CalSAWS | Weekly Status Meeting

Date:	July 13, 2022	Location:	Microsoft Teams Meeting
Time:	**9:00 a.m. – 11:00 a.m.**	Meeting Called by:	CalSAWS Management

Attendees: John Boule, Joel Acevedo, Diane Alexander, Henry Arcangel, Dawn Wilder, Ayana Alvarez, Lynn Bridwell, Laura Chavez, Cristina Contreras, Sharon Caldwell, Emmeil Davis, JR Dessai, Luz Esparza, Jennifer Flanagan, Lulu Fou, Monica Gonzalez, Tom Hartman, Jennifer Hobbs, June Hutchison, Arnold Malvick, Niranjan Srinivasan, Umair Khan, Ricardo Miranda, Peggy Macias, Joe Mendoza, Lenecia Miles, Lorena Montes, Holly Murphy, Nichole Nava, Cathy He, Michele Peterson, Greg Postulka, Karen Rapponotti, Keith Salas, Lisa Salas, Jennifer Smith, Rodain Soto, Sean Swift, Sharon Teramura, Matthew Vandereyck, Chris Van Vlack, Christine Hendren, Michael A. Johnson, Dan Dean, Wendy Battermann, Belinda Ramirez, Matt Coffin, Julie Conwell, Justin Stephenson, Daisy Villasenor, Veronica Lara, Yolanda Banuelos, Ashley Arnold, Mary Sabillo, Roger Perez, Sreshta Wickramasinghe (CalWIN Implementation Support, Yong Vangbliayang, Chazny Nunes, Kevin Wilson (OCAT Project), Rachel Frey (BenefitsCal Project), Onur Senman (BenefitsCal Project), Surranjan Kumar (BenefitsCal Project), Cathryn Van Maren (CalWIN Implementation Support), Eric Capati (CalWIN Implementation Support)

State Partners: Brandon Hansard (OSI), Neha Dhawan (OSI), Manroop Mahal (OSI), Katie Ouyang (OSI), Melissa Brock (OSI), Stephen Zaretsky (OSI), Russell Carroll (OSI), Patty Goodwin (OSI), Lourdes Chang (OSI), Renee Mollow (DHCS), Rocky Givon (CDSS), Jessica Abernethy (CDSS), Erin Leight (CDSS), Brittney Blake (CDSS), Mong Vang (CDSS), Sherice Sterling (CDSS), Cecilia Rolon (CDSS), Yingjia Huang (DHCS), David Lucio (DHCS), Katie Mead (DHCS), Nellie Abeleda (DHCS), Theresa Hasbrouck (DHCS), Param Bansal (IV&V), Brian Nagy (IV&V), Apoorva Kandya (IV&V), Aftab Mohammed (IV&V), Rob Trojan (DOF)

Topic	Lead
Commence Meeting	Lulu Fou
Announcements	Lulu Fou
CalSAWS DD&I Weekly Status	Lulu Fou

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Customer Service Center (CSC)	N/A	• Continued discussion with Los Angeles County, Wave 1, Wave 2, Wave 3, and Wave 4 CalWIN Counties about migration to CalSAWS Contact Center Solution • Continued Build of Administration Page (CA-226672), Post-Call Survey (CA-228023), and Scheduled Callback (CA-229573)
Application Development and Test	4.1.2 Design Difference Identifiers (DDID) System Test Status	• 22.07 DD&I System Testing on schedule. Week 6 of 8 completed. 91% pass rate on a 75% target
	4.1.3 State and CalWIN Wave 1 County Interface Partner File Exchange Test	• 10 of the 39 State, Consortium and County interfaces successfully passed validation • Placer County - manual posting of interface files to secure web portal location continued. Auditor Controller, Paid Warrant Reader and

