

CalSAWS CalWIN
Implementation Support
Services (ISS) Weekly Status
Report

**Reporting Period: November 28, 2022 to
December 04, 2022**

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, December 1, 2022

Period: November 28, 2022 to December 04, 2022

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1 Project Management

1.1 Executive Summary

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Business Process Reengineering (BPR)	<ul style="list-style-type: none"> ▶ Executed Process Simulation scenarios with Contra Costa County participants (Wave 2) from 11/28/22 to 12/09/22.
Organizational Change Management (OCM)	<ul style="list-style-type: none"> ▶ Monitored and reported status of the Wave 2 change discussions. ▶ Additional 33 Change Discussions were completed by Tulare County as of 11/30/22. ▶ Continued to conduct the Change Discussion Guide (CDG) Prep Sessions with the Wave 3 Counties (last session happening on 12/06/22). ▶ Resolved final comments received for the County Change Guide/Change Discussion Guide (CCG/CDG) Final Work Products (FWPs) for the Wave 4, Group 1 Counties (San Mateo and Solano Counties). ▶ Received sign-off for the Solano County CCG/CDG FWP on 12/02/22. ▶ Made the final preparations to begin the Working Sessions for Wave 4, Group 2 on 12/05/22. ▶ Continued to develop the CCG/CDGs Work Products for the Wave 5 Counties. ▶ Opened the Wave 6 T-12 Survey on 11/28/22. ▶ Analyzed and prepared the results presentation for the Wave 2 T-3 Survey and reviewed the results with the Consortium on 12/01/22. ▶ Conducted testing and QA review of the Wave 1 T+6 Weeks Survey which opens on 12/05/22. ▶ Distributed the Wave 1 and Wave 2 Infographics to the Counties on 11/28/22. ▶ Distributed for the Wave 4 Newsletter #2 and Wave 5 Newsletter #1 on 11/29/22.
Training	<ul style="list-style-type: none"> ▶ Continued Wave 2 Counties' Web Based Training (WBT) for Early Training and Train the Trainer participants, and for all staff. ▶ Delivered Week 1 Wave 2 Early Training and Train the Trainer Instructor Led Training. ▶ Hosted Training Touchpoints with San Diego, San Mateo, Solano, and Santa Cruz Counties.
Implementation	<ul style="list-style-type: none"> ▶ Submitted the Wave 4 Readiness Dashboard and Packet CalSAWS Information Transmittal (CIT) for formal review. ▶ Submitted the Wave 2 County Prep Phase CIT and supporting materials for formal review. ▶ Command Center (CC) completed the fifth week of Post-Implementation support. ▶ Conducted additional analysis of the Wave 2 Post-Implementation model to accurately align resources to Wave 2 County-specific needs. ▶ Reviewed virtual and CC support channels for issues/trends and distributed two (2) Fact Sheets through the established review process.

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STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
	<ul style="list-style-type: none">▶ Collected, analyzed, and reported on metrics for Wave 1 Post-Implementation utilizing ServiceNow tickets, Interaction Tracker, and Zoom utilization data.▶ Shared topics and trends observed from Post-Implementation with OCM/Training for future communications, quick guides, and instruction.▶ Provided weekly report out of onsite personnel by location as well as future month projections to County leaders.

Table 1.1-1 – CalSAWS Executive Summary Agenda Topics

1.2 Highlights of the Reporting Period

- ▶ **Staff Onboarding**
 - Continued planning for and onboarding staff resources.
- ▶ **Information Coordination for CalWIN Counties**
 - Continued to collaborate with other teams to coordinate information for the CalWIN Counties.
- ▶ **County Work Plans**
 - **Critical Path Reporting Waves 1–6** – Developed weekly summary report and made available for review to the Consortium Leadership during the week of 11/30/22.
 - **Work Plan Updates** – Continued to facilitate the Work Plan updates for Wave 1 through Wave 6 with the Consortium project teams to improve Project Plan accuracy, updates, identify milestones, critical path, and cross-team dependencies. Escalations provided for items not on track in the Work Plans.
 - **Wave 6 County Work Plan** – Released Wave 6 County Work Plan. Completed initial sync to Jira.
- ▶ **Deliverables and Work Products – Submitted the following:**
 - None for the reporting period.

