CalSAWS DD&I
Weekly Status Report

Reporting Period: May 30, 2022 to June 5, 2022

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	🟢	• Final Deliverable (FDEL) is in review • Approval of the FDEL is due on June 6, 2022
71	CalACES Migration Final Acceptance Certification	PMO	🟢	• Submitted updated Final Deliverable (FDEL) on May 17, 2022 • Approval of the FDEL was due on May 16, 2022

[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

Table 1.2-1 – CalSAWS Project Management Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Project Management	• None for 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 • Continued to assess updates to Federal, State, and local policies and ordinances for the CalSAWS Project's return to office processes

► Facilitated the CalSAWS Weekly Status Meeting that was held on June 1, 2022
► Completed preparations and participated in the Section Directors Meeting that was held on May 31, 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
► Continued supporting engagement of project staff working remotely, including:
  o Continued development of the monthly CalSAWS Connect newsletter that will be submitted to the CalSAWS Project Team on June 9, 2022
  o Continued preparations and planning for the next monthly virtual CalSAWS Project All Staff meeting that is scheduled for June 15, 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 Continued development of contract Change Notice No. 19, which is planned to be submitted to the CalSAWS JPA Board of Directors for approval on July 22, 2022 and may include use of the contract's R&A Change Budget Services allocation for:
    • An extension of CalWIN Functional Support through October 2023
    • Additional CalSAWS enhancements during State Fiscal Year (SFY) 2022/23 related to CalFresh over-issuances, the Transitional Housing Supplement, removal of the Homeless Assistance asset limit, CalFresh Simplifications, and Medi-Cal redetermination forms,
    • Technical updates to shift funds from SFY 2021/22 to 2022/23 for enhancements related to the Elderly Simplified Application Project (ESAP), Stage One Continuous Eligibility, and the CalFresh Public Assistance

Definition Alignment
- 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 May 2022 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 June 8, 2022
- ► Continue to support the logistical planning of the virtual CalSAWS JPA Annual Conference/Member Representatives Meeting that is scheduled for June 23, 2022
- ► Continue to support the logistical planning of the virtual CalSAWS JPA Business Meeting that is scheduled for June 30, 2022
- ► Continued performing Deliverable Management activities for the CalSAWS DD&I Project

Deliverable Management

Table 1.2.1-2 – Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
71	CalACES Migration Final Acceptance Certification	• Gathered information regarding CalSAWS Help Desk ticket diagnosis for May 2022, requested by the Consortium for approval of the FDEL • Scheduled discussions with the Consortium and QA teams to discuss action plans regarding Help Desk ticket diagnosis • Approval of the FDEL was due on May 16, 2022

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	24	2,125
Total Number of Unique Users	17,640	1,512,089
Total Number of New Users	14,028	1,512,089
Total Number of Sessions (Individual site visits)	23,256	2,121,452
Average Number of Sessions per User	1.32	1.41
Average Number of Page Views per Session	1.29	1.31
Average Session Duration	0:49	0:56
AskCalSAWS Inquiries – Received/Resolved	10/9	738/724

Figure 1.2.2-1 – Overall CalSAWS.org Usage Trend
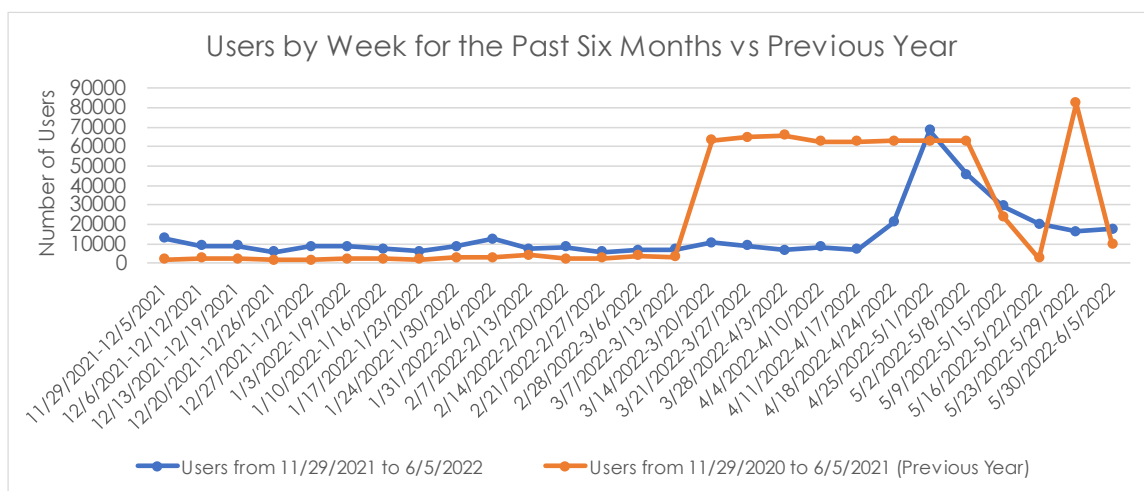
Note:
Increase in usage from the Previous Year (from March 14, 2021 to May 15, 2021) was investigated to be from cities in the United States

Table 1.2.2-3 – CalSAWS.org Subscription Service Statistics

WEBPAGE	PERCENT OF SUBSCRIBERS
Latest News – CalSAWS Buzz Newsletter	32%
Latest News – News	25%
Other Updates – System Updates	22%
Other Updates – Careers	21%
CalSAWS Committees – CalWORKs/CalFresh	21%

1.2.3   Cultural Transformation

► Created the Cultural Transformation updates video that will be shared at the June 18, 2022 CalSAWS Member Representatives meeting
► Rescheduled the first talk in the Growth and Mindset Conversation series: "Fueling Innovation in a Policy Driven Environment" to July 14, 2022
► Released the weekly Wellness Wednesday email to the CalSAWS Project staff

1.2.4   Inclusion, Diversity and Equity Advancement (IDEA)

► Co-Create Phase
   o Workshops
     • Included the video recording of the first two sessions on "We Are One" site for those who were unable to attend the original sessions
     • Continued to make updates to IDEA's video for JPA Board of Directors meeting
   o Leadership
     • Scheduled time to prepare for next leadership coaching session
     • Sent the calendar invitation for the Leadership Coaching Workshop to CalSAWS Leadership

   o CalSAWS "We Are One" SharePoint Site
     • Continued to update the "We Are One" website tab
   o Pulse Survey
     • Continued to prepare the video for the next JPA Board of Directors meeting
   o CalSAWS Table Talks
     • Shared the post session material for our June Table Talks session in the "We Are One" folder
   o Small Team Building
     • Continued to add feedback and consensus from the small team building to include in the JPA Board of Directors video
   o Employee Resource Groups (ERGs)
     • Continued discussion for the Black Employee Resource Group (BERG) Juneteenth celebration
     • Began discussing plans for a shared ERG session
► General
   o Continued to partner with the CalSAWS Connect team to provide content for the CalSAWS monthly newsletter
   o Continued to update the "We Are One" folder
   o Continued to engage the Employee Resource Groups (ERGs) to assist with events or ideas to represent their members across the project
   o Continue to connect with the CalSAWS Culture Transformation team on combining videos for the CalSAWS JPA Board of Directors

1.3   CRFI/CIT Communications Information

► The following table outlines CalSAWS Information Transmittals (CITs) sent for the reporting period ending June 5, 2022

Table 1.3-1 – CITs

CIT ID	SUBJECT	CATEGORY	DISTRIBUTION DATE	PRIMARY CalSAWS CONTACT	BACKUP CalSAWS CONTACT
0155-22	CalSAWS ForgeRock and LMS Access	Informational	June 2, 2022	Ashley Arnold	Yogesh Patel
0156-22	CalSAWS Lobby Monitor Workstation Setup	Informational	June 3, 2022	Lobby Support	Erick Arreola

► The following table outlines CalSAWS Requests for Information (CRFIs) sent for the reporting period ending June 5, 2022

Table 1.3-2 – CRFIs

CRFI ID	SUBJECT	DISTRIBUTION DATE	STATUS	RESPONSE DUE DATE	CalSAWS CONTACT
22-039	Interface Partner Testing Contacts Confirmation for CalWIN Wave 3 Counties	May 13, 2022	Closed	June 3, 2022	Prem Venugopalan
22-040	CalWIN readiness prerequisites for IPT and UAT	May 16, 2022	Open	July 1, 2022	Melanie Gines, and Llyod Rankine
22-041	CalSAWS Migration - Application Reference List Request	May 16, 2022	Open	June 3, 2022	Melanie Gines, and Llyod Rankine
22-042	CalWIN Counties BenefitsCal Options	May 17, 2022	Open	June 17, 2022	Joel Acevedo
22-043	CalWIN Update Child Care Certificate Batch Opt In/Out	May 18, 2022	Open	June 8, 2022	Gingko Luna

