

CalSAWS CalWIN Implementation Support Services (ISS) Weekly Status Report

**Reporting Period: March 6, 2023 to
March 12, 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 to Wave 2 Counties for Go-Live Configurations. ○ Provided support to Santa Clara County related to Task Management. ○ Provided support to Tulare County related to Task Management. ▶ Wave 3 <ul style="list-style-type: none"> ○ Ventura County completed 100% of Process Simulation execution. ○ Santa Barbara completed 100% of Process Simulation execution. ▶ Wave 4 <ul style="list-style-type: none"> ○ Facilitated Configuration Kickoff meeting with San Diego and Santa Cruz Counties. ○ Facilitated Configuration Kickoff meeting with San Diego and Solano Counties.
Organizational Change Management (OCM)	<ul style="list-style-type: none"> ▶ Wave 4 Change Discussion Guides <ul style="list-style-type: none"> ○ Continued to monitor the change discussions taking place in Wave 4 Group 1 Counties. ○ Conducted the PPOC Weekly Touchpoints with Santa Cruz from 02/16/23 to 03/16/23 and continued to monitor the change discussions. ▶ Wave 5 Change Discussion Guides <ul style="list-style-type: none"> ○ Conducted the Wave 5 CDG Prep Session Rehearsals with Consortium on 03/07/23. ○ Continued to review the Wave 5 County DWP CDG comments. ▶ Wave 6 Change Discussion Guides <ul style="list-style-type: none"> ○ Sent the CDG Working Session schedule and dates to Wave 6 Consortium. ○ Sent the Calendar Invite to CDG Working Sessions kickoff to Wave 6 Counties. ▶ Reviewed the Wave 2 T+6 survey questions with the Consortium on the week of 03/06/23. ▶ Sent the CIT for Wave 4 T-3 to Consortium on 03/06/23. ▶ Sent the CIT for Wave 5 T-6 to Wave 5 Counties on 03/06/23. ▶ Sent the CIT for Wave 2 T+6 to Consortium on 03/09/23. ▶ Continued to develop the CNC Session decks for Waves 2–6. ▶ Reviewed the Waves 3-6 with Consortium on the week of 03/06/23. ▶ Continued to develop the Infographics outline for March and review with the Consortium. ▶ Continued to develop the Newsletter for Wave 3 and Wave 4.

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 15, 2023

Period: March 6, 2023 to March 12, 2023

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
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.▶ Started the Wave 4 Counties' Instructor Led Training for Early Training and Train the Trainer.▶ Completed room set-up and connectivity testing for the Wave 4 Counties' Instructor Led Training for Early Training and Train the Trainer.▶ Completed LMS load and WBT curriculum assignments for the Wave 5 Counties' Early Training and Train the Trainer participants▶ Hosted Training Touchpoints with Ventura, Santa Barbara, Orange, Alameda, Santa Cruz and Sacramento Counties.
Implementation	<ul style="list-style-type: none">▶ Wave 3<ul style="list-style-type: none">○ Included Wave-3 regional managers and implementation coordinators on strike team and restarted reviews.○ Reviewed 41 of 56 conversion defects.▶ Wrapped up data collection for Wave-3 Caseload initiative.▶ Scheduled meetings with Wave-3 counties to review managing Yellow Banner and discrepant data workload.▶ Distributed Readiness Dashboards to Wave 4.▶ Conducted the Wave 3A and 2C Green Light session.▶ Conducted TOSS IPOC meetings for San Mateo County, Solano County, and Sacramento County on 03/09/23, and Wave IPOC meetings for Wave 4 on 03/08/23 and Wave 6 on 03/09/23.▶ Completed second week of Wave 2 Post-Implementation support.▶ Distributed 3x Fact Sheets for common user questions relevant to Go-Live.▶ Conducted daily business metrics review and standing internal team calls.▶ Managed onsite resource tracker and provided daily resourcing needs.▶ Reviewed Wave 4 County Profiles for San Mateo County and Solano County and provided summary updates for Wave 3 orientation sessions and materials.

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 03/08/23.
 - 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:**

- FDEL 01.26: Work Plan Monthly Updates – February 2023 on 03/07/23.
- FDEL 02.26: Monthly Status Report – February 2023 on 03/07/23.
- FDEL 08.08: Master Training Plan Monthly Update – 08 on 03/07/23.
- DDEL 09.13: County Training Plan – Wave 5 (Alameda) on 03/06/23.
- DDEL 09.14: County Training Plan – Wave 5 (Fresno) on 03/06/23.
- DDEL 09.15: County Training Plan – Wave 5 (Sonoma) on 03/06/23.

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 1–6 County Work Plans for the Implementation Readiness Checklist.

► **Deliverables and Work Products – Submit the following:**

- FWP 07.13: County Change Guide – Wave 5 (Alameda) on 03/13/23.
- FWP 07.14: County Change Guide – Wave 5 (Fresno) on 03/13/23.
- FWP 07.15: County Change Guide – Wave 5 (Sonoma) on 03/13/23.

2.0 Business Process Reengineering (BPR)

2.1 Highlights of the Reporting Period

► **Process Simulation**

- Completed Process Simulation execution with Santa Barbara County and Ventura County.
- Continued prep activities for the Wave 4 Counties.
- Conducted kickoff session for Wave 4 (San Diego County and Santa Cruz County).

► **Configuration**

- Provided continued support to Wave 2 Counties for Go Live Configurations.
- Facilitated Process Simulation activity with Ventura County 03/06/23 – 03/09/23.
- Facilitated Configuration Kickoff meeting with San Diego County 03/06/23.
- Facilitated Configuration Kickoff meeting with Solano County 03/09/23.

2.2 Activities for the Next Reporting Period

► **Process Simulation**

- Kick off Process Simulation execution with Solano County on 03/16/23 and San Mateo County on 03/15/23.
- Schedule the Wave 4 Process Simulation prep sessions with San Diego, Santa Cruz, San Mateo and Solano Counties.