1.3 Activities for the Next Reporting Period

- ▶ **Staff Onboarding**
 - Continue planning for and onboarding staff resources.
- ▶ **Information Coordination for CalWIN Counties**
 - Continue to collaborate with other teams to coordinate information for the CalWIN Counties.
- ▶ **County Work Plans**
 - Continue updating Wave 1–6 County Work Plans for the Implementation Readiness Checklist.
- ▶ **Deliverables and Work Products – Submit the following:**
 - FDEL 01.23: Work Plan Monthly Updates – November 2022 on 12/05/22.
 - FDEL 02.23: Monthly Status Report – November 2022 on 12/05/22.
 - FDEL 03.07: Requirements Traceability Matrix (RTM) – Q7 on 12/05/22.
 - FDEL 07.06: County Change Guide – Wave 3 (Santa Barbara) on 12/07/22.
 - FDEL 07.07: County Change Guide – Wave 3 (Orange) on 12/07/22.
 - FDEL 07.08: County Change Guide – Wave 3 (Ventura) on 12/07/22.
 - DDEL 07.10: County Change Guide – Wave 4 (San Mateo) on 12/08/22.
 - DDEL 07.12: County Change Guide – Wave 4 (Solano) on 12/08/22.

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- FDEL 08.05: Master Training Plan Monthly Update – 05 on 12/05/22.
- FDEL 09.06: County Training Plan – Wave 3 (Santa Barbara) on 12/07/22.
- FDEL 09.07: County Training Plan – Wave 3 (Orange) on 12/07/22.
- FDEL 09.08: County Training Plan – Wave 3 (Ventura) on 12/07/22.

2 Business Process Reengineering (BPR)

2.1 Highlights of the Reporting Period

▶ Process Simulation

- Executed Process Simulation scenarios with Contra Costa County participants (Wave 2) from 11/28/22 to 12/09/22.

2.2 Activities for the Next Reporting Period

▶ Process Simulation

- Execute Process Simulation scenarios with Tulare County participants (Wave 2) from 12/12/22 to 12/23/22.

3 Organizational Change Management (OCM)

3.1 Highlights of the Reporting Period

▶ Wave 2 Change Discussion Guides

- Monitored and reported status of the Wave 2 change discussions.
- Additional 33 Change Discussions were completed by Tulare County as of 11/30/22.

▶ Wave 3 Change Discussion Guides

- Continued to conduct the CDG Prep Sessions with the Wave 3 Counties (last session happening on 12/06/22).
- Made final preparations to begin the CDG Office Hours for Wave 3 Counties starting on 12/05/22.

▶ Wave 4 Change Discussion Guides

- Reviewed San Mateo County and Solano County County's CDG FWP.
- Made the final preparations to begin the Working Sessions for Wave 4 Group 2 on 12/05/22.

▶ Wave 5 Change Discussion Guides

- Continued to develop the CDGs for the Wave 5 Counties.

▶ Change Readiness Surveys

- Opened the Wave 6 T-12 Survey on 11/28/22.
- Analyzed and prepared the results presentation for the Wave 2 T-3 Survey and reviewed the results with Consortium on 12/01/22.
- Conducted testing and QA review of the Wave 1 T+6 weeks Survey which opened on 12/05/22.

▶ Change Network Champion (CNC) Meetings

- Began developing the presentation for the December Wave 5 and Wave 6 CNC Meeting happening on 12/13/22.
- Began developing the presentation for the December Wave 3 and Wave 4 CNC Meeting happening on 12/15/22.

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- ▶ **Infographics**
 - Distributed the Wave 1 and Wave 2 infographics (Skip Issuance and WTW Resource Page) to the Counties on 11/28/22.
 - Began developing December infographics for Waves 2–6.
- ▶ **Newsletter**
 - Distributed the Wave 4 Newsletter #2 and Wave 5 Newsletter #1 on 11/29/22.
 - Began developing the December newsletters.

