

Wave 4 Implementation Readiness Dashboard and Packet March 03, 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 4. 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 **March 03**, **2023**.



Readiness Packet





Development / System Test

Deploy Release 23.05

Start Date: 03/27/2023

End Date: 05/19/2023

Project

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

Functionality

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Severity 1 & 2 Defects Resolved from UAT	UAT Complete	No Sev 1 or 2 defects reported	Project
Performance Testing Imaging Performance test to	or Wave 4 was completed a	s part of the LA County go-Live performance test cycles complet	ed March 2022
Hyland Platform Performance Test	Complete	Metric/Completion to Plan	Project
Additional Hyland Platform Performance Test	Complete	Test completed. Configuration tuned to address findings for 58+ county load.	Project
Images Migration			
County Export of Legacy Images	In Progress	Risk 264.4 – San Diego	County
Hyland Receive and Upload Images to Production Environment	In Progress		Project

Imaging UAT

Distribute CIT for Counties to install

Webscan Kit and Virtual Printer

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

2022

CIT #0110-22 distributed on April 19,

Completed

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

Project



Contact Center

Technical Connectivity	0%	
Update IVR Contact Flows for each County	4 of 4 Approved	Both
Approval of County Contact Center SCRs*	0 of 4	County
Regression Test of entire Contact Center solution	0%	Project
Model Office Testing – tentative start 6/9/2023	0%	Both

*Contact Center SCRs: CA-240164 – Santa Cruz CA-240165 – Solano CA-240166 – San Diego CA-240167 – San Mateo



Application Readiness: Central Print

Kickoff

Kickoff Meeting Completed	Complete		Both
Configuration/Validation			
Configuration Meetings	In Progress	3 Completed of 4 Planned	Both
Validation Meetings	In Progress	0 Completed of 4 Planned	Both
Configuration Load	Not Started	0 Completed of 4 Planned	Project
Setup and Training			
Portal Users Loaded	Not Started	0 Completed of 4 Planned	Project
Inventory Confirmed	Not Started	0 Completed of 1 Planned	Project
Training Materials Completed	Complete		Project
Training Delivery	Not Started	0 Completed of 2 Planned	Both

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

Provide extract of the CBO to the counties	Complete	03/03/2023	Project
Extract CBO User information from MyBCW for Wave 4 counties to perform mock run 1	Complete	03/01/2023	Project
Extract CBO User information from MyBCW Prod for Wave 4 counties	Not Started	Target 06/05/2023	Project
Converted Data Test			
Validate CBO user load into ForgeRock – Mock Run 1	Not Started	Target 04/13/2023	Project

Training Delivery

Deliver training for CSC and Help Desk staff	Not Started	Target – May 2023	Project
Deliver training for CBOs - Community Based Organizations	Not Started	Target – May 2023	Project
Communications			
Confirm Communications Plan for BenefitsCal	Not Started	Communication plan will be initially drafted by 04/14.	Project
Begin Execution of BenefitsCal Communications Plan	Not Started	Execution will begin 05/31.	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	06/12/2023 - 06/16/2023	Project
Contingency Planning	Not Started	06/12/2023 - 06/16/2023	Project
Prod Deployment Plans			
Develop Production Cutover Checklist	Not Started	Target – 05/31/2023	Project
Confirm Consortium reviewed/approved the BenefitsCal cutover and BenefitsCal rollback plans	Not Started	Target – 06/13/2023	Project
Decide to proceed with BenefitsCal Production Cutover (Go-No Go Decision)	Not Started	06/12/2023 - 06/16/2023	Project
Confirm Wave Cutover to BenefitsCal	Not Started	06/12/2023 - 06/16/2023	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete
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Conversion Readiness - Wave 4

