

CalSAWS CalWIN  
Implementation Support  
Services (ISS) Weekly  
Status Report

**Reporting Period: August 1, 2022 to August 7, 2022**

# CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, August 11, 2022

Period: August 1, 2022 to August 7, 2022

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## 1.0 Project Management

### 1.1 Executive Summary

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Business Process Reengineering (BPR)	<ul style="list-style-type: none"> <li>• Obtained sign-off from Wave 6 (San Luis Obispo and Sacramento Counties) on To-Be Final Work Products (FWPs) on 08/04/22 and 08/05/22 respectively.</li> <li>• Started BPR Closeout Sessions for Ventura County (Wave 3) on 08/01/22.</li> <li>• Continued executing Process Simulation scenarios with Wave 1 County participants (Placer and Yolo Counties) on 08/01/22, 08/02/22, and 08/05/22.</li> <li>• Facilitated discussion of Automated Actions with Alameda County (Wave 5) on 08/02/22 to finalize initial enablement decisions.</li> </ul>
Organizational Change Management (OCM)	<ul style="list-style-type: none"> <li>• Revised proposed schedule for Waves 2 and 3 County Change Guides/County Discussion Guides (CCG/CDG) review/completion and reviewed with Consortium.</li> <li>• Completed drafting the meeting materials for the Wave 3 CDG Orientation meeting and reviewed with the Consortium to capture feedback.</li> <li>• Completed addressing comments received from the County for the Contra Costa CCG/CDG FWP and continued addressing the Consortium comments.</li> <li>• Continued addressing comments received from the County for the Santa Clara CCG/CDG FWP and continued addressing the Consortium comments.</li> <li>• Completed addressing comments received from the Consortium for the Tulare CCG/CDG DDEL.</li> <li>• Conducted Office Hours with Placer and Yolo Counties to provide support and answer questions while they are conducting their change discussions.</li> <li>• Drafted the August infographics and sent to the Consortium OCM team for review.</li> </ul>
Training	<ul style="list-style-type: none"> <li>• Completed the final week of Placer County Train the Trainer (TTT).</li> <li>• Completed Week 1 of 3 of Yolo County TTT.</li> <li>• Completed final Week 1 of Contra Costa County Early Training.</li> <li>• Continued Wave 1 Counties Web Based Trainings (WBTs) in the Learning Management Software (LMS).</li> </ul>
Implementation	<ul style="list-style-type: none"> <li>• Go-Live Packet (GLP) – Received feedback on initial draft for Awareness Items and Post Go-Live Case Review Guides. Work in Progress to address items. 18 new items identified from 2021 OCM assessment worksheet to be added to the GLP.</li> <li>• Updated the GLP template based on feedback from DDEL10</li> <li>• Presented County Readiness Checklists and discussed outstanding items with the Tulare, Orange, Placer, Yolo, and Ventura Counties' Targeted On-Site Support/Implementation Points of Contact (TOSS/IPOC).</li> <li>• Distributed the County Prep CalSAWS Information Transmittal (CIT) with a 41-item packet and supporting items to Wave 1 Counties on 08/05/22.</li> <li>• Started the Wave 2 Readiness Dashboard and Packet.</li> </ul>

**Table 1.1-1 – CalSAWS Executive Summary Agenda Topics**

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### 1.2 Highlights of the Reporting Period

- ▶ **Staff Onboarding**
  - Continued planning for and onboarding staff resources.
- ▶ **Information Coordination for CalWIN Counties**
  - Continued to collaborate with other teams to coordinate information for the CalWIN Counties.
- ▶ **County Work Plans**
  - Critical Path Reporting Wave 1, 2, and 3 – Developed weekly summary report and made available for review to the Consortium Leadership during the week of 08/01/22.
  - Continued to facilitate the Work Plan updates with the Consortium project teams to improve Project Plan accuracy, updates, and to identify milestones, critical path, and cross-team dependencies.
- ▶ **Deliverables and Work Products – Submitted the following:**
  - FWP 02: To-Be Process Maps – Wave 6 (Sacramento) on 08/01/22.
  - FWP 02: To-Be Process Maps – Wave 6 (San Luis Obispo) on 08/01/22.
  - FDEL 01.19: Work Plan Monthly Updates – July 2022 on 08/05/22.
  - FDEL 02.19: Monthly Status Report – July 2022 on 08/05/22.
  - FDEL 08.01: Master Training Plan Monthly Update on 08/05/22.
  - FDEL 10: Implementation Support Plan on 08/05/22.

