

CalSAWS CalWIN  
Implementation Support  
Services (ISS) Weekly Status  
Report

**Reporting Period: August 8, 2022 to August 14, 2022**

# CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, August 17, 2022

Period: August 8, 2022 to August 14, 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>• Concluded BPR Closeout Sessions for Ventura County (Wave 3) on 08/10/22.</li> <li>• Continued BPR Closeout Sessions for Santa Cruz County (Wave 4).</li> <li>• Continued executing Process Simulation scenarios with Wave 1 County participants (Placer and Yolo Counties) on 08/08/22, 08/09/22, and 08/12/22.</li> </ul>
Organizational Change Management (OCM)	<ul style="list-style-type: none"> <li>• Finalized and obtained Consortium approval on the schedule for Waves 2 and 3 County Change Guides/County Discussion Guides (CCG/CDG). Next steps are to communicate the new schedules to counties/RMs and submit deliverable date change requests to CPMO.</li> <li>• Continued updating the meeting materials for the Wave 3 CDG Orientation meeting.</li> <li>• Met with Consortium to review progress on addressing comments on the Contra Costa CCG/CDG and continued addressing comments.</li> <li>• Finished addressing comments received from the County for the Santa Clara CCG/CDG FWP and began internal functional/QA review.</li> <li>• Submitted Tulare CCG/CDG FDEL to Consortium for final review and approval.</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>• Updated August infographics based on feedback and drafted Wave 4 newsletter and sent to Consortium for review.</li> </ul>
Training	<ul style="list-style-type: none"> <li>• Completed Week 2 of Placer County Early Training (In-person).</li> <li>• Completed Week 2 of 3 of Yolo County TTT (In-person).</li> <li>• Continued Wave 1 Counties Web Based Trainings (WBTs) in the CalSAWS LMS.</li> <li>• Conducted County walkthrough of DDEL 9.04 Santa Clara County-Specific Training Plan.</li> <li>• Conducted County walkthrough of DDEL 9.05 Tulare County-Specific Training Plan.</li> </ul>
Implementation	<ul style="list-style-type: none"> <li>• Go-Live Packet (GLP) – Work in progress to finalize GLP for 1<sup>st</sup> round of internal review starting 8/22. 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; Ongoing discussions on identifying logistics to generate and deliver Case Review Guide Reports to Counties.</li> <li>• Presented County Readiness Checklists and discussed outstanding items with the Contra Costa County Targeted On-Site Support/Implementation Points of Contact (TOSS/IPOC).</li> <li>• Continued Discussions on Application Security County Prep guidance and developed County Prep Kickoff Materials.</li> <li>• Conducted Discussion on updates to ICT Conversion plan.</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 08/08/22.
  - Wave 4 draft Work Plan was developed. Planned release for the week of 05/18/22.
  - 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 04.16: Business Process Reengineering Plan – Wave 6 (Sacramento) on 08/12/22.
  - FWP 04.17: Business Process Reengineering Plan – Wave 6 (San Francisco) on 08/12/22.
  - FWP 04.18: Business Process Reengineering Plan – Wave 6 (San Luis Obispo) on 08/12/22.
  - DWP 09.04: County Training Plan – Wave 2 (Santa Clara) on 08/12/22.
  - DWP 09.05: County Training Plan – Wave 2 (Tulare) on 08/12/22.

### 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, 3, and 4 County Work Plans for the Implementation Readiness Checklist. Update Wave 4 County Work Plan for predecessors and successors throughout Wave 1
- ▶ **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**
  - Submitted the Draft Work Products (DWPs) to the Counties for the Wave 6 County-Specific BPR Plans for San Francisco, Sacramento, and San Luis Obispo Counties on 08/12/22.

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### ► BPR Closeout Sessions

- Conducted Week-2 of BPR Closeout Sessions for Ventura County (Wave 3) from 08/08/22 – 08/10/22.
- Conducted Week-1 of BPR Closeout Sessions for Santa Cruz County (Wave 4) from 08/08/22 – 08/20/22.
- Conducted pre-meet with Solano County (Wave 4) on 08/11/22 and began building BPR Closeout schedule collaboratively with Counties.

- **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.

