CalSAWS | Weekly Status Meeting

Date:	August 24, 2022	Location:	Microsoft Teams Meeting
Time:	**9:00 a.m. – 11:00 a.m.**	Meeting Called by:	CalSAWS Management

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

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

Topic	Lead
Commence Meeting	Arnold Malvick
Announcements	Arnold Malvick
CalSAWS DD&I Weekly Status	Arnold Malvick

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Imaging	N/A	• Santa Barbara County has begun initial export on August 10, 2022 • In User Acceptance Testing (UAT), 60 passed and 1 failed out of a total of 61 scripts. The failed script is a cosmetic reports defect in system test that is planned for retest on August 26, 2022
Customer Service Center (CSC)	N/A	• Continued discussions with Los Angeles County, Wave 1, Wave 2, Wave 3, Wave 4, and Wave 5 CalWIN Counties about migration to CalSAWS Contact Center Solution • Continued Build of Administration Page (CA-226672), Post-Call Survey (CA-228023), and Scheduled Callback (CA-229573)

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Application Development and Test	4.1.3 State and CalWIN Wave 1 County Interface Partner File Exchange Test (IPT)	• 36 of the 39 Consortium, State, and County interfaces have successfully passed validation
Conversion	5.1.1 CalWIN Conversion	• Continued to complete development for the delivery of Golden Data Set (GDS) 9 Epic • Planned to begin GDS#9 (Wave 2) and place on top of GDS 8.5 (Wave 1 Mock)

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

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
	Release: ARPA September (2022)	• Independent Testing continued and the team continued to provide Independent Testing Support • User Acceptance Testing (UAT) started on August 15, 2022 • Submitted the 33.00 BenefitsCal Communications and Marketing Materials Final Work Product (FWP) on August 15, 2022
	January 2023 Release (Release 5.0)	• Continued preparing the 05.07: General System Design (GSD) – Release 5.0 DDEL for submission scheduled on August 26, 2022
	May 2023 Release (ROI)	• Prepared for a Requirement Clarifications session for BenefitsCal Release of Information (ROI) with the California Department of Social Services (CDSS), Department of Health Care Services (DHCS), County Welfare Directors Association of California (CWDA), QA, the Consortium, CalSAWS, and the Self-Service Portal committee members on August 25, 2022
	CalWIN ISS Support	• Continued providing UAT support for BenefitsCal • Wave 1 communication artifacts content updates for email and SMS are finalized after reviewing with the Consortium, Gainwell, and the Wave 1 Regional Managers • The Communications work order creation is in progress (by the Consortium) for requesting translations from the CDSS language translation services • Training artifacts review and updates are in progress

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Business Process Reengineering (BPR)	Business Process Reengineering (BPR)	• Submitted Wave 5 (Alameda, Fresno, and Sonoma Counties) County Specific BPR Plan Final Deliverables (FDELs) to the Consortium on August 19, 2022 • Concluded BPR Closeout sessions for Santa Cruz County (Wave 4) on August 17, 2022 • Started BPR Closeout sessions for San Diego County (Wave 4) on August 15, 2022 • Concluded execution of Process Simulation scenarios with Wave 1 County participants (Placer and Yolo Counties) on August 15, 2022 and August 16, 2022 • Facilitated the County Preparation Phase kickoff meeting for Wave 1 (Placer and Yolo Counties) on August 18, 2022
Organizational Change Management (OCM)	Organizational Change Management (OCM)	• Sent emails to Wave 3 Counties providing an update on the County Change Guide/County Discussion Guides (CCG/CDG) schedule and introducing the Wave 3 Orientation Meeting • Continued updating the meeting materials for the Wave 3 CDG Orientation meeting • Continued updating the master CCG/CDG and met with the Consortium to review on August 17, 2022 • Completed updates to the Santa Clara CCG/CDG and prepared to send the re draft CCG/CDG to Santa Clara County next week. • Conducted Wave 1 CDG Weekly PPOC Touchpoint with Placer and Yolo Counties; both Counties are complete with change discussions • Started meeting with Wave 4 Counties to review T-Minus 12 Readiness Survey results
Training	Training	• Completed Placer County Early Training (In-person) • Completed Yolo County TTT (In-person) • Continued Wave 1 Counties Web Based Trainings (WBTs) in the CalSAWS LMS • Conducted Training Preview, Week 1
Implementation	Implementation	• Go-Live Packet (GLP) – Work in progress to finalize GLP for 1st round of internal review starting the week of August 22, 2022. Completed documentation of planned V1 items for Awareness Items and Case Review Guides Sections; Ongoing planning and discussions on enhancing GLP structure to increase usability with Consortium and Counties

