Wave 3 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 3. 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**
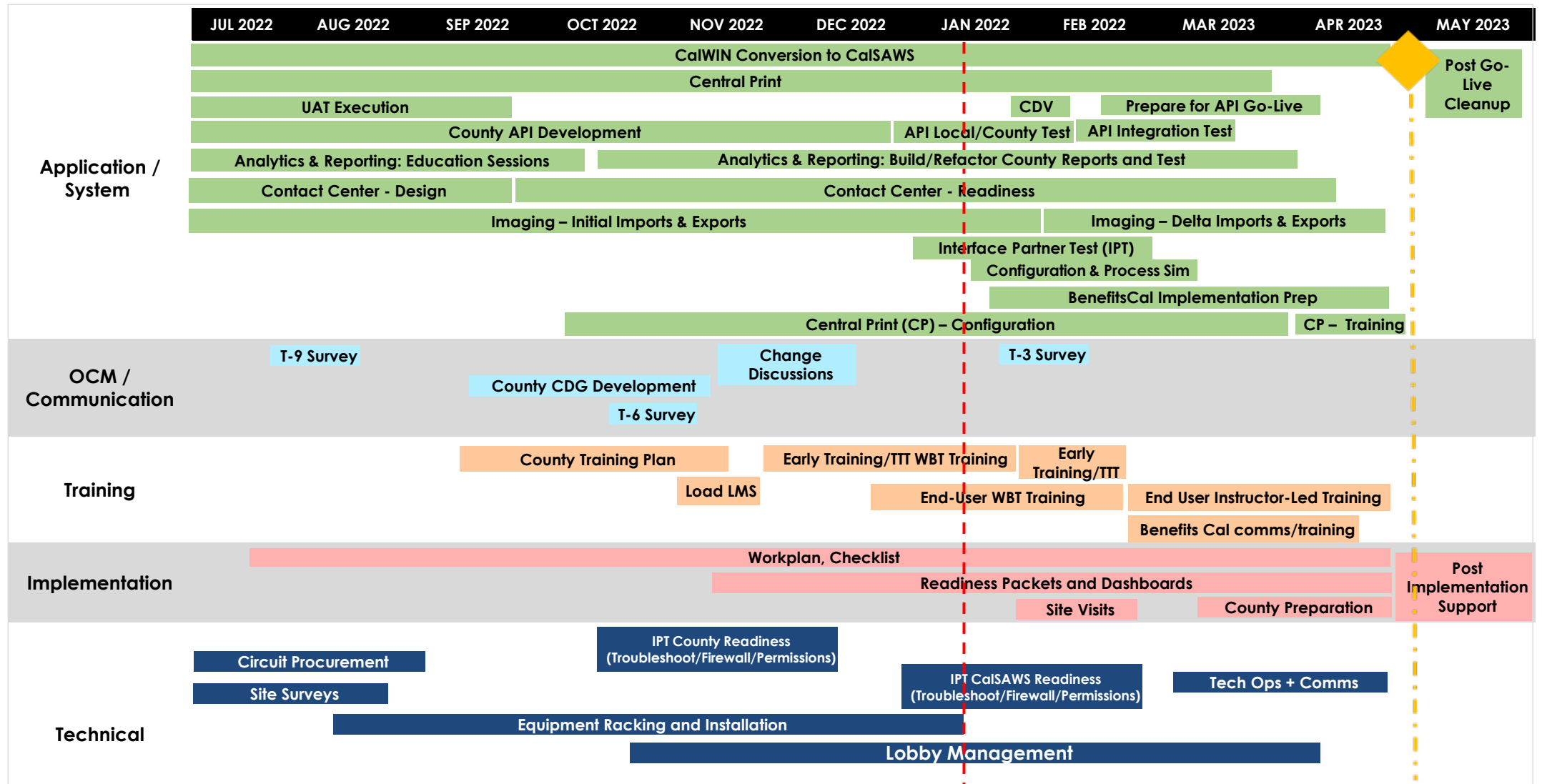
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Wave-3 **Migration Timeline**

Wave 3 Critical Path
Orange, Santa Barbara, Ventura

	JUL 2022	AUG 2022	SEP 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2022	FEB 2022	MAR 2023	APR 2023	MAY 2023

Application / System
- CalWIN Conversion to CalSAWS
- Central Print
- Post Go-Live Cleanup
- UAT Execution
- CDV
- Prepare for API Go-Live
- County API Development
- API Local/County Test
- API Integration Test
- Analytics & Reporting: Education Sessions
- Analytics & Reporting: Build/Refactor County Reports and Test
- Contact Center - Design
- Contact Center - Readiness
- Imaging – Initial Imports & Exports
- Imaging – Delta Imports & Exports
- Interface Partner Test (IPT)
- Configuration & Process Sim
- BenefitsCal Implementation Prep
- Central Print (CP) – Configuration
- CP – Training

