CalSAWS DD&I Weekly Status Report

Reporting Period: September 12, 2022 to September 18, 2022

1.0   Project Management

1.1   Project Deliverables Summary

Table 1.1-1 – Overall Summary of Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	TEAM	STATUS [1]	STATUS
80	CalSAWS Migration Work Plan Update #41	PMO	🟢	• Submitted the Final Deliverable (FDEL) on September 13, 2022 • Approval of the FDEL is due on September 20, 2022

[1] Status: Green: On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

1.2   Highlights of the Reporting Period

Table 1.2-1 – CalSAWS Project Management Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Project Management	• None to note for the reporting period

1.2.1   Project Management

► Continued CalSAWS DD&I Facility Management activities, including:
  ○ Key initiatives related to facilities at the Rancho Cordova Project Office are provided in Table 1.2.1-1 (Key Facility Initiatives/Projects) below

Table 1.2.1-1 – Key Facility Initiatives/Projects

ITEM #	INITIATIVES/ PROJECTS	LOCATION	TARGET DATE	NOTES/STATUS
1	Return to Office (RTO)	Rancho Cordova and Norwalk Project Offices	Ongoing	• Continued reviewing and processing Return to Office (RTO) Approval Request forms submitted by CalSAWS Project staff, which are required to access the CalSAWS Rancho Cordova or Norwalk Project offices • Continued to monitor and review requests from CalSAWS Project staff who are interested in returning to the CalSAWS Rancho Cordova and Norwalk Project offices on a hybrid schedule • Continued to assess updates to Federal, State, and local policies and ordinances for the CalSAWS Project's return to office processes
2	Large Meeting Requests	Rancho Cordova and Norwalk Project Offices	Ongoing	• Continued planning facility capacity and equipment needs for requested on-site meetings

► Facilitated the CalSAWS Weekly Status Meeting that was held on September 14, 2022
► Completed preparations and participated in the Section Directors Meeting on September 13, 2022
► Finalized updates for the Project Steering Committee (PSC) Meeting on September 15, 2022
► Continued CalSAWS Risk Management activities, including:
  o Continued to work with risk and issue owners to develop and update mitigation plans for the accepted CalSAWS DD&I Project risks and issues
► Continued supporting engagement of project staff working remotely, including:
  o Delivered the monthly CalSAWS Connect newsletter for the CalSAWS Project Team on September 15, 2022
  o Continued preparations and planning for the next virtual CalSAWS Project All Staff Meeting on September 21, 2022
► Continued discussions with the Consortium regarding the development of high-level Gantt charts for the CalSAWS Project and continued reviewing potential tools that may be used to create the CalSAWS Integrated Gantt charts
► Continued performing contract management activities:
  o Currently evaluating items, including potential premise, planned for submission on the October JPA via Amendment or Change Notice
  o Continued planning the implementation of requirements from the DHCS and CDSS Privacy and Security Agreements (PSAs) that were approved by the JPA Board of

Directors on April 16, 2021
► Completed updates for the monthly CalSAWS IT Project Status Report for August 2022 and preparations for the monthly CalSAWS IT Report Meeting with OSI (Office of Systems Integration), CMS (Centers for Medicare and Medicaid Services), and FNS (Food and Nutrition Service) that was held on September 14, 2022
► Continued performing Deliverable Management activities for the CalSAWS DD&I Project

Deliverable Management

Table 1.2.1-2 – Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
80	CalSAWS Migration Work Plan Update #41	• Finalized and submitted the FDEL to the Consortium for review and feedback on September 13, 2022 • Approval of the FDEL is due on September 20, 2022

1.2.2 Communications Management

► CalSAWS Communications Management activities including
  o Continued to gather key communication milestones from the Project teams
► CalSAWS Enhanced Communications Strategy
  o Continued oversight and management of Power of 58 materials
► CalSAWS External Website (www.calsaws.org)
  o Continued the administration and support of the CalSAWS external website
    ▪ See Table 1.2.2-1 for details on website support activities

Table 1.2.2-1 – Website Support Activities

TASK	DATE (S)	TASK TYPE
None for the reporting period	N/A	N/A

Table 1.2.2-2 – CalSAWS.org Usage Statistics

CATEGORY	DURING REPORTING PERIOD	SINCE LAUNCH
Total Number of Subscribers	51	2,587
Total Number of Unique Users	10,074	1,636,347
Total Number of New Users	7,848	1,642,701
Total Number of Sessions (Individual site visits)	13,908	2,343,940
Average Number of Sessions per User	1.38	1.43
Average Number of Page Views per Session	1.53	1.32
Average Session Duration	1:06	0:56
AskCalSAWS Inquiries – Received/Resolved	4/5	872/869

Figure 1.2.2-2 – Overall CalSAWS.org Usage Trend
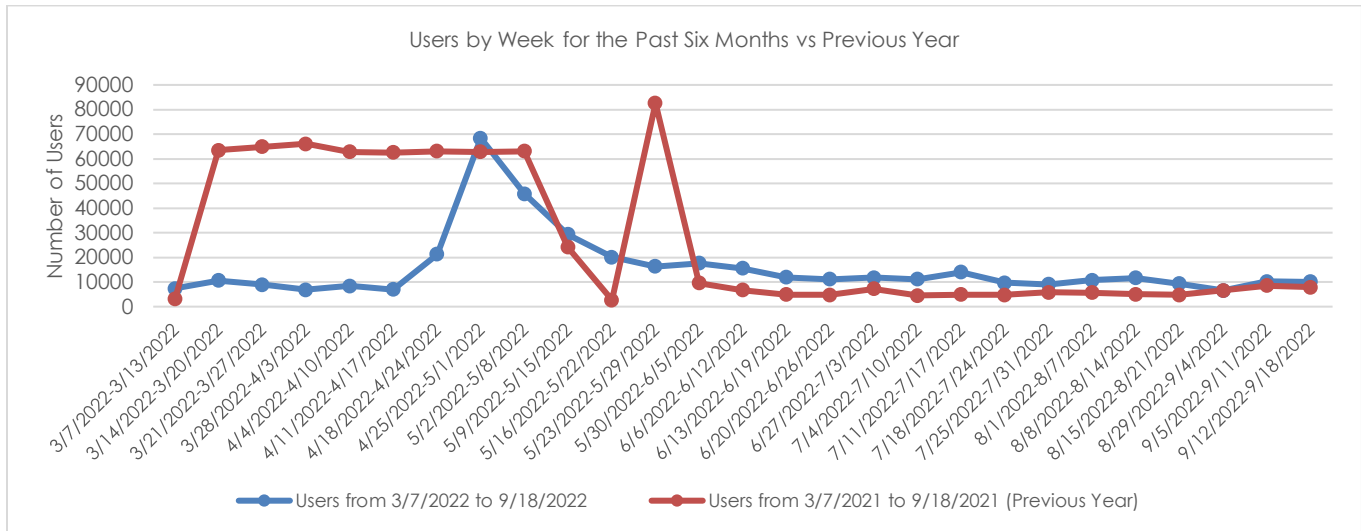
Note:
Increase in usage from the Previous Year (from March 14, 2021 to May 15, 2021) was investigated to be from cities in the United States

Table 1.2.2-3 – CalSAWS.org Subscription Service Statistics

WEBPAGE	PERCENT OF SUBSCRIBERS
Latest News – CalSAWS Buzz Newsletter	28%
Latest News – News	22%
Other Updates – System Updates	20%
Other Updates – Careers	18%
CalSAWS Committees – CalWORKs/CalFresh	19%

1.2.3   Cultural Transformation

- ► CalSAWS BenefitsCal Merchandise Store
  - o Closed September 5, 2022, merchandise is being produced
  - o Delivery planned for the week of October 17, 2022
  - o Deloitte has purchased items order in short supply to have existing orders fulfilled
- ► CalSAWS Power of 58 Merchandise Store
  - o Closed September 16, 2022, production should begin soon
  - o Delivery planned for the week of October 24, 2022
- ► Culture Ambassadors Network (CAN)
  - o Continued to plan for future Conversation Series Topics
    - ▪ CalSAWS System Overview rescheduled to October 5, 2022
    - ▪ Amazon Web Services (AWS) Overview (TBD)
    - ▪ Navigating Security to Drive Innovation at CalSAWS (TBD January 2023)
- ► Virtual Art and Trunk Show
  - o Wellness Wednesday Week 2 distributed on September 14, 2022
    - ▪ Two staff were featured
    - ▪ Additional staff will be featured in the upcoming weeks
    - ▪ An update to solicit for art was added to the CalSAWS Connect

1.2.4   Inclusion, Diversity and Equity Advancement (IDEA)

- ► Co-Create Phase
  - o CalSAWS "We Are One" SharePoint Site
    - ▪ Continued to update the "We Are One" website tab
  - o Pulse Survey
    - ▪ Continued to integrate pulse survey analysis into IDEA initiative planning
  - o CalSAWS Table Talks
  - o Buddy Program
    - ▪ Continued supporting mentors and mentees
  - o Small Team Building
    - ▪ Continued to promote Small Team Building initiative opportunities for all CalSAWS teams
  - o Employee Resource Groups (ERGs)
- ► General
  - o Continued to partner with the CalSAWS Connect team to provide content for the CalSAWS monthly newsletter
  - o Continued to engage the Employee Resource Groups (ERGs) to assist with events or ideas to represent their members across the project

