

CalSAWS CalWIN Implementation Support Services (ISS) Weekly Status Report

**Reporting Period: March 27, 2023 to
April 02, 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"> ▶ Wave 2 <ul style="list-style-type: none"> ○ Provided support for Go-Live Configurations. ○ Provided support to Tulare County related to Task Management. ▶ Wave 3 <ul style="list-style-type: none"> ○ Provided support to Santa Barbara County for reports validations. ○ Closed all open pending questions and asks for Wave 3 counties. ○ Provided Configuration support for County Prep. ▶ Wave 4 <ul style="list-style-type: none"> ○ Facilitated Configuration Verification Session with Santa Cruz County. ○ Scheduled Process Simulation prep sessions for Solano County, San Diego County, San Mateo County, & Santa Cruz County. ○ Facilitated second weekly process simulation prep session with Santa Cruz County and Solano County. ○ Completed 3 day in person process simulation sessions with San Diego county. ▶ Wave 6 <ul style="list-style-type: none"> ○ Provided support to San Francisco County to resolve open questions and concerns related to process sim and county prep.
Organizational Change Management (OCM)	<ul style="list-style-type: none"> ▶ Wave 4 <ul style="list-style-type: none"> ○ Continued to monitor the change discussions taking place in Wave 4 Counties. ▶ Wave 5 <ul style="list-style-type: none"> ○ Completed the Wave 5 CDG Prep Sessions with Fresno County and Sonoma County on the week of 03/27/23. ○ Sent the CDG Prep Sessions materials to Fresno County. ▶ Wave 6 <ul style="list-style-type: none"> ○ Confirmed the CDG Working Sessions Schedule with Sacramento County. ○ Sent the CDG Working Sessions Invites to Sacramento County. ○ Reviewed the Wave 6 T-9 surveys results with San Luis Obispo County on 03/30/23. ○ Validated the stakeholder list and test the Wave 4 T-3. ○ Validated the stakeholder list and test the Wave 2 T+6. ○ Conducted the CNC Session for Wave 2 Counties on 03/28/23. ○ Sent the CNC Session Materials to Wave 2 Counties on 03/31/23. ○ Reviewed the Wave 5 & 6 CNC Session deck with Consortium on 03/27/23. ○ Distributed the Wave 3 & 4 infographics to the Wave 3 & 4 Counties on 03/29/23. ○ Distributed the Wave 5 & 6 infographics to the Wave 5 & 6 Counties on the week of the 03/29/23.

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	<ul style="list-style-type: none"> ○ Distributed the Newsletter for Wave 3 and Wave 6 to Waves 3 and 6 on the week of the 03/29/23. ○ Send the Newsletter Wave 2 Post-Go-Live to the CIT/CRFI Review Group on the week of the 03/30/23.
Training	<ul style="list-style-type: none"> ▶ Continued the Wave 3 Counties' Web Based Training for all staff. ▶ Continued the Wave 3 Counties' Instructor Led Training for all staff. ▶ Continued the Wave 4 Counties' Web Based Training for all staff. ▶ Continued the Wave 4 Counties' Instructor Led Training for Early Training and Train the Trainer. ▶ Continued the Wave 5 Counties' Web Based Training for Early Training and Train the Trainer participants. ▶ Completed LMS load and WBT curriculum assignments for Wave 5 Counties' end-users. ▶ Hosted ILT Walkthroughs for Sonoma County. ▶ Conducted training site visit in Orange County. ▶ Hosted Training Touchpoints with Fresno County, Orange County, Solano County, Alameda County, Santa Barbara County, Ventura County, and San Diego County.
Implementation	<ul style="list-style-type: none"> ▶ Wave 3 <ul style="list-style-type: none"> ○ GLP for wave-3 reviewed and distributed. ○ Scheduled GLP orientation for Wave-3 counties. ▶ Continued working with counties on their CWA user access needs. ▶ Reviewed current state and recommended process changes for Central Print – Postage payment process. ▶ Created deck that clarifies conversion requirements for Caseload ID. ▶ Continued working with Lobby Management and Contact Center teams. ▶ Drafted recommendation for aligning Lobby Management with TOSS. ▶ Drafted Wave 6 County Profiles for Sacramento County, San Francisco County, and San Luis Obispo County. ▶ Facilitated Potential Fact Sheet Topic Review meeting and consolidated topics on Fact Sheet tracker. ▶ Distributed Readiness Dashboard to Wave 3. ▶ Conducted the Wave 3 County Prep Office Hours and Debriefs, including individual progress review sessions and presenting metrics on 03/30/23. ▶ Completed fifth week of Wave 2 Post-Implementation support. ▶ Conducted daily business metrics review and standing internal team calls. ▶ Managed onsite resource tracker and provided daily resourcing needs. <ul style="list-style-type: none"> ○ Finalized onsite resource allocations for Orange County, Santa Barbara County, and Ventura County. ○ Created Post-Imp Kickoff slides for Wave 3 counties IPOC/TOSS meetings. ▶ Updated W3 Full Orientation session materials for county volunteers.

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 2–6 – Developed weekly summary report and made available for review to the Consortium Leadership during the week of 03/26/23.
 - Work Plan Updates – Continued to facilitate the Work Plan updates for Wave 2 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:**
 - DDEL 07.13: County Change Guide – Wave 5 (Alameda) on 03/27/23.
 - DDEL 07.14: County Change Guide – Wave 5 (Fresno) on 03/27/23.
 - DDEL 07.13: County Change Guide – Wave 5 (Sonoma) on 03/27/23.
 - DDEL 09.13: County Training Plan – Wave 5 (Alameda) on 03/27/23.
 - DDEL 09.14: County Training Plan – Wave 5 (Fresno) on 03/27/23.
 - DDEL 09.15: County Training Plan – Wave 5 (Sonoma) on 03/27/23.
 - DDEL 09.16: County Training Plan – Wave 6 (Sacramento) on 03/31/23.
 - DDEL 09.17: County Training Plan – Wave 6 (San Francisco) on 03/31/23.
 - DDEL 09.18: County Training Plan – Wave 6 (San Luis Obispo) on 03/31/23.

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 2–6 County Work Plans for the Implementation Readiness Checklist.
- ▶ **Deliverables and Work Products – Submit the following:**
 - FDEL 01.27: Work Plan Monthly Updates - March 2023 on 04/05/23.
 - FDEL 02.27: Monthly Status Report - March 2023 on 04/05/23.
 - FDEL 08.09: Master Training Plan Monthly Update – 09 on 04/05/23.

