Wave 2 Implementation Readiness Dashboard and Packet

January 06, 2023

The **Implementation Readiness Packet & Dashboard** present a **high-level view of Project Readiness** to CalWIN Counties with information related to CalWIN Migration, BenefitsCal, and Central Print. Status will include key metrics related to the overall "health" of the Implementation effort based on measurable metrics and milestones for Wave 2. Project Milestones are identified by project team leads and CalSAWS Project leadership.

The Dashboard and Packet serve to inform Project Leadership and Counties on the progression and completion of Key Project and County Milestones. The packet will be distributed to the CalWIN Counties monthly. The information contained in the document reflects data as of **January 06, 2023**

THE POWER OF 58

Readiness Packet

Application Readiness

Development / System Test

Test Execution Results	Total Scripts	Not Executed	In Progress	Pass	Fail	Blocked	Completed	Remaining	Progress
	1043	0%	1.05% (11)	89.55% (934)	7.38% (77)	2.01% (21)	1032	11	98.95%

Deploy Release 23.01 Test Execution Results*

* Test Script counts are subject to change as test scripts are added or removed throughout the execution phase

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Application Readiness: UAT

User Acceptance Test

CalSAWS UAT Plan Approved	Completed	Project
Select and Confirm CalSAWS UAT Participants for UAT	Completed	Both
UAT Users Loaded to ForgeRock/UAT Environments & Applications	Completed	Project
Complete UAT Test Script Development	Completed	Project
Complete UAT Environment setup	Completed	Project
Complete UAT Application Training	May 2 – June 21, 2022 – Group 1 June 13 – July 21, 2022– Group 2	County
Conduct UAT Execution Kick-Off	June 21 and 22, 2022 – Group 1 July 20 and 21, 2022– Group 2	Both
Complete UAT Test Execution	June 27- July 22, 2022 – Group 1 July 25 – August 19, 2022– Group 2	Both
Complete UAT Retest	August 22 – Sept 2,2022	Both
Evaluate and confirm Exit criteria	Metric/Completion to Plan September 8, 2022	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Application Readiness: Imaging

Functionality

Severity 1 & 2 Defects Resolved from UAT	UAT Complete	No Sev 1 or 2 defects reported	Project

Performance Testing

Hyland Platform Performance Test	Complete	Metric/Completion to Plan	Project
Imaging Performance Test	On Schedule	Targeted completion by 1/31/23	Project

Images Migration

County Export of Legacy Images	In Progress		County
Hyland Receive and Upload Images to Production Environment	In Progress		Project
Distribute CIT for Counties to install Webscan Kit and Virtual Printer	Completed	CIT #0110-22 distributed on April 19, 2022	Project

Imaging UAT

7/11/22-7/22/22 (retest 8/8/22-8/12/22, 9/8/2022)	Completed	61 of 61 scripts completed and passed.

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Application Readiness: Contact Center

Contact Center

Technical Connectivity	50%	
Update IVR Contact Flows for each County	3 of 3 Approved	Both
Approval of County Contact Center SCRs*	3 of 3 Approved	County
Regression Test of entire Contact Center solution	0%	Project
Model Office Testing – tentative start 2/1/2023	0%	Both

*Contact Center SCRs:
- Tulare CA-240158
- Santa Clara CA-240159
- Contra Costa CA-240155

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Application Readiness: Central Print

Kickoff

Kickoff Meeting Completed	Complete	1 Completed of 1 Planned	Both

Configuration/Validation

Configuration Meetings Complete	Complete	3 Completed of 3 Planned	Both
Validation Meetings	In Progress	2 Completed of 3 Planned	Both
Configuration Load	In Progress	2 Completed of 3 Planned	Project

Setup and Training

Portal Users Loaded	Not Started	0 Completed of 3 Planned	Project
Inventory Confirmed	Not Started	0 Completed of 1 Planned	Project
Training Materials Completed	Complete	1 Completed of 1 Planned	Project
Training Delivery	Not Started	0 Completed of 2 Planned	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Application Readiness: BenefitsCal Conversion

Conversion Readiness

Provide sample CBO User information extract to ForgeRock Team for Wave 2 Mock Run	Complete	12/03/2022	Project
Provide extract of the CBO to the counties	Complete	11/03/2022	Project
Obtain CBO conversion file from CalWIN counties (Gainwell) - Mock Run 1	Complete	11/02/2022	
Obtain CBO conversion file from CalWIN counties (Gainwell) - PRD	Not Started	Target 1/24/2023	Project

Converted Data Test

Validate CBO user load into ForgeRock – Mock Run 1	Complete	12/08/2022	Project

Training Delivery

Deliver training for CSC and HelpDesk staff	Not Started	Target - 01/17/2023, 01/19/2023 and 01/24/2023	Project
Deliver training for CBOs - Community Based Organizations	Not Started	Target - 01/26/2023	Project

Communications

Confirm Communications Plan for BenefitsCal	Complete	Communication plan drafted by 11/18.	Project
Begin Execution of BenefitsCal Communications Plan	Not Started	Execution will begin late January.	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