1.3   CRFI/CIT Communications Information

► The following table outlines CalSAWS Information Transmittals (CITs) sent for the reporting period ending September 18, 2022

Table 1.3-1 – CITs

CIT ID	SUBJECT	CATEGORY	DISTRIBUTION DATE	PRIMARY CalSAWS CONTACT	BACKUP CalSAWS CONTACT
0261-22	Wave 5 Counties T-12 Months Change Readiness Survey	Informational	September 12, 2022	Helen Cruz	Araceli Gallardo
0263-22	CalWIN Wave 1 September Readiness Dashboard and Packet: 1st Distribution	Informational	September 13, 2022	Jennifer Carpenter	Mara Jennings
0264-22	CalWIN Wave 2 September Readiness Dashboard and Packet	Informational	September 13, 2022	Jennifer Carpenter	Mara Jennings
0266-22	CalSAWS Targeted Topic Session: Self-Service Portal e-Application Overview	Informational	September 13, 2022	Araceli Gallardo	Helen Cruz

► The following table outlines CalSAWS Requests for Information (CRFIs) sent for the reporting period ending September 18, 2022

Table 1.3-2 – CRFIs

CRFI ID	SUBJECT	DISTRIBUTION DATE	STATUS	RESPONSE DUE DATE	CalSAWS CONTACT
22-062	CalWIN Readiness Prerequisites for IPT	July 25, 2022	Closed	September 16, 2022	Melanie Gines, and Lloyd Rankine
22-064	CalWIN Waves 5 & 6 – Telephonic Signature Survey	August 3, 2022	Closed	August 17, 2022	Jill Smith
22-066	Wave 5 - Change Readiness Survey Participant Demographic Data	August 15, 2022	Closed	September 2, 2022	Helen Cruz
22-070	Wave 2 County Site Plans	August 22, 2022	Closed	September 9, 2022	Pete Quijada
22-071	Wave 1 Application Security Conversion: Security Roles - Sync-Up	August 29, 2022	Closed	September 12, 2022	Paul Trisler
22-072	Wave 2 CalWIN Counties ServiceNow Fulfillers and View-Only Users	August 29, 2022	Closed	September 9, 2022	Yogesh Patel

22-073	CalWIN Wave 1 Counties: Project-Maintained Worker IDs	August 30, 2022	Closed	September 13, 2022	Darcy Alexander
22-074	Technical Questionnaire for CalSAWS Enablement	August 30, 2022	Closed	September 16, 2022	Melanie Gines
22-076	Interface Partner Testing Contacts Confirmation for CalWIN Wave 4 and Wave 5 Counties	September 1, 2022	Closed	September 16, 2022	Prem Venugopalan
22-077	CalWIN Migration Wave 1 – CalSAWS County On-site Support	September 2, 2022	Open	September 16, 2022	Alec Christianson
22-078	CalSAWS Migration - Application Reference List Request	September 6, 2022	Open	September 30, 2022	Melanie Gines
22-081	Migration County Veterans Service Office Address	September 8, 2022	Open	September 21, 2022	Maria Arceo
22-083	Application Security; Training Roles; Recruitment for CDV and Process Simulation – Wave 3	September 16, 2022	Open	November 4, 2022	Mike Tombakian
22-084	CalWIN Readiness Prerequisites for IPT	September 16, 2022	Open	October 14, 2022	Melanie Gines, and Lloyd Rankine

► The following table outlines overdue CalSAWS Requests for Information (CRFIs) for the reporting period ending September 18, 2022

Table 1.3-3 – Overdue CRFIs

CRFI ID	Subject	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6
22-077	CalWIN Migration Wave 1 – CalSAWS County On-site Support	Napa, and San Benito Counties	Mono, Sierra, and Yuba Counties	Butte, Humboldt, Mendocino, Plumas, and Siskiyou Counties	Kings County	Riverside County	Los Angeles County

1.4   Activities for the Next Reporting Period

1.4.1   Project Management

► Continued CalSAWS DD&I Facility Management activities, including:
  o Continue key initiatives related to facilities at the Rancho Cordova and Norwalk Project Offices, which are provided in Table 1.2.1-1 (Key Facility Initiatives/Projects) above
► Continue CalSAWS Risk Management activities, including:
  o Continue to work with risk and issue owners to monitor risks and update risk mitigation plans for CalSAWS DD&I Project risks and issues
► Participate in the Section Directors meeting that is scheduled for September 20, 2022
► Continue activities to support Project staff working remotely
  o Facilitate the next monthly virtual CalSAWS Project All Staff Meeting that is scheduled for September 21, 2022
  o Continue developing Project communications, as needed
► Continue to support Return to Office (RTO) requests for CalSAWS Project staff to visit the CalSAWS Rancho Cordova and Norwalk Project offices, and support CalSAWS Project staff who have returned to work at the project offices (either full time or as part of the 50/50 model)
► Continue process of reviewing tool capabilities for the high-level CalSAWS Integrated Gantt chart
► Continue performing Contract Management activities for the CalSAWS DD&I Project
► Continue performing Deliverable Management activities for the CalSAWS DD&I Project

Deliverable Management

Table 1.4.1-1 – Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
80	CalSAWS Migration Work Plan Update #41	• Facilitate a touchpoint meeting with Deliverable reviewers on September 19, 2022 to address questions and comments for the FDEL, as needed • Approval of the FDEL is due on September 20, 2022

1.4.2   Communications Management

► Continue to monitor usage and update materials as requested
  o See table 1.4.2-1 for planned website support activities
► CalSAWS Communications Management activities including:
  o Continue to gather key communication milestones from the Project teams
► CalSAWS Enhanced Communications Strategy:
  o Continue oversight and management of Power of 58 roll out

Table 1.4.2-1 – Website Support Activities

TASK	DATE(S)	TASK TYPE
Update Plugins	September 22, 2022	Plugin Update

1.4.3 Cultural Transformation

- ► Continue to develop calendar of events for the ambassador initiatives through the end of the year
- ► Continue to provide Project management support to Cultural Ambassadors as they continue to develop the plans for the initiatives
- ► Continue to coordinate working sessions for each Ambassador group to further their initiatives planning and discuss their individual contributions
- ► Continue to develop wellness initiative content to keep the project staff engaged
- ► Continue to update resources and a collaboration workspace (Teams Channel) with new relevant materials to support the implementation of the prioritized initiatives
- ► Continue to monitor Microsoft Teams channels for any help needed from Ambassadors

1.4.4 Inclusion, Diversity & Equity Advancement (IDEA)

- ► Finalize content for the September 21, 2022 All Staff Burnout segment
- ► Continue to manage Buddy Program Round 3 and support buddy pairs
- ► Continue to partner with CalSAWS Connect team to provide content for the CalSAWS monthly newsletter
- ► Continue to engage the Employee Resource Groups (ERGs) to assist with events or ideas to represent their members across the project

1.5 Deviations from Plan/Adjustments

- ► None for the reporting period

2.0   Imaging

2.1   Highlights of the Reporting Period

Table 2.1-1 – CalSAWS Imaging Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
N/A	• Santa Clara County completed "Solution Sample Build" on September 12, 2022 • Solano County began "Remote Discovery" on September 12, 2022

Table 2.1-2 – CalSAWS Imaging Project Milestones

MILESTONES	DUE DATE	STATUS
Migration Activities		In progress
Conduct Santa Clara County Document Migration Discovery Session Check-in	September 12, 2022	Completed
Conduct Tulare County Document Migration Discovery Session Check-in	September 12, 2022	Completed
Conduct San Mateo County Document Migration Discovery Session Check-in	September 13, 2022	Completed
Conduct Santa Barbara County Document Migration Discovery Session Check-in	September 13, 2022	Completed
Conduct San Diego County Document Migration Discovery Session Check-in	September 13, 2022	Completed
Conduct Placer County Document Migration Discovery Session Check-in	September 13, 2022	Completed
Conduct Santa Cruz County Document Migration Discovery Session Check-in	September 13, 2022	Completed
Conduct Contra Costa County Document Migration Discovery Session Check-in	September 14, 2022	Completed
Conduct Yolo County Document Migration Discovery Session Check-in	September 15, 2022	Completed
Conduct Orange County Document Migration Discovery Session Check-in	September 15, 2022	Completed
Conduct Ventura County Document Migration Discovery Session Check-in	September 15, 2022	Completed
Conduct Santa Clara County Document Migration Discovery Session Check-in	September 19, 2022	Scheduled
Conduct San Mateo County Document Migration Discovery Session Check-in	September 20, 2022	Scheduled
Conduct Santa Barbara County Document Migration Discovery Session Check-in	September 20, 2022	Scheduled
Conduct San Diego County Document Migration	September 20, 2022	Scheduled

MILESTONES	DUE DATE	STATUS
Discovery Session Check-in		
Conduct Placer County Document Migration Discovery Session Check-in	September 20, 2022	Scheduled
Conduct Sonoma County Document Migration Discovery Session Check-in	September 21, 2022	Scheduled
Conduct Sacramento County Document Migration Discovery Session Check-in	September 21, 2022	Scheduled
Conduct Fresno County Document Migration Discovery Session Check-in	September 21, 2022	Scheduled
Conduct Yolo County Document Migration Discovery Session Check-in	September 22, 2022	Scheduled
Conduct Orange County Document Migration Discovery Session Check-in	September 22, 2022	Scheduled