### 1.3 Activities for the Next Reporting Period

- ▶ **Staff Onboarding**
  - Continue planning for and onboarding staff resources.
- ▶ **Information Coordination for CalWIN Counties**
  - Continue to collaborate with other teams to coordinate information for the CalWIN Counties.
- ▶ **County Work Plans**
  - Continue updating Waves 1, 2, and 3 County Work Plans for the Implementation Readiness Checklist. Incorporate predecessors and successors throughout Wave 1, 2, and 3. Preparing Wave 4 County Work Plan for mid-August 2022 release.
- ▶ **Deliverables and Work Products – Submit the following:**
  - No scheduled submissions.

## 2.0 Business Process Reengineering (BPR)

### 2.1 Highlights of the Reporting Period

- ▶ **To-Be BPR Sessions**
  - Obtained sign-off from Wave 6 (San Luis Obispo and Sacramento Counties) on To-Be FWPs on 08/04/22 and 08/05/22 respectively.
- ▶ **BPR Closeout Sessions**
  - Conducted Week 1 of BPR Closeout Sessions for Ventura County (Wave 3) from 08/01/22 – 08/05/22.
  - Conducted pre-meet with San Mateo County (Wave 4) on 08/02/22 and started building the BPR Closeout schedule collaboratively with the County.

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- ▶ **Automated Actions** – Facilitated discussion of Automated Actions with Alameda County (Wave 5) on 08/02/22 to finalize initial enablement decisions.
- ▶ **Process Simulation** – Continued executing Process Simulation scenarios with Wave 1 County participants (Placer and Yolo Counties) on 08/01/22, 08/02/22, and 08/05/22.

	Session Start Date	Session End Date	First Review (Draft Work Product) Start Date	First Review (Draft Work Product) End Date	Start Final Review (Final Work Product)	County Sign-Off on	
						Final To-Be Work Product	DWP BPR Plan Submit
<b>Wave 1</b>							
Contra Costa	06/21/21	07/30/21	08/04/21	09/02/21	09/02/21	09/10/21	09/27/21
Placer	06/21/21	07/30/21	08/04/21	08/20/21	08/30/21	09/07/21	09/27/21
Yolo	07/12/21	08/11/21	08/11/21	08/27/21	09/08/21	09/17/21	09/27/21
<b>Wave 2</b>							
Tulare	09/13/21	10/08/21	10/11/21	10/22/21	11/01/21	11/08/21	11/19/21
Santa Clara	09/13/21	10/08/21	10/11/21	10/22/21	11/01/21	11/08/21	11/19/21
<b>Wave 3</b>							
Santa Barbara	10/18/21	11/12/21	11/15/21	11/30/21	12/08/21	12/14/21	02/11/22
Orange	11/15/21	12/14/21	12/20/21	01/07/22	01/18/22	01/24/22	02/11/22
Ventura	11/15/21	12/14/21	12/20/21	01/07/22	01/18/22	01/24/22	02/11/22
<b>Wave 4</b>							
Solano	01/10/22	02/04/22	02/07/22	02/22/22	03/07/22	03/11/22	03/25/22
Santa Cruz	01/10/22	02/04/22	02/07/22	02/22/22	03/07/22	03/11/22	03/25/22
San Mateo	02/07/22	03/04/22	03/09/22	03/22/22	03/30/22	06/03/22	06/10/22
San Diego	02/14/22	03/11/22	03/16/22	03/30/22	04/06/22	04/11/22	04/18/22
<b>Wave 5</b>							
Alameda	04/11/22	05/06/22	05/09/22	05/20/22	06/06/22	06/28/22	07/08/22
Fresno	04/04/22	04/29/22	05/02/22	06/08/22	06/13/22	07/06/22*	07/08/22
Sonoma	05/09/22	06/03/22	06/06/22	06/17/22	06/27/22	07/07/22	07/08/22
<b>Wave 6</b>							
San Francisco	05/09/22	06/03/22	06/06/22	06/17/22	06/29/22	07/07/22	08/12/22
Sacramento	06/13/22	07/08/22	07/11/22	07/22/22	08/01/22	08/05/22	08/12/22
San Luis Obispo	06/13/22	07/08/22	07/11/22	07/22/22	08/01/22	08/05/22	08/12/22

Figure 2.1-1 – To-Be Process Timetable by County (As of 08/05/22)

## 2.2 Activities for the Next Reporting Period

- ▶ **BPR Closeout Sessions**
  - Conduct Week 2 of BPR Closeout Sessions for Ventura County (Wave 3) from 08/08/22 – 08/10/22.
  - Conduct Week 1 of BPR Closeout Sessions for Santa Cruz County (Wave 4) from 08/08/22 – 08/20/22.
  - Conduct pre-meet with Solano County (Wave 4) on 08/11/22 and start building the BPR Closeout schedule collaboratively with the County.
- ▶ **Process Simulation** – Continue executing Process Simulation scenarios with Wave 1 County participants (Placer and Yolo Counties) on 08/08/22, 08/09/22, and 08/12/22.