BenefitsCal Implementation Readiness

System Operations

Confirm Command Center schedule and communication schedule	Not Started	02/13/2023 - 02/17/2023	Project
Contingency Planning	Not Started	02/13/2023 - 02/17/2023	Project

Prod Deployment Plans

Develop Production Cutover Checklist (Target → MM/DD/YY)	Not Started	12/19/2022 - 01/27/2023	Project
Confirm Consortium reviewed/approved the BenefitsCal cutover and BenefitsCal rollback plans	Not Started	Target – 02/10/2023	Project
Decide to proceed with BenefitsCal Production Cutover (Go-No Go Decision) (Target → MM/DD/YY)	Not Started	02/13/2023 - 02/17/2023	Project
Confirm Wave Cutover to BenefitsCal (Target → MM/DD/YY)	Not Started	02/13/2023 - 02/17/2023	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Conversion Readiness

Conversion Readiness – Wave 2

Conversion defects not resolved prior to Wave 1 Go-Live	As of 1/10/22, there are 54 P2 and 79 P3 and P4 Open Converted Data Defects. 62 of the overall defects are planned to be resolved by Cutover 2B, 33 are planned Post Cutover 2B as a Data Change Request (DCR), and the remaining 38are planned Post Cutover 2 (in general).	Project
Deliver Wave 2 Golden Data Sets (GDS)	Completed GDS#9 (Wave 2)	Project
Auto Case Review Match Rate	Match Rate as a result of Wave 2 Mock Cutover is 69% (whereas W1 Go-Live was 70%)	Project
Complete Wave 2 Mock Cutovers (Risk 258)	• Mock Cutover – Complete. • Business Impact Mitigation Strategies for the W2-6 Cutover Window and Communications with Stakeholders remains In-Progress	Project
Deliver Wave 2 Golden Data Set (GDS) #9 for County Data Validation (CDV)	Delivered GDS#9 (Wave 2)	Project
Support Wave 2 County Data Validation - Defect Resolution	Supported as planned. W2 CDV Completed on 10/14.	Project
Complete Wave 2A (County Preparation) Cutover	Planned for January 16, 2023	Project
Complete Wave 2B (Go-Live) Cutover	Planned for February 27, 2023	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Integration Readiness

Interface Partner Testing – Begins 10/17/22

Complete Interface Development – County	Complete				County

Interface Names	Contra Costa	Ready for IPT?	Tulare	Ready for IPT?	Santa Clara	Ready for IPT?
1099 File Writer job	YES	YES	YES	YES	YES	YES
Paid Warrant Reader job	YES	YES	YES	YES	YES	YES
Outbound Collections	NO	N/A	NO	N/A	YES	YES
Inbound Collections	NO	N/A	NO	N/A	YES	YES
Warrant Print Writer	YES	YES	YES	YES	YES	YES
Warrant Print Reader	NO	N/A	NO	N/A	NO	N/A
Auditor Controller Writer	YES	YES	YES	YES	YES	YES
Positive Pay file	NO	N/A	YES	YES	YES	YES
Direct Deposit Writer	YES	YES	YES	YES	YES	YES
Direct Deposit Reader	NO	N/A	YES	YES	YES	YES
School Lunch	YES	YES	YES	YES	YES	YES

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Integration Readiness

Interface Partner Testing – 10/17/2022 to 12/30/2022

Execute Interface Testing with CalWIN County Partners	Complete	100%	Project
Execute Interface Testing with State and Consortium Partners	Complete	100%	Project

CONSORTIUM PARTNERS INTERFACE TESTING		
CONSORTIUM PARTNER	**STATUS**	**TARGET COMPLETION DATE**
Electronic Inter County Transfer (EICT) - CalWIN	3/3	November 7, 2022

STATE PARTNER INTERFACE TESTING		
STATE PARTNER	**STATUS**	**TARGET COMPLETION DATE**
Case Management Information and Payrolling System (CMIPS) - OSI	2/2	October 27, 2022
Electronic Benefits Transfer (EBT) - FIS	2/2	December 15, 2022
Medi-Cal Eligibility Data System (MEDS) - DHCS	2/2	December 9, 2022
Welfare Data Tracking Implementation Project (WDTIP) - OSI	2/2	October 20, 2022

CalWIN WAVE 2 COUNTIES INTERFACE TESTING		
CalWIN Wave 2 COUNTY PARTNER	**STATUS**	**TARGET COMPLETION DATE**
Contra Costa County	6/6	November 22, 2022
Santa Clara County	10/10	December 30, 2022
Tulare County	8/8	December 27, 2022

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Technical Readiness: Networking

Networking

County Networking Connectivity	Connectivity: 40 of 64 Actual, 6 behind target (46 of 64)	Both

CalWIN WAVE 2 COUNTIES				
NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**	**Δ**
Overall Network Interconnectivity	Completed	100.0%	96.6%	3.4%
Critical Path	Completed	100.0%	98.2%	1.8%

NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**	**Δ**
04 Santa Clara	Completed	100.0%	98.2%	1.8%
05 Tulare	Completed	100.0%	96.4%	3.6%
01 Contra Costa	Completed	100.0%	95.5%	4.5%

Milestone	Status	
Wave 2 County Networking Connectivity Readiness		•All Wave 2 Circuits delivered and Activated •Completed IPT pre-readiness activities for all wave 2 counties •Completed compliance validation and Handoff process to Network Operations

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Technical Readiness: Operations

Contingency Restoration Planning

Migration Rollback Planning Completed	Completed	100%	Project

Disaster Recovery Exercise

Disaster Recovery Test Completed	Completed	100%	Project

Batch Operations

CalWIN Batch Schedules	Completed	100%	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Technical Readiness: Performance Testing

Performance Testing – Wave 2

CalSAWS Batch Performance (45 County)	In progress	90%	Project

CalWIN Wave 2 Batch Performance Schedule and Results

Performance Cycle	Start Date	End Date	Run Time
End of Month	October 17, 2022	October 28, 2022	(Run 1) 12 hours 58 minutes (Run 2) 8 hours 53 minutes
First day of the Month	November 14, 2022	November 25, 2022	(Run 1) 9 hours 40 minutes
10-day cutoff	November 28, 2022	December 9, 2022	(Run 1) 10 hours 19 minutes (Run 2) 10 hours 2 minutes*
High volume forms process	December 12, 2022	December 23, 2022	(Run 1) 9 hours 50 minutes** (Run 2) 9 hours 9 minutes
Interface Outbound files	December 12, 2022	December 23, 2022	(Run 1) 9 hours 50 minutes** (Run 2) 9 hours 9 minutes
Main Payroll	December 26, 2022	January 6, 2023	(Day 1 - Run 1) 9 hours 25 minutes (Day 2 – Run 1) Targeted for 1/10/2023
Contingency for re-runs	December 26, 2022	January 6, 2023	TBD

* Ran 2 minutes over due to an already identified analytics batch performance change (CA-252885)
** Due to some analytics server problems, the overall run time included failed batch jobs

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Technical Readiness: Performance Testing

CalSAWS 45 County Online Performance Test – Schedule

Workload Mix (WL)	Start Date	End Date	Status
#1 - CalSAWS Online	17th Oct 2022	18th Nov 2022	Complete
#2 - CalSAWS Online + APIs	28th Nov 2022	10th Feb 2023	In Progress
#3 - CalSAWS/CalHEERS Integration test	12th Dec 2022	17th Jan 2023	In Progress

CalSAWS 45 County Online Performance Test

Category	SLA	SLA Met % & Avg. Server Response Time
Screen to Screen	Peak - 98% [<=2s]	99.57 % - 0.13 s
	Prime - 99.9% [<= 10s]	99.98 % - 0.13 s
EDBC	Peak - 95% [<= 3s]	99.64 % - 0.52 s
	Prime - 99.9% [<= 20s]	100 % - 0.52 s
Search	Peak - 95% [<=6s]	99.34 % - 0.24 s

Online Performance Test Findings –

Exit Criteria -
- Simulate Online transaction load of CalSAWS volume at peak hours meets SLA requirements
- Performance results are successful and meet contractual SLAs – Online (Load and Endurance tests)

Technical Readiness: Security

Application Security

CalSAWS Scans/Remediation Completed	Completed	100%

Penetration Testing

Signed with 3rd party to conduct Testing	Completed	100%
Penetration Testing Preparation	Completed	100%
Penetration Testing Execution & Agreed-upon remediations (Completed for the CMS Verification in April 2022)	Completed	100%

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Training Readiness

Training Plan

Wave 2 Draft County-Specific Training Plans completed and submitted for County reviews.	Complete	100%	Both
Training Environment/Build Training Data	Complete	100%	Project
Create Training Accounts in Training Environment	Complete	100%	Project

Training Materials

Wave 2 County-specific ILT training materials finalized and reviewed – walkthroughs begin 8/22/22	Complete	100%	Both
Web-based Trainings updated (Accenture/Consortium)	Complete Updates are ongoing	100%	Project

Training Delivery

Wave 2 Early Training & TTT Trainees loaded and assigned curriculum in the CalSAWS LMS	Complete	100%	Project
Wave 2 staff course assignments / registration for Early Training & TTT	Complete	100%	Project
Wave 2 Early Training & TTT Instructor-led Training Ready (Training environment connectivity, Participants Enrolled)	Complete	100%	Project
Wave 2 Early Training & TTT Started (WBT)	Complete	100%	Both
Wave 2 End User Training (WBT) – start 10/16/22	In Progress	70%	Both
Wave 2 Early Training & TTT (ILT)	Complete	63 Completed of 63 Planned	Both
Wave 2 End User Training (ILT) - start 01/03/2023	In Progress	# Completed of # Planned	Both