2.0 Business Process Reengineering (BPR)

2.1 Highlights of the Reporting Period

- ▶ **Process Simulation**
 - Continued prep activities with Santa Cruz and Solano County
 - Scheduled 3-day prep plan for San Mateo County.

- Completed 3-day prep sessions with San Diego County.
- ▶ **Configuration**
 - Provided continued support to Wave 2 Counties for Go-Live configurations.
 - Provided Configuration support to Wave 3 Counties during County Prep Office Hours.
 - Facilitated Configuration Verification Session with Santa Cruz County on 03/29/23 and 03/30/23.

2.2 Activities for the Next Reporting Period

- ▶ **Process Simulation**
 - Facilitate in-person process Simulation prep sessions with San Mateo County to begin on 04/04/23.
 - Continue prep sessions for Santa Cruz and Solano virtually.
 - Finalize process simulation participation plan with wave 4 counties
- ▶ **Configuration**
 - Facilitate Configuration Working session with Santa Cruz County 04/03/23 – 04/07/23.
 - Provide Configuration support to Wave 2 Counties for Go-Live configurations.
 - Provide Configuration support to Wave 3 Counties for County Prep activities.

3.0 Organizational Change Management (OCM)

3.1 Highlights of the Reporting Period

- ▶ **Wave 4 Change Discussion Guides**
 - Continued to monitor the change discussions taking place in Wave 4 Counties.
- ▶ **Wave 5 Change Discussion Guides**
 - Completed the Wave 5 CDG Prep Sessions with Fresno County and Sonoma County on the week of 03/27/23.
 - Sent the CDG Prep Sessions materials to Fresno County.
- ▶ **Wave 6 Change Discussion Guides**
 - Confirmed the CDG Working Sessions Schedule with Sacramento County.
 - Sent the CDG Working Sessions Invites to Sacramento County.
- ▶ **Change Readiness Surveys**
 - Reviewed the Wave 6 T-9 surveys results with San Luis Obispo County on 03/30/23.
 - Validated the stakeholder list and tested the Wave 4 T-3.
 - Monitored the Wave 5 T-6 Surveys.
 - Validated the stakeholder list and tested the Wave 2 T+6.
- ▶ **Change Network Champion (CNC) Meetings**
 - Conducted the dry run for CNC Session Wave 2 on 03/27/23.
 - Conducted the CNC Session for Wave 2 Counties on 03/28/23.
 - Sent the CNC Session Materials to Wave 2 Counties on 03/31/23.
 - Reviewed the Wave 5 & 6 CNC Session deck with Consortium on 03/27/23.
- ▶ **Infographics**
 - Distributed the Wave 3 & 4 infographics to the Wave 3 & 4 Counties on 03/29/23.

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- Distributed the Wave 5 & 6 infographics to the Wave 5 & 6 Counties on the week of the 03/29/23.
- ▶ **Newsletter**
 - Distributed the Newsletter for Wave 3 and Wave 6 to Waves 3 and 6 on the week of the 03/29/23.
 - Send the Newsletter Wave 2 Post-Go-Live to the CIT/CRFI Review Group on the week of the 03/30/23.

3.2 Activities for the Next Reporting Period

- ▶ **Wave 4 Change Discussion Guides**
 - Continue to monitor the change discussions taking place in Wave 4 Counties.
- ▶ **Wave 5 Change Discussion Guides**
 - Schedule the PPOC Weekly Touchpoints with the Wave 5 Counties.
- ▶ **Wave 6 Change Discussion Guides**
 - Conduct the Wave 6 Working Sessions with the Wave 6 Counties.
 - Conduct the Wave 6 Weekly Wrap-ups with the Wave 6 Counties.
- ▶ **Change Readiness Surveys**
 - Open the Wave 4 T-3 Readiness Surveys on 04/03/23.
 - Begin developing the Wave 5 T-6 Surveys on the week of the 04/03/23.
 - Open the Wave 2 T+6 Readiness Surveys for Contra Costa and Tulare on 04/03/23.
- ▶ **Change Network Champion (CNC) Meetings**
 - Finalize the deck and prepare to facilitate the CNC Sessions for Waves 3 & 4 and Waves 5 & 6 on the week of 04/10/23.
- ▶ **Infographics**
 - Begin developing April infographics for Wave 3-6.
- ▶ **Newsletter**
 - Distribute the Newsletter Wave 2 Post-Go-Live to Wave 2 Counties on 04/03/23.

4.0 Training

4.1 Highlights of the Reporting Period

- ▶ **Training Advisory Council**
 - Hosted Training Advisory Council (TAC) meeting on 03/29/23.
- ▶ **Wave 3: Orange, Santa Barbara, and Ventura County Training**
 - Continued WBTs for all staff.
 - Continued ILTs for all staff.
 - Hosted Training Touchpoint with Orange County.
 - Hosted Training Touchpoint with Santa Barbara County.
 - Hosted Training Touchpoint with Ventura County.
 - Conducted training site visit in Orange County.
- ▶ **Wave 4: San Diego, San Mateo, Santa Cruz, and Solano County Training**
 - Continued WBTs for all staff.
 - Completed ILTs for San Diego County Train the Trainer Group 1.
 - Started ILTs for Santa Cruz County Train the Trainer, San Diego County Early Training Group 1, Solano County Early Training, and San Mateo County Train the Trainer
 - Hosted Training Touchpoint with Solano County.

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- Hosted Training Touchpoint with San Diego County.
- ▶ **Wave 5: Alameda, Fresno, and Sonoma County Training**
 - Completed Week 3 of WBTs for Early Training and Train the Trainer participants.
 - Completed LMS load and WBT curriculum assignments for Wave 5 Counties' end users.
 - Hosted Sonoma County ILT Walkthroughs.
 - Hosted Training Touchpoint with Fresno County.
 - Hosted Training Touchpoint with Alameda County.
- ▶ **Wave 6: Sacramento, San Francisco, and San Luis Obispo Planning**
 - Continued planning for Wave 6 training delivery.