Table 2.1-3 – CalWIN Counties' Wave 1 Status Update

Wave 1	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Delta	Final Delta	Go Live
Placer County	Begin	7/29/20	10/1/20	8/6/20	8/31/20	4/1/21	2/17/22	~~4/15/22~~ 5/27/22	~~9/22/22~~ 8/24/22	6/28/22	10/26/22	Go live **10/31/22** Overall progress 80%
	Finish	7/29/20	10/1/20	10/6/20	3/26/21	2/11/22	5/26/22	~~6/10/22~~ 6/2/22	~~10/6/22~~ ~~9/30/22~~ 9/9/2022	10/25/22	10/27/22	
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Begin ~~9/22/22~~ 8/24/22	Begin ~~10/20/22~~ 6/28/22	Begin 10/26/22	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	In Progress	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Wave 1	Target Dates	Project Charter Signoff	Mapping SS Completion	Req Document Completion	Document Keyword Mapping Sign Off	Solution/ Sample Build	Sample Testing	Bulk Export	Initial Import	Validate Images in Production	Delta	Final Batch	Go Live
Yolo County	Begin	12/3/22	1/6/22	1/24/22	1/6/22	2/1/22	3/21/22	4/11/22	5/14/22	~~9/22/22~~ 8/24/22	~~10/11/22~~ 9/6/22	10/27/22	Go live **10/31/22** Overall progress 80%
	Finish	12/7/22	1/20/22	1/31/22	1/31/22	3/17/22	4/8/22	5/12/22	5/16/22	~~10/6/22~~ ~~9/30/22~~ 9/9/22	~~10/21/22~~ 9/30/22	10/28/22	
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Begin ~~9/22/22~~ 8/24/22	Begin ~~10/20/22~~ 9/6/22	Begin 10/27/22	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Table 2.1-4 – CalWIN Counties' Wave 2 Status Update

Wave 2	Target Dates	Project Charter Signoff	Mapping Completion	Document/ Keyword Mapping Sign Off	Sample Testing	Complete Change Order	Initial Export	Initial Import	Validate Images in Production	Suppl Delta 1	Suppl Delta 2	Go Live
Contra Costa County	Begin	11/5/21	12/21/21	12/22/21	2/22/22	2/8/22	4/4/22	6/6/22	1/30/23 8/24/22 11/21/22	1/16/23	2/23/23	Go live 2/27/23 Overall progress 70%
	Finish	11/11/21	1/5/22	12/31/21	3/18/22	4/1/22 4/15/22	5/21/22 6/3/22	7/22/22 8/5/22	2/3/23 9/30/22 12/7/22	1/31/23	2/24/23	
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Start 12/1/22	Start 2/13/23	Start 2/23/23	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Wave 2	Target Dates	Conv Environment Setup	Vendor Kick Off	Document & Keyword Mapping	Document Mapping & Req Doc Signoff	Solution Sample Build	Sample Testing	Bulk Export	Bulk Import	Imaging UAT Refresh	Validate Images in Prod	Suppl Delta 1	Suppl Delta 2	Go-Live
Santa Clara County	Begin	1/17/22	5/11/22	5/11/22	6/21/22	7/5/22 8/1/22 8/5/22	8/8/22 9/5/22 9/19/22	9/12/22 10/10/22 10/24/22	11/7/22 11/21/22	5/23/22	1/19/23 12/5/22 12/19/22	1/30/23	2/23/23	Go live 2/27/23 Overall progress 20%
	Finish	4/29/22	5/11/22	6/17/22	6/28/22 7/29/22 8/5/22 8/12/22	8/1/22 8/29/22 9/12/22	9/9/22 10/3/22 10/17/22	11/4/22 10/31/22 11/14/22	11/30/22 12/12/22	6/3/22	2/2/23 12/19/22 1/6/23	2/23/23	2/24/23	
	Critical Path	Completed	Completed	Completed	Completed	Completed	Begin 9/19/22	Begin 10/24/22	Begin 11/21/22	Completed	Begin 12/19/22	Begin 1/30/23	Begin 2/23/23	
	Status	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	Completed	Awaiting	Awaiting	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Wave 2	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Pre-Prod Validation in UAT	Initial Import	Validate Images in Production	Delta	Final Delta	Go Live
Tulare County	Begin	10/5/20	12/1/20	11/30/20	12/2/20	8/2/21	2/15/22	7/29/22	7/23/22 9/7/22	1/19/23 11/21/22	5/31/22	2/23/23	Go live 2/27/23 Overall progress 60%
	Finish	10/5/20	12/1/20	1/31/21	7/29/21	12/30/21	4/4/22	8/22/22 8/26/22	8/27/22 10/7/22	2/2/23 12/23/22 12/12/22	1/31/23 2/21/23	2/24/23	
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Start 9/7/22	Start 11/21/22	Start 11/30/22	Start 2/23/23	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	In progress	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Table 2.1-5 – CalWIN Counties' Wave 3 Status Update

Wave 3	Target Dates	Kick Off	Identify Migration Method/ Vendor	Test Network	Document Mapping	Testing	Initial Export	Pre-Prod Validation in UAT	Initial Import	Validate Images In Production	Delta	Final Delta	Go Live
Orange County	Begin	1/7/21	3/1/21	3/1/21	2/2/21	4/30/21	4/1/22 4/8/22	8/15/22 8/19/22 8/22/22	8/5/22 9/26/22	3/24/23 2/1/23	10/31/22	4/20/23	Go live 4/24/23 Overall progress 60%
	Finish	1/7/21	3/1/21	4/30/21	4/22/21	12/30/21	8/1/22 8/5/22 8/15/22 8/19/22 8/26/22 9/8/22	9/9/22 9/16/22 9/23/22	1/31/23	4/6/23 2/16/23	4/18/23	4/21/23	
	Critical Path	Completed	Completed	Completed	Completed	Completed	Start 4/8/22	Start 8/22/22	Start 10/27/22	Start 2/1/23	Start 10/31/22	Start 4/20/23	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Wave 3	Target Dates	Kick Off	Identify Migration Method/Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Delta	Final Delta	Go Live
Santa Barbara County	Begin	1/19/21	3/1/21	3/1/21	2/18/21	1/15/22	~~8/1/22~~ 8/10/22	~~11/1/22~~ 11/4/22	~~3/24/23~~ 1/24/23	~~11/1/22~~ 11/31/22	4/20/23	**Go live 4/24/23**
	Finish	1/19/21	3/1/21	9/31/21	09/31/21	~~7/31/22~~ 7/29/22	10/31/22	~~12/30/23~~ 1/20/23	~~4/6/23~~ 2/7/23	4/19/23	4/21/23	**Overall progress 25%**
	Critical Path	Completed	Completed	Completed	Completed	Completed	Start 8/10/22	Start 11/1/22	Start 2/1/23	Start 11/31/22	Start 4/20/23	
	Status	Completed	Completed	Completed	Completed	Completed	In progress	Awaiting	Awaiting	Awaiting	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Wave 3	Target Dates	Kick Off	Identify Migration Method/Vendor	Test Network	Document Mapping	Testing	Initial Export	Initial Import	Validate Images in Production	Delta	Final Delta	Go Live
Ventura County	Begin	1/19/21	3/1/21	3/1/21	2/18/21	6/30/21	4/4/22	~~9/2/22~~ 8/19/22	~~3/24/23~~ 1/2/23	9/30/22	4/20/23	**Go live 4/24/23**
	Finish	1/19/21	3/1/21	4/30/21	5/31/21	3/31/22	~~8/31/22~~ 8/18/22	~~10/21/22~~ 8/22/22	~~4/6/23~~ 1/16/23	4/19/23	4/21/23	**Overall progress 50%**
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Start 2/1/23	Start 9/31/22	Start 4/20/23	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Table 2.1-6 – CalWIN Counties' Wave 4 Status Update

Wave 4	Target Dates	Kick Off	Identify Migration Method/Vendor	Test Network	Document Mapping	Testing	Bulk Export	Pre-Prod Validation in UAT	Bulk Import	Validate Images in Prod	Bulk Delta	Final Batch	Go-Live/% Progress
Santa Cruz County 2TB – (In-House)	Begin	3/1/21	3/5/21	8/3/21	3/15/21	2/1/22	6/17/22	~~8/22/22~~ 8/26/22	10/3/22	~~5/11/23~~ 1/9/23	8/31/22	6/29/23	**Go live 7/3/23**
	Finish	3/1/21	3/5/21	6/19/21	12/30/21	6/30/22	~~9/30/22~~ 7/29/22	9/19/22	1/6/23	~~5/25/23~~ 2/9/23	6/28/23	6/30/23	**Overall progress 60%**
	Critical Path	Completed	Completed	Completed	Completed	Completed	Completed	Start 8/26/22	Start	Start	Start 9/31/22	Start 6/28/23	
	Status	Completed	Completed	Completed	Completed	Completed	Completed	In Progress	Awaiting	Awaiting	In Progress	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