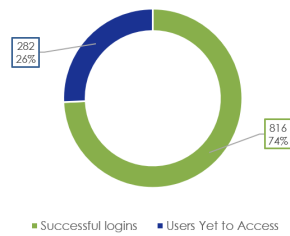| Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Training Readiness

WBT Progress by County

Weekly Training Report – Executive Summary
Contra Costa County

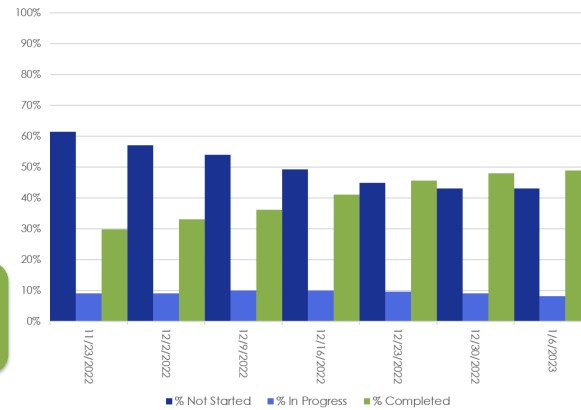As of 01/06/2023, **816** of **1098** Users have successfully accessed the LMS!

User Logins

- 282 26%
- 816 74%

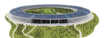■ Successful logins ■ Users Yet to Access

Training Completion Status

As of **01/06/2023** –
43% of Curricula are **Not Started**
8% of Curricula are **In Progress**
49% of Curricula are **Completed**

■ % Not Started ■ % In Progress ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM January 5, 2023.
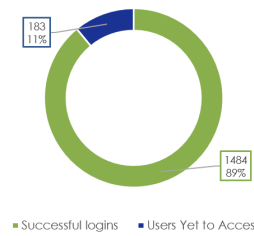
Weekly Training Report – Executive Summary
Santa Clara County

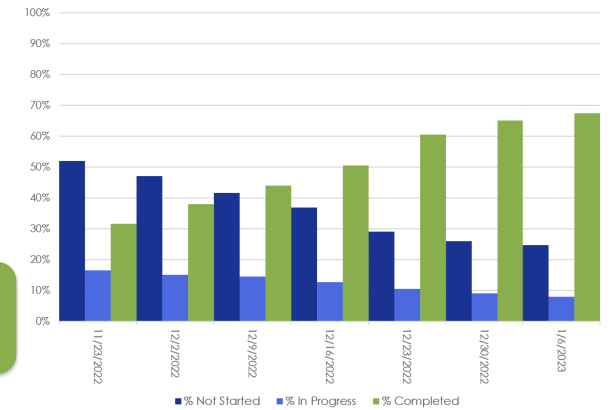As of 01/06/2023, **1484** of **1667** Users have successfully accessed the LMS!

User Logins

- 183 11%
- 1484 89%

■ Successful logins ■ Users Yet to Access

Training Completion Status

As of **01/06/2023** –
25% of Curricula are **Not Started**
8% of Curricula are **In Progress**
67% of Curricula are **Completed**

■ % Not Started ■ % In Progress ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM January 5, 2023.
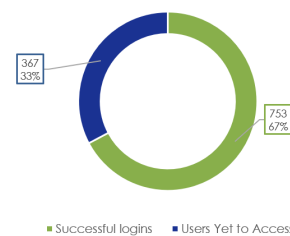
Weekly Training Report – Executive Summary
Tulare County

As of 01/06/2023, **753** of **1120** Users have successfully accessed the LMS!

User Logins

- 367 33%
- 753 67%

■ Successful logins ■ Users Yet to Access

Training Completion Status
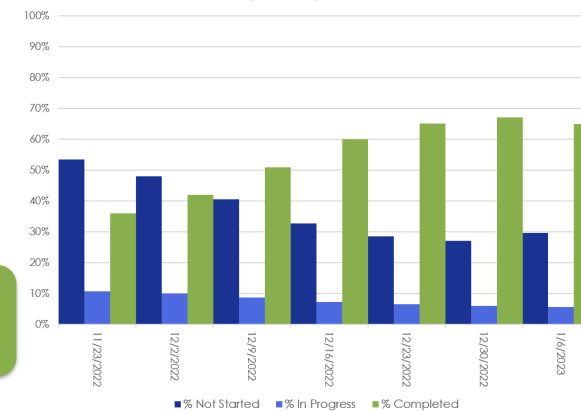
As of **01/06/2023** –
30% of Curricula are **Not Started**
6% of Curricula are **In Progress**
65% of Curricula are **Completed**

■ % Not Started ■ % In Progress ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM January 5, 2023.

Training Readiness

Imaging WBT Progress by County

Imaging Web-Based Training Status
Contra Costa County

As of 01/06/2023, **146** of **303** Users have completed their Imaging Web-Based Training!

Number of Users

- 146 48%
- 157 52%

■ Users Completed ■ Staff Remaining

As of **01/06/2023** –
43% of Users have **Not Started** their training
9% of Users are **In Progress** with their Training
48% of Users have **Completed** their training

Training Completion Status

■ % Not Started ■ % In Progress ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on January 6, 2023

Imaging Web-Based Training Status
Santa Clara County

As of 01/06/2023, **252** of **385** Users have completed their Imaging Web-Based Training!

