Wave 1 Implementation Readiness Packet
September 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.
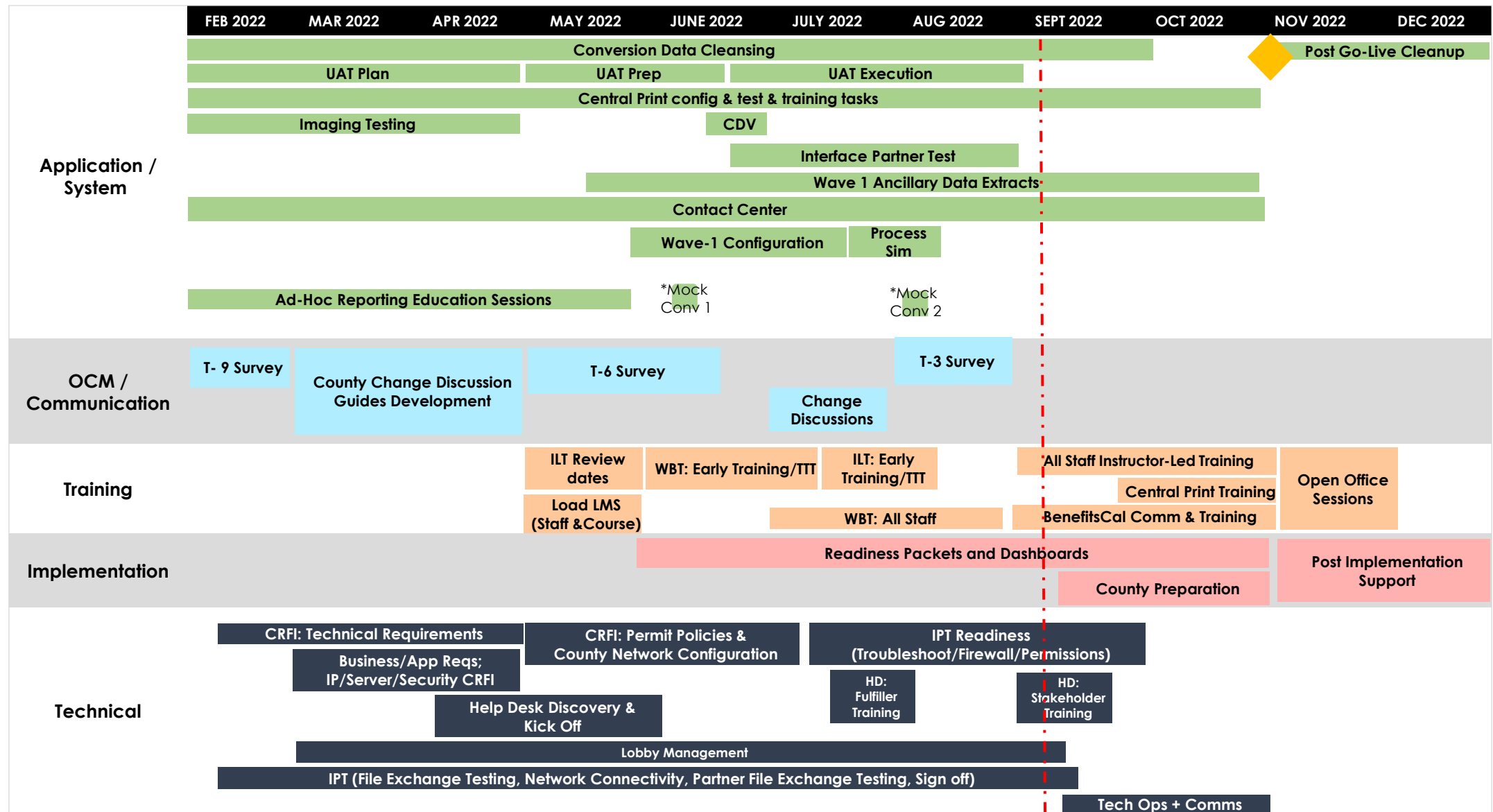
The Dashboard and Packet serve to inform Project Leadership and Counties on the progression and completion of Key Project and County Milestones. The packet will be distributed to the CalWIN Counties monthly. The information contained in the document reflects data as of **September 2nd, 2022**

THE POWER OF 58

Wave-1 **Migration Timeline**

Wave-1 Critical Path – 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
- Wave-1 Configuration
- Process Sim
- Ad-Hoc Reporting Education Sessions
- *Mock Conv 1
- *Mock Conv 2

