

Implementation Readiness Packet

July 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 **July 15, 2022**





Application Readiness

Owner: Lisa Salas

Development / System Test

Deploy Release 22.07	July 24, 2022	Project
Deploy Release 22.09	September 26, 2022	Project
Testing statistics will be added when 22.09 System Test begins on August 1, 2022		
Deploy GA/GR priority release items	July – September priority releases	Project

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



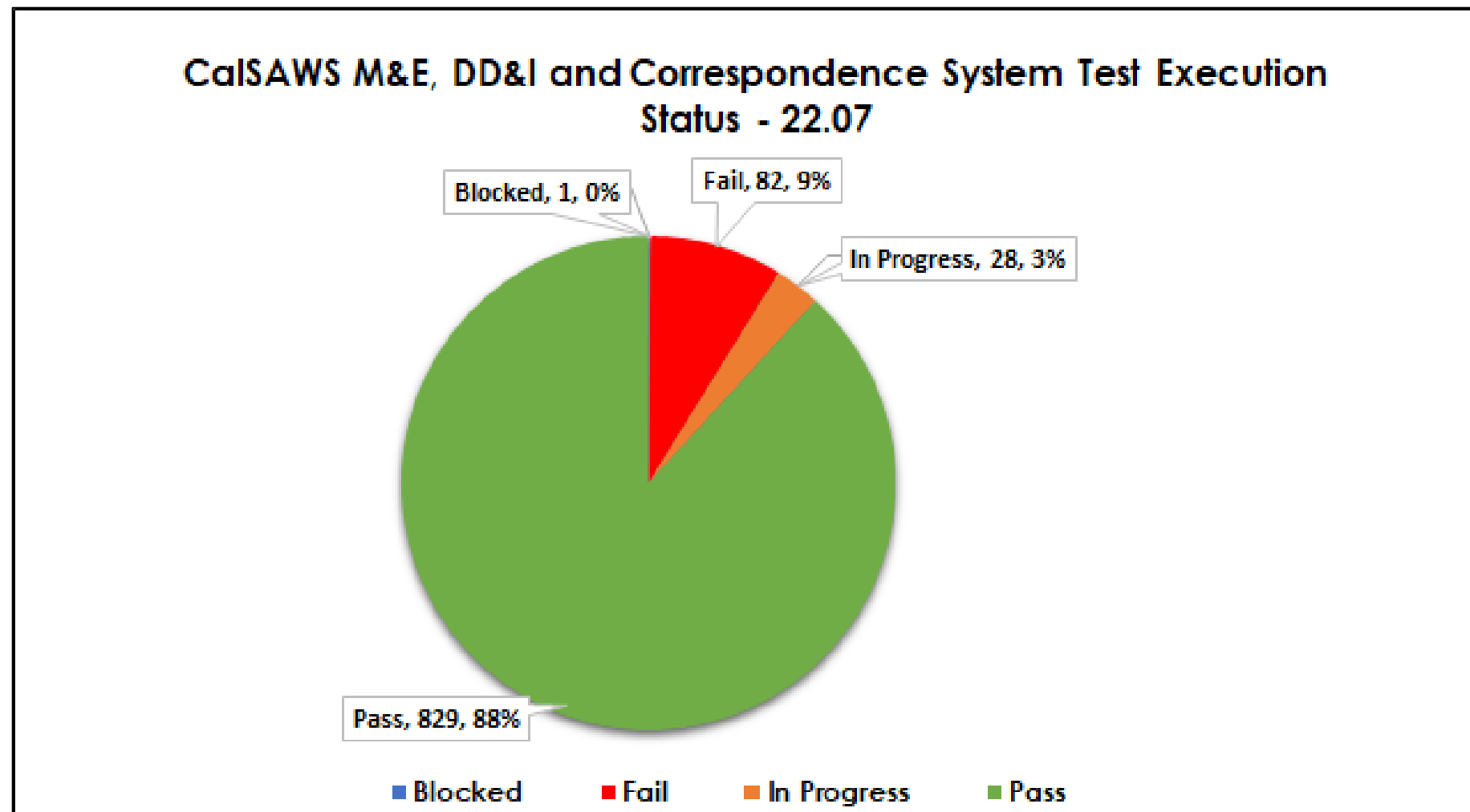
Development/System Test

Owner: Lisa Salas

Development/System Test

Deploy CalSAWS Release 22.07

88% Pass Rate Actual, +25% above target (63%)



Note: Test script counts are subject to change as test scripts are added or removed throughout the execution phase