3.2 Activities for the Next Reporting Period

- ▶ **Wave 2 Change Discussion Guides**
 - Monitor and report status of the Wave 2 change discussions.
- ▶ **Wave 3 Change Discussion Guides**
 - Continue to conduct the CDG Prep Sessions with the Wave 3 Counties (last session happening on 12/06/22).
 - Begin CDG Office Hours for Wave 3 Counties starting on 12/05/22.
 - Submit Wave 3 CCG/CDG Final Deliverables (FDEL) to the Consortium on 12/07/22.
- ▶ **Wave 4 Change Discussion Guides**
 - Confirm dates for San Mateo County and Solano County's Change Discussion Kickoff and Prep Sessions for the month of January.
 - Send CRFI and CIT to confirm dates for Santa Cruz County and San Diego County's Change Discussion Kickoff and Prep Sessions.
 - Begin the Working Sessions for Wave 4 Group 2 on 12/05/22.
 - Submit Wave 4, Group 1 (San Mateo and Solano Counties) CCG/CDG Draft Deliverables (DDELs) to the Consortium on 12/08/22.
- ▶ **Wave 5 Change Discussion Guides**
 - Continue to develop the CDGs for the Wave 5 Counties.
- ▶ **Change Readiness Surveys**
 - Monitor the Wave 6 T-12 Survey, send remainders to the Counties to complete the surveys, and close out the survey on 12/09/22.
 - Present the Wave 2 T-3 results to the Wave 2 Counties.
 - Open the Wave 1 T+6 Weeks Survey on 12/05/22.
- ▶ **Change Network Champion (CNC) Meetings**
 - Send the Wave 1 and Wave 2 CNC meeting materials to the Counties (CNC presentation and minutes) on 12/05/22.
 - Review the presentation for the December Wave 5 and Wave 6 CNC Meeting with the Consortium.
- ▶ **Infographics**
 - Continue developing December Infographics (Wave 2–6) and review with the Consortium.
- ▶ **Newsletter**
 - Continue to develop the December newsletters and review with the Consortium.

4 Training

4.1 Highlights of the Reporting Period

- ▶ **Training Advisory Council**
 - Planning in progress for the Training Advisory Council (TAC) meeting on 12/14/22.

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- ▶ **Wave 2: Contra Costa, Tulare, and Santa Clara County Training**
 - Completed week 9 of WBTs for Early Training and Train the Trainer participants, and week 6 of WBTs for all end users training.
 - Completed Week 1 of ILT delivery for Early Training and Train the Trainer.
 - Hosted Administrative Functions Webinars on 11/29/22.
- ▶ **Classroom Planning and Scheduling**
 - Continued planning classroom and scheduling logistics for Counties in all Waves.
- ▶ **Wave 3 – Wave 6 Planning**
 - Continued updating training materials with Wave 4 County-specific content.
 - Hosted training touchpoint with San Diego County.
 - Hosted training touchpoint with San Mateo County.
 - Hosted training touchpoint with Santa Cruz County.
 - Hosted training touchpoint with Solano County.

