Implementation Readiness Dashboard
June 2022

The **Implementation Readiness Packet & Dashboard** present a **high-level view of Project Readiness** to CalWIN Counties with information related to CalWIN Migration, BenefitsCal, and Central Print. Status will include key metrics related to the overall "health" of the Implementation effort based on measurable metrics and milestones for Wave 1. Project Milestones are identified by project team leads and CalSAWS Project leadership.
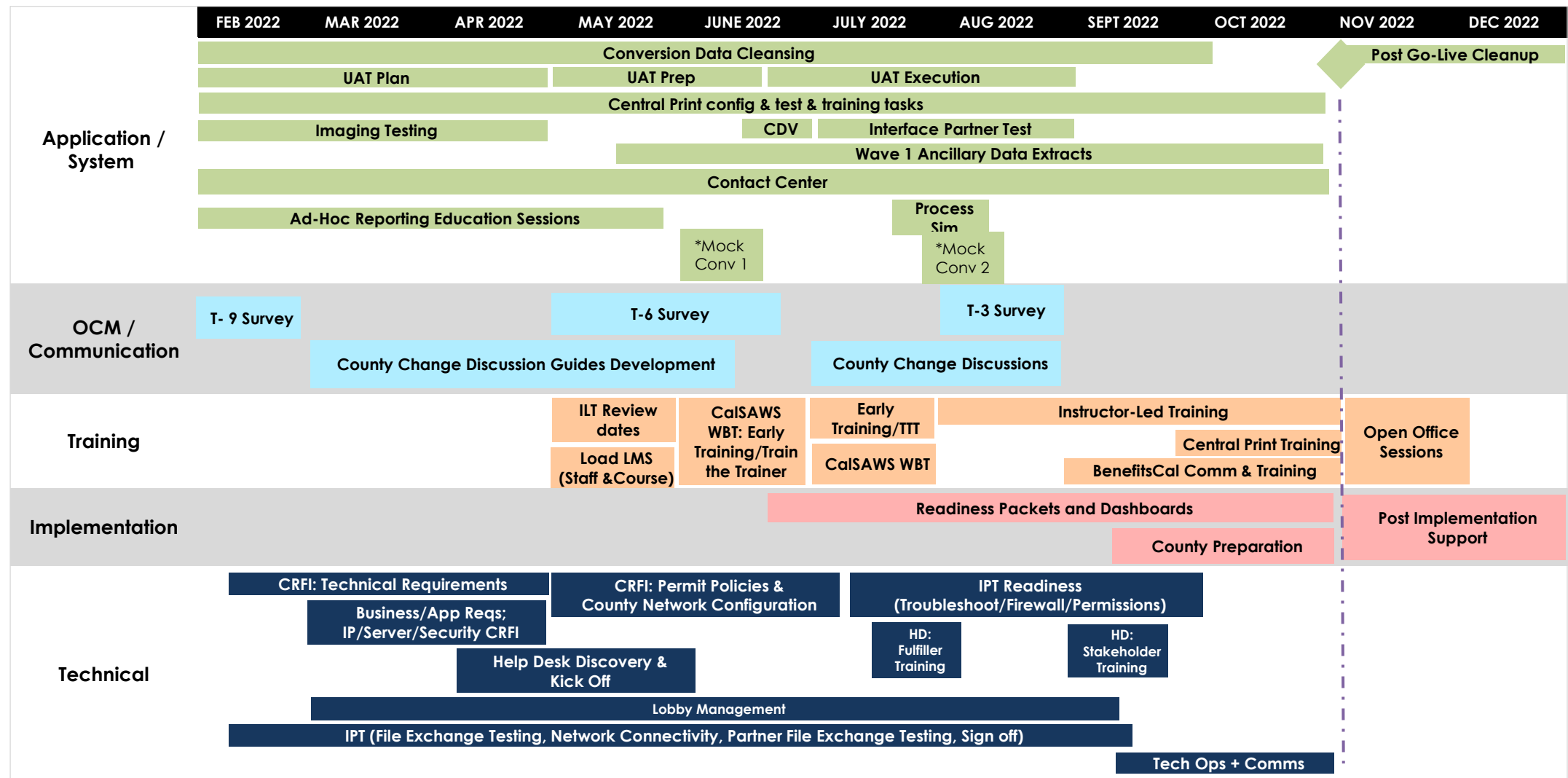
The Dashboard and Packet serve to inform Project Leadership and Counties on the progression and completion of Key Project and County Milestones. The packet will be distributed to the CalWIN Counties monthly. The information contained in the document reflects data as of **June 17, 2022**