- The above chart 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

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete

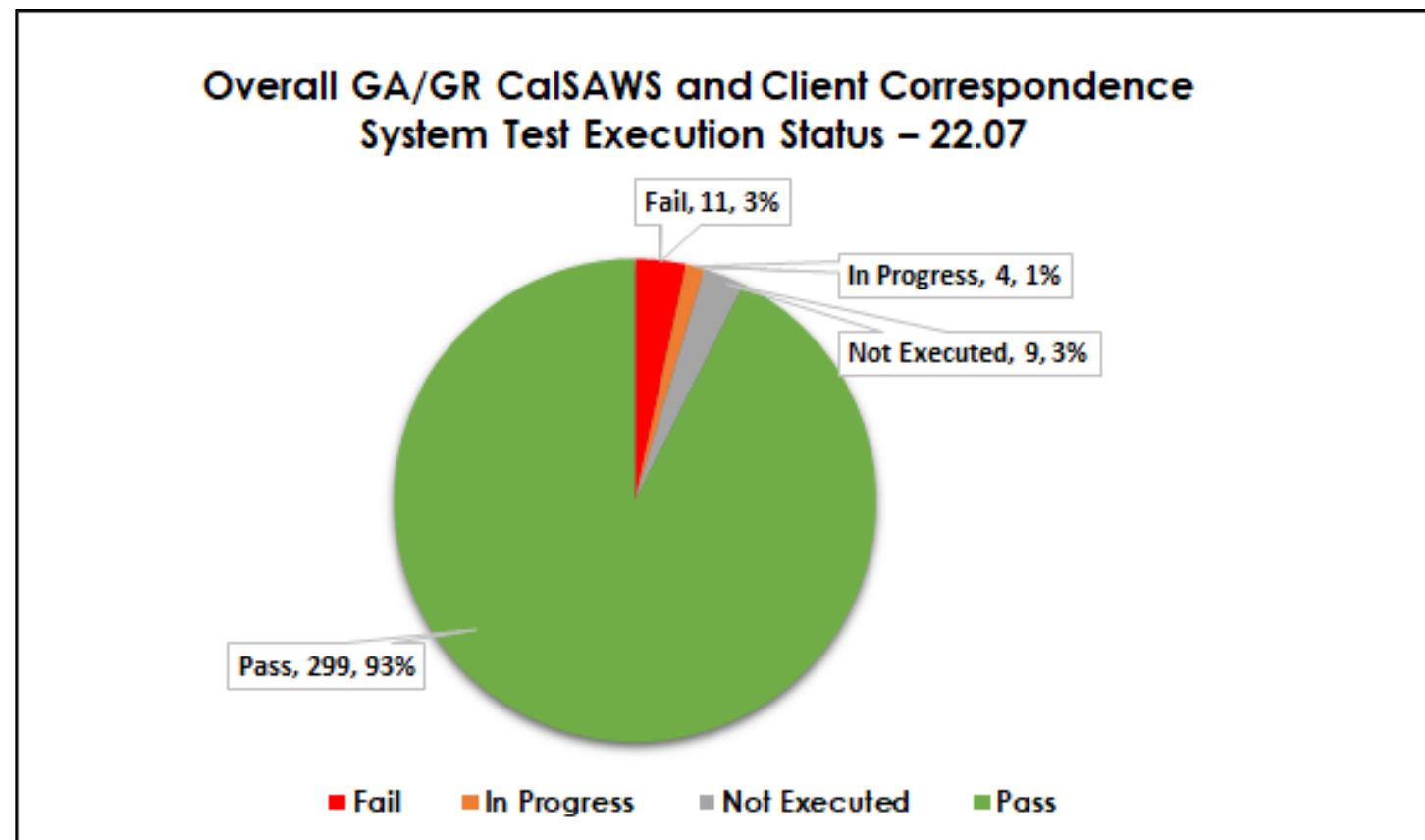


Development/System Test

Owner: Lisa Salas

Development/System Test

Deploy CalSAWS Release 22.07 - GA/GR SCR 93% Pass Rate Actual, +12% above target (81%)
test status



Note: Test script counts are subject to change as test scripts are added or removed throughout the execution phase

- The above chart is specific to GA/GR SCRs withing 22.07

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Development/System Test

Owner: Lisa Salas

Development/System Test

Deploy GA/GR 22.07 priority release items

Key	Summary
CA-246003	CalWIN Converted GA/GR- EBT End of Day Report
CA-246002	CalWIN Converted GA/GR- Benefit Recovery Management Report
CA-245792	Updates to Statistical Summary Analysis dashboards to include CalWIN General Assistance Program Code
CA-245789	Update DPSSTATS Dashboard to include CalWIN General Assistance Program Code
CA-245787	Add CalWIN General Assistance Program Code to Supportive Services Issuances Report
CA-245786	Report Updates to include CalWIN GA Program Code
CA-245594	Add General Assistance Program Code converted from CalWIN to Generate reports

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Application Readiness: UAT

Owner: Peggy Macias + Rachel Hernandez

User Acceptance Test

CalSAWS UAT Plan Approved	Completed	Project
Select and Confirm CalSAWS UAT Participants for UAT	Completed	Both
UAT Users Loaded to ForgeRock/UAT Environments & Applications	Completed	Project
Complete UAT Test Script Development	Completed	Project
Complete UAT Environment setup	Completed	Project
Complete UAT Application Training	May 2 – June 21, 2022 – Group 1 June 13 – July 21, 2022– Group 2	County
Conduct UAT Execution Kick-Off	June 21 and 22, 2022 – Group 1 July 20 and 21, 2022– Group 2	Both
Complete UAT Test Execution	June 27- July 22, 2022 – Group 1 July 25 – August 19, 2022– Group 2	Both
Evaluate and confirm Exit criteria	Metric/Completion to Plan	Project

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



CalSAWS UAT: Script Execution

Owner: Peggy Macias, Rachel Hernandez

Group 1 UAT Execution Status

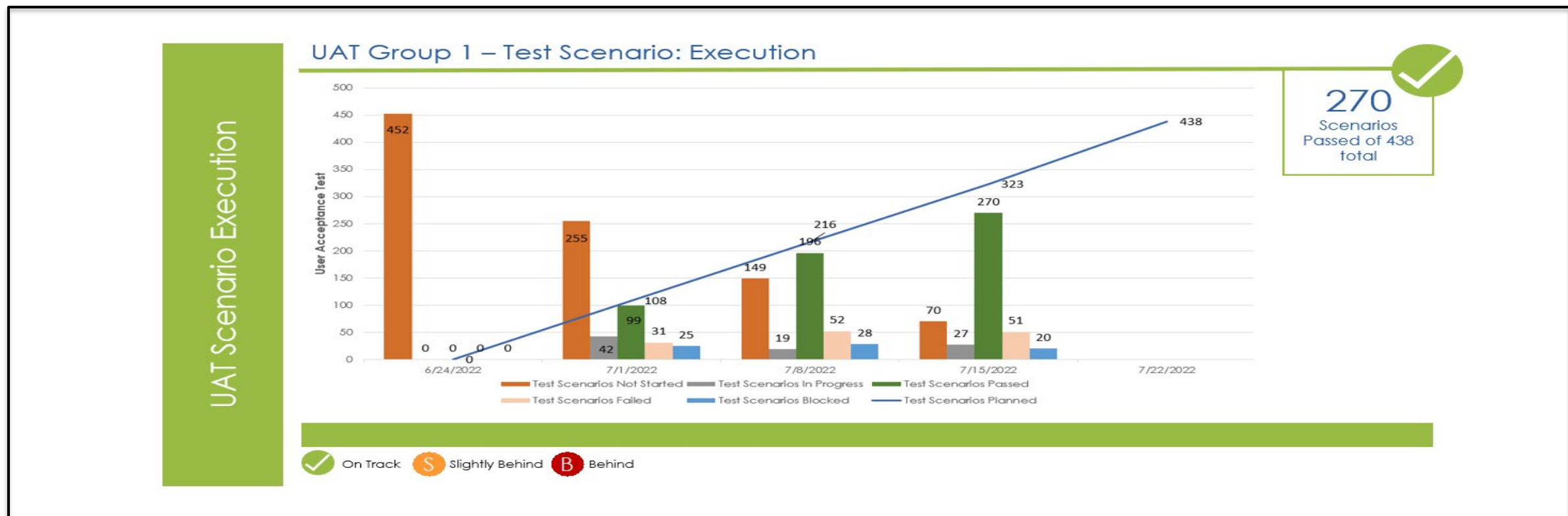
Group 1 Execution as of July 14, 2022

- 78% Scripts Executed; 270 Scripts Passed

Program/Functional Areas:

- CAPI, Lobby Management
- CW/CF, WTW
- Child Care

CalSAWS UAT Execution	Total Test Scripts	Not Started	In Progress	Passed	Failed	Blocked
CalSAWS CalWIN UAT	438	16% (70)	6% (27)	62% (270)	11% (51)	5% (20)



Status	CAPI	CalFresh	CalWORKs	Welfare-to-Work/Gain	N/A	Total
NEW	1	1	0	0	2	4
IN PRODUCTION	0	0	0	0	1	1
PENDING REJECTION	14	7	4	2	1	28
REJECTED	0	0	0	0	1	1
ASSIGNED	0	0	0	1	1	2
Total Unique Issues:	15	8	4	3	6	36



Application Readiness: Imaging

Owner: Danielle Benoit, Toby Barnes (UAT)

Functionality

Severity 1 & 2 Defects Resolved from UAT	UAT In Progress	No defects reported at this time	Project
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Performance Testing

Hyland Platform Performance Test	Not Started	Metric/Completion to Plan	Project
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Images Migration