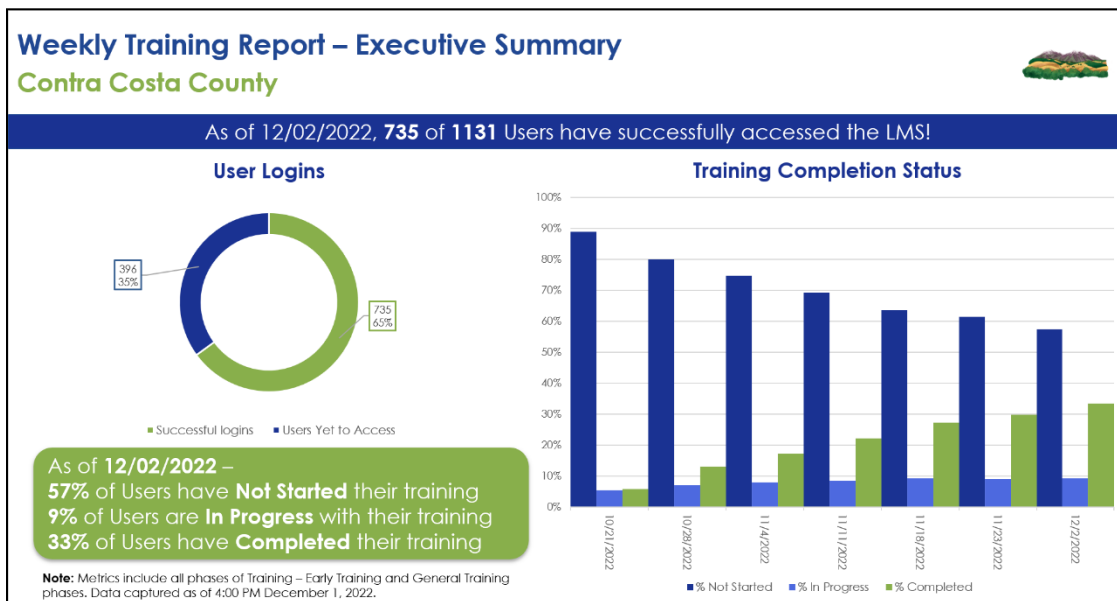


Figure 4.1-1 – Weekly WBT Training Report – Contra Costa County

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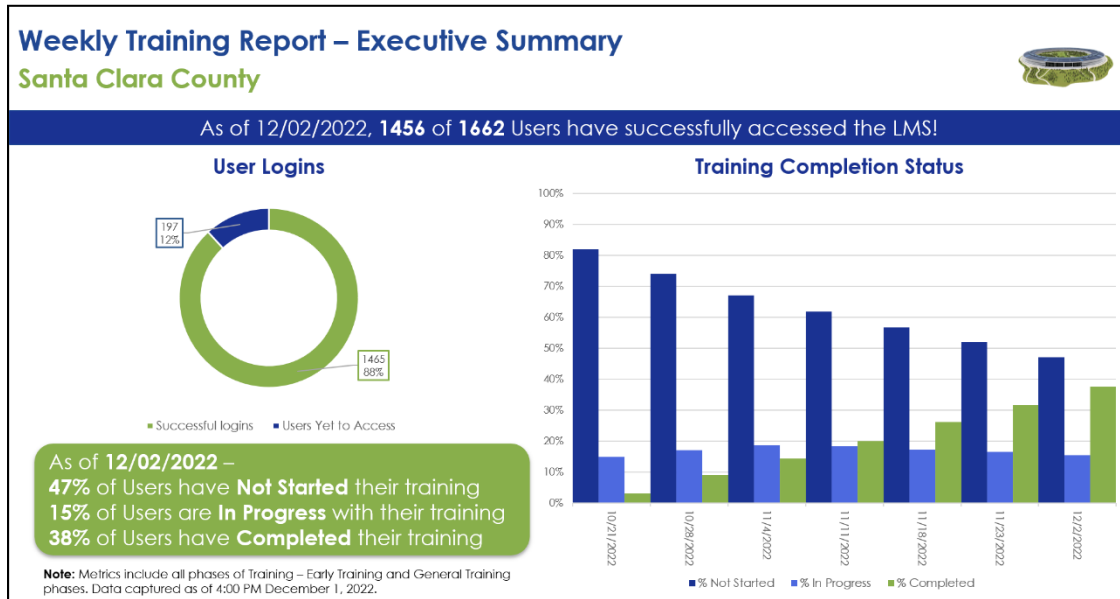