OCM / Communication

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

Training

- ILT Review dates
- WBT: Early Training/TTT
- ILT: Early Training/TTT
- All Staff Instructor-Led Training
- Open Office Sessions
- Load LMS (Staff &Course)
- WBT: All Staff
- Central Print Training
- 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

We Are Here

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) – 06/20 - 07/01
Process Simulation – 07//25 - 08/19
Interface Partner Testing (IPT) – 06/27 - 08/31

End User Training 09/06 - 10/27
UAT Group 1 6/27 – 7/22 (retest 7/25 – 8/12)
UAT 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 22.09	**In Progress:** 98.74% complete
	G	Contact Center Readiness	• **SCRs approved:** Yolo: CA–240152; Placer: CA–235356 • Model Office Testing will begin in October 2022
	G	Imaging Readiness	Hyland Platform Performance test complete; no severity 1 or 2 defects reported
	G	BenefitsCal Readiness	• CBO Mock Run 2 is complete (validate CBO user load in ForgeRock) • Training is on schedule and begins on 09/13/2022
	G	Central Print Readiness	• Configuration and validation meetings are complete; training materials completed • Central Print portal user load is not started
	C	UAT Prep	
	G	UAT Execution	• Group 1 and Group 2 Retest – Complete • Metric and completion of UAT Exit Criteria is on schedule for 09/08/2022 completion
Integration	R	County Interface Partner Test (IPT)Execution	**In Progress:** 93% • Placer County - Positive Pay interface is pending County to Wells Fargo bank processing confirmation. Wells Fargo established the new account to process the Positive Pay interface on August 31, 2022. Wells Fargo is encountering issues in processing the file and they have escalated the issue internally to expedite the troubleshooting and resolution.
	C	State Interface Partner Test (IPT) Execution	As of 08/25/2022 State IPT is complete
Conversion	G	CDT Defects Resolution	As of 09/02/2022 there are 114 unresolved Defects
	G	EDBC Match – Auto Review Rates	9% of Converted Active Programs will need Worker Review.
Technical	G	County Network Connectivity	**Connectivity:** • Technical enablement and connectivity completed for Placer and Yolo Counties • Circuit bandwidth upgrades in progress for Placer and Yolo to support EDR • Compliance validation CRFI distributed to W1 Counties on 08/30/2022
	G	Performance Testing	**Batch Performance:** In Progress (100%) **Online Performance:** In Progress (80%)

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	Monthly update submitted on time for Consortium review
	C	ILT Training Curriculum Complete	Complete for Wave 1 Counties
	C	Wave 1 County Classroom Set-Up	Placer & Yolo connectivity to the Training Production environment tested and complete. Training courses started on time and without incident
	C	WBT Training Delivery	WBT trainings are updated
	G	ILT Training Delivery	• Early Training and Train the Trainer completed on 08/19/22 • End User Training begins on 09/06/2022
Organization	C	Change Discussion Guides (CDGs)	Yolo & Placer conducted change discussions with staff as of 08/26/2022
	G	Communications	Wave 1 Infographics for September are on schedule for distribution on 09/28/2022
	C	Business Process Reengineering	• All To-Be Sessions Complete • All Closeout Sessions Complete • All Work Products Signed-Off and Deliverables Approved
	C	Process Simulation	• Week 4 execution for Placer and Yolo are 100% complete
	G	Configuration	• Working Sessions Complete; core and Additional Configuration Documented • Counties are validating configuration worksheets
Implementation	Y	Implementation Planning	• DEL-10 resubmitted on 08/05/2022 and Command Strike teams continue • Meeting with Yolo County on Post Implementation Support completed on 08/24/2022 and Placer is conducted on 08/29/2022 • Go-Live Packet development and project review is on schedule
	G	County Prep	• County Prep Kick off completed 08/18/2022 • Application Security & Managed Personnel Kickoff Meeting scheduled for 09/06/2022 • County Prep Activities begin 09/19/2022
	Y	Pre and Post Implementation Support	Resource planning and Command Center Strike teams continue. CalSAWS County CRFI Call for Volunteers submitted on 09/02/2022
	G	Help Desk	**County Delegated Admin Training:** Completed for Wave 1 **County ServiceNow Fulfiller Training:** Completed for Wave 1. Refresher training for Fulfillers and Delegated Admins completed on 08/31/2022
	G	County Ad Hoc Reports/APIs	**Ad Hoc Report →** For Wave 1 Counties (Placer and Yolo): • CalSAWS has facilitated 100% of the planned Ad Hoc Support Curriculum to the Wave 1 Counties. • •Yolo has identified 31 that require refactoring and has elected to receive additional refactoring support from the project. 6 reports are currently in queue for Yolo to review. The reports are non-critical that Yolo County indicated that are not pertinent for go-live. • Placer has 0 reports to refactor

