CalSAWS CalWIN Implementation Support Services (ISS) Weekly Status Report

Reporting Period: September 5, 2022 to September 11, 2022

09/07/22

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1 Project Management

1.1 Executive Summary

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Business Process Reengineering (BPR)	► Conducted Week-2 of BPR Closeout Sessions for Solano and San Mateo Counties (Wave 4) from 09/05/22 – 09/09/22. ► Conducted pre-meet with Sonoma County (Wave 5) 09/06/22 and finalized BPR Closeout schedule collaboratively with County. ► Conducted Process Simulation kickoff meeting for Santa Clara County (Wave 2) on 09/06/22. ► Conducted Security Configuration kickoff meeting for Wave 1 (Placer and Yolo Counties) on 09/06/22. ► Delivered Configuration Working Sessions with Santa Clara County (Wave 2) on 09/07/22 and 09/08/22 to define Core, Task and Additional Configurations to assist with County Prep phase.
Organizational Change Management (OCM)	► Coordinated with Santa Clara and Contra Costa to get FWP signed off by 09/09/22. ► Conducted the Wave 3 orientation kickoff with all three counties and shared feedbacks, screenshots, topics that will be covered during the CDGs and sent the overall schedule to the counties and future sessions schedules. ► Finalized results decks for Wave 1 T-minus 3 Change Readiness Surveys and reviewed the decks with Consortium and ISS team. ► The Wave 2 T-minus 6 Change Readiness Surveys were closed on 09/09/22. ► Finished the edits and finalized CNC slides with the Consortium for Wave 3 and 4. ► Continued developing slides for Wave 1 and 2 CNC Meeting and reviewed with Consortium. ► Reviewed the Group Infographic for the CalSAWS Information Transmittal (CIT)/CalSAWS Request for Information (CRFI) for Waves 1 and 2 Notice of Action (NOA) and Caseload and Wave 3 and 4 e-Applications and Imaging.
Training	► Began ILT training delivery for all end users in Placer and Yolo counties. ► Conducted Wave 1 training webinars. ► Continued Wave 1 Counties Web Based Trainings (WBTs) in the CalSAWS LMS. ► Continued ILT Walkthrough Reviews with Santa Clara County. ► Completed Wave 1 classroom setup and testing.
Implementation	► Go-Live Packet (GLP) – 179/186 comments addressed. Conducted a GLP review and survey results. Sessions planned to finalize structural changes. ► Presented County Readiness Checklists and discussed outstanding items with the Yolo, Orange, Ventura, Solano and San Diego Counties' Targeted On-Site Support/Implementation Points of Contact (TOSS/IPOC). ► Distributed Readiness Dashboard and Packet to Wave 1 Counties. ► Conducted Pre-Green Light meeting for Wave 1 on 09/08/22.

Table 1.1-1 – CalSAWS Executive Summary Agenda Topics

1.2   Highlights of the Reporting Period

► **Staff Onboarding**
  o   Continued planning for and onboarding staff resources.
► **Information Coordination for CalWIN Counties**
  o   Continued to collaborate with other teams to coordinate information for the CalWIN Counties.
► **County Work Plans**
  o   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 08/29/22.
  o   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:**
  o   01.20: Work Plan Monthly Updates – August 2022 (FDEL) on 09/08/22.
  o   02.20: Monthly Status Report – August 2022 (FDEL) on 09/08/22.
  o   08.02: Master Training Plan Monthly Update - 02 (FDEL) on 09/08/22.
  o   04.16: Business Process Reengineering Plan - Wave 6 (Sacramento) (DEL) on 09/09/22.
  o   04.17: Business Process Reengineering Plan - Wave 6 (San Francisco) (DEL) on 09/09/22.
  o   04.18: Business Process Reengineering Plan - Wave 6 (San Luis Obispo) (DEL) on 09/09/22.