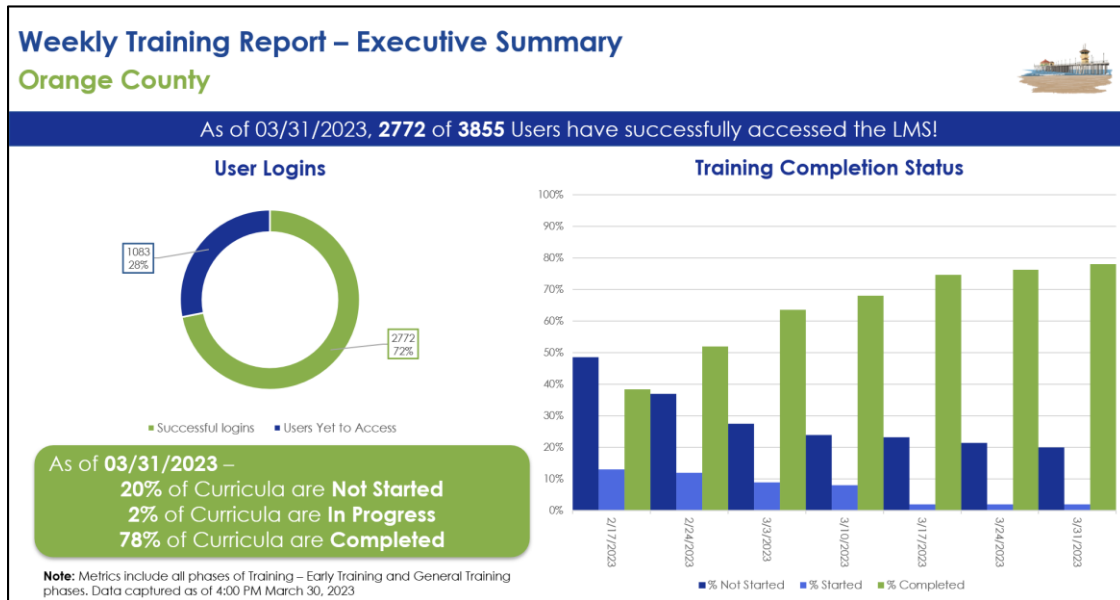


Figure 4.1-1 – Weekly WBT Training Report – Orange County

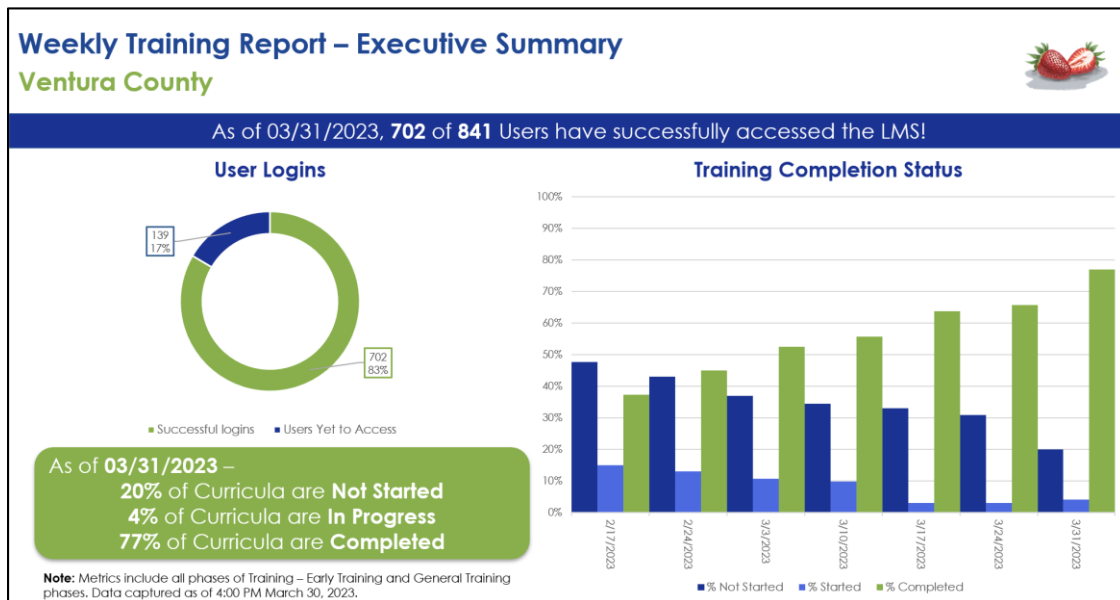


Figure 4.1-2 – Weekly WBT Training Report – Ventura County

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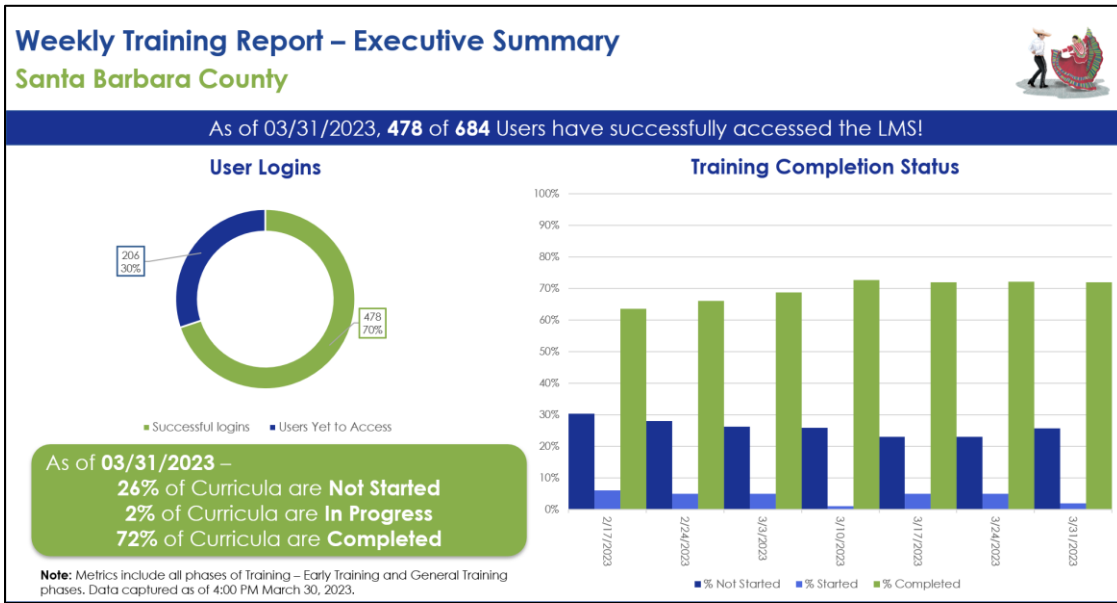


