CalSAWS Quality Assurance Weekly Status Report

Reporting Period: March 7, 2022 to March 13, 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
3.33	QA Monthly Status Report – March 2022	🟢	• Submit FDEL by April 5, 2022
4.33	QA Work Plan - March 2022	🟢	• Submit FDEL by April 5, 2022
7.33	QA Test Monthly Report – March 2022	🟢	• Submit FDEL by April 5, 2022
10.06	Quarterly QA Security Report	🟢	• Submit DDEL by March 30, 2022
12.33	Assessment of CalSAWS Migration Work Plan Update – March 2022	🟢	• Submit FDEL comments by March 18, 2022
42	Assessment of CalSAWS (CalWIN) UAT Readiness Report/Milestone	🟢	• Submit FDEL by June 6, 2022
44	Assessment of CalSAWS Requirements Traceability Matrix - Update 9	🟢	• Submitted FDEL on March 7, 2022 • Approval received on March 11, 2022
46	Assessment of CalACES Migration Final Acceptance Certification	🟢	• Submit DDEL by March 25, 2022
48	Assessment of CalSAWS Migration Project Control Document Update	🟢	• Submit DDEL by April 15, 2022

Table 1-2 – Overall Summary of OCAT Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
14.17	**OCAT -** QA Monthly Status Report (OCAT) – March 2022	🟢	• Submit FDEL by April 5, 2022
WP 6.1	**OCAT -** Technical Design - 2022 Annual Update (Comments Only)	🟢	• Submit FDEL comments by March 17, 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
WP-1.20	QA Monthly Status Report (Portal Mobile)	🟢	• Submit FDEL by April 5, 2022

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

DEL #	DELIVERABLE NAME		STATUS
59.14	**CalWIN Implementation** - Assessment of CalWIN Implementation Migration Work Plan Update - February 2022	🟢	• Submit FDEL by March 16, 2022
59.15	**CalWIN Implementation** - Assessment of CalWIN Implementation Migration Work Plan Update - March 2022	🟢	• Submit FDEL by April 12, 2022
60	**CalWIN Implementation** – Assessment of CalWIN Business Processing Re-engineering (BPR) Plan	🟢	• Submit comments for Orange, Santa Barbara, and Ventura Wave 3 counties by March 29, 2022
WP-2	**CalWIN Implementation** - Assessment of CalWIN Change Discussion Guides	🟢	• Submit comments for Contra Costa, Placer, Yolo Wave 1 counties by April 12, 2022

1.2 Highlights for the Reporting Period

1.2.1 Project Management
► Continued to support Outcomes Based Certification (OBC) and Certification Review (CR) preparation
► Continued facilitating Implementation Readiness for CalWIN (Risk 268) Contingency Planning discussions
► Participated in CalSAWS Accessibility Results meeting on March 7, 2022
► Participated in Release 22.03 T-2 Readiness Status Meeting on March 7, 2022
► Participated in Region 5 Management Site Visit Material review on March 7, 2022
► Participated in CalSAWS Section Directors' meeting on March 8, 2022
► Attended Imaging Migration meetings on March 8 and 10, 2022
► Presented QA Update at Monthly CalSAWS IT Report Meeting on March 9, 2022
► Participated in Batch Performance Checkpoint meeting on March 9, 2022
► Participated in Walkthrough of Draft Final Acceptance DED for C-IV Migration on March 9, 2022
► Participated in CalWIN CDT Risk and Mitigation review on March 10, 2022
► Participated in IV&V / PMO and QA Bi-weekly meeting on March 11, 2022
► Presented QA Updates to CalSAWS JPA Board on March 11, 2022

