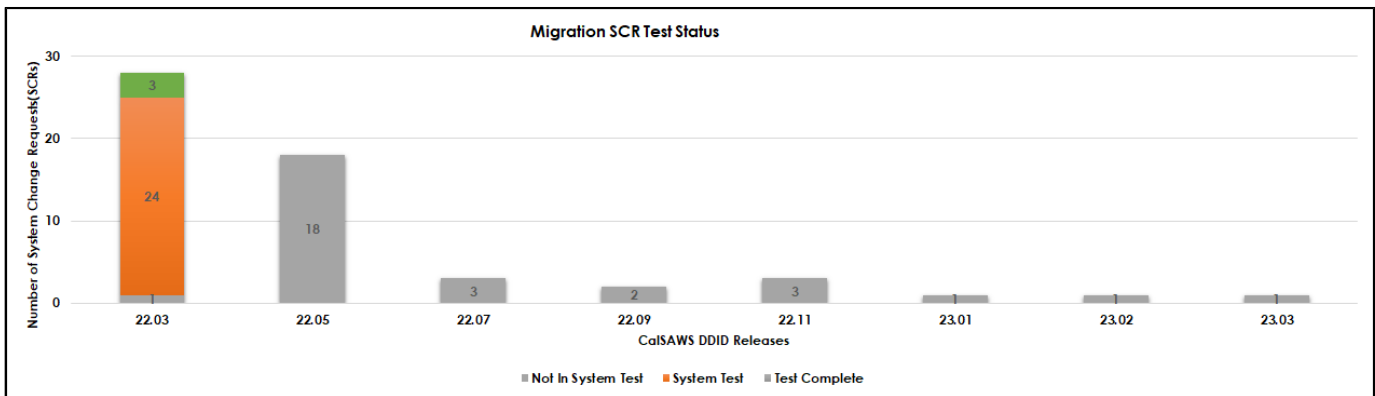
SCRs in Production	854
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**Notes:**

- This table includes Application Development System Change Requests (SCRs) with migration impact. SCRs in Production represents a count of any SCR that have a project phase of migration and have been deployed to production
- ▶ Release 22.02 in the table above are 22.02 priority release items associated with LA County's cutover to imaging and BenefitsCal
- ▶ Continued drafting designs and development activities for Design Difference Identifiers (DDIDs). Status is provided in Table 5.1.1-1 (CalSAWS Application Development Summary), above

## 5.1.2 Design Difference Identifiers (DDID) System Test Status

**Figure 5.1.2-1 – DDID System Test Status**



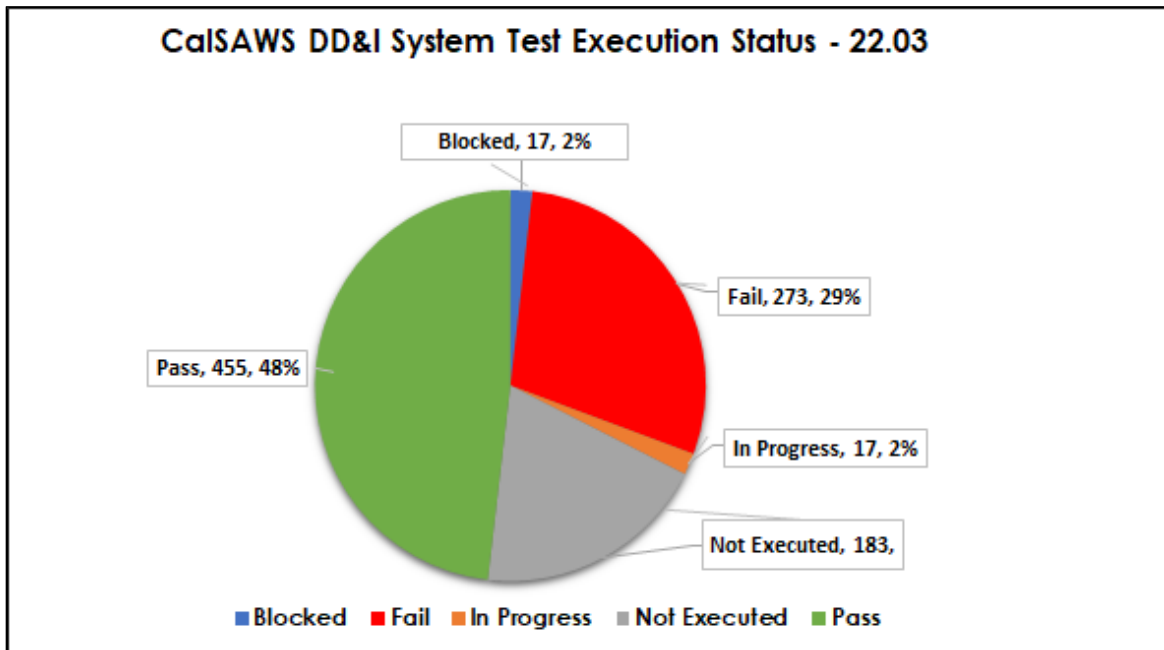
**Notes:**

- Includes all System Change Requests (SCRs) that have a Funding Source of CalSAWS DD&I that are not in Rejected or Pending Rejection status and are targeted for a baseline release. This includes SCRs associated to DDID 1967 for the unforeseen allowance and DDID 1631 for the reports allowance. In Production includes In Production statuses; Test Complete includes Test Complete status; System Test includes System Test status; Not in System Test includes all SCR statuses prior to System Test delivery
- Counts are higher in this chart (as compared with Design and Build Status) due to the inclusion of all CalSAWS DD&I System Change Requests (SCRs) targeted for the release, such as DD&I Training and Technical System Change Requests (SCRs)

**Table 5.1.2-1 – DDID System Test Execution Status – 22.03**

Pass rate target as of February 11, 2022	<b>43%</b>
Pass rate actual as of February 11, 2022	<b>48%</b>
System Test Completed date: March 16, 2022	