Readiness Dashboard

Risks and Issues

Risk

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

Issue

- 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 **1** **5** **2**
High Medium Low

Total Issues **0** **0** **0**
High Medium Low

Risk and Issues: Wave 1
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)
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)
278	**CalWIN OCM Implementation Support Plan Deliverable**	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 Deloitte Deliverable 10, CalWIN OCM Implementation Support Plan, is late, requires 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 5/16/22, but not released until 6/6/22. On 6/15/22, 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 7/15/22. Based on the deliverable process, the earliest the DEL 10 is likely to be finalized is 8/18/22. The most immediate impact is to the Wave 1 counties.	Applications (Project)

Risks and Issues: Wave 1
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)
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)
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)

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	Complete	05/31/2022	06/27/2022	100%
Wave 1 County Data Validation	Complete	06/20/2022	07/01/2022	100%
User Acceptance Test (UAT): Group 1	Complete	06/27/2022	07/22/2022	100%
Application Development and System Test 22.07	Complete	07/25/2022	07/25/2022	100%
User Acceptance Test (UAT): Group 2	Complete	08/12/2022	08/26/2022	100%
Process Simulation Execution with Counties	Complete	07/25/2022	08/19/2022	100%
State Interface Testing	Complete	06/27/2022	08/23/2022	100%
CalWIN County Interface Testing	In Progress	06/27/2022	08/31/2022	93%
T-3 Readiness Survey Distribution	Complete	08/23/2022	9/6/2022	100%
Application Development and System Test 22.09	In Progress	09/26/2022	09/26/2022	98.7%
County Preparation Phase Kick Off	Complete	08/18/2022	08/18/2022	100%
County Preparation Phase	Not Started	09/19/2022	09/28/2022	0%
County Networking Connectivity	In Progress	02/03/2022	10/03/2022	95%
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%

County Readiness – Wave 1

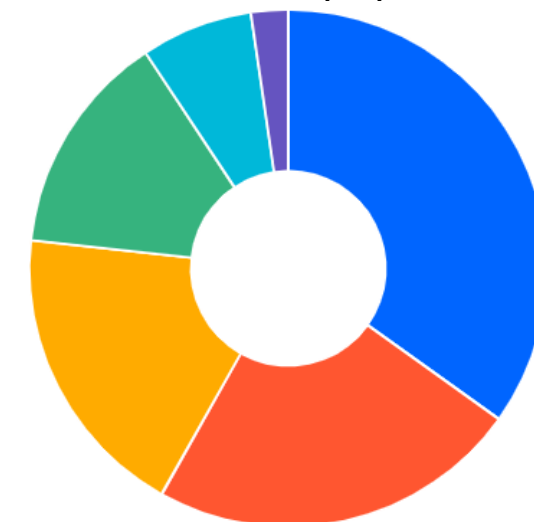| Readiness Area	Status*	Placer	Status*	Yolo
Application	G	Contact Center SCR approved: CA–235356	G	Contact Center SCR Approved: CA–240152
Integration	R	Placer is completing the Positive Pay with Wells Fargo.	G	Yolo County IPT complete.
Conversion	G	Counties continue to work data cleansing needs	G	Counties continue to work data cleansing needs
Technical	G		G	
Training	G	Early training and train the trainer is complete (08/19/2022). General training starts 9/6.	G	Early training and train the trainer is complete. General training starts 9/6.
Implementation	G		G	Yolo County has 31 ad-hoc reports to refactor and 6 are currently pending Yolo review. Reports are not pertinent to go-live
Organizational	G	Change discussions are complete as of 08/26/2022	G	Change discussions are complete as of 08/26/2022

Information included is as of September 2, 2022

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

Wave 1 County Readiness Checklist Activities by Status (as of 09/02/2022)

Status	00 All Counties	02 Placer	03 Yolo	Wave 1 Counties	T:
COMPLETED	17	264	243	3	527
NOT STARTED	0	61	74	3	138
IN PROGRESS	0	36	33	0	69
Total Unique Issues:	17	361	350	6	734

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: 86

	Category	
■	Conversion Readiness	30
■	Application Readiness	20
■	Implementation Readiness	16
■	Technical Readiness	12
■	Change Readiness	6
■	Training Readiness	2

County Readiness – Placer

Placer: County Tasks Counts by Category and Status (as of 09/02/2022)

Implementation Readiness Category	IN PROGRESS	NOT STARTED	COMPLETED	T:
Implementation Readiness	6	20	79	105
Application Readiness	18	20	58	96
Change Readiness	1	3	63	67
Training Readiness	0	2	33	35
Conversion Readiness	7	12	13	32
Technical Readiness	4	4	15	23
Total Unique Issues:	**36**	**61**	**261**	**358**

County Readiness Watch Items

#	Area	Level	Due Date	Remediation Plan
1	IPT	High	08/31/22	Continue County Partner Interface Partner Testing with Wells Fargo.