THE POWER OF 58

Wave-1 **Migration Timeline**

Wave-1 – Summary Timeline View

	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUNE 2022	JULY 2022	AUG 2022	SEPT 2022	OCT 2022	NOV 2022	DEC 2022

Application / System
- Conversion Data Cleansing
- Post Go-Live Cleanup
- UAT Plan | UAT Prep | UAT Execution
- Central Print config & test & training tasks
- Imaging Testing
- CDV | Interface Partner Test
- Wave 1 Ancillary Data Extracts
- Contact Center
- Ad-Hoc Reporting Education Sessions
- Process Sim
- *Mock Conv 1
- *Mock Conv 2

OCM / Communication
- T- 9 Survey
- T-6 Survey
- T-3 Survey
- County Change Discussion Guides Development
- County Change Discussions

Training
- ILT Review dates
- CalSAWS WBT: Early Training/Train the Trainer
- Early Training/TTT
- Instructor-Led Training
- Open Office Sessions
- Central Print Training
- Load LMS (Staff &Course)
- CalSAWS WBT
- BenefitsCal Comm & Training

Implementation
- Readiness Packets and Dashboards
- Post Implementation Support
- County Preparation

Technical
- CRFI: Technical Requirements
- CRFI: Permit Policies & County Network Configuration
- IPT Readiness (Troubleshoot/Firewall/Permissions)
- Business/App Reqs; IP/Server/Security CRFI
- HD: Fulfiller Training
- HD: Stakeholder Training
- Help Desk Discovery & Kick Off
- Lobby Management
- IPT (File Exchange Testing, Network Connectivity, Partner File Exchange Testing, Sign off)
- Tech Ops + Comms

Wave 1 Ancillary Date Extracts
May 23, June 11, Aug 6
October 27-31 (final cutover)

*Mock Conversion 1 6/11 – 6/14
*Mock Conversion 2 8/6- 8/9

County Data Validation (CDV) – June 20-July 1
Process Simulation – July 25 – Aug 19
Interface Partner Testing (IPT) – June 27 – Aug 31

UAT
Group 1 6/27 – 7/22 (retest 7/25 – 812)
Group 2 7/25 – 8/12 (retest 8/22 – 9/2)

Wave-1 Readiness: Executive Summary
Readiness Areas and Categories

Executive readiness focuses on the critical path to completion with the associated milestones and measures used to track readiness items.

Readiness Area*		Readiness Category	Comments
Application	G	Deploy CalSAWS Releases 22.05 - 22.09	Deploy CalSAWS Release 22.07: **Overall:** 55% Pass Rate Actual, +17% above target (38%)
	G	Contact Center Readiness	
	G	Imaging Readiness	
	G	BenefitsCal Readiness	CBO Mock Run 1 in process and on schedule
	G	Central Print Readiness	
	Y	UAT Prep	UAT Test Script Creation (Project): 964 of 1064 test scripts completed as of 06/17/2022. Group 1 is 100% complete and Group 2 is 91% complete (Risk 271)
	NS	UAT Execution	
Integration	NS	County Interface Partner Test (IPT)Execution	**IPT Execution:** Begins June 27, 2022
	NS	State Interface Partner Test (IPT) Execution	**IPT Execution:** Begins June 27, 2022
Conversion	G	CDT Defects Resolution	As of 6/9/22 there are 166 unresolved CDT Defects.
	G	EDBC Match – Auto Review Rates	68% Match in Assembly (GDS#7 was 58%).
Technical	Y	County Network Connectivity	**Connectivity:** 34 of 58 Actual, 5 behind target (39 of 58) **Impact:** Backup equipment to be delivered and installed by 6/28. No impact to go live or IPT/UAT as primary equipment is connected. **Risk 273** Placer County will not be mirroring the production process for passing interface files during IPT. Due to a firewall issue, the passing of interface files during IPT will be executed using a workaround. **Risk 275**
	NS	Performance Testing	**Batch Performance:** Execution begins June 27, 2022 **Online Performance:** Execution begins June 27, 2022 **Analytics/Reports Performance:** Execution begins June 27, 2022

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

The status should be reflective of the readiness category trending at the time of reporting period.

Wave-1 Readiness: Executive Summary
Readiness Areas and Categories

Executive readiness focuses on the critical path to completion with the associated milestones and measures used to track readiness items.