Conversion defects not resolved prior to Wave Go-Live	As of 2/6/23, there are 66 P2 and 44 P3 and P4 Open Converted Data Defects. 52 of the overall defects are planned to be resolved by Cutover 2B, 24 are planned Post Cutover 2B as a Data Change Request (DCR), and the remaining are planned Post Cutover 2.	Project
Auto Case Review Match Rate	Match Rate as a result of Wave 2 Mock Cutover is approx. 70% in aggregate across all programs	Project
Complete Wave 4 Mock Cutovers (Risk 258)	 Mock Cutover – On-Schedule to begin End of March 2023. Business Impact Mitigation Strategies for the W2-W6 Cutover Window and Communications with Stakeholders remains In-Progress 	Project
Deliver Wave 4 Golden Data Set (GDS) for County Data Validation (CDV)	Wave 4 GDS#11 Remains On-Schedule for delivery in April 2023 (for a 4/17/23 W4 CDV Start).	Project
Support Wave 4 County Data Validation - Defect Resolution	Planned for 4/17/23 - 4/28/23	Project
Complete Wave 4A (County Preparation) Cutover	Planned for May 15, 2023	Project
Complete Wave 4B (Go-Live) Cutover	Planned for July 3, 2023	Project

Not Started On Schedule	<14 Days Late	>=14 Days Late	Complete
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Interface Partner Testing – Begins 03/15/2023

Complete Interface Development – County

In Progress

County

Interface Names	San Diego	Ready for IPT?	San Mateo	Ready for IPT?	Santa Cruz	Ready for IPT?	Solano	Ready for IPT?
1099 File Writer job								
	YES	NO	YES	YES	YES	NO	YES	NO
Paid Warrant Reader job								
	NO	N/A	YES	YES	YES	NO	YES	NO
Outbound Collections	YES	NO	NO	N/A	NO	N/A	NO	N/A
Inbound Collections	NO	N/A	NO	N/A	NO	N/A	NO	N/A
Warrant Print Writer	YES	NO	YES	YES	YES	NO	YES	NO
Warrant Print Reader	NO	N/A	NO	N/A	YES	NO	NO	N/A
Auditor Controller Writer	YES	NO	YES	YES	YES	NO	YES	NO
Positive Pay file								
	YES	NO	YES	YES	YES	NO	YES	NO
Direct Deposit Writer								
	YES	NO	YES	YES	YES	NO	YES	NO
Direct Deposit Reader	YES	NO	YES	YES	YES	NO	YES	NO
School Lunch	NO	N/A	YES	YES	YES	NO	YES	NO



Interface Partner Testing – 03/15/2023 - 05/05/2023

Execute Interface Testing with CalWIN County Partners Not Started 0% Project Execute Interface Testing with State and Consortium Partners Not Started 0% Project

CONSORTIUM PARTNERS INTERFACE TESTING					
CONSORTIUM PARTNER STATUS TARGET COMPLETION DATE					
Electronic Inter County Transfer (EICT) - CalWIN	0/3	May 5, 2023			

STATE PARTNER INTERFACE TESTING					
STATE PARTNER	STATUS	TARGET COMPLETION DATE			
Case Management Information and Payrolling System (CMIPS) - OSI	0/2	May 5, 2023			
Electronic Benefits Transfer (EBT) - FIS	0/2	May 5, 2023			
Medi-Cal Eligibility Data System (MEDS) - DHCS	0/2	May 5, 2023			
Welfare Data Tracking Implementation Project (WDTIP) - OSI	0/2	May 5, 2023			

CalWIN Wave 4 COUNTIES INTERFACE TESTING						
CalWIN Wave 4 COUNTY PARTNER	STATUS	TARGET COMPLETION DATE				
San Diego County	0/7	May 5, 2023				
San Mateo County	0/8	May 5, 2023				
Santa Cruz County	0/9	May 5, 2023				
Solano County	0/8	May 5, 2023				