OCM / Communication
- T-9 Survey
- Change Discussions
- T-3 Survey
- County CDG Development
- T-6 Survey

Training
- County Training Plan
- Early Training/TTT WBT Training
- Early Training/TTT
- Load LMS
- End-User WBT Training
- End User Instructor-Led Training
- Benefits Cal comms/training

Implementation
- Workplan, Checklist
- Post Implementation Support
- Readiness Packets and Dashboards
- Site Visits
- County Preparation

Technical
- Circuit Procurement
- IPT County Readiness (Troubleshoot/Firewall/Permissions)
- Site Surveys
- IPT CalSAWS Readiness (Troubleshoot/Firewall/Permissions)
- Tech Ops + Comms
- Equipment Racking and Installation
- Lobby Management

We are Here

Mock Conversion 1 01/27/23 – 02/08/23
County Data Validation 01/30/23 - 02/20/23
Interface Partner Testing (IPT) 01/04/23 – 03/03/23

Change Discussions 12/5/22 - 01/06/23
Readiness Surveys
T-3 01/23/23 – 02/03/23
T-6 10/24/22 – 11/04/22
T-9 07/15/22 – 08/05/22
T-12 04/22/22 – 05/06/22

Contact Center
Approve CC Design 1/6/23
CC Model Office 04/10/23 – 4/21/23
CC Config (WFM) 4/10/23 – 4/21/23
Configuration – 01/04/23 - 02/10/23
Process Simulation 02/14/23 – 3/17/23

Early Training & TTT WBT 11/28/22
Early Training & TTT 1/17/23 – 2/17/23
Training Delivery End Users 2/27/23 – 4/21/23

Wave-3 Readiness: Executive Summary
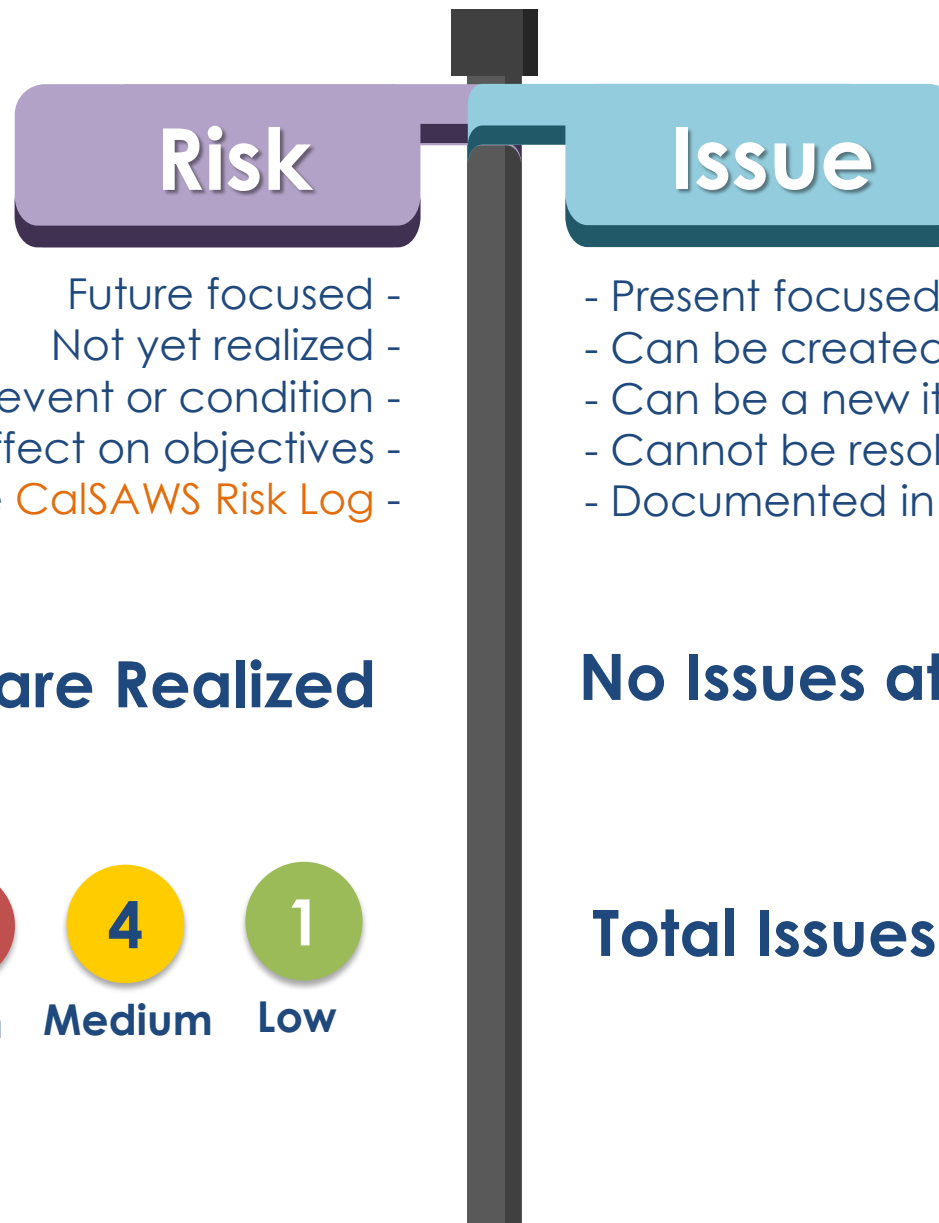## Readiness Areas and Categories

Executive readiness focuses on the critical path to completion with the associated milestones and measures used to track readiness items.