County Export of Legacy Images	In Progress		County
Hyland Receive and Upload Images to Production Environment	In Progress		Project
Distribute CIT for Counties to install Webscan Kit and Virtual Printer	Completed	CIT #0110-22 distributed on April 19, 2022	Project

Imaging UAT

7/11/22-7/22/22 (retest 8/1/22-8/5/22)	In Progress	53 of 61 scripts completed
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Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Application Readiness: Contact Center

Owner: Danielle Benoit

Contact Center

Technical Connectivity	50%	
Update IVR Contact Flows for each County	2 of 2 approved	Both
Approval of County Contact Center SCRs*	0 of 2	County
Regression Test of entire Contact Center solution	0%	Project
Model Office Testing – tentative start 10/10/2022	0%	Both

*Contact Center SCRs:

- Yolo: CA-240152
- Placer: CA-235356

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Application Readiness: Central Print

Owner: Dawn Wilder

Kickoff

Kickoff Meeting Completed	Complete	1 Completed of 1 Planned	Both
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Configuration/Validation

Configuration Meetings Complete	Complete	2 Completed of 2 Planned	Both
Validation Meetings Complete	In Progress	1 Completed of 2 Planned	Both
Configuration Load	Not Started	0 Completed of 2 Planned	Project

Setup and Training

Portal Users Loaded	Not Started	0 Completed of 2 Planned	Project
Inventory Confirmed	Not Started	0 Completed of 1 Planned	Project
Training Materials Completed	Complete	1 Completed of 1 Planned	Project
Training Delivery	Not Started	0 Completed of 2 Planned	Both

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Application Readiness: BenefitsCal Conversion

Owner: Jerry Nielson



Conversion Readiness

Provide sample CBO User information extract to ForgeRock Team for Wave 1 Mock Run	Complete	Completed on 06/09/22	Project
Provide extract of the CBO	Complete (W1)	Completed on 07/07/2022	Project
Obtain CBO conversion file from CalWIN counties (Gainwell)*	Complete (W1)	Completed on 07/07/2022	Project

Converted Data Test

Validate CBO user load into ForgeRock	In Progress	Target Completion: 08/06/2022.	Project
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Training Delivery

Deliver training for public facing support	Not Started		Project
Deliver training for Consortium Train the Trainer	Not Started		Project
Deliver training for CBOs - Community Based Organizations	Not Started		Project

Communications

Confirm Communications Plan for BenefitsCal	In Progress	Communication plan will be initially drafted by 7/29	Project
Begin Execution of BenefitsCal Communications Plan	Not Started	Execution will begin early September.	Both

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



BenefitsCal Implementation Readiness

Owner: Jerry Nielson



System Operations

Confirm Command Center schedule and communication schedule	Not Started	Project
Contingency Planning	Not Started	Project

Prod Deployment Plans

Develop Production Cutover Checklist (Target → MM/DD/YY)	Not Started	Project
Confirm Consortium reviewed/approved the BenefitsCal cutover and BenefitsCal rollback plans	Not Started	Project
Decide to proceed with BenefitsCal Production Cutover (Go-No Go Decision) (Target → MM/DD/YY)	Not Started	Project
Confirm Wave Cutover to BenefitsCal (Target → MM/DD/YY)	Not Started	Project

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Conversion Readiness

Owner: Keith Salas

Conversion Readiness – Wave 1

Support (Wave 1) Converted Data Test (CDT) - Defect Resolution (Risk 263)	As of 7/14/22 there are 153 unresolved CDT Defects	Project
Deliver Wave 1 Golden Data Sets (GDS)	GDS#9 (Wave 2) On-Schedule for Delivery on 8/31	Project
Auto Case Review Match Rate	67% Match in Assembly (GDS#8 was 64%). • Target is 70% – 75%.	Project
Support User Acceptance Test (UAT) - Defect Resolution	Delivered GDS#7. All P2 Hot Fixes (Defects) Applied	Project
Complete Migration Planning Wave 1A and 1B Cutover Work Plan	Complete	Project
Complete Wave 1 Mock Cutovers (Risk 258)	Mock Cutover #1 – Complete • Cutover Window is currently 87 hrs. Mock Cutover #2 – On-Schedule to Start 7/31	Project
Deliver Wave 1 Golden Data Set (GDS) #8 for County Data Validation (CDV)	Complete	Project
Support Wave 1 County Data Validation - Defect Resolution	Complete	Project
Complete Wave 1A (County Preparation) Cutover	On-Schedule for 9/18/22 – 9/19/22	Project
Complete Wave 1B (Go-Live) Cutover	On-Schedule for 10/27/22 – 10/31/22	Project