1.3   Activities for the Next Reporting Period

► **Staff Onboarding**
  o   Continue planning for and onboarding staff resources.
► **Information Coordination for CalWIN Counties**
  o   Continue to collaborate with other teams to coordinate information for the CalWIN Counties.
► **County Work Plans**
  o   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:**
  o   07.01: County Change Guide - Wave 2 (Contra Costa) (DDEL) on 09/12/22.
  o   07.04: County Change Guide - Wave 2 (Santa Clara) (DEL) on 09/12/22.

2   Business Process Reengineering (BPR)

2.1   Highlights of the Reporting Period

► **BPR Closeout Sessions**
  o   Conducted Week-2 of BPR Closeout Sessions for Solano and San Mateo Counties (Wave 4) from 09/05/22 – 09/09/22.
  o   Conducted pre-meet with Sonoma County (Wave 5) 09/06/22 and finalized BPR Closeout schedule collaboratively with County.

► **Process Simulation**
  o Conducted Process Simulation kickoff meeting for Santa Clara County (Wave 2) on 09/06/22.
► **Configuration**
  o Conducted Security Configuration kickoff meeting for Wave 1 (Placer and Yolo Counties) on 09/06/22.
  o Delivered Configuration Working Sessions with Santa Clara County (Wave 2) on 09/07/22 and 09/08/22 to define Core, Task and Additional Configurations to assist with County Prep phase.

2.2 Activities for the Next Reporting Period

► **BPR Closeout Sessions**
  o Conclude BPR Closeout Sessions for Solano and San Mateo Counties (Wave 4) on 09/15/22.
  o Conduct Week-1 of BPR Closeout Sessions for Alameda County (Wave 5) from 09/12/22 – 09/16/22.
► **Process Simulation**
  o Prepare for initial meetings with Santa Clara County (Wave 2) to finalize scenarios and resource plan for Process Simulation.
► **Configuration**
  o Deliver Configuration Working Sessions with Santa Clara County (Wave 2) from 09/12/22 – 09/16/22 to define Core, Task and Additional Configurations to assist with County Prep phase.

3 Organizational Change Management (OCM)

3.1 Highlights of the Reporting Period

► **Wave 2 Change Discussion Guides**
  o Coordinated with Santa Clara and Contra Costa County to get FWP sign off by 09/09/22.
  o Summarized the working session discussions and shared them with Contra Costa County.
  o Planned out detailed CDG preparation sessions with Tulare and Contra Costa.
► **Wave 3 Change Discussion Guides**
  o Conducted the Wave 3 orientation kickoff with all three counties, shared feedback, screenshots, and topics covered during the CDGs, and sent the overall schedule to the counties.
  o Continued developing Wave 3 CDGs and aligning to Master CDG as it's being developed and reviewed by Consortium.
► **Wave 4-6 Change Discussion Guides**
  o Shared the Gannt chart for Waves 4-6 and provided Wave by Wave updates with Consortium and ISS team.
► **Wave 2 T-Minus 6 Survey**
  o The Wave 2 T-6 Change Readiness Surveys were closed on 09/09/22.
► **Wave 1 T-Minus 3 Survey**
  o Presented Wave 1 T-3 Change Readiness Surveys to the Consortium and ISS team.
► **Change Network Champion (CNC) Meetings**

- o   Finalized the CNC slides for Wave 3 and 4 Meeting on 09/15/22.
- o   Continued developing the CNC slides for Waves 1 and 2 Meeting on 09/27/22.
- ► **Infographics**
  - o   Reviewed the Group Infographic for the CalSAWS Information Transmittal (CIT)/CalSAWS Request for Information (CRFI) for Waves 1 and 2 Notice of Action (NOA) and Caseload and Wave 3 and 4 e-Application and Imaging.