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	(IPT)	Direct Deposit Writer confirmed to have processed without issues • Yolo County - Completed blank file exchange test for all six county interfaces. Functional test completed for Paid Warrant Reader, other interfaces have been sent via FTP and pending confirmation from County
Conversion	5.1.1 CalWIN Conversion	• Review Mock Cutover results until July 1, 2022 and plan to communicate with Consortium and QA by July 15, 2022 • Continued to support the completion of County Data Validation (CDV) until July 1, 2022 • Continued to triage and prioritize defects identified in CDT, CDV, IPT, and UAT • Began to prepare for Mock Cutover 2 planned for the end of July 2022

CalSAWS BenefitsCal Portal/Mobile DD&I Weekly Status   Onur Senman

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
	July Release (Release 4.0) – Development	• User Acceptance Testing (UAT) continued for the July Release (Release 4.0) continued providing UAT support • Started preparing for the green light meeting
	Release: ARPA September (2022)	• Development is completed for the Student-Based Archetypes and Community Based Organization (CBO) Referral Code functionality. System testing started on July 4, 2022 and on schedule
	January 2023 (Release 5.0) – Timeline	• Continued to prepare for the R5 design refresher sessions. Proposed timeline and milestones for Release 5.0 (Jan 2023) awaiting partner confirmation. AI CSPM-54173
	Office of Digital Innovation (ODI) Briefing/Demo	• Met with the Office of Digital Innovation (ODI) on July 7, 2022 and provided a demonstration of BenefitsCal
	Stakeholder follow-up meeting with Los Angeles	• Coordinating with Consortium leadership and Los Angeles County for the meeting scheduled on July 12, 2022 with Advocates
	CalWIN Wave 1 Support	• Received the greenlight from Consortium for the CalWIN Wave 1 Support Change Request (CR) and to proceed forward with support activities
		• Met with QA and Consortium Project Management Leadership on the BenefitsCal final acceptance

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Business Process Reengineering (BPR)	Business Process Reengineering (BPR)	• Delayed sign-off on the To-Be BPR Final Work Product (FWP) for Fresno County. Working with Deputy Director to expedite, but there is potential to impact submission of the Fresno BPR Plan, as team is still awaiting signoff. • Obtained signoff on To-Be BPR FWPs from Sonoma and San Francisco Counties (Wave 5 and Wave 6) on July 6, 2022 • Delivered Week 4 of To-Be BPR sessions for Sacramento and San Luis Obispo (SLO) Counties, concluding all 18 CalWIN Counties' formal To-Be BPR sessions • Began BPR Closeout sessions with Santa Barbara County (Wave 3) on July 7, 2022 • Continued identification of needs for staged data and specific converted records to support execution for Wave 1 (Yolo and Placer Counties). Continued configuration of Jira and preparing data for execution. Sent invite for Process Simulation Orientation the week of July 18, 2022 • Prepared finalized configuration worksheets with details on Core and Additional Configurations for Wave 1 (Yolo and Placer Counties) for delivery to the Counties by July 8, 2022
Organizational Change Management (OCM)	Organizational Change Management (OCM)	• Completed T-minus 6 Change Readiness Survey Result Report for Yolo County • Conducted T-minus 6 Change Readiness Survey Results Review with Yolo County. • Conducted working sessions and dry runs for Wave 1 Change Discussion Kickoff and Prep Sessions • Finalized the Wave 1 Change Discussion Prep Session presentation • Continued to address comments for the Wave 2 County Change Guides/Change Discussion Guides (CDGs) • Began drafting integrated communications plan
Training	Training	• 22 CalSAWS Trainers completed week 4 (of 5 weeks) of Train the Trainer (TTT) • Wave 1 Counties continue the WBTs in LMS. • Performed success test in Yolo County to access the CalSAWS Training and Imaging environments • Collaborated with the Tech Team to provide VPN access to the CalSAWS Training and Imaging environments for the Placer Early Training participants