Not Started

On Schedule

<14 Days Late

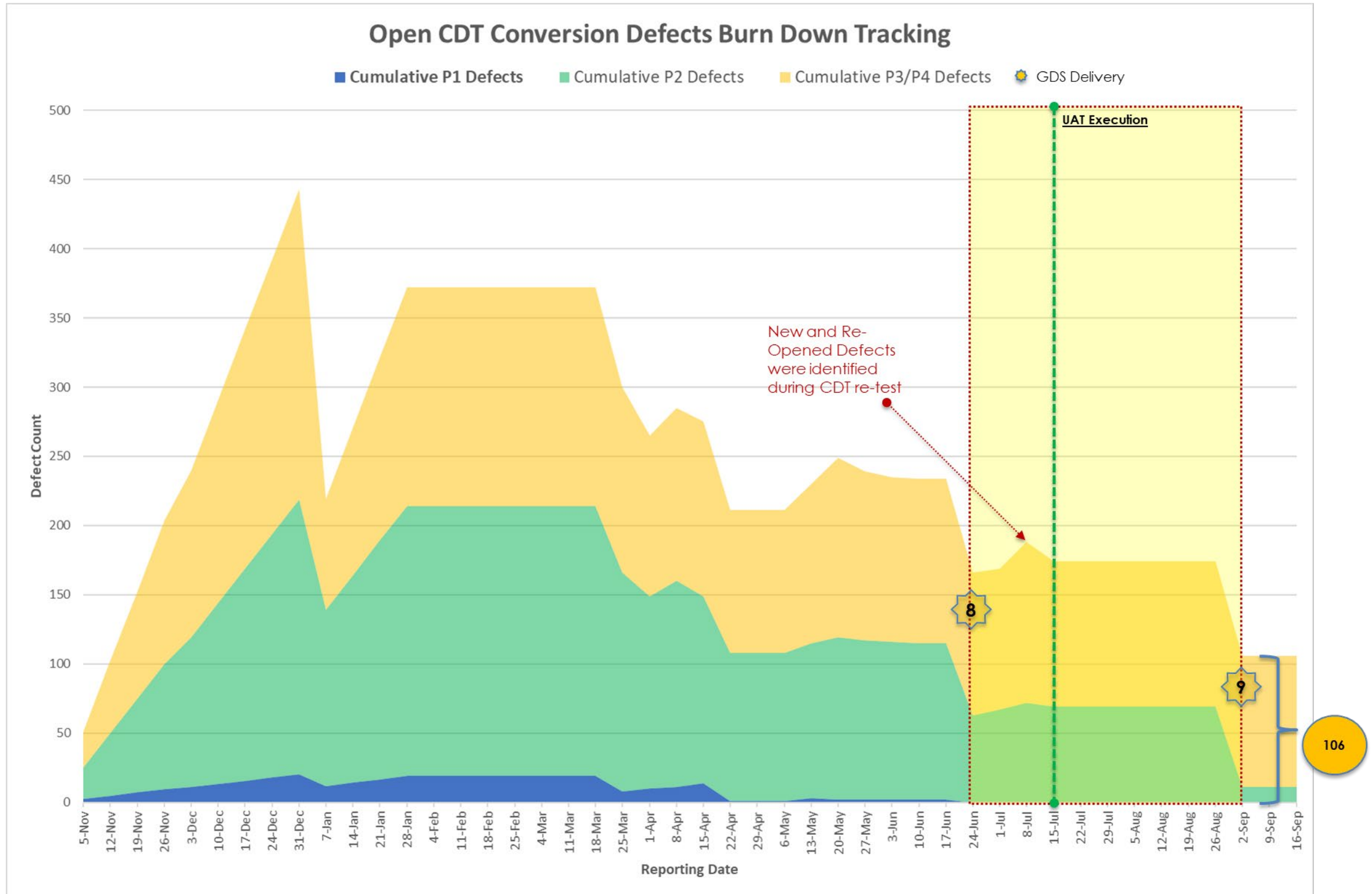
>=14 Days Late

Complete



Conversion Readiness: GDS Delivery

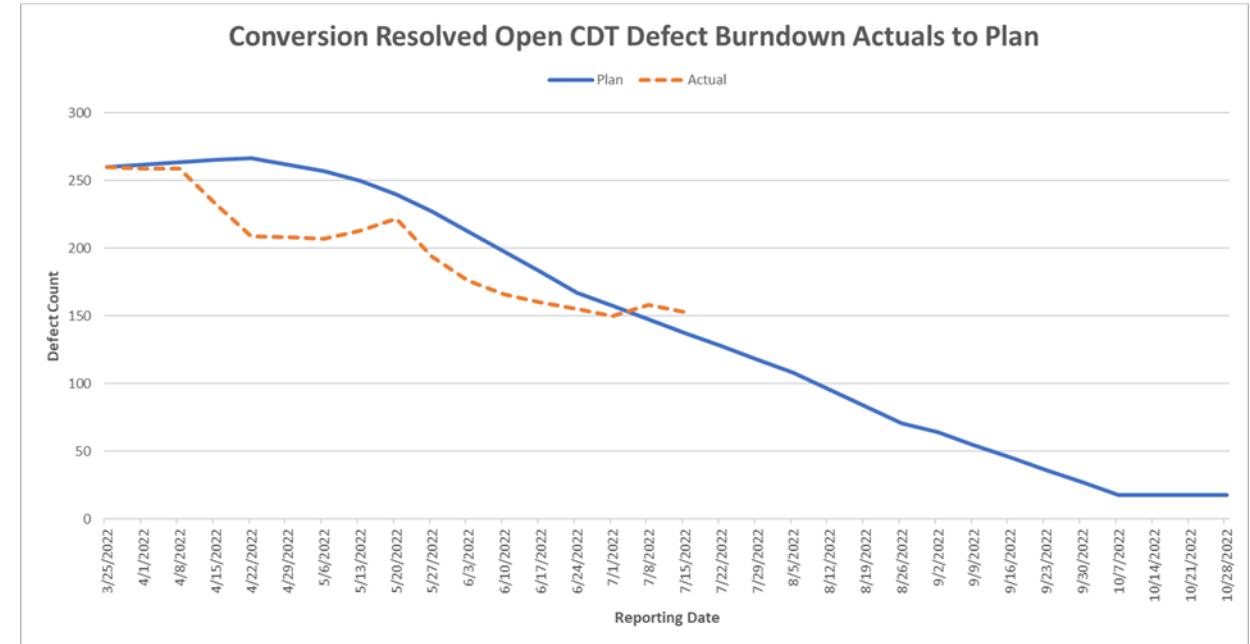
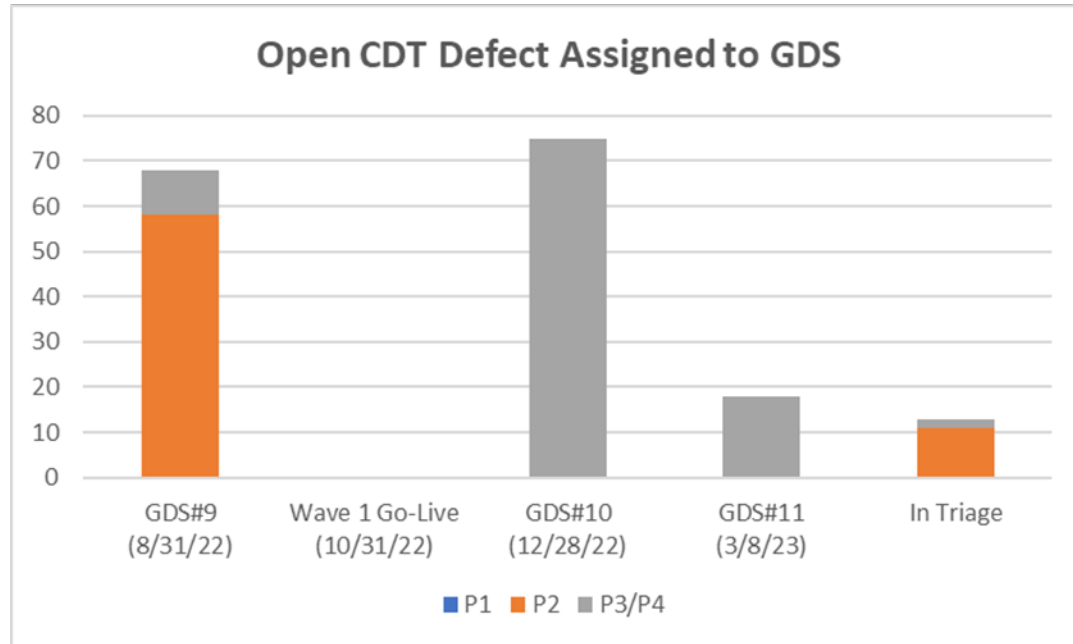
Owner: Keith Salas



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Conversion Readiness Defect Burndown

Owner: Keith Salas



Open Converted Data Test (CDT) Defects

Defect Delivery by GDS	P1	P2	P3/P4	Total
GDS#9	0	58	10	68
Wave 1 Go-Live	0	TBD	TBD	TBD
GDS#10	0	0	75	75
GDS#11	0	0	18	18
In Triage	0	11	2	13
CDT Open Total	0	69	105	174