Technical Readiness: Networking

Networking

County Networking Connectivity

Both

CalWIN Wave 4 COUNTIES					
NETWORKING READINESS STATUS ACTUAL PLANNED Δ					
Overall Network Interconnectivity	On Track	89.8%	66.7%	23.1%	
Critical Path	On Track	90.3%	79.2%	11.1%	

NETWORKING READINESS	STATUS	ACTUAL	PLANNED	Δ
San Diego	On Track	94.4%	68.5%	25.9%
San Mateo	On Track	90.7%	79.6%	11.1%
Santa Cruz	On Track	64.8%	59.3%	5.6%
Solano	On Track	90.7%	59.3%	31.5%

Milestone	Status
Wave 4 County Networking Connectivity Readiness	 Circuit Upgrade/Enhancement orders processed; Pending Carrier delivery Track ongoing delivery of secondary circuits to County sites. Completed technical integration (Rework) for San Diego Risk 281.4 will be downgraded in rating in lieu of the changes completed Scheduled technical integration for Santa Cruz delayed due to firewall issues at the County. Risk 286 Mitigation plan discussed with IPT team to compress timeline while waiting for resolution on firewall



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	In Progress	75%	Project



Performance Testing – Wave 3-6

CalSAWS Batch Performance (58 County)

Not Started

0%

Project

CalWIN Wave 3-6 Batch Performance Schedule and Results

Performance Cycle	Start Date	End Date	Run Time
10-day cutoff*	February 27, 2023	March 10, 2023	Execution planned for 3/3/2023
End of Month**	March 20, 2023	March 31, 2023	TBD
10-day cutoff**	April 3, 2023	April 14, 2023	TBD
Main Payroll**	April 17, 2023	April 28, 2023	TBD
End of Month***	May 8, 2023	May 19, 2023	TBD
10-day cutoff***	May 22, 2023	June 2, 2023	TBD
Main Payroll***	June 5, 2023	June 16, 2023	TBD
Contingency for re- execution	June 19, 2023	August 11, 2023	TBD

- *Represents the highest transaction volume day
- **Validation of FSX Storage option
- ***Validation of io2 Storage option

Note: Successful completion of the 3 cycles within the batch window will indicate that all cycles can complete within the batch window

Technical Readiness: Performance Testing

CalSAWS 52 County Online Performance Test – Schedule

Workload Mix (WL)	Start Date	End Date	Status
#1 - CalSAWS Online	05/22/2023	06/09/2023	Not Started
#2 - CalSAWS Online + APIs	06/12/2023	06/23/2023	Not Started

CalSAWS 52 County Online Performance Test

Category	SLA	SLA Met % & Avg. Server Response Time
	Peak - 98% [<=2s]	
Screen to Screen	Prime - 99.9% [<= 10s]	
	Peak - 95% [<= 3s]	
EDBC	Prime - 99.9% [<= 20s]	
Search	Peak - 95% [<=6s]	

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)



Application Security

CalSAWS Scans/Remediation Completed	Completed	100%
Penetration Testing		
Signed with 3 rd 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%





Training Plan

Wave 4 Draft County-Specific Training Plans completed.	Complete	100%	Both
Create Training Accounts in Training Environment	Complete	100%	Project

