CalSAWS DD&I
Weekly Status Report

Reporting Period: December 20, 2021 to January 2, 2022

CalSAWS – California Statewide Automated Welfare System
CalSAWS DD&I Project Phase
Weekly Status Report Period: December 20, 2021 to January 2, 2022

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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	🟢	Draft Deliverable Expectation Document (DDED) is in progress. Submission of the DDED is due on January 27, 2022
65	CalSAWS Migration Work Plan Update #32	PMO	🟢	Received approval for the Final Deliverable (FDEL) on December 20, 2021

[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:
  o Key initiatives related to facilities at the Rancho Cordova Project Office are provided in Table 1.2.1-1 (Key Facility Initiatives/Projects) below

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	• 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 • 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

► Facilitated the CalSAWS Weekly Status Meeting that was held on December 22, 2021
► Began preparations for the Section Directors meeting that is scheduled for January 11, 2022

- ► Continued CalSAWS Risk Management activities, including:
  - o Continued to work with risk and issue owners to develop and update mitigation plans for the accepted CalSAWS DD&I Project risks and issues
  - o Continued preparing materials for the next monthly Risk Management Group meeting that is scheduled for January 12, 2022
- ► Continued supporting engagement of project staff working remotely, including:
  - o Continued development of the monthly issue of the CalSAWS Connect newsletter that will be distributed to the CalSAWS Project Team on January 13, 2022
  - o Began preparations and planning for the next monthly virtual CalSAWS Project All Staff meeting that is scheduled for January 19, 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
  - o Received the CalSAWS JPA Board of Directors' approval for contract Change Notice No. 13 on December 17, 2021. Change Notice No. 13 included the following:
    - Use of the contract's R&A Change Budget Services allocation for accessibility testing for the CalSAWS application
    - Executed County Purchases
  - o 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
- ► Began development of the monthly CalSAWS IT Project Status Report for December 2021 and preparations for the monthly CalSAWS IT Report Meeting with OSI (Office of Systems Integration), CMS (Centers for Medicare and Medicaid Services), and FNS (Food and Nutrition Service) that is scheduled for January 12, 2022
- ► Submitted the 7th quarterly update of the CalSAWS Organizational Change Management (OCM) Plan to the Consortium for review on December 20, 2021
- ► 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
65	CalSAWS Migration Work Plan Update #32	• Received approval of the FDEL on December 20, 2021

1.2.2 Communications Management

- ► CalSAWS Communications Management activities including:
  - o Continued to gather key communication milestones from the Project teams
- ► CalSAWS Enhanced Communications Strategy:
  - o Continued oversight and management of Power of 58 materials
- ► CalSAWS External Website (www.calsaws.org):
  - o 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	30	1,555
Total Number of Unique Users	13,885	1,237,085
Total Number of New Users	10,842	1,237,085
Total Number of Sessions (Individual Site Visits)	19,286	1,657,999
Average Number of Sessions per User	1.39	1.34
Average Number of Page Views per Session	1.37	1.31
Average Session Duration	0:50	0:58
AskCalSAWS Inquiries – Received/Resolved	4/8	537/537

Figure 1.2.2-1 – Overall CalSAWS.org Usage Trend

Users by Week for the Past Six Months
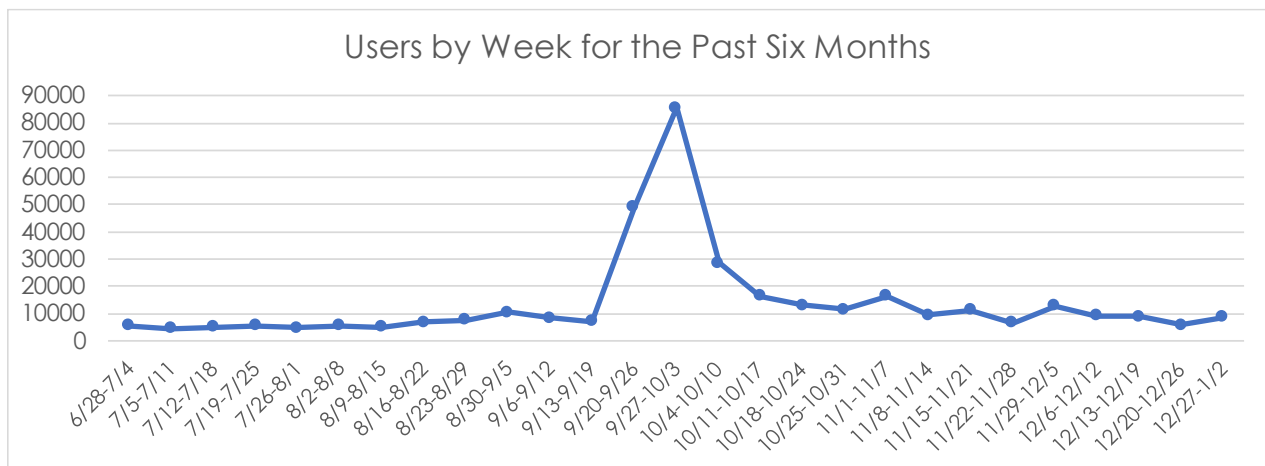
Table 1.2.2-3 – CalSAWS.org Subscription Service Statistics

WEBPAGE	PERCENT OF SUBSCRIBERS
Latest News – CalSAWS Buzz Newsletter	37%
Latest News – News	29%
Other Updates – Careers	24%
CalSAWS Committees – CalWORKs/CalFresh	23%
Meetings – Project Steering Committee	23%

1.2.3   Cultural Transformation

► Scheduled Part 2 of the Design Thinking session for the Communications and Engagement Ambassador group for January 11, 2022
► Round 2 activities:
  o Overall:
    • Continued to collaborate with Innovation Team to deliver design thinking workshops for Communication and Engagement Ambassador group
    • Updated the January – April 2022 Cultural Transformation engagement to include the Quarterly Advisor and Ambassador meeting
    • Continued to update one-pager readout of Ambassador initiatives from Design Thinking workshops

1.2.4   Inclusion, Diversity and Equity Advancement (IDEA)

► Co-Create Phase
  o IDEA Initiatives
    • Workshops
      ▪ Completed December workshop series
    • Leadership Session
      ▪ Confirmed round two potential vendor
    • We Are One
      ▪ Continued to update the IDEA overall calendar and overview deck with new initiatives included
    • Pulse Survey
      ▪ Prepared analysis to present the pulse survey results for the January Joint Powers of Authority (JPA) meeting
    • CalSAWS Table Talks
      ▪ Connected with potential guests for next Table Talks session in January
      ▪ Began to brainstorm on next few months of Table Talks topics
    • Employee Resource Groups (ERGs)
      ▪ Connected with presenter to come and share best practices for maintaining a strong ERG
      ▪ Began to plan with the Black Employee Resource Group (BERG) for the Black History Month event in February 2022
    • Counties Connected
      ▪ Discussed further plans to engage with Counties
    • Communities Connected
      ▪ Configured list of organizations to partner with for community outreach opportunities
    • Small Team Building
      ▪ Scheduled pilot session for January 12, 2022
      ▪ Received four sign-ups for team building sessions and will connect with team leads in January

- IDEA General
    - Continued to collaborate with Cultural Transformation team
    - Continued to update the IDEA overall calendar on the "We Are One" website
    - Continued to contribute to the CalSAWS Connect team

1.3   CRFI/CIT Communications Information

► The following table outlines CalSAWS Information Transmittals (CITs) sent for the reporting period ending January 2, 2022

Table 1.3-1 – CITs

CIT ID	SUBJECT	CATEGORY	DISTRIBUTION DATE	PRIMARY CalSAWS CONTACT	BACKUP CalSAWS CONTACT
None					

► The following table outlines CalSAWS Requests for Information (CRFIs) sent for the reporting period ending January 2, 2022

Table 1.3-2 – CRFIs

CRFI ID	SUBJECT	DISTRIBUTION DATE	STATUS	RESPONSE DUE DATE	CalSAWS CONTACT
21-071	CA-218788 Migrate CalWIN Districts and Regions to the Office Detail page	December 9, 2021	Open	January 7, 2021	Dymas Pena
21-072	Interface Partner Testing Contacts Confirmation for CalWIN Wave 1 Counties	December 10, 2021	Open	January 14, 2021	Carlos Zepeda
21-073	CalWIN GA/GR Noncompliance Reasons	December 15, 2021	Open	December 29, 2021	Caroline Bui
21-074	GAGR Immediate Need	December 16, 2021	Open	December 30, 2021	Caroline Bui
21-078	CalWIN GA/GR Appointment Types	December 28, 2021	Open	January 11, 2022	Caroline Bui

Table 1.3-3 – Overdue CRFIs

CRFI ID	Subject	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6
21-073	CalWIN GA/GR Noncompliance Reasons	Alameda, San Mateo, and San Francisco Counties	Sacramento County			San Diego County	
21-074	GAGR Immediate Need	Alameda and Solano Counties					

► Overdue CalSAWS Requests for Information (CRFIs) for the reporting period ending January 2, 2022

1.4   Activities for the Next Reporting Period

1.4.1   Project Management

► Continue CalSAWS DD&I Facility Management activities, including:
  o 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:
  o Continue to work with risk and owners to monitor risks and update risk mitigation plans
  o Continue to prepare materials for the next monthly Risk Management Group meeting that is scheduled for January 12, 2022
► Facilitate the CalSAWS Weekly Status Meeting scheduled for January 5, 2022
► Continue preparations for the Section Directors Meeting that is scheduled for January 11, 2022
► Continue activities to support Project staff working remotely
  o Continue preparations and planning for the next monthly virtual CalSAWS Project All Staff Meeting that is scheduled for January 19, 2022
  o Continue development of the next issue of the CalSAWS Connect newsletter that will be distributed to the CalSAWS Project Team on January 13, 2022
  o 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 development of the monthly CalSAWS IT Project Status Report for December 2021 and preparations for the monthly CalSAWS IT Report Meeting with OSI (Office of Systems Integration), CMS (Centers for Medicare and Medicaid Services), and FNS (Food and Nutrition Service) that is scheduled for January 12, 2022
► Continue performing Deliverable Management activities for the CalSAWS DD&I Project