## 3.0 Organizational Change Management (OCM)

### 3.1 Highlights of the Reporting Period

- ▶ **Wave 1 Change Discussion Guides**
  - Continued conducting office hours and weekly PPOC touchpoints to support Counties as they conduct change discussions. Yolo has completed 0 of 16 change discussions and Placer has completed 18 of 42 change discussions.
- ▶ **Wave 2 Change Discussion Guides**
  - Consolidated and addressed county comments from Santa Clara and Contra Costa. Conducted meetings with the Consortium to review county comments,

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- status of resolution, and approach for capturing the Consortium's comments. Scheduled meetings with Contra Costa the week of 08/29/22 to gain their approval of the addressed comments.
- Received Consortium comments for the Tulare CCG/CDG and started updating to address comments.
- ▶ **Wave 3 Change Discussion Guides**
  - Continued creating the first drafts of the CCGs/CDGs.
  - Started creating a master CCG/CDG template for Wave 3 and all future waves to ensure accuracy and consistency of County agnostic content.
- ▶ **Wave 1 T-Minus 3 Survey**
  - Finalized questions with the Consortium and prepared to launch the survey on 08/08/22.
- ▶ **Wave 3 T-Minus 9 Survey**
  - Santa Barbara and Ventura County achieved their target response rate, and their surveys closed on 08/05/22.
  - Orange County was at 32% response rate (target is 50%) as of 08/05/22, so their survey will be extended until 08/10/22. The OCM team sent several recommendations to Orange for increasing their response rate.
- ▶ **Wave 4 T-Minus 12 Survey**
  - Completed analysis of results and drafted results PowerPoint materials.
- ▶ **Change Network Champion (CNC) Meetings**
  - Started drafting meeting materials for the August Waves 1 and 2 CNC meeting and the August Waves 3 and 4 CNC meeting.

### 3.2 Activities for the Next Reporting Period

- ▶ **Wave 1 Change Discussion Guides**
  - Continue conducting office hours and weekly PPOC touchpoints to support the Counties as they conduct change discussions.
- ▶ **Wave 2 Change Discussion Guides**
  - Continue addressing comments received for the Tulare, Santa Clara, and Contra Costa CCGs/CDGs.
- ▶ **Wave 3 Change Discussion Guides**
  - Continue creating the first drafts of the CCGs/CDGs.
  - Start creating a master CCG/CDG template for Wave 3 and all future waves to ensure accuracy and consistency of County agnostic content.
- ▶ **Wave 1 T-Minus 3 Survey**
  - Launch survey, monitor responses, and send status updates and reminders to the Counties.
- ▶ **Wave 3 T-Minus 9 Survey**
  - Begin compiling and analyzing results and drafting results PowerPoint materials for each County.
- ▶ **Wave 4 T-Minus 12 Survey**
  - Finish the first draft of the results PowerPoint materials and conduct a first review with the Consortium on 08/12/22.
- ▶ **Change Network Champion Meetings**
  - Continue drafting meeting materials for the August Waves 1 and 2 CNC meeting and the August Waves 3 and 4 CNC meeting.

## 4.0 Training

### ▶ ILT Course Updates

- Started Yolo County Week 1 (of 3) on 08/01/22.
- Completed Placer County TTT on 08/05/22.
- Completed Contra Costa County Early Training on 08/05/22.

### ▶ Classroom Planning and Scheduling

- Continue planning classroom and scheduling logistics for Counties in all waves.

### ▶ LMS and Training Environment

- The WBT training continued for Yolo and Placer County for early training, train the trainer, and end users, and for Contra Costa Early Training participants.