3.2   Activities for the Next Reporting Period

- ► **Wave 2 Change Discussion Guides**
  - o   Submit DDEL County Change Discussion Guides to the Consortium.
  - o   Coordinate with counties to finalize schedule for the CDG Prep Sessions.
- ► **Wave 3 Change Discussion Guides**
  - o   Complete first drafts of Wave 3 CDGs and align to Master CDG.
- ► **Wave 1 T-Minus 3 Survey**
  - o   Review Wave 1 T-3 Change Readiness Survey results with Placer on 09/12/22 and Yolo on 09/15/22.
- ► **Wave 2 T-Minus 6 Survey**
  - o   Analyze the Wave 2 T-6 Survey results and create the slide decks to review with Consortium on 09/15/22.
- ► **Change Network Champion (CNC) Meetings**
  - o   Conduct dry run for CNC Meeting for Waves 3 and 4.
  - o   Conduct the CNC Meeting with the Waves 3 and 4 Counties on 09/15/22 and post session materials (i.e., minutes, recordings, and QA).
  - o   Continue developing the CNC slides for Waves 1 and 2 Meeting on 09/27/22.
- ► **Infographics**
  - o   Distribute infographics for Waves 1 and 2 Packet #8, and Waves 3&4 Packet #3 to the Counties on 09/14/22.
  - o   Review of the Wave 3 Newsletter #2 conducted by the CalSAWS Information Transmittal (CIT)/CalSAWS Request for Information (CRFI) Review Group.

4   Training

- ► **Yolo and Placer County Training**
  - o   Started ILT training for all end users in Placer and Yolo.
  - o   WBTs continued for Placer and Yolo end users.
  - o   Delivered instructional webinars that complement WBTs to Yolo and Placer End Users.
- ► **Classroom Planning and Scheduling**
  - o   Continued planning classroom and scheduling logistics for Counties in all waves.
- ► **Waves 2 – 6 Planning**
  - o   Conducted ILT walkthroughs with Santa Clara County.
  - o   Completed updates to ILTs for Tulare County to prep for ILT walkthroughs.
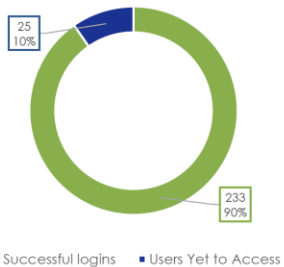 - o   Met with Santa Clara and Orange counties to plan for training.

Weekly Training Report – Executive Summary
Yolo County

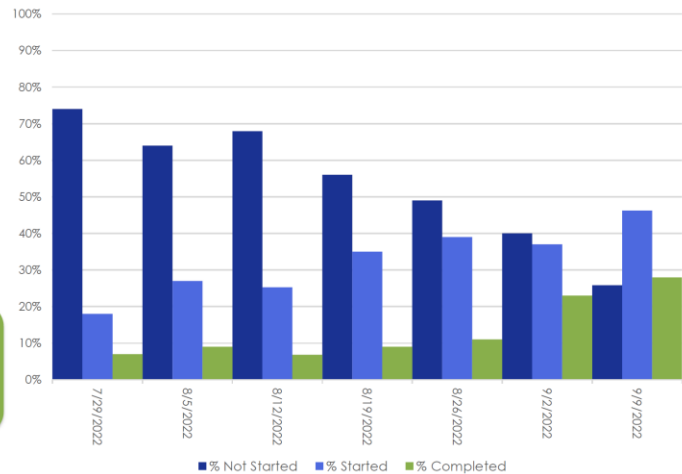As of 09/09/2022, **233** of **258** Users have successfully accessed the LMS!

User Logins

- 25 10%
- 233 90%

■ Successful logins ■ Users Yet to Access

As of **09/09/2022** –
26% of Users have **Not Started** their training
46% of Users have **Started** their training
28% of Users have **Completed** their training

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of September 9, 2022.

Training Completion Status

■ % Not Started ■ % Started ■ % Completed

CalSAWS | Yolo Weekly Training Report

Figure 3.2-1 – Weekly Training Report – Yolo

Weekly Training Report – Executive Summary
Placer County

As of 09/09/2022, **285** of **314** Users have successfully accessed the LMS!

User Logins

- 29 9%
- 285 91%

■ Successful logins ■ Users Yet to Access
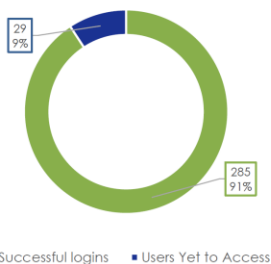
As of **09/09/2022** –
4% of Users have **Not Started** their training
44% of Users have **Started** their training
53% of Users have **Completed** their training

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of September 9, 2022.