Figure 4.1-3 – Weekly WBT Training Report – Santa Barbara County

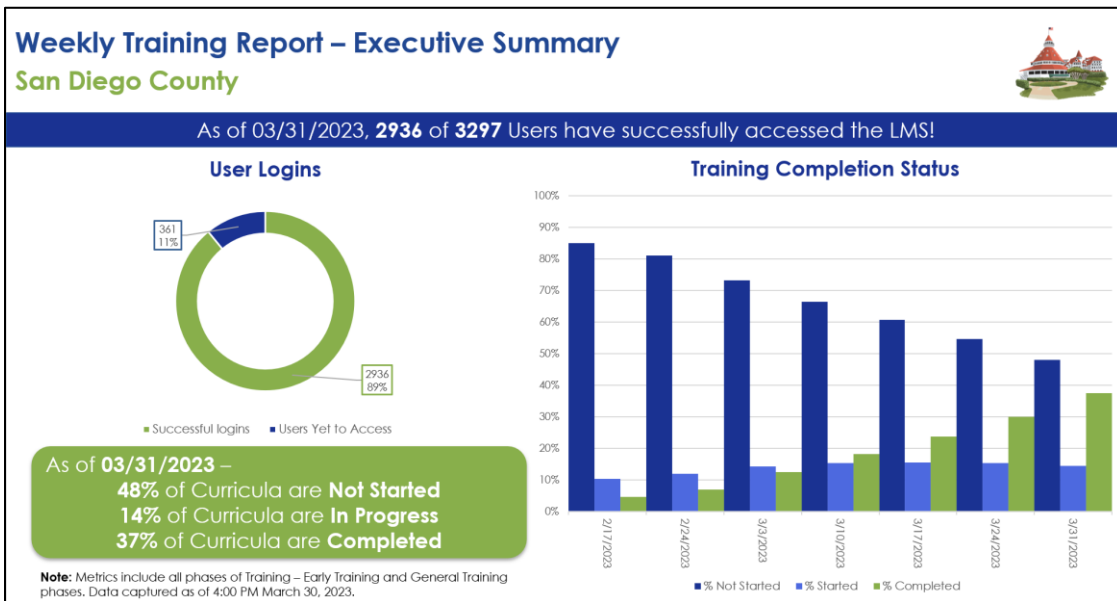


Figure 4.1-4 – Weekly WBT Training Report – San Diego County

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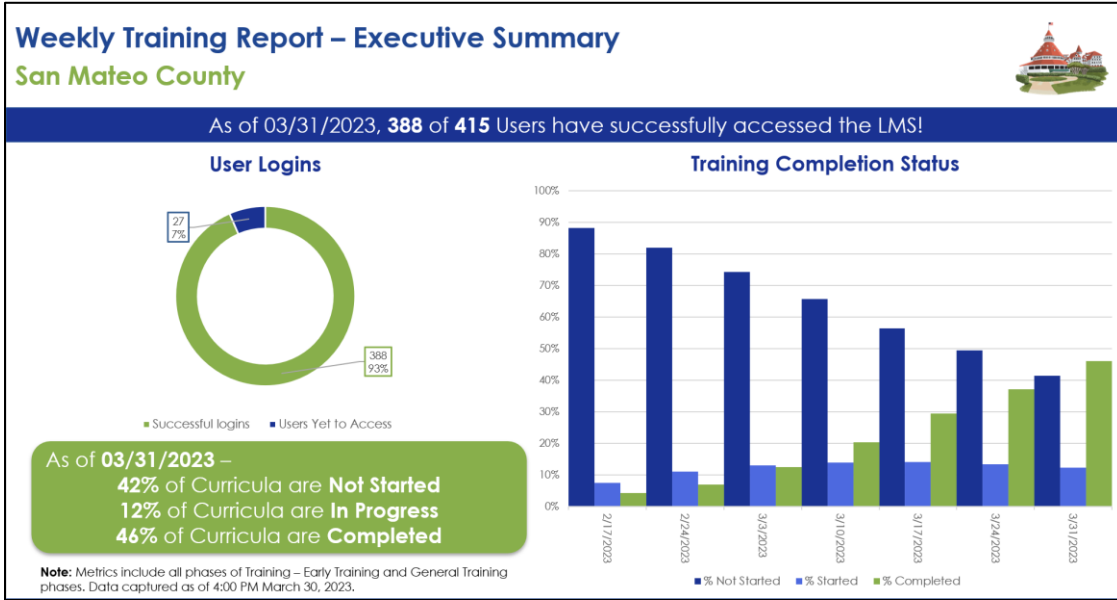