Number of Users

- 133 35%
- 252 65%

■ Users Completed ■ Staff Remaining

As of **01/06/2023** –
24% of Users have **Not Started** their training
10% of Users are **In Progress** with their Training
65% of Users have **Completed** their training

Training Completion Status

■ % Not Started ■ % In Progress ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on January 6, 2023
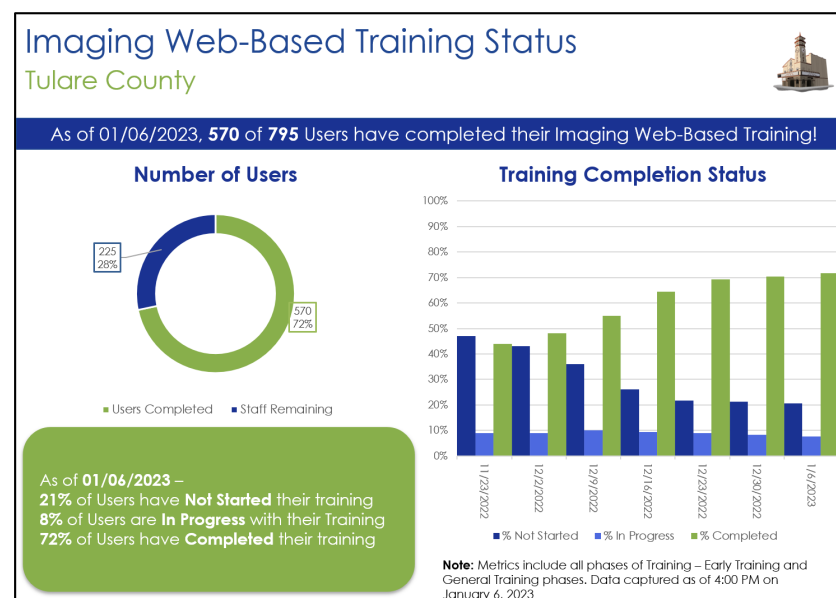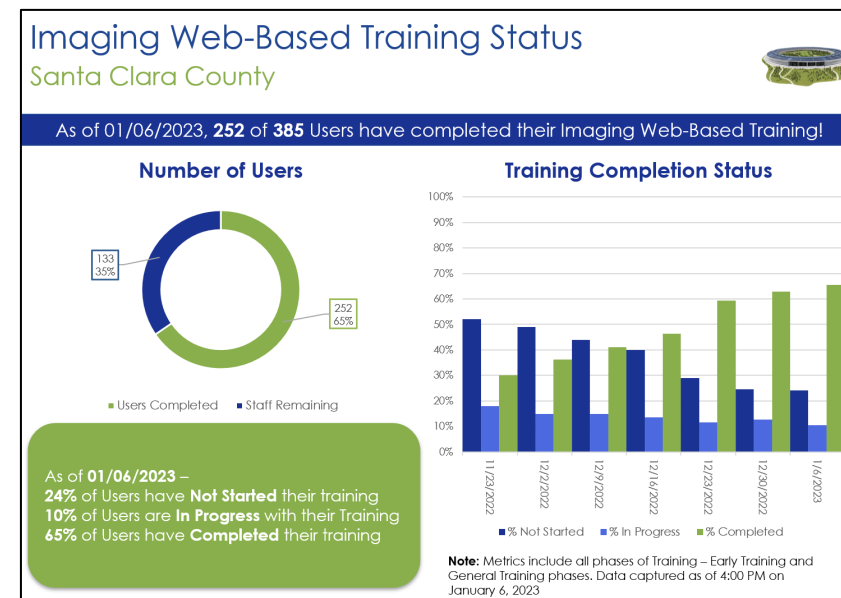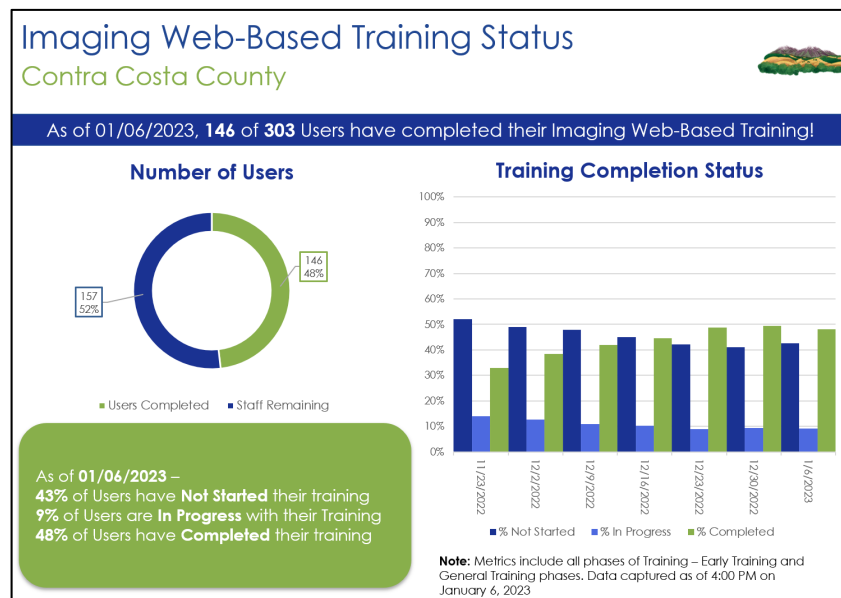
Imaging Web-Based Training Status
Tulare County