► The following table outlines overdue CalSAWS Requests for Information (CRFIs) for the reporting period ending June 5, 2022

Table 1.3-3 – Overdue CRFIs

CRFI ID	Subject	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6
22-041	CalSAWS Migration - Application Reference List Request	Contra Costa County					

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 and Norwalk Project Offices, 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 for CalSAWS DD&I Project risks and issues
- ► Facilitate the CalSAWS Weekly Status Meeting scheduled for June 8, 2022
- ► Participate in the Section Directors meeting that is scheduled for June 7, 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 June 15, 2022
  - o Finalize and distribute the next monthly issue of the CalSAWS Connect newsletter to the CalSAWS Project Team on June 9, 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 performing Deliverable Management activities for the CalSAWS DD&I Project
- ► Finalize the monthly CalSAWS IT Project Status Report for May 2022 and participate in 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 June 8, 2022

Deliverable Management

Table 1.4.1-1 – Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
71	CalACES Migration Final Acceptance Certification	• Approval of the FDEL was due on May 16, 2022 • Continue to provide information regarding CalSAWS Help Desk ticket diagnosis for May 2022, requested by the Consortium, and also hold discussions regarding the related action plan • Approval of FDEL the is expected the first week of June 2022, after providing such additional information and action plans to the Consortium
76	CalSAWS Migration Work Plan Update #38	• Begin developing the Final Deliverable (FDEL) • Submission of the FDEL is due on June 13, 2022

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
None for the reporting period		

1.4.3   Cultural Transformation

► Continue to develop calendar of events for the ambassador initiatives through the end of the year
► Continue to provide project management support to Culture Ambassadors as they continue to develop the plans for the initiatives
► Continue to coordinate working sessions for each Ambassador group to progress their initiatives planning and discuss their individual contributions
► Continue to develop wellness initiative content to keep the project staff engaged

► Continue to update resources and a collaboration workspace with new relevant materials to support the implementation of the prioritized initiatives
► Continue to monitor Microsoft Teams channels for any help needed from Ambassadors

1.4.4 Inclusion, Diversity & Equity Advancement (IDEA)

► Continue to prepare Inclusion, Diversity & Equity Advancement (IDEA) progress video for the JPA Board of Directors meeting
► Continue to partner with CalSAWS Connect team to provide content for the CalSAWS monthly newsletter
► Continue to partner with our Cultural Transformation team to align on dates
► Continue to engage the Employee Resource Groups (ERGs) to assist with events or ideas to represent their members across the project

1.5 Deviations from Plan/Adjustments

► Consortium acceptance/approval of Final Deliverable (FDEL) #71 (CalACES Migration Final Acceptance Certification) was due on May 16, 2022. Approval of FDEL #71 is expected during the first week of June 2022, after providing additional information regarding Help Desk ticket diagnosis for the month of May 2022 requested by the Consortium

2.0 Imaging

2.1 Highlights of the Reporting Period

Table 2.1-1 – CalSAWS Imaging Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
User Acceptance Testing (UAT)	• Continued Imaging configuration and testing

► User Acceptance Testing (UAT)
  o Completed UAT environment configuration and testing for the completion of Milestone #7 of Schedule 13 to Exhibit X
► Change Management
  o Closed and began analysis of the T+3 Week Los Angeles County Imaging Change Readiness Survey responses

Table 2.1-2 – CalSAWS Imaging Project Milestones

MILESTONES	DUE DATE	STATUS
Migration Activities		In progress
Conduct Placer County Document Migration Discovery Session Check-in	May 24, 2022	Completed
Conduct San Luis Obispo County Document Migration Discovery Session Check-in	May 24, 2022	Completed
Conduct Yolo County Document Migration Discovery Session Check-in	May 25, 2022	Completed
Conduct Orange County Document Migration Discovery Session Check-in	May 26, 2022	Completed
Conduct Ventura County Document Migration Discovery Session Check-in	May 26, 2022	Completed
Conduct Santa Barbara County Document Migration Discovery Session Check-in	May 31, 2022	Completed
Conduct San Diego County Document Migration Discovery Session Check-in	May 31, 2022	Completed
Conduct Placer County Document Migration Discovery Session Check-in	June 1, 2022	Completed
Conduct San Mateo County Document Migration Discovery Session Check-in	June 1, 2022	Completed
Conduct Contra Costa County Document Migration Discovery Session Check-in	June 1, 2022	Completed
Conduct yolo County Document Migration Discovery Session Check-in	June 2, 2022	Completed
Conduct Orange County Document Migration Discovery Session Check-in	June 2, 2022	Completed
Conduct Santa Clara County Document Migration Discovery Session Check-in	June 6, 2022	Scheduled
Conduct Santa Barbara County Document Migration Discovery Session Check-in	June 7, 2022	Scheduled
Conduct Placer County Document Migration Discovery Session Check-in	June 7, 2022	Scheduled
Conduct Santa Cruz County Document Migration Discovery Session Check-in	June 7, 2022	Scheduled
Conduct Orange County Document Migration Discovery Session Check-in	June 9, 2022	Scheduled
Conduct Ventura County Document Migration Discovery Session Check-in	June 9, 2022	Scheduled

Table 2.1-3 – 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	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Placer County	Begin	7/29/20	10/1/20	8/6/20	8/31/20	4/1/21	2/17/22	~~4/15/22~~ 5/27/22	9/22/22	3/14/22	10/3/22	**Go Live 10/31/22**
	Finish	7/29/20	10/1/20	10/6/20	3/26/21	2/11/22	5/26/22	~~6/10/22~~ 6/1/22	10/6/22	10/2/22	10/20/22	55% Progress
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Begin 9/22/22	Begin 10/20/22	Begin 10/22/22	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	

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

Wave 1	Target Dates	Project Charter Signoff	Mapping SS Completion	Req Document Completion	Document Keyword Mapping Sign Off	Solution/ Sample Build	Sample Testing	Bulk Export	Initial Import	Validate Images in Production	Bulk Delta	Final Batch	Go Live
Yolo County	Begin	1/6/22	1/14/22	1/28/22	1/6/22	2/1/22	3/21/22	4/11/22	5/14/22	9/22/22	10/11/22	10/24/22	**Go Live 10/31/22**
	Finish	1/13/22	1/28/22	1/28/22	1/28/22	3/17/22	4/8/22	5/12/22	5/16/22	10/6/22	10/21/22	10/28/22	Overall Progress 70%
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Begin 9/22/22	Begin 10/20/22	Begin 10/22/22	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	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 2.1-4 – CalWIN Counties' Wave 2 Status Update

Wave 2	Target Dates	Project Charter Signoff	Mapping Completion	Doc/ Keyword Mapping Sign Off	Sample Testing	Complete Change Order	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Batch	Go Live
Contra Costa County	Begin	11/5/21	12/21/21	12/22/21	2/22/22	2/8/22	4/4/22	6/6/22	9/22/22	1/6/23	2/1/23	**Go Live 2/27/23**
	Finish	11/11/21	1/5/22	12/31/21	3/18/22	~~4/1/22~~ 4/15/22	~~5/21/22~~ 6/3/22	7/1/22	10/6/22	1/31/23	2/23/23	50% Progress
	Status	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	

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

Green Status: Final validation is on target to be completed by EOD on June 3, 2022. Imports are expected to start on June 6, 2022.