- Provide findings disposition support to Ventura and Santa Barbara County
- ▶ **Configuration**
 - Facilitate Configuration Kickoff Meeting with Santa Clara County on 03/14/23.
 - Facilitate Configuration Kickoff Meeting with San Mateo County on 03/15/23.
 - Provide support to Wave 2 Counties for Go-Live Configurations.
 - Provide 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 Group 1 Counties.
 - Conducted the PPOC Weekly Touchpoints with Santa Cruz from 02/16/23 to 03/16/23 and continued to monitor the change discussions.
- ▶ **Wave 5 Change Discussion Guides**
 - Conducted the Wave 5 CDG Prep Session Rehearsals with Consortium on 03/07/23.
 - Continued to review the Wave 5 County DWP CDG comments.
- ▶ **Wave 6 Change Discussion Guides**
 - Continued to develop the CDGs for the Wave 6 Counties.
 - Sent the CDG Working Session schedule and dates to Wave 6 Consortium.
 - Sent the Calendar Invite to CDG Working Sessions kickoff to Wave 6 Counties.
- ▶ **Change Readiness Surveys**
 - Continue to develop the Wave 6 T-9 surveys results.
 - Reviewed the Wave 2 T+6 survey questions with the Consortium on the week of 03/06/23.
 - Sent the CIT for Wave 4 T-3 to Consortium on 03/06/23.
 - Sent the CIT for Wave 5 T-6 to Wave 5 Counties on 03/06/23.
 - Sent the CIT for Wave 2 T+6 to Consortium on 03/09/23.
- ▶ **Change Network Champion (CNC) Meetings**
 - Continued to develop the CNC Session decks for Waves 2–6.
 - Reviewed the Waves 3-6 with Consortium on the week of 03/06/23.
- ▶ **Infographics**
 - Continued to develop the Infographics outline for March and review with the Consortium.
- ▶ **Newsletter**
 - Continued to develop the Newsletter for Wave 3 and Wave 6.
 - Began to develop the Newsletter Wave 2 Post Go-Live.

3.2 Activities for the Next Reporting Period

- ▶ **Wave 4 Change Discussion Guides**
 - Continue to monitor the change discussions taking place in Wave 4 Group 1 Counties.
 - Conduct the PPOC Weekly Touchpoints with Santa Cruz County from 02/16/23 to 03/16/23 and continue to monitor the change discussions.

- ▶ **Wave 5 Change Discussion Guides**
 - Complete the Wave 5 CDG FWP comments and review by 03/17/23.
- ▶ **Wave 6 Change Discussion Guides**
 - Conduct the Wave 6 Working Session Kickoff on 03/16/22 for all Wave 6 Counties.
 - Send the Calendar Invite to CDG Working Sessions to Wave 6 Counties.
- ▶ **Change Readiness Surveys**
 - Review the Wave 6 T-9 surveys results with Consortium.
 - Send the CIT for Wave 4 T-3 to CIT/CRFI Review Group on 03/13/23.
 - Test and finalize the Wave 5 T-6 to Wave 5 Counties on the week of 03/13/23.
 - Send the CIT for Wave 2 T+6 to CIT/CRFI Review Group on 03/15/23.
- ▶ **Change Network Champion (CNC) Meetings**
 - Conduct the CNC Session Waves 3–6 on 03/14/23 and 03/16/23.
 - Finalize the CNC Session deck for Wave 2.
- ▶ **Infographics**
 - Send the Wave 5 & 6 infographics to the CIT/CRFI Review Group on 03/13/23.
 - Continue to review Wave 3 & 4 infographics with Consortium.
- ▶ **Newsletter**
 - Send the Newsletter for Wave 3 and Wave 6 to Consortium.
 - Continue to develop the Newsletter Wave 2 Post Go-Live.

4.0 Training

4.1 Highlights of the Reporting Period

- ▶ **Training Advisory Council**
 - Continued planning for Training Advisory Council (TAC) meeting on 03/29/23.
- ▶ **Wave 3: Orange, Santa Barbara, and Ventura County Training**
 - Continued WBTs for Early Training and Train the Trainer participants.
 - Continued WBTs of 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.
- ▶ **Wave 4: San Diego, San Mateo, Santa Cruz, and Solano County Training**
 - Completed Week 8 of WBTs for Early Training and Train the Trainer participants.
 - Completed Week 5 of WBTs for all staff.
 - Completed room set-up and connectivity testing for Early Training and Train the Trainer in Santa Cruz County and San Diego County.
 - Hosted Training Touchpoint with Santa Cruz County.
 - Started ILTs for Santa Cruz County Early Training.
- ▶ **Wave 5 – Wave 6 Planning**
 - Continued planning for Wave 5 ILT Walkthroughs.
 - Completed LMS load and WBT curriculum assignments for Wave 5 Early Training and Train the Trainer participants.
 - Hosted Training Touchpoint with Alameda County.
 - Hosted Training Touchpoint with Sacramento County.