As of 01/06/2023, **570** of **795** Users have completed their Imaging Web-Based Training!

Number of Users

- 225 28%
- 570 72%

■ Users Completed ■ Staff Remaining

As of **01/06/2023** –
21% of Users have **Not Started** their training
8% of Users are **In Progress** with their Training
72% of Users have **Completed** their training

Training Completion Status

■ % Not Started ■ % In Progress ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on January 6, 2023

Training Readiness

ILT Progress by County

Contra Costa County
Remaining Wave 2 ILT Training Sessions

Santa Clara County
Remaining Wave 2 ILT Training Sessions

Tulare County
Remaining Wave 2 ILT Training Sessions
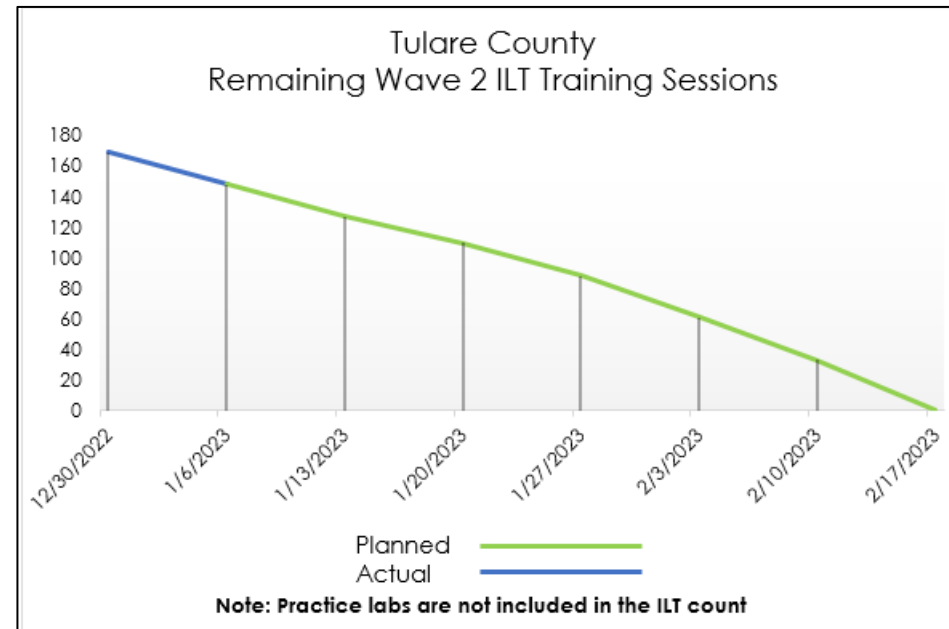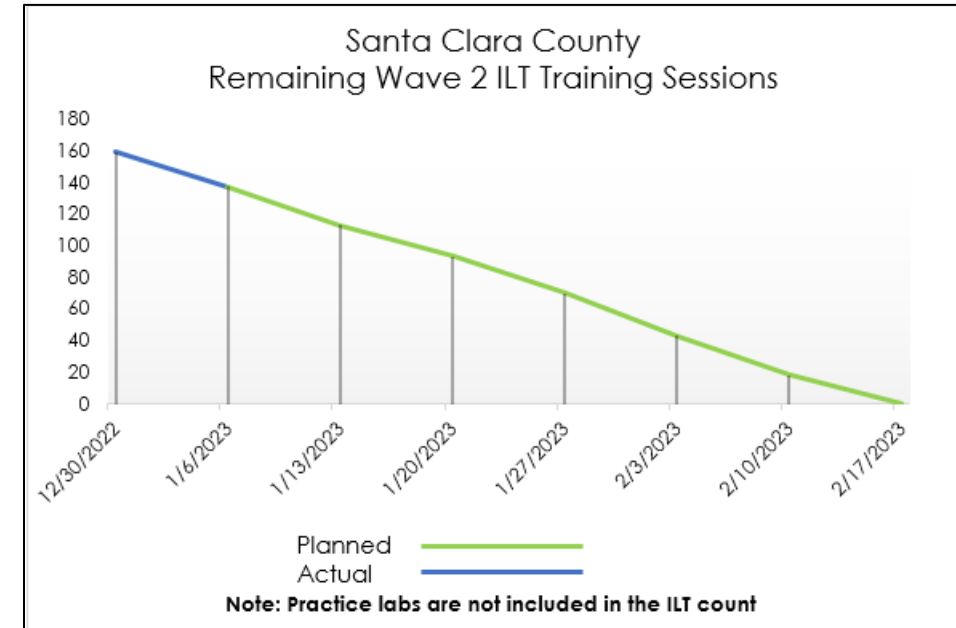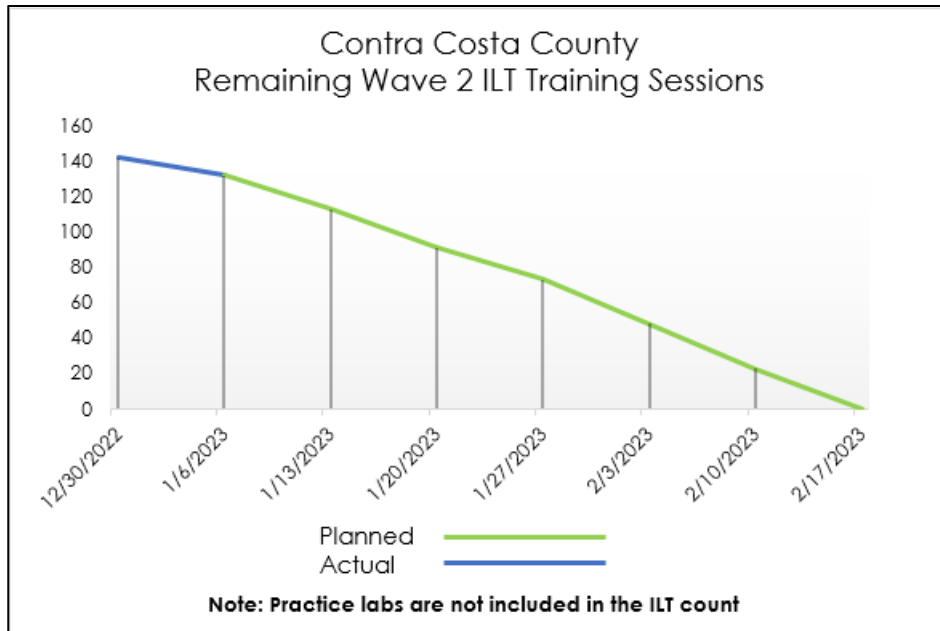
⇄ Organizational Readiness: OCM