Readiness Area*		Readiness Category	Comments
Application	NS	Deploy CalSAWS Releases 23.03	Targeted for 03/20/23.
	G	Contact Center Readiness	IVR Contact Flows Approved for Wave 3 Counties.
	G	Imaging Readiness	County Export of Legacy Images In progress.
	G	BenefitsCal Readiness	CBO Extract on schedule for 01/10/23
	G	Central Print Readiness	Validation Meetings in progress.
	C	UAT Prep	UAT began 06/27/22.
	C	UAT Execution	UAT concluded 08/19/22.
Integration	G	County Interface Partner Test (IPT)Execution	IPT began 01/04/2023 - Target % Pass Rate: 0% • Orange County – 0% passed. 0 of 7 interfaces have passed. • Santa Barbara County – 0% passed. 0 of 8 interfaces have passed. • Ventura County – 0% passed. 0 of 5 interfaces have passed.
	G	State Interface Partner Test (IPT) Execution	IPT began 01/04/2023 - Target % Pass Rate: 0% • 0 of 11 Interfaces have passed.
Conversion	G	CDT Defects Resolution	As of 1/10/22, there are 54 P2 and 79 P3 and P4 Open Converted Data Defects.
	G	EDBC Match – Auto Review Rates	Match Rate as a result of Wave 2 Mock Cutover is 69%
Technical	G	County Network Connectivity	•Network circuit delivery complete. •Network changes and integration completed •Network IPT and Ad-hoc readiness testing in progress
	NS	Performance Testing	Targeted for 02/06/23 - 04/06/23

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

The status should be reflective of the readiness category trending at the time of reporting period.

Wave-3 Readiness: Executive Summary
Readiness Areas and Categories

Executive readiness focuses on the critical path to completion with the associated milestones and measures used to track readiness items.

Readiness Area*		Readiness Category	Comments
Training	C	FDEL 8 Master Training Plan	• Complete.
	C	ILT Training Curriculum Complete	• Core curriculum complete. County-specific ILT curriculum walkthroughs occurred October - November. County-specific ILTs completed 12/09/23.
	G	Wave 3 County Classroom Set-Up	• Classrooms identified and confirmed for Wave 3 counties. Connectivity testing in progress for ET/TTT.
	G	WBT Training Delivery	• Early Training WBTs started 11/28/22. End User WBTs started 12/16.
	NS	ILT Training Delivery	• Targeted to start 01/17/23 for ET/TTT and 02/27/23 for end-user training.
Organization	C	Change Discussion Guides (CDGs)	• Orange, Ventura & Santa Barbara CDG Sign off complete.
	G	Communications	• Infographics for December (NOAs in CalSAWS and Caseloads) complete
	C	Business Process Reengineering	• BPR Complete
	G	Configuration	• Configuration Kickoffs complete • Verification and Working Sessions 01/04/2023 - 2/10/2023
	G	Process Simulation	• County Participant identification Confirmation in Progress • Process Simulation Kickoff sessions have been executed for Orange, Santa Barbara and Ventura • Process Simulation Execution 2/14/2023 - 3/17/2023
Implementation	G	Implementation	• Checklist Review and Readiness Packet Development Ongoing
	NS	County Prep	• County Prep Phase for Wave 3 will begin at T-6 weeks.
	G	Pre and Post Implementation Support	• Initial planning began and Implementation Team are drafting County profiles
	G	Help Desk	• Wave 3 Helpdesk Kickoff conducted 9/27 • Delegated Admin Training conducted 10/26 • County Tier 1 Fulfiller Training – Completed weeks of 12/5 and 12/12
	Y	County Ad Hoc Reports	• Orange has identified 261 reports that need to be refactored. Of those, 117 are high priority and needed by go-live, 44 are medium priority and 99 are low priority. Orange county has begun receiving support from Gainwell. • Santa Barbara has identified 43 reports that need to be refactored. Of those, 15 are high priority and are needed within 30 days post go-live, 7 are medium priority, 17 are low priority and 4 are in priority review. Santa Barbara has requested support from Gainwell. • Ventura continues to review to identify reports that need to be refactored. So far, 21 reports have been identified to be refactored, and 0 are needed by go-live.