Wave 4	Target Dates	Kick Off	Identify Migration Method/Vendor	Test Network	Document Mapping	Testing	Data Sync Validation Testing in UAT	Bulk Export	Bulk Import	Validate Images in Prod	Delta	Final Batch	Go-Live/% Progress
San Diego County 24TB – (Peraton)	Begin	3/1/21	3/5/21	8/3/21	3/15/21	4/1/22	~~8/5/22~~ ~~8/10/22~~ 8/26/22	~~8/1/22~~ ~~9/5/22~~ ~~9/12/22~~ 9/20/22	4/1/23	5/18/23	4/3/23	6/1/23	**Go live 7/3/23**
	Finish	3/1/21	3/5/21	6/19/21	12/30/21	~~7/15/22~~ 7/29/22	~~9/2/22~~ 9/08/22	~~3/30/23~~ 1/31/23	5/1/23	6/1/23	5/31/23	6/23/23	**Overall progress 20%**
	Status	Completed	Completed	Completed	Completed	Completed	Completed	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

CalSAWS – California Statewide Automated Welfare System
CalSAWS DD&I Project Phase
Weekly Status Report Period: September 12, 2022 to September 18, 2022

Wave 4	Target Dates	Initiation Call/Tech Req's Call	Conv Enviro Setup	Remote Discovery	Document & Keyword Mapping	Document Mapping & Req Doc Signoff	Solution Sample Build	Sample Testing	Initial Export	Initial Import	Validate Images in Prod	Suppl Delta 1	Suppl Delta 2	Go-Live/% Progress
Solano County 7TB (Hyland - Direct)	Begin	8/8/22	8/15/22	8/29/22 9/12/22	10/17/22	11/15/22	11/28/22	1/30/23	3/6/23	4/3/23	5/1/23	5/22/23	6/28/23	
	Finish	8/8/22	8/26/22 9/9/22	10/10/22	11/14/22	11/21/22	1/16/23	2/27/23	3/27/23	4/24/23	5/15/23	6/5/23	6/29/23	Go live 7/3/23
	Critical Path	Completed	Start 8/15	Start 9/12/22	Start	Start	Start	Start	Start	Start	Start 5/1/23	Start	Start	Overall progress 5%
	Status	Completed	In progress	In Progress	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	Awaiting	

Status: Gray: Completed; **Green:** On schedule, performing as planned; **Amber:** Potential delay/monitor with no material schedule impact; **Red:** Behind schedule and requires escalation

2.2   Activities for the Next Reporting Period

► Continue to manage the milestones for the Image Migrations in the tables above

2.3   Upcoming Performance Tests

► Current proposed dates are first week of April 2023
► Performance testing plan is being organized and coordinated amongst Hyland, BenefitsCal, ClearBest, and Consortium

2.4   Deviations from Plan/Adjustments

► None for the reporting period

3.0   Customer Service Center (CSC)

3.1   Highlights of the Reporting Period

Table 3.1-1 – CalSAWS Customer Service Center Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
N/A	• Completed Wave 1 County infrastructure build • Continued Wave 1 Connect Copy Scripts, and eCCP Deployment

► Continued discussions with Los Angeles County Wave 2, Wave 3, Wave 4, and Wave 5 CalWIN Counties about migration to CalSAWS Contact Center Solution
► Continued Build of Administration Page (CA-226672), and Scheduled Callback (CA-229573)
► Continued build of Yolo and Placer County Amazon Web Service (AWS) accounts and Contact Center infrastructure
► Met with Wave 6 Counties to kick off their discussions about the migration to CalSAWS Contact Center solution

Table 3.1-2 – Customer Service Center Enhancement Milestones

MILESTONES	SYSTEM TEST DELIVERY DATE	STATUS	RELEASE/ MINOR RELEASE
DDID 2292, 2697, 2698, 2723, 2724 WFM/QA/QM Reporting (CA-226209)	December 3, 2021	In Production	22.01
DDID 2718 Task for Cancelling an Appointment in Outbound IVR (CA-25604)	January 24, 2022	System Test	22.09 | 22.10.XX
DDID 2219, 2716, 2717, 2728 Outbound IVR - (CA-226207)	February 4, 2022	System Test	22.09 | 22.10.XX
DDID 2700 Enhanced CCP (CA-226844)	March 18, 2022	In Production	22.03 | 22.05.06
DDID 2727 Work-from-home Modifications (CA-227064)	March 18, 2022	In Production	22.03 | 22.05.06
DDID 2216, 2725 External Party Access IVR (CA-226839)	March 25, 2022	In Production	22.05
DDID 2211, 2217, 2218, 2220, 2729, 2730, 2731, 2046, 2732 Telephonic Signature (CA-226838)	April 1, 2022	In Production	22.05
DDID 2687, 2688, 2689, 2690, 2691, 2692, 2693, 2694, 2695, 2696, 2222, 2702, 2721, 2169, 2284, 2722 Admin Page (CA-226672)	July 8, 2022	In Development	22.09 | 22.10.XX
DDID 2699, 2210, 2705, 2707, 2708, 2709, 2710, 2711, 2712, 2713, 2714, 2715, 2719, 2720, 2258 Inbound IVR (CA-226837)	July 8, 2022	In Development	22.07 | 22.09.XX
DDID 2704 Post-Call Survey (CA-228023)	July 8, 2022	In Production	22.07 | 22.09.16
DDID 2284 Scheduled Callback (CA-229573)	July 8, 2022	In Development	22.09 | 22.10.XX
DDID 2701, 2706 Voice Authentication Languages (CA-226843)	July 29, 2022	In Development	22.09 | 22.10.XX
DDID 2268 Display the CalSAWS Contact Center IVR Caller ID for outbound calls	August 5, 2022	Design In Progress	22.09 | 22.11.XX

Table 3.1-3 – Los Angeles County Milestones

	MILESTONES	DUE DATE	OWNER
1	Design completion	March 11, 2022	CalSAWS Project Team
2	Initial performance/load testing	March 18, 2022	CalSAWS Project Team
3	Training development	May 16, 2022	CalSAWS Project Team
4	Build and unit test	May 20, 2022	CalSAWS Project Team
5	Training content review	May 20, 2022	Consortium
6	Training execution	June 29, 2022	CalSAWS Project Team
7	System Test	July 15, 2022	CalSAWS Project Team
8	Conduct model office	July 21, 2022	Los Angeles County
9	Go-live	November 18, 2022	CalSAWS Project Team
10	Post go-live support	November 21, 2022	CalSAWS Project Team

3.2   Activities for the Next Reporting Period

► Continue discussions with Los Angeles, Santa Clara, Tulare, Orange, Santa Barbara, Ventura, Santa Cruz, Solano, San Mateo, and San Diego Counties for County-specific Interactive Voice Response (IVR) designs

► Continue build of System Change Requests (SCRs) CA-226672 Administrative Page, and Scheduled Callback (CA-229573)

► Continue build of Los Angeles, Yolo, and Placer Counties Amazon Web Services (AWS) Accounts and Contact Center Infrastructure (CA-235356, CA-240152, and CA-240156)

3.3   Upcoming Performance Tests

► Scheduled Smoke Testing to begin October 3, 2022
► Scheduled Performance Testing to begin week of October 10, 2022

3.4   Deviations from Plan/Adjustments

► None for the reporting period

4.0   Application Development and Test

4.1   Highlights of the Reporting Period

Table 4.1-1 – CalSAWS Application Development and Test Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
4.1.3 State and CalWIN Wave 1 County Interface Partner File Exchange Test (IPT)	• 38 of the 39 Consortium, State, and County interfaces have successfully passed validation. State IPT has Completed. There is 1 outstanding Placer County interface

4.1.1   Application Development Summary

Table 4.1.1-1 – CalSAWS Application Development Summary

	Status	22.09	22.11	23.01	23.02	23.05
Design	New	0	0	7	2	10
	Design in Progress	2	0	2	0	1
	Ready for Committee	0	0	0	0	0
	Committee Review	0	0	0	0	0
	Pending Approval	1	1	1	0	1
Build	Approved	1	1	4	1	2
	In Development	3	0	1	0	0
	Development Complete	2	0	0	0	0
	In Assembly Test	0	1	0	0	0
Test	System Test	6	0	0	0	0
	Test Complete	10	0	0	0	0
	In Production	2	0	0	0	0
	Grand Total	**27**	**3**	**15**	**3**	**14**

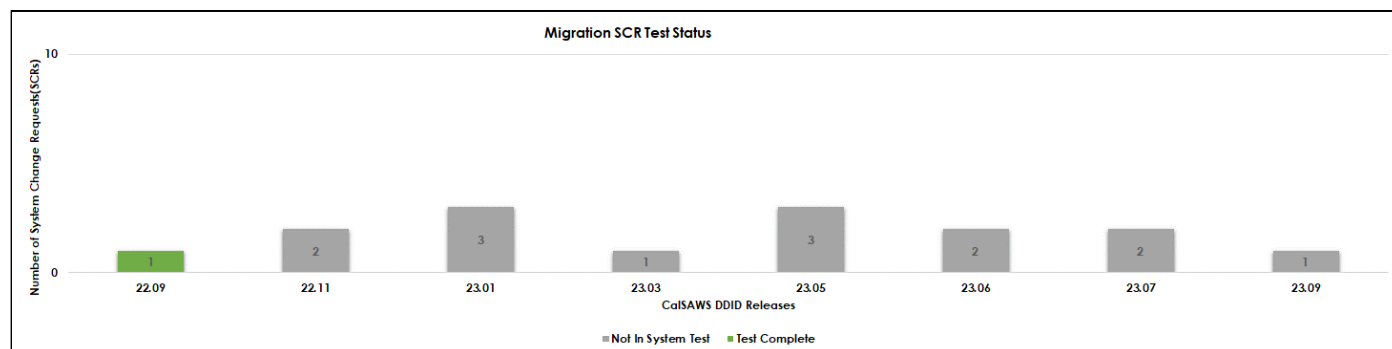| System Change Requests (SCRs) in Production	919