	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	01/07/21	01/18/22	01/24/22	02/11/22
Ventura	11/15/21	12/14/21	12/20/21	01/07/21	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 08/12/22)

## 2.2 Activities for the Next Reporting Period

### ► BPR Closeout Sessions

- Conduct Week-2 of BPR Closeout Sessions for Santa Cruz County (Wave 4) from 08/15/22 – 08/16/22.
- Conduct Week-1 of BPR Closeout Sessions for San Diego County (Wave 4) from 08/15/22 – 08/19/22.

- **Process Simulation** – Continue executing Process Simulation scenarios with Wave 1 County participants (Placer and Yolo Counties) on 08/15/22, 08/16/22, and 08/19/22.

## 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 6 of 16 change discussions and Placer has completed 23 of 42 change discussions.

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### ► **Wave 2 Change Discussion Guides**

- Met with Consortium to review progress on addressing comments on the Contra Costa CCG/CDG and continued addressing comments.
- Finished addressing comments received from the County for the Santa Clara CCG/CDG FWP and began internal functional/QA review.
- Submitted Tulare CCG/CDG FDEL to Consortium for final review and approval.

### ► **Wave 3 Change Discussion Guides**

- Continued creating the first drafts of the CCGs/CDGs.
- Sent email to Wave 3 counties and RMs with update CDG schedule and proposed date for the Wave 3 Orientation Meeting
- Continued updating master CCG/CDG template to ensure accuracy and consistency of County agnostic content. Schedule meeting with Consortium on 8/17 to review master CDG.

### ► **Wave 1 T-Minus 3 Survey**

- Launched the survey on 08/08/22 and survey is open until 08/19/22. Placer has already exceeded their target response rate and is at 60% (target is 50%). Yolo is at 40%.

### ► **Wave 3 T-Minus 9 Survey**

- All Wave 3 counties exceeded their target response rate, and the survey was closed on 08/10/22.
- Began compiling and analyzing the survey results and drafting the county-specific results slide decks.

### ► **Wave 4 T-Minus 12 Survey**

- Met with Consortium to review county-specific survey results slide decks.
- Updated the slide decks to address Consortium feedback and sent for final approval.

### ► **Change Network Champion (CNC) Meetings**

- Continued drafting meeting materials for the August Waves 1 and 2 CNC meeting and the August Waves 3 and 4 CNC meeting and coordinating input and speaking roles with other workstreams (training and implementation).

## 3.2 Activities for the Next Reporting Period

### ► **Wave 1 Change Discussion Guides**

- Continue conducting weekly PPOC touchpoints to support the Counties as they conduct change discussions.

### ► **Wave 2 Change Discussion Guides**

- Finish functional/internal QA review of Santa Clara and Contra Costa CCGs/CDGs.
- Send updated CDG to Santa Clara to their FWP review and approval on how all comments were addressed.
- Work with Consortium to get to FDEL signoff for Tulare CCG/CDG.

### ► **Wave 3 Change Discussion Guides**

- Continue creating the first drafts of the CCGs/CDGs and aligning with the master CDG.
- Finish updating master CCG/CDG template to ensure accuracy and consistency of County agnostic content and meet with Consortium to gain approval of the master CDG.

### ► **Wave 1 T-Minus 3 Survey**

- Monitor response rates and close survey on 08/19/22.

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- ▶ **Wave 3 T-Minus 9 Survey**
  - Finish drafting results PowerPoint materials for each County and send to Consortium for review.
- ▶ **Wave 4 T-Minus 12 Survey**
  - Finalize results slide decks and prepare to meet with counties the week of 08/22/22 to present their results to them.
- ▶ **Change Network Champion Meetings**
  - Finalize slides for August Waves 3 and 4 CNC Meeting and conduct meeting on 08/18/22.
  - Continue drafting meeting materials for the August Waves 1 and 2 CNC meeting on 08/23/22.

## 4.0 Training

- ▶ **ILT Course Updates**
  - Continued Yolo County Week 2 (of 3) of Train the Trainer (In-person) on 08/12/22.
  - Continued Placer County Early Training (In-person) on 08/12/22.
- ▶ **Classroom Planning and Scheduling**
  - Continue planning classroom and scheduling logistics for Counties in all waves.
- ▶ **LMS and Training Environment**
  - Continued WBT training for Yolo and Placer County for all end users.