Readiness Area*		Readiness Category	Comments
Training	C	FDEL 8 Master Training Plan	Approval received 6/17/22
	C	ILT Training Curriculum Complete	Complete for Wave 1 Counties
	NS	Wave 1 County Classroom Set-Up	Not started
	NS	Training Delivery	Not started
Organization	R	Change Discussion Guides (CDGs)	• Schedule is being developed for Yolo and Placer Change Discussions targeted by 6/24 • Facilitators to be identified by 6/21 and confirmed by 6/24 • Materials for Change Discussions drafted and distributed by 6/23 and initial review with the consortium targeted for 6/24 or 6/27
	G	Communications	Wave 1 Infographics for June distributed via CIT
	C	Business Process Reengineering	• All To-Be Sessions Complete • All Closeout Sessions Complete • All Work Products Signed-Off and Deliverables Approved
	G	Process Simulation	• Scenarios Defined • Participants Determined • Detailed Scenario Definition and Data Prep In-Progress
	G	Configuration	• Guide and Worksheets Documented & Distributed • Working Sessions In-Progress
Implementation	R	Implementation Planning	**Readiness Dashboard** • Produce Readiness Dashboard by 6/20 for review in the 6/21 Section Directors Meeting. • Meet Yolo and Placer on 6/23 for pre-review of the Dashboard • Submit CIT w/Dashboard and Packet (as an Appendix) on 6/24
	G	County Prep	38 of 39 County Prep activity instructions drafted; on schedule to complete all drafts by 6/30/22
	R	Pre & Post Implementation Support	• Meetings set on 6/20 and 6/24 to gain alignment between Consortium, Deloitte, Accenture, QA on the plan for On-Site Support, Virtual Support, Command Center and Roles and Responsibilities. Documentation of this alignment will be reflected in DDEL 10 – Implementation Support Plan • This will also include next steps on how to put the plan into action, including recruitment and scheduling of resources
	G	Help Desk	**County Delegated Admin Training:** Completed for Wave 1
	G	County Ad Hoc Reports/APIs	**Ad Hoc Reports:** For Wave 1 Counties (Placer and Yolo): • CalSAWS has facilitated 90% (or 9 of the 10) planned Ad Hoc Support Curriculum to the Wave 1 Counties. • Counties have Refactored 0% of their Ad Hoc Reports and are approx. 0% to plan (i.e., Behind Plan). Placer only has 3 reports to refactor while Yolo does not have any identified

Risks and Issues

Risk

Issue

Future focused -
Not yet realized -
Uncertain, probable event or condition -
Has negative effect on objectives -
Documented in the CalSAWS Risk Log -

- Present focused
- Can be created as a result of a risk being realized
- Can be a new item not identified as a risk
- Cannot be resolved by the identifier
- Documented in the CalSAWS Issue Log

Monitoring - No Risks are Realized

No Issues at this Time

Total Risks

0 **High**   0 **Medium**   0 **Low**

Total Issues

0 **High**   0 **Medium**   0 **Low**

Risk and Issues
Risks related to Project Readiness for CalWIN Cutover to CalSAWS Risks

Risk Level	Risk Name	Risk Description	Readiness Area (Owner)
258	**The CalWIN Conversion Cutover Window is at-risk of completing past the 84-hour cutover window**	The CalWIN Conversion Cutover Window is at-risk of completing past the 84-hour cutover window.	Conversion (Project)
263	**Unresolved High Priority Conversion defects not resolved prior to Wave 1 Go-Live could impact County Case Worker business Post Go-Live**	Remaining CDT as well as New UAT defects will need to be resolved prior to the Wave 1 Go-Live. Defects not resolved could result in a schedule slippage of and/or impact the counties experience after Wave 1 Go-Live	Conversion (Project)
267	**GA/GR UAT and County Data Validation functionality may be delayed past July 2022**	If all required CalSAWS GA/GR EDBC/CC functionality is not delivered by July 2022 then the GDS to support UAT, County Data Validation may not contain all of the GA/GR automation or converted GA/GR data.	Application (Project)
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	Implementation (Project)
271	**CalSAWS CalWIN UAT Script development may not be completed timely due to a lack of resources**	CalWIN UAT script writing is at risk due to loss of consortium resources and lack of participation from CalSAWS county resources	Application (Project)
237	**The scaling of Batch for 58 counties may have an impact on system performance**	The CalSAWS production batch schedule does not always complete by 6am. As additional counties are added, there will be growth in both the count of batch jobs and volume of data. This growth may add a challenge to batch completing on time. Related Risk 236 addresses Analytics specifically. Risk 237 addresses mitigation activities to impact the entire batch cycle	Applications (Project)

Risks and Issues
Risks related to CalWIN Counties Cutover Readiness Needs Risks

Risk Level	Risk Name	Risk Description	Readiness Area (Owner)
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.	Implementation (Project)
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 putting their County Readiness for Go-Live at-risk	Implementation (County)
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.	Organization (Project)