Notes:
- This table includes Application Development System Change Requests (SCRs) with migration impact. SCRs in production represents a count of any SCR that have a project phase of migration and have been deployed to production

► Continued drafting designs and development activities. Status is provided in Table 4.1.1-1 (CalSAWS Application Development Summary) above

4.1.2 Design Difference Identifiers (DDID) System Test Status

Figure 4.1.2-1 – DDID System Test Status

Notes:

- Includes all System Change Requests (SCRs) that have a funding source of CalSAWS DD&I that are not in "Rejected" or "Pending Rejection" status and are targeted for a baseline release. This includes SCRs associated to DDID 1967 for the unforeseen allowance and DDID 1631 for the reports allowance. In Production includes "In Production" status; Test Complete includes "Test Completed" status; System Test includes "System Test" status; Not in System Test includes all SCR statuses prior to System Test delivery
- Counts are higher in this chart (as compared with Design and Build Status) due to the inclusion of all CalSAWS DD&I System Change Requests (SCRs) targeted for the release, such as DD&I Training and Technical System Change Requests (SCRs).
- There are no DD&I functional system change requests in the 22.09 release. The one DDID SCR (CA-245905) is specific to an Online Help page Training update

4.1.3 State and CalWIN Wave 1 County Interface Partner File Exchange Test (IPT)

Table 4.1.3-1 – Consortium Partners

INTERFACE TESTING		
CONSORTIUM PARTNER	**STATUS**	**TARGET COMPLETION DATE**
Electronic Inter County Transfer (EICT) - CalWIN	3/3	July 21, 2022
Online CalWORKS Appraisal Tool (OCAT)	2/2	June 28, 2022

Note:

- Completed interface testing

Table 4.1.3-2 – State Partners

INTERFACE TESTING		
STATE PARTNER	**STATUS**	**TARGET COMPLETION DATE**
California Healthcare Eligibility, Enrollment, and Retention System (CalHEERS)	5/5	July 26, 2022
California Child Support Automation System (CCSAS) - DCSS	2/2	August 12, 2022
California Department of Social Services (CDSS) - DSS	2/2	August 23, 2022
Case Management Information and Payrolling System (CMIPS) - OSI	2/2	July 12, 2022
County Medical Services Program (CMSP)	1/1	June 30, 2022

INTERFACE TESTING		
STATE PARTNER	STATUS	TARGET COMPLETION DATE
Electronic Benefits Transfer (EBT) - FIS	2/2	July 21, 2022
Medi-Cal Eligibility Data System (MEDS) - DHCS	2/2	July 27, 2022
Welfare Data Tracking Implementation Project (WDTIP) - OSI	2/2	July 12, 2022
Welfare Intercept System (WIS) - DSS	2/2	July 5, 2022

Note:
- Completed interface testing

Table 4.1.3-3 – CalWIN Wave 1 Counties

INTERFACE TESTING		
CalWIN Wave 1 COUNTY PARTNER	STATUS	TARGET COMPLETION DATE
Placer County	7/8	August 31, 2022
Yolo County	6/6	August 31, 2022

Notes:
- Placer County
  - September 16, 2022: Positive Pay interface is pending County to Wells Fargo bank processing confirmation. As September 16, 2022 Wells Fargo establish the required folder structure under the Placer County account and was commencing County to bank testing
- Yolo County
  - August 31, 2022: Yolo County sign off received and all IPT validation has been completed

4.1.4   General Assistance/General Relief (GA/GR)

► General:
  o Discussed the General Assistance/General Relief (GA/GR) Correspondence web service design and web service clarifications on September 12 and September 14, 2022
  o Discussed the Production Implementation Plan with Gainwell in the weekly meeting September 14, 2022
  o Created a new SCR CA -248751 Synchronization of CalSAWS and GA/GR Correspondence service databases (Wave 1) to be implemented post 22.09 release as priority before go-live
  o Continued creating the remaining documents related to the SCR CA-245148: GA GR Training Documentation (documentation only) (22.09)
  o System Change Requests (SCRs) are in System Test
    ▪ CA-240916 GA/GR Automated Solution - Imaging updates
    ▪ CA-245149 GA GR Training Documentation
  o System Change Requests (SCRs) that are test completed
    ▪ SCR CA-220016 GA GR Automated Solution Admin Changes - Wave 1 and Tier 3 Manual Correspondences
   ▪ SCR CA-248447 - Update list of programs sent to GA/GR correspondence service for manual correspondence

- Gainwell SCR GAGR-220 - Update list of programs sent to GA/GR correspondence service for Manual correspondence is in development
- CA-244842 Set GA/GR Aid Code for CalFresh program on PACF cases (for GA/GR Automated solution)

Figure 4.1.4-1 – GA/GR Design Difference Identifiers (DDID) Status
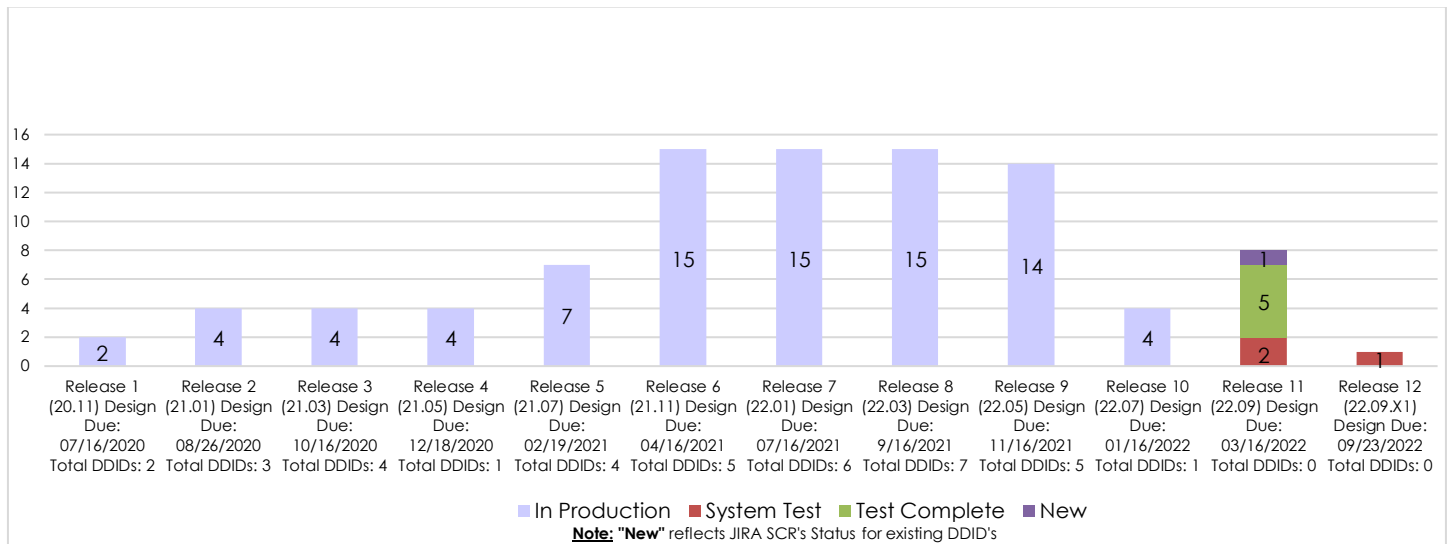
4.1.5   Case Purge

In July 2020, a team was formed to design, build, test, and deploy a Case Purge solution for C-IV and CalSAWS. This Purge functionality is based on the records retention policy approved by the CalSAWS Project Steering Committee in September 2019. The Purge team is using the Agile methodology for this effort and is deploying functionality to Production at the conclusion of each Sprint. This team is operating independently of the existing Design, Application Development, Training, and Test teams

- ► Applied a batch property update to increase processing from 30,000 cases to 60,000 a night
- ► Continued to monitor performance, storage, and batch log file impacts with the 60,000-case rate increase
- ► Completed the fifth week of Case Purge processing in CalSAWS with the following statistics