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
		• Presented County Readiness Checklists and discussed outstanding items with the Tulare, Orange, Placer, and Yolo Counties' Targeted On-Site Support/Implementation Points of Contact (TOSS/IPOC) • Conducted County Preparation Kickoff meeting on August 18, 2022 • Established plan for Application Security County Prep guidance and distribution of Materials. Scheduled Application Security Kickoff for September 6, 2022 • Conducted Discussion on updates to ICT Conversion plan

CalSAWS Central Print Weekly Status   Dawn Wilder

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
1.1	N/A	• Continued discussions with CalWIN Counties • Prepared for configuration meetings scheduled for week of August 22, 2022

OCAT Project Weekly Status   Kevin Wilson

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
	N/A	• Kevin to make special announcement

CalSAWS QA Weekly Status   Dan Dean

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
QA PMO	N/A	• Participated in CalSAWS 3x Weekly Leadership Meetings for CalWIN Implementation • Provided Streamlined Modular Certification Update to All Staff meeting • Provided feedback for Project Control Document (PCD) updates including Plans for Quality, Deliverable, and Risk & Issue Management • Released Web Portal County Focus Group Session CRFI and drafted County session preparation infographic • Prepared for CalSAWS Quarterly Advocate meeting support
QA Technical	N/A	• Continued CalSAWS M&O deliverable reviews • Continued Root Cause Analysis reviews • Continued CalSAWS & Imaging performance

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
		• reviews • Assisted in CalWIN ISS Application Security meetings • Continued Los Angeles County Contact Center Go-Live activities
QA Functional	N/A	• Met with Accenture and Gainwell for Risk 258 mitigation strategies • Conducted Wave 2 Converted Data Validation planning activities • Reviewed the draft Application Security documentation • Reviewed planning materials for the CalWIN Wave 1 Go Live packet • Monitored Case Purge activities
QA Test	N/A	• CalSAWS Release 22.09 execution is in progress with a 78% execution rate, 42% pass rate, and 36% fail/block rate • BenefitsCal R4.1.5 (ARPA) execution is complete with 100% execution rate and100% pass rate • UAT Group 2 execution is in progress with 99% execution rate, 72% pass rate, and 23% fail/block rate
QA Implementation	N/A	• Submitted comment resolutions for Tulare County's Change Guide • Participated in Change Discussion Guide status meetings • Participated in DEL-10 Outstanding Comments Resolution meeting • Participated in Master Change Discussion Guide (CDG) Review • Supported Wave 1 County Preparation Phase Kickoff

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

STATUS REPORT SECTION	STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
	IV&V Project Oversight	• Attended UAT and Process Simulation meeting, State and Fiscal Reports meeting in addition to the CalWIN Implementation Readiness Leadership Meetings • Participated in Project Steering Committee Meeting • Reviewed the Weekly UAT report, CalSAWS Communications and Marketing Materials and BPR Plans for Wave 5

Risk Management Group	Cathy He

(Optional Items)

#	Action Item	Who	Due	Status
1	Present Auto Case Review results from Mock Cutover 1B	Keith Salas	8/10/2022	In progress
2	Create a CIT to the C-IV Counties on the options to opt-in or opt-out of BenefitsCal features and how to provide their opt-in choices back or changes to the Project {Draft CIT out for review with due date of 8/26 to be sent out by 8/29}	Joel Acevedo	8/17/2022	In progress
3	Add daily Case Copy functionality from Prod to Stage/Training health check status to the daily Prod Ops Report	Umair Khan	8/15/2022	In progress
4	Provide ability to have Counties save work on Training and reapply after region refreshes occur {Met with DBA team to identify options; need confirmation on whether the ask is to save off specific types of cases that are reset back to the original state but are included in the "golden set" of cases or to save off specific types of cases in their entirety to be put back into the environment post refresh to determine next steps}	Lynnel Silva	8/24/2022	In progress

#	Decision Made	Who Made the Decision	Date