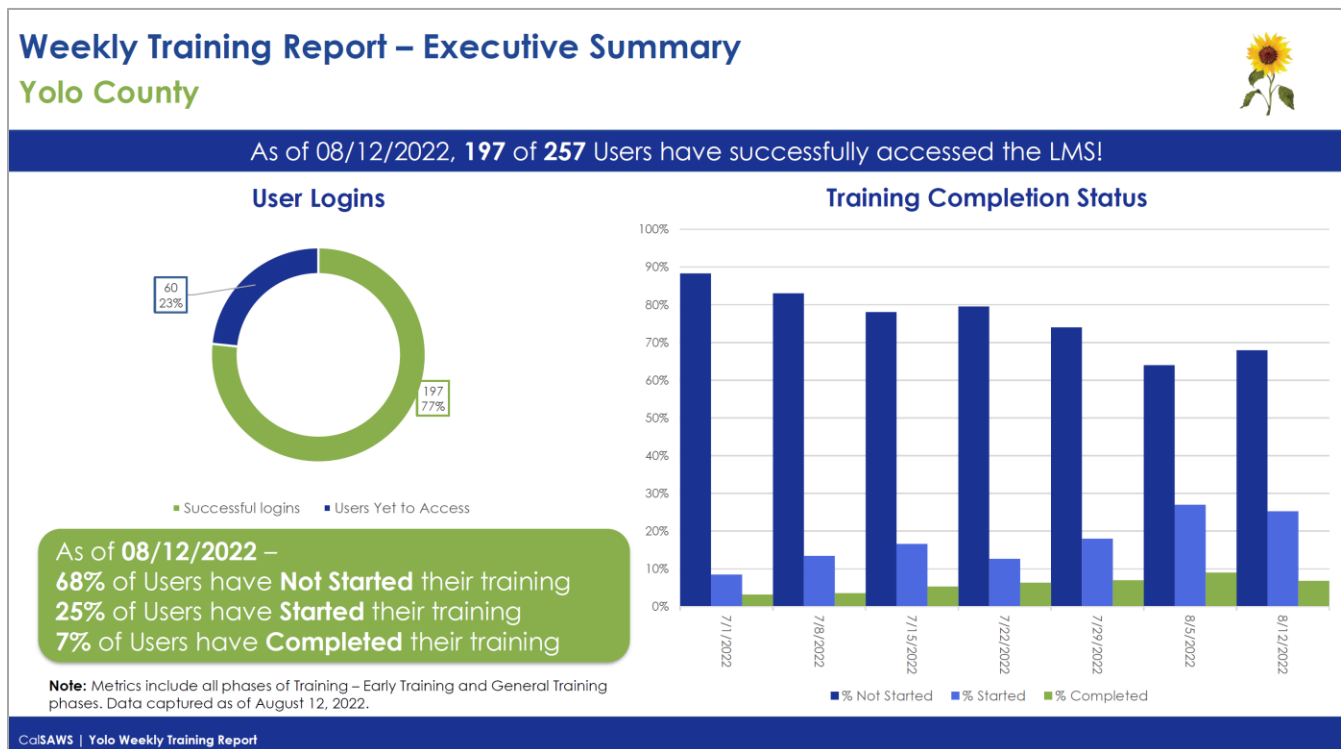


Figure 3.2-1 – Weekly Training Report – Yolo



Figure 3.2-2 – Weekly Training Report – Placer

#### 4.1 Activities for the Next Reporting Period

- ▶ **Training Preview**
  - 10 days of CalSAWS ILT demonstrations begins on 08/15/22. This is designed to demonstrate ILTs for Waves 2–6.
- ▶ **Yolo County Train the Trainer**
  - Scheduled to be delivered in-person and completed on 08/19/22.
- ▶ **Classroom Planning and Scheduling**
  - Continue planning classroom and scheduling logistics for Counties in all waves.
- ▶ **Focus**
  - 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 08/12/22. 18 new items were identified based on an analysis document provided by Consortium to be included as part of GLP version 2. The current statuses of the 160 items are noted below:



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Status	Next Steps	County
Awareness for Go-Live	Documentation completed for all items identified during CDT. Under Review by Consortium and QA.	84
Post-Go-Live Case Review Guide	Documentation completed for all items identified during CDT. Under Review by Consortium and QA.	12
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.	32
In Progress	Team to review and deliberate on next steps	1

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

### ► County Prep Planning Activities

- Conducted Application Security Working session with Consortium and QA teams for County Prep Security Activities on 08/08/22. Developed County Prep Kickoff Materials and documented the County Prep Support Plan.