Figure 4.1-5 – Weekly WBT Training Report – San Mateo County

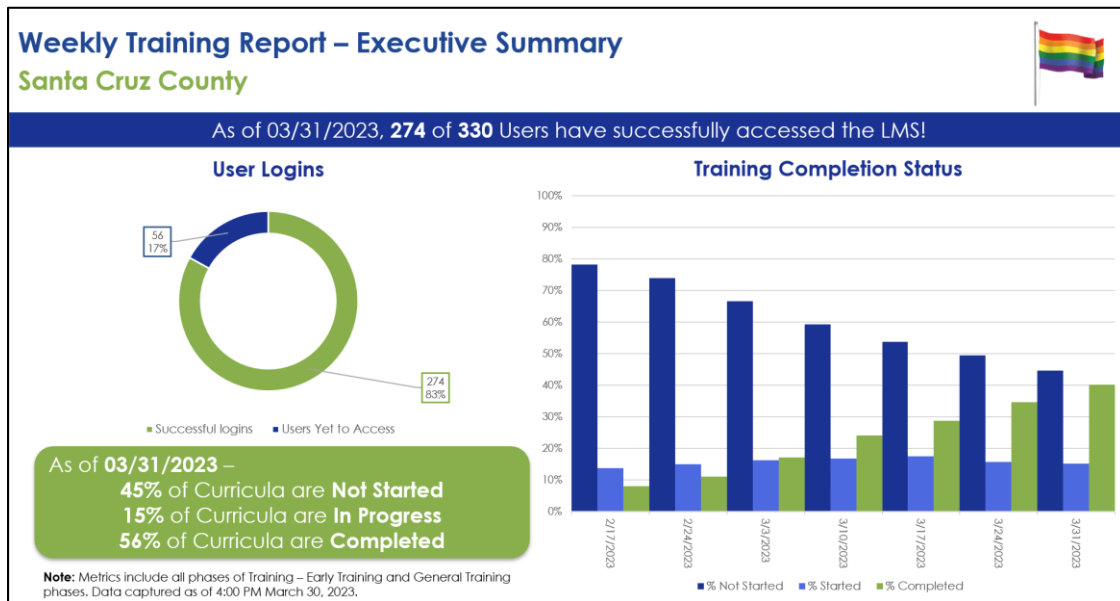


Figure 4.1-6 – Weekly WBT Training Report – Santa Cruz County

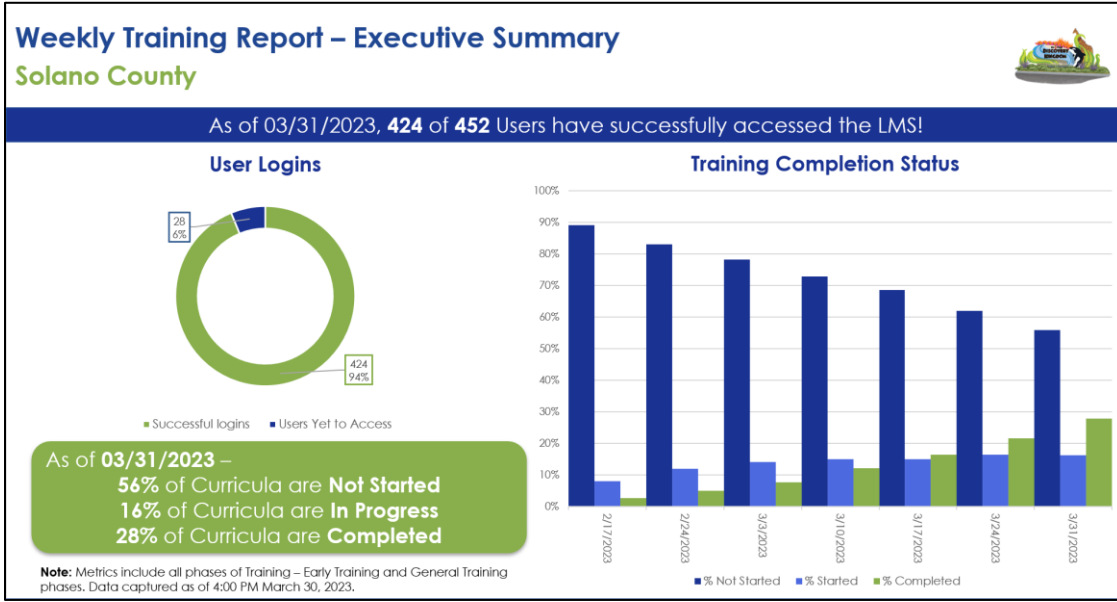


Figure 4.1-7 – Weekly WBT Training Report – Solano County

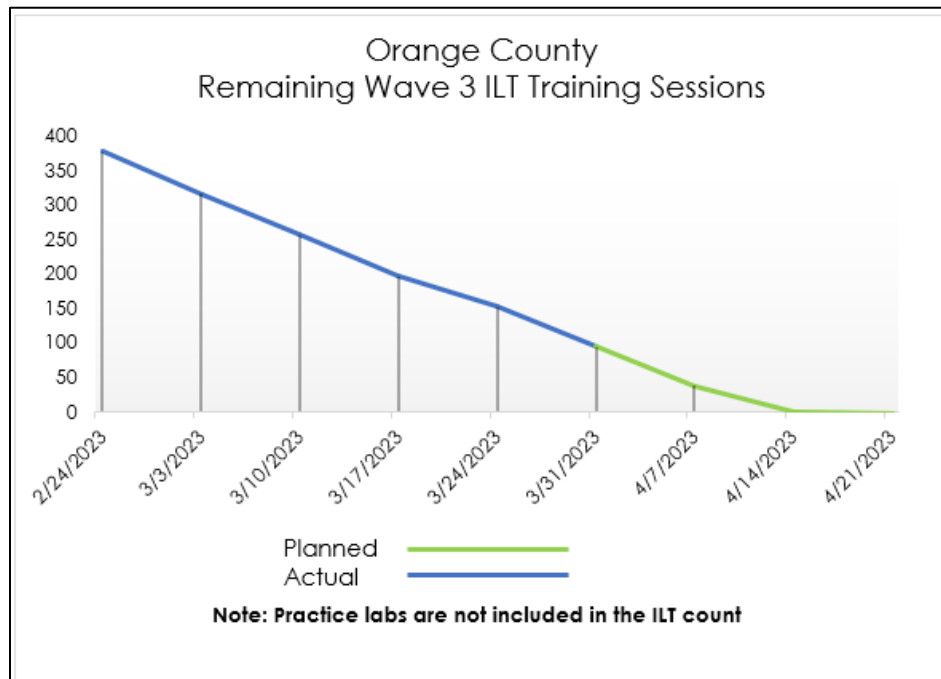


Figure 4.1-8 – Weekly ILT Training Report – Orange County

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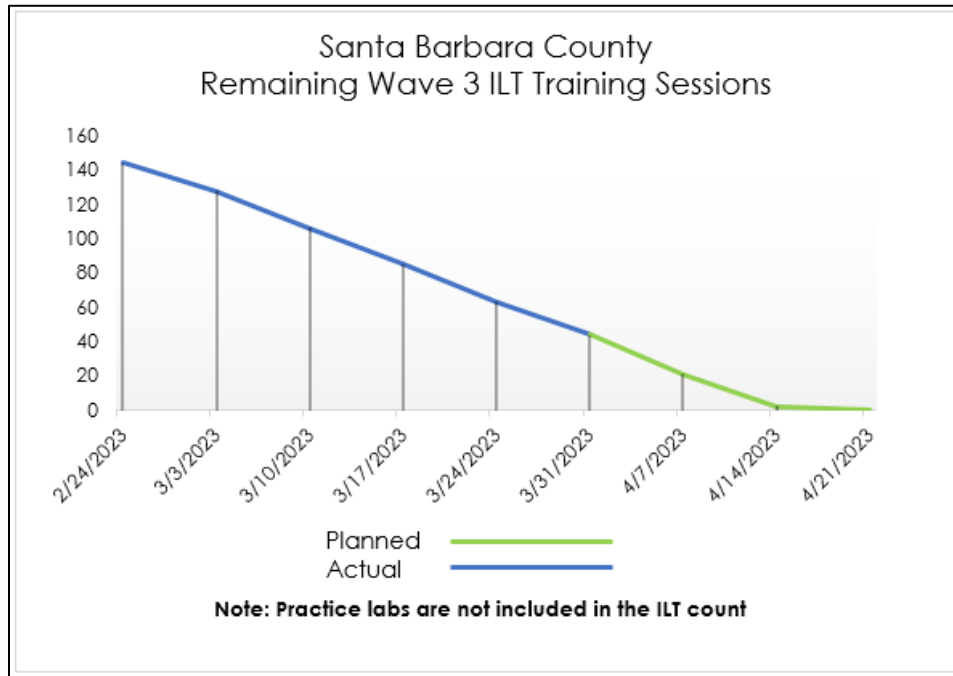