Deliverable Management

Table 1.4.1-1 – Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for next reporting period	

1.4.2 Communications Management

► Continue to monitor usage and update materials as requested
  o See table 1.4.2-1 for planned website support activities
► CalSAWS Communications Management activities including:
  o Continue to gather key communication milestones from the Project teams
► CalSAWS Enhanced Communications Strategy:
  o 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	TBD	Website Content Update

1.4.3 Cultural Transformation

► Continue to collaborate with the Innovation team to facilitate upcoming 2022 Design Thinking session
► Draft communications to Culture Advisors to begin engaging them in support of the 2022 Culture Ambassador initiatives
► Share recap of ideation sessions and next steps with Ambassadors

1.4.4 Inclusion, Diversity & Equity Advancement (IDEA)

► Continue to refine preparation for presentation of demographic analysis, Table Talks, and 2022 timeline for next Joint Powers of Authority (JPA) meeting
► Send out recap deck and feedback survey for the final session of workshops for all staff
► Begin next steps of working with external vendor to confirm workshop series dates
► Continue to plan January, March, and May Table Talks topics
► Continue to prepare team building initiative workshop for Accenture PMO team on January 12, 2022
► Continue to work towards finalizing community engagement list for communities connected initiative
► Continue to plan with Black Employee Resource Group (BERG) for the Black History Month event
► Continue to work with CalSAWS Connect team to provide content for the monthly newsletter

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
- o Hyland began early-stage performance tests
- o Continued gathering usage statistics for Accenture end-to-end testing

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	December 20, 2021	Completed
Conduct San Diego County Document Migration Discovery Session Check-in	December 21, 2021	Completed
Conduct Placer County Document Migration Discovery Session Check-in	December 21, 2021	Canceled
Conduct Orange County Document Migration Discovery Session Check-in	December 22, 2021	Completed
Conduct Santa Clara County Document Migration Discovery Session Check-in	December 22, 2021	Canceled
Conduct Ventura County Document Migration Discovery Session Check-in	December 23, 2021	Canceled
Conduct Santa Barbara County Document Migration Discovery Session Check-in	December 27, 2021	Canceled
Conduct Placer County Document Migration Discovery Session Check-in	December 28, 2021	Completed
Conduct Yolo County Document Migration Discovery Session Check-in	December 28, 2021	Canceled
Conduct Santa Clara County Document Migration Discovery Session Check-in	December 29, 2021	Canceled
Conduct Orange County Document Migration Discovery Session Check-in	December 29, 2021	Completed
Conduct Ventura County Document Migration Discovery Session Check-in	December 30, 2021	Canceled
Conduct Santa Barbara County Document Migration Discovery Session Check-in	January 3, 2022	Canceled
Conduct Placer County Document Migration Discovery Session Check-in	January 4, 2022	Completed

MILESTONES	SUBMISSION DUE DATE	STATUS
Conduct Santa Clara County Document Migration Discovery Session Check-in	January 5, 2022	Completed
Conduct Orange County Document Migration Discovery Session Check-in	January 6, 2022	Completed
Conduct Santa Barbara County Document Migration Discovery Session Check-in	January 10, 2022	Scheduled
Conduct Placer County Document Migration Discovery Session Check-in	January 11, 2022	Scheduled
Conduct Santa Clara County Document Migration Discovery Session Check-in	January 12, 2022	Scheduled
Conduct Orange County Document Migration Discovery Session Check-in	January 13, 2022	Scheduled

Table 2.1-2 – CalWIN Counties' Wave 1 Status Update

Wave 1	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Contra Costa County	Start	7/16/2020	10/1/2020	8/6/2020	8/17/2020	1/3/2022	2/1/2022 4/4/2022	6/1/2022	6/1/2022	10/3/2022	Go Live 10/24/22
	Finish	7/16/2020	9/27/2021	10/6/2020	12/30/2021	1/28/2022 3/18/2022	5/31/2022	6/30/2022	10/2/2022	10/20/2022	12% Progress
	Status	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

Green Status:

► Contra Costa County has completed the necessary document mapping. Testing phase is scheduled to begin this week

► The initial export will begin on April 4, 2022, after testing has been completed

Wave 1	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Placer County	Start	7/29/2020	10/1/2020	8/6/2020	8/31/2020	4/1/2021	1/3/2022 1/17/2022	3/14/2022	3/14/22	10/3/2022	Go Live 10/24/22
	Finish	7/29/2020	10/1/2020	10/6/2020	3/26/2021	12/30/2021	3/11/2022	5/13/2022	10/2/2022	10/20/2022	30% Progress
	Status	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:

► Placer County's test snowball was received by AWS last week, but there were technical difficulties with its metadata. The test data will need to be uploaded to a new snowball. There will be a meeting this week between the County, Hyland, and AWS to resolve any issues before sending the next test snowball. Imports and exports may be impacted if the issue is not resolved within a reasonable amount of time

CalSAWS – California Statewide Automated Welfare System

CalSAWS DD&I Project Phase

Weekly Status Report Period: December 20, 2021 to January 2, 2022

Wave 1	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Yolo County	Start	7/21/2020	10/1/2020	8/06/2020	8/25/2020	1/3/2022	2/1/2022	6/1/2022	6/1/2022	10/3/2022	Go Live 10/24/22
	Finish	7/21/2020	10/18/2021	10/06/2020	1/29/2021	1/28/2022	5/31/2022	6/30/2022	6/30/2022	10/20/2022	12% Progress
	Status	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

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	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Santa Clara County	Start	10/15/2020	12/1/2020	11/30/2020	11/10/2020	2/1/2022	3/16/2022	9/8/2022	9/1/2022	2/1/2023	Go Live 02/20/23
	Finish	10/15/2020	~~11/30/2021~~ 1/20/2022	1/31/2021	8/27/2021	3/15/2022	8/31/2022	10/20/2022	1/31/2023	2/16/2023	20% Progress
	Status	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

Completed Status:

► The county was able to sign a contract with migration vendor Hyland over the Holidays. The county is on track to begin the next phase as per timelines

Wave 2	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Tulare County	Start	10/5/2020	12/1/2020	11/30/2020	12/2/2020	8/2/2021	~~1/3/2022~~ 2/1/2022	~~1/3/2022~~ 2/1/2022	4/16/2022	2/1/2023	Go Live 02/20/23
	Finish	10/5/2020	12/1/2020	1/31/2021	7/29/2021	12/30/2021	4/15/2022	4/15/2022	1/31/2023	2/16/2023	25% Progress
	Status	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

Green Status:

► The initial export/import will now begin on February 1, 2022, to give County officials enough time to upgrade their current migration tool so that it can export CSV files more quickly

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	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Orange County	Start	1/7/21	3/1/21	3/1/21	2/2/21	4/30/21	1/3/22	8/1/22	8/1/22	4/1/23	Go Live 04/24/23
	Finish	1/7/21	3/1/21	4/30/21	4/22/21	12/30/21	8/1/22	1/31/23	1/31/23	4/20/23	30% Progress
	Status	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

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Santa Barbara County	Start	1/14/21	3/1/21	8/1/21	2/11/21	1/3/22	3/1/22	8/1/22	8/1/22	4/1/23	**Go Live 04/24/23**
	Finish	1/14/21	3/1/21	10/31/21	12/30/21	2/28/22	8/1/22	1/31/23	3/31/23	4/20/23	**12% Progress**
	Status	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 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Bulk Delta Export/ Import	Final Delta Export/ Import	Go-Live/% Progress
Ventura County	Start	1/19/21	03/1/21	3/1/21	2/18/21	6/30/21	~~1/3/22~~ 2/1/22	~~1/3/22~~ 2/1/22	~~8/1/22~~ 9/16/22	4/1/23	**Go Live 04/24/23**
	Finish	1/19/21	3/1/21	4/30/21	5/31/21	~~12/30/21~~ 01/30/22	~~8/1/22~~ 8/31/22	~~7/15/22~~ 9/15/22	3/31/23	4/20/23	**40% Progress**
	Status	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

Green Status:

► Ventura County has extended testing until January 30, 2022, to allow its migration vendor to conduct a final validation test. During this final test, County's vendor will recreate all document types and ensure that data is exported without errors

► The original export/import timelines have also been adjusted to account for the time needed to prepare/complete the initial export/import