Placer: Past Due by Readiness Category and Activity Owner (as of 09/02/2022)

Activity Owner	Application Readiness	Implementation Readiness	T:
PPOC	0	1	1
TPOC	1	0	1
UAT Coordinator - County	1	0	1
Total Unique Issues:	**2**	**1**	**3**

Note: The Implementation Readiness Dashboard and Packet is reflective of a point in time reporting (as of September 2, 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: UAT – Complete UAT Group 2 Retest (task ended on 09/02/2022)
2. Integration Readiness: IPT – Complete Interface Partner File Exchange Testing (Positive Pay file with Wells Fargo)
3. Implementation Readiness: Update Business Continuity Plan, if needed

County Readiness – Yolo

Yolo: County Tasks Counts by Category and Status (as of 09/02/2022)

Implementation Readiness Category	IN PROGRESS	NOT STARTED	COMPLETED	T:
Implementation Readiness	6	27	66	99
Application Readiness	12	21	49	82
Change Readiness	1	3	61	65
Training Readiness	0	2	31	33
Conversion Readiness	9	11	5	25
Technical Readiness	1	5	15	21
Total Unique Issues:	**29**	**69**	**227**	**325**

County Readiness Watch Items

#	Summary	Level	Due Date	Remediation Plan
1	Ad Hoc Reporting	Medium	9/30/22	Meeting scheduled for 8/30 and using additional resources. Meetings twice weekly through September. This watch item does not impact the County's ability to go live on October 31, 2022.

Yolo: County Tasks Past Due by Readiness Category and Activity Owner (as of 09/02/2022)

Activity Owner	Application Readiness	Implementation Readiness	T:
IPOC	1	7	8
PPOC	1	0	1
TPOC	0	1	1
Total Unique Issues:	**2**	**8**	**10**

Note: The Implementation Readiness Dashboard and Packet is reflective of a point in time reporting (as of September 2, 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. Process Simulation: Reviewing findings from Process Sim and update configuration items for Production
2. Analytics & Reporting: Build refactored reports, test refactored reports

Project Readiness

Application Readiness: System

System Test: 22.09	In Progress

Start Date: 08/01/2022   End Date: 09/26/2022

Test Execution Results

Total Scripts :	791
Not Executed:	0.13%
In Progress:	1.14% (9)
Pass:	84.2% (666)
Fail:	12.9% (102)
Blocked:	1.64% (13)
Completed:	781
Remaining:	10
Progress:	98.74%

Application Readiness: Imaging

Images Migration	In Progress

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	In Progress

Start Date: 07/11/2022   End Date: 08/05/2022

61 of 61 scripts completed
1 failed being retested week of 08/29/22
Severity 1 and 2 defects resolved: In Progress, no defects reported.

Performance Testing

Hyland Platform Performance Testing: Completed

Application Readiness: User Acceptance Testing

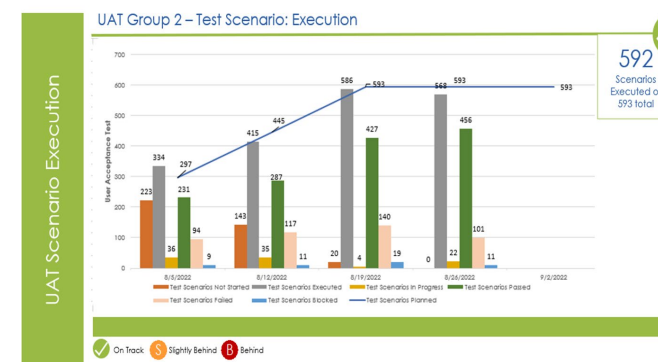| UAT	In Progress

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 Group 2 – Test Scenario: Execution

- Group 2: 593 total test scripts with a 93% pass
- Participants continue close remaining open findings through September 2, 2022

Application Readiness: Contact Center

Technical Connectivity	In Progress

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

- 2 of 2 IVR Contact Flows Approved
- Approval of Wave 1 County SCRs approved: 2 of 2 approved
- 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	Complete

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

- Configuration meetings complete
- Validation meetings complete
- Configuration load complete

Setup and Training	In Progress

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

- Training materials completed
- Portal Users load not started
- Inventory confirmed not started
- Training delivery not started
- Postage funding not started