Risks and Issues

Risks related to CalWIN Counties Cutover Readiness Needs Risks

Risk Level	Risk Name	Risk Description	Readiness Area (Owner)
272	**Changes to CalWIN Counties PoP site locations occurring less than 12 months prior to go-live may be at risk of not having connectivity with CalSAWS or meeting cutover milestones**	Any CalWIN County that make changes to their designated Point of Presence (PoP) site locations after procurement and planning tasks have been complete, or occurring within 12 months prior to go-live, are at risk for not meeting targeted connectivity dates needed for go-live	Technical (County)
275	**CalWIN Counties unable complete tech readiness activities(network) (CRFI 22-040) required for start of IPT and Go-Live for their respective waves**	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). Effort to re-deploy the firewall and navigate through change process would be effort intensive causing the technical changes (CRFI 22-040) be postponed. This would impact completion of technical readiness and start of Interface Partner Testing by ~8 weeks (from June 27 until early August).	Technical (County)
264	**CalWIN County waves may not complete their Imaging migration readiness activities by their designated wave go-live dates**	Delays in CalWIN counties predecessor activities (such as securing external legacy vendors for export support, mapping document types for each county, using Snowball as data transfer method, and completing the test batch phase on time) may delay cutover dates within each county. Further, counties must complete their predecessor activities by the deadline if they want to start exporting/importing on time. As a result of early pitfalls associated with predecessor tasks, Wave 1 counties have experienced significant delays, including delays in establishing contracts with external vendors, incorrect mapping, and failures to complete testing activities on time, which are putting their respective go-live dates at risk.	Implementation (County)
273	**Elongated Delivery Timelines For Hardware - Supplier Shortages**	Delivery date for Cisco Routers/ and other hardware such as laptops required by CalWIN Counties has a lead time of greater than 90 days (ETA September 2022). This poses an imminent risk for Wave 3 Counties. Anticipate a 2-month delay to overall timeline if not mitigated	Technical (County)

Wave-1: Key County Milestones & Tasks

Milestone/Task	Status	Target Start Date*	Target End Date	Percent Complete
T-6 Readiness Survey	Complete	06/06/202	06/17/2022	100%
Converted Data Test	Complete		06/17/2022	100%
Training – Install LMS, Load Courses, Test Reports	In Progress	05/31/2022	06/27/2022	38%
Wave 1 County Data Validation	Not Started	06/20/2022	07/01/2022	0%
User Acceptance Test (UAT): Group 1	Not Started	06/27/2022	07/22/2022	0%
Application Development and System Test 22.07	In Progress	07/25/2022	07/25/2022	0%
User Acceptance Test (UAT): Group 2	Not Started	07/25/2022	08/12/2022	0%
Process Simulation Execution with Counties	Not Started	07/25/2022	08/19/2022	0%
State and CalWIN County Interface Testing	Not Started	06/27/2022	08/31/2022	0%
T-3 Readiness Survey Distribution	Not Started	08/29/2022	09/12/2022	0%
Application Development and System Test 22.09	Not Started	09/26/2022	09/26/2022	0%
County Preparation Phase Kick Off	Not Started	08/15/2022	08/19/2022	
County Preparation Phase	Not Started	09/19/2022	09/28/2022	0%
County Networking Connectivity	In Progress	02/03/3033	10/03/2022	54%
Contact Center Model Office Simulation	Not Started	10/10/2022	10/21/2022	0%
End-User Training	Not Started	09/06/2022	10/27/2022	0%
Pre and Post Deployment Support	Not Started	9/28/2021	11/5/2021	0%
Wave 1 CalWIN Go-Live	Not Started	10/31/2022	10/31/2022	0%

The Wave 1 County Milestones & Tasks are as of 06/17/2022

Wave 1 – County Readiness Summary

Readiness Area	Status*	Placer	Status*	Yolo
Application	G	Respond to BenefitsCal Opt In/Out Preferences	G	
Integration	Y	County development complete for consumption of Fiscal Interface files. Ready for IPT start. Still resolving PoP server issue and will pass the files via SharePoint.	Y	County targeting completion of their development to consume and process CalSAWS Fiscal Interface files by 6/24, to be ready for the start of IPT on 6/27.
Conversion	G	Prepare for CDV Prep Activities (attend office hours and training)	G	
Technical	G	Respond to CRFI re: policies required for CalSAWS connectivity and County Public IP ranges & SFTP server	G	
Training	G	Training Plan sign-off required	G	
Implementation	G		G	
Organizational	G		G	

Information included is as of June 17, 2022

NS	Not Started	G	On Schedule	Y	<14 Days Late	R	>=14 Days Late

County Readiness – Wave 1

Wave 1 County Readiness Checklist Activities by Status (as of 06/17/2022)