Wave 2	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Santa Clara County	Begin	10/15/20	12/1/20	1/17/22	5/09/22	8/8/22	09/12/22	11/07/22	1/19/23	9/1/22	2/13/23	**Go Live 2/27/23**
	Finish	10/15/20	1/20/22	04/29/22	06/20/22	9/9/22	11/04/22	11/30/22	2/2/23	1/31/23	2/23/23	20% Progress
	Status	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

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

Wave 2	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Tulare County	Begin	10/5/20	12/1/20	11/30/20	12/2/20	8/2/21	2/15/22	7/23/22	1/19/23	4/16/22	2/1/23	Go Live 2/27/23
	Finish	10/5/20	12/1/20	1/31/21	7/29/21	12/30/21	4/4/22	6/27/22	2/2/23	1/31/23	2/16/23	50% Progress
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	Awaiting	

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

Table 2.1-5 – CalWIN Counties' Wave 3 Status Update

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images In Production	Bulk Delta	Final Delta	Go Live
Orange County	Begin	1/7/21	3/1/21	3/1/21	2/2/21	4/30/21	4/1/22 4/8/22	8/5/22	3/23/23	8/1/22	4/1/23	Go Live 4/24/23
	Finish	1/7/21	3/1/21	4/30/21	4/22/21	12/30/21	8/1/22	1/31/23	4/6/23	1/31/23	4/20/23	50% Progress
	Status	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	

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

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images In Production	Bulk Delta	Final Delta	Go Live
Santa Barbara County	Begin	1/14/21	3/1/21	8/1/21	2/11/21	3/9/22	8/1/22	11/11/22	3/24/23	11/1/22	4/1/23	Go Live 4/24/23
	Finish	1/14/21	3/1/21	10/31/21	12/30/21	6/31/22	10/31/22	12/30/22	4/6/23	3/31/23	4/20/23	20% Progress
	Status	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

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

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Bulk Delta	Final Delta	Go Live
Ventura County	Begin	1/19/21	3/1/21	3/1/21	2/18/21	6/30/21	4/4/22	9/9//22	3/23/23	9/16/22	4/1/23	Go Live 4/24/23
	Finish	1/19/21	3/1/21	4/30/21	5/31/21	3/31/22	8/31/22	9/31/22	4/6/23	3/31/23	4/20/23	35% Progress
	Status	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	

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

2.2   Activities for the Next Reporting Period

► Change Management
  o Finalize and share analysis of the T+3 Week Los Angeles County Imaging Change Readiness Survey responses with the Region 6 Regional Managers, Imaging Leads, Quality Assurance Lead, and Consortium Change Management Leads

2.3   Deviations from Plan/Adjustments

► None for the reporting period

3.0   Customer Service Center (CSC)

3.1   Highlights of the Reporting Period

Table 3.1-1 – CalSAWS Customer Service Center Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
N/A	• Continued to test Task for Cancelling an Appointment in Outbound IVR (CA-25604) Service Change Request (SCR)
N/A	• Continued discussion with Los Angeles County, Wave 1, Wave 2, and Wave 3 CalWIN Counties about migration to CalSAWS Contact Center Solution
N/A	• Deployed SCRs Telephonic Signature (CA-226838) and, External Party Access (EPA) (CA-226839)
N/A	• Continued Build of Administration Page (CA-226672)

► Continued to test Task for Cancelling an Appointment in Outbound IVR (CA-25604) Service Change Requests (SCR)
► Continued discussion with Los Angeles County, Wave 1, Wave 2, and Wave 3 CalWIN Counties about migration to CalSAWS Contact Center Solution
► Began meetings with Wave 4 CalWIN Counties about migration to the CalSAWS Customer Service Center Solution
► Continued Build of Administration Page (CA-226672)

Table 3.1-2 – Customer Service Center Enhancement Milestones

MILESTONES	SYSTEM TEST DELIVERY DATE	STATUS	RELEASE/ MINOR RELEASE
DDID 2292, 2697, 2698, 2723, 2724 WFM/QA/QM Reporting (CA-226209)	December 3, 2021	In Production	22.01
DDID 2718 Task for Cancelling an Appointment in Outbound IVR (CA-25604)	January 24, 2022	System Test	22.03 | 22.05.XX
DDID 2219, 2716, 2717, 2728 Outbound IVR - (CA-226207)	February 4, 2022	System Test	22.03 | 22.05.XX
DDID 2700 Enhanced CCP (CA-226844)	March 18, 2022	In Production	22.03 | 22.05.06
DDID 2727 Work-from-home Modifications (CA-227064)	March 18, 2022	In Production	22.03 | 22.05.06
DDID 2216, 2725 External Party Access IVR (CA-226839)	March 25, 2022	In Production	22.05
DDID 2211, 2217, 2218, 2220, 2729, 2730, 2731, 2046, 2732 Telephonic Signature (CA-226838)	April 1, 2022	In Production	22.05

MILESTONES	SYSTEM TEST DELIVERY DATE	STATUS	RELEASE/ MINOR RELEASE
DDID 2687, 2688, 2689, 2690, 2691, 2692, 2693, 2694, 2695, 2696, 2222, 2702, 2721, 2169, 2284, 2722 Admin Page (CA-226672)	April 4, 2022	In Development	22.05 | 22.06.XX
DDID 2701, 2706 Voice Authentication Languages (CA-226843)	May 5, 2022	In Development	22.05 | 22.06.XX
DDID 2699, 2210, 2705, 2707, 2708, 2709, 2710, 2711, 2712, 2713, 2714, 2715, 2719, 2720, 2258 Inbound IVR (CA-226837)	May 5, 2022	In Development	22.05 | 22.06.XX
DDID 2704 Post-Call Survey (CA-228023)	May 5, 2022	Approved	22.05 | 22.06.XX
DDID 2284 Scheduled Callback (CA-229573)	May 5, 2022	Approved	22.05 | 22.06.XX
DDID 2268 Display the CalSAWS Contact Center IVR Caller ID for outbound calls	May 5, 2022	Design in progress	22.05 | 22.06.XX

Table 3.1-3 – Los Angeles County Milestones

	MILESTONES	DUE DATE	OWNER
1	Design completion	March 11, 2022	CalSAWS Project Team
2	Initial performance/load testing	March 18, 2022	CalSAWS Project Team
3	Training development	May 16, 2022	CalSAWS Project Team
4	Build and unit test	May 20, 2022	CalSAWS Project Team
5	Training content review	May 20, 2022	Consortium
6	System Test	June 3, 2022	CalSAWS Project Team
7	Training execution	June 6, 2022	CalSAWS Project Team
8	Conduct model office	June 13, 2022	Los Angeles County
9	Go-live	August 19, 2022	CalSAWS Project Team
10	Post go-live support	August 22, 2022	CalSAWS Project Team

3.2   Activities for the Next Reporting Period

► Continue discussions with Contra Costa, Los Angeles, Santa Clara, Tulare, Orange, Santa Barbara, and Ventura Counties for County-specific Interactive Voice Response (IVR) designs
► Continue build of System Change Requests (SCRs) CA-226843 Voice Authentication Languages and CA-226672 Administrative Page

► Continued build of Los Angeles County Amazon Web Services (AWS) Accounts and Contact Center Infrastructure (CA-240156)

3.3 Deviations from Plan/Adjustments

► None for the reporting period

4.0 Application Development and Test

4.1 Highlights of the Reporting Period

Table 4.1-1 – CalSAWS Application Development and Test Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
4.1.2 Design Difference Identifiers (DDID) System Test Status	• Began 22.07 System Testing. 10% pass rate on a 13% target. Outstanding GA/GR DD&I SCR delivered to System Test on June 6, 2022

4.1.1 Application Development Summary

Table 4.1.1-1 – CalSAWS Application Development Summary

	Status	22.05	22.07	22.09	22.11	23.01	23.02	23.05
Design	New	2	0	3	3	10	1	7
	Design in Progress	1	0	4	1	0	0	1
	Ready for Committee	0	0	0	0	0	0	0
	Committee Review	0	0	1	1	0	0	0
	Pending Approval	0	0	0	0	2	0	2
Build	Approved	0	0	7	1	1	0	1
	In Development	0	0	2	0	1	0	0
	Development Complete	0	0	1	0	0	0	0
	In Assembly Test	1	0	0	0	0	0	0
Test	System Test	0	9	1	0	0	0	0
	Test Complete	0	0	0	0	0	0	0
	In Production	23	0	0	0	0	0	0
	Grand Total	**27**	**9**	**19**	**6**	**14**	**1**	**11**

