

CalSAWS CalWIN
Implementation Support
Services (ISS) Weekly Status
Report

**Reporting Period: December 19, 2022 to
January 1, 2023**

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1.0 Project Management

1.1 Executive Summary

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Business Process Reengineering (BPR)	<ul style="list-style-type: none">▶ Executed Process Simulation scenarios with Tulare County participants (Wave 2) from 12/12/22 to 12/16/22.
Organizational Change Management (OCM)	<ul style="list-style-type: none">▶ Conducted the first Wave 3 Weekly PPOC Meeting to discuss the status of the Wave 3 change discussions – Ventura County has completed the majority of change discussions but will complete them in January; Orange County has begun change discussions; and Santa Barbara has begun change discussions and plans to be complete by 02/27/23.▶ Conducted the Solano and San Mateo County Change Discussion Kickoffs on 12/22/22.▶ Submitted the Change Discussion Guide/County Change Guide (CDG/CCG) Draft Work Products (DWP) to the Wave 4, Group 2 Counties (San Diego and Santa Cruz Counties) on 12/19/22.▶ Continued to develop the CDGs for the Wave 5 Counties.▶ Met with San Francisco and San Luis Obispo Counties on 12/22/22 to review their Wave 6 T-12 survey results.▶ Conducted the Wave 2 Change Network Champions (CNC) Meeting on 12/20/22.▶ Distributed the December Infographics (Wave 3–6) to the Counties on 12/20/22.▶ Distributed the December Newsletter to the Counties on 12/22/22.
Training	<ul style="list-style-type: none">▶ Continued Wave 2 Counties' Web Based Training for all staff.▶ Continued Wave 3 Counties' Web Based Training for Early Training and Train the Trainer participants.▶ Started Wave 3 Counties' Web Based Training for all staff.▶ Hosted Training Touchpoints with Santa Clara, Solano, San Diego, Orange, and San Mateo Counties.

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STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
Implementation	<ul style="list-style-type: none"> ▶ Distributed the Readiness Dashboard and Packet for Wave 2 Counties. ▶ Conducted the Wave 2 County Prep Kickoff on 12/20/22. ▶ Command Center (CC) completed the eighth and ninth weeks of Post-Implementation support. ▶ Continued development of the Wave 2 Post-Implementation model to align resources to Wave 2 County-specific needs. ▶ Continued planning for Wave 3 Post-Implementation support. ▶ Reviewed virtual and CC support channels for issues/trends and distributed four Fact Sheets through the established review process. ▶ Conducted planning and resourcing for W2 county site visits. ▶ Collected, analyzed, and reported on metrics for Wave 1 Post-Implementation using ServiceNow tickets, Interaction Tracker, and Zoom utilization data. Participated in Wave 1 Lesson Learned Retrospective. ▶ 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 to Counties. ▶ Participated in QA assessment of the Wave 2 Support Staffing Model. ▶ Initiated Wave 2 Go-Live Packet Strike team meetings to identify additions or removal of items from the Wave 1 Packet. ▶ Initiated activities for Wave 2 Post Go-live workload discussion with the Counties.

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 12/21/22.
 - **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.
- ▶ **Deliverables and Work Products – Submitted the following:**
 - DWP 07.09: County Change Guide – Wave 4 (San Diego) on 12/19/22.
 - DWP 07.11: County Change Guide – Wave 4 (Santa Cruz) on 12/19/22.
 - FWP 09.09: County Training Plan – Wave 4 (San Diego) on 12/19/22.
 - FWP 09.12: County Training Plan – Wave 4 (Solano) on 12/19/22.

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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 07.12: County Change Guide – Wave 4 (Solano) on 01/03/23.
 - FDEL 08.06: Master Training Plan Monthly Update – 06 on 01/05/23.
 - FDEL 01.24: Work Plan Monthly Updates – December 2022 on 01/06/23.
 - FDEL 02.24: Monthly Status Report – December 2022 on 01/06/23.

2.0 Business Process Reengineering (BPR)

2.1 Highlights of the Reporting Period

- ▶ **Process Simulation**
 - Started planning and preparation activities for Orange County.
 - Started scenario modification for additional process flow coverage.
- ▶ **Configuration**
 - Facilitated a Configuration Verification Kickoff session with Orange County.
 - Refined Max Caseload Split approach.
 - Updated Configuration documents for County Security Roles.