Figure 4.1-9 – Weekly ILT Training Report – Santa Clara County

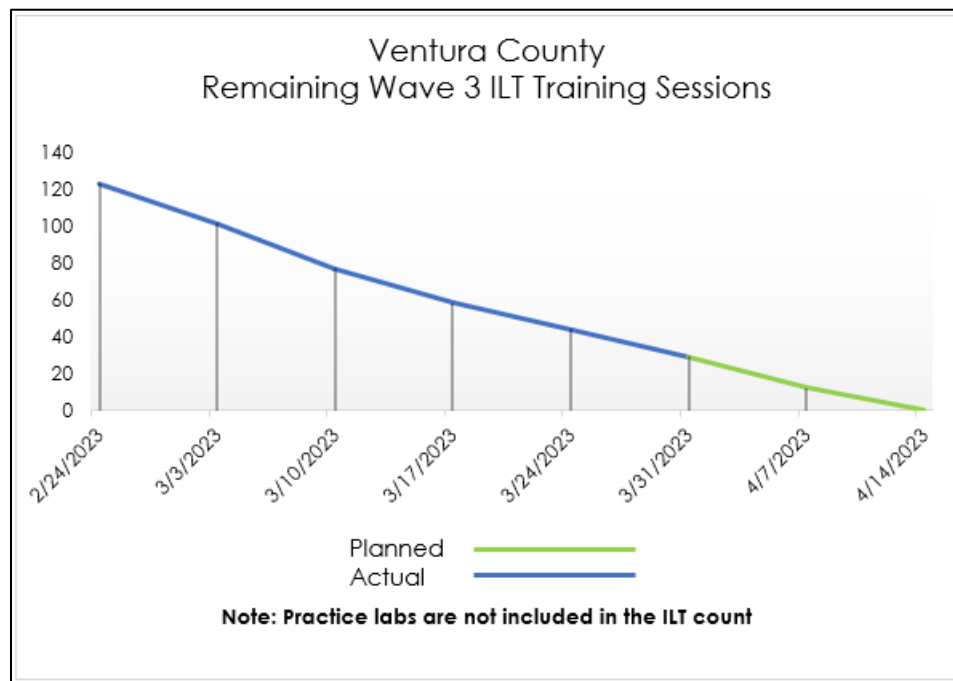


Figure 4.1-10 – Weekly ILT Training Report – Ventura County

4.2 Activities for the Next Reporting Period

- ▶ **Training Advisory Council**
 - Begin planning for Training Advisory Council (TAC) meeting on 04/18/23.
- ▶ **Wave 3: Orange, Santa Barbara, and Ventura County Training**
 - Continue WBTs for all staff.
 - Continue ILTs for all staff.
 - Host Training Touchpoint with Ventura County.

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- Host Training Touchpoint with Santa Barbara County.
- Host Training Touchpoint with Orange County.
- Conduct training site visit in Orange County.
- ▶ **Wave 4: San Diego, San Mateo, Santa Cruz, and Solano County Training**
 - Continue WBTs for all staff.
 - Continue ILTs for Early Training and Train the Trainer in San Diego County, Santa Cruz County, Solano County, and San Mateo County.
 - Host Training Touchpoint with Solano.
 - Host Training Touchpoint with San Mateo County.
 - Host Training Touchpoint with Solano County.
- ▶ **Wave 5: Alameda, Fresno, and Sonoma County Training**
 - Continue WBTs for Early Training and Train the Trainer participants.
 - Start WBTs for all staff.
 - Host Training Touchpoint with Alameda County.
 - Host Training Touchpoint with Sonoma County.
- ▶ **Wave 6: Sacramento, San Francisco, and San Luis Obispo County Planning**
 - Continue planning for Wave 6 CalSAWS training.
 - Host Training Touchpoint with San Francisco County.
 - Host Training Touchpoint with San Luis Obispo County.

5.0 Implementation

5.1 Highlights of the Reporting Period

- ▶ **Readiness Dashboard and Packet**
 - Distributed Readiness Dashboard and Packet for Wave 3.
 - Continued updates to Wave 3, Wave 4, Wave 5 and Wave 6 Readiness Packets and Dashboards.
- ▶ **Lead TOSS/IPOC Meetings**
 - Conducted TOSS/IPOC checklist review for Santa Cruz County, Sonoma County, and Santa Barbara County (03/28/23), Orange County and San Mateo County (03/29/23).
- ▶ **County Prep Phase**
 - Facilitated Wave 3 County Prep Office Hours and Debriefs.
 - Conducted County Prep Progress review sessions with each Wave 3 county and presented metrics on the 03/30/23 debrief.
- ▶ **Go-Live Packet (GLP)**
 - GLP for Wave-3 reviewed and distributed.
 - Scheduled GLP orientation for wave-3 counties.
- ▶ **Other Implementation Support**
 - Continued working with counties on their CWA user access needs.
 - Reviewed current state and recommended process changes for Central Print – Postage payment process.
 - Created deck that clarifies conversion requirements for Caseload ID.
 - Continued working with Lobby Management and Contact Center teams.
 - Drafted recommendation for aligning Lobby Management with TOSS.
- ▶ **Post-Implementation Support**
 - Completed fifth week of Wave 2 post-Implementation support.
 - Conducted daily business metrics review and standing Implementation Team calls.

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- Managed onsite resource tracker and provided daily review of resource needs.
- Finalized onsite resource allocations for Orange, Santa Barbara County and Ventura County.
- Created Post-Imp Kickoff slides for Wave 3 counties IPOC/TOSS meetings.
- Updated W3 Full Orientation session materials for CalSAWS county volunteers.