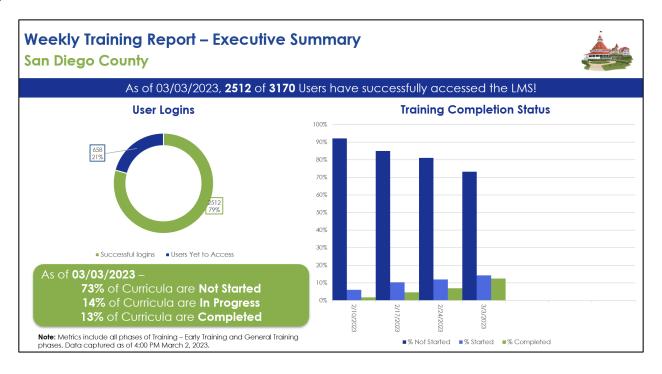
Training Materials

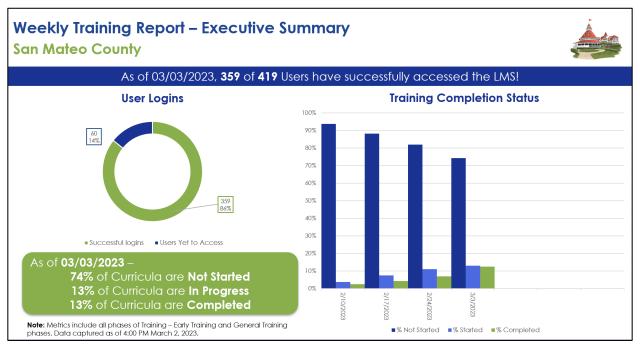
Wave 4 County-specific ILT training materials finalized and reviewed – Walkthroughs complete	Complete	100%	Both
Web-based Trainings updated (Accenture/Consortium) – updates are ongoing per regular training release schedule	Complete	100%	Project
Training Environment/Build Training Data	Not Started		Project

Training Delivery

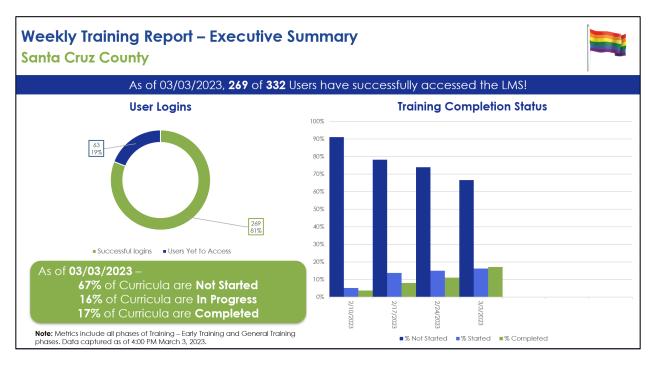
Wave 4 Early Training & assigned curriculum in the		Complete	100%	Project
Wave 4 staff course assi Training & TTT ILT	gnments / registration for E	Early In Progress	50%	Project
Wave 4 Early Training & (Training environment controlled)	TTT Instructor-led Training R onnectivity, Participants	Ready In Progress	50%	Project
Wave 4 Early Training & 01/16/2023	TTT Started (WBT) – started	In Progress	35%	County
Wave 4 End-User Trainin 02/06/2023	g Started (WBT) – started	Not Started	13%	County
	TTT Started (ILT) – start uz; 3/13/2023 for San Diego all other Wave 4 counties	Not Started	# Completed of # Plar	nned Both
Wave 4 End User Training	g (EUT) - start 05/01/2023 fo	11013141104	# Completed of # Plan	nned Both
Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