2.2 Activities for the Next Reporting Period

- ▶ **Process Simulation**
 - Kick off touchpoint meetings with Wave 3 Counties the week of 01/03/23. These touchpoint meetings will continue for the next four (4) weeks.
 - Review process simulation scenarios with Orange County on 01/03/23.
 - Continue planning and preparation activities for all Wave 3 Counties.
 - Finalize weekly meeting schedule for Santa Barbara and Ventura Counties.
- ▶ **Configuration**
 - Continue the Configuration Verification sessions for Orange County.
 - Plan configuration sessions for Ventura and Santa Barbara Counties.

3.0 Organizational Change Management (OCM)

3.1 Highlights of the Reporting Period

- ▶ **Wave 3 Change Discussion Guides**
 - Conducted the first Wave 3 Weekly PPOC Meeting to discuss status of Wave 3 change discussions – Ventura County has completed the majority of change discussions but will complete them in January; Orange County has begun change

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- discussions; and Santa Barbara County has begun change discussions and plans to be complete by 02/27/23.
- Submitted FDELs for Wave 3 CCGs/CDGs.
- ▶ **Wave 4 Change Discussion Guides**
 - Reviewed the Wave 4 Prep Session presentation with the Consortium on 12/20/22.
 - Conducted the Solano and San Mateo County Change Discussion Kickoffs on 12/22/22.
 - Submitted the CDG/CCG DWPs to the Wave 4, Group 2 Counties (San Diego and Santa Cruz Counties) on 12/19/22.
- ▶ **Wave 5 Change Discussion Guides**
 - Continued to develop the CDGs for the Wave 5 Counties.
- ▶ **Change Readiness Surveys**
 - Met with San Francisco and San Luis Obispo Counties on 12/22/22 to review their Wave 6 T-12 survey results.
 - Analyzed the Wave 1 T+6 Survey results and develop the presentations for the surveys.
- ▶ **Change Network Champion (CNC) Meetings**
 - Prepared and gathered the post-CNC Session materials and sent them out to Waves 3 & 4 and Waves 5 & 6 on 12/23/22.
 - Conducted the Wave 2 CNC Dry Run with the Consortium and Implementation teams on 12/19/22.
 - Conducted the Wave 2 CNC Meeting on 12/20/22.
- ▶ **Infographics**
 - Distributed the December Infographics (Wave 3–6) to the Counties on 12/20/22.
- ▶ **Newsletter**
 - Distributed the December Newsletter to the Counties on 12/22/22.

3.2 Activities for the Next Reporting Period

- ▶ **Wave 3 Change Discussion Guides**
 - Continue to monitor and report ongoing change discussions taking place in the Wave 3 Counties.
- ▶ **Wave 4 Change Discussion Guides**
 - Conduct Wave 4, Group 1 Prep Sessions on 01/09/22.
 - Receive DWP comments from the Wave 4 Group 2 Counties on 01/04/23.
 - Review DWP comments received from the Wave 4 Group 1 Counties.
 - Send out the Kickoff materials to Solano and San Mateo Counties.
- ▶ **Wave 5 Change Discussion Guides**
 - Continue to develop the CDGs for the Wave 5 Counties.
- ▶ **Change Readiness Surveys**
 - Analyze the Wave 1 T+6 Survey results and develop the presentations for the surveys.
- ▶ **Change Network Champion (CNC) Meetings**
 - Send out the CNC Wave 2 CNC materials to Wave 2 Counties on 01/03/23.
 - Begin developing slides for Waves 5 & 6 CNC Session.
- ▶ **Infographics**
 - Begin developing the January Infographics for Waves 2–6.
- ▶ **Newsletter**
 - Begin developing the Newsletter Wave 2 #4.

4.0 Training

4.1 Highlights of the Reporting Period

- ▶ **Training Advisory Council**
 - Started preparing for Training Advisory Council (TAC) meeting on 01/25/23.
- ▶ **Wave 2: Contra Costa, Tulare, and Santa Clara County Training**
 - Completed weeks 9 & 10 of WBTs for End User training.
 - Hosted training touchpoints with Santa Clara County.
 - Conducted room connectivity testing for End User ILTs.
 - Presented Training updates at Wave 2 Change Network Champion meeting.
 - Completed LMS enrollment for ILTs for all End Users.
 - Completed manual data preparation and data allocation for Week 1 of End User ILTs.
- ▶ **Wave 3: Orange, Santa Barbara, and Ventura County Training**
 - Completed weeks 4 & 5 of WBTs for Early Training and Train the Trainer participants.
 - Completed weeks 1 & 2 of WBTs for all staff.
 - Started room connectivity testing for Early Training and Train the Trainer ILTs.
- ▶ **Classroom Planning and Scheduling**
 - Continued planning classroom and scheduling logistics for Counties in all Waves.
- ▶ **Wave 4 – Wave 6 Planning**
 - Continued updating training materials with Wave 4 County-specific content.
 - Hosted training touchpoint with Solano County.
 - Hosted training touchpoint with San Diego County.
 - Hosted training touchpoint with Orange County.
 - Hosted training touchpoint with Alameda County.
 - Hosted training touchpoint with San Mateo County.