Training Completion Status

■ % Not Started ■ % Started ■ % Completed
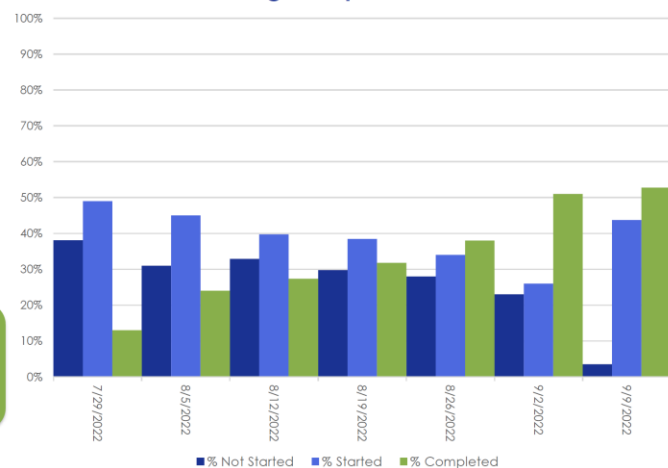
CalSAWS | Placer Weekly Training Report

Figure 3.2-2 – Weekly Training Report – Placer

4.1   Activities for the Next Reporting Period

► **Yolo and Placer County Training**
  o WBTs continue for Placer and Yolo End Users.
  o Webinars continue.

o Continue week 2 of Instructor-led classroom training delivery.
► **Classroom Planning and Scheduling**
o Continue planning classroom and scheduling logistics for Counties in all waves.
► **Wave 2 County Planning**
o Continue ILT Walkthroughs to validate county-specific training content.
► **Wave 3 County Planning**
o Develop County-specific Training Plans.

5 Implementation

5.1 Highlights of the Reporting Period

► **Rejected Defect Review from CDT/CDV/UAT**
o Continued categorization of defects with the required Conversion, Consortium, and Implementation team. The current statuses of the 161 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.	81
Post-Go-Live Case Review Guide	Documentation completed for all items identified during CDT. Under Review by Consortium and QA.	13
County Prep	Included in County Prep Tasks. No Further Action Required.	5
Cancelled	No Further Action Required.	28
No Action Needed from Work Group	No Further Action Required.	34

Table 5.1-1 – Status of Rejected Defect Review

► **Conducted Pre-Green Light meeting**
o Reviewed Wave 1 county readiness on 09/08/22.
► **County Prep Planning Activities**
o Finalized County Prep Support Structure.
o Met with Accenture to finalize refinements to County Prep Metrics outputs on 09/09/22.
► **Readiness Dashboard and Packet**
o Continued Readiness Dashboard and Packet updates for Wave 1 and Wave 2.
o Submitted Wave 2 Readiness Dashboard and Packet on 09/08/22 for internal review ahead of monthly distribution.
o Submitted Wave 1 Readiness Dashboard and Packet for first biweekly September distribution on 09/08/22.
► **Yolo, Orange, Ventura, Solano & San Diego TOSS/IPOC**
o Presented County Readiness Checklists and discussed outstanding items for Yolo, Orange, Ventura (09/07/22), Solano and San Diego (09/08/22).
► **Go-Live Packet (GLP)**
o GLP version 1.3 in progress.
o Survey Results reviewed with GLP reviewers.
o GLP Introduction provided as part of IPOC.
o Added information on GLP for subsequent IPOC and CNC meetings.

► **Post-Implementation Support**
  o Finalized approach for Project Onsite and Virtual Support. Presented Post-Implementation support model to Global IPOC meeting on 09/07/22. Continued revision of IVR Call flow and ServiceNow business requirements on 08/08/22. Created work plan for consolidating remaining tasks for Post-Implementation Support. Onboarded one new resource to support County Prep and Post-Imp Support.
► **Implementation Support Plan and Deliverable 10**
  o Addressed comments in comment tracker for Go-Live Packet review submission for 09/09/22.