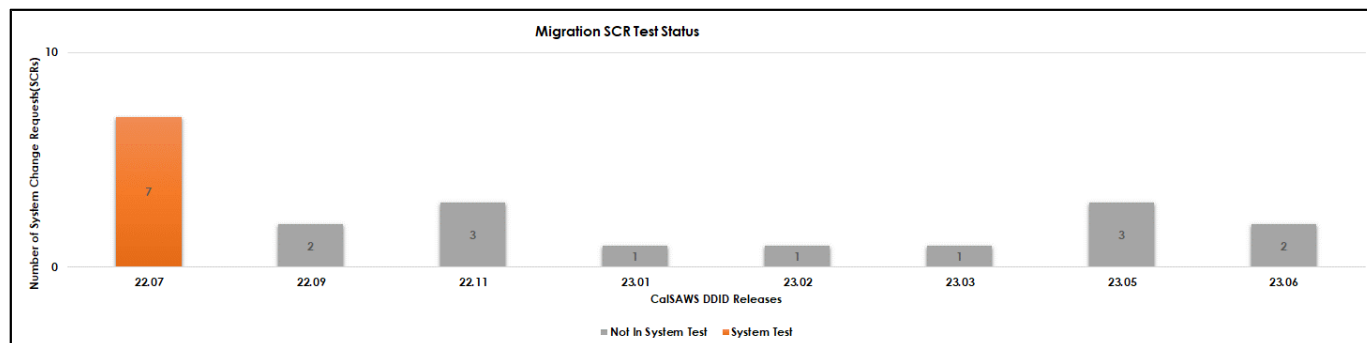| System Change Requests (SCRs) in Production	918

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

► Continued drafting designs and development activities. Status is provided in Table 4.1.1-1 (CalSAWS Application Development Summary), above

4.1.2   Design Difference Identifiers (DDID) System Test Status

**Figure 4.1.2-1 – DDID System Test Status**

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

Table 4.1.2-1 – DDID System Test Execution Status – 22.07

Pass rate target as of June 3, 2022	**13%**
Pass rate actual as of June 3, 2022	**10%**
System Test Completed date: July 20, 2022	

Figure 4.1.2-2 – DDID System Test Execution Status – 22.07
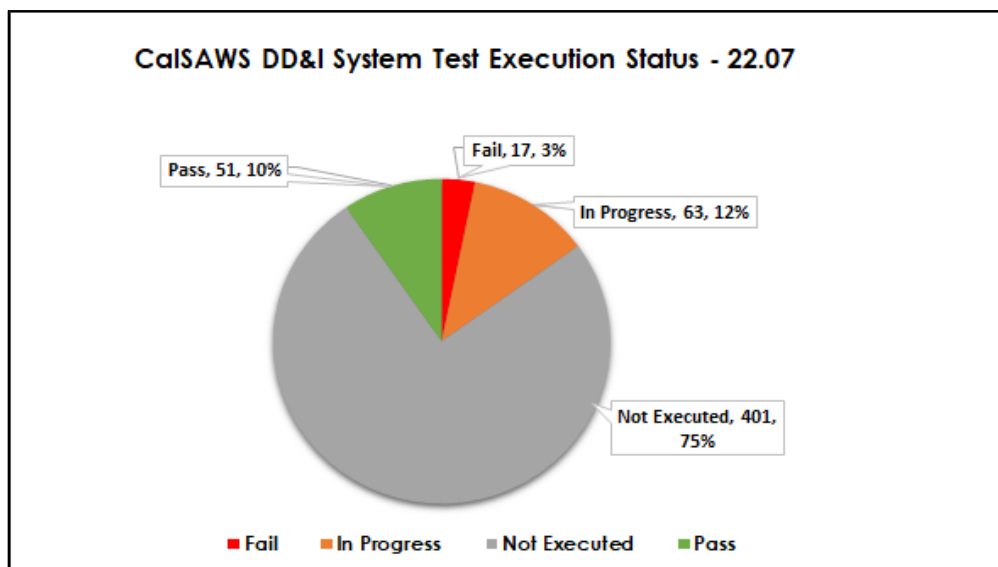
Note:
- Test Script counts are subject to change as test scripts are added or removed throughout the execution phase. Includes testing execution for all CalSAWS DD&I Test Scripts in the release

▶ Began Test Execution for 22.07

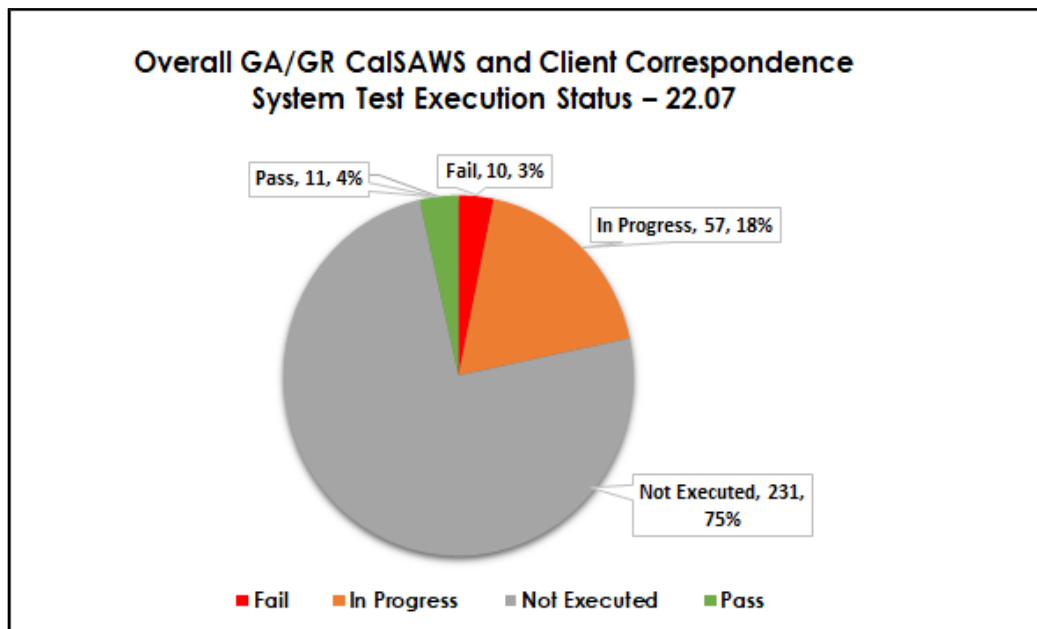**Figure 4.1.2-3 – Overall GA/GR CalSAWS and Client Correspondence System Test Execution Status – 22.07**

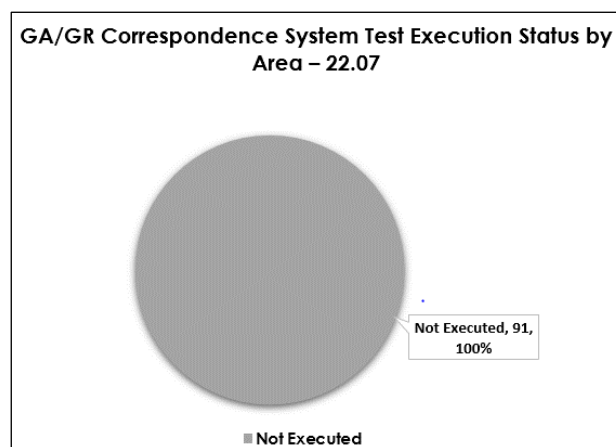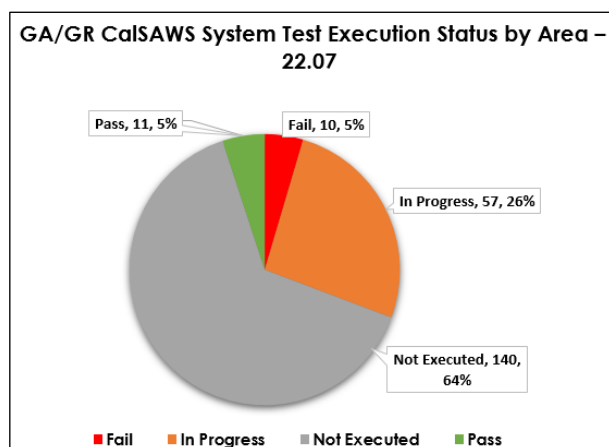**Figure 4.1.2-4 – GA/GR System Test Execution Status by Area – 22.07**

Table 4.1.2-2 - GA/GR System Test Execution Status by Area – 22.07

GA/GR CalSAWS	
Pass rate target as of June 3, 2022	**13%**
Pass rate actual as of June 3, 2022	**5%**
System Test completed date: July 20, 2022	

GA/GR Client Correspondence	
Pass rate target as of June 03, 2022	**0%**
Pass rate actual as of June 03, 2022	**0%**
System Test completed date: July 20, 2022	