### ► Readiness Dashboard and Packet

- Continued Readiness Dashboard and Packet updates for Wave1 and Wave 2.

### ► Contra Costa TOSS/IPOC

- Presented County Readiness Checklists and discussed outstanding items for Contra Costa (08/10/22)

### ► Inter County Transfer (ICT) Cutover Processes

- Conducted meetings on 08/09/22 and 08/11/22 with Consortium, Accenture and Gainwell to discuss possible adjustments to the ICT Conversion plan which would result in changes to the content of the CIT. Discussions are ongoing.

### ► OCAT Cutover Process

- Completed Internal Review period on 08/10/22.

### ► Go-Live Packet

- GLP Strike team created to track open items for V1 submission (08/19/22); Presented GLP status in CalSAWS leadership meeting on 08/10/22; Continued reporting, documentation, and finalization of GLP items for 08/19/22 V1 submissions. On-going planning and discussions on enhancing GLP structure to increase usability with Consortium and counties with proposed County Focus Group Sessions/Surveys; Ongoing discussions on identifying logistics to generate and deliver Case Review Guide Reports to Counties with meeting scheduled on 08/15/22.

### ► Post-Implementation Support

- Conducted Command Center/Escalation strike team meeting on 08/11/22; conducted review meeting of CalSAWS Comms Key Operational Processes on 08/10/22 and discussed Help Desk Ticketing and AWS Connect procedures. Prepared draft kickoff deck outline for Wave 1 post go-live support for Placer and Yolo.

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- ▶ **Implementation Support Plan and Deliverable 10**
  - Awaiting feedback from submission of Final Deliverable on 08/05/22. Completed operational updates for Go-Live Packet.

### 5.2 Activities for the Next Reporting Period

- ▶ **Post-Implementation Support**
  - Continue to implement strike team feedback and finalize communications plan and processes between onsite county/project support. Refine and finalize escalation pathway between onsite county, virtual support, and CC. Review IVR call tree for AWS Connect. Continue to build out learning development sessions and tools for use by CC staff and compare tools for field support reporting.
- ▶ **Implementation Support Planning and Deliverable 10**
  - Address final comments from Deliverable 10 review and incorporate Consortium and other stakeholder feedback.
- ▶ **CalWIN Conversion and Change Management**
  - Conduct the CalWIN Conversion and Change Management meeting on 08/16/22.
- ▶ **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.
- ▶ **Go-Live Packet**
  - Continue finalization of GLP document for version 1 review 8/19. Continue planning and discussions on enhancing GLP structure to increase usability with Consortium and counties with proposed County Focus Group Sessions/Surveys; Continue discussions on coordination to generate and deliver Case Review Guide Reports to Counties with meeting scheduled on 08/15/22.
- ▶ **Lead TOSS/IPOC Meetings**
  - TOSS/IPOC meeting scheduled for Tulare (08/15/22), Orange (08/17/22), Yolo (08/17/22), and Placer (08/18/22).
- ▶ **ICT (Inter County Transfer) Cutover**
  - Continue discussions on possible adjustments to the ICT Conversion Plan. Incorporate updated ICT Conversion Plan (if applicable) into CIT draft.
- ▶ **OCAT (Online CalWORKs Appraisal Tool) Cutover**
  - Incorporate comments from internal review and 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 08/17/22. Continue securing SME participation for County Prep Support. Conduct County Prep Kickoff on 08/18/22.

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### 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 approval 08/17/22

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

#### 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 6	N/A	08/12/22	09/02/22
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 2	08/12/22	09/02/22	09/12/22

\* 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**

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### 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
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,	Open	4	High	01/13/22

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
		and subsequent waves. This risk serves as an overarching risk for the overall readiness of the project and CalWIN counties to cutover to CalSAWS.				
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.	Open	5	High	01/12/22
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

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
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 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	Open	4	High	06/28/22

**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
	None for the reporting period					

**Table 6.2-2 – CITs**

## CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, August 17, 2022

Period: August 8, 2022 to August 14, 2022

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
	None for the reporting period						