1.2.2 Technical
► Participated in LA County Cutover to meeting on March 7, 2022
► Participated in CalSAWS Technical weekly meeting on March 7, 2022
► Participated in Consortium FinOps meeting on March 8, 2022
► Participated in Purge Standup meetings on March 9 - 11, 2022
► Participated in Tech Change Advisory Board (CAB) meeting on March 9, 2022
► Participated in Environment Management Review meeting on March 10, 2022
► Analytics
  o Participated in the weekly Analytics Roundup meeting on March 10, 2022
  o Participated in EMR Cluster Increase Performance Results Review on March 10, 2022
  o Participated in Qlik Usage POC Dashboard discussion on March 10, 2022
► Security
  o Participated in weekly CloudCheckr meetings on March 7, 2022
► BenefitsCal
  o Continued to review performance results
  o Participated in App/Transfer meetings on March 7 - 11, 2022
  o Participated in Operations and M&O calls on March 8 and 10, 2022
► Batch
  o Participated in Batch Performance Checkpoint meeting on March 9, 2022
  o Participated in Batch Technical and Performance Roundup Planning Meeting on March 10, 2022.
► CalWIN
  ○ Participated in MEDS/DHCS : Bi-Weekly Test planning meeting for CalSAWS State IPT meeting on March 10, 2022
► Central Print
  o Participated in CalSAWS Central Print Status meeting on March 7, 2022
  o Participated in Central Printer Partner meeting on March 9, 2022

► Contact Center
  o Participated in CalSAWS and Los Angeles Contact Center Sessions on March 8, 2022
  o Participated in CalSAWS and Contra Costa weekly Contact Center Discovery Session on March 10, 2022
  o Participated in Los Angeles County CalSAWS Contact Center Solution IT Networking Discussion on March 10, 2022
  o Continued to monitor the CalSAWS Los Angeles Contact Center Implementation
► Service Management
  o Participated in ServiceNow Overview session on March 8, 2022
  o Participated in ServiceNow Security Team Initiatives meeting on March 10, 2022

1.2.3   Imaging
► Participated in Hyland and CalSAWS SLA review on March 8, 2022
► Participated in Imaging Migration meetings on March 8 and 10, 2022
► Participated in CalSAWS and LA Imaging Testing meetings on March 8 and 10, 2022
► Participated in Integrated Performance Test 16 on March 8, 2022
► Participated in weekly LA Document Migration meeting on March 10, 2022
► Participated in LA Cutover to BenefitsCal and Hyland Imaging Touchpoint on March 10, 2022
► Performed Independent Test and QA Review of:
  o SCR CA-228869 Create OCR and OCR Split Override – Minor Release
  o Defect CA-241828 - External Agency - Race condition in queue routing
  o Defect CA-242219 - CA-241828 - External Agency - Documents routed out of Exception Handling are skipping Merge Documents queues
  o Defect CA-242097 - Additional changes based on Performance test findings

1.2.4   Functional
► M&O
  o Participated in App Dev Leads meeting on March 8, 2022
  o Attended the EBT Replacement Roll Out Follow up meetings
  o Reviewed twenty-three (23) design documents. The QA Team targets Critical and High priority designs for review and other SCRs at the Consortium's direction.

Table 1-5 – Weekly M&O SCR Updates

Release	SCRs in QA Review
RWR	7
22.02	2
22.03	3
22.05	7
22.07	3
23.09	1
Grand Total	**23**

► Conversion

- o Participated in Wave 1 Mock Cutover Planning discussions
- o Reviewed open Conversion risks in preparation for RMG
- o Reviewed CalWIN Converted Data Test (CDT) defect burndown chart and discussed the impact of UAT on current estimates
- o Reviewed Eligibility elements associated with "Do not Map" transformation type in the Mapping Transformation Report
- ► General Assistance/General Relief (GA/GR) and Task Management
  - o Monitored Release 22.03 testing and defects
  - o Reviewed Release 22.05 design documents
  - o Attended a discussion for future GA/GR work and priorities
  - o Conducted traceability of GA/GR requirements to SCRs
  - o Discussed GA/GR Correspondence M&O planning discussion
- ► Task Management
  - o Reviewed Design documents and attend scheduled meetings
  - o Conducted requirements tracing to SCRs and defects
- ► CalSAWS Case Purge
  - o Attended Sprint Meetings
  - o Discussed the addition of an override reason of Fraud Investigation in support of the CalWIN Counties