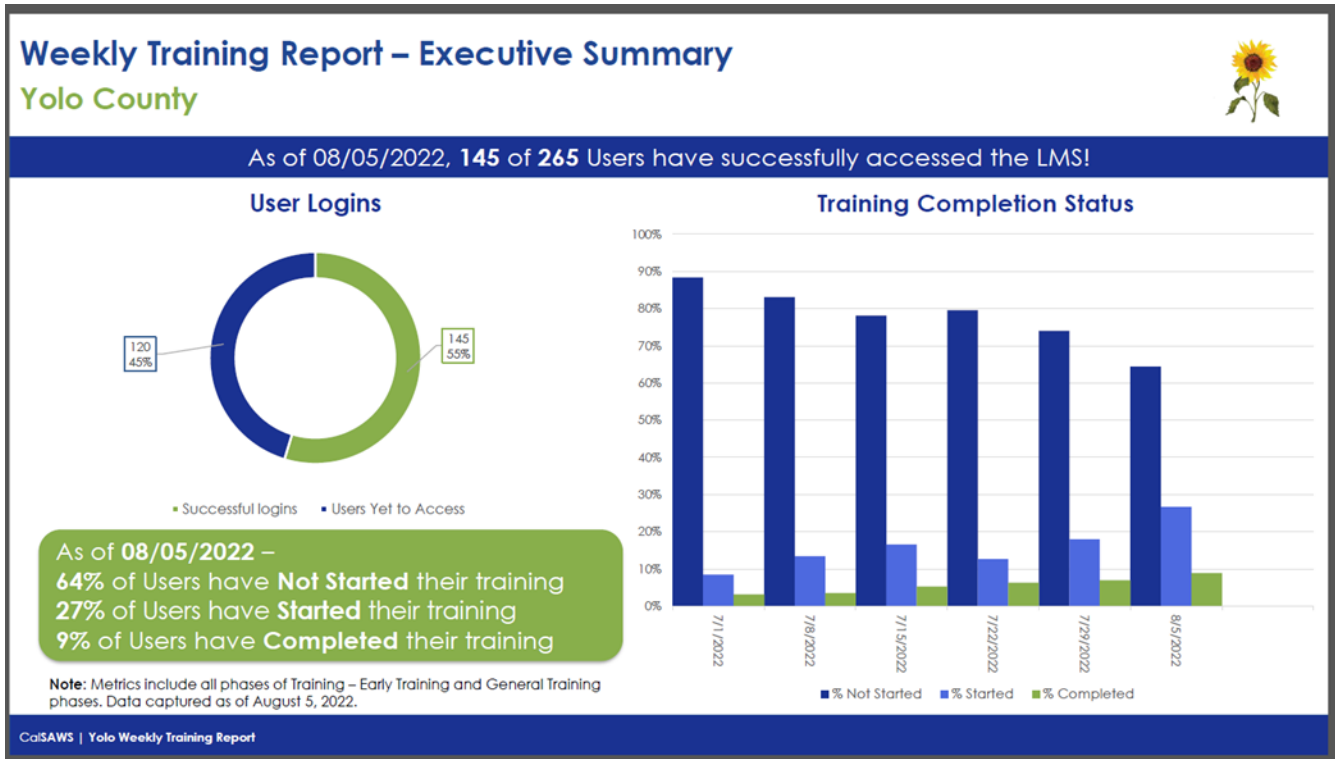


Figure 3.2-1 – Weekly Training Report – Yolo

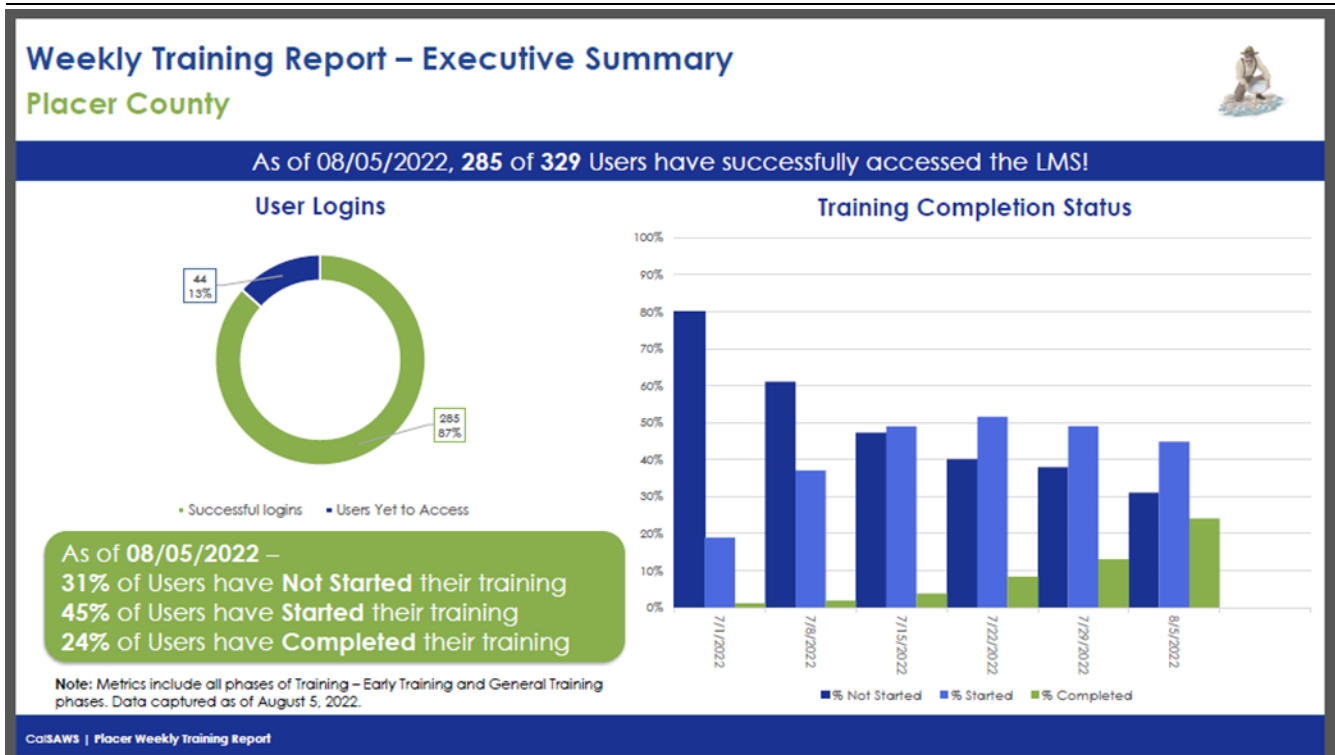


Figure 3.2-2 – Weekly Training Report – Placer

#### 4.1 Activities for the Next Reporting Period

- ▶ **Placer County Early Training** – Instructor-led training begins for Placer Early Training in-person on 08/08/22.
- ▶ **Yolo County Train the Trainer** – Begins Week 2 of 3 (in-person) on 08/08/22.
- ▶ **Classroom Planning and Scheduling** – Continue planning classroom and scheduling logistics for Counties in all waves.
- ▶ **Focus** – Wave 2 classroom validation and Wave 3 (Orange County) external classroom site identification.

### 5.0 Implementation

#### 5.1 Highlights of the Reporting Period

- ▶ **Rejected Defect Review from CDT/CDV/UAT** – Continued categorization of defects with the required Conversion, Consortium, and Implementation team on 08/05/22. The current statuses of the 140 items are noted below:

Status	Next Steps	County
Awareness for Go-Live	Documentation completed for all items identified during CDT. Under Review by Consortium and QA.	70
Post-Go-Live Case Review Guide	Documentation completed for all items identified during CDT. Under Review by Consortium and QA.	5



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Status	Next Steps	County
County Prep	Included in County Prep Tasks. No Further Action Required.	5
Cancelled	No Further Action Required.	26
No Action Needed from CDT Group	No Further Action Required.	30
In Progress	Team to review and deliberate on next steps	1

**Table 5.1-1 – Status of Rejected Defect Review**

- ▶ **County Prep Planning Activities** – Distributed County Prep materials to counties via CIT on 8/5/22, including County Prep Packet with 41 activities, 1 worksheet document and 3 instructional reference documents. Removed Application Security County Prep Activities to be handled in a subsequent addendum or packet and separate kick-off to address gaps in Project Maintained security roles.
- ▶ **Readiness Dashboard and Packet** – Began Readiness Dashboard and Packet updates for Wave 2.