Readiness Dashboard

Risks and Issues

Risk

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

Issue

- Present focused
- Can be created as a result of a risk being realized
- Can be a new item not identified as a risk
- Cannot be resolved by the identifier
- Documented in the CalSAWS Issue Log

Monitoring - No Risks are Realized

No Issues at this Time

Total Risks **1** **4** **1**
High Medium Low

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

Risk and Issues: Wave 3
Risks related to Project Readiness for CalWIN Cutover to CalSAWS Risks

Risk Level	Risk Name	Risk Description	Readiness Area (Owner)
258.3	**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. **January 6, 2023:** CalWIN has raised logistical questions around Batch given Wave 3 Cutover B is schedule before the end of the month Thursday 4/20/2023 – 4/24/2023. CalSAWS Batch schedule shows 10-day cutoff Tuesday 4/18. Then Main payroll scheduled for Cutover weekend along with MED Recon, which given the Cutover activity cannot happened [sic] that weekend	Conversion (Project)
268.3	**Implementation Readiness for CalWIN Cutover to CalSAWS**	**Batch Performance (Risk #237.3)** – The 58 county converted data set will be available late January to begin testing for Waves 3-6 **Image Scalability and Performance (Risk #256)** – CalSAWS Imaging solution has maintained stability and performance for 58 Counties **County Readiness (Risk #262.3)** – 2 of 3 Wave 3 counties requested to keep the risk at an amber status. Table read has been conducted to update the latest workplan status. Follow up meeting will be conducted with Santa Barbara by 12/5/2022 **Production and CDV Defect Resolution (Risk #280)** – Risk will track resolution of defects from Wave 1 and 2, and new defects identified in Waves 3-6 Converted Data Validation **County Image Migration Readiness (Risk #264.3)** – The Counties are meeting, and all due dates are on track to complete scheduled milestones by deadlines as reported in the Weekly DD&I Status Report **County Report Refactoring and Ancillary System Timelines (Risk #269.3)** – Risk level is currently at medium. Over 200 reports have been identified for refactoring across Wave 3 counties. Wave 3 Ad Hoc Refactoring begins November 2022. Team assessing what is required for go live and will track progress in Readiness slides **County Reconciliation and Submission of State Reports (Risk 279.3)** CalWIN counties may need assistance to reconcile Fiscal reports as they prepare to submit State reports	Implementation (Project)

Risk and Issues: Wave 3
Risks related to Project Readiness for CalWIN Cutover to CalSAWS Risks

Risk Level	Risk Name	Risk Description	Readiness Area (Owner)
278.3	**CalWIN OCM Implementation Support Plan Deliverable**	W3 preparation associated with pre, and post implementation support is on track • Create the tactical details for pre/post-implementation support, county prep, to outline the who, when, and where • Work with each project team identified in the Implementation Support Plan to coordinate and get commitment of resources to execute the support model • Communicate to the Counties the finalized plans, schedule, and coordinate on-site resources and equipment/room needs • Conduct County Prep Kickoff Retrospectives will be conducted for W2 post-implementation in early April 2023 that will further information post-implementation support refinements for W3 Workload impact calculation to be defined starting at T-2 for Go Live Packet related items	Applications (Project)

Risk and Issues: Wave 3
Risks related to Project Readiness for CalWIN Cutover to CalSAWS Risks

Risk Level	Risk Name	Risk Description	Readiness Area (Owner)
280	**Unresolved Go-Live Dependent defects not resolved prior to the Wave Go-Live could impact County Case Worker business Post Go-Live**	**January 6, 2023:** Updates have been provided below (in the tables). **Open Wave 1 CalWIN Issues** Open Wave 1 CalWIN Issues below represents Wave 1 Conversion Defects identified by the Counties Post Go-Live. Defects are Triaged, Assessed, and Resolved as quickly as they via Data Change Requests (DCR)	

Open Wave 1 CalWIN Issues

Open Defects by Phase	P1	P2	P3/P4	Total
Wave 1 Post Go-Live DCR's	0	18	9	27
Total Open Defects	**0**	**18**	**9**	**27**

Open Wave 2 Conversion Defects
Open Wave 2 CalWIN Issues below represents all defects no matter what test phase they were found in, including Wave 1 defects "clone" to track the fix for wave 2. As of 1/8/2022.