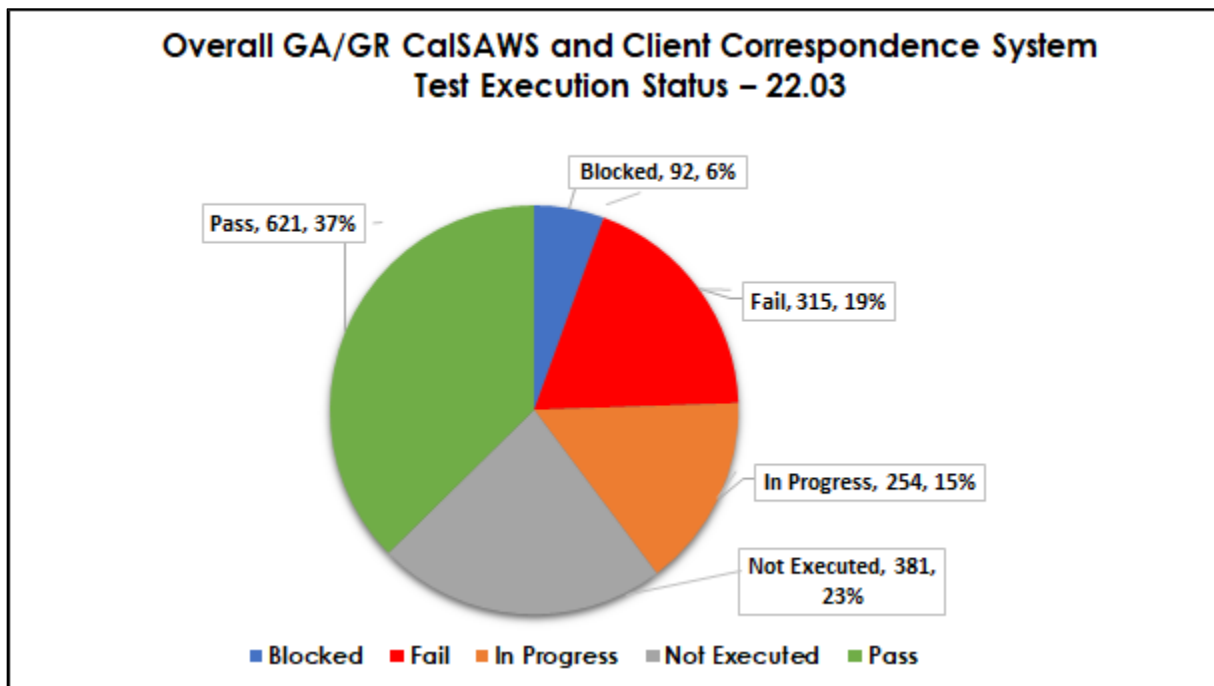
Figure 5.1.2-2 – DDID System Test Execution Status – 22.03



Note:

- Test Script counts are subject to change as test scripts are added or removed throughout the execution phase. Includes testing execution for all CalSAWS DD&I Test Scripts in the release
- Continued test execution for 22.03

Figure 5.1.2-3 – Overall GA/GR CalSAWS and Client Correspondence System Test Execution Status – 22.03

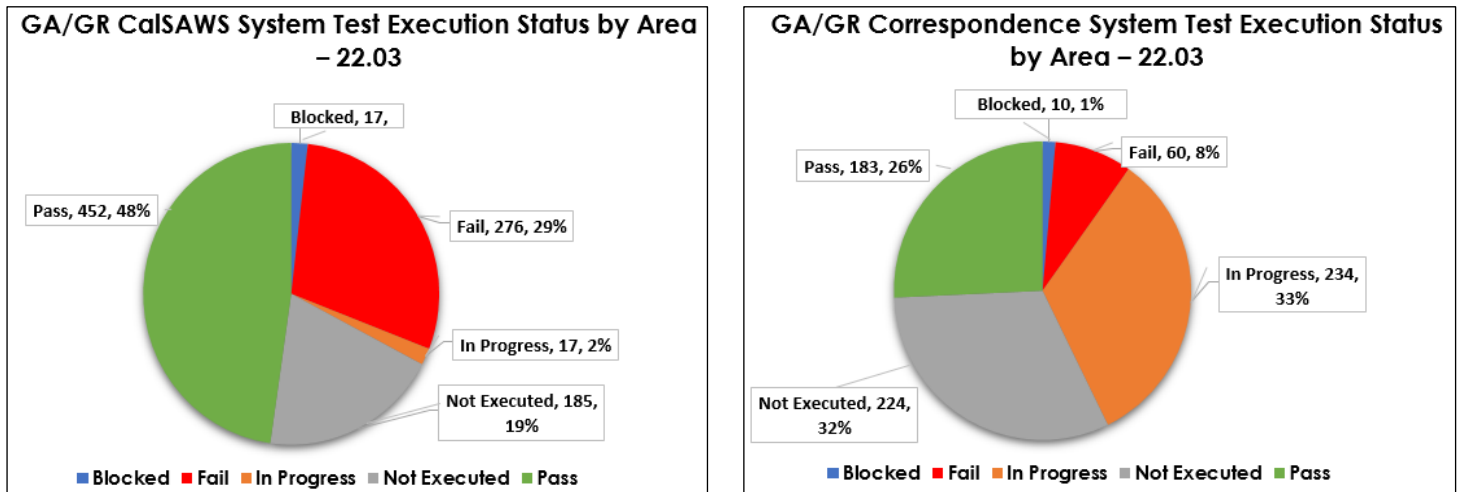


**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**Figure 5.1.2-4 – GA/GR System Test Execution Status by Area – 22.03**



**Table 5.1.2-2 - GA/GR System Test Execution Status by Area – 22.03**

<b>GA/GR CalSAWS</b>	
Pass rate target as of February 13, 2022	<b>43%</b>
Pass rate actual as of February 13, 2022	<b>48%</b>
System Test completed date: March 16, 2022	

<b>GA/GR Client Correspondence</b>	
Pass rate target as of February 20, 2022	<b>35%</b>
Pass rate actual as of February 20, 2022	<b>26%</b>
System Test completed date: March 16, 2022	