- ▶ **Tulare, Orange, Placer, Yolo, and Ventura TOSS/IPOC** – Presented County Readiness Checklists and discussed outstanding items for Tulare (08/01/22), Yolo (08/03/22), Orange (08/03/22), Ventura (08/03/22) and Placer (08/04/22)
- ▶ **Inter County Transfer (ICT) Cutover Processes** – Finalized content, sent for formal CIT review process 08/05/22.
- ▶ **OCAT Cutover Process** – Submitted CIT for internal workstream reviews on 08/04/22.
- ▶ **Go-Live Packet** – Continue work on the GLP for items identified as Awareness or Case Review Guides through the working sessions. Addressed review comments from Consortium and QA on the draft GLP. Addressed review comments on GLP template from Deliverable 10
- ▶ **Post-Implementation Support** – Conducted two Command Center/Escalation strike team meetings on 08/02/22 and 08/04/22; conducted Communications Strike Team meeting on 08/04/22 and discussed Education Series/Office Hours for County Prep and CC Staffing Plan.
- ▶ **Implementation Support Plan and Deliverable 10** – Addressed feedback from review period ending 07/29/22; updated with CC details and communication paths, incident escalation tools and processes and resubmitted Final Deliverable 08/05/22.

## 5.2 Activities for the Next Reporting Period

- ▶ **Post-Implementation Support** – Continue to implement strike team feedback and refine communications plan and processes between onsite county/project support and CC. Determine specifics of piloting chat support within the CC in addition to AWS Connect. Continue to build out learning development sessions and tools for use by CC staff and compare tools for reporting field support escalation and incident resolution metrics.
- ▶ **Implementation Support Planning and Deliverable 10** – address comments from Deliverable 10 review and incorporate Consortium and other stakeholder feedback.
- ▶ **CDT/CDV/UAT Rejected Defects Workgroup Meetings** – Continue Conducting the Workgroup meeting for assessing defects tagged for review as part of UAT phase to document GLP – Awareness Items and Post Go-Live Case Review Guides.