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 15, 2023

Period: March 6, 2023 to March 12, 2023

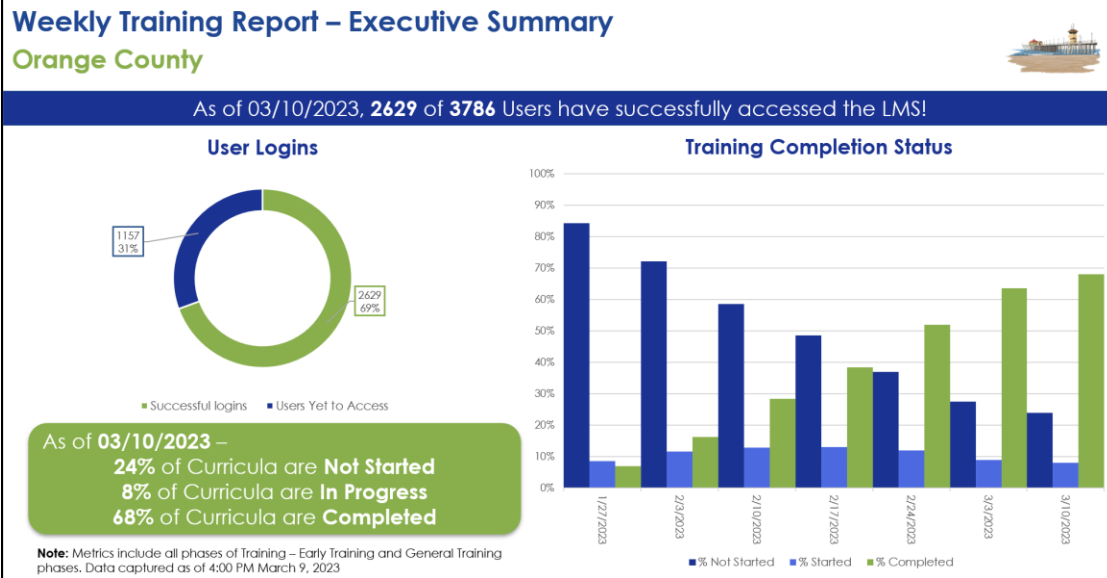


Figure 4.1-1 – Weekly WBT Training Report – Orange County

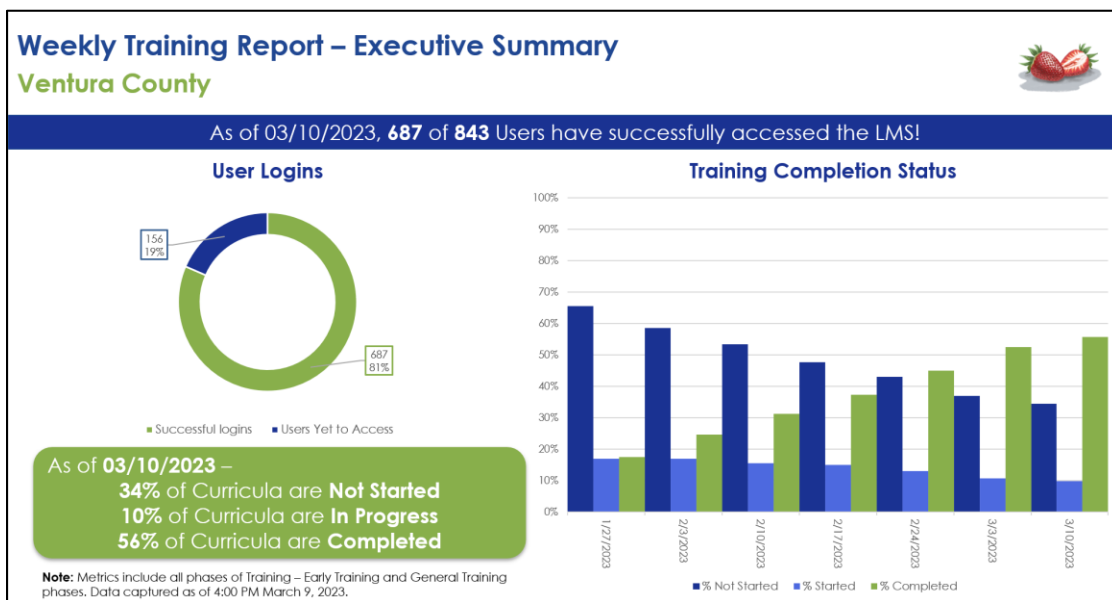


Figure 4.1-2 – Weekly WBT Training Report – Ventura County

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Weekly Training Report – Executive Summary

Santa Barbara County



As of 03/10/2023, **476** of **680** Users have successfully accessed the LMS!

User Logins



■ Successful logins ■ Users Yet to Access

As of 03/10/2023 –

26% of Curricula are Not Started

1% of Curricula are In Progress

73% of Curricula are Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM March 9, 2023.

Training Completion Status

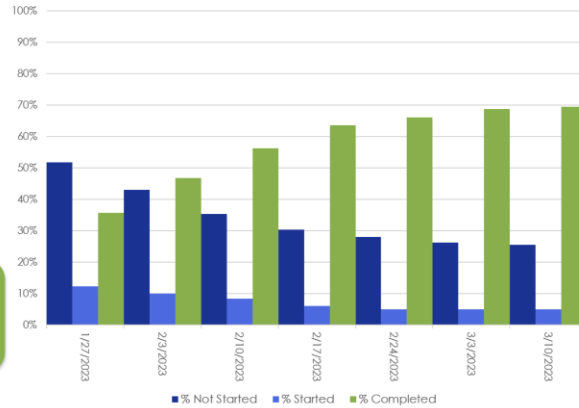


Figure 4.1-3 – Weekly WBT Training Report – Santa Barbara County

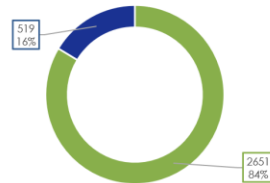
Weekly Training Report – Executive Summary

San Diego County



As of 03/10/2023, **2651** of **3170** Users have successfully accessed the LMS!

User Logins



■ Successful logins ■ Users Yet to Access

As of 03/10/2023 –

66% of Curricula are Not Started

15% of Curricula are In Progress

18% of Curricula are Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM March 9, 2023.