Communications & Change Discussion Guides

OCM Plan approved and finalized	Complete	1 Completed of 1 Planned	Project
Communications Plan approved and finalized	Complete	1 Completed of 1 Planned	Project
Tulare CDG county and Consortium comments to get to FDEL signoff by 8/26/22	Complete	1 Completed of 1 Planned	Both
Santa Clara county and Consortium comments addressed to get to county FWP signoff	Complete	1 Completed of 1 Planned	Both
Santa Clara FWP signoff by 9/9/22	Complete	1 Completed of 1 Planned	County
Contra Costa county and Consortium comments addressed to get to county FWP signoff	Complete	1 Completed of 1 Planned	Both
Working sessions the week of 8/29 with Contra Costa to review comment resolution	Complete	4 Completed of 4 Planned	Both
Contra Costa FWP signoff by 9/9/22	Complete	1 Completed of 1 Planned	County
Prep Sessions for Supervisors, Managers, and CNCs on CDG discussion	Complete	2 Completed of 2 Planned	Both

Readiness Surveys

Wave 2 Readiness Surveys T-6	Complete	3 Completed of 3 Planned	Both
Wave 2 Readiness Surveys T-3	Complete	3 Completed of 3 Planned	Both
Wave 2 Readiness Surveys T+6	Not Started	0 Completed of 3 Planned	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

⇆ Organizational Readiness: OCM (continued)

Infographics/Newsletters

Infographic for September (NOAS in CalSAWS and Caseloads)	Complete	2 Completed of 2 Planned for September 28, 2022	Project
Infographics for November (Skip Issuance and WTW Resource page)	Complete	2 Completed of 2 Planned for November 28, 2022	Project
Infographics for December (Rescind/Reapply and Rush Warrant)	Complete	2 Completed of 2 Planned for December 23, 2022	Project
CalSAWS Scoop #3	Complete	1 In Completed of 1 Planned for October 28, 2022	Project
Infographics for January	On Schedule	0 Completed of 2 Planned	Project
Newsletter - January	On Schedule	0 Completed of 1 Planned	Project
Infographics for February	Not Started	0 Completed of 2 Planned	Project

Change Network Champion Meetings

CNC Meeting for November	Complete	1 Completed of 1 Planned	Both
CNC Meeting for December	Complete	1 Completed of 1 Planned	Both
CNC Meeting for January	On Schedule	0 Completed of 1 Planned	Both
CNC Meeting for February	Not Started	0 Completed of 1 Planned	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