Open Conversion CDT Defects

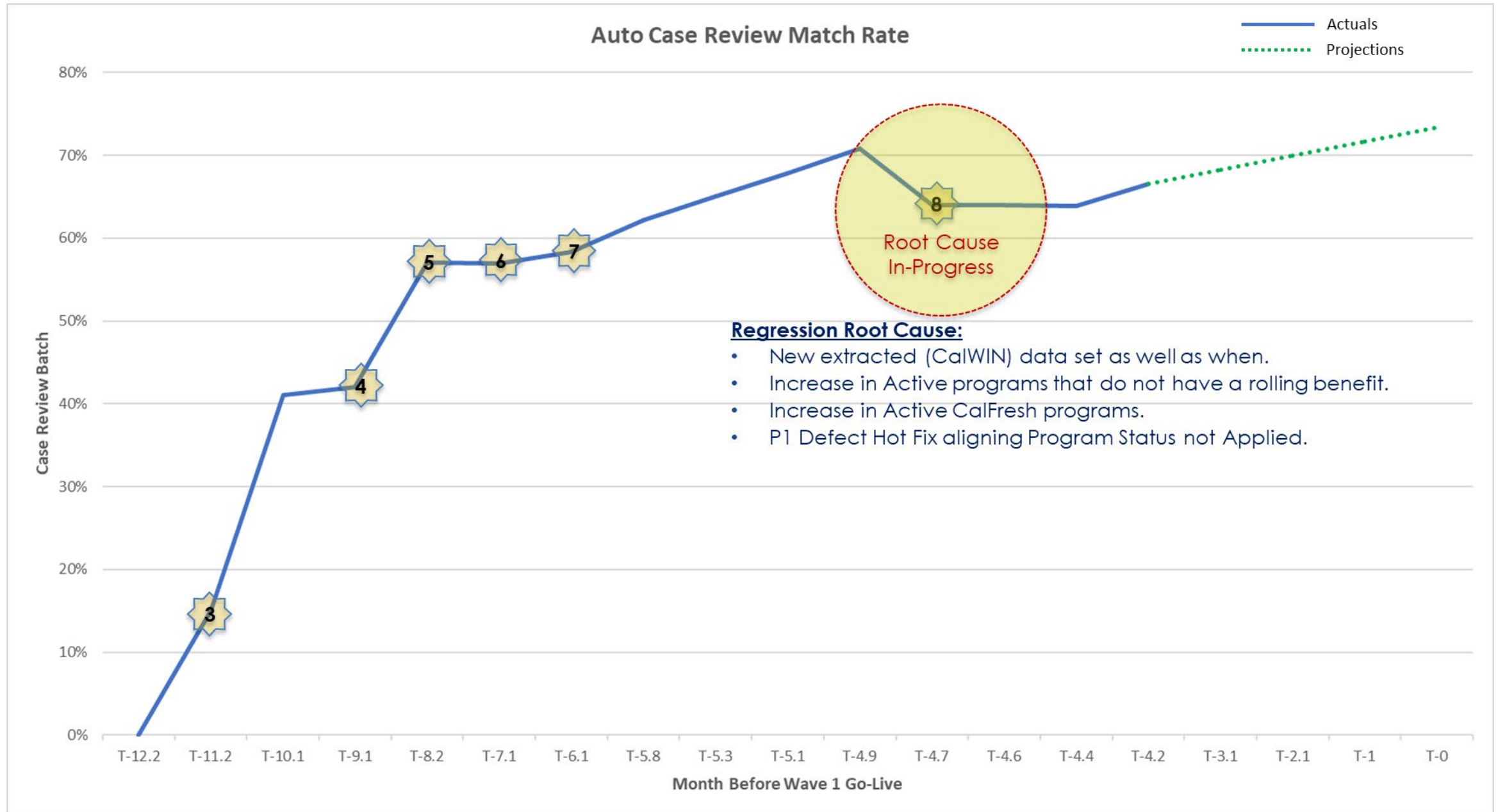
Open and Resolved Defects	P1	P2	P3/P4	Total
Open CDT	0	69	105	174
Resolved	0	-18	-3	-21
Conversion Open Total	0	51	102	153

In Triage: 3 New and 8 Re-Opened Converted Data Defects this week as a result of the CDV testing team re-testing Conversion Resolved and GDS#8 Delivered Defects. Triage and Analysis is in Progress with each of these and will be Prioritized for Wave 1 Go-Live unless they can be pulled into GDS#9.



Conversion Readiness Auto Case Review

Owner: Keith Salas

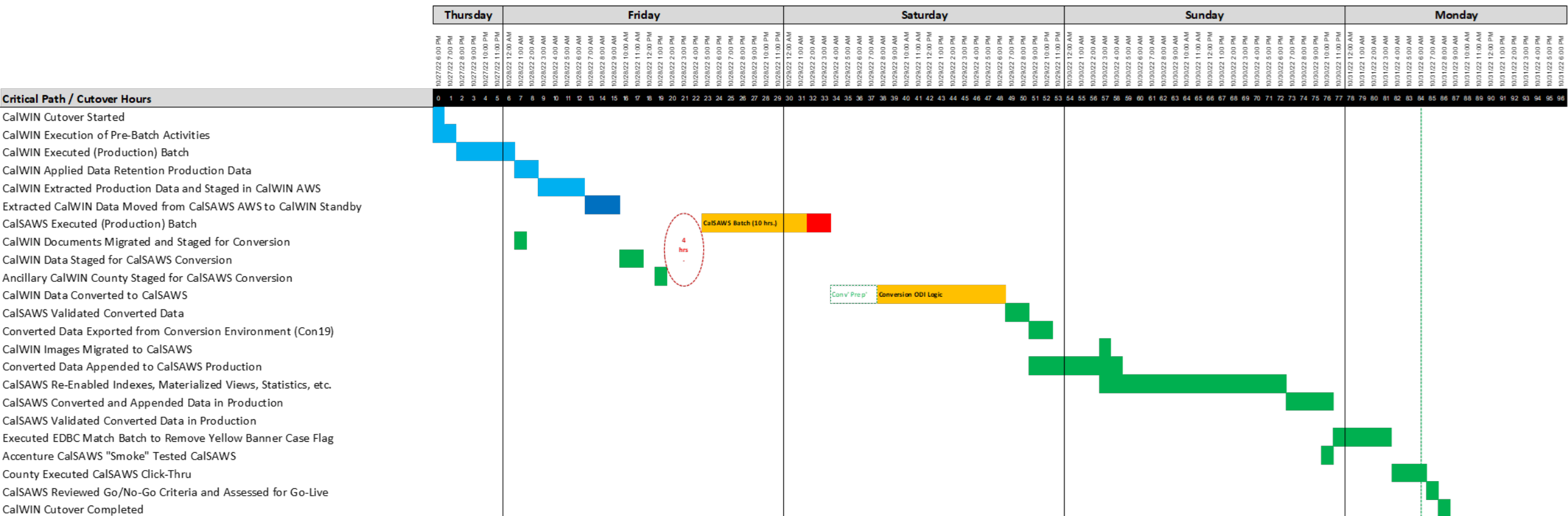


Conversion Readiness Cutover Window

Owner: Keith Salas

Cutover Status:

- Currently, the Plan is Baseline to Execute to 87 hours (or 3 hrs. over the requirement)



Legends:

Expected Baseline
CalWIN
CalWIN and CalSAWS
CalSAWS
Mitigation

Mitigation Strategies:

- CalSAWS Batch team to Limit the Friday evening Batch Schedule to run in 8 or 9 hours vs. 10 hours (current baseline). Savings = -1 hour (minimum)
- Conversion and Infrastructure teams to Performance tune the CON19 Transformation environment to Run the ODI (Conversion Logic) in 7 hours vs. 9 hours (current baseline). Savings = -2 hours
- CalSAWS to Start production Batch Friday evening at 5pm (vs. 8pm) Savings = -2+ hours

Additional Mitigation Consideration:

- Trimming the Legacy CalWIN data for the Wave 2 – 6 Cutovers



Integration Readiness

Owner: Duncan Gilliam, Cathryn van Namen

Interface Partner Testing

Complete Interface Development - County	Complete	100%	County
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Interface Names	Placer	Ready for IPT?	Yolo	Ready for IPT?
1099 File Writer job	YES	YES	NO	N/A
Paid Warrant Reader job	YES	YES	YES	YES
Outbound Collections	NO	N/A	NO	N/A
Inbound Collections	NO	N/A	NO	N/A
Warrant Print Writer	YES	YES	YES	YES
Warrant Print Reader	NO	N/A	NO	N/A
Auditor Controller Writer	YES	YES	YES	YES
Positive Pay file	YES	YES	NO	N/A
Direct Deposit Writer	YES	YES	YES	YES
Direct Deposit Reader	YES	YES	YES	YES
School Lunch	YES	YES	YES	YES

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Integration Readiness

Owner: Roger Perez

Interface Partner Testing

Execute Interface Testing with CalWIN County Partners	On Schedule	28%	Project
Execute Interface Testing with State and Consortium Partners	On Schedule	56%	Project

CONSORTIUM PARTNERS INTERFACE TESTING		
CONSORTIUM PARTNER	STATUS	TARGET COMPLETION DATE
Electronic Inter County Transfer (EICT) - CalWIN	0/3	August 31, 2022
Online CalWORKS Appraisal Tool (OCAT)	2/2	June 28, 2022

STATE PARTNER INTERFACE TESTING		
STATE PARTNER	STATUS	TARGET COMPLETION DATE
California Healthcare Eligibility, Enrollment, and Retention System (CalHEERS)	3/5	August 31, 2022
California Child Support Automation System (CCSAS) - DCSS	0/2	August 31, 2022
California Department of Social Services (CDSS) - DSS	1/2	August 31, 2022
Case Management Information and Payrolling System (CMIPS) - OSI	2/2	July 12, 2022
County Medical Services Program (CMSP)	1/1	June 30, 2022
Electronic Benefits Transfer (EBT) - FIS	1/2	August 31, 2022
Medi-Cal Eligibility Data System (MEDS) - DHCS	0/2	August 31, 2022
Welfare Data Tracking Implementation Project (WDTIP) - OSI	2/2	July 12, 2022
Welfare Intercept System (WIS) - DSS	2/2	July 5, 2022

CalWIN WAVE 1 COUNTIES INTERFACE TESTING		
CalWIN Wave 1 COUNTY PARTNER	STATUS	TARGET COMPLETION DATE
Placer County	3/8	August 31, 2022
Yolo County	1/6	August 31, 2022

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Technical Readiness: Networking

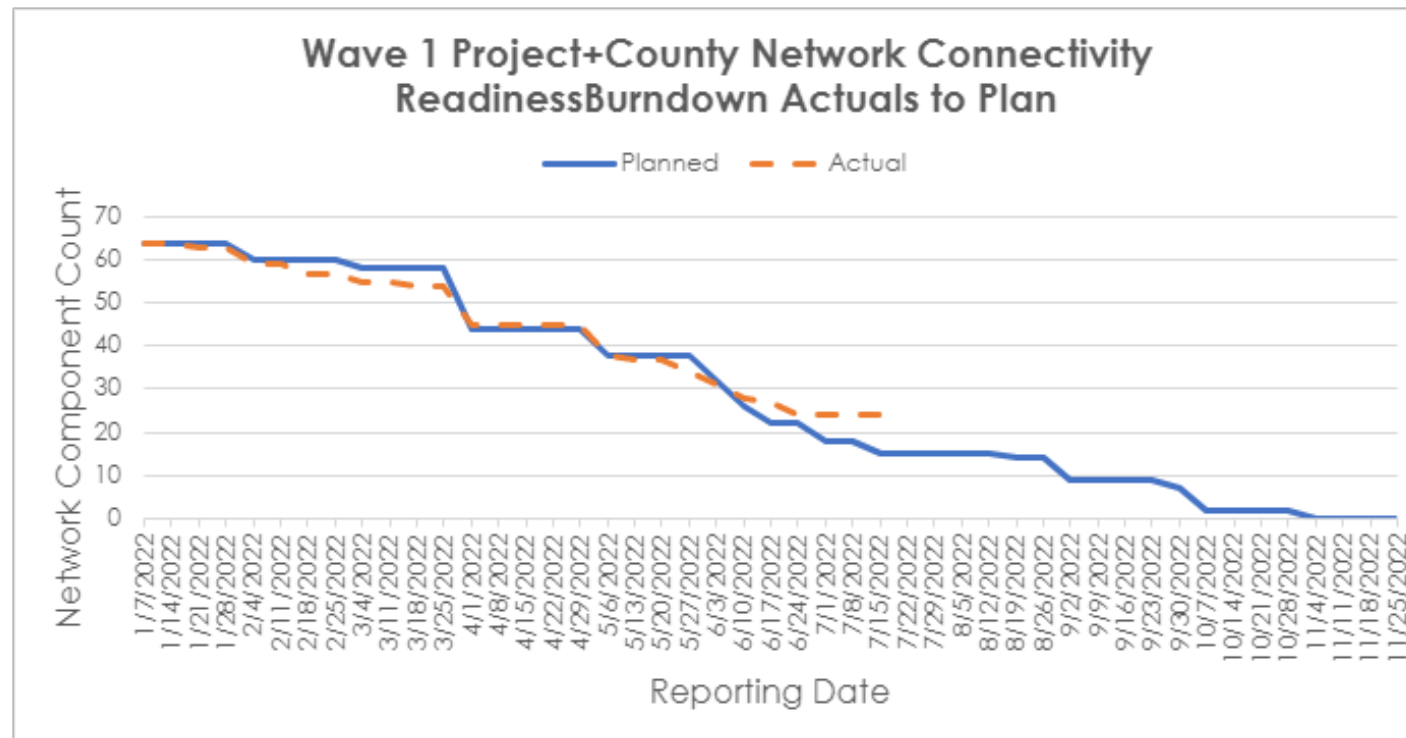
Owner: Uzair Naveed, Luz Esparza, Mike Tombakian

Networking

County Networking Connectivity

Connectivity: 40 of 64 Actual, 6 behind target (46 of 64)

Both



Milestone	Status
Wave 1 County Networking Connectivity Readiness	<ul style="list-style-type: none"> Integration of Placer County network with CalSAWS behind schedule due to partial / incomplete responses to CalSAWS Requests for Information (CRFI) 22-040 Risk 275 Placer has communicated completion of end-state infrastructure deployment and readiness to begin integrations with CalSAWS on July 21 per plan Continue to monitor progress and readiness for July 27 IPT

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Technical Readiness: Operations