Training Completion Status

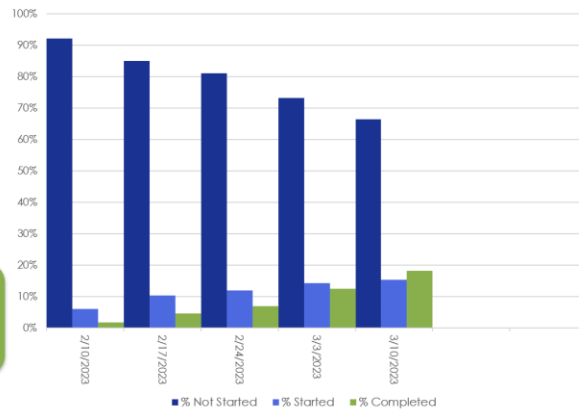


Figure 4.1-4 – Weekly WBT Training Report – San Diego County

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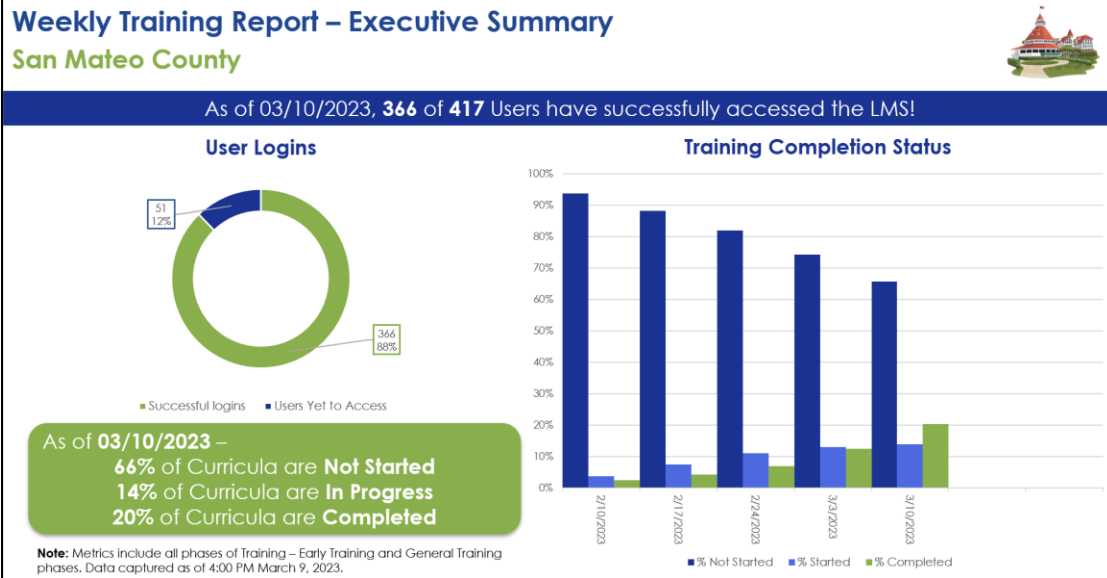


Figure 4.1-5 – Weekly WBT Training Report – San Mateo County

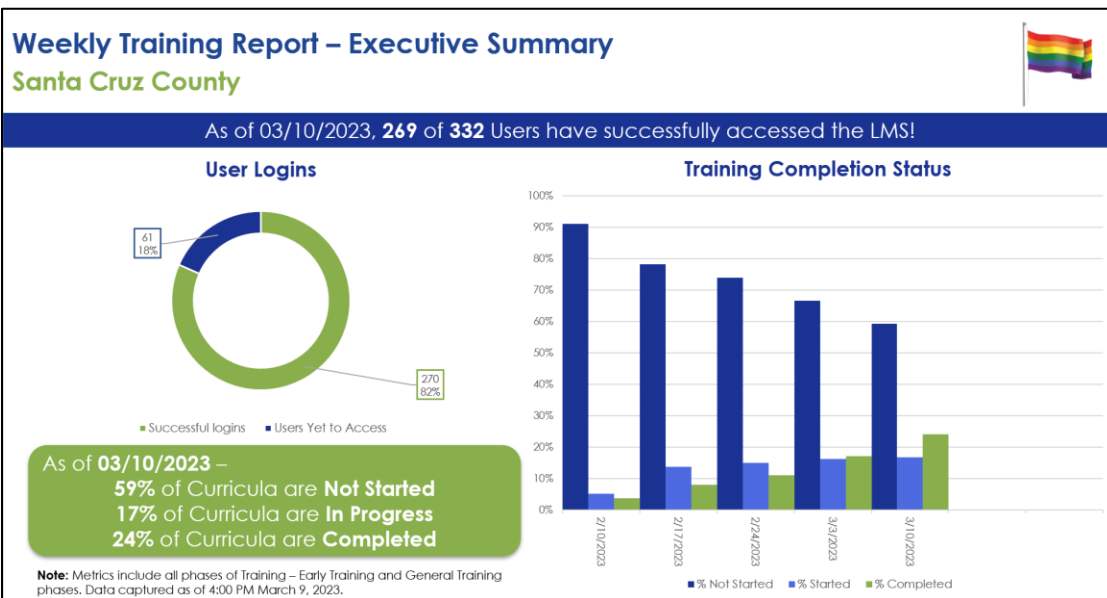


Figure 4.1-6 – Weekly WBT Training Report – Santa Clara County

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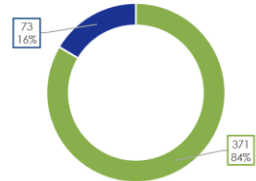
Weekly Training Report – Executive Summary

Solano County



As of 03/10/2023, **371** of **444** Users have successfully accessed the LMS!

User Logins



■ Successful logins ■ Users Yet to Access

As of 03/10/2023 –

73% of Curricula are **Not Started**

15% of Curricula are **In Progress**

12% of Curricula are **Completed**

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM March 9, 2023.