1.2.5 BenefitsCal
- ► Monitored Language translations for Release 3 and attended meetings with CDSS to monitor delivery progress
- ► Reviewed Release 4 designs, Monthly Status Report and CX Monthly Report
- ► Attended BenefitsCal/Code for America weekly call
- ► Participated in the LA County Go Live UAT meeting
- ► Participated in Release API Triage meetings
- ► Continued testing support for Release 2 Priority Releases
- ► Participated in twice weekly Production and M&O meetings
- ► Participated in the weekly Scope Review of upcoming Releases - Partner Coordination meeting

1.2.6 Test
- ► CalSAWS Release 22.03 testing activities
  - o Completed Independent Test execution and defect retesting
  - o Completed Manual Regression test execution

Table 1-6 – Release 22.03 Independent Test Progress

Test Cycle	Total Scenarios	Not Executed	In Progress	Pass	Fail	Blocked
22.03 Release – ClearBest QA Independent Test Results	356	0% (0)	0% (0)	100% (356)	0% (0)	0% (0)

22.03 – SCR Test Script: Execution
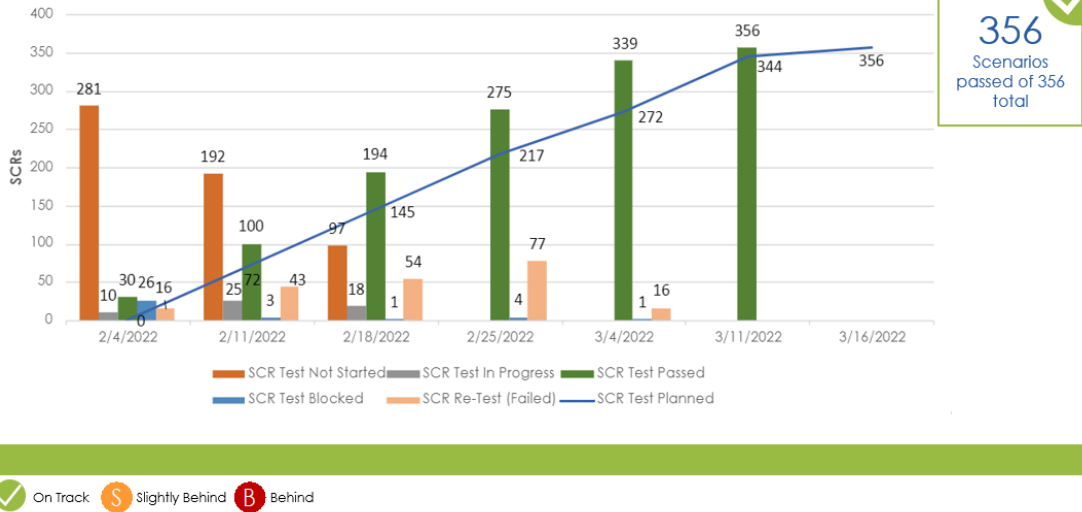
▶ CalWIN CDT – Functional Testing activities
  o Documented test scripts based on defect findings and functionality gaps
  o Participated in weekly CDT meeting on March 8, 2022
  o Participated in daily CDT Touchpoint calls

Table 1-7 –CalWIN CDT Independent Test Progress

Test Cycle	Total Scenarios	Not Executed	In Progress	Pass	Fail	Blocked
CalWIN CDT – ClearBest QA Independent Test Results	80	37% (30)	0% (0)	38% (31)	25% (19)	0% (0)