5.2 Activities for the Next Reporting Period

► Post-Implementation Support

- Continue Onsite, Virtual Support to Wave 2 Counties for Post-Implementation.
- Track interactions and ServiceNow ticket reporting metrics for daily sync meetings.
- Deliver Wave 3 virtual orientation session Option 1 for county volunteers.
- Observe and document post-Implementation trends and issue resolutions.
- Draft CIT for Wave 3 Fact Sheets that will be applicable at cutover/go-live.
- Review and finalize CRFI responses for W3 Gap Analysis & update resource plan.
- Create Trip Books and CalSAWS Books for Wave 3 Post-Imp onsite support teams.

► Readiness Dashboard and Packet

- Finalize and distribute Readiness Dashboard and Packet for Wave 3 and Wave 4.
- Continue collecting updates for Waves 3-6 Readiness Packets.

► Go-Live Packet (GLP)

- Complete three orientation sessions for Wave-3 GLP.
- Strike team to start reviewing Wave-4 defects.

► Other Implementation Activities

- Complete updates to checklists and deck for Central Print-Postage Payment.
- Distribute new documentation to clarify Banked Caseload ID to Worker ID concerns.
- Meet with counties to further clarify Banked Caseload ID to Worker ID concerns.
- Continue meeting with Wave 5/6 counties for CWA User migration to CalSAWS.

► County Prep Phase

- Conduct Wave 3 County Prep Office Hours and Daily Debrief.
- Submit Wave 4 County Prep Materials and CIT for internal and formal review.

► TOSS/IPOC Meetings

- Conduct TOSS/IPOC checklist review for Santa Barbara County, Ventura County, Orange County (04/05/23), and Sacramento County (04/06/23).

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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
01.25	Work Plan Monthly Updates – January 2023	N/A	N/A	N/A	02/07/23	02/21/23
02	Monthly Status Report – Initial	12/04/20	12/18/20	01/05/21	01/12/21	05/13/22
02.25	Monthly Status Report – January 2023	N/A	N/A	N/A	02/07/23	02/16/23
03	Requirements Traceability Matrix Initial	12/22/20	01/07/21	02/01/21	02/16/21	02/23/21
03.08	Requirements Traceability Matrix – Q8	N/A	N/A	N/A	03/03/23	03/10/23
04	Business Process Reengineering Plan	N/A	N/A	09/02/22	09/26/22	10/03/22
07	County Change Guide – Wave 4 Group 2 (Alameda, Fresno, Sonoma)	N/A	N/A	03/27/23	04/18/23	04/27/23
08	Master Training Plan	10/27/21	11/08/21	05/13/22	06/06/22	06/13/22
08.07	Master Training Plan Monthly Update – 07	N/A	N/A	N/A	02/07/23	02/16/23
09	County-Specific Training Plan – Wave 4 (Alameda, Fresno, Sonoma)	N/A	N/A	03/06/23	03/27/23	04/06/23
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	01/17/23	01/31/23	02/07/23

Figure 6.1-1 – Deliverable Status by Submission

Upcoming Deliverable Deadlines

DEL #	Deliverable Name	Status	Next Deadline
01.27	Work Plan Monthly Updates - March 2023	On Track	FDEL submission 04/05/23 FDEL approval 04/19/23
02.27	Monthly Status Report - March 2023	On Track	FDEL submission 04/05/23 FDEL approval 04/14/23
08.09	Master Training Plan Monthly Update – 09	On Track	FDEL submission 04/05/23 FDEL approval 04/12/23

Table 6.1-2 – Upcoming Deliverable Deadlines

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Figure 6.1-3 – Work Product Status by Submission

Table 6.1-4 – Upcoming Work Product Deadlines

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
	sufficient or timely information	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 3: Low Wave 4–6: Medium	
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 1–2: Closed Wave 3–6: Open	3	Wave 1: Low Wave 2–6: Medium	01/12/22
279	CalWIN Counties may not be prepared to reconcile Fiscal and submit State Reports, timely, as they Migrate to CalSAWS	As CalWIN migrates to CalSAWS, Counties may need assistance (from the project) on how to reconcile Fiscal reports as they	Wave 1: Closed Wave 2–6: Open	Wave 1: 3 Wave 2–6: 4	Medium	09/14/22

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
		prepare to submit State reports to CDSS on a monthly basis (and timely)				
285	Preparing CalWIN counties to operationalize CalSAWS after their Go-Live	If CalWIN counties are not prepared to operationalize CalSAWS after their Go-Live, timely and effective delivery of services could be impacted. During the 60-calendar day Post Implementation support period, migrating CalWIN counties must have available resources and volunteers appropriately allocated for post implementation support, and plan for a gradual transition to self-sufficiency. Success relies on migrating CalWIN Counties demonstrating self-sufficiency at the end of the support period by self-serving and using tools such as the Go-Live Packet and Fact Sheets. It also depends on a collective effort of staff from Deloitte, the Consortium, Accenture, Gainwell, ClearBest, and Counties who can commit to providing a hybrid of virtual and onsite support during the first 60 days after each Wave's Go-Live. CalSAWS Production Counties have knowledge, experience, and use of CalSAWS. However, it is unknown how many support volunteers will be received for each Wave. Migrating CalWIN counties must	Open	3	Medium	02/08/23

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
		have internal processes, escalation procedures, and strong support systems in place to ensure staff adoption and sustainment of CalSAWS and minimize business disruptions.				

Table 6.2-1 – Project Risks and Issues**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
0108-23	PPOC (Contra Costa, Santa Clara, Tulare); Directors (Contra Costa, Santa Clara, Tulare); Regional Managers (R1, R4); Section Directors	Wave 2 Counties T+6 Weeks Change Readiness Survey	CalWIN Migration	03/28/23	Helen Cruz	Araceli Gallardo
0116-23	PPOCs (Orange, Santa Barbara, Ventura); Regional Managers; IPOCs (Wave 3); TPOCs (Wave 3)	CalWIN Wave 3 Readiness Dashboard and Packet – 2nd Biweekly March 2023	CalWIN Migration	03/28/23	Jennifer Carpenter	Mara Jennings
0119-23	PPOCs (Orange, Santa Barbara, Ventura); Regional Managers (R5); Section Directors	Wave 3 CalSAWS Infographics #9	CalWIN Migration	03/29/23	Helen Cruz	Araceli Gallardo
0120-23	PPOCs (San Diego, San Mateo, Santa Cruz, Solano); Regional Managers (R1, R5); Section Directors	Wave 4 CalSAWS Infographics #9	CalWIN Migration	03/29/23	Helen Cruz	Araceli Gallardo
0121-23	PPOCs (Orange, Santa Barbara,	Wave 3 – The CalSAWS Scoop Newsletter #4	CalWIN Migration	03/29/23	Helen Cruz	Araceli Gallardo