4.1.3 Task Management

► There are no Design Difference Identifiers (DDID) System Change Requests (SCRs) in the design/build phase
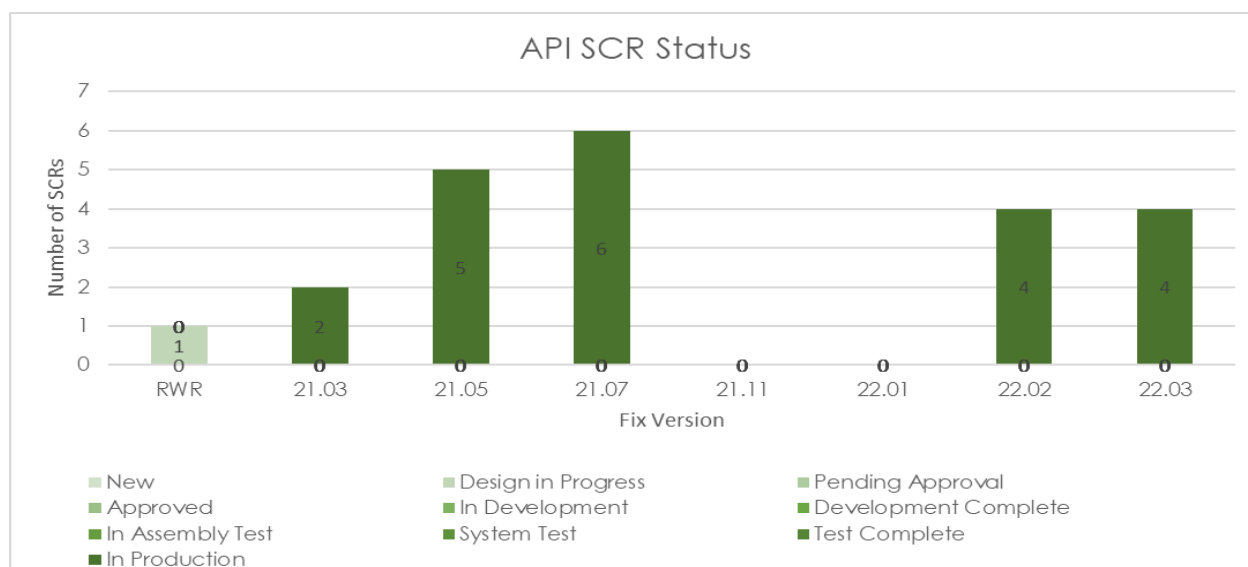
Figure 4.1.3-1 – Task Management Design Difference Identifiers (DDID) Status
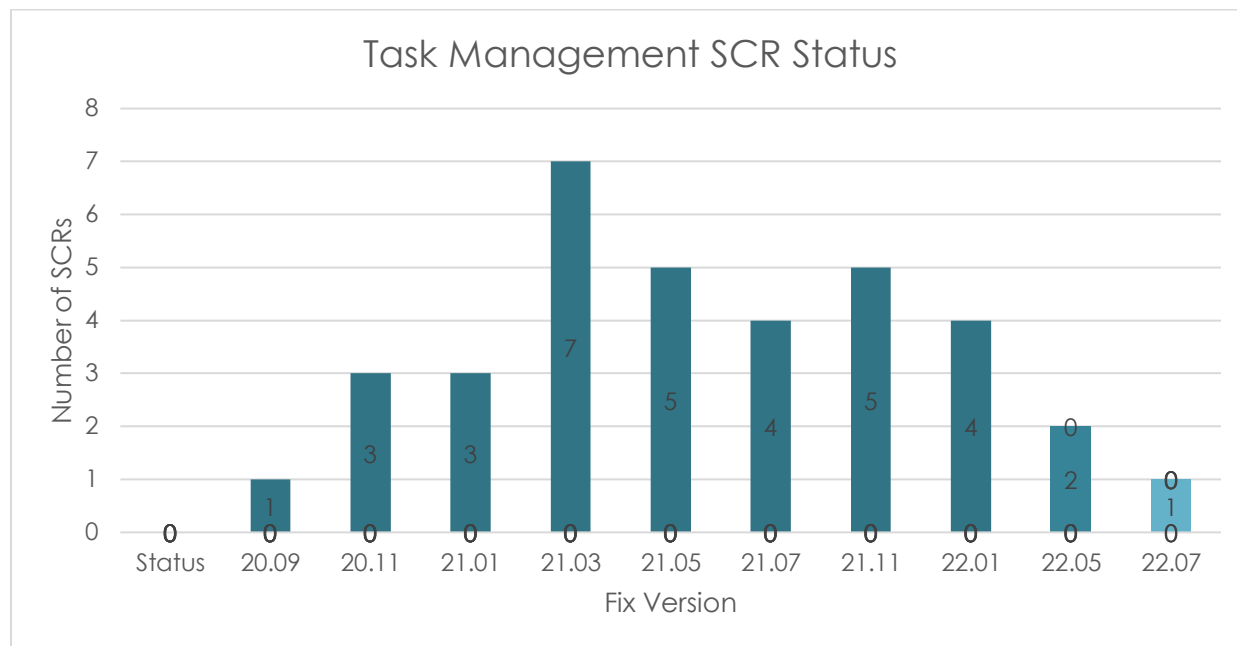
4.1.4   Application Programming Interface (API)

► Continued development on the following Application Programming Interfaces (APIs):
   o   CA-214741 DDID 2298 – FDS: API - Person - MDM API

**Figure 4.1.4-1 – Application Programming Interface (API) DDID Status**

4.1.5 General Assistance/General Relief (GA/GR)

► General:
   o Provided the weekly status update and General Assistance/General Relief (GA/GR) release plan changes to Consortium on June 2, 2022
   o Discussed the General Assistance/General Relief (GA/GR) Correspondence work products and design clarifications on May 31, 2022, and June 2, 2022
   o Discussed the General Assistance/General Relief (GA/GR) Correspondence web service design clarifications on June 1, 2022, and June 3, 2022
   o Discussed Gainwell System Test status on June 1, 2022
   o Design Review for following System Change Requests (SCRs) was completed
     • CA-240916 – CA-220016 GA GR Automated Solution Admin Changes - Wave 1
   o Below GA/GR SCRs are in design
     • CA-242939: GA GR M&O Process for Correspondence Administration (documentation Only) (22.09)
     • CA-244842: Set GAGR Aid Code for CalFresh program on PACF cases (for GA/GR Automated solution) (22.09)
     • CA-220016: GA GR Automated Solution Admin Changes - Wave 1 (22.09)

Figure 4.1.5-1 – GA/GR Design Difference Identifiers (DDID) Status
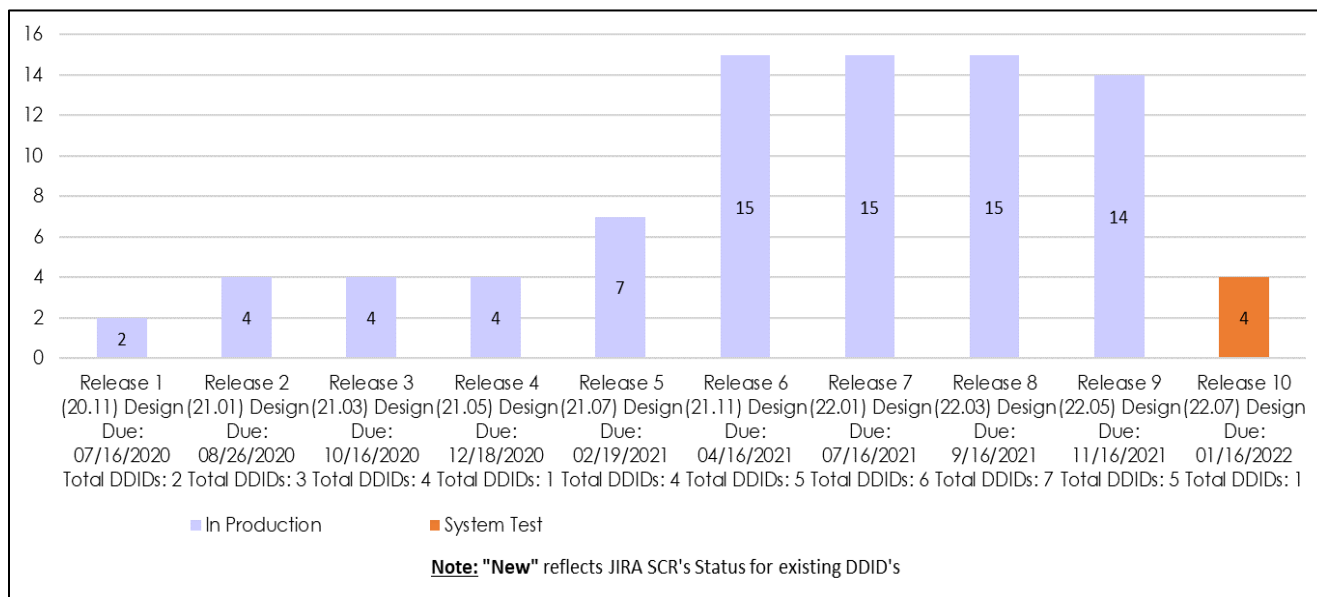
4.1.6 Case Purge