CalWIN CDT - Independent Test Script: Execution

► BenefitsCal Activities
  o Completed Independent Test scenario and script preparation for Release 3.0
  o Continued to monitor open defects
  o Completed Independent Test execution for Release 2.2.5
  o Continued Independent Test execution for Release 2.3
  o Participated in bi-weekly M&O calls on March 8 and 10, 2022
  o Participated in weekly Defect and Activities call on March 8, 2022

Table 19 – BenefitsCal Independent Test Progress

Test Cycle	Total	Not Executed	In Progress	Pass	Fail	Blocked
BenefitsCal R3.0 – ClearBest QA Independent Test Results	58	100% (58)	0% (0)	0% (0)	0% (0)	0% (0)

► Other Consortium Support Test Activities
  o Monitored test support for priority releases
  o Participated in the CalSAWS Accessibility meeting on March 7, 2020
  o Participated in the Release when Ready (RWR) touchpoint on March 7, 2020
  o Participated in 22.03 Project Integrated Readiness T-2 meeting on March 7, 2020
  o Participated in the App Security: Education Session Walk-Through on March 7, 2022
  o Participated in Integrated Test Team meeting on March 8, 2022
  o Participated in bi-weekly GA/GR Daily Test meetings March 8 and 10, 2022
  o Participated in GA/GR Weekly System Test Status Call on March 9, 2022
  o Participated in Weekly Test Touch point meeting on March 9, 2022
  o Participated in LA County – Imaging Validation Daily Touchpoint meetings on March 10, 2022
► CalWIN UAT
  o Facilitated CalWIN UAT planning meetings March 7, 9, and March 10, 2022
  o Participated in a UAT Script Development Resources recruitment discussion with the RMs on March 8, 2022
  o Facilitated daily check points with the UAT team March 8 - 11, 2022
  o Participated in the CalWIN UAT/Training W2-W6 Users load ForgeRock, LMS, JIRA, VPN and SN meeting on March 8 and March 10, 2022
  o Completed UAT slides for March 18, 2022 WCDS meeting
  o Reconciled the CalWIN UAT Test Scenario CalWIN county feedback
  o Monitored Test Scenario final updates are completed
  o Monitored the CalSAWS UAT mailbox and respond
  o Finalized Script development training materials for county participants

1.2.7 Implementation
► CalSAWS Maintenance and Operations (M&O)
  o Participated in weekly Training Touchpoint meeting
  o Participated in LA County Imaging Implementation Readiness Checkpoint
  o Participated in T-3 Imaging Change Readiness Survey Analysis Results Meeting with Los Angeles County

- o Reviewed Accenture CalSAWS DDED 71 - CalACES (C-IV) Final Acceptance Certification
- ► 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 CalWIN ISS Training Weekly Touchpoint
  - o Participated in weekly CalWIN Conversion and Change Management meeting
  - o Conducted Weekly Implementation Team Meeting
  - o Participated in Placer BPR To-Be Refactoring Sessions with County and Project staff
  - o Participated in Internal Check-In on BPR To-Be Refactoring Sessions
  - o Participated in Placer BPR/OCM Session Daily Debriefs
  - o Documented BPR To-Be Refactoring Session Metrics
  - o Conducted check-in meetings on mitigation strategies Risks 262 and 270
  - o Participated in County Work Plan Tasks and Readiness Checklist Working Session
  - o Participated in Change Discussion Guide (CDG) Review session with project team
  - o Participated in San Diego To-Be Process Mapping sessions
  - o Participated in San Diego To-Be BPR debriefs
  - o Participated in CalSAWS Technical Point of Contact Meeting
  - o Participated in CalWIN Application Security Education Sessions
  - o Conducted CalWIN ISS and Regional Managers Monthly Discussion
  - o Participated in CDT Defect Internal Work Group sessions
  - o Participated in IPOC/TOSS Weekly Meetings for Contra Costa and Placer counties
  - o Participated in weekly Technical Point of Contact (TPOC) meeting
  - o Participated in Wave 2 County Work Plan Review session
  - o Conducted Hands On Sandbox Medi-Cal / MAGI session
  - o Presented QA perspective on Risks 262 and 270 in Joint Powers Authority (JPA) meeting
- ► Release Management
  - o Analyzed WBT SCR changes and provided feedback
  - o Participated in Release 22.03 T-2 Integrated Readiness Status meeting
- ► Special Projects
  - o Participated in Web Portal Strike Team
  - o Provided executive update on Communications Strike Team