Table 4.1.5-1 – Case Purge Completed Cases

CASES	NUMBER OF CASES
Completed	662,250
Remaining to process	995,963

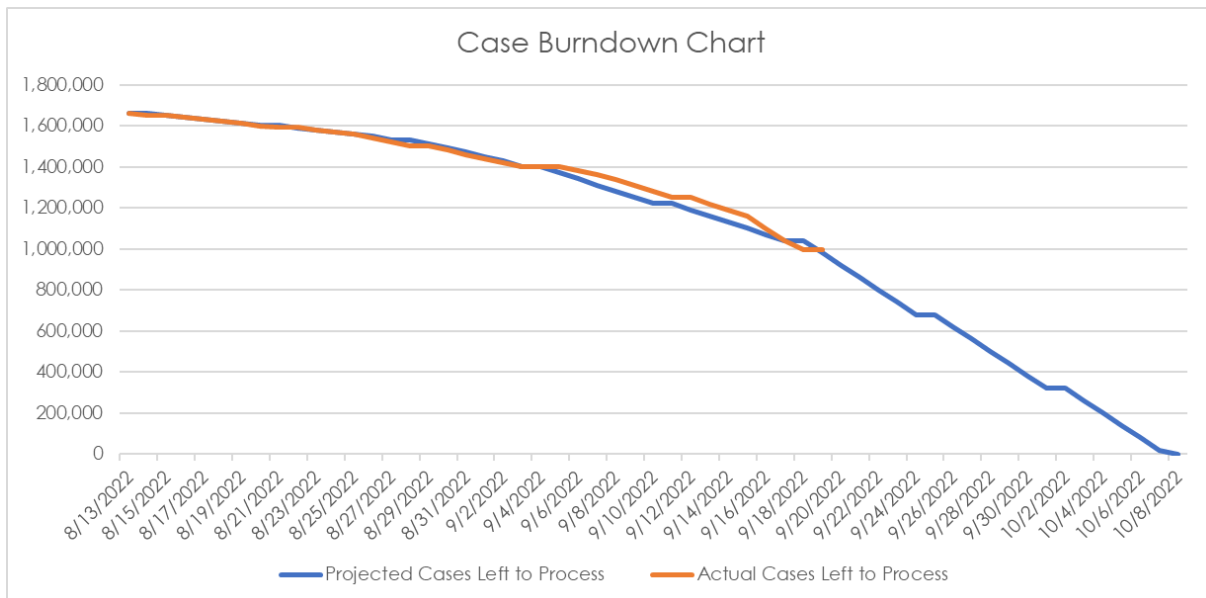**Figure 4.1.5-1 – Case Burndown Chart**

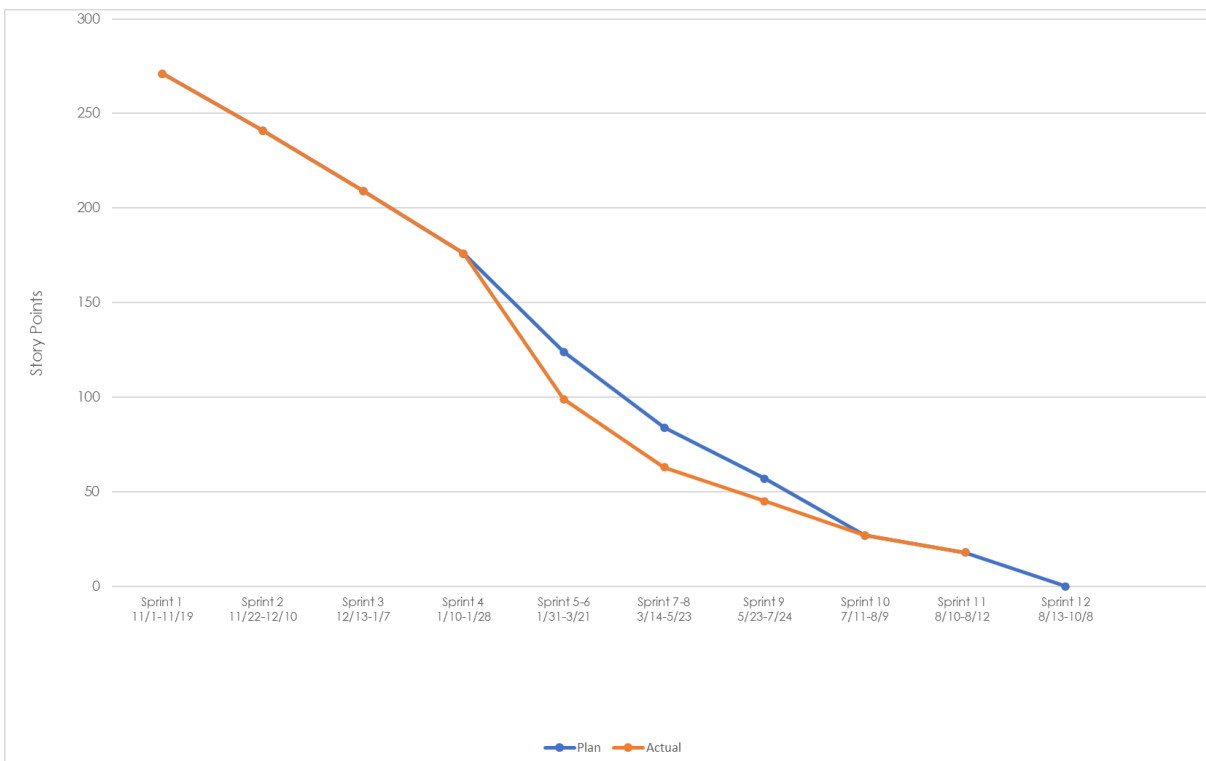**Figure 4.1.5-2 – Case Purge Sprint Burndown Chart**

Table 4.1.5-2 – Planned Purge Sprints

SPRINT NUMBER	SPRINT DESCRIPTION
Sprint 1 - 11	Completed
Sprint 12	Execution, Post Data Removal updates for Los Angeles County Time Limit Records

4.1.6   Deliverable Management

Table 4.1.6-1 – Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for the reporting period	

4.2   Activities for the Next Reporting Period

► Continue drafting designs for Migration Impact System Change Requests (SCRs)
► Continue test execution for CalSAWS 22.09 Release
► Continue processing cases through the data removal batch jobs

Deliverable Management

Table 4.2-1 – Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for next reporting period	

4.3   Upcoming Performance Tests

► Upcoming Performance tests planned for Batch, CalSAWS Core Batch, and Core Online
  o Batch/Core Batch
    ▪ Batch Performance testing for SCR CA-246043 – Table Partitioning
    ▪ Executed first baseline run on September 9, 2022
    ▪ Preparing for first partition run the week of September 19, 2022
  o Core Online

Table 4.3-1 – Core Online Upcoming Performance Cycle

Performance Cycle	Start Date	End Date	Status
22.09 Release	September 1, 2022	September 16, 2022	In progress
CalWIN Wave 1 Final Workload Mix	September 19, 2022	October 14, 2022	Not started
Contact Center eCCP	October 10, 2022	October 28, 2022	Not started
22.11 Release	October 31, 2022	November 18, 2022	Not started
CalWIN Wave 2	November 21, 2022	February 10, 2023	Not started

4.4 Deviations from Plan/Adjustments

► None for the reporting period

5.0 Conversion

5.1 Highlights of the Reporting Period

Table 5.1-1 – CalSAWS Conversion Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
5.1.1 CalWIN Conversion	• GDS#9 (Wave 2) is currently being masked for delivery/load into UAT2 by October 3, 2022 • Continued to communicate business mitigation options to address the Risk 258 Waves 2 thru 6 - 84 Cutover Window • Continued Golden Data Set 10 Wave 1 Go-Live Epic • Completed for Wave 1 (A) County Preparation Cutover on-schedule for September 19, 2022

5.1.1 CalWIN Conversion

► Continued to address open and unresolved Converted Data testing identified defects
► Continued Golden Data 10 Wave 1 go-live Epic. This Epic consists of the items to be completed and delivered with GDS #10 that will be included with Wave 1 go-live
► Completed conversion development and fit test for upcoming Wave 1 cutover A

Table 5.1.1-1 – CalWIN Conversion Statistics Golden Data Set (GDS) 10 Wave 1 go-live (August – October 2022)

|					GDS#10 W1 go-live							
							Item Status					
				0%	25%	30%	50%	75%	5%	100%	100%	0%
Sprint	Total - Deferred Items	Sprint Duration		Not Started	Analysis & Mapping in Progress	Ready for Consortium Review	Build In Progress	Ready for AT	On Hold	Completed (Tested)*	CNR	Deferred
Overall	123	8/22/2022	10/14/2022	17	20	0	7	11	0	48	0	0
GDS#10 Sprint 1	42	8/22/2022	9/2/2022	0	0	0	2	5	0	35	0	0
GDS#10 Sprint 2	60	9/5/2022	9/16/2022	16	20	0	5	6	0	13	0	0
GDS#10 Sprint 3	25	9/19/2022	9/30/2022	0	0	0	0	0	0	0	0	0
Hardening	TBD	10/3/2022	10/14/2022	1	0	0	0	0	0	0	0	0

5.1.2 CalWIN Conversion Defects (CDT, CDV, and UAT)

Table 5.1.2-1 – Open Converted Data Test (CDT), County Data Validation (CDV), and User Acceptance Test (UAT) Defects

Open Defects by Phase	Priority 1	Priority 2	Priority 3/Priority 4	Total
CDT	0	19	80	99
CDV	0	0	12	12
UAT	0	5	4	9
Total Open Defects	**0**	**24**	**96**	**120**

Defect Delivery by Golden Data Set (GDS)	Priority 1	Priority 2	Priority 3/Priority 4	Total
GDS#9	0	0	0	0
Wave 1 Go-Live	0	22	13	35
GDS#10	0	0	31	31
GDS#11	0	0	3	3
In Triage	0	2	49	51
Total Open Defects	**0**	**24**	**96**	**120**
Conversion Resolved	0	-8	-5	-13
Total Open Unresolved Defects	**0**	**16**	**91**	**107**