Application Readiness: BenefitsCal

Conversion Readiness	In Progress

Training & Communications	In Progress

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

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	In Progress

Key Dates:

Mock Conversion Wave 1 Cutover: Complete
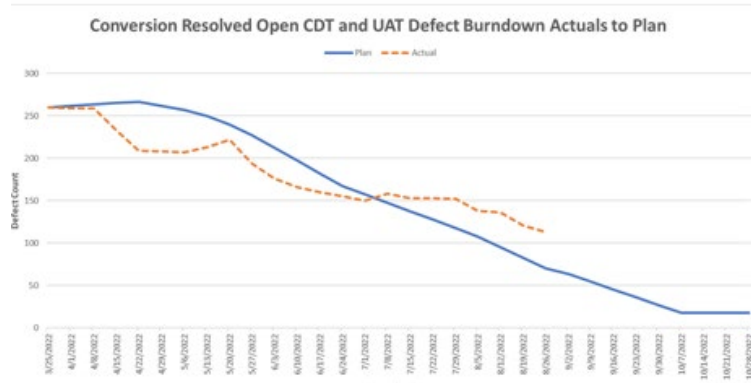Mock Conversion #2: Complete

Golden Data Set #8: Delivered

Wave 1 County Data Validation: Complete

Cutover 1A (County Prep): 09/18/2022 – 9/19/2022

Cutover 1B (Go-Live): 10/27/2022 – 10/31/2022

Converted Data Test	In Progress

End Date: 06/17/2022

Conversion Resolved Open CDT and UAT Defect Burndown Actuals to Plan

- As of 08/26/22 there are 113 unresolved Defects

GDS Delivery #8	Complete

06/20/2022

Integration Readiness

Interface Partner Test	Behind Schedule

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

- Yolo County: Completed
- Placer County: Warrant Print Writer Behind Schedule
- State/Consortium Partners: Complete

Technical Readiness: Networking

County Networking Connectivity	In Progress

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

- Overall Network Connectivity: 95.2% complete
- Critical Path: 89.6% complete

Technical Readiness: Operations

Contingency Restoration Planning	In Progress

Disaster Recovery Exercise	In Progress

- **Disaster Recovery Test:** In progress 50%

Batch Operations	Complete

- **CalWIN Batch Regression & Schedules: Completed**
- **Migration Rollback Planning:** In-progress 75%

Technical Readiness: Performance Testing

Performance Test	In Progress

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

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	Complete

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 – complete

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 training updated: in progress (ongoing, Accenture Training Team)

Training Delivery	In Progress

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: complete
- Wave 1 End User Training begins 09/06/2022

Organizational Readiness: OCM

Change Discussions with Staff	Complete

End Date: 08/26/2022

- Training for Supervisors, Managers and CNCs on W1 CDG discussion: complete
- Project discussions for CDGs completed and the County discussions with Staff are complete.

Readiness Surveys	Complete

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

- T-9 & T-6 surveys and presentations completed
- T-9 Dashboard complete
- T-3 survey complete; pending report compilation

Infographics/ Newsletters	In Progress

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

- 4 of 7 infographics submitted, 1 in progress and 2 not started
- 3 of 3 newsletters submitted.

Change Network Champions	In Progress

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

- 8 of 10 completed, 1 of 10 in progress and 1 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	Complete

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

Process Simulation Execution	Complete

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	In Progress

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

Project Readiness

Implementation Readiness

Implementation Planning	Behind Schedule

Start Date: 02/01/2022   End Date: 07/15/2022

- DEL 10 Implementation Support Plan behind schedule; resubmitted FDEL on 08/05/22
- Go Live Packet development and project reviews are on schedule

County Prep	In Progress

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

- 41 County Prep activities documented in County Prep Packet, distributed 08/05/22 via CIT 216-22
- County Prep kickoff on 08/18/22: complete
- County Prep support plan: on schedule
- Application Security Kickoff scheduled for 09/06/22

Post-Deployment Support	Behind Schedule

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

- Command Center, Communications and Resource allocation strike team: in progress
- County Post Implementation Support meetings: in progress
- Yolo Post Implementation Support Walkthrough completed on 08/22/22
- Placer Implementation Support Walkthrough completed on 08/29/22

Implementation Readiness: Help Desk and System Operations

Help Desk	In Progress

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: 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	In Progress

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

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

County Report Refactoring
Wave 1 identified reports in need of refactoring by July 2022.
- Yolo: has 31 reports to refactor. 6 are complete. The reports are non-critical that Yolo County indicated that are not pertinent for go-live.
- Placer: Not applicable

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