Table 2.1-5 – Los Angeles Image Hyland Import Burnup
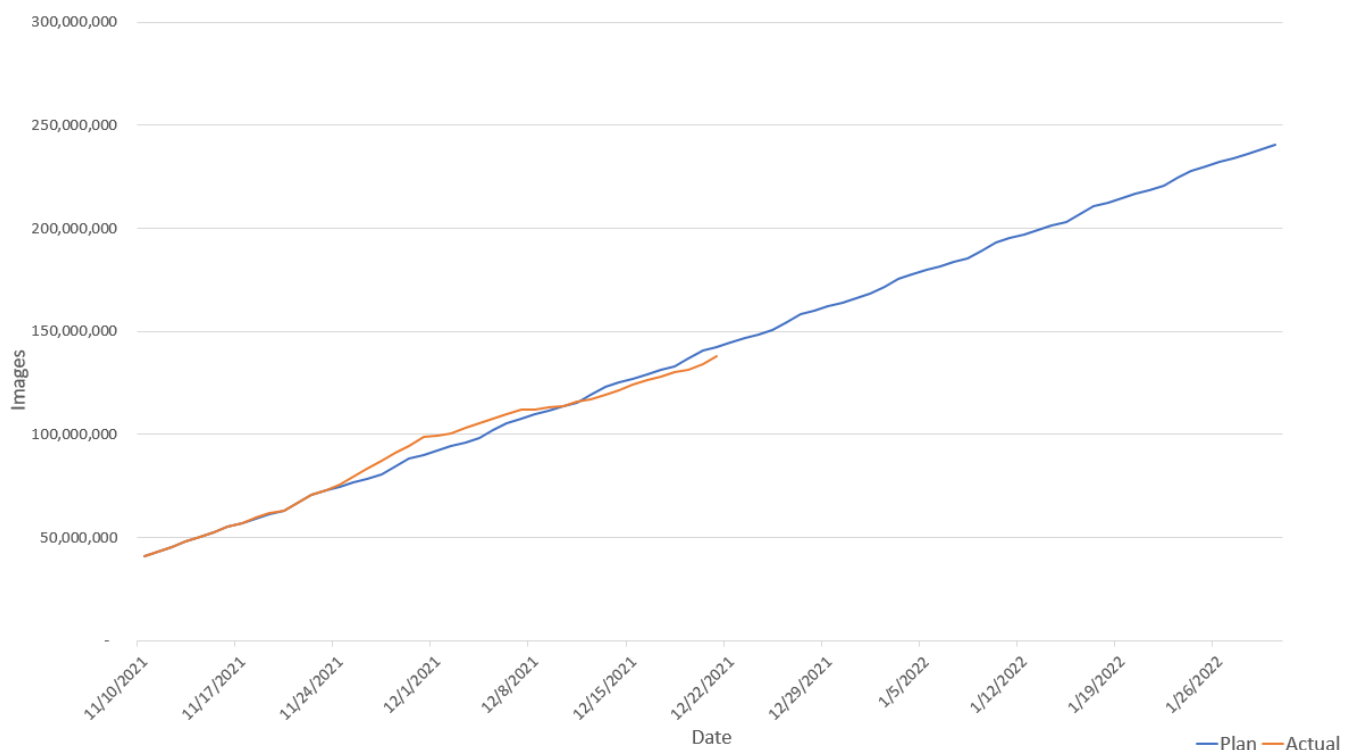
2.2   Activities for the Next Reporting Period

► Continue the enhanced performance testing work
   o   Hyland to continue performance tests

2.3   Deviations from Plan/Adjustments

► None for the reporting period

3.0   Customer Service Center (CSC)

3.1   Highlights of the Reporting Period

► Continued build of both Enhanced Call Control Panel (CCP) and Outbound Interactive Voice Response (IVR)
► Continued build of Automated Testing platform for Outbound Interactive Voice Response (IVR) SCR
► Continued discussion with Los Angeles County and Wave 1 CalWIN Counties about migration to CalSAWS Contact Center Solution

Figure 3.1-1 – CalSAWS Customer Service Center – Requirements Burndown

Table 3.1-1 – Customer Service Center Milestones

MILESTONES	DESIGN DUE DATE	STATUS	TENTATIVE RELEASE DATES
Outbound IVR - Core Tech Design (CA-226207)	March 24, 2021	Approved	22.01
WFM/QA/QM Reporting (CA-226209)	March 24, 2021	Approved	22.01
Post-Call Survey (CA-228023)	April 28, 2021	Approved	22.05
WebChat/Click-to-Call (CA-227063)	April 28, 2021	Approved	22.05
Voice Authentication: All Languages - Core Tech Design (CA-226843)	April 28, 2021	Approved	22.03
Enhanced CCP (CA-226844)	May 12, 2021	Approved	22.03
Work-from-home Modifications (CA-227064)	May 12, 2021	Approved	22.03
Admin Page - Core Tech Design (CA-226672)	May 26, 2021	Approved	22.05
Inbound IVR (CA-226837)	June 9, 2021	Approved	22.05
Scheduled Callback (CA-229573)	July 7, 2021	Approved	22.05
Outbound IVR – Batch (CA-228699)	July 28, 2021	Approved	21.11
Outbound IVR - App Dev (CA-231234)	August 18, 2021	Approved	22.01
External Party Access IVR - Core Tech and App Dev Design (CA-226839)	September 8, 2021	Committee review	22.05
Telephonic Signature - Core Tech and App Dev Design (CA-226838)	October 27, 2021	Committee review	22.05

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
► Deliver System Change Request (SCR) CA-226207 for Outbound Interactive Voice Response (IVR) to System Test
► Continue build of System Change Request (SCR) CA-226844 for Enhanced Call Control Panel (CCP)

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	DASHBOARDS	STATE & MGMT. REPORTS	TOTAL	% OF TOTAL
C	In production	Deployed	Deployed	2	0	**2**	0%
D	In production	Deployed	Deployed	4	33	**37**	9%
E	In production	Deployed	Deployed	7	60	**67**	23%
F	In production	Deployed	Deployed	3	74	**77**	40%
G	In production	Deployed	Deployed	4	45	**49**	51%
H	In production	Deployed	Deployed	6	65	**71**	67%
I	In production	Deployed	February 3, 2022	1	84	**85**	83%
J	In development	January 27, 2022	TBD	0	75	**75**	
TOTAL REPORTS				27	436	463	

4.1.2   Soft Launch

► Release I was successfully soft launched on November 10, 2021 and County Validation is targeted to complete by January 15, 2022. There were two minor defects reported after County re-validation

4.1.3   Production (Hard Launch)

► Daily and monthly reports and dashboards are current to date

4.1.4   Performance and Scalability

► Completed RClone configuration change monitoring last month. No negative results were identified. Submitting change to push this to production after CAB approval
► Scheduled a second round of ingestion testing and functional batch test for Oracle 19c upgrade. On-Request testing will begin in a few weeks
► Workload Productivity Report (WPR) Unengagement Dashboard Production Batch job
  o Continuing testing S3 Qlik ingestion methods as a work around for WPR Unengagement load
  o Updated schedule to mark Unengagement job as non-core due to lack of usage (with Consortium approval). Submitting SCR (CA-238402) to either decommission or modify dashboard
► Began preparing for Release J performance testing (Soft-Launch targeted for January 27, 2022)

4.1.5 Development and Testing

- ► Release I
  - o Reports and Dashboards
    - • 75 reports are signed off out of 84 in County validation, 9 reports are with County and Consortium for sign off which is expected to happen before mid-January. There are currently no open defects for development team
    - • Continuing to work on 40 County version of Geo-Coding Dashboard System Change Request (SCR) CA-232876
- ► Release J
  - o Reports
    - • Completed Reverse Engineering
    - • Curation and Visualization Build is nearing completion
    - • Testing is tracking to close by January 24, 2022
    - • Performance testing is on track to begin by January 14, 2022
    - • Soft launch is planned by end of January 2022

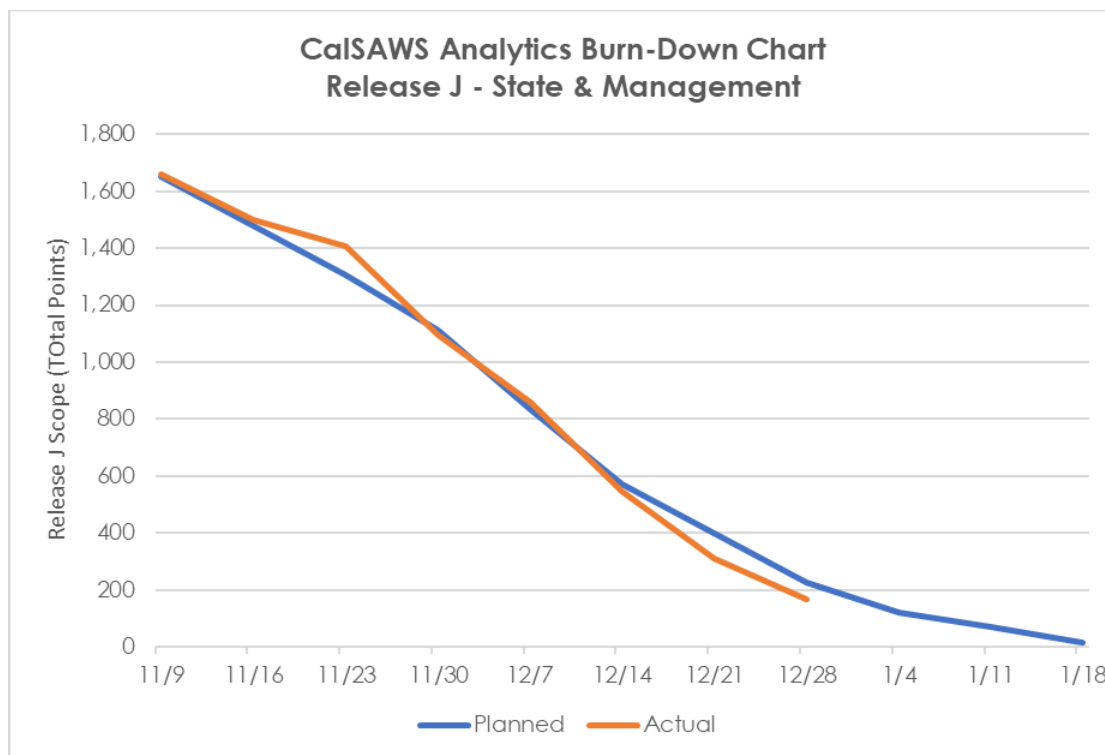**Figure 4.1.5-1 – CalSAWS Analytics – Release J Burndown (State & Management)**

Table 4.1.5-1 – CalSAWS Analytics – Release J Status Matrix (State & Management)

Type	Functional Area	Number of Reports	Reverse Engineering		Curation Build		Curation Test		Consortium Curation Test		Visualization Build		Visualization Test		Consortium Viz Validation	
			Due Date	% Comp	Due Date	% Comp	Due Date	% Comp	Due Date	% Comp	Due Date	% Comp	Due Date	% Comp	Due Date	% Comp
Mgmt	Administration	7	11/10	100%	12/24	100%	1/12	100%	1/24	29%	1/11	100%	1/14	86%	1/24	57%
	Case Activity	15	11/10	100%	12/24	100%	1/12	93%	1/24	0%	1/11	87%	1/14	87%	1/24	53%
	Employment Services	7	11/10	100%	12/24	100%	1/12	97%	1/24	3%	1/11	100%	1/14	89%	1/24	65%
	Fiscal	37	11/10	100%	12/24	100%	1/12	86%	1/24	0%	1/11	86%	1/14	86%	1/24	29%
	Resource Data Bank	1	11/10	100%	12/24	100%	1/12	100%	1/24	0%	1/11	100%	1/14	100%	1/24	0%
	Special Units	8	11/10	100%	12/24	100%	1/12	100%	1/24	100%	1/11	75%	1/14	38%	1/24	0%
	TOTAL	75	75 of 75		68 of 68		65 of 68		6 of 75		72 of 75		65 of 75		38 of 75	
			100%		100%		96%		8%		96%		87%		51%	