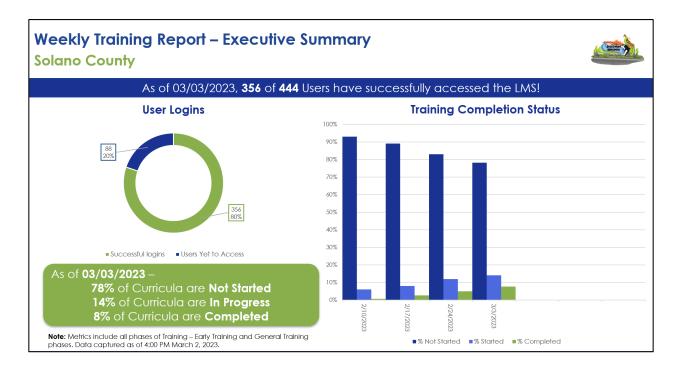
WBT Progress by County



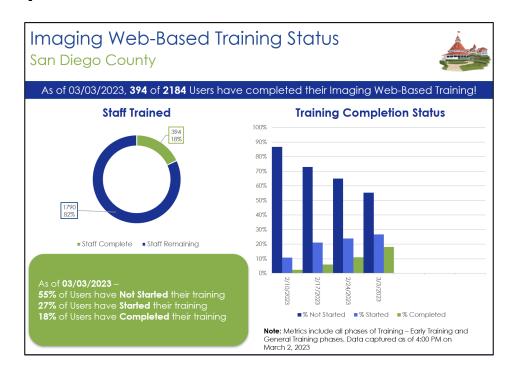


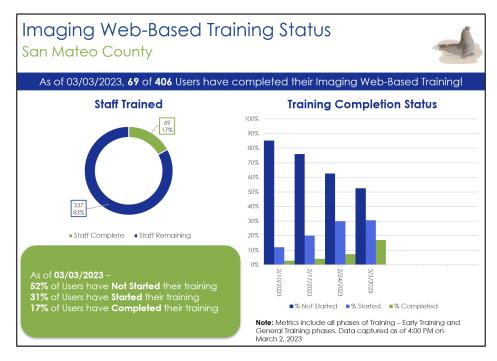
WBT Progress by County



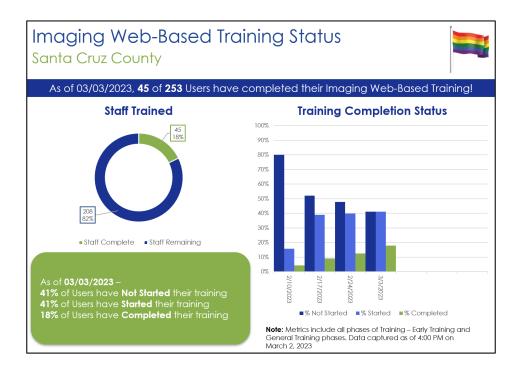


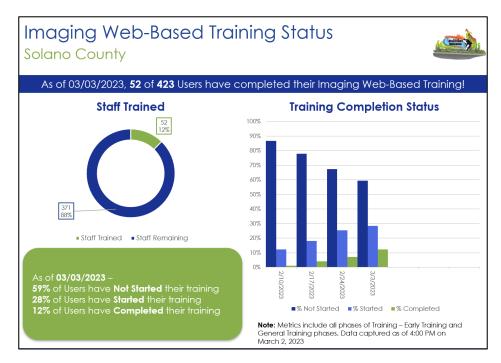
Imaging WBT Progress by County



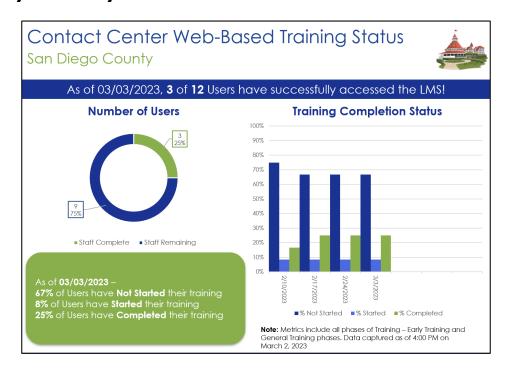


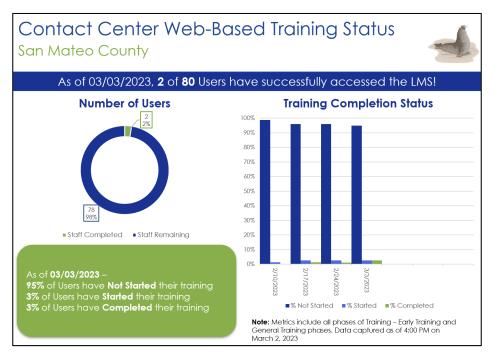
Imaging WBT Progress by County



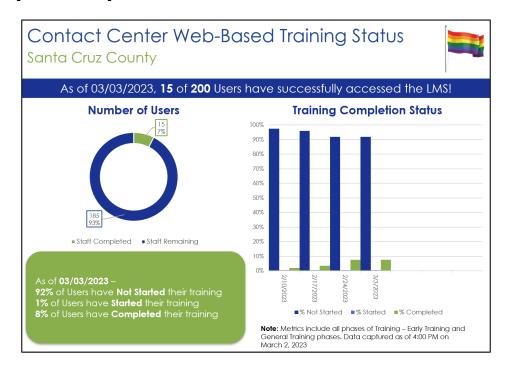


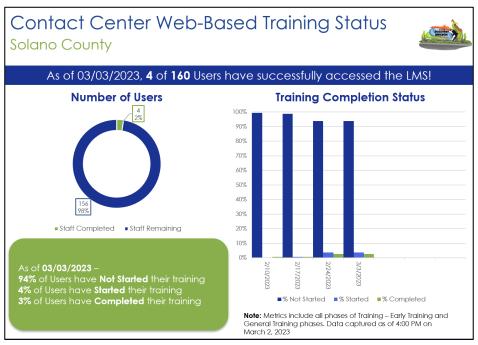
Contact Center WBT Progress by County





Contact Center WBT Progress by County





Communications & Change Discussion Guides

San Mateo (11/23) and Solano (11/22) DWP signoff	Completed	2 Completed of 2 Planned	Both
San Mateo and Solano CDG county	Completed	1 Completed of 1 Planned	Both
and Consortium comments to get			
to FDEL Consortium approval on 01/16			
and County approval and signoff by 01/19.			
San Diego and Santa Cruz CDG county	Completed	1 Completed of 1 Planned	Both
and Consortium comments to get to FDEL			
Consortium approval by 02/23 and			
County approval and signoff by 02/27.			
San Mateo(12/8) and Solano(12/1)Consortium	Completed	2 Completed of 2 Planned	Both
comments addressed to get to county FWP			
signoff by dates listed			
San Diego and Santa Cruz Consortium	Completed	1 Completed of 1 Planned	Both
comments addressed to get to county FWP	Completed		55111
signoff by 1/25			