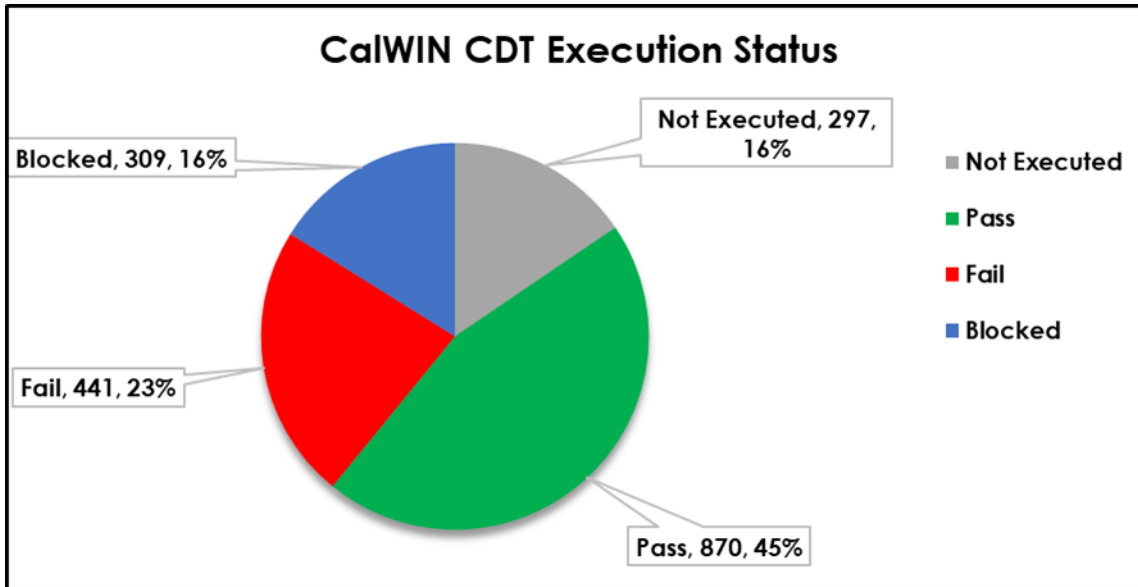
**5.1.3 Converted Data Test (CDT):**

- ▶ Continued test execution of CalWIN Converted Data Test (CDT) phase

**Table 5.1.3-1 – CalWIN CDT Execution Status**

Pass rate target as of February 18, 2022	<b>62%</b>
Pass rate actual as of February 18, 2022	<b>45%</b>
System Test completed date: April 29, 2022	

Figure 5.1.3-1 – CalWIN CDT Execution Status



Note:

- Test Script counts are subject to change as test scripts are added or removed throughout the execution phase

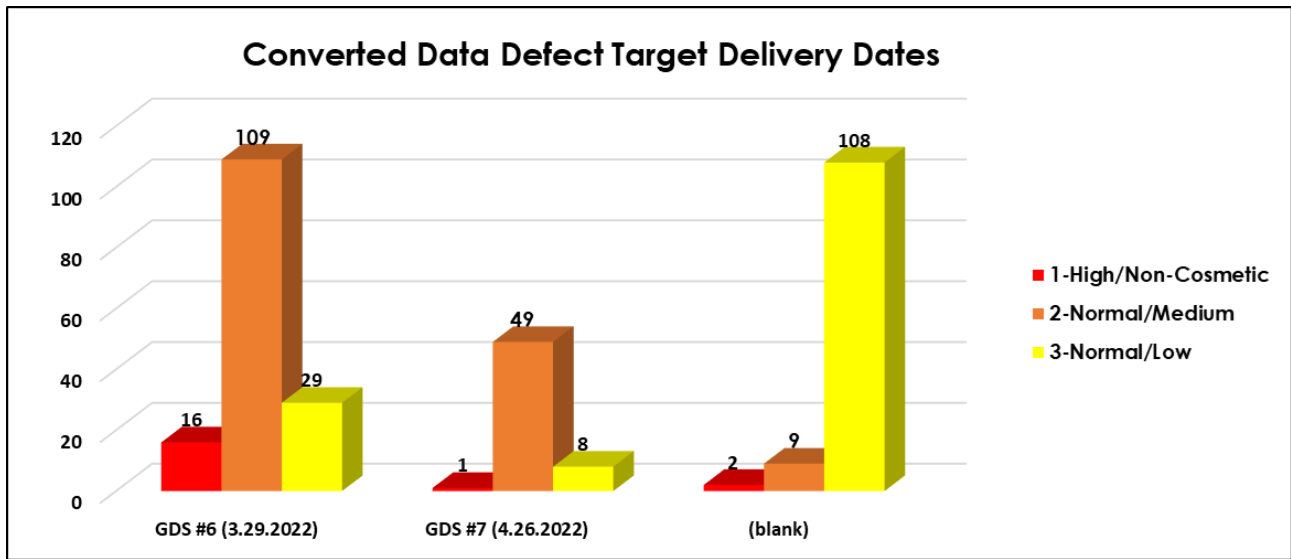
Table 5.1.3-2 – CalWIN Converted Data Test (CDT) Execution Status by Functional Area

CalWIN CDT Execution Status by Functional Area	Not Executed	Pass	Fail	Blocked	Total
Ancillary	0	26	1	7	34
CalHEERS	1	64	8	5	78
Correspondence	7	70	85	5	167
Eligibility	2	159	102	139	402
Fiscal	32	169	38	72	311
GA/GR	246	0	1	0	247
Online	3	130	52	4	189
Reports	0	6	95	16	117
High-Volume Online Transactions	6	246	59	61	372
<b>Total</b>	<b>297</b>	<b>870</b>	<b>441</b>	<b>309</b>	<b>1917</b>

Note:

- High-Transaction volume are the scripts that are executed via our Automated Regression scripts that are being manually executed against Converted data. Test script counts are subject to change as test scripts are added or removed throughout the execution phase
- GA/GR functional area is scheduled to see execution begin with load of Golden Data Set (GDS) 6 in the Converted Data Test (CDT) environment (currently scheduled for week of March 21, 2022)