Figure 4.1-2 – Weekly WBT Training Report – Santa Clara County

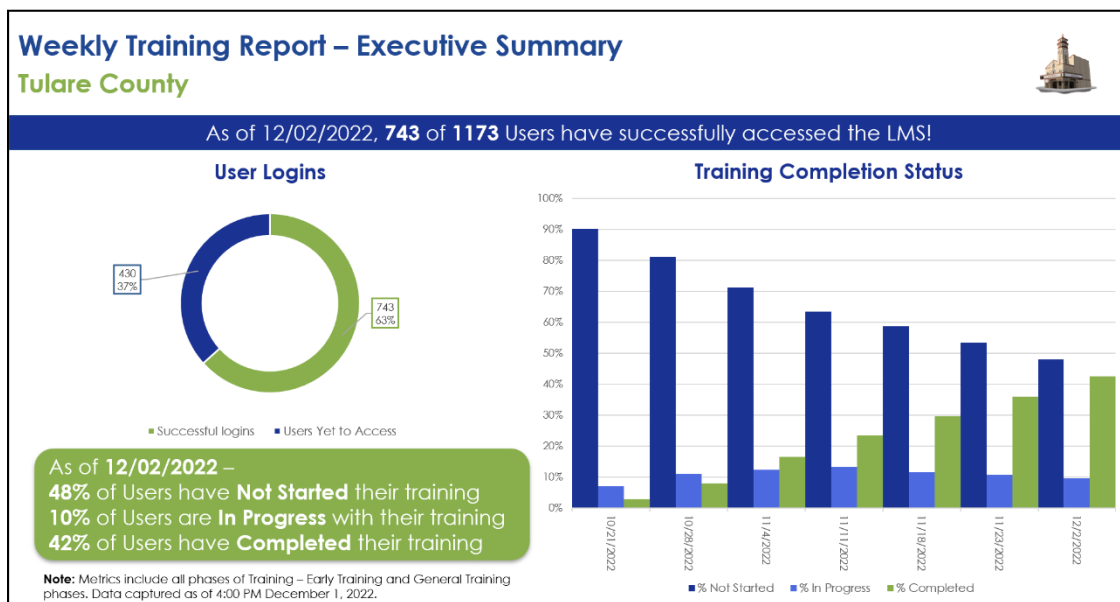


Figure 4.1-3 – Weekly WBT Training Report – Tulare County

4.2 Activities for the Next Reporting Period

- ▶ **Wave 2: Contra Costa, Tulare, and Santa Clara County Training**
 - Continue ILTs for Early Training and Train the Trainer participants.
 - Continue WBTs for all End Users.
- ▶ **Classroom Planning and Scheduling**
 - Continue planning classroom and scheduling logistics for Counties in all Waves.
- ▶ **Waves 3–6 Planning**
 - Continue analysis of County-specific training content.
 - Host Training Touchpoint with San Diego County.
 - Host Training Touchpoint with Orange County.

5 Implementation

5.1 Highlights of the Reporting Period

► Readiness Dashboard and Packet

- Continued the Readiness Dashboard and Packet updates for Wave 2, Wave 3, and Wave 4.
- Submitted Wave 4 Readiness Dashboard and Packet CIT Draft for formal review on 11/30/23.
- Scheduled initial walkthrough of Readiness Dashboard with Wave 4 counties on 12/02/23 for 12/07/23.

► County Prep Phase

- Completed updates to Wave 2 County Prep CIT and Materials and submitted for format review on 11/30/22.

► Lead TOSS/IPOC Meetings

- Conducted walkthrough of the county checklist on TOSS/IPOC meetings for Santa Barbara County (11/29/22), Santa Clara County (11/30/22), Sonoma County (11/30/22), Contra Costa County (11/30/22), Solano County (12/01/22), and Tulare County (12/01/22).

► Post-Implementation Support

- CC completed Week 5 of Post-Implementation support.
- Conducted additional analysis of Wave 2 Post-Implementation model to accurately align resources to county onsite and virtual support for Wave 2.
- Conducted TOSS/IPOC meetings for W2 to confirm county profile information.
- Reviewed Virtual Support and CC channels for issues/trends and distributed two Fact Sheets through established review process.
- Collected, analyzed, and reported on metrics for W1 Post-Implementation utilizing ServiceNow tickets, Interaction Tracker, and Zoom utilization data.
- Shared topics and trends observed from Post-Implementation with OCM/Training for future communications, quick guides, and instruction.
- Provided weekly report out of onsite personnel by location and future month projections to County leadership.
- Prepared the initial draft for Del-11 Post-Implementation Wave Completion Report for internal review.

5.2 Activities for the Next Reporting Period

► Post-Implementation Support

- Continue to monitor onsite requirements for support needs for additional resources.
- Continue to troubleshoot issues and log incidents in ServiceNow/Daily Issue Tracker.
- Review and distribute Fact Sheets for end user knowledge and awareness of issues. Coordinate inputs from content SMEs/ISS team/reviewers for distribution.
- Provide project production and County ops updates for Wave 1 implementation.
- Synthesize end-of-day/weekly metrics reports for the CC and Virtual Support teams.
- Review issues/trends reported from the field and determine if coordination with project teams require additional training, communication, or timely system fixes.
- Prepare for holiday coverage for onsite resourcing needs for week of 12/26/22.
- Conduct Retrospective Session on Implementation Management on 12/6/22.

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- Share draft Del-11 Post Implementation Wave Completion Report for implementation managers review and feedback.
- ▶ **Readiness Dashboard and Packet**
 - Distribute Waves 2 and 3 December 2022 Readiness Packets and Dashboards to the Counties.
 - Conduct Wave 4 Readiness Dashboard walkthrough on 12/07/22.
 - Distribute initial Wave 4 Readiness Dashboard and Packet to the Counties.
- ▶ **Lead TOSS/IPOC Meetings**
 - Conduct TOSS/IPOC meeting for Orange (12/07/22) and Ventura (12/07/22) Counties.
 - Conduct Wave 6 Workplan and Checklist Kickoff (12/06/22).
- ▶ **Global IPOC/Wave IPOC**
 - Conduct final Global IPOC meeting for December 2022 and finalize plan for Wave IPOC meetings beginning January 2023.
- ▶ **County Prep Phase**
 - Distribute Wave 2 County Prep Phase CIT and Supporting Materials to the Wave 2 Counties.