Prep Sessions for Supervisors, Managers, and	Completed	3 Completed of 3 Planned	Both
CNCs on CDG discussion			

Readiness Surveys

Wave 4 Readiness Surveys T-6 (1/17/23 -1/30/23)	Completed	4 Completed of 4 Planned	Both
Wave 4 Readiness Surveys T-3 (4/3/23-4/14/23)	Not Started	0 Completed of 4 Planned	Both
Wave 4 Readiness Surveys T+6 (8/14/23 - 8/25/23)	Not Started	0 Completed of 4 Planned	Both

Infographics/Newsletters

Infographics for January (Skip Issuance and WTW Assistance Unit Page) (CIT 0020-23)	Completed	2 Completed of 2 Planned	Project
Infographics for February (Foster Care in CalSAWS and Building CalSAWS Knowledge)	Completed	2 Completed of 2 Planned	Project
Newsletter for February	Completed	2 Completed of 2 Planned	Project
Infographics for March	On Schedule	0 Completed of 2 Planned	Project
Infographics for April	Not Started	0 Completed of 2 Planned	Project
Infographics and Newsletter for May	Not Started	0 Completed of 2 Planned	Project
Infographics for June	Not Started	0 Completed of 2 Planned	Project
Infographics for July	Not Started	0 Completed of 2 Planned	Project

Change Network Champion Meetings

CNC Meeting for January	Completed	1 Completed of 1 Planned	Both
CNC Meeting for February	Completed	1 Completed of 1 Planned	Both
CNC Meeting for March	On Schedule	0 Completed of 1 Planned	Both
CNC Meeting for April	Not Started	0 Completed of 1 Planned	Both
CNC Meeting for May	Not Started	0 Completed of 1 Planned	Both