Open Defects by Status	P1	P2	P3	P4	Total
New	0	13	31	5	49
In Development	0	9	12	0	21
Development Complete	0	0	0	0	0
In Assembly Test	0	0	3	0	3
System test	0	1	2	0	3
Test Complete	0	2	12	1	15
ReOpened	0	0	1	0	1
Pending Rejection	0	0	1	0	1
Assigned	0	29	7	4	40
Total Open Defects	**0**	**54**	**69**	**10**	**133**

Defect Priority	Cutover 2A	Cutover 2B	Post Cutover 2B	TBD	Total
P1	0	0	0	0	0
P2	0	32	18	4	54
P3	1	28	11	29	69
P4	0	1	4	5	10
Total Open Defects	**1**	**61**	**33**	**38**	**133**

Risks and Issues: Wave 3

Risks related to CalWIN Counties Cutover Readiness Needs Risks

Risk Level	Risk Name	Risk Description	Readiness Area (Owner)
262.3	**The CalWIN counties may not be fully prepared for go-live if they do not have sufficient or timely information**	The CalWIN counties and County Directors have voiced concern that they do not have sufficient information or direction from the CalWIN ISS team to adequately prepare for go-live. In some cases, they have begun creating their own materials based on what they understand. If the counties do not have a framework within which to prepare, they may not be ready for cutover. This includes clear communication and timelines for what is needed to be completed by when, readiness checklists, early conversations on the transition from the current state to the future state, and clear direction.	Implementation (Project)
264.3	**CalWIN County waves may not complete their Imaging migration readiness activities by their designated wave go-live dates**	Delays in CalWIN counties predecessor activities (such as securing external legacy vendors for export support, mapping document types for each county, using Snowball as data transfer method, and completing the test batch phase on time) may delay cutover dates within each county. Further, counties must complete their predecessor activities by the deadline if they want to start exporting/importing on time. As a result of early pitfalls associated with predecessor tasks, Wave 1 counties have experienced significant delays, including delays in establishing contracts with external vendors, incorrect mapping, and failures to complete testing activities on time, which are putting their respective go-live dates at risk.	Implementation (County)
269.3	**CalWIN Counties may not have enough development and testing timeline to Refactor their Ad-hoc Reports and Ancillary System before Go-Live**	The CalWIN Counties need time in the schedule, leading up to their respective Go-Live, to Refactor Ad-hoc Reports and/or Ancillary Systems. To do so, the counties need connectivity and access to CalSAWS environments, data model (and definitions), as well as data. The current CalSAWS delivery schedule (of these) is compressing the CalWIN counties Design, Development, and Testing timelines (i.e., schedule) and putting their County Readiness for Go-Live at-risk	Implementation (County)

Wave-3: Key County Milestones & Tasks

Milestone/Task	Status	Target Start Date	Target End Date	Percent Complete
Training – LMS: Load Users, Build and Load Courses, Test Reports	Complete	11/14/22	12/16/22	**100%**
Wave 3 County Data Validation	Not Started	1/30/23	02/20/23	0%
User Acceptance Test (UAT): Group 1	Complete	06/27/22	07/22/22	**100%**
User Acceptance Test (UAT): Group 2	Complete	07/25/22	08/19/22	**100%**
Process Simulation Execution with Counties	Not Started	02/14/23	03/17/23	0%
CalWIN County Interface Testing	In Progress	01/04/23	03/09/23	0%
State Interface Testing	In Progress	01/04/23	03/09/23	0%
T-12 Readiness Survey Distribution	Complete	04/22/22	05/06/22	**100%**
T-9 Readiness Survey Distribution	Complete	07/15/22	08/05/22	**100%**
T-6 Readiness Survey Distribution	Complete	10/24/22	11/04/22	**100%**
T-3 Readiness Survey Distribution	Not Started	01/23/23	02/03/23	0%
Application Development and System Test 23.03	Not Started	01/30/23	03/17/23	0%
County Preparation Phase Kick Off	Not Started	TBD	TBD	0%
County Preparation Phase	Not Started	03/13/23	04/20/23	0%
County Networking Connectivity	In Progress	07/01/22	2/20/23	**97%**
Contact Center Model Office Simulation	Not Started	04/10/23	04/21/23	0%
End-User Training	Not Started	02/27/23	04/21/23	0%
Pre and Post Deployment Support	Not Started	02/24/23	06/23/23	0%
Wave 3 CalSAWS Go-Live	Not Started	04/21/23	04/24/23	0%

Wave 3 – County Readiness Summary

Readiness Area	Status*	Orange	Status*	Santa Barbara	Status*	Ventura
Application	G	Contact Center SCR: CA-240160	G	Contact Center SCR: CA-240161	G	Contact Center SCR: CA-240162
Integration	G	IPT began 01/04/2023	G	IPT began 01/04/2023	G	IPT began 01/04/2023
Conversion	G	Mock Cutover scheduled for January 2023	G	Mock Cutover scheduled for January 2023	G	Mock Cutover scheduled for January 2023
Technical	G	Networking readiness 93.2% complete	G	Networking readiness 92.7% complete	G	Networking readiness 92.2% complete
Training	G	Wave 3 Early Training & TTT Started (WBT) 11/28/22	G	Wave 3 Early Training & TTT Started (WBT) 11/28/22	G	Wave 3 Early Training & TTT Started (WBT) 11/28/22
Implementation	G	117 Ad Hoc reports to refactor	G	15 Ad Hoc reports to refactor.	G	21 Ad Hoc reports to refactor so far, county is still reviewing.
Organizational	G	T-3 Survey on-schedule.	G	T-3 Survey on-schedule.	G	T-3 Survey on-schedule.