Figure 5.1.3-2 – CalWIN Converted Data Test (CDT) Defects

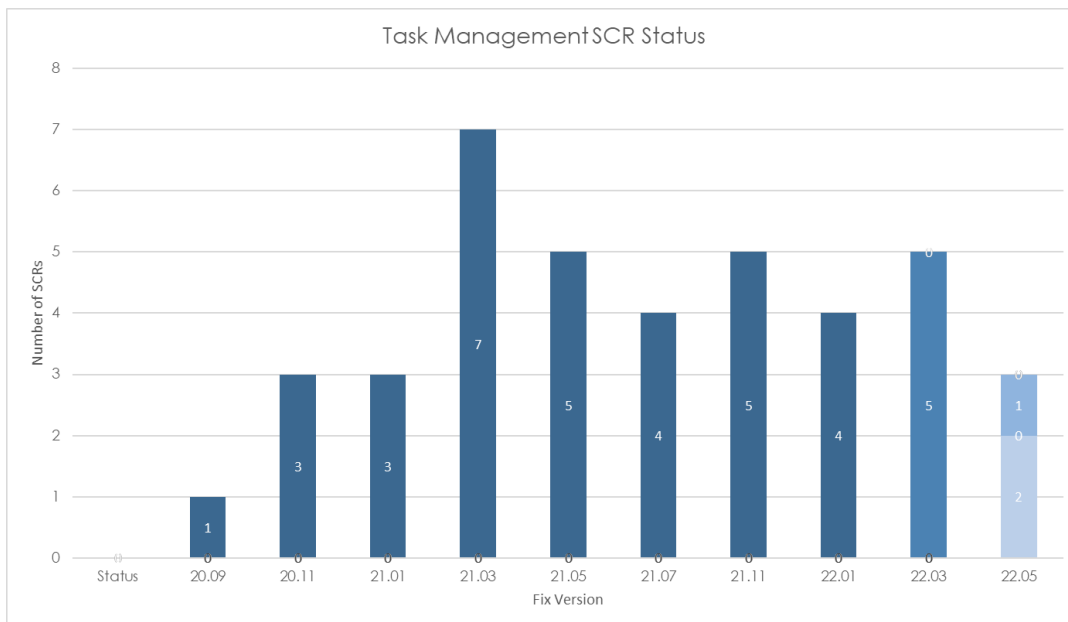


- ▶ 23 defects being triaged by Application Development (New or Assigned status)
- ▶ 331 open converted data defects

#### 5.1.4 Task Management

- ▶ Continued to meet with Consortium Business Analysts and Quality Assurance (QA) team to develop designs for the 22.05 release
  - CA-214922 DDID 2388 – Task Start Date
  - CA-240746 DDID 1629 FDS: Task Management - CalSAWS Additional Automated Action

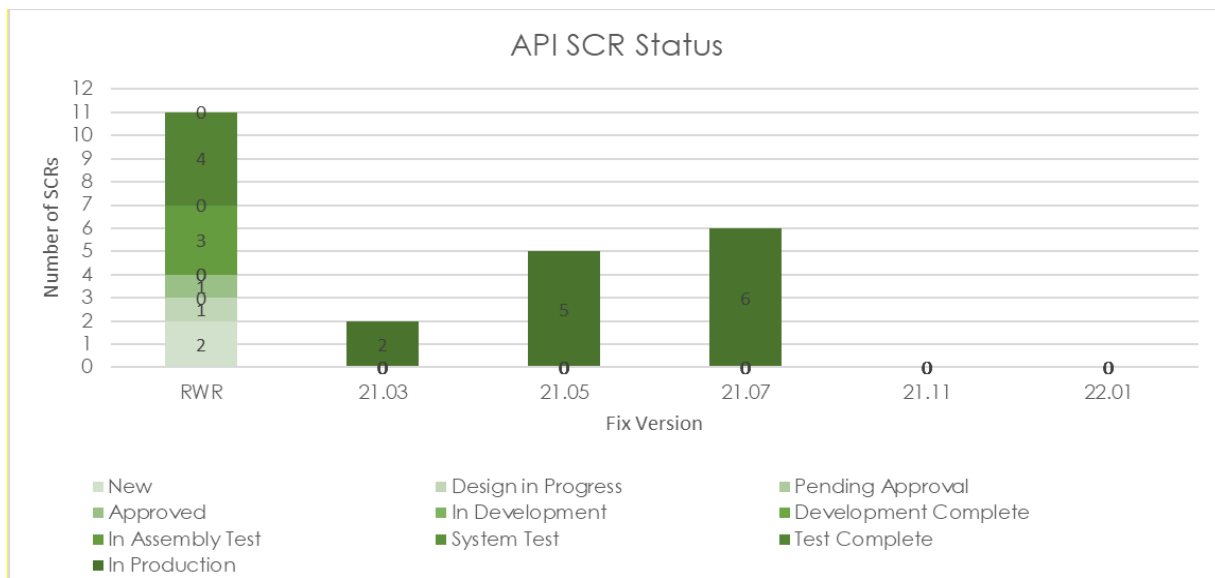
Figure 5.1.4-1 – Task Management Design Difference Identifiers (DDID) Status



**5.1.5 Application Programming Interface (API)**

- ▶ Continued to meet with Consortium Business Analysts and Quality Assurance (QA) team to develop designs for:
  - CA-214741 DDID 2298 – FDS: API - Person - MDM API
- ▶ Continued development on the following Application Programming Interfaces (APIs):
  - CA-214758 DDID 2355 – FDS: API - Work Registration API
  - CA-214747 DDID 2344 – FDS: API - Electronic Benefits Transfer (EBT) API
  - CA-214754 DDID 2351 – Reception Log API
  - CA-214756 DDID 2353 – Time limits API

**Figure 5.1.5-1 – Application Programming Interface (API) DDID Status**



**5.1.6 General Assistance/General Relief (GA/GR)**

- ▶ General:
  - Provided the weekly status update and General Assistance/General Relief (GA/GR) release plan changes to the Consortium on February 15, 2022
  - Discussed the General Assistance/General Relief (GA/GR) Correspondence work products and design clarifications on February 15, 2022, and February 17, 2022
  - Discussed the General Assistance/General Relief (GA/GR) Correspondence web service design clarifications on February 16, 2022, and February 18, 2022
  - Discussed Gainwell System Test status on February 16, 2022
  - Continued working on the below 22.05 draft designs
    - CA-238253 - Group 7 forms
    - CA-226398 - Framework for GA GR Manual Correspondence phase 2
    - CA-226620 - Phase 5 Batch Mandatory Program Requirements Rule
    - CA-215680 - GR Time on aid page
    - CA-229078 - GA GR EDBC Phase 5 Batch 3 - Negative Action, Manual EDBC
  - Reviewed the draft of the below 22.05 designs on February 15, 2022
    - CA-226620 - Phase 5 Batch Mandatory Program Requirements Rule