6 Appendices

6.1 Appendix A – Deliverable Summary

Deliverable Status by Submission

		Complete	Coming Soon	WAC Approval Pending		
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
01.22	Work Plan Monthly Updates – October 2022	N/A	N/A	N/A	11/02/22	11/21/22
01.23	Work Plan Monthly Updates – November 2022	N/A	N/A	N/A	12/05/22	12/18/22
02	Monthly Status Report – Initial	12/04/20	12/18/20	01/05/21	01/12/21	05/13/22
02.22	Monthly Status Report – October 2022	N/A	N/A	N/A	11/02/22	11/15/22
02.23	Monthly Status Report – November 2022	N/A	N/A	N/A	12/05/22	12/14/22
03	Requirements Traceability Matrix Initial	12/22/20	01/07/21	02/01/21	02/16/21	02/23/21
03.07	Requirements Traceability Matrix – Quarter 7	N/A	N/A	N/A	12/05/22	12/14/22
04	Business Process Reengineering Plan	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
07.01	County Change Guide – Wave 2 (Contra Costa)	N/A	N/A	09/12/22	10/03/22	10/12/22
07.04	County Change Guide – Wave 2 (Santa Clara)	N/A	N/A	09/12/22	10/03/22	10/12/22
07	County Change Guide – Wave 3 (Santa Barbara, Ventura, and Orange)	N/A	N/A	11/14/22	12/07/22	12/16/22
08	Master Training Plan	10/27/21	11/08/21	05/13/22	06/06/22	06/13/22
08.04	Master Training Plan Monthly Update - 04	N/A	N/A	N/A	11/02/22	11/15/22
08.05	Master Training Plan Monthly Update - 05	N/A	N/A	N/A	12/05/22	12/14/22
09	County-Specific Training Plan – Wave 2 (Santa Clara and Tulare)	N/A	N/A	09/16/22	10/17/22	10/19/22
09	County-Specific Training Plan – Wave 3 (Santa Barbara, Ventura, and Orange)	N/A	N/A	11/14/22	12/07/22	12/16/22
09	County-Specific Training Plan – Wave 4 (San Diego, San Mateo, Santa Cruz, and Solano)	11/18/22	12/13/22	01/05/22	01/31/23	02/09/23
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

Figure 6.1-1 – Deliverable Status by Submission

Upcoming Deliverable Deadlines

DEL #	Deliverable Name	Status	Next Deadline
01.23	Work Plan Monthly Updates – November 2022	On Track	FDEL submission 12/05/22 FDEL approval 12/18/22
02.22	Monthly Status Report – October 2022	On Track	FDEL submission 12/05/22 FDEL approval 12/14/22
03.07	Requirements Traceability Matrix – Quarter 7	On Track	FDEL submission 12/05/22 FDEL approval 12/14/22
07.06	County Change Guide – Wave 3 (Santa Barbara)	On Track	FDEL submission 12/07/22 FDEL approval 12/16/22
07.07	County Change Guide – Wave 3 (Orange)	On Track	FDEL submission 12/07/22 FDEL approval 12/16/22
07.08	County Change Guide – Wave 3 (Ventura)	On Track	FDEL submission 12/07/22 FDEL approval 12/16/22

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DEL #	Deliverable Name	Status	Next Deadline
08.05	Master Training Plan Monthly Update - 05	On Track	FDEL submission 12/05/22 FDEL approval 12/14/22
09.06	County-Specific Training Plan – Wave 3 (Santa Barbara)	On Track	FDEL submission 12/07/22 FDEL approval 12/16/22
09.07	County-Specific Training Plan – Wave 3 (Orange)	On Track	FDEL submission 12/07/22 FDEL approval 12/16/22
09.08	County-Specific Training Plan – Wave 3 (Ventura)	On Track	FDEL submission 12/07/22 FDEL approval 12/16/22