5.2   Activities for the Next Reporting Period

► **Post-Implementation Support**
  o Onboard two new post-implementation support resources for Command Center. Finalize business requirements for ServiceNow queues and implement AWS IVR call flow. Gather request list for CalSAWS production access for Command Center personnel. Develop training orientation materials for command center, onsite and virtual support personnel. Deliver updated Work Plan for post-implementation for executive stakeholders on 09/12/22.
► **Implementation Support Planning and Deliverable 10**
  o Review Go-Live Packet for any additional comments/revisions for next submission. Review Deliverable 10 document for any changes following review of Work Plan.
► **Go-Live Packet**
  o Continue incorporating comments reviewers and resubmit v2.
  o Finalize GLP purpose and Structure.
  o Consolidate results from list of Known Issues and Alternate procedure for GLP version 2.
► **CalWIN Conversion and Change Management**
  o Conduct the CalWIN Conversion and Change Management meeting on 09/13/22.
► **CDT/CDV/UAT Workgroup Meetings**
  o 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 on 09/13/22.
► **Lead TOSS/IPOC Meetings**
  o TOSS/IPOC meeting scheduled for Contra Costa (09/14/22), Placer (09/15/22), and Tulare (09/15/22).
► **County Prep Phase**
  o Complete County Prep Support Metrics analysis tools.
  o Distribute updated County Prep Materials and info guides.

6 Appendices

6.1 Appendix A – Deliverable Summary

Deliverable Status by Submission

		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
01.19	Work Plan Monthly Updates – July 2022	N/A	N/A	N/A	08/05/22	08/15/22
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
02.19	Monthly Status Report – July 2022	N/A	N/A	N/A	08/05/22	08/15/22
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	08/26/22
04	Business Process Reengineering Plan – Wave 6	N/A	N/A	09/02/22	09/26/22	10/03/22
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	09/12/22	10/03/22	10/12/22
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

Wave 3 County Change Guides are currently being realigned.
Figure 6.1-1 – Deliverable Status by Submission

Upcoming Deliverable Deadlines

DEL #	Deliverable Name	Status	Next Deadline
01.20	Work Plan Monthly Updates – August 2022	On Track	FDEL submission 09/08/22 FDEL approval 09/16/22
02.20	Monthly Status Report – August 2022	On Track	FDEL submission 09/08/22 FDEL approval 09/15/22
08.02	Master Training Plan Monthly Update – 02	On Track	FDEL submission 09/02/22 FDEL approval 09/12/22
07.04	County Training Plan – Santa Clara (Wave 2)	On Track	DDEL submission 09/12/22
07.01	County Training Plan – Contra Costa (Wave 2)	On Track	DDEL submission 09/12/22
11	Completion DED & Template (DED)	On Track	DDED submission 09/14/22

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	09/02/22	09/09/22
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

*Wave 3 County Change Guides are currently being realigned.

Figure 6.1-3 – Work Product Status by Submission

Upcoming Work Product Deadlines

WP #	Work Product Name	Status	Next Deadline
09.04	County Training Plan – Santa Clara (Wave 2)	On Track	FWP approval 09/12/22
09.05	County Training Plan – Tulare (Wave 2)	On Track	FWP approval 09/12/22

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

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	2	Wave 1 – 6 Low	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	Wave 1 – Medium Waves 2 – 6 – 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	Wave 1 – High Wave 2 – 6 – Medium	01/12/22

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	Wave 1 – Medium Waves 2 – 3 – High Wave 4 – 6 – Low	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	Wave 1 – Medium Waves 2 – 6 – Low	06/28/22

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
0252-22	IPOC (R1, R2, R3, R4, R5)	CA-xxx-22 Wave 1 ICT Records in Progress	CalWIN Migration	09/01/22	Carlos Zepeda	Jennifer Carpenter

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
	None during this reporting period.						