Owner: Jeremy Grecian, Umair Khan

Contingency Restoration Planning

Migration Rollback Planning Completed	In Progress	50%	Project
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Disaster Recovery Exercise

Disaster Recovery Test Completed	In Progress	25%	Project
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Batch Operations

CalWIN Batch Regression & Schedules	Completed	100%	Project
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Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete

Technical Readiness: Performance Testing

Owner: Jason Horton, Sumeet Patel

Performance Testing – Wave 1 (42 County)

CalSAWS Batch Performance	In Progress	45%	Project
CalSAWS Online Performance	In Progress	25%	Project

CalWIN Wave 1 Batch Performance Schedule and Results

Performance Cycle	Start Date	End Date	Run Time	Performance Defects
End of Month	June 6, 2022	June 19, 2022	(Run 1) 11 hours, 26 minutes	
			(Run 2) 10 hours, 39 minutes	
			(Run 3) 9 hours, 24 minutes	
First day of the Month	June 20, 2022	July 3, 2022	(Run 1) 10 hours, 3 minutes	
Main Payroll	July 4, 2022	July 17, 2022	(Run1) 9 hours 28 minutes	
			Next run scheduled 7/14/2022	
High volume forms process	July 18, 2022	July 31, 2022	TBD	
Interface Outbound files	July 18, 2022	July 31, 2022	TBD	
10-day cutoff	August 1, 2022	August 14, 2022	TBD	
Contingency for re-runs	August 15, 2022	August 28, 2022	TBD	

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Technical Readiness: Performance Testing

Owner: Jason Horton, Sumeet Patel

CalSAWS 42 County Online Performance Test – Schedule

Performance Test Plan:

- Execute in Production-like Performance environment with latest GDS dataset available.
- Run frequently used transactions that generate the highest volumes in Production
- Simulate usage of ~530 transactions per second (TPS).
- Simulate 14,452 users' login in a period of 20 minutes. Load of ~722 users per minute. As the load test is running, 203 users log on and off to simulate user session activity in Production.
- The 14,452 users will be comprised of 7,119 LA county users from ISD Test AD, 7,119 C-IV county users from ForgeRock user store (non-AD), and 214 CW county users from ForgeRock user store (non-AD).
- Execute 3 Load tests to ensure consistency
- A “8-hour” Endurance test to ensure stability

Workload Mix (WL)	Start Date	End Date
#1 - CalSAWS Online (In Progress)	20 th June 2022	29 th July 2022
#2 - CalSAWS Online + APIs	01 st Aug 2022	19 th Aug 2022
#3 =- CalSAWS/CalHEERS Integration test	22 nd Aug 2022	09 th Sept 2022
#4 - CalSAWS Online + APIs + BenefitsCal/Hyland Integration test	12 th Sept 2022	14 th Oct 2022

Exit Criteria -

- Simulate Online transaction load of CalSAWS volume at peak hours meets SLA requirements
- Performance results are successful and meet contractual SLAs – Online (Load and Endurance tests)

Technical Readiness: Performance Testing

Owner: Jason Horton, Sumeet Patel

CalSAWS 42 County Online Performance Test – Workload #1 Results

Performance Test Plan:

- Executed in Production-like Performance environment with GDS #7 dataset available.
- Run frequently used transactions that generate the highest volumes in Production
- Simulate usage of ~530 transactions per second (TPS).
- Simulate 14,452 users' login in a period of 20 minutes. Load of ~722 users per minute. As the load test is running, 203 users log on and off to simulate user session activity in Production.
- The 14,452 users will be comprised of 7,119 LA county users from ISD Test AD, 7,119 C-IV county users from ForgeRock user store (non-AD), and 214 CW county users from ForgeRock user store (non-AD).

Online Performance Test Findings

- Update the Imaging Instance type from m5.large to r6g.large
- Update the Portal Service Auto Scaling Configuration Max limit from 4 to 6.
- Update the Portal Service Auto Scaling Configuration Max limit to 1 to 2.

Category	SLA	SLA Met % & Avg. Server Response Time
Screen to Screen	Peak - 98% [<=2s]	99.61% [0.11 s]
	Prime - 99.9% [<= 10s]	100% [0.11s]
EDBC	Peak - 95% [<= 3s]	99.81% [0.47s]
	Prime - 99.9% [<= 20s]	100% [0.47s]
Search	Peak - 95% [<=6s]	99.15% [0.24s]

Exit Criteria -

- Simulate Online transaction load of CalSAWS volume at peak hours meets SLA requirements
- Performance results are successful and meet contractual SLAs – Online (Load and Endurance tests)



Technical Readiness: Security

Owner: Jim Ogden, Joseph Nelson

Application Security

CalSAWS Scans/Remediation Completed	Completed	100%
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Penetration Testing

Signed with 3 rd party to conduct Testing	Completed	100%
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Penetration Testing Preparation	Completed	100%
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Penetration Testing Execution & Agreed-upon remediations (Completed for the CMS Verification in April 2022)	Completed	100%
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Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Training Readiness

Owner: Renee Carter, Ashley Arnold

Training Plan

Wave 1 County-Specific training plans reviewed and approved	Complete	3 Completed of 3 Planned; Approved 06/17/22	Both
Training Environment/Build Training Data	Complete	100% Completed of 100% Planned	Project
Create Training Accounts in Training Environment	Complete	100%	Project

Training Materials

Wave 1 County-specific ILT training materials finalized and reviewed	Complete	100%	Both
Web-based Trainings updated (Accenture/Consortium-owned)	In Progress	95%	Project

Training Delivery

Wave 1 Early Training & TTT Trainees loaded and assigned curriculum in the CalSAWS LMS	Complete	100%	Project	
Wave 1 staff course assignments / registration for Early Training & TTT	Complete	100%	Project	
Wave 1 Early Training & TTT Instructor-led Training Read (Training environment connectivity, Participants Enrolled)	Complete	100%	Project	
Wave 1 Early Training & TTT Started (WBT)	In Progress	80%	Both	
Wave 1 End User Training (EUT) - start 09/06/2022	Not Started	# Completed of # Planned	Both	
Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

↔ Organizational Readiness: OCM

Owner: Jessica, Helen, Araceli

Communications & Change Discussion Guides

OCM Plan approved and finalized	Complete	1 Completed of 1 Planned	Project
Communications Plan approved and finalized	Complete	1 Completed of 1 Planned	Project
Conducted CDG walk-through with County	Complete	2 Completed of 2 Planned	Both
Wave 1 County Change Discussion Guides approved and submitted to the Counties	Complete	2 Completed of 2 Planned	Project
Training for Supervisors, Managers, and CNCs on CDG discussion	In Progress	2 completed of 2 Planned (Kick off and Prep sessions all completed for both Yolo and Placer)	Both

Readiness Surveys

Wave 1 Readiness Surveys T-12	Complete	2 Completed of 2 Planned	Both
Wave 1 Readiness Surveys T-9	Complete	2 Completed of 2 Planned	Both
Wave 1 Readiness Surveys T-6	In Progress	2 In Progress of 2 In Progress – June 6-June 17	Both
Wave 1 Readiness Surveys T-3	Not Started		Both
Wave 2 Readiness Surveys T-12	Complete	2 Completed of 2 Planned	Both
Wave 2 Readiness Surveys T-9	In Progress	2 In Progress of 2 In Progress – June 6-June 17	Both
Wave 3 Readiness Surveys T-12	Complete	3 Completed of 3 Planned	Both