1.2.8 OCAT
- ► Participated in meetings related to QA comments on OCAT Technical Design Document (TDD) Annual Update

1.3 Activities for the Next Reporting Period

1.3.1 Project Management
- ► Continue to support Outcomes Based Certification (OBC) and Certification Review (CR) preparation
- ► Continue to facilitate Implementation Readiness for CalWIN (Risk 268) Contingency Planning discussions
- ► Participate in Hyland/CalSAWS Monthly Executive meeting on March 14, 2022
- ► Participate in Monthly OCAT SLA Reporting meeting on March 14, 2022

► Participate in CalSAWS Accessibility follow-up meeting on March 14, 2022
► Participate in Release 22.03 T-1 Readiness Status meeting on March 14, 2022
► Participate in Release 22.03 Pre-Green Light review on March 14, 2022
► Participate in LA Cutover to BenefitsCal and Hyland Imaging Touchpoint on March 15 and 17, 2022
► Attend Imaging Migration meetings on March 15 and 17, 2022
► Participate in CalSAWS Section Directors' meeting on March 15, 2022
► Participate in Release 22.03 Green Light meeting on March 16, 2022
► Participate in OCAT Ops and Release Management meeting on March 16, 2022
► Participate in Batch Performance Checkpoint meeting on March 16, 2022
► Present QA Updates to CalSAWS Project Steering Committee on March 17, 2022
► Participate in CalWIN CDT Risk and Mitigation review on March 17, 2022
► Participate in GA/GR Executive Project Status meeting on March 18, 2022

1.3.2 Technical

► Participate in 22.03 Project Readiness Areas T-1 Status on March 14, 2022
► Participate in discussion on Performance Testing on March 14, 2022
► Participate in weekly CloudCheckr meetings on March 14, 2022
► Participate in CalSAWS Weekly Tech meeting on March 14, 2022
► Participate in Consortium FinOps meeting on March 15, 2022
► Participate in App Dev meeting on March 15, 2022
► Participate in DBCR/CTCR Review meetings March 15 and 17, 2022
► Participate in Tech Change Advisory Board (CAB) meeting on March 16, 2022
► Participate in Environment Management Review meeting on March 17, 2022
► Participate in Review of the Mock Cutover Deck Part 2 on March 18, 2020
► Analytics
  ○ Participate in the weekly Analytics Roundup meeting on March 17, 2022
  ○ Participate in Ad-Hoc (CalWIN) reporting meeting on March 17, 2022
► Security
  ○ Participate in New ForgeRock (FR) Stack Integration with BenefitsCal/CalSAWS on March 17, 2022
  ○ Participate in Security Operations Discussion on March 18, 2022
► BenefitsCal
  ○ Participate in App/Transfer meetings March 14 - 18, 2022
  ○ Participate in daily Operations meeting calls on March 15 and 17, 2022
► Batch
  ○ Participate in Batch Performance Checkpoint meeting on March 11, 2022
► CalWIN
  ○ Participate in Placer County CalWIN Wave 1 Planning meeting on March 15, 2022
  ○ Participate in Placer BPR To-Be Refactoring: Service Arrangements, Help Desk, QA/QC on March 15, 2022
► Central Print
  ○ Participate in CalSAWS Central Print Status meeting on March 14, 2022
► Contact Center
  ○ Participate in CalSAWS Contact Center Management Conf. Call on March 14, 2022
  ○ Participate in CalSAWS Placer Weekly Contact Center Discovery Sessions on March 15, 2022