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 30, 2023

Period: March 27, 2023 to April 02, 2023

CIT ID	To	Subject	Category	Distribution Date	Primary CalSAWS Contact	Backup CalSAWS Contact
	Ventura); Regional Managers (R5); Section Directors					
0122-23	PPOCs (Sacramento, San Francisco, San Luis Obispo); Regional Managers (R1, R2, R4); Section Directors	Wave 6 – The CalSAWS Scoop Newsletter #2	CalWIN Migration	03/29/23	Helen Cruz	Araceli Gallardo
0123-23	PPOCs (Alameda, Fresno, Sonoma); Regional Managers (R1, R4); Section Directors; IPOCs (Wave 5)	CalSAWS LMS Access Guide for General Training – CalWIN Wave 5	CalWIN Migration	03/30/23	Ashley Arnold	Renee Carter
0124-23	PPOCs (Alameda, Fresno, Sonoma, Sacramento, San Francisco, San Luis Obispo); Regional Managers (R1, R2, R4); Section Directors;	Wave 5 and 6 CalSAWS Infographics #5	CalWIN Migration	03/30/23	Helen Cruz	Araceli Gallardo

Table 6.2-2 – CITs

The following table outlines CalSAWS Requests for Information (CRFIs) sent for the reporting period.

CRFI ID	To	Subject	Distribution Date	Status	Response Due Date	Primary Contact	Backup Contact
23-047	PPOCs (Orange, Santa Barbara, Ventura, Los Angeles); Regional Managers (R5, R6); IPOCs (Wave 3); TPOCs (Wave 3); Section Directors	CalWIN Wave 3 Counties - Identify Participants for CalWIN Go-Live County Click-Through, and CalHEERs and GA/GR Correspondence Smoke Testing	03/20/23	Open	04/03/23	Cristy Sharma	Mike Tombakian

Table 6.2-3 – CRFIs

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 30, 2023

Period: March 27, 2023 to April 02, 2023

6.3 Appendix C – Project Work Plan Reports

Project Timeline

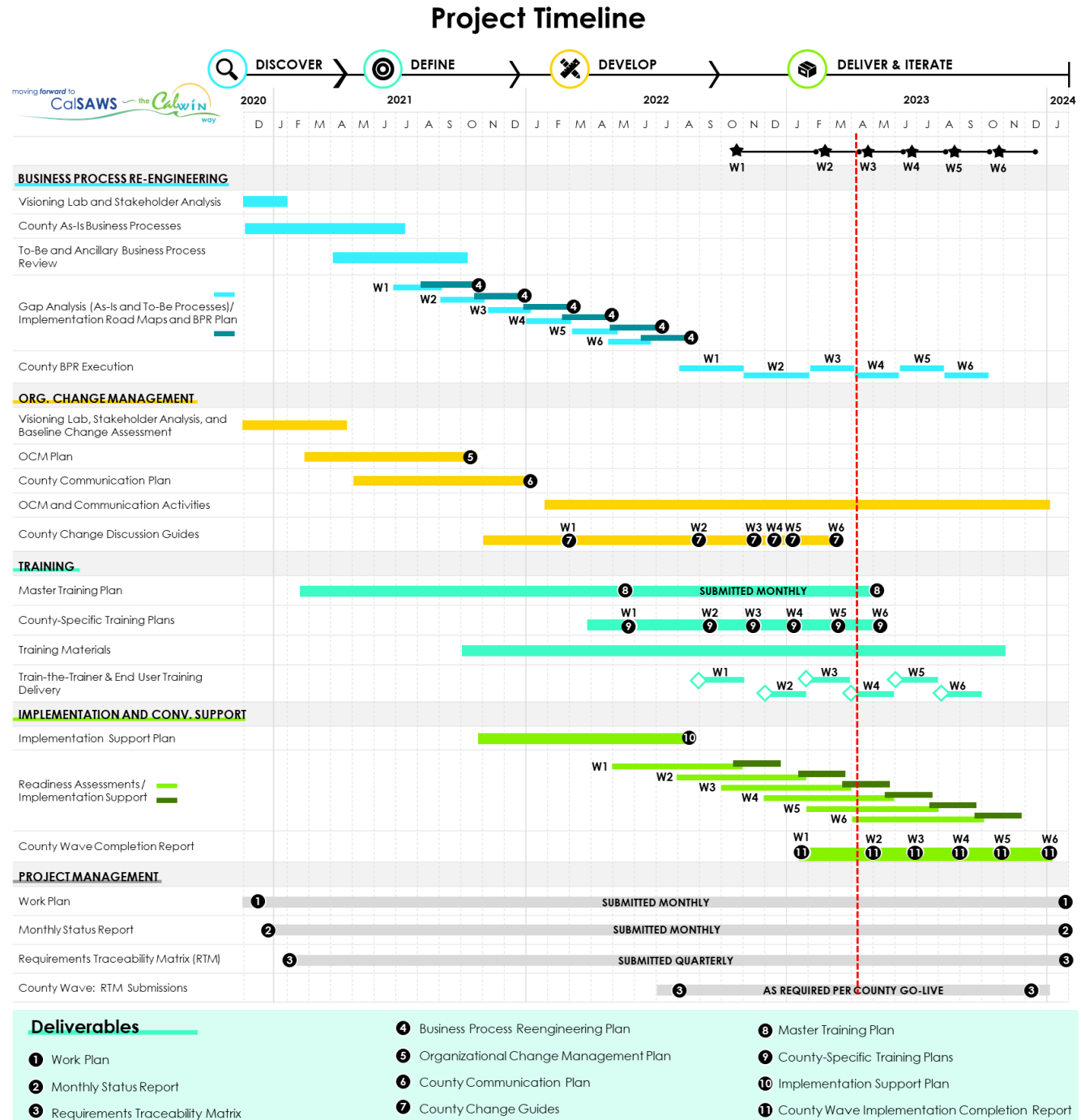


Figure 6.3-1 – Project Timeline

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 30, 2023

Period: March 27, 2023 to April 02, 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