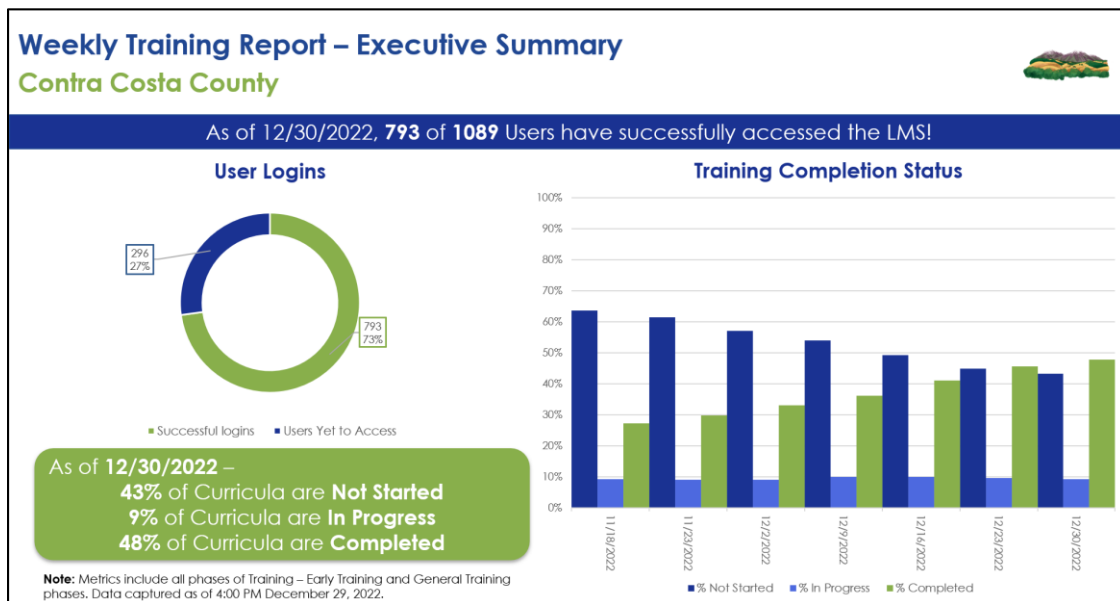


Figure 4.1-1 – Weekly WBT Training Report – Contra Costa County

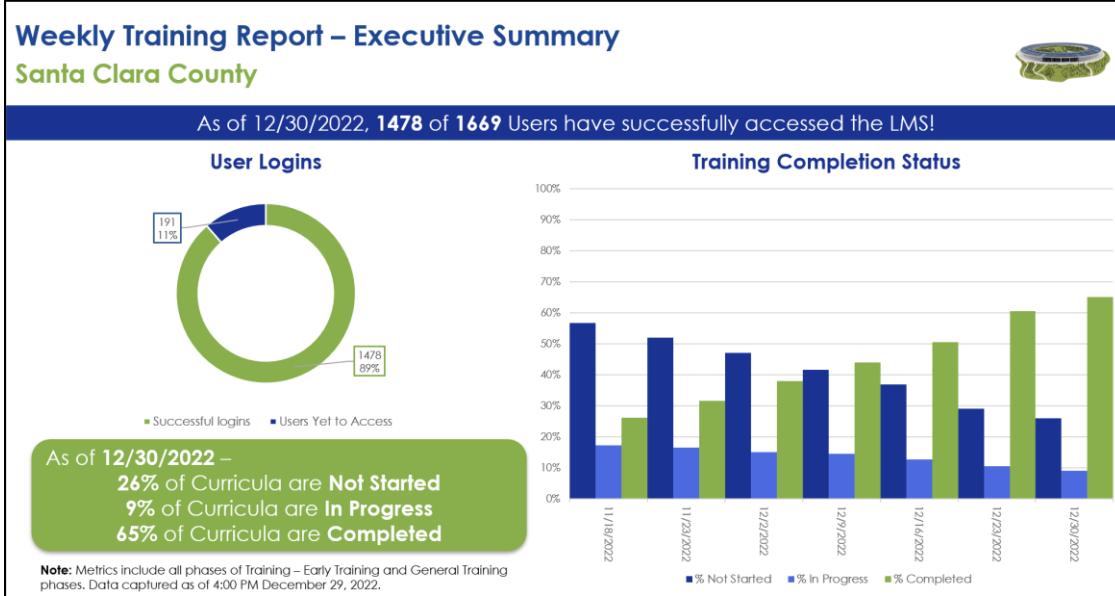


Figure 4.1-2 – Weekly WBT Training Report – Santa Clara County

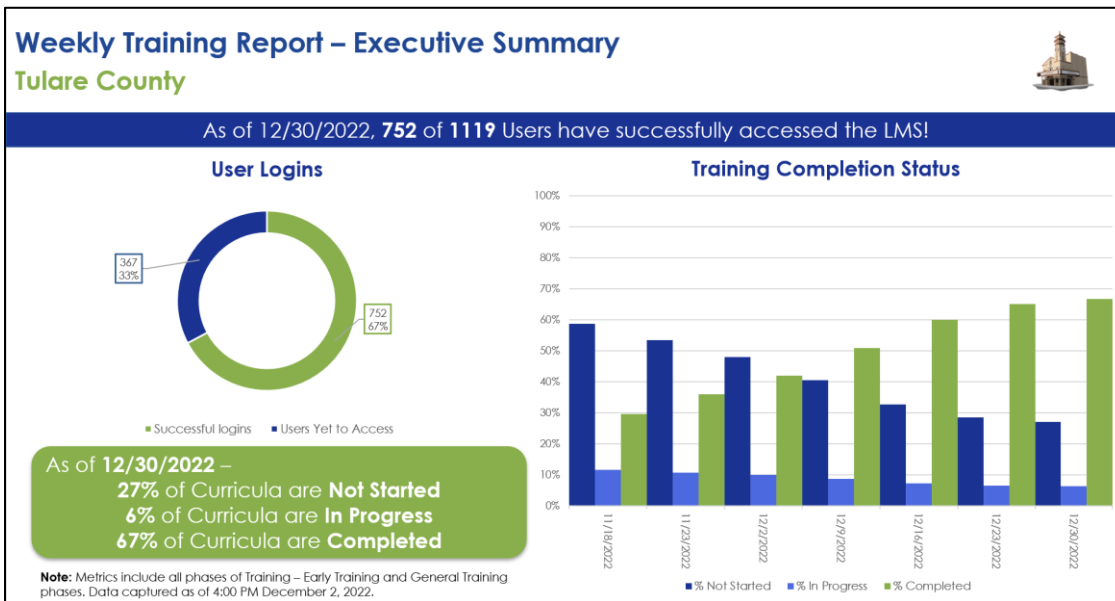


Figure 4.1-3 – Weekly WBT Training Report – Tulare County

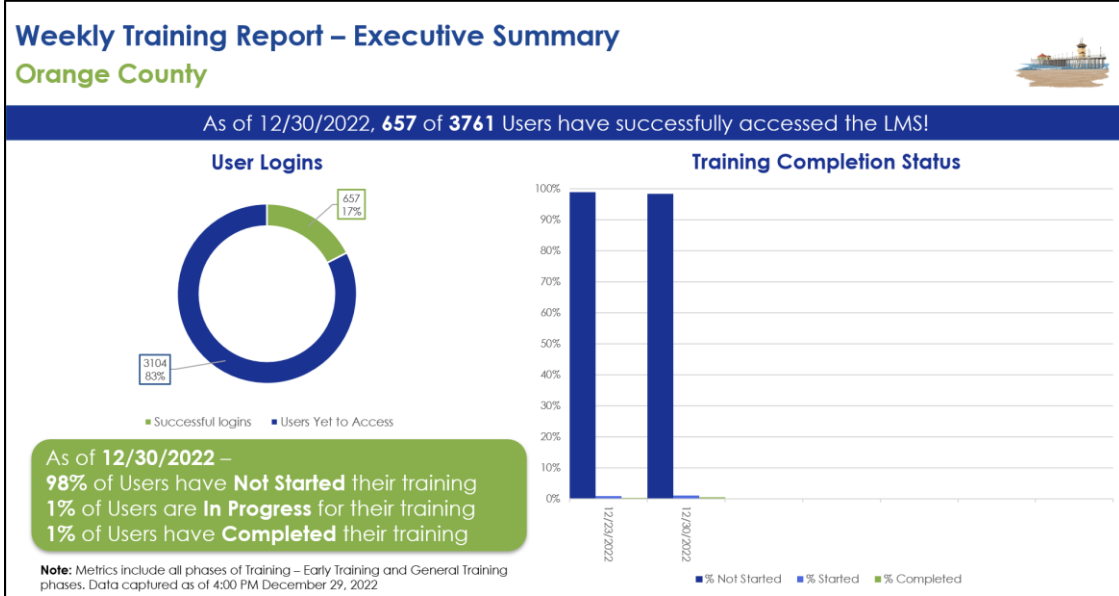


Figure 4.1-4 – Weekly WBT Training Report – Orange County

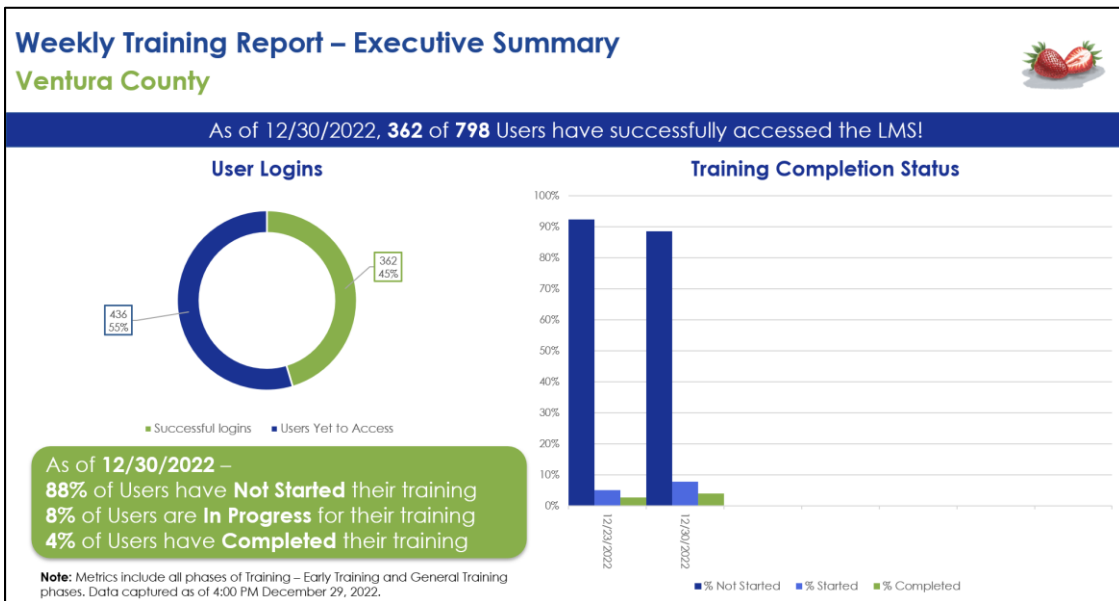


Figure 4.1-5 – Weekly WBT Training Report – Ventura County

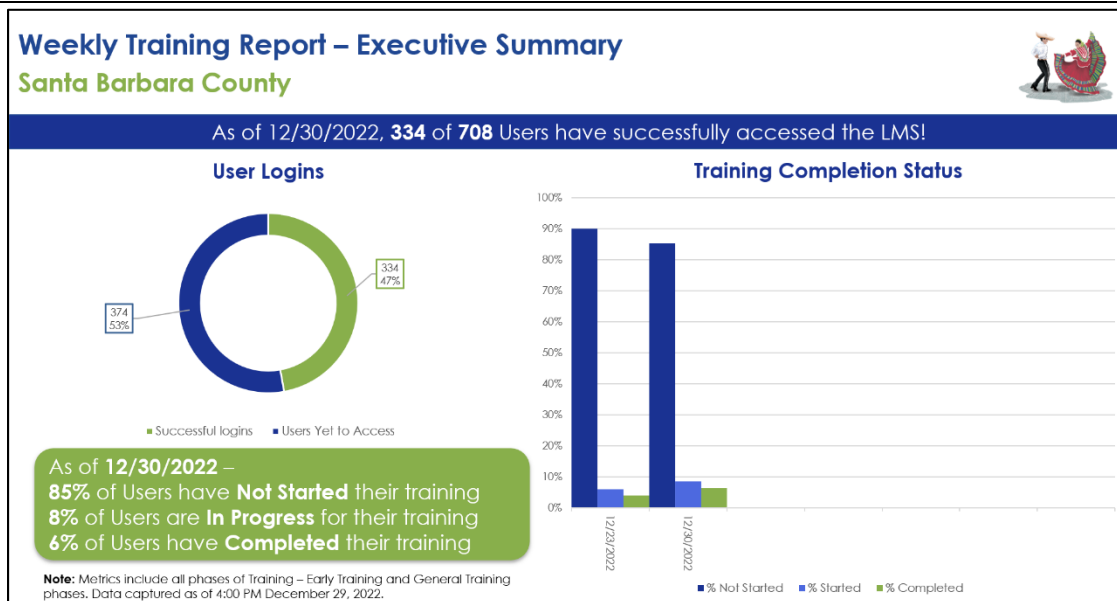


Figure 4.1-6 – Weekly WBT Training Report – Santa Barbara County

4.2 Activities for the Next Reporting Period

- ▶ **Training Advisory Council**
 - Continue planning for Training Advisory Council (TAC) meeting on 01/25/23.
- ▶ **Wave 2: Contra Costa, Tulare, and Santa Clara County Training**
 - Continue WBTs for all End Users.
 - Host Training Touchpoint with Santa Clara County.
 - Start ILT delivery for all End Users.
- ▶ **Wave 3: Orange, Santa Barbara, and Ventura County Training**
 - Continue WBTs for all staff.
 - Complete LMS enrollment for ILTs for Early Training and Train the Trainer participants.
 - Host Training Touchpoint with Orange County