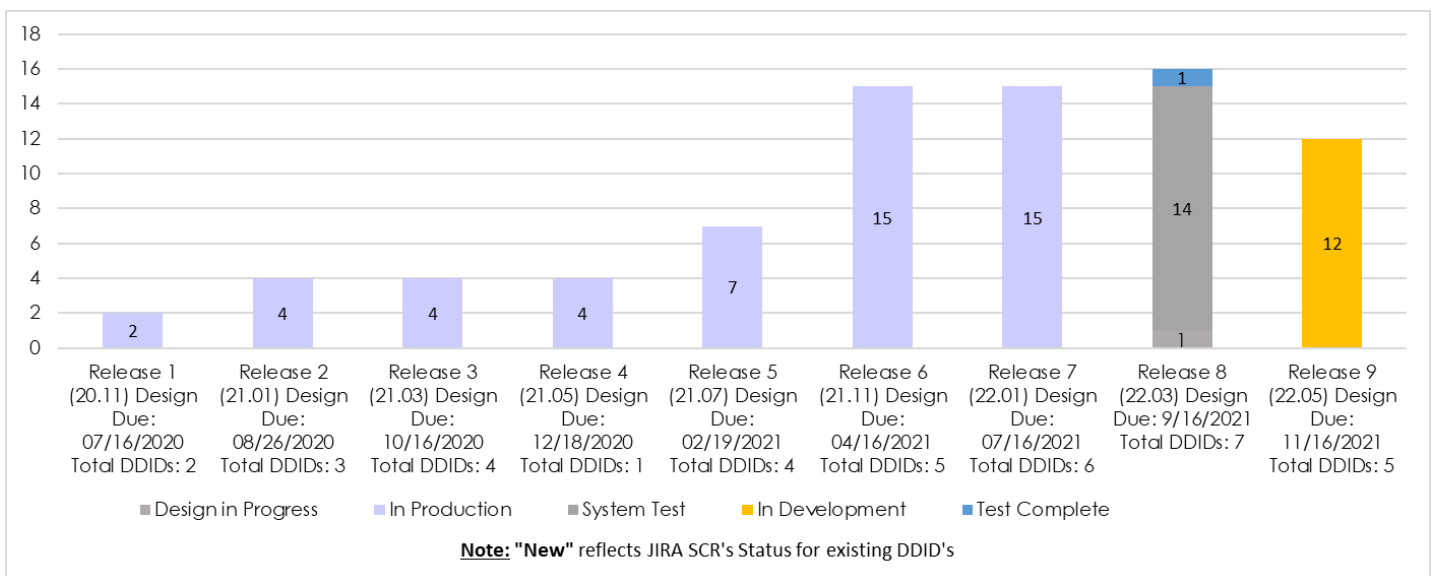
## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

- o Reviewed the draft of the below 22.05 designs on February 17, 2022
  - CA-226620 Phase 5 Batch Mandatory Program Requirements Rule
  - CA-229078 - GA GR EDBC Phase 5 Batch 3 - Negative Action, Manual EDBC
  - CA-238253 - Group 7 forms
- o Reviewed the draft of the below 22.05 designs on February 18, 2022
  - CA-226620 Phase 5 Batch Mandatory Program Requirements Rule
- o Continued the Automated System Test preparation of the below 22.03 System Change Requests (SCRs)
  - CA-236533 - DDID 2314-2319 FDS GA GR Phase 4 Batch 1 Eligibility Rules and corresponding NOA Reasons
  - CA-215677 - DDID 2374 FDS: GA GR San Francisco Sub Programs
  - CA-215921 - DDID 2315 FDS: GA GR Phase 2 - Employment Services Phase 2 Online and EDBC changes
  - CA-235436 - DDID 2319 FDS - GA GR - Group 5 Fiscal Form Triggers
  - CA-237007 - DDID 2319 FDS - GA GR - Group 6 (X and Y Form Triggers)

**Figure 5.1.6-1 – GA/GR DDID Status**



### 5.1.7 Case Purge

In July 2020, a team was formed to design, build, test, and deploy a Case Purge solution for C-IV and CalSAWS. This Purge functionality is based on the records retention policy approved by the CalSAWS Project Steering Committee in September 2019. The Purge team is using the Agile methodology for this effort and is deploying functionality to Production at the conclusion of each Sprint. This team is operating independently of the existing Design, Application Development, Training, and Test teams

- ▶ Continued testing Sprint features for the 22.03 baseline System Change Requests (SCRs). This release includes the following items and will be deployed to Production with the 22.03 release on March 20, 2022:
  - o Sprint 5 SCR CA-229305
    - Port the Case Data Removal Identification Report into CalSAWS

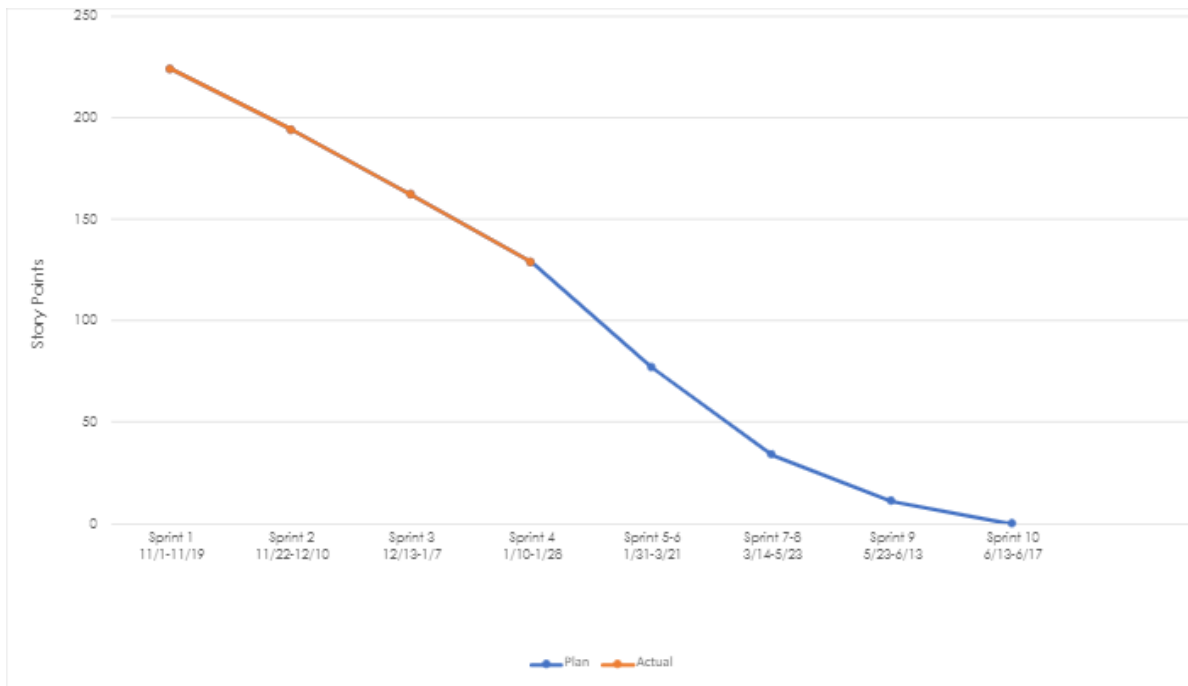
**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