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 and Development for Sprint 9 features that will be included in the 22.07 baseline System Change Requests (SCRs). This release includes the following items and will be deployed to production with the 22.07 release on July 25, 2022:
  o Sprint 9 SCR CA-235667
    • Create Image Removal process for images associated with cases identified for Data Removal
    • Create Document Removal process for the CalSAWS Disaster Service Repository
    • Update Imaging Server with new deletion Image function to allow for the removal of an image record given a document identification
    • Update the Imaging Client Service Application Programming Interface (API) to allow for the new deletion Image function
    • Update API gateway with new URL to allow for the new deletion Image transaction

Figure 4.1.6-1 – Case Purge Burndown Chart

Table 4.1.6-1 – Planned Purge Sprints

SPRINT NUMBER	SPRINT DESCRIPTION
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, adding new Eligibility Determination Benefit Calculation/Recovery Account (EDBC/RA) Rules to Identification Sweeps, Porting Portable Document Format (PDF) Generation Process, Increasing Journal Portable Document Format (PDF) Character Limit
Sprint 4	Porting Case Deletion Logging process, adding new CalHEERS tables to Deletion Model, Remove Recovery Account Responsible Party tables from Deletion Model
Sprint 5	Porting Case Identification and Override Reports, Port Document Removal process to S3, Create Stored Procedure Database Change Requests (DBCRs), Schedule Batch for Journal Portable Document Format (PDF) Re-run
Sprint 6	Creating CalSAWS Re-Verification Batch, Updating Identification and Re-Verification logic to include new Recovery Account rules, Updating Document S3 storage service framework, Updating Identification Batch to exclude CS program
Sprint 7	Porting Time Limit Aid Summary page changes, Porting Case Completion Report, Updating Deletion Model to include Residential and Receipt tables, Updating CalSAWS page to validate and block CalHEERS referrals, Combining Document and Imaging removal process with Data Removal Batch, Updating Benefits Cal page to validate for removed cases during linkage
Sprint 8	OBIEE Cleanup for Delete Track, Updating Batch to Verify Lawful Presence (VLP)
Sprint 9	Image Deletion, Porting for Disaster Recovery Document Deletion
Sprint 10	Performance Environment Preparation and Execution
Sprint 11	Batch Scheduling, Case Purge Transition

4.1.7   Deliverable Management

Table 4.1.7-1 – Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
58	CalSAWS (CalWIN) UAT Readiness Report Milestone	• Finalized and submitted the FDEL to the Consortium for review and feedback on May 27, 2022 • Approval of the FDEL is due on June 6, 2022

4.2   Activities for the Next Reporting Period

► Continue drafting designs for Migration Impact System Change Requests (SCRs)
► Continue test execution for CalSAWS 22.07 Release

Deliverable Management

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Table 4.2-1 – Deliverable Status for Next Reporting Period

</div>

DEL #	DELIVERABLE NAME	STATUS
58	CalSAWS (CalWIN) UAT Readiness Report Milestone	• Work with Deliverable reviewers to address comments on the FDEL, as needed • Approval of the FDEL is due on June 6, 2022

4.3   Deviations from Plan/Adjustments

► None for the reporting period

5.0   Conversion

5.1   Highlights of the Reporting Period

<div align="center">

Table 5.1-1 – CalSAWS Conversion Status Agenda Topic

</div>

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
5.1.1 CalWIN Conversion	• Wave 1 Mock Cutover 1 began on June 4, 2022, is in-progress and on-schedule o Wave 1A (County Preparation) Mock Cutover began and completed per Plan • On-schedule to deliver GDS 8 on June 20, 2022 for County Data Validation (CDV) • On-schedule to support CDV between June 20, 2022 and July 1, 2022

5.1.1   CalWIN Conversion

► Continued to resolve Converted Data Testing (CDT) identified defects
► Completed environment "Fit Testing" of Conversion 19 and Conversion 17 environments as team prepared to begin mock cutover (1A)
► Continued Golden Data Set (GDS) 8 Epic development and testing. This Epic is focused on:
   o CalWIN R68 and CalSAWS 22.03 production data structure and code value changes which impact Conversion Transformation logic
   o Identified and unresolved Converted Data Test (CDT) defects, and
   o General Assistance/General Relief (GA/GR) data structure and code value enhancements where Conversion Transformation logic also need be enhanced to convert GA/GR
   Note: *GA/GR total items include a large number Code Set and table mappings that have already been performed but required 22.03 to be fully tested and mappings validated*

Table 5.1.1-1 – CalWIN Conversion Statistics Golden Data Set (GDS) 8 (April 2022 – June 2022)

Sprint	Total - Deferred Items	Sprint Duration		Not Started (0%)	Analysis & Mapping in Progress (25%)	Ready for Consortium Review (30%)	Build In Progress (50%)	Ready for AT (75%)	On Hold (5%)	Completed [Tested]* (100%)	CNR (100%)	Deferred (0%)
Overall	231	4/11/2022	6/3/2022	89	8	0	7	14	0	112	0	0
R68/22.03 GA-GR	20	4/11/2022	4/29/2022	0	0	0	0	0	0	20	0	0
22.03	40	4/11/2022	4/29/2022	0	0	0	0	0	0	40	0	0
GDS#8 Bugfix 1	53	4/18/2022	5/13/2022	0	0	0	0	9	0	43	0	0
R69	7	5/9/2022	5/20/2022	7	0	0	0	0	0	0	0	0
R69 CSMs	tbd	5/23/2022	5/27/2022	0	0	0	0	0	0	0	0	0
GDS#8 Bugfix 2	28	5/9/2022	5/20/2022	5	4	0	7	4	0	8	0	0
22.05 (7) + GA/GR (64)	83	5/16/2022	5/27/2022	77	4	0	0	1	0	1	0	0
Hardening	tbd	5/30/2022	6/3/2022	0	0	0	0	0	0	0	0	0

5.1.2   CalWIN Conversion Defects Converted Data Test Defect

Table 5.1.2-1 – Open Converted Data Test (CDT) Defects

Defect Delivery by Golden Data Set (GDS)	Priority 1	Priority 2	Priority 3/Priority 4	Total
GDS#8	2	54	14	70
GDS#9	0	60	4	64
Not Assigned	0	0	101	101
CDT Open Total	**2**	**114**	**119**	**235**

Figure 5.1.2-1– Open Converted Data Test (CDT) Defects by GDS
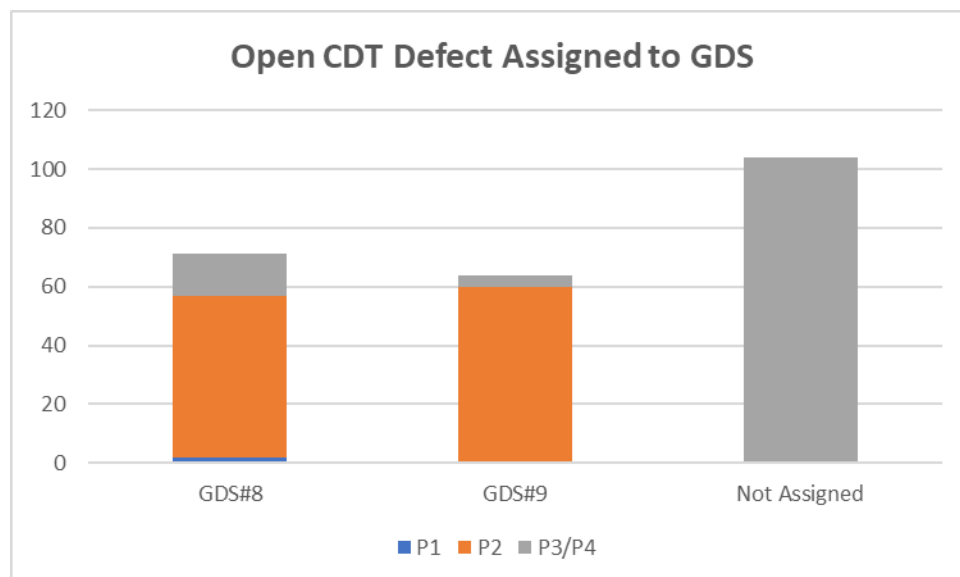
5.1.3   Gainwell Technologies