Training Completion Status

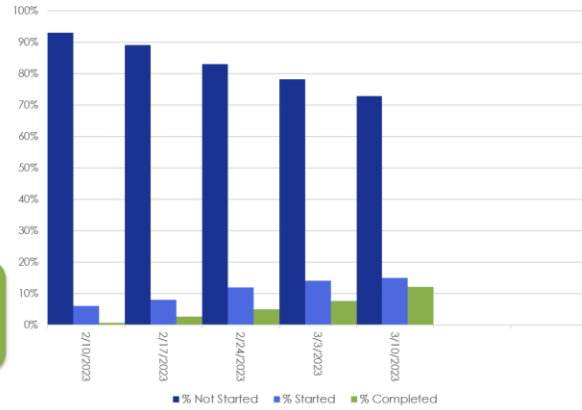


Figure 4.1-7 – Weekly WBT Training Report – Solano County

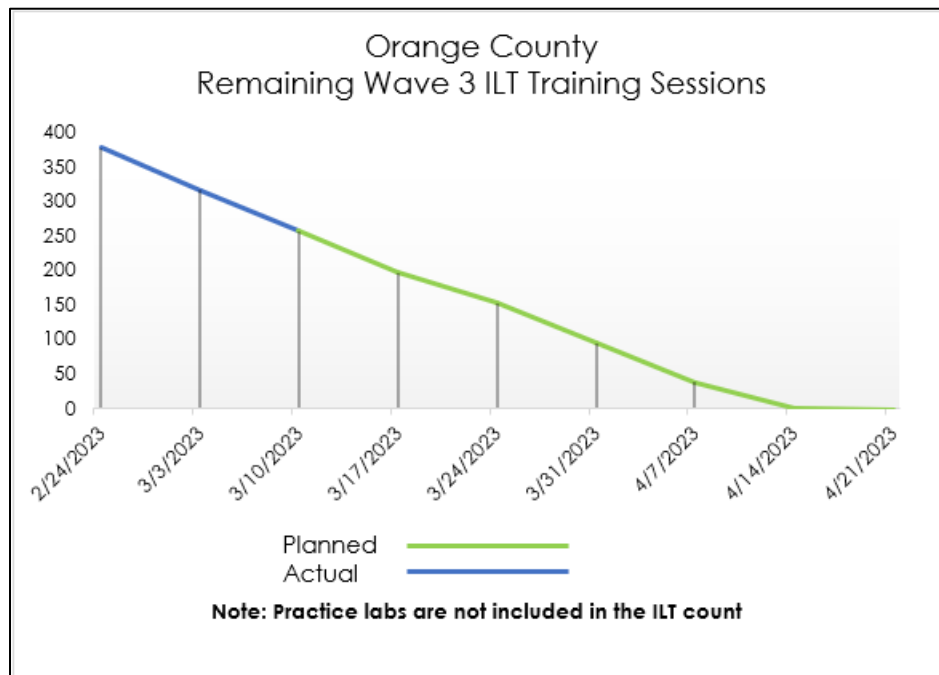


Figure 4.1-8 – Weekly ILT Training Report – Orange County

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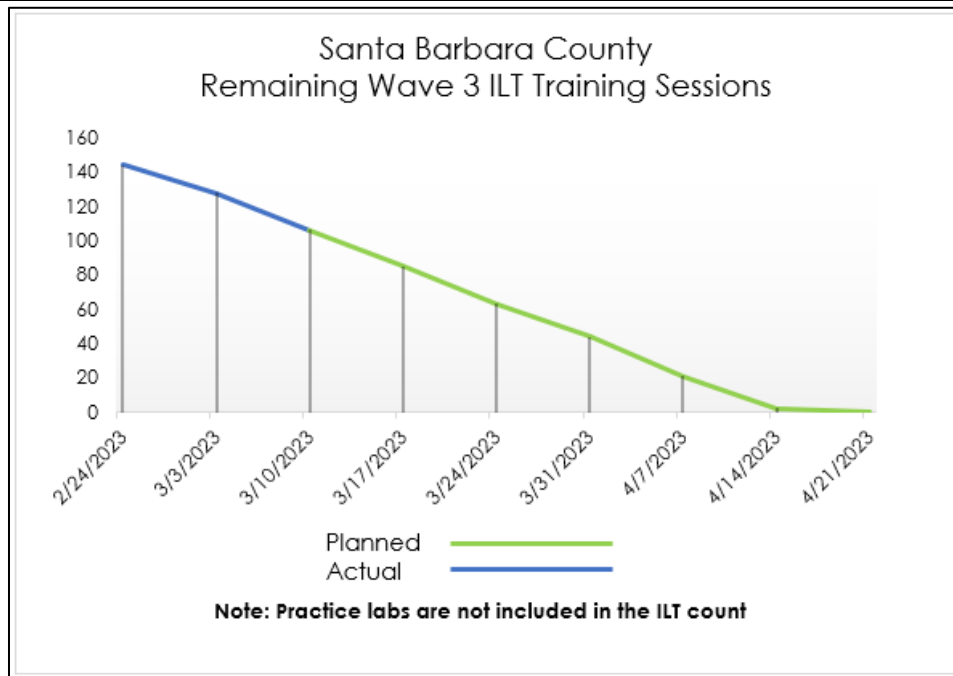