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- ▶ **Go-Live Packet** – Continue work on the GLP for incorporating items identified as Awareness or Case Review Guides through the working sessions. Create content for County Reference and Issues/Workarounds sections.
- ▶ **Lead TOSS/IPOC Meetings** – Contra Costa TOSS/IPOC meeting scheduled for 08/10/22.
- ▶ **CalWIN Conversion and Change Management** – Conduct the CalWIN Conversion and Change Management meeting on 08/09/22.
- ▶ **ICT (Inter County Transfer) Cutover** – Submit CIT for distribution to Wave 1 Counties in August 2022.
- ▶ **OCAT (Online CalWORKs Appraisal Tool) Cutover** – Submit CalSAWS Information Transmittal (CIT) to inform Counties and document the plan for providing actionable data for Counties' OCAT efforts for formal CIT review.
- ▶ **County Prep Phase** – Conduct workgroup for Application Security Specific County Prep content and support planning on 08/08/22. Conduct planning session for Education sessions and support for primary County Prep content 08/09/22.

## 6.0 Appendices

### 6.1 Appendix A – Deliverable Summary

		Complete		Coming Soon		
DEL ID	Deliverable Name	DDED	FDED	DDEL	FDEL	Final Approval
01	Work Plan – Initial	12/04/20	12/15/20	12/23/20	01/14/21	01/22/21
01.18	Work Plan Monthly Updates – June 2022	N/A	N/A	N/A	07/08/22	07/15/22
02	Monthly Status Report – Initial	12/04/20	12/18/20	01/05/21	01/12/21	05/13/22
02.18	Monthly Status Report – June 2022	N/A	N/A	N/A	07/08/22	07/15/22
03	Requirements Traceability Matrix Initial	12/22/20	01/07/21	02/01/21	02/16/21	02/23/21
04	Business Process Reengineering Plan – Wave 5	N/A	N/A	07/29/22	08/19/22	08/28/22
05	Organizational Change Management Plan	07/14/21	07/26/21	10/04/21	10/26/21	11/02/21
06	County Communication Plan	08/16/21	08/26/21	01/03/22	01/25/22	02/01/22
07	County Change Guide – Wave 2*	N/A	N/A	07/18/22	08/08/22	08/17/22
07	County Change Guide – Wave 3*	N/A	N/A	08/26/22	09/19/22	09/28/22
08	Master Training Plan	10/27/21	11/08/21	05/13/22	06/06/22	06/13/22
09	County Specific Training Plan – Wave 1	10/27/21	11/08/21	05/13/22	06/06/22	06/13/22
10	Implementation Support Plan	01/14/22	01/27/22	07/15/22	08/05/22	08/16/22
11	Wave Completion Report	09/15/22	09/27/22	01/11/24	01/24/24	01/31/24

\* County Change Guide – Wave 2 and Wave 3 schedule realignment in progress

**Figure 6.1-1 – Deliverable Status for Current Reporting Period**

### Upcoming Deliverable Deadlines

DEL #	Deliverable Name	Status	Next Deadline
07.05	County Change Guide – Wave 2 (Tulare)	On Track	FDEL Submission 08/09/22 FDEL approval 08/17/22

**Table 6.1-2 – Upcoming Deliverable Deadlines**

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### Work Product Status by Submission

		Complete	Coming Soon		
ID	Work Product Name	DWP	FWP	Final Approval	
02	To-Be Process Maps – Wave 6 (Sacramento County)	07/08/22	08/01/22	08/05/22	
02	To-Be Process Maps – Wave 6 (San Luis Obispo County)	07/08/22	08/01/22	08/05/22	
04	Business Process Reengineering Plan – Wave 5	N/A	07/08/22	07/25/22	
07	County Change Guide – Wave 2*	05/25/22	07/11/22	07/18/22	
07	County Change Guide – Wave 3*	08/03/22	08/24/22	08/31/22	
09	County-Specific Training Plan – Wave 1	04/14/22	05/05/22	05/12/22	

\* County Change Guide – Wave 2 and Wave 3 schedule realignment in progress

**Figure 6.1-3 – Upcoming Work Product Deadlines**

### Upcoming Work Product Deadlines

WP #	Work Product Name	Status	Next Deadline
	No scheduled submissions.		