Status	00 All Counties	02 Placer	03 Yolo	Wave 1 Counties	T:
COMPLETED	7	172	177	2	358
NOT STARTED	14	170	163	8	355
IN PROGRESS	0	2	6	0	8
Total Unique Issues:	21	344	346	10	721

Note: All County Tasks includes tasks that all 18 CalWIN Counties are responsible for completing (e.g., UAT related tasks). Wave 1 Counties tasks include tasks that apply to both Placer and Yolo Counties (e.g., selective conversion tasks)

Wave 1 All Tasks Due Next 30 Days by Readiness Category
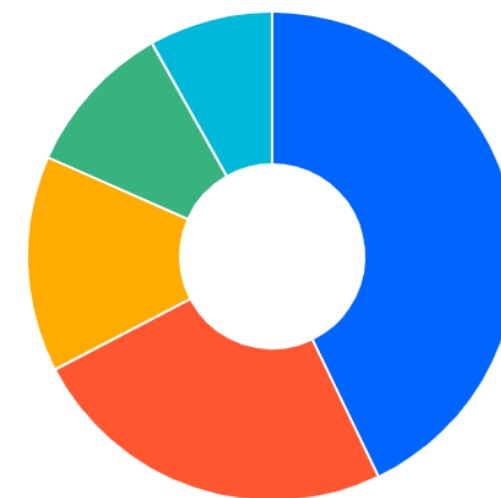
Implementation Readiness Category
Total Issues: **49**

■	Application Readiness	21
■	Implementation Readiness	12
■	Training Readiness	7
■	Change Readiness	5
■	Technical Readiness	4

Placer County Readiness Summary

Placer: County Tasks Counts by Category and Status (as of 06/17/2022)

Wave 1 Category by Status - Placer

Implementation Readiness Category	IN PROGRESS	NOT STARTED	COMPLETED	T:
Implementation Readiness	2	55	54	111
Application Readiness	0	47	24	71
Change Readiness	0	17	52	69
Training Readiness	0	10	24	34
Conversion Readiness	0	10	11	21
Technical Readiness	0	13	5	18
Total Unique Issues:	**2**	**152**	**170**	**324**

County Readiness Watch Items

#	Summary	Level	Due Date	Remediation Plan
1	Preparedness for CDV	Low	06/17/22	Provide update on tasks that are due from 6/17/22 for UAT/CDV training
2	IPT Readiness	Medium	06/27/22	Continue to monitor County readiness for IPT start on 6/27.

Placer: Past Due by Readiness Category and Activity Owner (as of 06/17/2022)

Activity Owner	Application Readiness	Conversion Readiness	Technical Readiness	Training Readiness	T:
IPOC	2	0	0	0	2
TAC	0	0	0	1	1
TPOC	0	0	3	0	3
UAT Coordinator - County	0	2	0	0	2
Total Unique Issues:	**2**	**2**	**3**	**1**	**8**

Note: The Implementation Readiness Dashboard and Packet is reflective of a point in time reporting (as of June 17, 2022). The County readiness task status may not be reflective of the task completion as a result of the date the report is compiled.

Past Due Activity Highlights:
1. Application Readiness: CRFI Response to BenefitsCal Opt-In/Opt-out preferences (due 6/17/22)
2. Integration Readiness: Respond to CRFI Identifying Wave 1 County IPT Counties (due 1/14/22)
3. Conversion Readiness: CDV Prep – Attend UAT facilitated sessions for training questions (optional task due 6/10/22) and attending UAT (for CDV) Training (task due 6/17/22)
4. Security Readiness: Provide draft CBO information for ForgeRock Log-In
5. Technical Readiness: Respond to CRFI requesting County to Permit Policies required for CalSAWS Connectivity and County Public IP Ranges & SFTP Server Details
6. Training Readiness: County sign-off of County Placer Training Plan

County Readiness – Yolo (vertical sidebar)

Yolo: County Tasks Counts by Category and Status (as of 06/17/2022)

Wave 1 Category by Status - Yolo

Implementation Readiness Category	IN PROGRESS	NOT STARTED	COMPLETED	T:
Implementation Readiness	2	62	50	114
Application Readiness	0	49	30	79
Change Readiness	0	15	51	66
Training Readiness	0	8	25	33
Conversion Readiness	3	4	13	20
Technical Readiness	1	8	8	17
Total Unique Issues:	**6**	**146**	**177**	**329**

County Readiness Watch Items

#	Summary	Level	Due Date	Remediation Plan
1	IPT Readiness	Medium	06/27/22	Continue to monitor and communicate County IPT readiness activities