Figure 4.1-9 – Weekly ILT Training Report – Santa Clara County

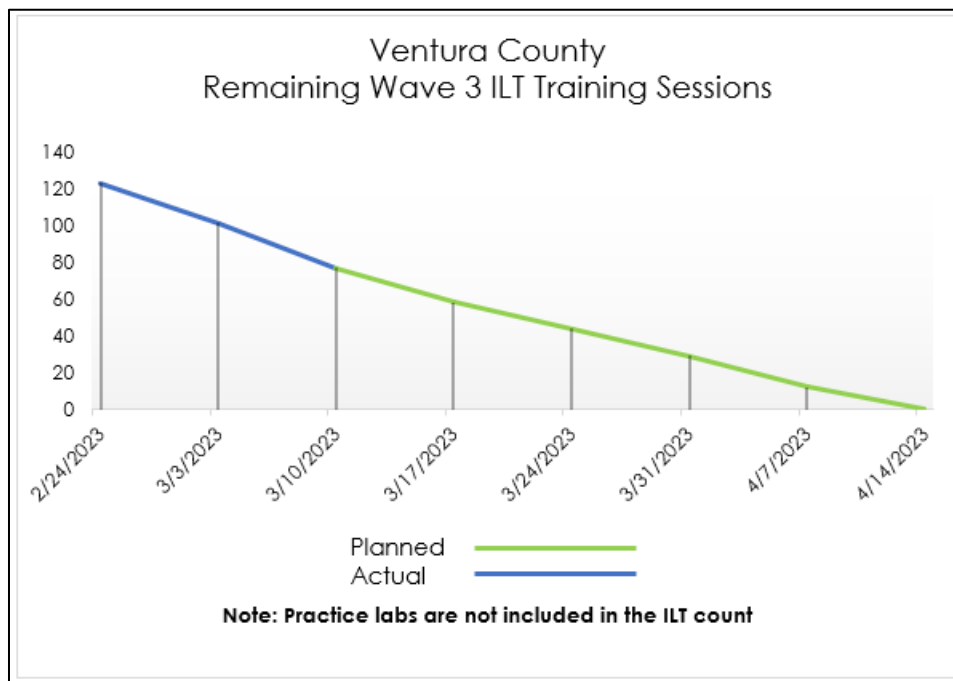


Figure 4.1-10 – Weekly ILT Training Report – Ventura County

4.2 Activities for the Next Reporting Period

► Training Advisory Council

- Continue planning for Training Advisory Council (TAC) meeting on 03/29/23.

► 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.
- ▶ **Wave 4: San Diego, San Mateo, Santa Cruz, and Solano County Training**
 - Continue WBTs for all staff.
 - Continue ILTs for Santa Cruz County Early Training.
 - Start ILTs for San Diego County Train the Trainer
 - Host Training Touchpoint with Solano County.
 - Host Training Touchpoint with San Diego County.
 - Host Training Touchpoint with San Mateo County.
- ▶ **Waves 5–6 Planning**
 - Host Alameda County ILT walkthroughs.
 - Host Training Touchpoint with San Francisco County.

5.0 Implementation

5.1 Highlights of the Reporting Period

- ▶ **Readiness Dashboard and Packet**
 - Distributed Readiness Dashboard and Packet for Wave 4.
 - Continued updates to Wave 3, Wave 4, and Wave 5 Readiness Packets and Dashboards.
- ▶ **Lead TOSS/IPOC Meetings**
 - Conducted TOSS/IPOC checklist review for San Mateo County, Solano County, and Sacramento County (03/09/23).
- ▶ **County Prep Phase**
 - Finalized support for Wave 3 County Prep Phase.
 - Facilitated Wave 3 County Prep Green Light session.
- ▶ **Go-Live Packet (GLP)**
 - ▶ Restarted strike team meetings with new Wave 3 GLP stakeholders
 - ▶ Conducted Strike team meetings with Wave 3 GLP stakeholders (03/07/23 and 03/09/23).
 - Completed review of 41 of 56 conversion defects.
 - Scheduled meetings with Wave 3 Counties to review managing Yellow Banner and discrepant data workload.
- ▶ **Post-Implementation Support**
 - Completed second week of Wave 2 post-Implementation support.
 - Distributed three (3) Fact Sheets for common user questions/issues relevant for Go-Live.
 - Reviewed Wave 4 County Profiles for San Mateo and Solano Counties.
 - Conducted daily business metrics review and standing Implementation Team calls.
 - Managed onsite resource tracker and provided daily review of resource needs.
 - Created “mini” County Profiles for Wave 3 to facilitate onsite/virtual resource discussion.

5.2 Activities for the Next Reporting Period

- ▶ **Post-Implementation Support**
 - Continue Onsite, Virtual Support to Wave 2 Counties for Post-Implementation.

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- Track interactions and ServiceNow ticket reporting metrics for daily sync meetings.
- Observe and document post-Implementation trends and issues resolutions.
- Update Wave 3 CNC meeting materials and conduct walkthroughs of materials.
- Conduct Virtual Site Visits with Ventura County offices for Wave 3 planning.
- Review CRFI responses for Wave 3 Post-Implementation CalSAWS volunteer support and update Gap Analysis for resource allocation.
- **Readiness Dashboard and Packet**
 - Distribute Readiness Dashboard and Packet for Wave 3.
 - Begin collecting updates for Wave 6 Readiness Packet.
- **Go-Live Packet (GLP)**
 - Strike team will complete review of all conversion defects.
 - Start meeting with Wave 3 Counties to review managing Yellow Banner and discrepant data cleanup work
- **County Prep Phase**
 - Conduct County Prep Office Hours and Daily Debrief.
- **TOSS/IPOC Meetings**
 - Conduct TOSS/IPOC checklist review for San Diego County, San Luis Obispo County, Ventura County(03/15/23), and San Mateo County (03/16/23).
- **Wave IPOC**
 - Conduct Wave IPOC meetings for Wave 3.

6.0 Appendices

6.1 Appendix A – Deliverable Summary

Deliverable Status by Submission

		Complete		Coming Soon		WAC Approval Pending	
DEL ID	Deliverable Name	DD	FD	DD	FD	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 (San Diego and Santa Clara)	N/A	N/A	01/26/23	02/16/23	02/27/23	
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 (San Diego, San Mateo, Santa Cruz, and Solano)	11/18/22	12/13/22	01/05/23	01/31/23	02/09/23	
10	Implementation Support Plan	01/14/22	01/27/22	07/15/22	08/05/22	08/16/22	
11	County Implementation Completion Report	09/15/22	09/27/22	N/A	N/A	N/A	
11.01	County Implementation Completion Report - Wave 1	N/A	N/A	01/17/23	01/31/23	02/07/23	

Figure 6.1-1 – Deliverable Status by Submission

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DEL #	Deliverable Name	Status	Next Deadline
02.26	Monthly Status Report - February 2023	On Track	FDEL submission on 03/07/32 FDEL approval on 03/16/23
08.08	Master Training Plan Monthly Update – 08	On Track	FDEL submission on 03/07/32 FDEL approval on 03/16/23