**Table 6.1-4 – Upcoming Work Product Deadlines**

## 6.2 Appendix B – Risks and Issues Summary

### Project Risks and Issues

ID	Title	Details	Status	Impact	Risk Level	Date Logged
240	The scaling of CalSAWS Production Operations, including Batch Operations, to provide 40 and 58 County support, without considering the multi-County and multi-vendor CalSAWS ecosystem may impact business operations	As we expand to 58 counties and with continual activities to support policy, the consequences of a misstep in executing the CalSAWS M&O batch schedule magnifies the potential impact to business operations and benefits to the participants.	Open	4	Medium	03/03/21

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
262	The CalWIN counties may not be fully prepared for go-live if they do not have sufficient or timely information	The CalWIN counties and County Directors have voiced concern that they do not have sufficient information or direction from the CalWIN ISS team to adequately prepare for go-live. In some cases, they have begun creating their own materials based on what they understand. If the counties do not have a framework within which to prepare, they may not be ready for cutover. This includes clear communication and timelines for what is needed to be completed by when, readiness checklists, early conversations on the transition from the current state to the future state, and clear direction.	Open	4	High	12/13/21
268	Implementation Readiness for CalWIN Cutover to CalSAWS	If implementation readiness (project and County) is not on track to meet their respective exit criteria by 04/29/2022, then the CalWIN Wave 1 cutover to CalSAWS could either be delayed or require significantly greater support to help counties through outstanding issues. Individual risks have been opened related to the ability to be fully ready in time for a successful CalWIN Wave 1 cutover to CalSAWS on October 27, 2022, and subsequent waves. This risk serves as an overarching risk for the overall readiness of the project and CalWIN counties to cutover to CalSAWS.	Open	4	High	01/13/22
269	CalWIN Counties may not have enough development and testing timeline to Refactor their Ad-hoc Reports and Ancillary System before Go-Live	The CalWIN Counties need time in the schedule, leading up to their respective Go-Live, to Refactor Ad-hoc Reports and/or Ancillary Systems. To do so, the counties need connectivity and access to CalSAWS environments, data model (and definitions), as well as data. The current CalSAWS delivery schedule (of these) is compressing the CalWIN counties Design, Development, and Testing timelines (i.e., schedule) and	Open	5	High	01/12/22

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
		putting their County Readiness for Go-Live at-risk.				
270	The CalWIN counties may not be fully prepared for Go-Live if there is insufficient information in the Organizational Change Management (OCM) Change Discussion Guides (CDGs)	If OCM does not have sufficient documentation and resources to create CDGs, and counties do not have adequate time to review and provide feedback, the CDG delivery timeframe and level of detail might be impacted. The OCM team uses the County To-Be Process documentation to create the CDGs. Requirement DEL-11 states that CDGs must capture tasks within each job process, steps the person in the role will complete once they begin utilizing the new System, and impacts to the 18 CalWIN Counties along with the steps that the person will stop completing once they begin utilizing the CalSAWS System. If County To-Be process documentation does not capture this information, more work must be done on the CDG content to make it useful for counties. The Training team leverages the CDGs by linking roles and changes to related training content and depends on receiving accurate CDGs in the expected timeframes.	Open	4	High	02/02/22
278	CalWIN OCM Implementation Support Plan	Deloitte Deliverable 10, CalWIN OCM Implementation Support Plan, is late, continues to require rework, and does not provide the structure or details necessary to inform the project or county teams of how support will be provided after the CalWIN counties cut over to CalSAWS. The DDEL was originally due on May 16, 2022, but not released until June 6, 2022. On June 15, 2022, it was decided that the review should be paused due to the coordination needed with project teams on Pre- and Post-Deployment Support roles, responsibilities, tasks, activities, and resources. DDEL 10 will be revised in working sessions with the project	Open	4	High	06/28/22

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
		teams, and the draft deliverable is targeted to be resubmitted on July 15, 2022. Based on the deliverable process, the earliest the DEL 10 is likely to be finalized is August 18, 2022. The most immediate impact is to the Wave 1 counties. Without adequate information, neither the project nor county teams can prepare for post-implementation support, and county post-implementation support might be insufficient, disorganized, and/or ineffective				

**Table 6.2-1 – Project Risks and Issues**

### CRFI/CIT/CalSAWS Communications Information

The following table outlines CalSAWS Information Transmittals (CITs) sent for the reporting period.

CIT ID	To	Subject	Category	Distribution Date	Primary CalSAWS Contact	Backup CalSAWS Contact
0213-22	PPOC 18, Sections Directors, Regional Managers	CalSAWS Question & Answer (Q&A) Session: Employment Services Overview	CalWIN Migration	08/03/22	Araceli Gallardo	Helen Cruz
0216-22	Wave 1 PPOCs, Wave 1 IPOCS, Regional Managers	Wave 1 CalWIN County Prep Phase Kickoff, Activities, and Materials	CalWIN Migration	08/05/22	Jennifer Carpenter	Mara Jennings

**Table 6.2-2 – CITs**

The following table outlines CalSAWS Requests for Information (CRFIs) sent for the reporting period.