Yolo: County Tasks Past Due by Readiness Category and Activity Owner (as of 06/17/2022)

Activity Owner	Application Readiness	T:
IPOC	1	1
Total Unique Issues:	**1**	**1**

Note: The Implementation Readiness Dashboard and Packet is reflective of a point in time reporting (as of June 17, 2022). The County readiness task status may not be reflective of the task completion as a result of the date the report is compiled.
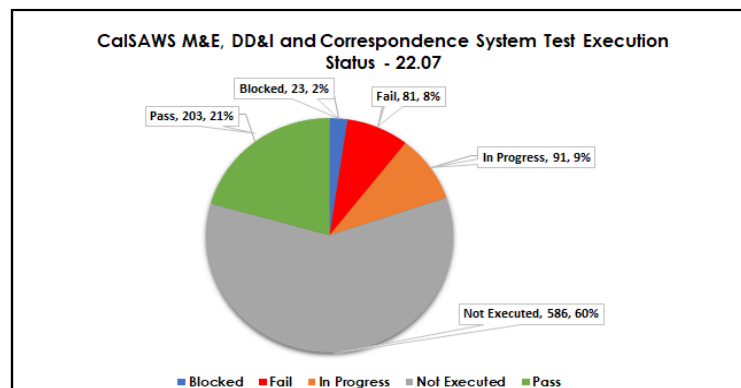
Past Due Activity Highlights:
1. Application Readiness: County to complete their development efforts to consume and process CalSAWS Interfaces (due 5/31/22)

Application Readiness: System

System Test: 22.07	On Schedule

Start Date: 05/30/2022 — End Date: 07/20/2022

CalSAWS M&E, DD&I and Correspondence System Test Execution Status - 22.07

- Blocked, 23, 2%
- Fail, 81, 8%
- Pass, 203, 21%
- In Progress, 91, 9%
- Not Executed, 586, 60%

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

The chart above is cumulative of CalSAWS Modifications and Enhancements (M&E) and CalSAWS Design, Development, Implementation (DD&I) and Correspondence (GAGR Client Correspondence) System Change Requests (SCRs) System Test Execution

Application Readiness: Imaging

Images Migration	On Schedule

Distribute CIT for Counties to install Webscan Kit and Virtual Printer: Completed (CIT #0110-22 distributed on 04/19/2022)

County Export of Legacy Images: In progress

Hyland Receive & Upload Images to Production Environment: In progress

Imaging UAT	Not Started

Start Date: 06/27/2022 — End Date: 09/02/2022

Severity 1 and 2 defects resolved: Not Started

Performance Testing

Hyland Platform Performance Testing: Not Started

Application Readiness: User Acceptance Testing

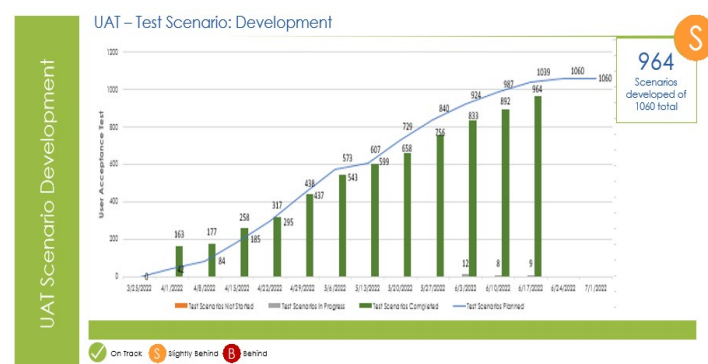| UAT	Behind Schedule

Key Dates:

UAT Users Loaded to ForgeRock/UAT Environments and Application: Complete

UAT Application Training Group 1: 05/02/22 – 06/21/22

UAT Application Training Group 2: 06/13/22 – 07/21/22

UAT Execution Group 1: 06/27/2022 – 07/22/2022

UAT Execution Group 2: 07/25/2022 – 08/19/2022

UAT – Test Scenario: Development

964 Scenarios developed of 1060 total

- 964 of 1064 test scripts completed as of 06/17/2022. Group 1 is 100% complete and Group 2 is 91% complete (Risk 271)

Application Readiness: Contact Center

Technical Connectivity	On Schedule

Start Date: 10/24/2021 — End Date: 10/31/2022

- 2 of 2 IVR Contact Flows Approved
- Approval of Wave 1 County SCRs approved: 0 of 2 planned
- Regression Test: Not Started
- Contact Center Model Office Testing (tentative 10/10/2022 – 10/21/2022): Not started

Application Readiness: Central Print

Central Print Kick-Off	Complete

Configuration/Validation	On Schedule

Start Date: 02/22/2022 — End Date: 09/30/2022

- Configuration meetings complete
- Validation meetings on schedule (one of two completed)
- Configuration load not started