Legend:	
Complete	
Complete as of this week	
In Progress	

4.2   Re-Platform Migration Schedule

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

Release C (Migration Window: November 2020 – March 2021): In Production			
Dashboards			
LRS	• CalWORKs	Daily	18 Sheets
	• QA	Daily	10 Sheets
Release D (Migration Window: February 2020 – June 2020): In Production			
Dashboards			
LRS	• CalFresh	Daily	30 Sheets
	• CalFresh Meals	Monthly	2 Sheets
	• Managed Personnel	Daily	1 Sheet
	• SSI/SSP	Daily	2 Sheets
State & Management			
	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
Release E (Migration Window: May 2020 – September 2020): In Production			
Dashboards			
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
State & Management			
	Category	Number of Scheduled Reports	Number of On Request Reports
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

Release F (Migration Window: August 2020 – December 2020) In Production				
Dashboards				
LRS	• Operational Reports		Monthly	30 Sheets
	• Task Management		Daily	19 Sheets
	• Welfare Fraud Prevention & Investigation		Monthly	4 Sheets
State & Management				
	Category		Number of Scheduled Reports	Number of On Request Reports
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

Release G (Migration Window: November 2020 – March 2021) In Production				
Dashboards				
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
State & Management				
	Category		Number of Scheduled Reports	Number of On Request Reports
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

Release H (Migration Window: February 2021 – June 2021) In Production				
Dashboards				
LRS	• Caseload History		Monthly	9 Sheets
	• Alerts		Daily	5 Sheets
	• Alerts (CWS)		Daily	3 Sheets

	• Placement Vendor Exception Report (CWS)	Daily	3 Sheets
	• Work Order (CWS)	Daily	6 Sheets
	• Welfare to Work	Daily	7 Sheets

State & Management			
	Category	Number of Scheduled Reports	Number of On Request Reports
LRS and C-IV	• Administrative	0	14
	• Case Activity	0	8
	• Employment Services	0	11
	• Fiscal	2	20
	• State	5	0
	• Special Units	0	6
	• Resource Data Bank	0	2

Release I (Migration Window: May 2021 – September 2021) In Production (County Validation)			
Dashboards			
LRS	• Statistical Reports	Monthly	79 Sheets
State & Management			
	Category	Number of Scheduled Reports	Number of On Request Reports
LRS	• Administrative	11	1
	• Case Activity	19	5
	• Employment Services	3	0
	• Fiscal	28	5
	• State	2	0
	• Special Units	1	1

Release J (Migration Window: September 2021 – January 2022) Development in Progress			
State & Management			
	Category	Number of Scheduled Reports	Number of On Request Reports
LRS	• Administrative	4	3
	• Case Activity	14	1
	• Employment Services	7	0
	• Fiscal	36	1
	• Resource Data Bank	1	0
	• Special Units	5	3

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
  o Continue post-cutover report/dashboard support activities
  o Continue regular meetings with Consortium Regional Managers on reports/dashboard to discuss any critical concerns, work arounds, etc. regarding reports
  o Support Continued Performance tuning efforts and changes
  o Pursue SCR for Sunday Reports schedule change
  o Release I
    • Support County Validation
  o Release J
    • Begin to close out Development and Test prepare for performance testing

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	22.01	22.02	22.03	22.05	22.06	22.07	22.09	22.11	23.01	23.02
Design	New	0	0	1	17	0	1	4	1	3	1
	Design in Progress	0	0	9	8	0	2	1	0	0	0
	Ready for Committee	0	0	0	0	0	0	0	0	0	0
	Committee Review	0	0	0	0	0	0	0	0	0	0
	Pending Approval	0	0	0	2	0	0	1	0	0	0
Build	Approved	0	0	5	2	0	1	1	1	0	0
	In Development	2	0	8	0	0	0	0	0	1	0
	Development Complete	0	0	0	0	0	0	0	0	0	0
	In Assembly Test	0	0	0	0	0	0	0	0	0	0
Test	System Test	18	3	1	0	0	0	0	0	0	0
	Test Complete	2	0	0	0	0	0	0	0	0	0
	In Production	0	0	0	0	0	0	0	0	0	0
	Grand Total	**22**	**3**	**24**	**29**	**0**	**4**	**7**	**2**	**4**	**1**

SCRs in Production	813
SCRs with Release TBD	2

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. SCRs with Release to be determined (TBD) includes any migration impact SCR where the fix version is "TBD"

▶ 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
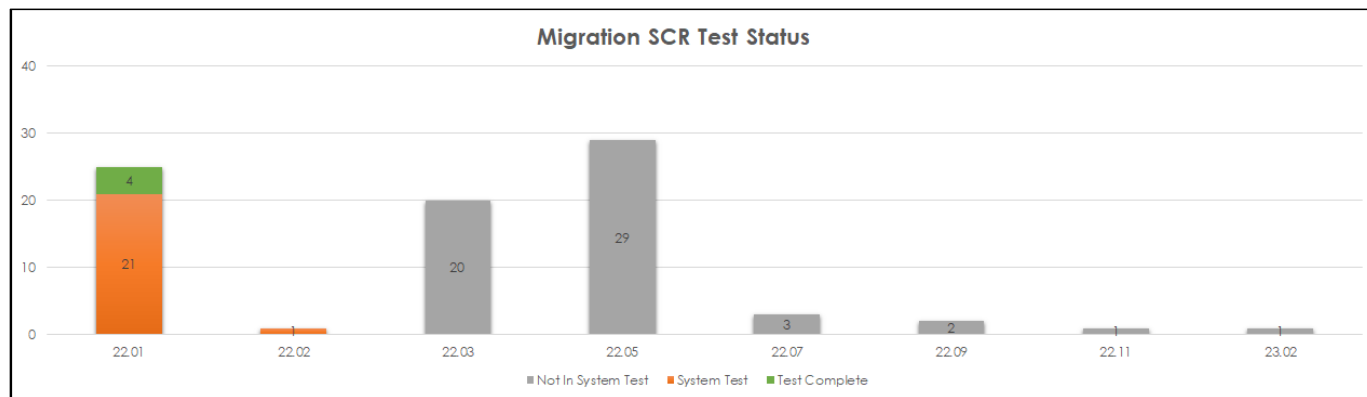
Notes:
- Includes all SCRs that have a Funding Source of CalSAWS DD&I that are not in Rejected or Pending Rejection status and are targeted for a baseline release. This includes SCRs associated to DDID 1967 for the unforeseen allowance and DDID 1631 for the reports allowance. In Production includes In Production statuses; Test Complete includes Test Complete; 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 SCRs targeted for the release, such as DD&I Training and Technical SCRs

Table 5.1.2-1 – DDID System Test Execution Status – 22.01

Pass Rate Target as of December 30, 2021	**63%**
Pass Rate Actual as of December 30, 2021	**76%**
System Test Complete Date: January 19, 2022	
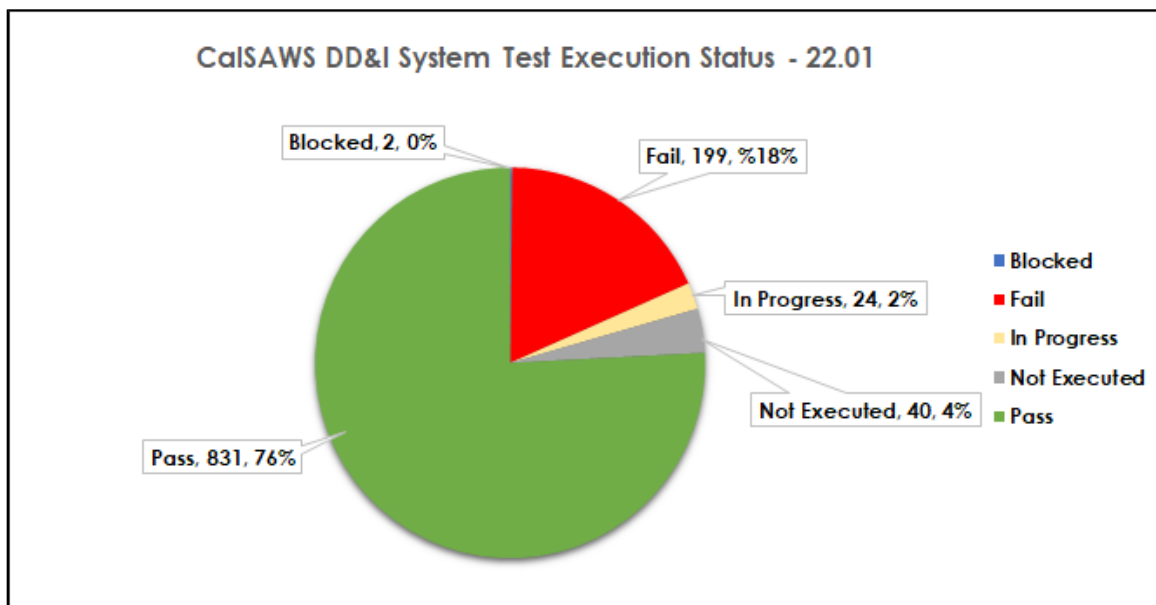
Note:
- Test Script counts are subject to change as test scripts are added or removed throughout the execution phase. Includes testing execution for all CalSAWS DD&I Test Scripts in the release
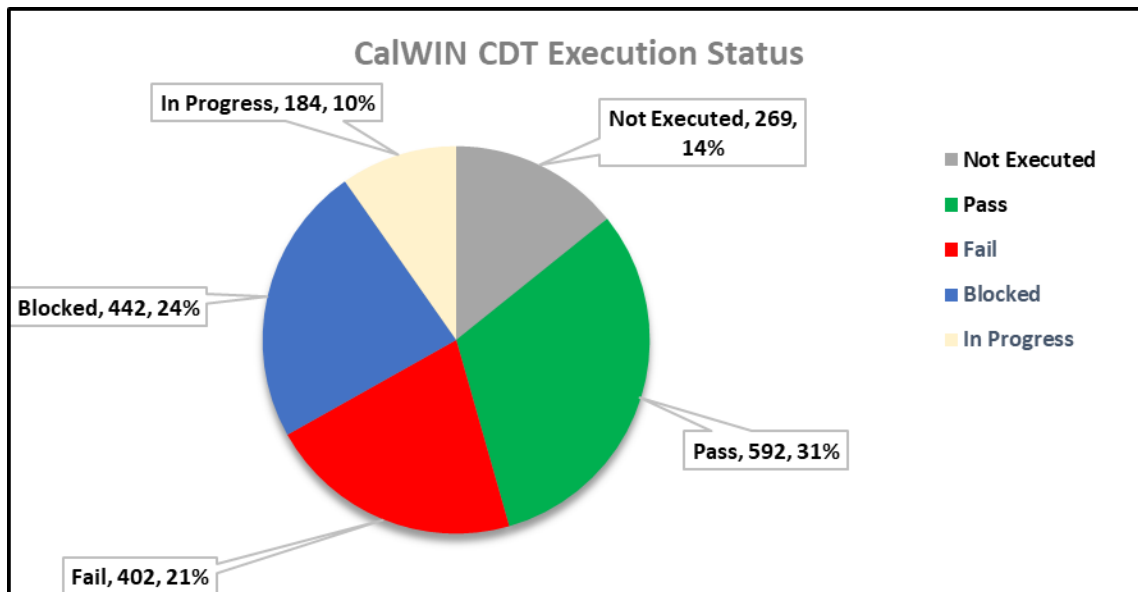
► Continue test execution for 22.01