- Port the Case Data Removal Override Report into CalSAWS
- Port the Document Removal process to S3
- Created Data Deletion Stored Procedures
- Scheduled Batch process to recreate C-IV PDFs with 1,000-character limits
- o Sprint 6 SCR CA-229306
  - Created CalSAWS Re-verification Batch process
  - Updated Re-verification logic to include new Eligibility Determination/Benefits Calculation (EDBC)/Recovery Account transaction rules
  - Updated S3 Document storage retrieval framework with S3 Storage ID's
  - Updated Identification Batch process to exclude CS (Child Protective Service) programs

**Figure 5.1.7-1 – Case Purge Burndown Chart**



**Table 5.1.7-1 – Planned Purge Sprints**

<b>Sprint 1</b>	Porting Case Summary page updates, Case Data Removal page updates
<b>Sprint 2</b>	Add Case Locking, Image View only
<b>Sprint 3</b>	Porting the Identification sweep logic, adding new EDBC/RA Rules to Identification Sweeps, Porting PDF Generation Process, Increasing Journal PDF Character Limit
<b>Sprint 4</b>	Porting Case Deletion Logging process, adding new CalHEERs tables to Deletion Model, Remove Recovery Account Responsible Party tables from Deletion Model
<b>Sprint 5</b>	Porting Case Identification and Override Reports, Port Document Removal process to S3, Create Stored Procedure DBCR's, Schedule Batch for Journal PDF Rerun
<b>Sprint 6</b>	Creating CalSAWS Re-Verification Batch, Updating Identification and Re-Verification logic to include new RA rules, Updating Document S3 storage service framework, Updating Identification Batch to exclude CS program



## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

<b>Sprint 7</b>	Porting Time Limit Aid Summary page changes, Porting Case Completion Report, Updating Deletion Model to include RES and RECEIPT tables, Updating CalSAWS page to validate and block CalHEERS referrals, Combining Document and Imaging removal process with Data Removal Batch, Updating Benefits Cal page to validate for removed cases during linkage
<b>Sprint 8</b>	Porting for Disaster Recovery Document Deletion, OBIEE/EDR Cleanup for Delete Track, Updating Batch to Verify Lawful Presence (VLP)
<b>Sprint 9</b>	Performance Environment Preparation and Execution
<b>Sprint 10</b>	Batch Scheduling, Case Purge Transition

### 5.1.8 Deliverable Management

**Table 5.1.8-1 – Deliverable Status for Current Reporting Period**

DEL #	DELIVERABLE NAME	STATUS
58	CalSAWS (CalWIN) UAT Readiness Report Milestone	<ul style="list-style-type: none"> <li>Received approval of the FDEL on February 15, 2022</li> <li>Began developing the DDEL</li> <li>Submission of the DDEL is due on March 25, 2022</li> </ul>
69	CalSAWS Requirements Traceability Matrix Update #9	<ul style="list-style-type: none"> <li>Finalized and submitted the FDEL to the Consortium for review and approval on February 15, 2022</li> <li>Approval of the FDEL is due on February 23, 2022</li> </ul>

### 5.2 Activities for the Next Reporting Period

- ▶ Continue drafting designs for Migration Impact System Change Requests (SCRs)
- ▶ Continue test execution for CalSAWS 22.03 Release

### Deliverable Management

**Table 5.2-1 – Deliverable Status for Next Reporting Period**

DEL #	DELIVERABLE NAME	STATUS
58	CalSAWS (CalWIN) UAT Readiness Report Milestone	<ul style="list-style-type: none"> <li>Continue developing the DDEL</li> <li>Submission of the DDEL is due on March 25, 2022</li> </ul>
69	CalSAWS Requirements Traceability Matrix Update #9	<ul style="list-style-type: none"> <li>Receive approval of the FDEL is due on February 23, 2022</li> </ul>

### 5.3 Deviations from Plan/Adjustments

- ▶ None for the reporting period

## 6.0 Conversion

### 6.1 Highlights of the Reporting Period

#### 6.1.1 C-IV Conversion

- ▶ Continued post go-live support for former C-IV Counties

#### 6.1.2 CalWIN Conversion:

- ▶ Continued Golden Data Set (GDS) 6 Epic
  - Continued to prioritize converted data testing (CDT) items based on converted data testing (CDT) prioritization for Golden Data Set (GDS) delivery
  - GDS6 Epic is focused on 22.01, 22.03, converted data test (CDT) defects, and General Assistance/General Relief (GA/GR)
    - Note: GA/GR total items include a large number Code Set and table mappings that have already been performed but required 22.01 to be fully tested and mappings validated
- ▶ Continued to triage converted data test (CDT) defects as they are created
- ▶ Continued Golden Data Set (GDS) 5 transformation
  - Received all Wave 6 CalWIN source County data
  - Completed Wave 1
  - Completed Wave 2
  - Completed Wave 3
  - Completed Wave 4
  - Began Wave 5
  - Scheduled for completion March 14, 2022