Complete Coming Soon County Sign-Off Pending

ID	Work Product Name	DWP	FWP	Final Approval
07.09	County Change Guide – Wave 4, Group 2 (San Diego)	12/19/22	01/11/23	01/19/23
07.11	County Change Guide – Wave 4, Group 2 (San Cruz)	12/19/22	01/11/23	01/19/23
07.13	County Change Guide – Wave 5 (Alameda)	02/20/23	03/13/23	03/30/23
07.14	County Change Guide – Wave 5 (Fresno)	02/20/23	03/13/23	03/30/23
07.15	County Change Guide – Wave 5 (Sonoma)	02/20/23	03/13/23	03/30/23
09.09	County-Specific Training Plans – Wave 4 (San Diego)	11/18/22	12/19/22	12/27/22
09.10	County-Specific Training Plans – Wave 4 (San Mateo)	11/18/22	12/13/22	12/20/22
09.11	County-Specific Training Plans – Wave 4 (Santa Cruz)	11/18/22	12/13/22	12/20/22
09.12	County-Specific Training Plans – Wave 4 (Solano)	11/18/22	12/21/22	12/29/22
09	County-Specific Training Plans – Wave 5 (Alameda, Fresno, and Sonoma)	01/27/23	02/17/23	02/24/23

Upcoming Work Product Deadlines

WP #	Work Product Name	Status	Next Deadline
07.13	County Change Guide - Wave 5 (Alameda)	On Track	FWP submission on 03/13/23 FWP approval on 03/20/23
07.14	County Change Guide - Wave 5 (Fresno)	On Track	FWP submission on 03/13/23 FWP approval on 03/20/23
07.15	County Change Guide - Wave 5 (Sonoma)	On Track	FWP submission on 03/13/23 FWP approval on 03/20/23

6.2 Appendix B – Risks and Issues Summary

ID	Title	Details	Status	Impact	Risk Level	Date Logged
240	The scaling of CalSAWS Production Operations, including Batch Operations, to provide 40 and 58	As we expand to 58 Counties and with continual activities to support policy, the consequences of a	Open	4	Medium	03/03/21

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ID	Title	Details	Status	Impact	Risk Level	Date Logged
	County support, without considering the multi-County and multi-vendor CalSAWS ecosystem may impact business operations	misstep in executing the CalSAWS M&O batch schedule magnifies the potential impact to business operations and benefits to the participants.				
258	The CalWIN Conversion Cutover Window is at-risk of Completing past the 84-hour cutover window.	The CalWIN Conversion Cutover Window is at-risk of Completing past the 84-hour cutover window.	Wave 1–2: Closed Wave 3–6: Open	5	Wave 1–2 : Low Wave 3–6: High	11/03/21
262	The CalWIN Counties may not be fully prepared for go-live if they do not have sufficient or timely information	The CalWIN Counties and County Directors have voiced concern that they do not have sufficient information or direction from the CalWIN ISS team to adequately prepare for go-live. In some cases, they have begun creating their own materials based on what they understand. If the Counties do not have a framework within which to prepare, they may not be ready for cutover. This includes clear communication and timelines for what is needed to be completed by when, readiness checklists, early conversations on the transition from the current state to the future state, and clear direction.	Wave 1–2: Closed Wave 3–6: Open	Wave 1: 4 Wave 2–4: 3 Wave 5–6: 2	Wave 1: Low Wave 2: Medium Wave 3: Low Wave 4–6: Medium	12/13/21
268	Implementation Readiness for CalWIN Cutover to CalSAWS	If implementation readiness (project and County) is not on track to meet their respective exit criteria by 04/29/2022, then the CalWIN Wave 1 cutover to CalSAWS could either be delayed or require significantly greater support to help Counties through	Wave 1–2: Closed Wave 3–6: Open	Wave 1–3: 4 Wave 4–6: 3	Medium	01/13/22

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 15, 2023

Period: March 6, 2023 to March 12, 2023

ID	Title	Details	Status	Impact	Risk Level	Date Logged
		outstanding issues. Individual risks have been opened related to the ability to be fully ready in time for a successful CalWIN Wave 1 cutover to CalSAWS on October 27, 2022, and subsequent waves. This risk serves as an overarching risk for the overall readiness of the project and CalWIN Counties to cutover to CalSAWS.				
269	CalWIN Counties may not have enough development and testing timeline to Refactor their Ad-hoc Reports and Ancillary System before Go-Live	The CalWIN Counties need time in the schedule, leading up to their respective Go-Live, to Refactor Ad-hoc Reports and/or Ancillary Systems. To do so, the Counties need connectivity and access to CalSAWS environments, data model (and definitions), as well as data. The current CalSAWS delivery schedule (of these) is compressing the CalWIN Counties Design, Development, and Testing timelines (i.e., schedule) and putting their County Readiness for Go-Live at-risk.	Wave 1–2: Closed Wave 3–6: Open	3	Wave 1: Low Wave 2–6: Medium	01/12/22
278	CalWIN OCM Implementation Support Plan	Deloitte Deliverable 10, CalWIN OCM Implementation Support Plan, is late, continues to require rework, and does not provide the structure or details necessary to inform the project or County teams of how support will be provided after the CalWIN Counties cut over to CalSAWS. The DDEL was originally due on May 16, 2022,	Closed	4	Wave 1: Low Wave 2–6: Medium	06/28/22

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 15, 2023

Period: March 6, 2023 to March 12, 2023

ID	Title	Details	Status	Impact	Risk Level	Date Logged
		but not released until June 6, 2022. On June 15, 2022, it was decided that the review should be paused due to the coordination needed with project teams on Pre- and Post-Deployment Support roles, responsibilities, tasks, activities, and resources. DDEL 10 will be revised in working sessions with the project teams, and the draft deliverable is targeted to be resubmitted on July 15, 2022. Based on the deliverable process, the earliest the DEL 10 is likely to be finalized is August 18, 2022. The most immediate impact is to the Wave 1 Counties. Without adequate information, neither the project nor County teams can prepare for post-implementation support, and County post-implementation support might be insufficient, disorganized, and/or ineffective				
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 prepare to submit State reports to CDSS on a monthly basis (and timely)	Wave 1: Closed Wave 2–6: Open	Wave 1: 3 Wave 2–6: 4	Medium	09/14/22