Setup and Training	On Schedule

Start Date: 09/19/22 — End Date: 10/28/22

- Training materials completed
- Portal Users loaded not started
- Inventory confirmed not started
- Training delivery not started

Application Readiness: BenefitsCal

Conversion Readiness	On Schedule

Training & Communications	Not Started

- Training delivery for public facing support, train the trainer and CBOs will occur in August – October 2022
- BenefitsCal Comms Plan draft: 07/14/2022

System Operations	Not Started

- Confirm Command Center schedule
- Contingency Planning

Production Deployment	Not Started

- Develop Production Cutover Checklist
- Decision to proceed with BenefitsCal Production Cutover

Project Readiness

Conversion Readiness

Conversion Readiness	On Schedule

Key Dates:

Mock Conversion Wave 1 Cutover: 06/06/2022

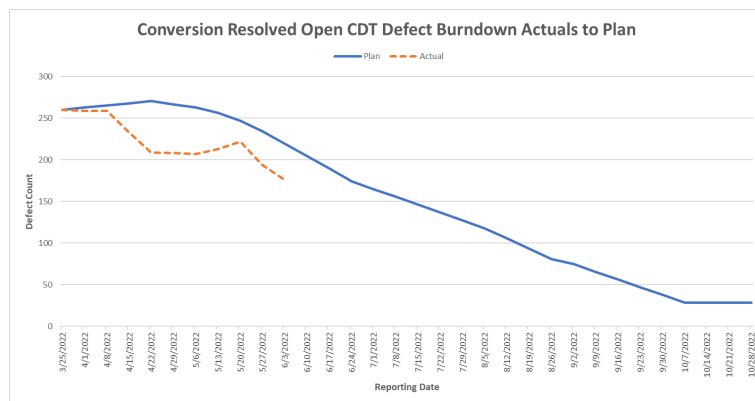Golden Data Set #8 Ready: 06/20/2022

Wave 1 County Data Validation: 06/20/2022 – 07/01/2022

Cutover 1A: 09/18/2022 – 9/19/2022

Cutover 1B: 10/27/2022 – 10/31/2022

Converted Data Test	On Schedule

End Date: 06/17/2022

Conversion Resolved Open CDT Defect Burndown Actuals to Plan

- 100% of 1903 test scripts executed
- 2 open P1 defects assigned to GDS #8

GDS Delivery #8	On Schedule

06/20/2022

Integration Readiness

Interface Partner Test	Not Started

Start Date: 06/27/2022   End Date: 08/31/2022

- Yolo County: 6 Interfaces
- Placer County: 8 Interfaces
- State/Consortium Partners: 26 Interfaces

Project Integration Readiness is dependent on the County's readiness and development preparedness at the start of IPT on 06/27/2022.

Technical Readiness: Networking

County Networking Connectivity	Behind Schedule

Start Date: 01/02/2022   End Date: 10/03/2022

Wave 1 Project+County Network Connectivity Readiness
Burndown Actuals to Plan
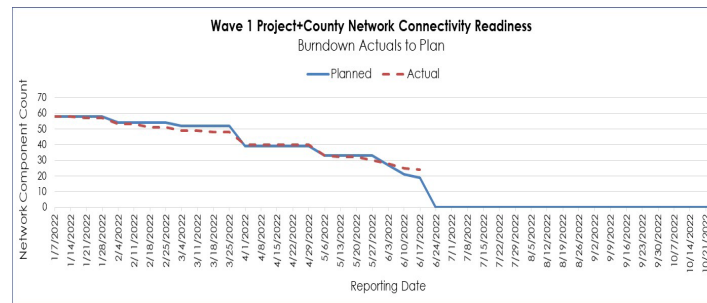
- **Procurement**: Complete
- **Delivery**: Backup equipment to be delivered/installed by 06/28/2022 (Risk 273)
- **Build and Deployment**: Backup equipment to be delivered/installed by 06/28/2022 (Risk 273)
- **Integration and Testing**: Placer County has not submitted CRFI 22-040 due 06/10/22; which is essential to begin IPT on 06/27/2022 (Risk 274)

Technical Readiness: Operations

Contingency Restoration Planning	On Schedule

- **Migration Rollback Planning:** In-progress 50%

Disaster Recovery Exercise	On Schedule

- **Disaster Recovery Test:** In progress 25%

Batch Operations	Complete

- **CalWIN Batch Regression & Schedules: Completed**

Technical Readiness: Performance Testing

Performance Test	Not Started

- Performance Testing for Wave 1 (42 counties) will begin on 06/27/2022 and includes CalSAWS Batch, CalSAWS Online Performance and CalSAWS Reports