Table 6.1-2 – Upcoming Deliverable Deadlines

Work Product Status by Submission

ID	Work Product Name	DWP	FWP	Final Approval
07	County Change Guide – Wave 3 (Ventura and Orange)	10/10/22	10/31/22	11/07/22
07.10	County Change Guide – Wave 4, Group 1 (San Mateo)	11/03/22	11/23/22	12/02/22
07.12	County Change Guide – Wave 4, Group 1 (Solano)	11/01/22	11/22/22	12/01/22
09	County-Specific Training Plans – Wave 3 (Ventura and Orange)	10/07/22	10/31/22	11/07/22
09	County-Specific Training Plans – Wave 4 (San Mateo, Solano, Santa Cruz, and San Diego)	11/18/22	12/13/22	12/20/22

Figure 6.1-3 – Work Product Status by Submission

Upcoming Work Product Deadlines

WP #	Work Product Name	Status	Next Deadline
07.10	County Change Guide – Wave 4, Group 1 (San Mateo)	Pending County Approval	FWP submitted 11/23/22 FWP approval 12/02/22
07.12	County Change Guide – Wave 4, Group 1 (Solano)	On Track	FWP submitted 11/22/22 FWP approved 12/02/22

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	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	Open	4	Medium	03/03/21

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
	multi-vendor CalSAWS ecosystem may impact business operations	magnifies the potential impact to business operations and benefits to the participants.				
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.	Wave 1: Closed Wave 2–6: Open	5	Wave 1: Low Wave 2–6: High	11/03/21
262	The CalWIN counties may not be fully prepared for go-live if they do not have sufficient or timely information	The CalWIN counties and County Directors have voiced concern that they do not have sufficient information or direction from the CalWIN ISS team to adequately prepare for go-live. In some cases, they have begun creating their own materials based on what they understand. If the counties do not have a framework within which to prepare, they may not be ready for cutover. This includes clear communication and timelines for what is needed to be completed by when, readiness checklists, early conversations on the transition from the current state to the future state, and clear direction.	Wave 1: Closed Wave 2–6: Open	Wave 1: 4 Wave 2–4: 3 Wave 5–6: 2	Wave 1: Low Wave 2: Low Wave 3–4: Medium Wave 5–6: 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	Wave 1: Closed Wave 2–6: Open	Wave 1–3: 4 Wave 4–6: 3	Medium	01/13/22

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
		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.				
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.	Wave 1: Closed Wave 2–6: Open	3	Wave 1: Low Wave 2–6: Medium	01/12/22
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	Wave 1: Closed Wave 2–6: Open	4	Wave 1: Low Wave 2–6: Medium	06/28/22

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
		<p>paused due to the coordination needed with project teams on Pre- and Post-Deployment Support roles, responsibilities, tasks, activities, and resources. DDEL 10 will be revised in working sessions with the project teams, and the draft deliverable is targeted to be resubmitted on July 15, 2022. Based on the deliverable process, the earliest the DEL 10 is likely to be finalized is August 18, 2022. The most immediate impact is to the Wave 1 counties. Without adequate information, neither the project nor county teams can prepare for post-implementation support, and county post-implementation support might be insufficient, disorganized, and/or ineffective</p>				
279	<p>CalWIN Counties may not be prepared to reconcile Fiscal and submit State Reports, timely, as they Migrate to CalSAWS</p>	<p>As CalWIN migrates to CalSAWS, counties may need assistance (from the project) on how to reconcile Fiscal reports as they prepare to submit State reports to CDSS on a monthly basis (and timely)</p>	Open	<p>Wave 1: 3 Wave 2–6: 4</p>	Medium	09/14/22

Table 6.2-1 – Project Risks and Issues

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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
0344-22	PPOCs (Contra Costa, Placer, Yolo, Santa Clara, Tulare); Consortium Regional Mangers (R1, R2, R4); Consortium Section Directors	Wave 1 and 2 CalSAWS Infographics #7	CalWIN Migration	11/29/2022	Helen Cruz	Araceli Gallardo
0345-22	PPOCs (San Diego, San Mateo, Santa Cruz, Solano)	Wave 4 – The CalSAWS Scoop Newsletter #2	CalWIN Migration	11/29/22	Helen Cruz	Araceli Gallardo
0346-22	Consortium Regional Mangers R1, R5); Consortium Section Directors	Wave 5 – The CalSAWS Scoop Newsletter #1	CalWIN Migration	11/29/22	Helen Cruz	Araceli Gallardo

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 for this reporting period.						