Figure 5.1.2-1– Open Converted Data Test (CDT) Defects by GDS
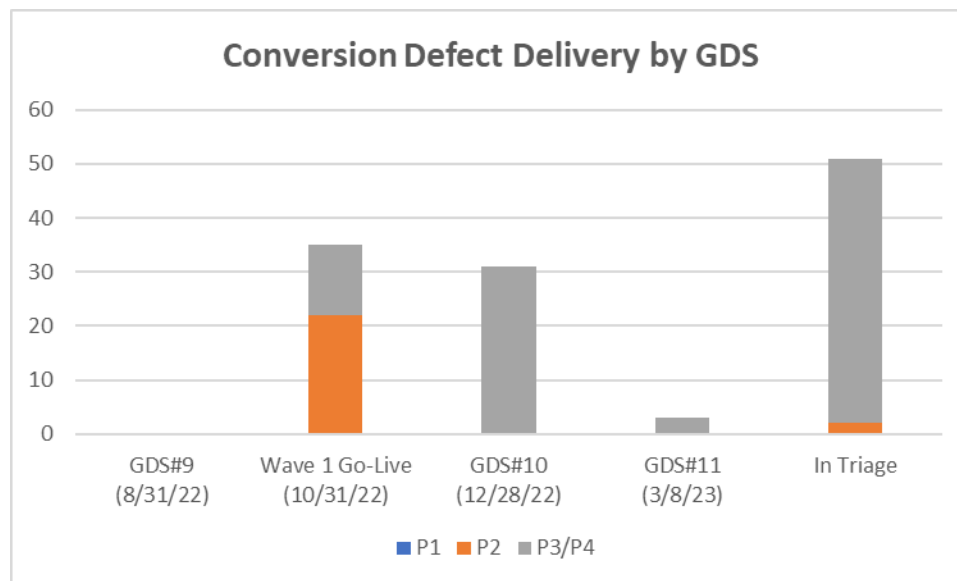
5.1.3   Gainwell Technologies

► CalWIN Document Migration
  o Continued delivery of Client Correspondence (CC) from CalWIN

5.1.4   Ancillary Systems Conversion

► Continued to address issues found in production dataset size files. These files are necessary for CalWIN Core Conversion orchestration and integrations
► Facilitated exception reports review sessions with the Ancillary Counties to address questions and concerns
► Delivered Wave 2 Ancillary Data Exceptions

Figure 5.1.4-1– Ancillary Systems Conversion Gantt Chart
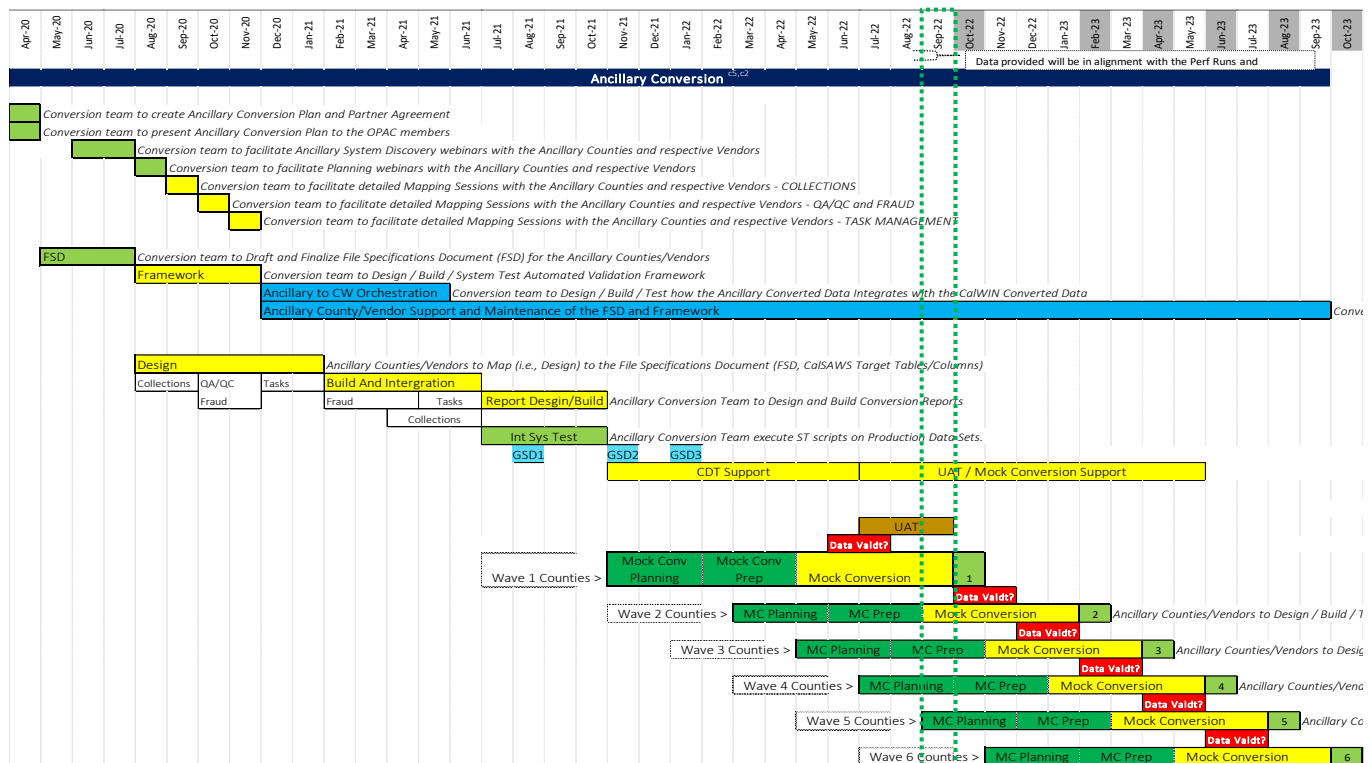
Table 5.1.4-2 – Ancillary Systems Conversion Milestones

FINISH	MILESTONE	MILESTONE DESCRIPTION	STATUS
July 2020	Project Kick-Off/Discovery Sessions	Team introductions and Project overview	Completed
August 2020	File Specification Document (FSD)	CalSAWS DB (structures) as Conversion Target	Completed
August 2020	Project Planning	Detailed walkthrough of the Project schedule and File Specification Document (FSD)	Completed
December 2020	Automation Framework Completed	Exception handing for Ancillary provided Data is ready for the Counties	Completed
February 2021	Design/Mapping	All CalSAWS DB Targets (defined in FSD) have Source Mappings from Ancillary	Completed
July 2021	Build	Development activities, dependent Design Mapping, are ready to Start (or are Completed)	Completed
January 2022	System Test	System Test execution, dependent on test scripts and Build Completed, are ready to Start (or are Completed)	Completed

FINISH	MILESTONE	MILESTONE DESCRIPTION	STATUS
June 2022	Integration Test	End-to-End Test execution, dependent on test scripts, System Test Completed and CDT completed, are ready to Start (or are Completed)	Completed
August 2023	Mock Conversion Ancillary System Data Delivered	Counties to delivery Ancillary System Data to the CalSAWS Conversion team as a Prerequisite to begin Mock Conversions	Wave 1 Completed, Wave 2-6 Not started
August 2023	Wave 1 – 6 Mock Conversions	Simulated Cutover Activities, dependent on Integration Test Completed, are ready to Start (or are Completed)	Wave 1 Completed, Wave 2-6 Not started
August 2023	Wave 1 – 6 Mock Conversion Data Validation	Validation of Data, (from Mock Conversion), are ready to Start (or are Completed)	Wave 1 Completed, Wave 2-6 Not started
October 2023	Wave 1 – 6 Conversion Cutovers	Execution of (live) Cutover Activities are ready to Start (or are Completed)	Not started

5.1.5   Deliverable Management

Table 5.1.5-1 – Conversion Deliverable Status for Current Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for the reporting period	

5.2 Activities for the Next Reporting Period

5.2.1 CalWIN Conversion

► Continue to complete Jira epics and issue aligned with Golden Data Set (GDS) delivery schedule
► Communicate Business Mitigation Options (to address the Risk 258 Waves 2 thru 6 - 84 Cutover Window) to CalWIN ISS (OPAC) on September 12, 2022
► Gainwell and Accenture Conversion continue to assess refactoring and SDLC timeline needed for the Risk 258 Business Impact Mitigation Options
► Support Wave 1 Counties during the 6-week County Preparation timeframe

5.2.2 Gainwell Technologies

► CalWIN Data Migration
  o Continue planning for future CalWIN extractions
► CalWIN Data Retention M&O
  o Continue planning for future data retention runs

5.2.3 Ancillary Systems Conversion

► Continue ongoing support for mapping and data extract activities on Ancillary Collections, Fraud, and Task Management
► Continue to update the Ancillary Systems file specifications documents (as needed)

5.2.4 Deliverable Management

Table 5.2.4-1 – Conversion Deliverable Status for Next Reporting Period

DEL #	DELIVERABLE NAME	STATUS
	None for next reporting period	

5.3 Deviations from Plan/Adjustments

► None for the reporting period

6.0   CalWIN Functional Support

6.1   Highlights of the Reporting Period

Table 6.1-1 – CalSAWS CalWIN Functional Support Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
N/A	• None to note for reporting period