⇆ Organizational Readiness: BPR

Business Process Reengineering

BPR Plans reviewed and signed-off	Complete	3 Completed of 3 Planned	Both
To Be BPR Flows reviewed and signed-off	Complete	3 Completed of 3 Planned	Both
Close-out of pending decisions as documented in the Process Change Inventory	Complete	3 Completed of 3 Planned	Project
Automated Actions enablement decisions finalized	Complete	Initial Decisions to be finalized in advance of Process Simulation, loaded for Process Sim in the UAT Environment, validated during Process Sim and updated in advance of County Prep, ready for PROD/Go-Live.	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

⇆ Organizational Readiness: Configuration

Configuration

Document Configuration Guides and Worksheets	Complete	Guide and Worksheets Documented	Project
Distribute Configuration Documentation to Wave-2 Counties	Complete	Complete for Santa Clara, Contra Costa and Tulare.	Project
Conduct Working Sessions w/Counties to document base CalSAWS Configuration	Complete	Complete for Santa Clara, Contra Costa and Tulare.	Both
Review, Refine and Confirm Configuration is ready for load into UAT for Process Simulation	Complete	Complete for Santa Clara, Contra Costa and Tulare.	Both
Review Findings out of Process Simulation and Update "Must Have" Configuration items for PROD/County Prep	In-Progress	Complete for Santa Clara. Pending for Contra Costa and Tulare.	Both
Update Configuration Worksheets with Findings from Process Simulation in advance of County Prep	In-Progress	In-Progress for Santa Clara. Pending for Contra Costa and Tulare.	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Organizational Readiness: Process Simulation

Process Simulation

Wave 2 Participants Confirmed	Complete	CRFI-22-058 due 8/1, gathering responses.	Both
Users Loaded to ForgeRock/UAT Environments & Applications	Complete	Complete for Santa Clara, Contra Costa and Tulare.	Project
Complete W2 Process Simulation Scenario Development	Complete	Complete for Santa Clara, Contra Costa and Tulare.	Project
Complete data staging and JIRA prep	Complete	Complete for Santa Clara, Contra Costa and Tulare.	Project
Complete configuration setup	Complete	Santa Clara, Contra Costa and Tulare Complete.	Both
Complete Process Simulation Orientation	Complete	Santa Clara, Contra Costa and Tulare Complete.	Project
Complete Process Simulation Execution	Complete	Santa Clara, Contra Costa and Tulare Complete.	Both
Evaluate and confirm Exit criteria	Complete	Santa Clara, Contra Costa and Tulare Complete.	Project
Process Simulation Complete	Complete	Santa Clara, Contra Costa and Tulare Complete.	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Implementation Readiness

Planning

Wave 2 Workplans, Readiness Checklists and ongoing TOSS Meetings	In Progress	Ongoing	Both
Path to Greenlight Communicated	Complete	Socialized/completed with PSC, JPA, and OPAC (May 2022)	Project
Go Live Packet Finalized/Updated	In Progress	Ongoing revision began December 2022	Project
Distribute Monthly Implementation Packets	In Progress	Ongoing	Project

County Prep

County Prep Materials Finalized	Complete	CIT 355-22 sent on 12/08/22	Project
County Prep Kick Off	Complete	Completed on schedule on 12/20/22	Both
County Prep Phase	Not Started	01/17/23 - 02/23/23	Both

Post-Implementation Support

Pre- and Post- Go Live Support Structure Established	In Progress	Planning in progress based on lessons learned from Wave 1.	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Implementation Readiness: Help Desk

Help Desk

County Delegated Admin Training	Complete	Completed on 9/14/22	Both
County Tier 1 Fulfiller Training	Complete	Completed week of 10/3	Both
Tier 1 Fulfiller and Delegated Admin Refresher Training	Complete	Completed on 12/20/22	Both
Tier 1 Fulfiller and Delegated Admin Q&A Session (Optional)	On Schedule	Scheduled for 1/10/23	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Systems Operations

CalWIN Counties Access to the Sandbox Environment	Completed	Generic user accounts provided	Both
Engage the Counties on Staff Profile/Security Administration updates	Completed	Pre-UAT exercise	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Ad-Hoc Reporting Functionality

CalWIN County Education Sessions (i.e., Planned Curriculum)	• **Wave 2:** CalSAWS has facilitated 100% planned Ad Hoc Support Curriculum to the Wave 2 Counties.	Both

CalWIN County Ad Hoc Reports Refactoring	• **Wave 2:** Reviewed 1,343 reports for refactoring. Approximately 86 need to be refactored for Wave 2 Counties
	  • Contra Costa has identified 102 reports to be refactored and is working with Gainwell to complete. 21 are needed for Go Live. 0 reports have been refactored.
	  • Santa Clara has 64 reports to refactor and is working with Gainwell to complete. 22 reports have been refactored.
	  • Tulare has 0 reports to refactor.
		County

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

WHEN SAN FRANCISCO COLLABORATES WITH NAPA. WHEN LOS ANGELES TEAMS UP WITH SAN BERNARDINO. WHEN WE ALL WORK TOGETHER, **THE RESULTS ARE POWERFUL.**

THE POWER OF 58

CalSAWS

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