Table 6.2-1 – Project Risks and Issues

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 15, 2023

Period: March 6, 2023 to March 12, 2023

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
0080-23	PPOCs (Alameda, Fresno, Sonoma); Directors (Alameda, Fresno, Sonoma); Regional Managers (R1, R4); Section Directors	Wave 5 Counties T-6 Months Change Readiness Survey	CalWIN Migration	03/06/23	Helen Cruz	Araceli Gallardo
0090-23	PPOCs (All); Regional Managers (All); Fiscal Committee (All)	County set EBT Issuance Control Numbers for Manual Issuances	CalWIN Migration	03/10/23	Sheryl Eppler	Claudia Pinto-Castro

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
23-039	PPOCs (Sacramento, San Francisco, San Luis Obispo); Regional Managers (R1, R2 R4); Technical Help Desk	Wave 6 CalWIN Counties CalSAWS Delegated Administrators	03/06/23	Open	03/17/23	Pete Quijada	Yogesh Patel
23-041	PPOCs (San Diego, San Mateo, Santa Cruz, Solano); Regional Managers (R1, R5)	CalWIN Wave 4 Counties - Request to Identify/Review Portal CBO Data	03/08/23	Open	03/22/23	Marsale Eramya	Carlos Zepeda

Table 6.2-3 – CRFIs

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 15, 2023

Period: March 6, 2023 to March 12, 2023

6.3 Appendix C – Project Work Plan Reports

Project Timeline

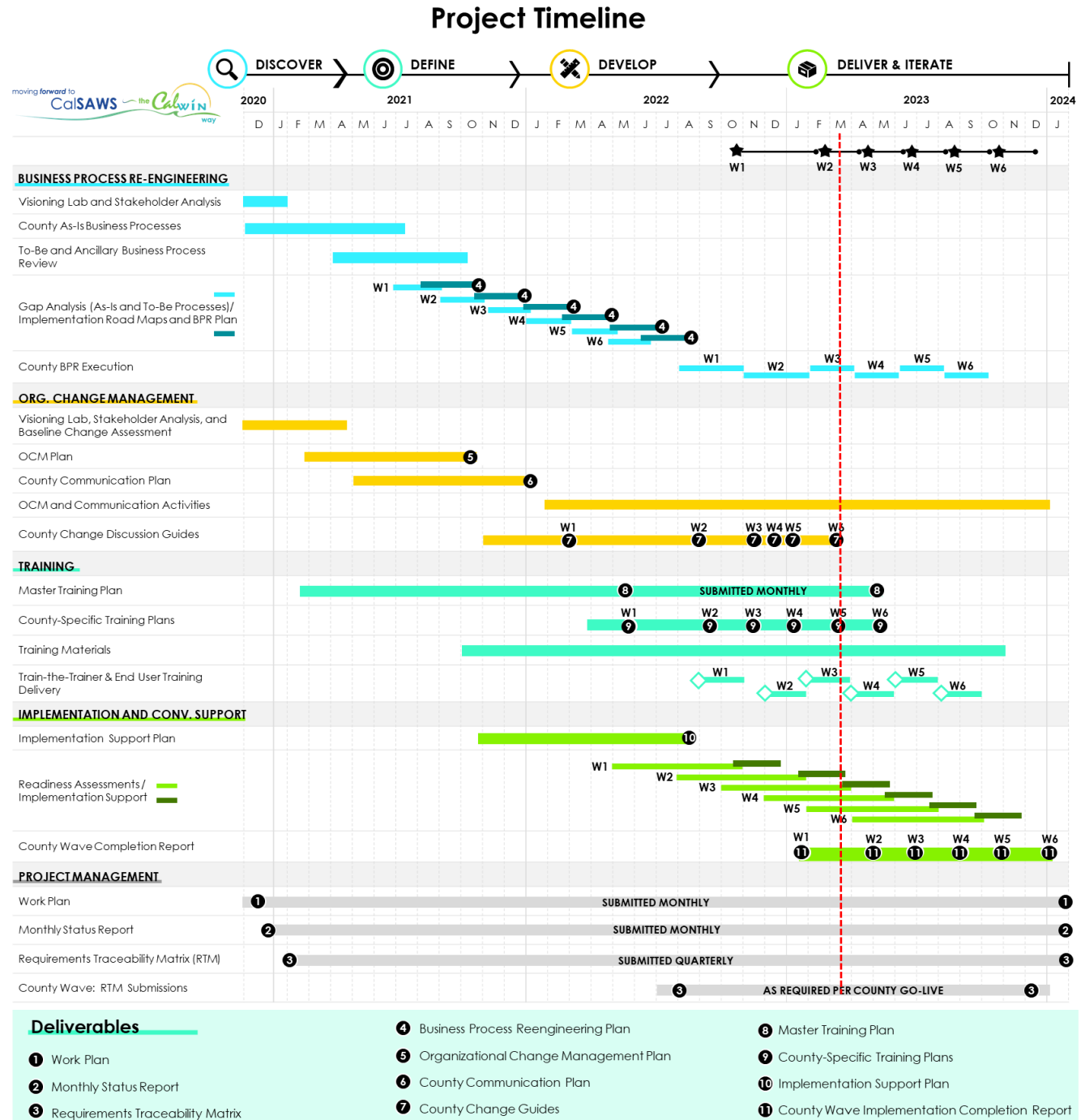


Figure 6.3-1 – Project Timeline

CalSAWS – CalWIN ISS Weekly Status Report

Weekly Status Report, March 15, 2023

Period: March 6, 2023 to March 12, 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