Table 6.2-3 – CRFIs

6.3   Appendix C – Project Work Plan Reports

Project Timeline
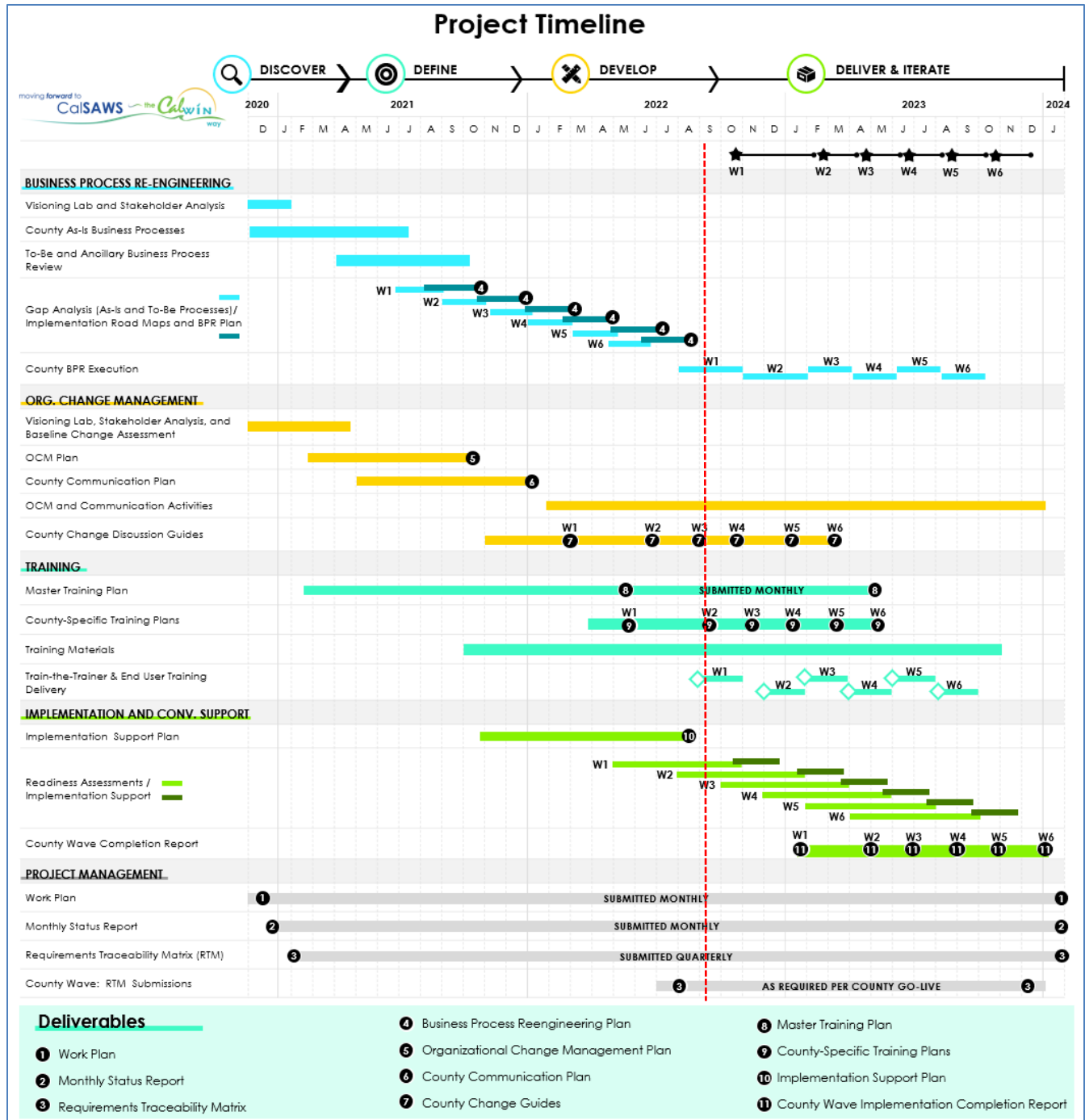
Figure 6.3-1 – Project Timeline

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