- ▶ **Classroom Planning and Scheduling**
 - Continue planning classroom and scheduling logistics for Counties in all Waves.
- ▶ **Waves 4–6 Planning**
 - Continue analysis of County-specific training content.
 - Host Training Touchpoint with Solano County.
 - Host Training Touchpoint with San Diego County.
 - Host Training Touchpoint with Santa Cruz County.

5.0 Implementation

5.1 Highlights of the Reporting Period

- ▶ **Readiness Dashboard and Packet**
 - Continued updates to Waves 2, 3 and 4 Readiness Packets and Dashboards.
 - Submitted Readiness Dashboard and Packet for distribution to Wave 2 Counties.
- ▶ **Targeted Onsite Support (TOSS)/Implementation Point of Contact (IPOC) Meetings**
 - Led TOSS/IPOC Meetings for Alameda County (12/20/22), Santa Barbara County (12/20/22), San Mateo County (12/21/22) and Orange County (12/21/22).

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- ▶ **Global IPOC/Wave IPOC**
 - Continued planning for Wave IPOC meetings beginning January 2023.
- ▶ **County Prep Phase**
 - Conducted Wave 2 County Prep Kickoff meeting.
 - Finalized Wave 2 County Prep Support Plan.
- ▶ **Go-Live Packet**