► Supported CalSAWS 3x Weekly Leadership Meetings on September 12, 2022, September 14, 2022, and September 16, 2022 to collaborate on leadership items for the CalWIN release

► Supported Implementation Support Services (ISS) Team Leads Meetings on September 13, 2022 and September 15, 2022 to collaborate effectively

► Supported San Mateo County To-Be Business Process Reengineering (BPR) Closeout Sessions during September 12 – 16, 2022, upcoming sessions include:
  o Appeals/Hearings, Investigations, Income Eligibility Verification System (IEVS)
  o Re-Evaluation (RE)
  o Cash Assistance Program for Immigrants (CAPI)

► Supported Solano County To-Be Business Process Reengineering (BPR) Closeout Sessions during September 12 – 16, 2022, upcoming sessions include:
  o Valuables, Service Arrangements, Resource Databank (RDB)

► Supported Alameda County To-Be Business Process Reengineering (BPR) Closeout Sessions during September 12 – 16, 2022, upcoming sessions include:
  o Special Investigations
  o Employment Services and CalFresh Employment and Training (CFET)
  o Workload Assignment and Task Management
  o Lobby Management and Electronic Telephonic Signature
  o Benefit Recovery and Collections

► Supported Santa Clara County Configuration Sessions during September 12 – 16, 2022, upcoming sessions include:
  o CalSAWS Configuration Verification Sessions x4

► Supported County Preparation Phase during September 12 – 16, 2022, upcoming by:
  o County Preparation Metrics Dashboard Development
  o County Preparations Metrics Draft Walkthrough

► Supported CalSAWS County Preparation Phase Green Light Meeting – Wave 1 on September 14, 2022 for all project teams to report on progress towards Go-Live for County Preparation Phase

6.2   Activities for the Next Reporting Period

► Prepare for CalSAWS 3x Weekly Leadership Meetings on September 19, 2022, September 21, 2022, and September 23, 2022 to collaborate on leadership items for the CalWIN release

► Prepare for Implementation Support Services (ISS) Team Leads Meetings on September 20, 2022 and September 22, 2022 to collaborate effectively

► Prepare for Fresno County To-Be Business Process Reengineering (BPR) Closeout Sessions during September 19 – 23, 2022, upcoming sessions include:
  o Periodic Reporting (PR), Discontinuance, Re-Evaluation (RE)
  o Workload Management, Task Management
  o Appointments and Lobby Management
  o Appeals/Hearings, Investigations, Income Eligibility Verification System (IEVS)
  o General Relief (GR) and Cash Assistance Program for Immigrants (CAPI)
  o Service Arrangements, CBO
  o Benefit Recovery and Collections
  o Employment Services
  o Automated Actions and Pending Decisions

► Prepare for Alameda County To-Be Business Process Reengineering (BPR) Closeout Sessions during September 12 – 16, 2022, upcoming sessions include:
  o Child Welfare Services
  o Automated Actions and Pending Decisions
  o Special Investigations

► Prepare for Wave 1 County Preparation Phase during September 12 – 16, 2022, upcoming by:
  o Wave 1 County Prep Phase Office Hours x5
  o Daily Debrief: Wave 1 County Prep Phase x5

► Prepare for Wave 2 Process Simulation during September 12 – 16, 2022, upcoming by:
  o Wave 2 Process simulation data review plan

► Prepare for CalSAWS/Sacramento CAPI IAR Split Payment Discussion on September 20, 2022, to meet with Sacramento County to align on CAPI functionality

► Prepare for Virtual - Green Light - Release 22.09 on September 22, 2022, to overview status towards Wave 1 CalWIN migration go live

6.3   Deviations from Plan/Adjustments

► None for the reporting period

7.0   Technical Infrastructure

7.1   Highlights of the Reporting Period

Table 7.1-1 – CalSAWS Technical Infrastructure Status Agenda Topic

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
N/A	• None to note for reporting period

Table 7.1-2 – County Network Connectivity Readiness Status

CalWIN WAVE 1 COUNTIES			
NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**
Overall Network Interconnectivity	On track	100.0%	95.9%
Critical Path	On track	100.0%	100.0%

CalWIN WAVE 2 COUNTIES			
NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**
Overall Network Interconnectivity	On track	88.8%	69.4%
Critical Path	On track	100.0%	76.4%

CalWIN WAVE 3 COUNTIES			
NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**
Overall Network Interconnectivity	On track	64.8%	33.7%
Critical Path	On track	65.5%	53.4%

CalWIN WAVE 4 COUNTIES			
NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**
Project Networking Connectivity	On track	22.0%	11.3%
County Networking Connectivity	On track	17.1%	10.5%

► Wave 1
  o Completed all technical enablement and connectivity for Placer and Yolo Counties
  o Continued circuit bandwidth upgrades for Placer and Yolo Counties to support Enhanced Data Reporting (EDR)
  o Distributed Security and Compliance validation CalSAWS Requests for Information (CRFI) on August 29, 2022
► Wave 2
  o Continued to monitor risks for Santa Clara County
    ▪ Deployed and activated AT&T circuit on August 23, 2022. Risk rating lowered
    ▪ Level 3 circuit delivery date pending from TPX
    ▪ Comcast circuit scheduled for delivery on October 17, 2022

- o Completed integration with CalSAWS
    - Santa Clara County configuration changes completed; Defects identified,
    - Tulare and Contra Costa County testing completed
  - o Completed Interface Partner File Exchange Test (IPT) pre-readiness for Santa Clara, Tulare, and Contra Costa County
  - o Completed database connectivity tests (EDR, JDBC, Apex) for Tulare, and Contra Costa Counties
- ► Wave 3
  - o Continued to track secondary circuit activation for Orange and Ventura Counties
    - Crown Castle circuit delivery date October 19, 2022 from TPX
  - o Pending Ventura County response to CRFI 22-052 (due date of July 15, 2022) to seek and understand the business-critical services and applications which will be used by the Wave 3 CalWIN Counties; follow-up to be sent by August 9, 2022
  - o Distributed CalSAWS Requests for Information (CRFI) 22-062 to Wave 3 Counties to configure firewall policies and complete integration with CalSAWS with response due by September 2, 2022
  - o SD-WAN infrastructure installation for Orange, Santa Barbara, and Ventura Counties deployed
  - o Extranet enablement in progress
- ► Wave 4
  - o Site surveys completed for all counties in Wave 4
  - o Ongoing San Diego County Circuit delivery
    - AT&T circuit delivery cancelled by County (Previously scheduled for August 30, 2022)
    - Level 3 circuit delivery date pending from TPX
  - o Ongoing San Mateo County Circuit delivery
    - Both circuits (AT&T and Level 3) delivery date pending from TPX
  - o Ongoing Santa Cruz County Circuit delivery
    - Century link circuit delivered and activated
    - AT&T circuit delivery date pending from TPX
  - o Ongoing Solano County Circuit delivery
    - Comcast circuit delivered and activated
    - AT&T circuit delivery date pending from TPX
- ► CalWIN Counties
  - o Ongoing requirement gathering sessions around EDR in progress
  - o Enhanced Data Reporting (EDR) approved
    - New circuit orders submitted for Wave 2 – 6 Counties in anticipation of opting in for EDR and where additional bandwidth was required based on the completed assessment

7.2   Activities for the Next Reporting Period

- ► Submit Change requests for CalWIN Wave 4 Counties for approval
- ► Continue to work with Wave 3 Counties for CalSAWS integration, where new CRFI responses are received
- ► Schedule one-on-one low level design review sessions with the Wave 3 Counties for CalSAWS integration

► Continue to track circuit upgrades for Waves 1, and 2 for EDR enablement
► Continue to track circuit deliveries for Waves 2, 3, and 4

7.3 Deviations from Plan/Adjustments

► Three Counties (Santa Cruz, San Mateo, Solano) reported that site metrics and user counts furnished by CalWIN to CalSAWS (in response to CRFI 22-038) contain incorrect data
  o Evaluating data patterns and reconciling data
► Santa Clara County has changed the designated Point of Presence (PoP) site location resulting in previously completed procurement and planning tasks having to be re-done. This will result in a 3-month impact to all downstream tasks and milestones for Santa Clara County unless mitigated
  o Mitigation:
    ▪ Temporary installation (deployed on June 29, 2022) of 4G connection (at additional cost) which will allow the County to complete pre-readiness and technical enablement tasks. This will isolate the County from being on-hold for 2 months. However, procured circuits will need to be delivered before beginning Interface Partner Testing (IPT) and User Acceptance Testing (UAT) testing
    ▪ 4G connectivity for Santa Clara unusable due to poor 4G signal resulting in instability and unusable as a workaround
    ▪ Comcast 600x35Mbps - Construction delays (ISP) could result in an additional 2 months to deliver (Target: November 2022)
    ▪ AT&T 100Mbps – Delivered on August 23, 2022
    ▪ Level 3 100Mbps Circuit order placed as contingency while dependencies with Comcast and AT&T are resolved

8.0   Appendices

Appendix A – CalSAWS Deliverable Summary
Appendix B – CalSAWS Migration Work Plan Summary
Appendix C – CalSAWS DD&I Project Gantt Chart
Appendix D – CalSAWS Project Risks and Issues Report