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete

↔ Organizational Readiness: OCM (continued)

Owner: Jessica, Helen, Araceli

Infographics/Newsletters

Newsletter for February	Completed	1 Completed of 1 Planned	Project
Newsletter for April	Completed	1 Completed of 1 Planned	Project
Newsletter for July	Planned	1 In Progress of 1 Planned for July 28, 2022	Project
Infographic for April	Completed	1 Completed of 1 Planned	Project
Infographic for May	Completed	1 Completed of 1 Planned	Project
Infographic for June	Completed	1 Completed (distributed June 28, 2022)	Project
Infographic for July	Planned	0 Completed of 1 Planned for July 28, 2022	Project
Infographic for August	Planned	0 Completed of 1 Planned for August 28, 2022	Project
Infographic for September	Planned	0 Completed of 1 Planned for September 28, 2022	Project
Infographic for October	Planned	0 Completed of 1 Planned for October 28, 2022	Project

Change Network Champion Meetings

CNC Meetings	Completed	5 Completed (Jan-May)	Both
CNC Meeting for June	In Progress	1 in progress for June 28, 2022	Both
CNC Meetings for July - October	Planned	4 Planned for 4 th Tuesday of the Month	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete
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⇌ Organizational Readiness: BPR

Owner: Duncan Gilliam

Business Process Reengineering

BPR Plans reviewed and signed-off	Complete	2 Completed of 2 Planned	Both
To Be BPR Flows reviewed and signed-off	Complete	2 Completed of 2 Planned	Both
Close-out of pending decisions as documented in the Process Change Inventory	Complete	2 Completed of 2 Planned	Project
Automated Actions enablement decisions finalized	Complete	Initial Decisions to be finalized in advance of Process Simulation, loaded for Process Sim in the UAT Environment, validated during Process Sim and updated in advance of County Prep, ready for PROD/Go-Live.	Both

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete

↔ Organizational Readiness: Configuration

Owner: Duncan Gilliam, Sean Swift

Configuration

Document Configuration Guides and Worksheets	Complete	Guide and Worksheets Documented as of 6/3	Project
Distribute Configuration Documentation to Wave-1 Counties	Complete	Guide and Worksheets Distributed as of 6/14	Project
Conduct Working Sessions w/Counties to document base CalSAWS Configuration	Complete	Working Sessions started 6/13 and will run through 7/1.	Both
Review, Refine and Confirm Configuration is ready for load into UAT for Process Simulation	In-Progress	Placer configuration loaded 7/14, Yolo pending 7/20	Both
Review Findings out of Process Simulation and Update "Must Have" Configuration items for PROD/County Prep	Not Started		Both
Update Configuration Worksheets to with Findings from Process Simulation in advance of County Prep	Not Started		Both
Load Configuration into PROD environment during County Prep	Not Started		Project
Configuration Complete	Not Started		Project

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Organizational Readiness: Process Simulation

Owner: Duncan Gilliam

Process Simulation

Wave 1 Participants Confirmed	Complete	Wave-1 Participants Confirmed as of 6/10	Both
Users Loaded to ForgeRock/UAT Environments & Applications	Complete	All participants are participating in UAT and will be loaded in advance of Process Sim.	Project
Complete W1 Process Simulation Scenario Development	Complete	Working w/Counties to complete by 7/1	Project
Complete data staging and JIRA prep	In-Progress	Data staging for Process Simulation on-track for execution start on 7/25	Project
Complete configuration setup	In-Progress	Placer configuration loaded 7/14, Yolo pending 7/20	Both
Complete Process Simulation Orientation	In-Progress	Orientations pending 7/19 for Placer and 7/20 for Yolo	Project
Begin Process Simulation Execution	Not Started		Project
Complete Process Simulation Execution	Not Started		Both
Evaluate and confirm Exit criteria	Not Started		Project
Process Simulation Complete	Not Started		Project

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

Owner: Cathryn Van Namen, Yong Vangbliayang

Planning

Wave 1 Workplans delivered and maintained	Maintained	2 Completed of 2 Planned	Project
Wave 1 Readiness checklists delivered and maintained	Maintained	2 Completed of 2 Planned	Both
Path to Greenlight Communicated	Complete	Socialized/completed with PSC, JPA, and OPAC (May 2022)	Project
Go Live Packet Finalized	In Progress	On schedule: 10/7/22 submission	Project
FDEL 10: Implementation Support Plan Finalized (DDEL submission on 6/6/2022)	In Progress	DDEL-10 was resubmitted on July 15, 2022	Project
Distribute Monthly Implementation Packets	In Progress	First packet distributed on 6/24; next dashboard + packet end of July	Project

County Prep

County Prep Materials Finalized	In Progress	38 of 38 Items for County Prep Drafted and submitted for initial review	Project
County Prep Kick Off	8/15/22 - 8/19/22	Not Started	Both

Post-Implementation Support

Pre- and Post- Go Live Support Structure Established	In Progress	On-site and Virtual/Command Center support structure refined and included in DDEL10, submitted 7/15.	Project
Command Action Center Established	In Progress	Completed/Approved	Project

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Implementation Readiness: Help Desk + System Operations

Owner: Mike Tombakian and Faizan Durrani

Help Desk

Plan for enhanced communications to County Help Desks	Complete	2 Completed of 2 Planned	Both
Command Center User Enablement	In Progress	5%	Project
ServiceNow Training for County Helpdesks Complete September 2022	In Progress	1 Completed of 3 Planned. Sent invite for 2nd (fulfillers) Training.	Both

Systems Operations

CalWIN Counties Access to the Sandbox Environment	Completed	Generic user accounts provided	Both
Engage the Counties on Staff Profile/Security Administration updates	Completed	Pre-UAT exercise	Both

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete



Implementation Readiness: County Ad Hoc Reporting

Owner: Keith Salas

Ad-Hoc Reporting Functionality

CalWIN County Education Sessions (i.e., Planned Curriculum)	<ul style="list-style-type: none">• Wave 1: CalSAWS has facilitated 100% planned Ad Hoc Support Curriculum to the Wave 1 Counties.	Both
CalWIN County Ad Hoc Reports Refactoring	<ul style="list-style-type: none">• Wave 1: Wave 1 Counties have Refactored 0% of their Ad Hoc Reports and are approx. 0% to plan.<ul style="list-style-type: none">• Yolo: has 39 reports to refactor. 0 are complete. County began receiving optional additional support from the project.• Placer: has 0 reports to refactor.	County

Not Started

On Schedule

<14 Days Late

>=14 Days Late

Complete

THE
POWER
OF 58

WHEN SAN FRANCISCO COLLABORATES WITH NAPA.
WHEN LOS ANGELES TEAMS UP WITH SAN BERNARDINO.
WHEN WE ALL WORK TOGETHER,

THE RESULTS
ARE POWERFUL.

CalSAWS

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