 - Initiated the Wave 2 Go-Live Packet Strike team meetings starting 12/20/22 to identify additions or removal of items from the Wave 1 Packet.
- ▶ **Post Go-Live Workload**
 - Initiated activities for the Wave 2 Post Go-live workload discussion with the Counties.
- ▶ **Post-Implementation Support**
 - CC completed Weeks 8 and 9 of Post-Implementation support.
 - Continued development of Wave 2 Post-Implementation model to align resources to county onsite and virtual support for Wave 2 Counties.
 - Conducted planning and resourcing for Wave 2 County site visits.
 - Continued planning for Wave 3 Post-Implementation resource support needs.
 - Reviewed Virtual Support and CC channels for issues/trends and distributed four (4) Fact Sheet through established review process.
 - 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; participated in Wave 1 Lesson Learned Retrospective.
 - Provided weekly report out of onsite personnel by location to County leadership.
 - Participated in a QA assessment of the Wave 2 Support Staffing Model for implementation.
 - Conducted transition of onsite/virtual site support coverage to Counties on 12/30/22.
 - Prepared for closeout/transition of all open Command Center tasks prior to 12/30/22.
 - Synthesized end-of-day/weekly metrics reports for the CC and Virtual teams.
- ▶ **Lead TOSS/IPOC Meetings**
 - Conducted TOSS/IPOC meeting for Fresno County (12/27/22), Santa Clara County (12/28/22) and Fresno County (12/27/22).

5.2 Activities for the Next Reporting Period

- ▶ **Post-Implementation Support**
 - Continue closeout for all issues and incidents logged in ServiceNow/Issue Tracker.
 - Finish distribution of Fact Sheets for end user knowledge and awareness of issues.
 - Review issues/trends reported from the field and determine if coordination with project teams require additional training, communication, or timely system fixes.
 - Prepare updated agendas and refreshed materials for W2 orientation sessions.
 - Prepare for Wave 2 County site visits from 01/03/23 through 01/20/23 for designated Wave 2 office locations.
 - Prepare draft Del-11 Post-Implementation Wave Completion Report for feedback.
- ▶ **Readiness Dashboard and Packet**
 - Continue updates to Waves 2, 3, and 4 Readiness Packets and Dashboards.

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▶ **Go-Live Packet**

- Continue Strike Team discussions (twice weekly).

▶ **Post Go-Live Workload**

- Continue Preparations for county workload discussions.