► CalWIN Document Migration
  o Continued planning for delivery of all Client Correspondence (CC)
  o Continued delivery of Client Correspondence (CC) from CalWIN

5.1.4 Ancillary Systems Conversion

► Continued to address issues found in production dataset size files. These files are necessary for CalWIN Core Conversion orchestration and integrations
► Facilitated exception reports review sessions with the Ancillary Counties to address questions and concerns

Table 5.1.4-1 – 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
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**	N/A	N/A

COUNTY	COLLECTIONS	FRAUD	TASK MANAGEMENT
	Received production sized files		
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 5.1.4-1– Ancillary Systems Conversion Gantt Chart
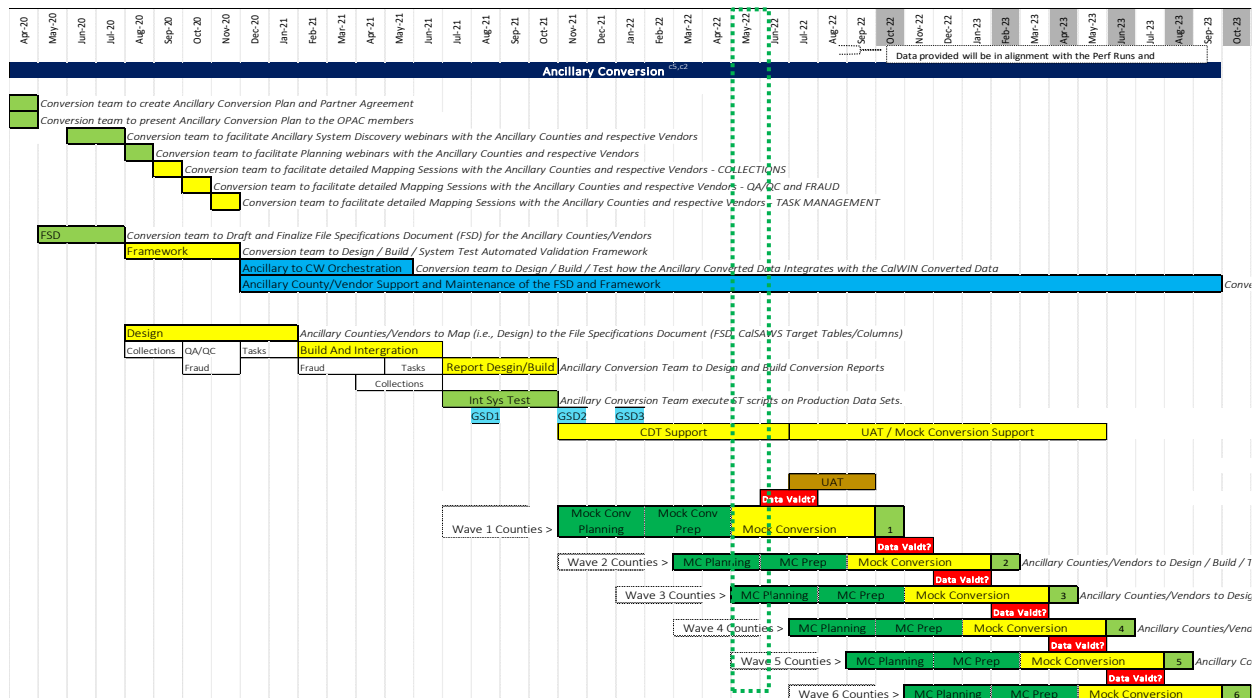
Table 5.1.4-2 – Ancillary Systems Conversion Milestones

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	All CalSAWS DB Targets (defined in FSD) have Source Mappings from Ancillary	Completed
July 2021	Build	Development activities, dependent Design Mapping, are ready to Start (or are Completed)	Completed
January 2022	System Test	System Test execution, dependent on test scripts and Build Completed, are ready to Start (or are Completed)	Completed
May 2022	Integration Test	End-to-End Test execution, dependent on test scripts, System Test Completed and CDT completed, are ready to Start (or are Completed)	In progress
August 2023	Mock Conversion Ancillary System Data Delivered	Counties to delivery Ancillary System Data to the CalSAWS Conversion team as a Prerequisite to begin Mock Conversions	Not started
August 2023	Wave 1 – 6 Mock Conversions	Simulated Cutover Activities, dependent on Integration Test Completed, are ready to Start (or are Completed)	Not started
August 2023	Wave 1 – 6 Mock Conversions Data Validation	Validation of Data, (from Mock Conversion), are ready to Start (or are Completed)	Not started
October 2023	Wave 1 – 6 Conversion Cutovers	Execution of (live) Cutover Activities are ready to Start (or are Completed)	Not started

5.1.5 Deliverable Management

Table 5.1.5-1 – Conversion Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for the reporting period	

5.2 Activities for the Next Reporting Period

5.2.1 CalWIN Conversion

- ► Complete Jira epics and issue aligned with Golden Data Set (GDS) delivery schedule
- ► Complete Golden Data Set (GDS) 8 Epic
- ► Continue preparation activities for Mock Cutover
- ► Continue Converted Data Delivery planning activities

5.2.2 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

5.2.3 Ancillary Systems Conversion

- ► Continue ongoing support for mapping and data extract activities on Ancillary Collections, Fraud, and Task Management
- ► Continue to update the Ancillary Systems file specifications documents (as needed)
- ► Continue System Test scenario for automation development
- ► Prepare for Wave 1 County Mock Cutover on June 11, 2022

5.2.4 Deliverable Management

Table 5.2.4-1 – Conversion Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for next reporting period	

5.3 Deviations from Plan/Adjustments

- ► None for the reporting period

6.0   CalWIN Functional Support

6.1   Highlights of the Reporting Period

Table 6.1-1 – CalSAWS CalWIN Functional Support Status Agenda Topic

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

► Provided CalSAWS expertise at San Francisco County To-Be Business Process Reengineering (BPR) Sessions on May 30-June 3, 2022; sessions included:
   o Help Desk (Virtual) and Community Based Organizations (CBO) Account
   o Child Welfare Services (Foster Care)
   o Employment Services (Continued)
   o Cash Assistance Program for Immigrants (CAPI)
► Provided CalSAWS expertise at Sonoma County To-Be Business Process Reengineering (BPR) Sessions on May 30-June 3, 2022, sessions include:
   o Quality Assurance/Quality Control (QA/QC)
   o Help Desk and Hearings
   o Income Eligibility and Verification System (IEVS)
   o Fraud/Special Investigation Unit (SIU)
► Supported 1B CalWIN Cutover Table Read on May 31, 2022 to validate the Wave 1 Release 1B cutover items across teams
► Supported County Preparation Metrics on June 3, 2022 to stack hands on everything around metrics for County progress on County preparation phase activities
► Supported Table Read – Work Plans meeting on June 2, 2022 to validate the Wave 2 readiness checklist across teams
► Supported CalSAWS 3x Weekly Leadership Meetings on June 1, 2022 to collaborate on leadership items for the CalWIN release
► Supported Implementation Support Services (ISS) Team Leads Meetings on May 31, 2022 and June 2, 2022 to collaborate effectively

6.2   Activities for the Next Reporting Period

► Prepare for Wave 1 CalWIN County Configuration and Process Simulation by collaborating with the Implementation Support Services (ISS) team on June 7-9, 2022, by:
   o To-Be Business Process Reengineering (BPR) Flows and As-Is Documentation Review Sessions x6
   o Yolo County Process Simulation Working Session on June 8, 2022
   o Placer County Process Simulation Working Session on June 8, 2022
► Prepare for CalSAWS 3x Weekly Leadership Meetings on June 6, 2022, June 8, and June 10, 2022 to collaborate on leadership items for the CalWIN release
► Prepare for ISS Team Leads Meetings on June 7, 2022 and June 9, 2022 to collaborate effectively