**Table 6.1.2-1 – CalWIN Conversion Statistics Golden Data Set (GDS) 6 (January 2022 – March 2022)**

GDS#6												
Sprint	Total - Deferred Items	Sprint Duration		Item Status								
				0%	25%	30%	50%	75%	5%	100%	100%	0%
				Not Started	Analysis & Mapping in Progress	Ready for Consortium Review	Build In Progress	Ready for AI	On Hold	Completed (Tested)*	CNR	Deferred
Overall	337	1/4/2022	3/13/2022	219	13	0	13	5	0	87	0	0
GDS#6 Bugfixes	52	1/4/2022	2/6/2022	0	0	0	0	0	0	52	0	0
GA/GR through 22.01	190	1/24/2022	2/20/2022	158	4	0	5	2	0	21	0	0
22.01 Data Model updates	22	1/24/2022	2/27/2022	1	3	0	2	2	0	14	0	0
GDS#6 Bugfixes 2	73	2/7/2022	2/27/2022	60	6	0	6	1	0	0	0	0
GDS#6 Hardening/bugfixes	TBD	2/28/2022	3/13/2022	0	0	0	0	0	0	0	0	0

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**6.1.3 Gainwell Technologies**

- ▶ CalWIN Document Migration
  - Continued planning for delivery of all Client Correspondence
  - Continued delivery of Client Correspondence from CalWIN

**6.1.4 Ancillary Systems Conversion:**

- ▶ Continued to address issues found in production dataset size files. These files are necessary for CalWIN Core Conversion orchestration and integrations
- ▶ Facilitated exception reports review sessions with the Ancillary Counties to address questions and concerns
- ▶ Golden Data Set (GDS) 4 and GDS 5 file delivery
  - Completed Waves 1-6

**Table 6.1.4-1 – County Status by Ancillary System**

COUNTY	COLLECTIONS	FRAUD	TASK MANAGEMENT
Contra Costa	<b>Design and build completed</b> Received production sized files	N/A	N/A
Placer	<b>Design and build completed</b> Received production sized files	<b>Design and build completed</b> Received production sized files	<b>Design and build completed</b> Received production sized files
Yolo	<b>Design and build completed</b> Received production sized files	N/A	N/A
Santa Clara	N/A	N/A	<b>Design and build completed</b> Received production sized files
Tulare	<b>Design and build completed</b> Received production sized files	N/A	N/A
Orange	<b>Design and build completed</b> Received production sized files	<b>Design and build completed</b> Received production sized files	<b>Design and build completed</b> Received production sized files
Santa Barbara	N/A	N/A	<b>Design and build completed</b> Received production sized files
Ventura	<b>Design and build completed</b> Received production sized files	N/A	N/A
San Mateo	<b>Design and build completed</b>	N/A	<b>Design and build completed</b>

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

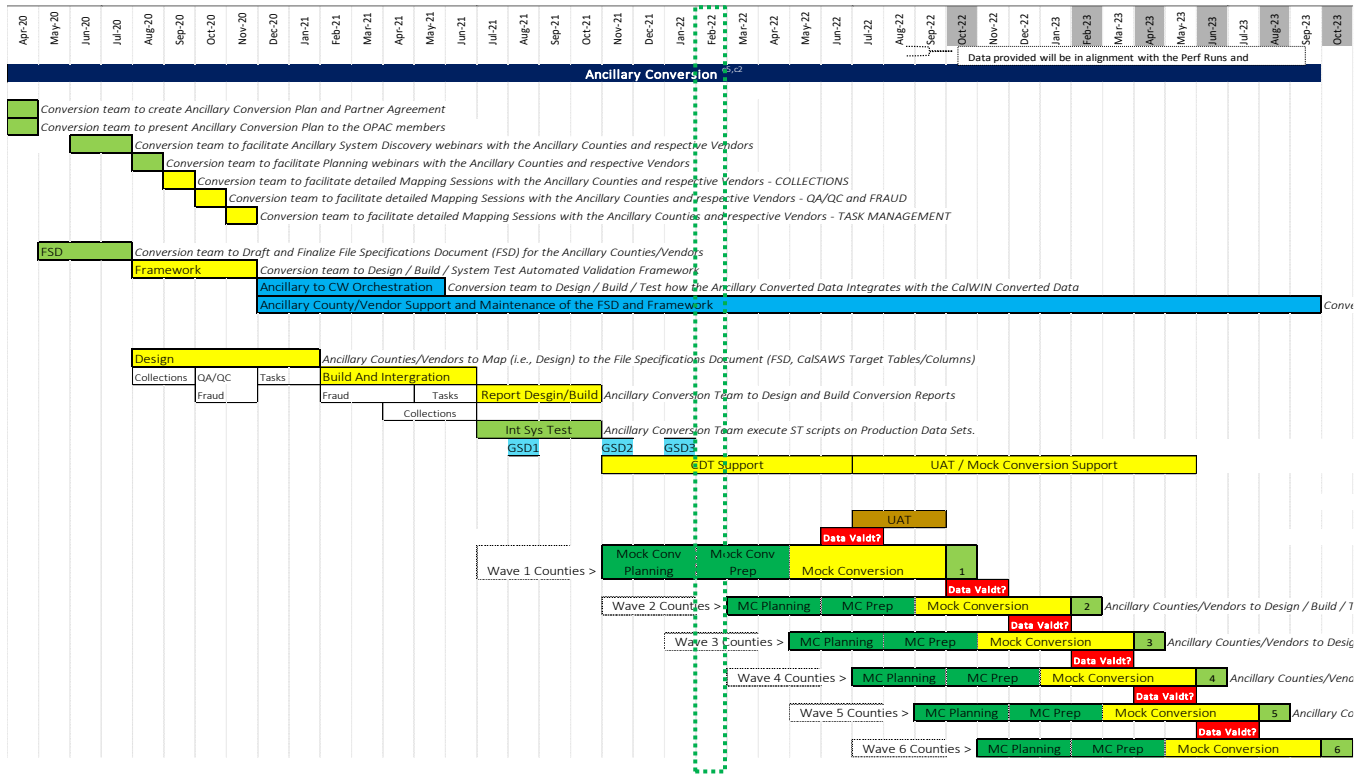
COUNTY	COLLECTIONS	FRAUD	TASK MANAGEMENT
	Received production sized files		Received production sized files
Santa Cruz	<b>Design and build completed</b> Received production sized files	N/A	<b>Design and build in-progress</b> Received production sized files
Solano	<b>Design and build completed</b> Received production sized files	N/A	N/A
Alameda	<b>Design and build completed</b> Received production sized files	<b>Design and build completed</b> Received production sized files	N/A
Fresno	<b>Design and build completed</b> Received production sized files	N/A	N/A
Sonoma	<b>Design and build completed</b> Received production sized files	N/A	<b>Design and build completed</b> Received production sized files
Sacramento	N/A	<b>Design and build completed</b> Received production sized files	<b>Design and build completed</b> Received production sized files
San Francisco	<b>Design and build completed</b> Received production sized files	N/A	N/A
San Luis Obispo	<b>Design and build completed</b> Received production sized files	<b>Design and build completed</b> Received production sized files	N/A