- o Participate in CalSAWS and Los Angeles Contact Center Sessions on March 15, 2022
- o Participate in CalSAWS and Contra Costa Weekly Contact Center Discovery Sessions on March 17, 2022
- o Participate in Los Angeles County CalSAWS Contact Center Training discussion on March 17, 2022
- o Participate in Los Angeles County CalSAWS Contact Center Solution IT Networking discussion on March 17, 2022
- ► Service Management
  - o Participate in ServiceNow meeting on March 17, 2022

1.3.3 Imaging
- ► Participate in Performance Test review on March 14, 2022
- ► Participate in LA Cutover to BenefitsCal and Hyland Imaging Touchpoint on March 15 and 17, 2022
- ► Participate in Imaging Migration Standup meeting on March 15 and 17, 2022
- ► Participate in CalSAWS Imaging Committee Meeting on March 17, 2022
- ► Participate in LA Document Migration weekly Check-in on March 17, 2022

1.3.4 Functional
- ► M&O
  - o Participate in App Dev Leads meeting on March 15, 2022
  - o Review SCR Design Documents
- ► Conversion
  - o Attend CalWIN CDT Risk and Mitigation weekly reviews
  - o Attend CUBS Change for Conversion with Contra Costa County on March 14, 2022
  - o Continue to review elements associated with "Do not Map" in the Mapping Transformation Report
  - o Attend weekly CalWIN Conversion and Change Management Meetings
  - o Review Conversion Detailed Environment Schedule
  - o Participate in the second leadership review of the Mock Cutover schedule
- ► General Assistance/General Relief (GA/GR)
  - o Review SCR designs in progress
  - o Monitor design and testing activities for Accenture and Gainwell
  - o Complete requirement to SCR traceability to present to Consortium
- ► Task Management
  - o Review Design documents and attend scheduled meetings
- ► Contact Center
  - o Participate in weekly Contact Center Test Automation Cross Team call
- ► Lobby Management
  - o Participate in CalSAWS and San Bernardino County Lobby Management call on March 17, 2022
- ► Case Purge
  - o Track CalSAWS Purge sprint activities and conduct validations
  - o Attend the Case Purge overview with LA County executives

1.3.5 BenefitsCal

- ► Monitor Release 3 language translations
- ► Review Release 4 Design documents
- ► Participate in Release API Triage meetings
- ► Participate in twice weekly Production and M&O meetings
- ► Participate in BenefitsCal Defects and Activities weekly meeting

1.3.6 Test
- ► CalSAWS Release 22.03
  - o Complete Release 22.03 readiness activities
- ► CalSAWS Converted Data Testing – Functional Testing activities
  - o Document Independent Test scripts based on defect findings and functional gaps
  - o Participate in daily CDT CalWIN Daily Touchbase meetings
- ► BenefitsCal Activities
  - o Participate in Operations and M&O calls March 15 and March 17, 2022
  - o Participate in daily Defects and Activities calls on March 15, 2022
  - o Monitor open production defects
  - o Continue Monthly Release 2.3 Independent Tests and QA Reviews
  - o Begin Independent Test execution for Release 3.0
- ► Other Consortium Support Test Activities
  - o Monitor test support for priority releases
  - o Participate in the Release when Ready (RWR) touchpoint on March 14, 2022
  - o Participate in Pre-Green light review on March 14, 2022
  - o Participate in 22.03 Green light on March 16, 2022
  - o Participate in bi-weekly GA/GR Daily Test meetings March 15 and 17, 2022
  - o Participate in Integrated Test Team meeting on March 15, 2022
  - o Participate in the CalWIN Application Security Education Sessions 1 on March 8, 2022
  - o Participate in GA/GR Weekly System Test Status Call on March 16, 2022
  - o Participate in Weekly Test Touch point meeting March 16, 2022
  - o Participate in the CalWIN CDT Risk and Mitigation meeting on March 17, 2022
  - o Participate in the CalSAWS -State and Fiscal Reports on March 17, 2022
- ► CalWIN UAT
  - o Facilitate CalWIN UAT planning meetings March 14 and March 16, 2022
  - o Participate in UAT/BPR to be session discussion on March 14, 2022
  - o Facilitate a UAT 2 Environment Data Refresh and Support model meeting with Deloitte on March 14, 2022
  - o Facilitate daily check points with the UAT team March 15 - 16, 2022
  - o Facilitate the CalSAWS CalWIN UAT Script development Kick-off for Riverside March 15, 2022
  - o Facilitate UAT Lobby manage test scenarios follow up with the Test scenario developer and Consortium SME on March 15, 2022
  - o Facilitate UAT Employment Services test scenarios follow up with the Test scenario developer and Consortium SME on March 16, 2022
  - o Participate in the DDEL 58- CalSAWS (CalWIN) UAT Readiness report walkthrough on March 16, 2022