*Information included is as of January 6, 2023

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

Wave 3 All Tasks Due Next 30 Days by Readiness Category

Wave 3 County Readiness Checklist Activities by Status (as of 01/06/2023)

Status	00 All Counties	06 Orange	07 Santa Barbara	08 Ventura	Wave 3 Counties	T:
COMPLETED	11	428	403	393	34	1269
NOT STARTED	2	144	153	144	152	595
IN PROGRESS	0	98	72	84	15	269
Total Unique Issues:	13	670	628	621	201	2133
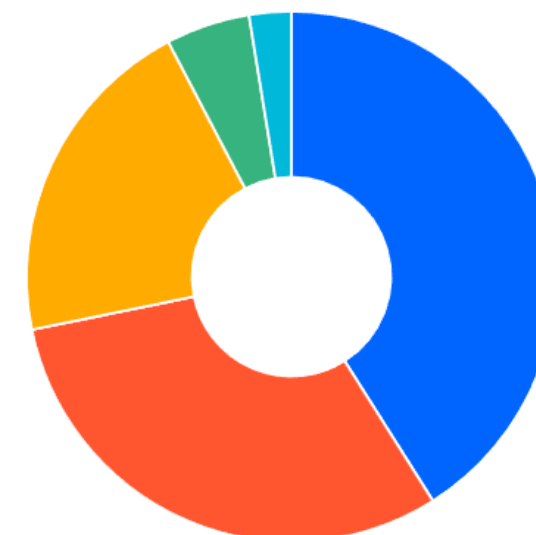
Implementation Readiness Category
Total Issues: **39**

■ Implementation Readiness		16
■ Change Readiness		12
■ Training Readiness		8
■ Conversion Readiness		2
■ Application Readiness		1

Note: All County Tasks includes tasks that all 18 CalWIN Counties are responsible for completing (e.g., UAT related tasks). Wave 3 Counties tasks include tasks that apply to Orange, Santa Barbara and Ventura (e.g., selective conversion tasks)

County Readiness – Wave 3

County Readiness – Orange

Orange: County Tasks Counts by Category and Status (as of 01/06/2023)

Implementation Readiness Category	IN PROGRESS	NOT STARTED	COMPLETED	T:
Application Readiness	8	23	39	70
Change Readiness	1	12	52	65
Conversion Readiness	15	1	1	17
Implementation Readiness	7	27	45	79
Technical Readiness	2	5	37	44
Training Readiness	2	10	33	45
Total Unique Issues:	**35**	**78**	**207**	**320**

County Readiness Watch Items

#	Summary	Level	Remediation Plan
1			
2			

Orange: Past Due by Readiness Category and Activity Owner (as of 01/06/2023)

Activity Owner	Application Readiness	T:
IPOC/TPOC	1	1
Total Unique Issues:	**1**	**1**

Past Due Activity Highlights:
Fiscal: IPT Readiness – Complete all required work to begin IPT Testing - Paid Warrant Reader

Note: The Implementation Readiness Dashboard and Packet is reflective of a point in time reporting (as of January 6, 2023). The County readiness task status may not be reflective of the task completion as a result of the date the report is compiled.

County Readiness – Santa Barbara

Santa Barbara: County Tasks Counts by Category and Status (as of 01/06/2023)

Implementation Readiness Category	IN PROGRESS	NOT STARTED	COMPLETED	T:
Application Readiness	4	24	38	66
Change Readiness	0	13	53	66
Conversion Readiness	14	1	1	16
Implementation Readiness	2	34	40	76
Technical Readiness	0	4	26	30
Training Readiness	2	6	33	41
Total Unique Issues:	**22**	**82**	**191**	**295**

County Readiness Watch Items

#	Summary	Level	Due Date	Remediation Plan

Santa Barbara: Past Due by Readiness Category and Activity Owner (as of 01/06/2023)

Activity Owner	Application Readiness	T:
IPOC	1	1
Total Unique Issues:	**1**	**1**

Past Due Activity Highlights:
Application Readiness: IPT: Interface Partner to Confirm inbound & outbound IP address details and perform Telnet / Test connectivity

Note: The Implementation Readiness Dashboard and Packet is reflective of a point in time reporting (as of January 06, 2023). The County readiness task status may not be reflective of the task completion as a result of the date the report is compiled.