# CalSAWS – California Statewide Automated Welfare System

## CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

**Figure 6.1.4-1– Ancillary Systems Conversion Gantt Chart**



**Table 6.1.4-2 – Ancillary Systems Conversion Milestones**

FINISH	MILESTONE	MILESTONE DESCRIPTION	STATUS
July 2020	Project Kick-Off/Discovery Sessions	Team introductions and Project overview	Completed
August 2020	File Specification Document (FSD)	CalSAWS DB (structures) as Conversion Target	Completed
August 2020	Project Planning	Detailed walkthrough of the Project schedule and File Specification Document (FSD)	Completed
December 2020	Automation Framework Complete	Exception handling for Ancillary Data is ready for the Counties	Completed
February 2021	Design/Mapping Complete	All CalSAWS DB Targets (defined in FSD) have Source Mappings from Ancillary	Completed
July 2021	Build Complete	Development activities dependent Design Mapping are ready to Start (or are Complete)	Completed
January 2022	System Test Complete	System Test execution dependent on test scripts and Build Complete are ready to Start (or are Complete)	Completed

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

FINISH	MILESTONE	MILESTONE DESCRIPTION	STATUS
April 2022	Integration Test Complete	End-to-End Test execution dependent on test scripts and System Test Complete are ready to Start (or are Complete)	In progress
August 2023	Mock Conversion Ancillary System Data Delivered	Counties to delivery Ancillary System Data to the CalSAWS Conversion team as a Pre-Requisite to begin Mock Conversions	Not started
August 2023	Wave 1 – 6 Mock Conversions	Simulated Cutover Activities dependent on Integration Test Complete are ready to Start (or are Complete)	Not started
August 2023	Wave 1 – 6 Mock Conversions Data Validation	Validation of Data (from Mock Conversion) are ready to Start (or are Complete)	Not started
October 2023	Wave 1 – 6 Conversion Cutovers	Execution of (live) Cutover Activities are ready to Start (or are Complete)	Not started

**6.1.5 Deliverable Management**

**Table 6.1.5-1 – Conversion Deliverable Status for Current Reporting Period**

DEL #	DELIVERABLE NAME	STATUS
	None for the reporting period	

**6.2 Activities for the Next Reporting Period**

**6.2.1 C-IV Conversion:**

- ▶ Continue post go-live support for former C-IV Counties

**6.2.2 CalWIN Conversion:**

- ▶ Complete Jira epics and issue aligned with Golden Data Set (GDS) Delivery schedule
- ▶ Continue Golden Data Set (GDS) 5 build activities
- ▶ Continue Golden Data Set (GDS) 6 Epic
- ▶ Continue Converted Data Test (CDT) Support
- ▶ Continue Converted Data Delivery planning activities

**6.2.3 Gainwell Technologies**

- ▶ CalWIN Data Migration
  - Continue planning for future CalWIN extractions
- ▶ CalWIN Data Retention M&O
  - Continue planning for future data retention runs

## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

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### 6.2.4 Ancillary Systems Conversion:

- ▶ Continue ongoing support for mapping and data extract activities on Ancillary Collections, Fraud, and Task Management
- ▶ Continue to update the Ancillary Systems file specifications documents (as needed)
- ▶ Continue System Test scenario for automation development
- ▶ Prepare for Golden Data Set (GDS) #6 and Golden Data Set (GDS) #7 data delivery that is scheduled for February 28, 2022

### 6.2.5 Deliverable Management

**Table 6.2.5-1 – Conversion Deliverable Status for Next Reporting Period**

DEL #	DELIVERABLE NAME	STATUS
	None for next reporting period	

### 6.3 Deviations from Plan/Adjustments

- ▶ None for the reporting period

## 7.0 CalWIN Functional Support

### 7.1 Highlights of the Reporting Period

- ▶ Began attending the twice weekly CDT Defect Internal Work Group
- ▶ Began planning for CalWIN Fiscal workshops for pay codes, fund codes, and reconciliation
- ▶ Met with Placer County on February 15, 2022, to discuss caseload management approach
- ▶ Met with the CalSAWS Implementation Support Team to understand the approach for the development of a full project readiness checklist on February 15, 2022
- ▶ Supported the Child Care Targeted Topic session on February 15, 2022
- ▶ Provided the CalSAWS Implementation Support Team, Consortium, and San Mateo County with a detailed list of all automated actions including those for Tasks, Text Messages, and MEDS Alerts on February 17, 2022
- ▶ Supported discussions defining the various CalWIN testing phases of Converted Data Testing (CDT), User Acceptance Test (UAT), County Data Validation, and Process Simulation

### 7.2 Activities for the Next Reporting Period

- ▶ Continue developing Implementation Readiness materials for CalWIN Wave 1
- ▶ Prepare to support the Application Security sessions that are scheduled for March 8, 2022, and March 9, 2022
- ▶ Attend onsite Implementation Support Services (ISS) Leads meeting at the CalSAWS Project Rancho Cordova office on February 22, 2022, and February 23, 2022

## CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: February 14, 2022, to February 20, 2022

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- ▶ Meet with the ClearBest Team on February 22, 2022, to understand the approach for User Acceptance Test (UAT)
- ▶ Continue discussions with Contra Costa County on February 23, 2022, for Caseload Management
- ▶ Meet with Consortium, CalWIN Project staff and CDSS to discuss CalWIN Tax Intercept Account conversion on February 23, 2022
- ▶ Continue planning for CalWIN Fiscal workshops for pay codes, fund codes, and reconciliation

## 8.0 Appendices

Appendix A – CalSAWS Deliverable Summary

Appendix B – CalSAWS Migration Work Plan Summary

Appendix C – CalSAWS DD&I Project Gantt Chart

Appendix D – CalSAWS Project Risks and Issues

Appendix E – OBIEE and State & Management Master Inventor