- o Facilitate the CalWIN UAT Planning and Prep – OCM/BPR and Application training meeting on March 17, 2022
- o Facilitate UAT Core Environment setup meeting with Gainwell, Accenture and the UAT Consortium team on March 18, 2022

1.3.7 Implementation
- ► CalSAWS Maintenance and Operations (M&O)
  - o Participate in weekly Training Touchpoint meeting
  - o Update QA Confirmation Seals in LA County Imaging Implementation Readiness Dashboard and Packet
  - o Participate in LA County Imaging Implementation Readiness Checkpoint
- ► CalWIN Implementation Support Services (ISS)
  - o Participate in weekly CalWIN ISS Management meeting
  - o Participate in weekly CalWIN ISS OCM Leads meeting
  - o Participate in CalWIN ISS Training Weekly Touchpoint
  - o Participate in weekly CalWIN Conversion and Change Management meeting
  - o Conduct Weekly Implementation Team Meeting
  - o Participate in Placer BPR To-Be Refactoring Sessions with County and Project staff
  - o Participate in Placer BPR/OCM Session Daily Debriefs
  - o Participate in County Work Plan Tasks and Readiness Checklist Working Session
  - o Participate in San Diego To-Be Process Mapping sessions
  - o Participate in San Diego To-Be BPR debriefs
  - o Participate in CalSAWS Technical Point of Contact Meeting
  - o Participate in CalWIN Implementation Support Services - Stand-up Meeting
  - o Participate in CalWIN Training Discussions
  - o Conduct Risk 268 presentation in the Section Director's meeting
  - o Participate in CDT Defect Internal Work Group sessions
  - o Participate in IPOC/TOSS Weekly Meetings for Contra Costa and Placer counties
  - o Participate in weekly Technical Point of Contact (TPOC) meeting
  - o Participate in Los Angeles County CalSAWS Contact Center Training Discussions
  - o Participate in CalWIN UAT Planning and Prep - OCM/BPR and Application Training
- ► Release Management
  - o Analyze WBT SCR changes and provide feedback
  - o Participate in 22.03 Pre-Green Light Review meeting
  - o Participate in CalSAWS Webcast on CalSAWS Release 22.03
  - o Participate in Green Light - Release 22.03
- ► Special Projects
  - o Conduct AAPI ERG meeting on March 18, 2022
  - o Participate in Web Portal Strike Team
  - o Provide executive update on Communications Strike Team

1.3.8 OCAT
- ► Submit comments for OCAT Technical Design Document (TDD) Annual Update
- ► Participate as needed in meetings related to QA comments on OCAT Technical Design Document (TDD) Annual Update
- ► Participate in Monthly OCAT SLA Reporting meeting on March 14, 2022
- ► Participate in bi-weekly OCAT Operations and Release Meeting on March 16, 2022

1.4 Deviations from Plan/Adjustments

► None for the reporting period