► Prepare for Customer Engagement/ISS Weekly Touchbase on June 6, 2022 to coordinate County activities

► Prepare for County Preparation Metrics on June 7, 2022 to stack hands on everything around metrics for County progress on County preparation phase activities

► Prepare for MyBCW conversion to BenefitsCal Readiness Checklist on June 7, 2022 to coordinate readiness items for BenefitsCal

► Prepare for Training – Prepare Enablement Sync on June 8, 2022 to plan for enabling County training hardware/laptops

► Prepare for Education Sessions for County Preparation on June 9, 2022 to plan County Education Sessions to prepare Counties for the upcoming County Preparation Phase activities

► Prepare for Table Read – Work Plans meeting on June 9, 2022 to validate the Waves 1-3 readiness checklist across teams

► Prepare for San Francisco County – Workload / Task Management meeting on June 9, 2022 to share various options for configuring CalSAWS Task Management to meet County needs

6.3   Deviations from Plan/Adjustments

► None for the reporting period

7.0   Technical Infrastructure

7.1   Highlights of the Reporting Period

Table 7.1-1 – CalSAWS Technical Infrastructure Status Agenda Topic

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

Figure 7.1-1 – Wave 1 County Network Connectivity Readiness Burndown
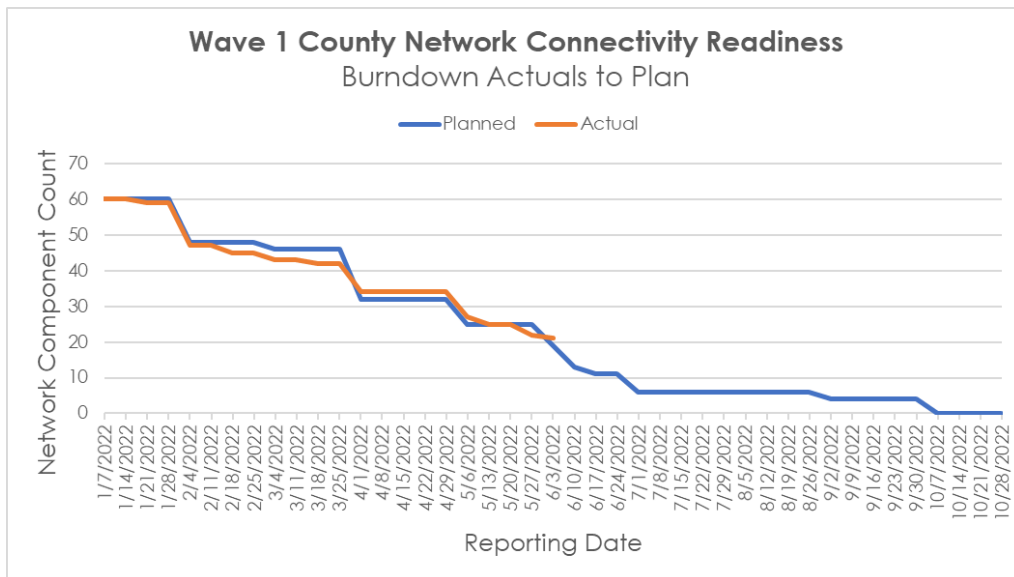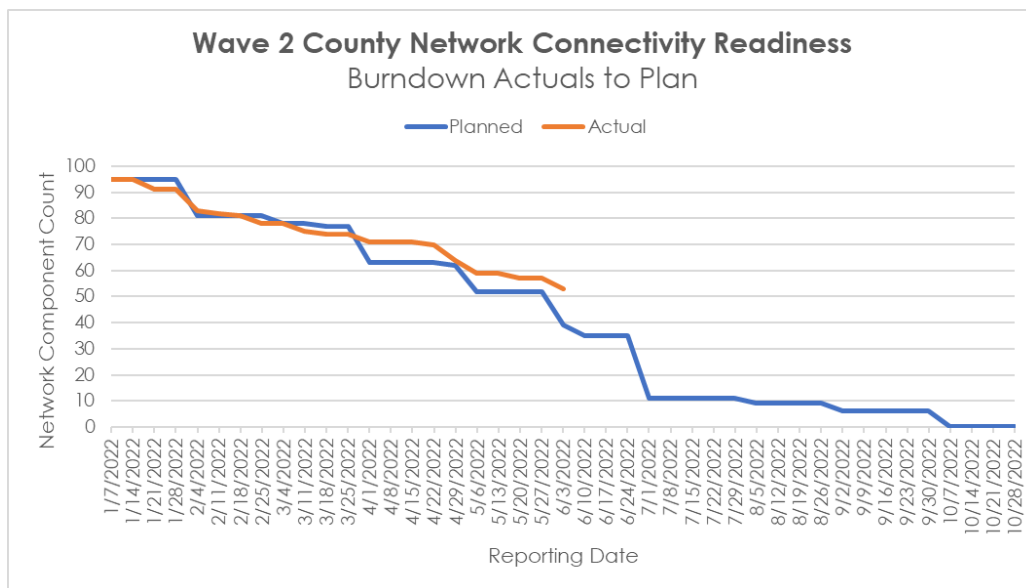

Figure 7.1-2 – Wave 2 County Network Connectivity Readiness Burndown

► Completed CalSAWS changes to integrate network with Yolo and Placer Counties
► Integration of Contra Costa County network with CalSAWS in progress
► Continued assessment of CalWIN County capacity forecasts and bearing on procured bandwidth
► Cisco routers required by CalWIN Wave 3-6 Counties delivered earlier than previously anticipated

7.2   Activities for the Next Reporting Period

► Pre-readiness testing and validation of County connectivity and readiness for Interface Partner Testing (IPT)
► Plan configuration changes for enabling Secure File Transfer Protocol (SFTP), Batch and Database access for Wave 1 and 2 Counties
► Processing of Change orders to deploy redundant Cisco Routers for Wave 1 Counties
► Awaiting Wave 1 County response to Request for Information (CRFI) 22-040 by June 10, 2022
► Awaiting Wave 2 County response to Request for Information (CRFI) 22-040 by July 1, 2022

7.3   Deviations from Plan/Adjustments

► Santa Clara County has changed the designated Point of Presence (PoP) site location resulting in previously completed procurement and planning tasks having to be re-done. This will result in a 3-month impact to all downstream tasks and milestones for Santa Clara County unless mitigated
  o Mitigation:
      • Temporary installation of 4G connection (at additional cost) which will allow the County to complete pre-readiness and technical enablement tasks. This will isolate the County from being on-hold for 2 months. However, procured circuits will need to be delivered before beginning Interface Partner Testing (IPT) and User Acceptance Testing (UAT) testing
► Delivery date for Cisco routers required by CalWIN Wave 3-6 Counties has a lead time of greater than 90 days (ETA is September 2022). This poses an imminent risk for Wave 3 Counties. Anticipate a 2-month delay to overall timeline if not mitigated
  o Mitigation:
      • Wave 1 and 2 Counties have received the necessary equipment. If these 5 Counties are deployed with only 1 active Cisco router and retrofitted with second standby backup router when equipment becomes available or before go-live (earlier date), this would effectively mitigate the risk for Wave 3 Counties
      • CalSAWS will be recommending all Counties be aware of this risk associated with delivery timelines and to expedite any County Purchase orders that may have a bearing on the migration of the Counties to the CalSAWS System
► Placer County unable to complete tech readiness activities (CRFI 22-040) required for start of Interface Partner Testing (IPT) and Go-Live
  o Placer County has indicated that due to a conflicting firewall replacement project (County driven) that failed and being reattempted, the County would delay the configuration of technical changes requested by CalSAWS in CRFI 22-040 (Due on June 10, 2022)
  o Effort to re-deploy of the firewall and navigate through change process would be effort intensive causing the technical changes (CRFI 22-040) be postponed.
  o This would impact completion of technical readiness and start of Interface Partner Testing (IPT) by approximately 8 weeks (from June 27,2022 until early August 2022)

8.0   Appendices

Appendix A – CalSAWS Deliverable Summary
Appendix B – CalSAWS Migration Work Plan Summary
Appendix C – CalSAWS DD&I Project Gantt Chart
Appendix D – CalSAWS Project Risks and Issues Report