5.1.3 Converted Data Test (CDT):

► Continue test execution of CalWIN Converted Data Test (CDT) phase

Table 5.1.3-1 – CalWIN CDT Execution Status

Pass Rate Target as of December 30, 2021	**30%**
Pass Rate Actual as of December 30, 2021	**31%**
System Test Complete Date: April 29, 2022	

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	In Progress	Pass	Fail	Blocked	Total
Ancillary	0	2	25	2	11	40
CalHEERS	6	38	22	10	2	78
Correspondence	9	34	42	66	13	164
Eligibility	3	12	107	116	143	381
Fiscal	6	31	100	45	132	314
GA/GR	234	0	0	1	0	235
Online	5	15	96	62	10	188
Reports	0	30	0	27	60	117
High-Volume Online Transactions	6	27	200	72	67	372
Total	**269**	**189**	**592**	**401**	**438**	**1889**

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)

5.1.4 Task Management

► Continued to meet with Consortium Business Analysts and Quality Assurance (QA) team to develop designs for the 22.03 and 22.05 release
  o CA-229153 DDID 1629 FDS: Task Management - Existing GA/GR Tasks (Migration Counties)
  o CA-214922 DDID 2388 – Task Start Date
  o CA-214921 DDID 2387 FDS: Task Mgt - Task Assignment Factors

Figure 5.1.4-1 – Task Management Design Difference Identifiers (DDID) Status
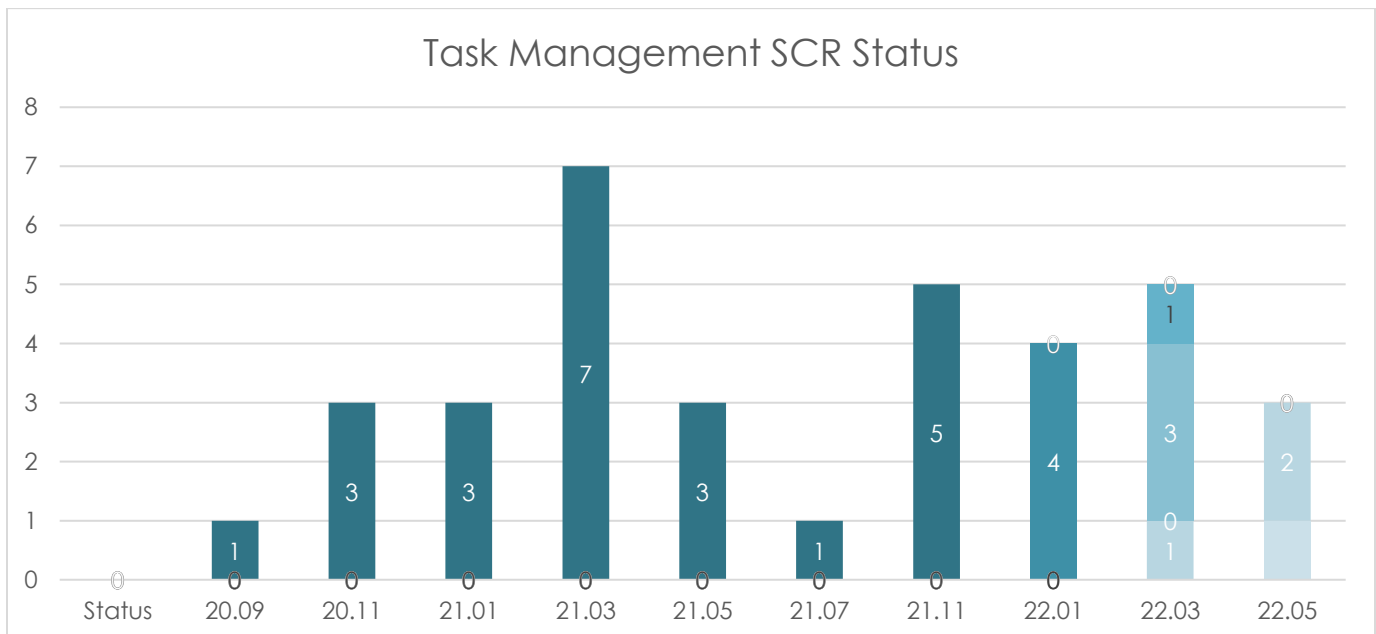
5.1.5 Application Programming Interface (API)

► Submitted designs for approval:
  o CA-214756 DDID 2353 – Time Limits API
  o CA-214754 DDID 2351 – Reception Log API
► Continued development on the following Application Programming Interfaces (APIs):
  o CA-214747 DDID 2344 FDS: API - EBT API

Figure 5.1.5-1 – API DDID Status
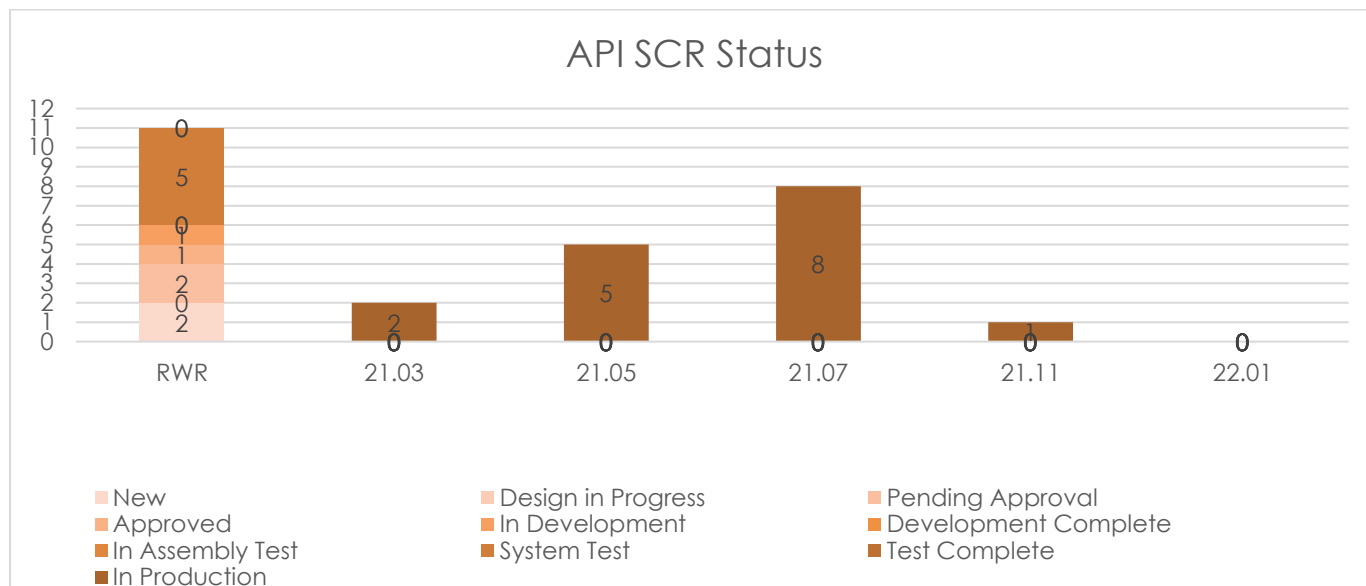
5.1.6   General Assistance/General Relief (GA/GR)

► General:

   o   Provided the weekly status update and GA/GR release plan changes to the Consortium on December 28, 2021

   o   Discussed the GA/GR Correspondence deliverables and design clarifications on December 28, 2021 and December 30, 2021

   o   Discussed the GA/GR Correspondence web service design clarifications on December 29, 2021

   o   Discussed the GA/GR Eligibility Determination/Benefits Calculation (EDBC) design clarifications on December 28, 2021 and December 29, 2021

   o   Reviewed the below 22.01 designs content revisions and 22.03 designs on December 30, 2021

       •   CA-233489 - Phase 3 Batch2 EDBC Rules and NOA reasons (Content Revision)

       •   CA-229096 - Phase 4 Batch 1 EDBC Rules and NOA reasons (Content Revision)