6.0 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
01.24	Work Plan Monthly Updates – December 2022	N/A	N/A	N/A	01/06/23	01/20/23
02	Monthly Status Report – Initial	12/04/20	12/18/20	01/05/21	01/12/21	05/13/22
02.24	Monthly Status Report – December 2022	N/A	N/A	N/A	01/06/23	01/13/23
03	Requirements Traceability Matrix Initial	12/22/20	01/07/21	02/01/21	02/16/21	02/23/21
04	Business Process Reengineering Plan	N/A	N/A	09/02/22	09/26/22	10/03/22
07	County Change Guide – Wave 3 (Santa Barbara, Ventura, and Orange)	N/A	N/A	11/14/22	12/07/22	12/16/22
07.10	County Change Guide – Wave 4, Group 1 (San Mateo)	N/A	N/A	12/16/22	01/10/23	01/20/23
07.12	County Change Guide – Wave 4, Group 1 (Solano)	N/A	N/A	12/08/22	12/30/22	01/11/23
08	Master Training Plan	10/27/21	11/08/21	05/13/22	06/06/22	06/13/22
08.06	Master Training Plan Monthly Update – 06	N/A	N/A	N/A	01/05/23	01/12/23
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	County Implementation Completion Report	09/15/22	09/27/22	N/A	N/A	N/A
11.01	County Implementation Completion Report - Wave 1	N/A	N/A	01/11/23	01/24/23	01/31/23

Figure 6.1-1 – Deliverable Status by Submission

Upcoming Deliverable Deadlines

DEL #	Deliverable Name	Status	Next Deadline
07.12	County Change Guide – Wave 4 (Solano) (DEL)	On Track	FDEL submission 01/03/23 FDEL approval 01/11/23
08.06	Master Training Plan Monthly Update – 06 (FDEL)	On Track	FDEL submission 01/05/23 FDEL approval 01/12/23
01.24	Work Plan Monthly Updates – December 2022 (FDEL)	On Track	FDEL submission 01/05/23 FDEL approval 01/20/23
02.24	Monthly Status Report – December 2022 (FDEL)	On Track	FDEL submission 01/05/23 FDEL approval 01/11/23

Table 6.1-2 – Upcoming Deliverable Deadlines

Work Product Status by Submission

		Complete	Coming Soon	County Sign-Off Pending
ID	Work Product Name	DWP	FWP	Final Approval
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
07.09	County Change Guide – Wave 4, Group 2 (San Diego)	12/19/22	01/11/23	01/19/23
07.11	County Change Guide – Wave 4, Group 2 (San Cruz)	12/19/22	01/11/23	01/19/23
09.09	County-Specific Training Plans – Wave 4 (San Diego)	11/18/22	12/19/22	12/27/22
09.10	County-Specific Training Plans – Wave 4 (San Mateo)	11/18/22	12/13/22	12/20/22
09.11	County-Specific Training Plans – Wave 4 (Santa Cruz)	11/18/22	12/13/22	12/20/22
09.12	County-Specific Training Plans – Wave 4 (Solano)	11/18/22	12/21/22	12/29/22

Figure 6.1-3 – Work Product Status by Submission

Upcoming Work Product Deadlines

WP #	Work Product Name	Status	Next Deadline
07.09	County Change Guide – Wave 4 (San Diego)	On Track	DWP submitted 12/19/22 FWP submission 01/11/23 FWP approval 01/19/23
07.11	County Change Guide – Wave 4 (Santa Cruz)	On Track	DWP submitted 12/19/22 FWP submission 01/11/23 FWP approval 01/19/23
09.09	County Training Plan – Wave 4 (San Diego)	On Track	FWP submitted 12/19/22 FWP approved 12/27/22
09.10	County Training Plan – Wave 4 (San Mateo)	On Track	FWP submission 12/16/22 FWP approved 12/23/22
09.11	County Training Plan – Wave 4 (Santa Cruz)	On Track	FWP submission 12/13/22 FWP approved 12/20/22
09.12	County Training Plan – Wave 4 (Solano)	On Track	FWP submission 12/21/22 FWP approval 12/29/22

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	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
	the multi-County and 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 2–4: 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
0384-22	PPOCs (Contra Costa, Santa Clara, and Tulare); IPOCs R1, R2, R3, R4, and R5); Regional Managers	CalWIN Cutover and OCAT Interviews	CalWIN Migration	12/27/22	Jennifer Carpenter	N/A
0385-22	PPOCs (Contra Costa; Santa Clara; and Tulare); Regional Managers; IPOC CalWIN Wave2; TPOC CalWIN Wave2	CalWIN Wave 2 December Readiness Dashboard and Packet 2nd Biweekly	CalWIN Migration	12/27/22	Jennifer Carpenter	Mara Jennings