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete
1401 Statted		TH Days Late		Complete

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



Configuration

Document Configuration Guides and Worksheets	Complete	Guide and Worksheets Documented	Project
Distribute Configuration Documentation to Wave-4 Counties	Not Started		Project
Conduct Working Sessions w/Counties to document base CalSAWS Configuration	Not Started		Both
Review, Refine and Confirm Configuration is ready for load into UAT for Process Simulation	Not Started		Both
Review Findings out of Process Simulation and Update "Must Have" Configuration items for PROD/County Prep	Not Started		Both
Update Configuration Worksheets to with Findings from Process Simulation in advance of County Prep	Not Started		Both
Load Configuration into PROD environment during County Prep	Not Started		Project
Configuration Complete	Not Started		Project

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

Wave 4 Participants Confirmed	In Progress	Both
Users Loaded to ForgeRock/UAT Environments & Applications	Not Started	Project
Complete W4 Process Simulation Scenario Development	Not Started	Project
Complete data staging and JIRA prep	Not Started	Project
Complete configuration setup	Not Started	Both
Complete Process Simulation Orientation	Not Started	Project
Complete Process Simulation Execution	Not Started	Both
Evaluate and confirm Exit criteria	Not Started	Project
Process Simulation Complete	Not Started	Project

Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete
Noi Sidiled	On schedule	TH Day's Late	7 - 14 Duy3 Luie	Complete



Implementation Readiness

Planning

Wave 4 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	Not Started	Will revise, if applicable, May 2022	Project
Distribute Monthly Implementation Packets	In Progress	Ongoing	Project
County Prep			
County Prep Materials Finalized	In Progress	Applicable revisions (if any) will be incorporated by April 2022	Project
County Prep Kick Off	Not Started	Not scheduled, targeted for 4/25/23	Both

Post-Implementation Support

Pre- and Post- Go Live Support Structure Established	Complete	Draft approach and structure complete	Project
W4 County Profiles	Complete	Wave 4 County Profiles are complete	Project



Implementation Readiness: Help Desk

Help Desk

County Delegated Admin Training	Completed	Conducted 1/5/2023	Both
County Tier 1 Fulfiller Training	Completed	Conducted week of 1/30/2023	Both
Tier 1 Fulfiller and Delegated Admin Refresher Training	Not Started	Targeted for week of 4/17/2023	Both



Implementation Readiness: System Operations

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





| Implementation Readiness: County Ad Hoc Reporting

Ad-Hoc Reporting Functionality

CalWIN County Education Sessions (i.e., Planned Curriculum)	 Wave 4: CalSAWS has facilitated 100% planned Ad Hoc Support Curriculum to the Wave 4 Counties. 	Both
CalWIN County Ad Hoc Reports Refactoring	 Wave 4: Reviewed 809 reports for refactoring. Approximately 299 need to be refactored for Wave 4 Counties San Diego has identified 201 reports that need to be refactored and continues to prioritize. San Diego has reached out to Gainwell and Accenture for assistance. San Mateo has identified 157 reports that need to be refactored and 43 are needed by go live. San Mateo has reached out to Gainwell for assistance. Santa Cruz has identified 95-100 reports and 40 are needed by go live. Santa Cruz has reached out to Gainwell for assistance. Solano has identified 44 reports that need to be refactored and 15 are needed by go live. Solano has reached out to Gainwell for assistance. 	County

Contact Information



CalWIN Migration and BenefitsCal Implementation Contact: Implementation@CalSAWS.org RANCHO CORDOVA OFFICE

11290 Pyrites Way, Suite 150 Gold River, CA 95670 (916) 851-3201 ROSEVILLE OFFICE

620 Roseville Parkway Roseville, CA 95747 (916) 846-7331 NORWALK OFFICE

12440 Imperial Highway, Suite 300 Norwalk, CA 90650 (562) 484-7914