       •   CA-215921 - Employment Services Phase 2 Online and EDBC changes

       •   CA-235436 - DDID 2319 FDS - GA GR - Group 5 Forms

       •   CA-237007 - DDID 2319 FDS - GA GR - Group 6 Forms

   o   Continued with development of 22.03 SCRs

       •   CA-229076 - DDID 2314 FDS: Mandatory Requirements Rule Additional Changes - EDBC Reasons and NOAs (Group 1)

       •   CA-226399 - GA/GR Forms Additional Changes - Online/Batch Tier 1 and Tier 2

       •   CA-215921 - DDID 2315 FDS: GA/GR Phase 2 - Employment Services Phase 3 Batch and EDBC changes

       •   CA-224767 - DDID 2686/2314 FDS: GA/GR - Batch Sweeps for CalWIN GA/GR MU triggers - Phase 2

   •   CA-215680 - DDID 2378 FDS: GA/GR Time on aid changes

- CA-215677 - DDID 2374 FDS: GA/GR San Francisco Sub Programs
- CA-215686 - DDID 2384 FDS: GA/GR Batch Appointments
- CA-227328 - Sanction changes for CalWIN GA/GR solution at program level
  o Continued the Automated System Test preparation/execution of
    - CA-233488 - Phase 2 Batch 5 - Income Rules and corresponding NOA Reasons
    - CA-233489 - Phase 3 Batch 2 - Resource Rules & NOA Reasons
    - CA-233489 - Phase 3 Batch 2 - Resource Rules & NOA Reasons
  o Continued the Automated System Test execution of
    - CA-215671 - Group 3 form triggers
    - CA-233487 - Group 4 form triggers
    - CA-225258 - NOA Generation from EDBC - Phase 2

Figure 5.1.6-1 – GA/GR DDID Status
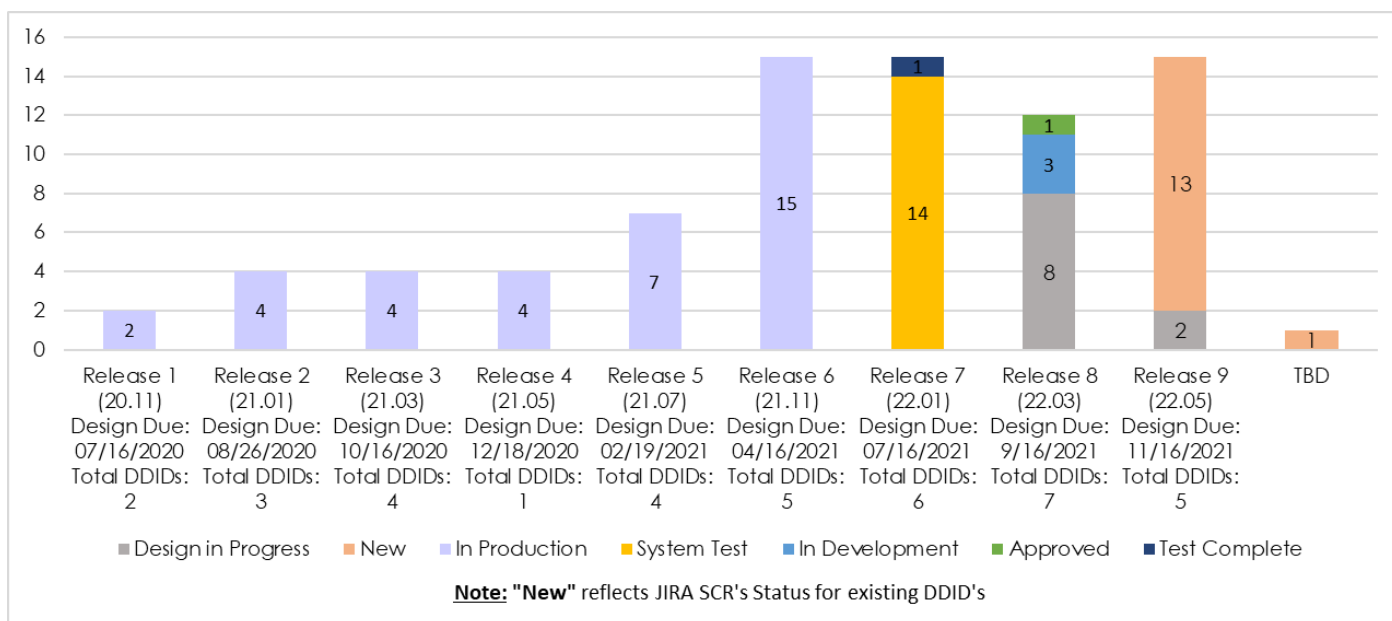
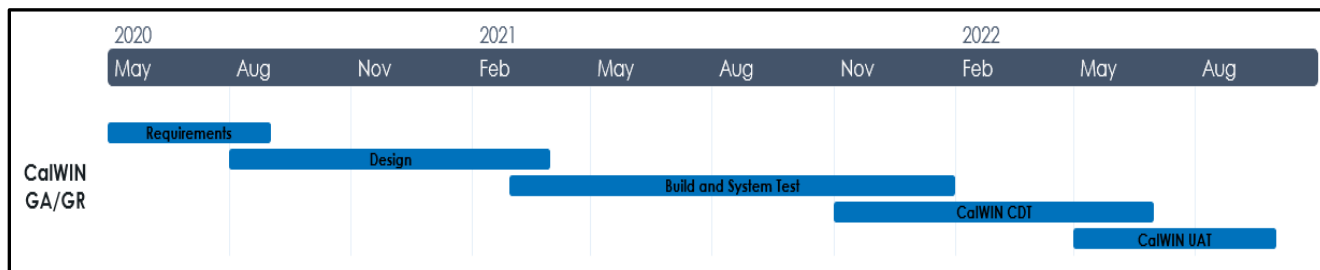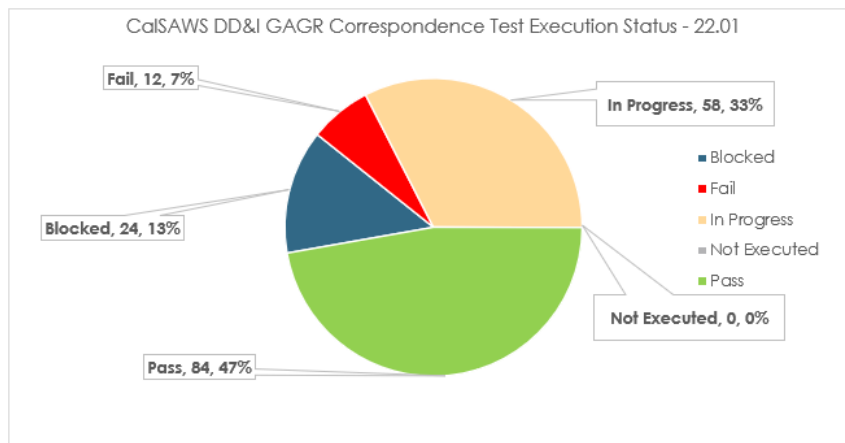► CalWIN Correspondence Track:

Figure 5.1.6-2 – GA/GR Correspondence

Figure 5.1.6-3 – CalWIN CalSAWS GA/GR Correspondence Testing

Pass Rate Target as of January 02, 2022	**65%**
Pass Rate Actual as of January 02, 2022	**47%**
System Test Complete Date: January 19, 2022	

CalSAWS DD&I GAGR Correspondence Test Execution Status - 22.01

- Fail, 12, 7%
- In Progress, 58, 33%
- Blocked, 24, 13%
- Not Executed, 0, 0%
- Pass, 84, 47%

Legend:
- Blocked
- Fail
- In Progress
- Not Executed
- Pass

► GA/GR Correspondence Service 22.01
   o 84 scripts have passed to date, 100% of scripts have a begun or completed execution

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 design/build/test for Sprint 3 (SCR CA-229301). This Sprint includes the following items:
   o Port Case Identification batch process for CalSAWS
   o Update Case Exception logging for CalSAWS
   o Update Case Deletion procedure module for CalSAWS
   o Update table names in deletion configuration model
   o Update PDF Generation logic to increase the maximum character limit for Journal History
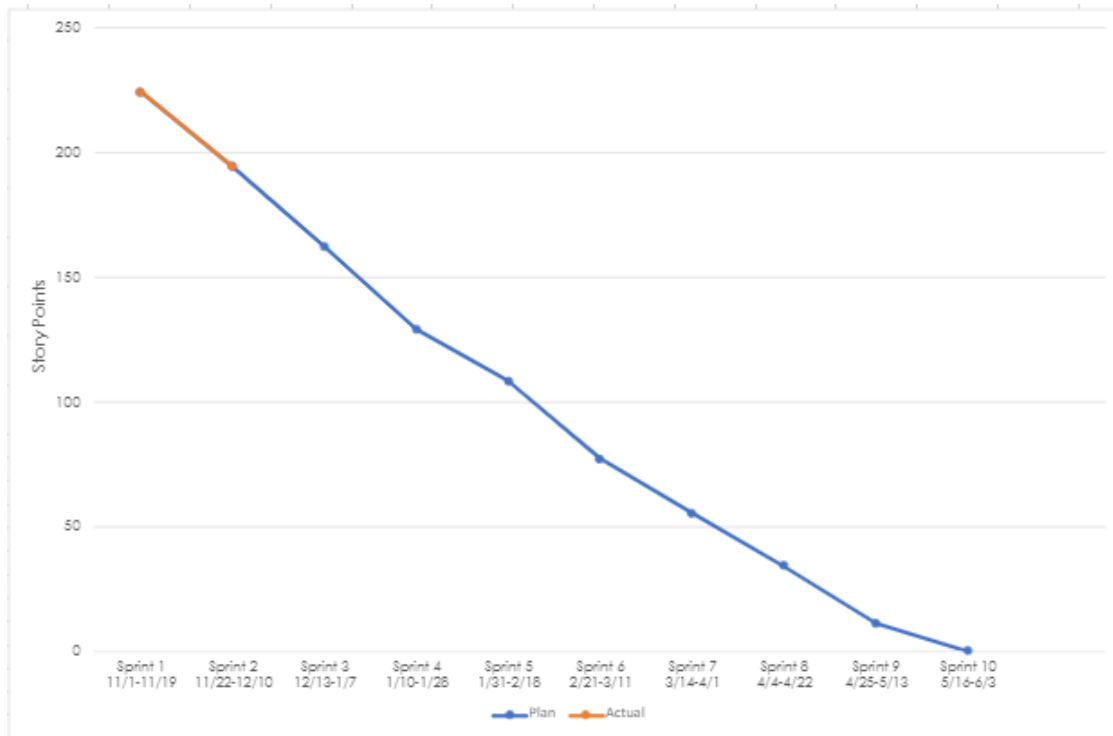
Figure 5.1.7-1 – Case Purge Burndown Chart