**Table 6.2-3 – CRFIs**

# CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, August 17, 2022

Period: August 8, 2022 to August 14, 2022

## 6.3 Appendix C – Project Work Plan Reports

### Project Timeline

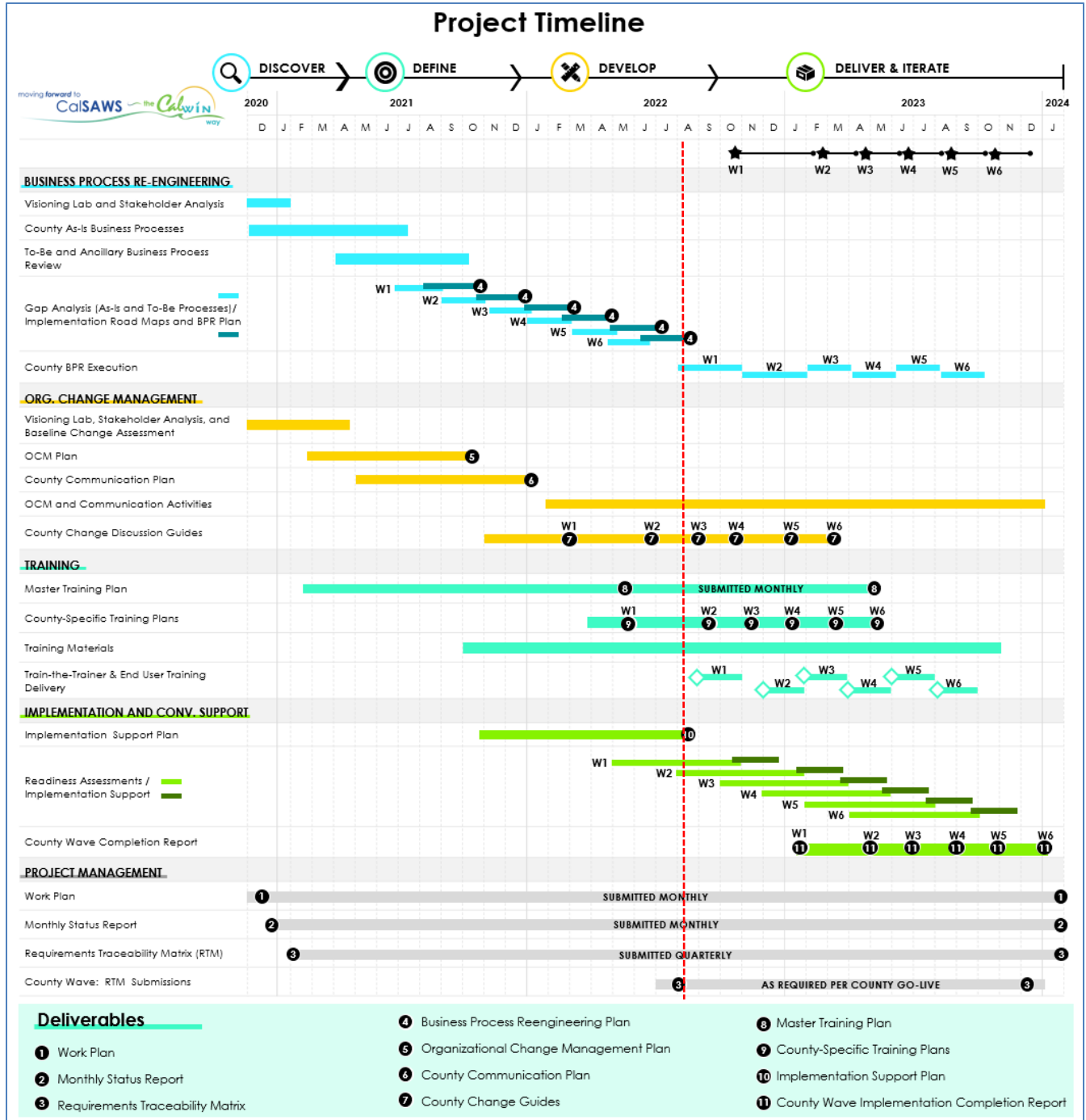


Figure 6.3-1 – Project Timeline



**CalSAWS – CalWIN ISS Weekly Status Report**

Weekly Status Report, August 17, 2022

Period: August 8, 2022 to August 14, 2022

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**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**