County Readiness – Ventura

Ventura: County Tasks Counts by Category and Status (as of 01/06/2023)

Implementation Readiness Category	IN PROGRESS	NOT STARTED	COMPLETED	T:
Implementation Readiness	6	32	36	74
Change Readiness	1	12	52	65
Application Readiness	6	24	34	64
Training Readiness	1	6	33	40
Technical Readiness	0	4	22	26
Conversion Readiness	14	1	2	17
Total Unique Issues:	**28**	**79**	**179**	**286**

County Readiness Watch Items

#	Summary	Level	Due Date	Remediation Plan
1				
2				

Ventura: Past Due by Readiness Category and Activity Owner (as of 01/06/2023)

Activity Owner	Implementation Readiness	T:
IPOC	2	2
Total Unique Issues:	**2**	**2**

Note: The Implementation Readiness Dashboard and Packet is reflective of a point in time reporting (as of January 06, 2023). The County readiness task status may not be reflective of the task completion as a result of the date the report is compiled.

Past Due Activity Highlights:
Implementation Readiness: Analytics and Reporting: Identify Total Number of County Refactoring Report Needs Prioritize Reports that must be refactored for Go-Live Identify if optional enhanced reporting support is required from the project

Project Readiness

Application Readiness: System

System Test: 23.03	Not Started

Start Date: 01/30/2023   End Date: 03/17/2023

Application Readiness: Imaging

Images Migration	In Progress

Distribute CIT for Counties to install Webscan Kit and Virtual Printer: Completed (CIT #0110-22 distributed on 04/19/2022)

County Export of Legacy Images: In progress

Hyland Receive & Upload Images to Production Environment: In progress

Imaging UAT	Complete

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

61 of 61 scripts completed

Severity 1 and 2 defects resolved: Complete - no defects reported.

Performance Testing

Hyland Platform Performance Testing: Not Started

Application Readiness: User Acceptance Testing

UAT	Complete

Key Dates:

UAT Users Loaded to ForgeRock/UAT Environments and Application: Complete

UAT Application Training Group 1: 05/02/22 – 06/21/22

UAT Application Training Group 2: 06/13/22 – 07/21/22

UAT Execution Group 1: 06/27/2022 – 07/22/2022

UAT Execution Group 2: 07/25/2022 – 08/19/2022

Application Readiness: Contact Center

Technical Connectivity	In Progress

Start Date: 01/06/2023   End Date: 04/21/2023

- 3 of 3 IVR Contact Flows Approved
- Approval of Wave 3 County SCRs: 0 of 3
  - Orange – CA-240160
  - Santa Barbara – CA-240161
  - Ventura – CA-240162
- Regression Test: Not Started
- Contact Center Model Office Testing (tentative 04/10/2023)

Application Readiness: Central Print

Central Print Kick-Off	Complete

Configuration/Validation	In Progress

Start Date: 07/06/2022   End Date: 02/03/2023

- Configuration meetings complete
- Validation meetings started
- Configuration load: not started

Setup and Training	In Progress

Start Date: 11/21/22   End Date: 04/17/23

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

Application Readiness: BenefitsCal

Conversion Readiness	In Progress

Training & Communications	Not Started

- Training delivery for public facing support, train the trainer and CBOs will occur in March 2023.
- BenefitsCal Comms Plan execution: March 2023

System Operations	Not Started

- Confirm Command Center schedule
- Contingency Planning

Production Deployment	Not Started

- Develop Production Cutover Checklist
- Decision to proceed with BenefitsCal Production Cutover

Project Readiness

Conversion Readiness

Conversion Readiness	In Progress

Key Dates:

Golden Data Set #10 Ready: On Schedule

Cutover 3A: 03/13/2023 – 04/20/2023

Cutover 3B: 04/21/2023 – 04/24/2023

Mock Cutover – On-Schedule to begin end of January 2023.

CDV	Not Started

Start Date: 01/30/23   End Date: 02/20/23

- Converted Data Testing: complete for all waves.
- Wave 3 County Data Validation targeted for 1/30/23.
- 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).

Integration Readiness

Interface Partner Test	In Progress

Start Date: 1/4/2023   End Date: 3/9/2023

- Orange County: 7 Interfaces
- Santa Barbara County: 8 Interfaces
- Ventura County: 5 Interfaces
- State/Consortium Partners: 11 Interfaces

Project Integration Readiness is dependent on the County's readiness and development preparedness at the start of IPT on 1/4/2023.

Technical Readiness

County Networking Connectivity	In Progress

Start Date: 07/01/2022   End Date: 2/20/23

- Network circuit delivery completed
- Network devices deployed across all county sites
- Network changes and integration completed
- Network IPT and Ad-hoc readiness testing in progress
- County compliance and regression testing scheduled

Technical Readiness: Operations

Contingency Restoration Planning	Complete

Disaster Recovery Exercise	Complete

Batch Operations	In Progress

- CalWIN batch schedules in progress: 75% complete.