Table 5.1.7-1 – Planned Purge Sprints

Sprint 1	Porting Case Summary page updates, Case Data Removal page updates
Sprint 2	Add Case Locking, Image View only
Sprint 3	Porting the Identification sweep logic, Add new EDBC/RA Rules to Identification Sweeps, PDF Character Limit increase
Sprint 4	Porting for Deletion Batch process for PGM_DETL and Child Tables, Case Data Removal Identification Report, PDF Configuration to S3
Sprint 5	Porting Document Removal process, Re-Verification logic, YBN e-app logic to block transfers, History PDF Batch, Override Report
Sprint 6	Porting Image Removal Process, CalSAWS PDF Generation process
Sprint 7	Porting Time Limit Aid Summary page, Completion Report
Sprint 8	Porting for Disaster Recovery Document Deletion, OBIEE/EDR Cleanup for Delete Track, Verify Lawful Presence (VLP)
Sprint 9	Performance Environment Preparation and Execution
Sprint 10	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	• Continued developing the DDED • Submission of the DDED is due on January 27, 2022

5.2 Activities for the Next Reporting Period

► Continue drafting designs for Migration Impact System Change Requests (SCRs)
► Continue test execution for CalSAWS 22.01 Release

Deliverable Management

Table 5.2-1 – Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
58	CalSAWS (CalWIN) UAT Readiness Report Milestone	• Continue developing the DDED Submission of the DDED is due on January 27, 2022

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:

► Completed Golden Data Set (GDS) 4 Epic
  o Completed GDS generation
  o Completed Eligibility Determination Benefits Calculation (EDBC) Match
  o Delivered GDS
► Completed Golden Data Set (GDS) 5 Epic
  o Began GDS transformations scheduled for completion March 7, 2022
► Continued to prioritize converted data testing (CDT) items based on converted data testing (CDT) prioritization for GDS delivery
► Continuing to triage converted data test (CDT) defects as they are created

Table 6.1.2-1 – CalWIN Conversion Statistics Golden Data Set (GDS) 5 (December 2021)

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 AT	On Hold	Completed *[Tested]*	CNR	Deferred
Overall	15	12/20/2021	12/31/2021	0	0	0	0	0	0	15	0	0
Bugfix	15	12/20/2021	12/31/2021	0	0	0	0	0	0	15	0	0

6.1.3   Gainwell Technologies

► CalWIN Data Extraction
   o CalWIN extracted Wave 4 on December 19, 2021
► CalWIN Document Migration
   o Continued planning for delivery of all Client Correspondence
   o Continued delivery of Client Correspondence from CalWIN

6.1.4   Ancillary Systems Conversion:

► Continued to make progress addressing 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
   o Completed Waves 1-4
   o Continued Wave 5 and 6 targeted for January 2022

Table 6.1.4-1 – County Status by Ancillary System

COUNTY	COLLECTIONS	FRAUD	TASK MANAGEMENT
Contra Costa	**Design and build completed** Received production sized files	N/A	N/A
Placer	**Design and build completed** Received production sized files	**Design and build completed** Received production sized files	**Design and build completed** Received production sized files
Yolo	**Design and build completed** Received production sized files	N/A	N/A
Santa Clara	N/A	N/A	**Design and build completed** Received production sized files
Tulare	**Design and build completed** Received production sized files	N/A	N/A

COUNTY	COLLECTIONS	FRAUD	TASK MANAGEMENT
Orange	**Design and build completed** Received production sized files	**Design and build completed** Received production sized files	**Design and build completed** Received production sized files
Santa Barbara	N/A	N/A	**Design and build completed** Received production sized files
Ventura	**Design and build completed** Received production sized files	N/A	N/A
San Mateo	**Design and build completed** Received production sized files	N/A	**Design and build completed** Received production sized files
Santa Cruz	**Design and build completed** Received production sized files	N/A	**Design and build in-progress** Received production sized files
Solano	**Design and build completed** Received production sized files	N/A	N/A
Alameda	**Design and build completed** Received production sized files	**Design and build completed** Received production sized files	N/A
Fresno	**Design and build completed** Received production sized files	N/A	N/A
Sonoma	**Design and build completed** Received production sized files	N/A	**Design and build completed** Received production sized files
Sacramento	N/A	**Design and build completed** Received production sized files	**Design and build completed** Received production sized files
San Francisco	**Design and build completed** Received production sized files	N/A	N/A
San Luis Obispo	**Design and build completed** Received production sized files	**Design and build completed** Received production sized files	N/A

Figure 6.1.4-1– Ancillary Systems Conversion Gantt Chart
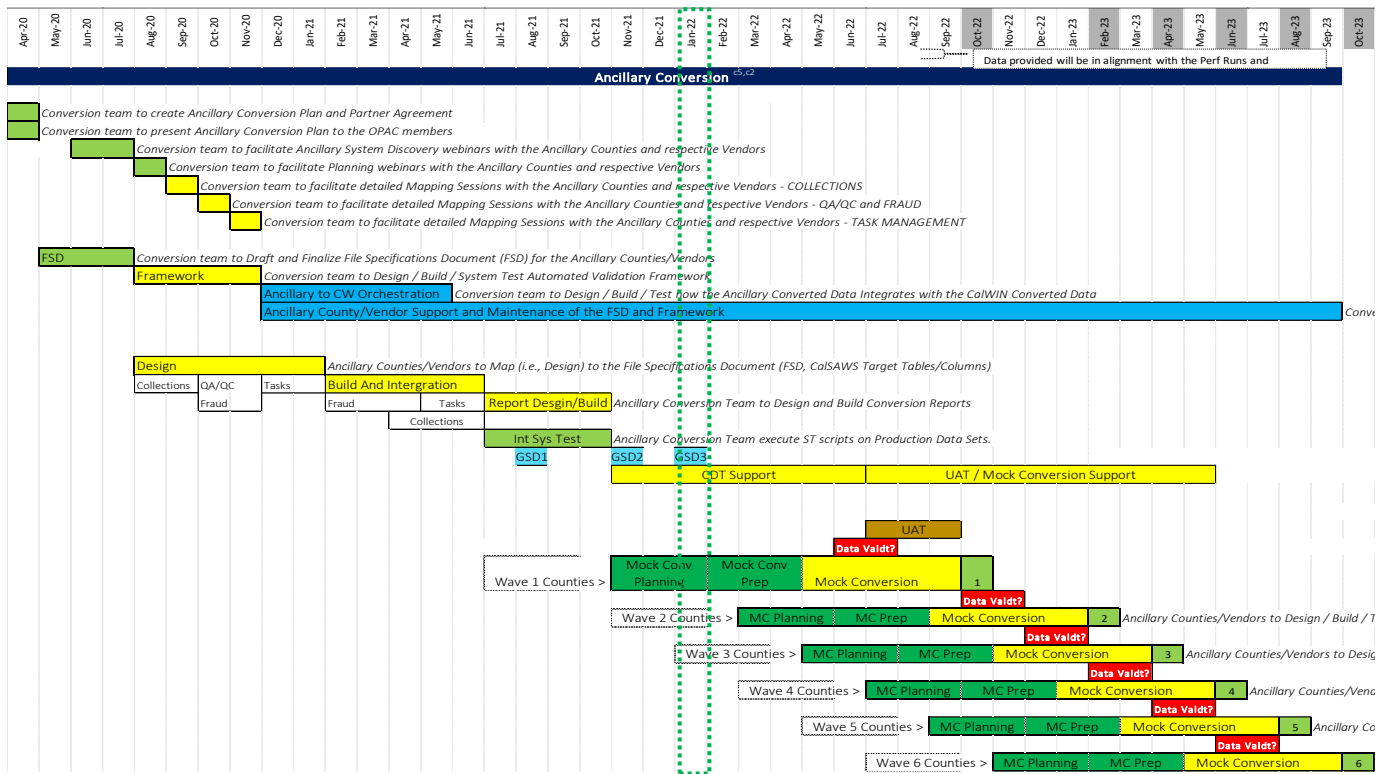
Table 6.1.4-2 – Ancillary Systems Conversion Milestones

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 handing for Ancillary provided 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)	In progress

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)	Not started
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
► Begin (GDS) 6 Epic
► Continue Converted Data Test (CDT) Support
► Continue Converted Data Delivery planning activities

6.2.3   Gainwell Technologies

► CalWIN Data Migration
  o Continue planning for future CalWIN extractions
► CalWIN Data Retention M&O
  o Continue planning for future data retention runs

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 to update the Ancillary Systems Conversion Plan work product (as needed)
► Continue system test scenario for automation development
► Prepare to receive Wave 5 data extracts

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   Training

7.1   Highlights of the Reporting Period

► Imaging
  o Began updating post-deployment Imaging guides based on Web-Based Training (WBT) content for System changes implemented since C-IV Go-Live
  o Began preparing materials for Los Angeles County Imaging Train-the-SME (ITTSME) Refresher sessions
  o Continued drafting script for testing Imaging after code deployments to Training Production

Deliverable Management

Table 7.1-1 – Training Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for the reporting period	

7.2   Activities for the Next Reporting Period

► Imaging
  o Attend weekly Training touchpoint meeting held on January 4, 2022
  o Continue updating post-deployment Imaging guides based on Web-Based Training (WBT) content for system changes
  o Continue preparing materials for Los Angeles County Imaging Train-the-SME (ITTSME) refresher sessions
  o Finalize script for testing Imaging after code deployments to Training production