CRFI ID	To	Subject	Distribution Date	Status	Response Due Date	Primary Contact	Backup Contact
	No active CRFI.						

**Table 6.2-3 – CRFIs**

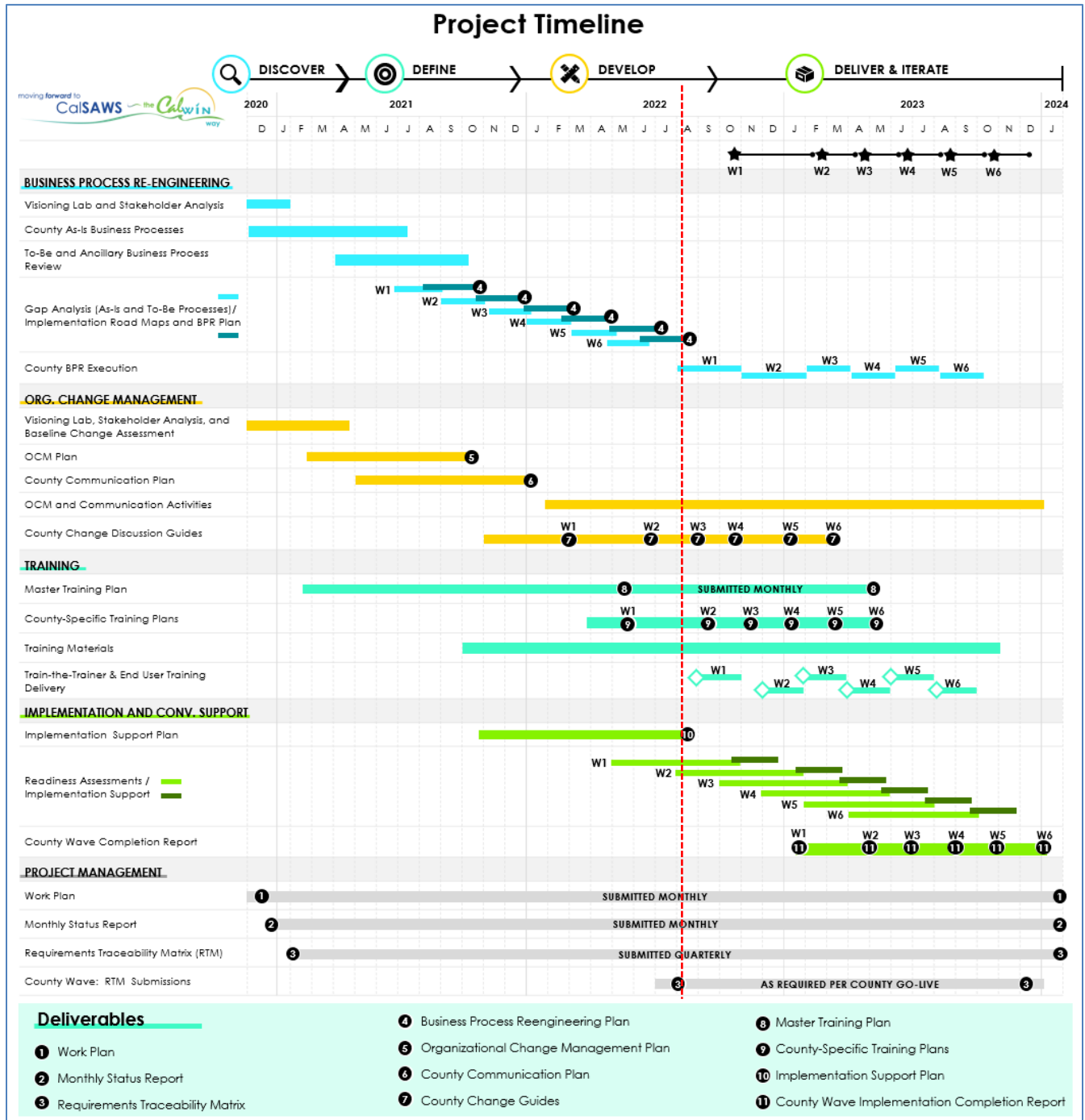
# CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, August 11, 2022

Period: August 1, 2022 to August 7, 2022

## 6.3 Appendix C – Project Work Plan Reports

### Project Timeline



**CalSAWS – CalWIN ISS Weekly Status Report**

Weekly Status Report, August 11, 2022

Period: August 1, 2022 to August 7, 2022

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**Figure 6.3-1 – Project Timeline**

**Project Action Items – Overdue**

This table lists overdue action items, including the owner and due date.

ID	Description	Owner	Due Date
None.			

**Table 6.3-1 – Overdue Action Items**