Technical Readiness: Performance Testing

Performance Test	Not Started

- Online performance testing: 2/6/2023 – 4/6/2023

Technical Readiness: Security

Security Test	Complete

Start Date: 11/05/2019   End Date: 09/24/2021

Application Security: CalSAWS Scan/ Remediation Complete

Penetration Testing: Complete

Project Readiness

Training Readiness

Training Plan — Complete

Start Date: 09/06/2022   End Date: 11/07/2022
- Wave 3 County specific training plans – Completed and Approved

Training Materials — Complete

Start Date: 10/24/2022   End Date: 12/09/2022

- Wave 3 County specific instructor led training materials – Walkthroughs complete; County-specific ILT materials complete
- Web-Based trainings updated – Complete

Training Delivery — In Progress

Start Date: 11/28/2022   End Date: 04/21/2023

- Wave 3 Early Training & TTT - Started 11/28/22
- Wave 3 staff curriculum assignment – Complete
- Wave 3 Classrooms set-up and certified for ET/TTT - started 12/22
- Wave 3 Early Training and TTT ILTs start 1/17/22 (Orange and Santa Barbara) and 1/24/22 (Ventura)
- Wave 3 End User ILT Training begins 02/27/23
- Training environment and training data build – In Progress
- Generic training accounts for training environment – Complete

Organizational Readiness: OCM

Change Discussions with Staff — Complete

End Date: 12/26/2022

- Wave 3 Change Discussion Prep Sessions are completed.
- Office Hours will take place from 12/5 to 12/16 - Complete
- Counties will hold Change Discussions with their Staff until the end of the year
- FDEL submitted on 12/7/22.

Readiness Surveys — On Schedule

Start Date: 03/28/2022   End Date: 04/14/2023

- T-3 Survey will take place January 2023

Infographics/Newsletters — On Schedule

Start Date: 10/2022   End Date: 03/2023
- Infographics for January – On Schedule
- Newsletter "The CalSAWS Scoop" #4 in March

Change Network Champions — On Schedule

Start Date: 07/20/2022   End Date: 04/05/2023

- January CNC Meeting – On Schedule
- February CNC Meeting – On Schedule
- March CNC Meeting – On Schedule

Organizational Readiness: Business Process Reengineering

W3 BPR Plans Approved — Complete

Process Change Inventory Close Out — Complete

Automated Actions Enablement — Complete

Process Simulation

W3 Process Simulation Planning — In Progress

Start Date: 12/05/2022   End Date: 02/13/2023
- Wave 3 Participants Identification: Confirmation in Progress

Process Simulation Execution — Not Started

Start Date: 02/13/2023   End Date: 03/10/2023

- Orange: 02/14/2023 - 02/28/2023
- Santa Barbara: 02/27/2023 - 03/17/2023
- Ventura: 02/27/2023 - 03/17/2023

Configuration

Configuration Materials — Complete

Start Date: 09/09/2022   End Date: 03/10/2023
- Document Configuration Guides and Worksheets - Complete

W3 Configuration Documentation & Validation — In Progress

Start Date: 12/05/2022   End Date: 02/10/2023

- Orange: 01/04/2023 - 01/13/2023
- Ventura: 01/18/2023 - 01/27/2023
- Santa Barbara: 02/01/2023 - 02/10/2023

Implementation Readiness

Project Readiness

Implementation Planning	In Progress

- DEL 10 Implementation Support Plan submitted 08/05/2022 and has been accepted.
- Readiness Packets and Dashboards: Ongoing

County Prep	Not Started

Start Date: 03/13/2023   End Date: 04/20/2023

- 44 county prep activities instructions complete – to be updated for Wave 3 if applicable.
- Kick Off Meeting Targeted for February 2023

Post-Deployment Support	In Progress

Start Date: 04/24/2023   End Date: 06/23/2023

- Pre and Post deployment support structure planning started

Implementation Readiness: Help Desk and System Operations

Help Desk	In Progress

Start Date: 09/27/2022   End Date: 03/24/2023

Plans for enhanced communications to County Help Desk: Complete

Command Center Enablement: Not started.

ServiceNow Training for County Help Desks: Delegated Admin Training conducted 10/26. County Tier 1 Fulfiller Training – Completed weeks of 12/5 and 12/12

System Operations	Complete

- CalWIN Counties Access to the Sandbox Environment: Complete

- Engage the Counties on Staff Profile/Security Administration Updates: Complete

Implementation Readiness: County Ad-Hoc Reporting

County Ad Hoc Reporting	In Progress

Start Date: 04/04/2022   End Date: 04/21/2023

County Education Sessions:
- Wave 3 - Complete

County Report Refactoring
Wave 3 identified **261** reports in need of refactoring.
- **Orange has identified 261 reports that need to be refactored. Of those, 117 are high priority and needed by go-live, 44 are medium priority and 99 are low priority. Orange county has begun receiving support from Gainwell.**
- Santa Barbara has identified 43 reports that need to be refactored. Of those, 15 are high priority and are needed within 30 days post go-live, 7 are medium priority, 17 are low priority and 4 are in priority review. Santa Barbara has requested support from Gainwell.
- Ventura continues to review to identify reports that need to be refactored. So far, 21 reports have been identified to be refactored, and 0 are needed by go-live.

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