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
22-128	PPOCs (Contra Costa, Santa Clara, and Tulare), Regional Managers	Wave 2 Counties – BenefitsCal Features Training – Request to Identify Participant Information	12/22/22	Open	01/05/23	Marsale Eramya	Carrie White
22-129	PPOCs (42); Regional Managers	CalWIN Migration Wave 2 – CalSAWS County Onsite Support	12/22/22	Open	01/13/23	Alec Christianson	Jeffrey Fuller

Table 6.2-3 – CRFIs

6.3 Appendix C – Project Work Plan Reports

Project Timeline

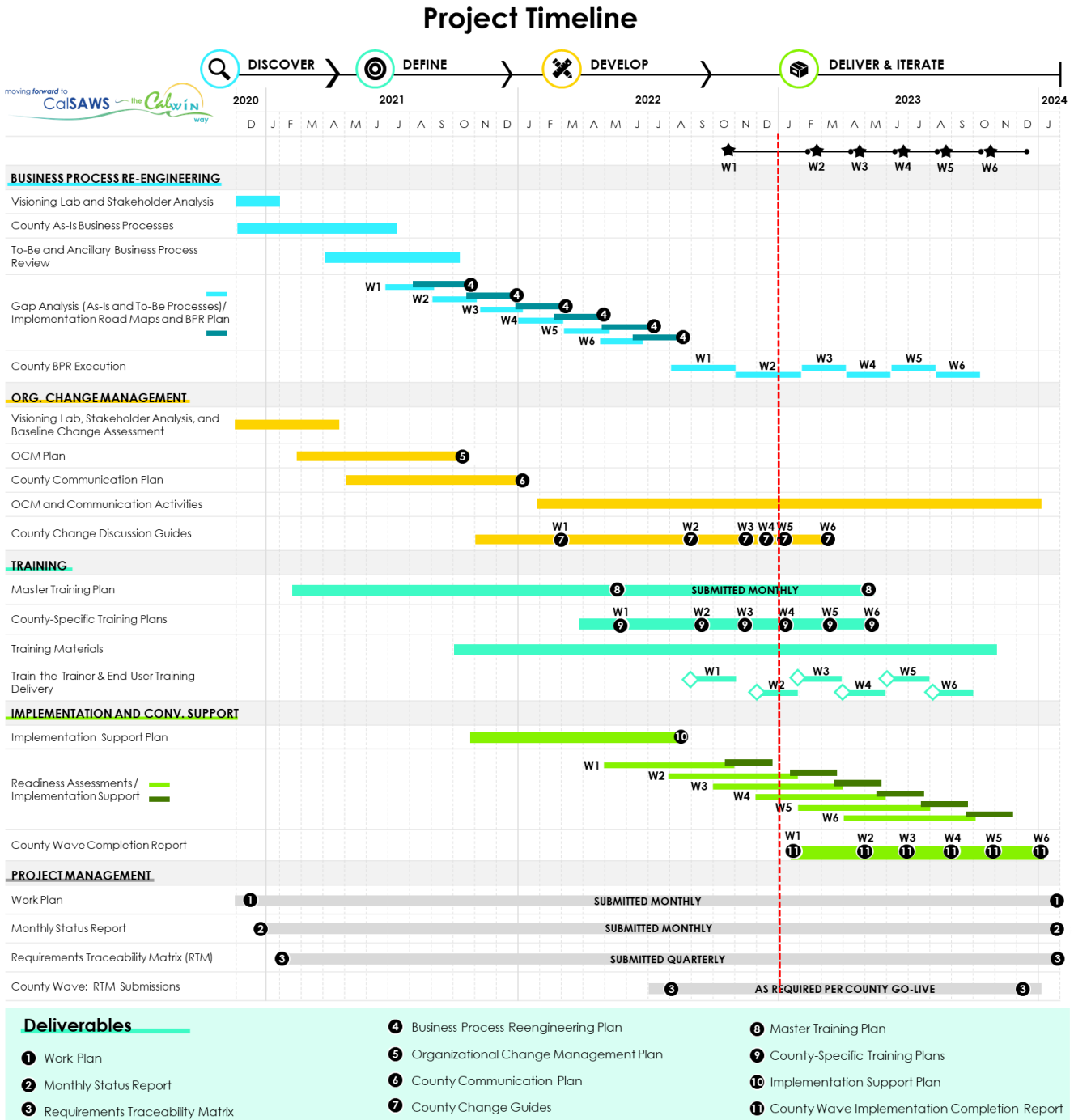


Figure 6.3-1 – Project Timeline

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, January 4, 2023

Period: December 19, 2022 to January 1, 2023

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