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Implementation	Implementation	• Go-Live Packet (GLP) - Awareness Items and Post Go-live Case Review Guide draft first draft completed and provided to Consortium to initial review • Conducted Review of Post Go-Live County Work/Staffing needs material and outlined communication plan as part of the CalWIN Conversion and Change Management meeting and provided overview of the topic at Global IPOC meeting • Created and Transmitted FAQs document for Case Review Guide 4 and 5 on July 8, 2022 with Counties • Created and Transmitted new Case Review Guide 6 - Update Suspended Claims and Case Review Guide 7 update pending issuance on July 7, 2022 with Counties and scheduled office hours for week ending on July 22, 2022 • Conducted walk through/working sessions for and gained alignment on the Implementation Support Plan on July 6 – 8, 2022 • Placer and Yolo County Targeted On-Site Support/Implementation Points of Contact (TOSS/IPOC) – Presented County readiness checklists and discussed outstanding items • Began drafting CITs for ICT and OCAT conversion plans and county recommendations for Wave 1**Error! Bookmark not defined.**

CalSAWS Central Print Weekly Status   Dawn Wilder

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
1.1	N/A	• Configuration meetings with Wave 3 Counties

OCAT Project Weekly Status   Kevin Wilson

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
	N/A	• None for the reporting period

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QA PMO	N/A	• Participated in 22.07 Project Integrated Readiness Areas - T-2 meeting on July 11, 2022 • Participate in Monthly Imaging SLA Review on July 12, 2022
QA Technical	N/A	• Completed reviews of delivered RCAs • Recommended Late Report data be documented in Weekly Status • Reviewing Central Print SLA and Disaster Recovery Plan • Assisted in CalWIN ISS Implementation preparation for Onsite • Reviewing Imaging (Hyland) Performance data
QA Functional	N/A	• Met with BenefitsCal Team to conduct pre-review of Final Acceptance materials • Continued triage of County Data Validation (CDV) findings. Scheduled a follow-up meeting with the counties to review outcomes and conduct a Lessons Learned session • Continued participation in the post Go-Live support discussions
QA Test	N/A	• CalSAWS Release 22.07 Test execution is in progress with 100% execution rate, 94% pass rate, and 6% fail rate • CalSAWS CDT Test execution is in progress with 91% execution rate, 81% pass rate, and 10% fail rate • BenefitsCal Release 4 Test execution is in progress with 100% execution rate, 94% pass rate, and 6% fail rate • UAT Group 1 execution is in progress with 62% execution rate, 44% pass rate, and 18% fail rate
QA Implementation	N/A	• Conducted system demonstrations for Children and Family Services in Sacramento County • Reviewed and commented on revised DEL 10 – Implementation Support Plan sections • Shared risk updates (278, 270, 262) in the Monthly Global Implementation Point of Contact (IPOC) meeting • Participated in Placer Change Discussion Prep Session Dry Run

CalSAWS DD&I IV&V Project Weekly Status   Brian Nagy

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
	IV&V Project Oversight	• Continued participating in the 3x Weekly Leadership Meeting: CalWIN Implementation meetings and Wave 6 BPR To-Be Sessions • Attended UAT Daily Standup meeting, Post Implementation Support Working Sessions, and Placer Change Discussion Kickoff • Reviewed the Weekly UAT report • New Risk (#22): Delay on Implementation Support Plan

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Risk Management Group   Jennifer Flanagan

(Optional Items)

#	Action Item	Who	Due	Status
1	Provide stats, like the C-IV snapshots, for Portal Accounts and CalHEERS referrals. {CA-243246 opened to track the CER submitted by Riverside County. Next steps: Project staff reviewing ad-hoc SQLs for compatibility with CalSAWS. BAs to log SCRs for new reports to be added to CalSAWS. Interim plan: Update ad-hoc SQLs and provide monthly until reports SCRs are implemented. BAs to take the new report SCRs to the committee for prioritization.}	Bobbi Wibbenhorst/ Ricardo Miranda/ Lisa Salas/ Michele Peterson	7/13/2022	In progress
2	Regional Manager visibility to BenefitsCal Releases and requirements	RMs/ Onur Senman	7/6/2022	Closed

#	Decision Made	Who Made the Decision	Date