Technical Readiness: Security

Security Test	Complete

Start Date: 11/05/2019   End Date: 09/24/2021

Application Security: CalSAWS Scan/ Remediation Complete

Penetration Testing: Complete

Project Readiness

Training Readiness

Training Plan	On Schedule

Start Date: 03/21/2022   End Date: 06/17/2022

- Wave 1 County specific training plans approved
- Training environment and training data build complete
- Generic training accounts for training environment – on schedule

Training Materials	Complete

Start Date: 03/21/2022   End Date: 06/17/2022

- Wave 1 County specific instructor led training materials finalized complete
- Web-Based trainings updated: in progress (ongoing)

Training Delivery	On Schedule

Start Date: 06/20/2022   End Date: 10/27/2022

- Wave 1 Early Training & TTT loaded and assigned curriculum in the CalSAWS LMS: completed
- Wave 1 staff course assignment and registration complete
- Wave 1 Classrooms set-up and certified: in progress
- Wave 1 early learning and TTT started: in progress
- Wave 1 End User Training begins 09/06/2022

Organizational Readiness: OCM

Change Discussions with Staff	Behind Schedule

End Date: 07/31/2022

- OCM plan approved
- Communications plan approved
- CDG walk through with Wave 1 Counties completed
- Training for Supervisors, Managers and CNCs on CDG discussion: in process but schedule is delayed. Kick-off for Placer is 07/07/2022 and Yolo on 07/12/2022

Readiness Surveys	On Schedule

Start Date: 06/20/2022   End Date: 10/27/2022

- T-12 and T-9 surveys completed
- T-6 survey in process: Yolo County received a 54% response and Placer County received a 72% response

Infographics/ Newsletters	On Schedule

Start Date: 02/28/2022   End Date: 10/28/2022

- 2 of 7 infographics submitted, 1 in progress and 4 not started
- 2 of 3 newsletters submitted, 1 in progress (07/28/2022)

Change Network Champions	On Schedule

Start Date: 01/31/2022   End Date: 10/11/2022

- 5 of 10 completed, 1 of 10 in progress (06/28/2022) and 4 of 10 planned (4th Tuesday of each month)

Organizational Readiness: Business Process Reengineering

W1 BPR Plans Approved	Complete

Start Date: 08/02/2021   End Date: 12/01/2021

Process Change Inventory Close Out	Complete

Start Date: 08/02/2021   End Date: 12/01/2021

Automated Actions Enablement	Complete

Start Date: 03/07/2022   End Date: 07/01/2022

Process Simulation

W1 Process Simulation Planning	On Schedule

Start Date: 03/17/2022   End Date: 07/22/2022

Process Simulation Execution	Not Started

Start Date: 07/25/2022   End Date: 08/19/2022

Configuration

Configuration Materials	Complete

Start Date: 05/16/2022   End Date: 06/03/2022

W1 Configuration Documentation & Validation	On Schedule

Start Date: 06/13/2022   End Date: 10/14/2022

Implementation Readiness

Project Readiness (vertical, left margin)

Implementation Planning — Behind Schedule

Start Date: 02/01/2022   End Date: 07/05/2022

- DEL 10 Implementation Support Plan behind schedule
- Monthly distribution of Readiness Packets to W1 counties behind schedule (delayed until 06/24/2022)

County Prep — On Schedule

Start Date: 05/02/2022   End Date: 10/28/2022

- 34 of 39 county prep activity instructions drafted and on schedule for finalization by 07/31/2022
- County Prep kick off: not started, on schedule for the week of 08/15/2022
- County Prep support plan: on schedule

Post-Deployment Support — Behind Schedule

Start Date: 05/23/2022   End Date: 12/30/2022

- Pre and Post deployment support structure in progress
- Command Center structure in progress

Implementation Readiness: Help Desk and System Operations

Help Desk — On Schedule

Start Date: 04/04/2022   End Date: 10/21/2022

Plans for enhanced communications to County Help Desk: Complete

Command Center Enablement: 5% complete

ServiceNow Training for County Help Desks: 1 of 3 completed

System Operations — Complete

- CalWIN Counties Access to the Sandbox Environment: Complete

- Engage the Counties on Staff Profile/Security Administration Updates: In Progress

Implementation Readiness: County Ad-Hoc Reporting

County Ad Hoc Reporting — On Schedule

Start Date: 01/10/2022   End Date: 09/30/2022

County Education Sessions:
- Wave 1 completed 9 of 10 sessions

County Report Refactoring Wave 1 begins in May 2022
- Yolo:
- Placer:

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