- o Update CalSAWS Learning Management System (LMS) Guide
- o Draft CalSAWS Informational Transmittal (CIT) for Los Angeles County Imaging General Training
- o Distribute CalSAWS Request for Information (CRFI) for identification of ITTSME Refresher participants

Deliverable Management

Table 7.2-1 – Training Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for the next reporting period	

7.3 Deviations from Plan/Adjustments

- ► None for the reporting period

8.0 Deployment

8.1 Highlights of the Reporting Period

8.1.1 Implementation

- ► Imaging
  - o Began developing Los Angeles County Imaging Readiness Dashboard for County and Project readiness checklists
  - o Maintained Los Angeles County and Project Imaging Readiness Checklists in Jira
  - o Continued planning for Los Angeles County post-deployment Imaging support

8.1.2 Change Management

- ► Imaging
  - o Los Angeles County Imaging Change Management
    - • Began planning content for CalSAWS Imaging Newsletter 6
    - • Began preparing for January Imaging Change Network Champion meeting
    - • Continued drafting Los Angeles County Imaging Go-Live Packet

Figure 8.1.2-1 – CalSAWS Sandbox Environment: Total Number of Counties that Logged in per Week
(Excluding 09/13/2021-09/17/2021, 11/15/2021-11/19/2021) *
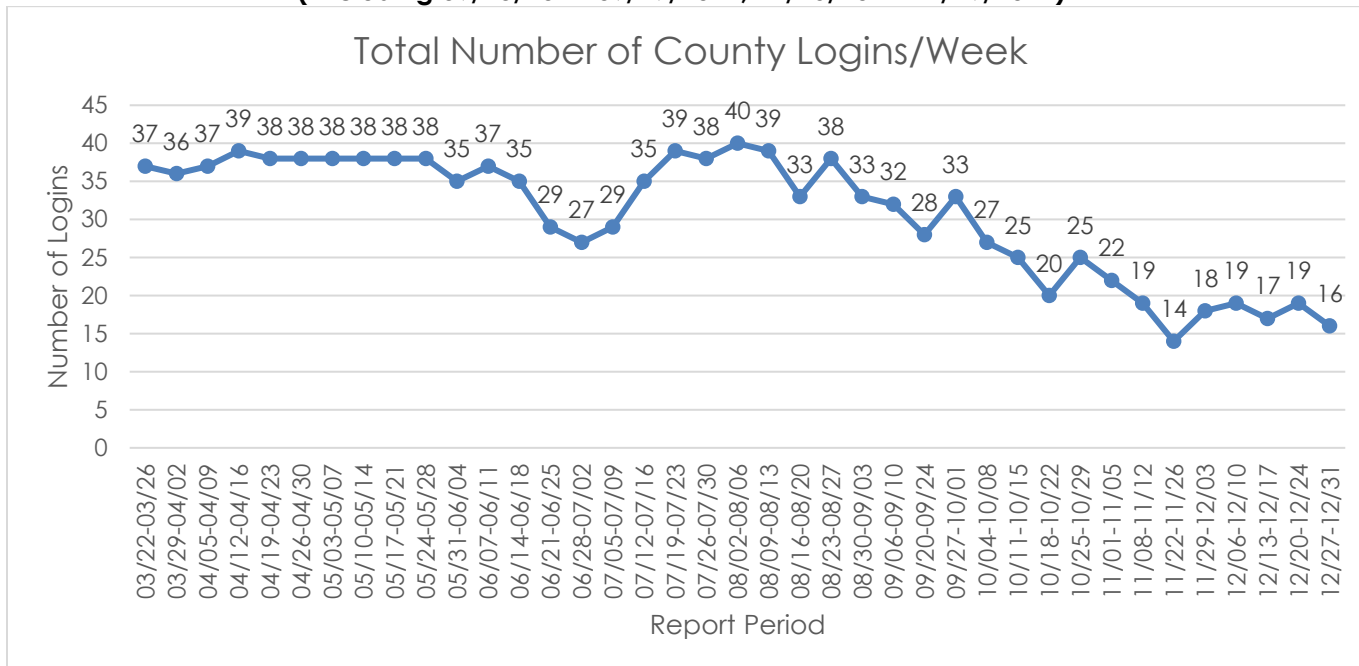

Figure 8.1.2-2 – CalSAWS Sandbox Environment: Average Time Users Spent in the Sandbox per Week (Excluding 09/13/2021-09/17/2021, 11/15/2021-11/19/2021) *
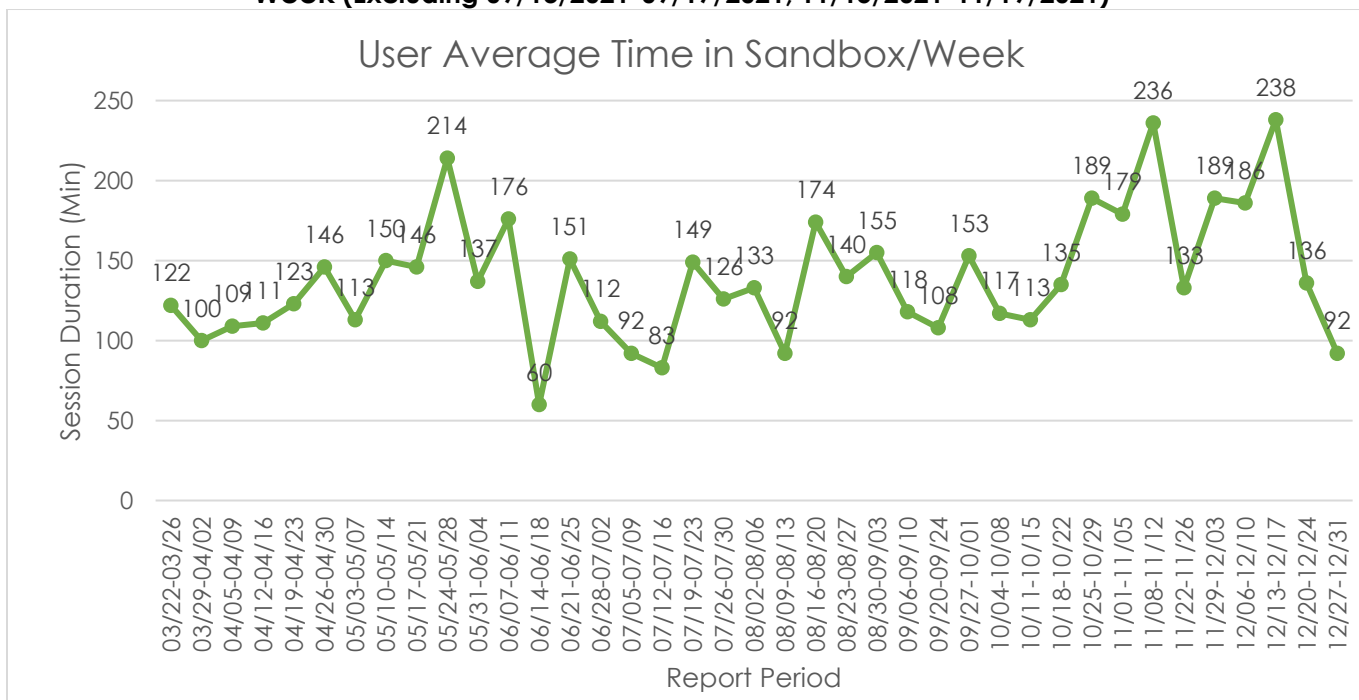
Table 8.1.2-1 – Login Counts & Total Logged Time by County During Reporting Period

COUNTY	USER	LOGIN COUNT	TOTAL LOGGED TIME
Alameda	User 1	1	00:02:03
Contra Costa	Users 1, 2, 3	28	09:50:01
Del Norte	User 2	1	00:23:25
Los Angeles	Users 4, 6	19	04:37:43
Merced	Users 3, 5	22	12:38:02
Orange	Users 1, 2, 3, 4, 6	75	19:37:54
Placer	Users 3, 7, 8, 9	9	05:24:58
Sacramento	Users 1, 2, 4	149	06:28:13
San Bernardino	User 3	1	00:00:00
San Diego	Users 1, 11, 16, 18, 2, 3, 4, 5, 6	34	15:38:20
San Francisco	Users 1, 6	6	00:43:26
San Luis Obispo	Users 1, 3, 6	19	08:35:53
San Mateo	Users 1, 12, 13, 14, 15, 17, 18, 19, 2, 3, 4, 5, 6, 8, 9	118	08:27:22
Santa Barbara	Users 1, 2	24	09:20:54
Santa Clara	Users 1, 4, 5, 6	21	16:27:43
Santa Cruz	User 2	2	00:01:28
Solano	User 1	1	00:08:17
Sonoma	Users 1, 10, 14, 15, 4, 5	20	00:29:50
Ventura	Users 5, 6	21	09:51:42
Yolo	User 3	1	00:00:00

8.1.3   Deliverable Management

Table 8.1.3-2 – Deployment Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for the reporting period	

8.2   Activities for the Next Reporting Period

8.2.1   Implementation

► Imaging
  o Attend Imaging Migration Standup call on January 4, 2022
  o Host meeting with Region 6 Regional Managers and Los Angeles County Imaging Leads regarding readiness task updates on January 5, 2022
  o Continue planning for Los Angeles County post-deployment Imaging support
  o Continue developing Los Angeles County Imaging Readiness Dashboard for County and Project readiness checklists
  o Maintain Los Angeles County and Project Imaging Readiness checklists in Jira
  o Prepare for January 10, 2022 Imaging Implementation Readiness Checkpoint

8.2.2   Change Management

► Imaging
  o Continue drafting Los Angeles County Imaging Go-Live packet
  o Continue planning content for CalSAWS Imaging Newsletter 6
  o Continue preparing for January Imaging Change Network Champion meeting

8.2.3   Deliverable Management

Table 8.2.3-1 – Deployment Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for next reporting period	

8.3   Deviations from Plan/Adjustments

► None for the reporting period

9.0 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 Inventory

CalSAWS – California Statewide Automated Welfare System
CalSAWS DD&I Project Phase
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