Table 6.2-3 – CRFIs

6.3 Appendix C – Project Work Plan Reports

Project Timeline

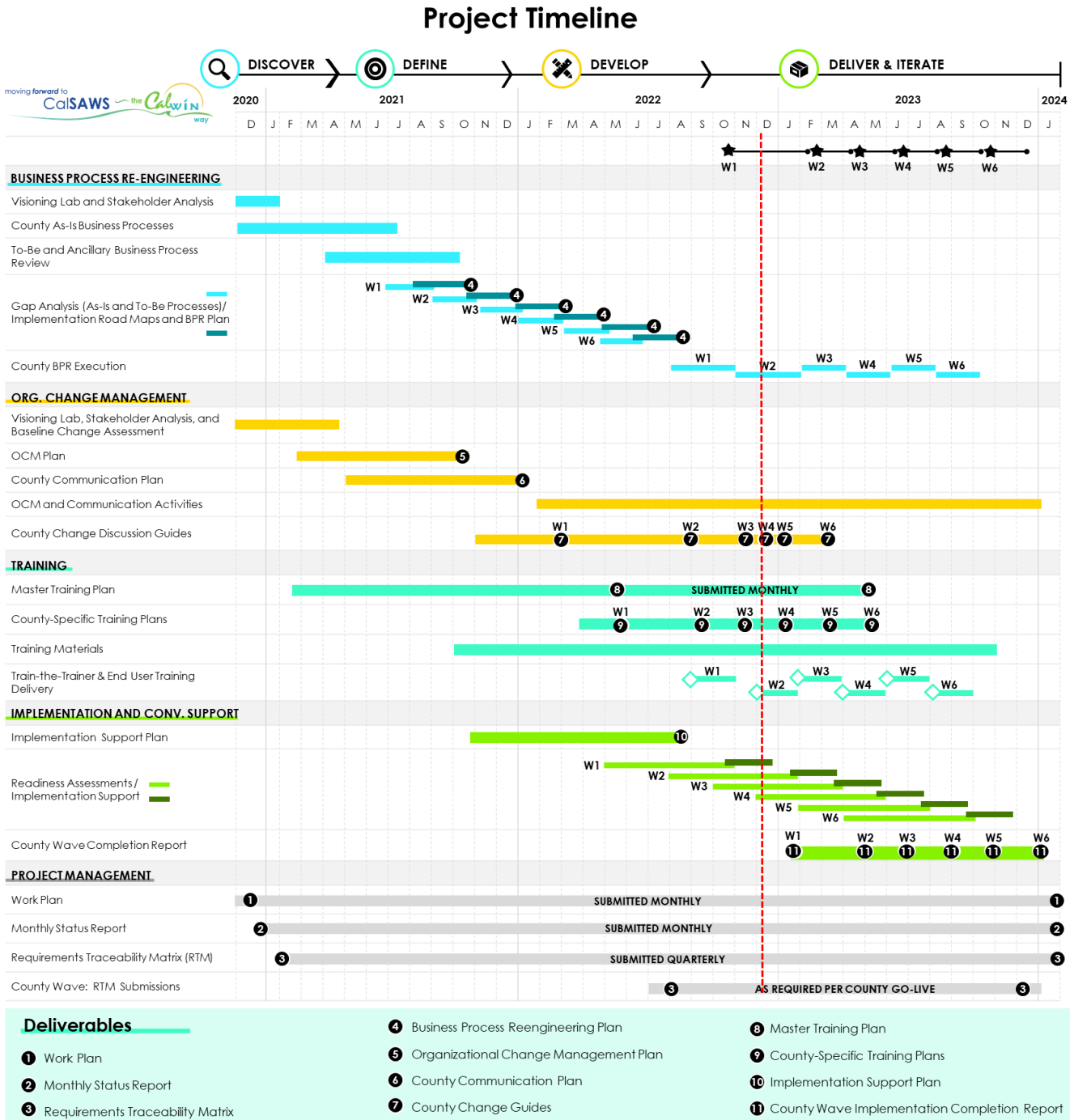


Figure 6.3-1 – Project Timeline

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, December 1, 2022

Period: November 28, 2022 to December 04, 2022

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