Wave 5 Implementation Readiness Dashboard and Packet
July 14, 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 5. 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 **July 14, 2023.**

THE POWER OF 58

Readiness Packet

Application Readiness

Development / System Test

Deploy Release 23.07 Test Execution Results*									
Test Execution Results	Total Scripts	Not Executed	In Progress	Pass	Fail	Blocked	Completed	Remaining	Progress
7/13/2023	991	0% (0)	0.0% (0)	99.09% (982)	0.5% (5)	0.4% (4)	991	0	100%

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

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

Application Readiness: UAT

User Acceptance Test

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

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

Application Readiness: Imaging

Functionality

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

Performance Testing

Hyland Platform Performance Test	Complete	Metric/Completion to Plan	Project
Additional Hyland Platform Performance Test	Complete	Test completed. Configuration tuned to address findings for 58+ county load.	Project
Integrated Imaging Performance Test (Informational)	Complete	58+ county load testing completed on 6/16.	Project

Images Migration

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

Imaging UAT

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

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

Application Readiness: Contact Center

Contact Center

Technical Connectivity	0%	
Update IVR Contact Flows for each County	3 of 3 approved	Both
Approval of County Contact Center SCRs*	3 of 3 approved	County
Regression Test of entire Contact Center solution	0%	Project
Model Office Testing – tentative start 8/07/2023	0%	Both

*Contact Center SCRs:
CA-240168 – Alameda
CA-240169 – Sonoma
CA-240170 – Fresno

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

Application Readiness: Central Print

Kickoff

Kickoff Meeting	Completed		Both

Configuration/Validation

Configuration Meetings	Completed	3 Completed of 3 Planned	Both
Validation Meetings	In Progress	1 Completed of 3 Planned	Both
Configuration Load	Not Started	0 Completed of 3 Planned	Project

Setup and Training

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

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

Application Readiness: BenefitsCal Conversion

Conversion Readiness

Provide extract of the CBO to the counties	Complete	Target 05/04/2023	Project
Extract CBO User information from MyBCW for Wave 5 counties to perform mock run 1	Complete	Target 05/01/2023	Project
Extract CBO User information from MyBCW Prod for Wave 5 counties	Not Started	Target 08/08/2023	Project

Converted Data Test

Validate CBO user load into ForgeRock – Mock Run 1	Complete	06/16/2023	Project

Training Delivery

Deliver training for CSC and Help Desk staff	Not Started	Target – 07/18/2023, 07/20/2023, 07/25/2023	Project
Deliver training for CBOs - Community Based Organizations	Not Started	Target – 07/27/2023	Project

Communications

Confirm Communications Plan for BenefitsCal	Complete	07/11/2023.	Project
Begin Execution of BenefitsCal Communications Plan	Not Started	Execution will begin 08/02/2023.	Both

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

BenefitsCal Implementation Readiness

System Operations

Confirm Post Implementation Support schedule and extended support	Not Started	08/07/2023 - 08/11/2023	Project
Provide Contingency Planning efforts to Consortium (Roll Back Plan)	Not Started	08/07/2023 -08/11/2023	Project

Prod Deployment Plans

Develop Production Cutover Checklist	Not Started	Target – 08/04/2023	Project
Confirm Consortium reviewed/approved the BenefitsCal cutover and BenefitsCal rollback plans	Not Started	Target – 08/11/2023	Project
Decide to proceed with BenefitsCal Production Cutover (Go-No Go Decision)	Not Started	08/14/2023 - 08/18/2023	Project
Confirm Wave Cutover to BenefitsCal	Not Started	08/14/2023 - 08/18/2023	Project

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

Conversion Readiness

Conversion Readiness – Wave 5

Conversion defects not resolved prior to Wave Go-Live (Risk 280)	The Conversion and Release Management teams maintain a schedule deploying and resolving the X defects planned during the first 10 days of county being live. All X are evaluated and documented in the W5 Go-Live Packet (where applicable) with Worker Actions.	Project
Auto Case Review Match Rate	Match Rate from Mock 5B was 67.7%	Project
Complete Wave 5 Mock Cutovers		Project
Deliver Wave 5 Golden Data Set (GDS)	Wave 5 GDS#12 Complete as of June 2023.	Project
Cutover Window (Risk 258)	CIT 0252-23 sent on 7/6 set the cutover window to 84 hours	Project
Support Wave 5 County Data Validation - Defect Resolution	Completed as planned 6/19/2023 - 6/30/2023	Project
Complete Wave 5A (County Preparation) Cutover	On-Schedule as planned 7/17/2023	Project
Complete Wave 5B (Go-Live) Cutover	On-Schedule as planned 9/4/2023	Project

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

Integration Readiness

Interface Partner Testing: 05/17/2023 - 07/07/2023

Complete Interface Development – County Development Phase (4/14/2023)	Complete				County	

Interface Names	Alameda	Ready for IPT?	Fresno	Ready for IPT?	Sonoma	Ready for IPT?
1099 File Writer job	YES	YES	YES	YES	YES	YES
Paid Warrant Reader job	YES	YES	YES	YES	YES	YES
Foster Care Voice Response Unit (VRU) Writer	YES	YES	N/A	N/A	N/A	N/A
Foster Care Voice Response Unit (VRU) Reader	YES	YES	N/A	N/A	N/A	N/A
Outbound Collections	YES	YES	NO	N/A	NO	N/A
Inbound Collections	YES	YES	NO	N/A	NO	N/A
Warrant Print Writer	YES	YES	YES	YES	YES	YES
Warrant Print Reader	NO	N/A	NO	N/A	NO	N/A
Auditor Controller Writer	YES	YES	YES	YES	YES	YES
Positive Pay File	NO	N/A	YES	YES	NO	N/A
Direct Deposit Writer	YES	YES	YES	YES	YES	YES
Direct Deposit Reader	YES	YES	YES	YES	YES	YES
School Lunch	YES	YES	YES	YES	YES	YES

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

Integration Readiness

Interface Partner Testing – 05/17/2023 - 07/07/2023

Execute Interface Testing with CalWIN County Partners	In Progress	92%	Project
Execute Interface Testing with State and Consortium Partners	Complete	100%	Project

CONSORTIUM PARTNERS INTERFACE TESTING		
CONSORTIUM PARTNER	**STATUS**	**TARGET COMPLETION DATE**
Electronic Inter County Transfer (EICT) - CalWIN	3/3	May 31, 2023

STATE PARTNER INTERFACE TESTING		
STATE PARTNER	**STATUS**	**TARGET COMPLETION DATE**
Case Management Information and Payrolling System (CMIPS) - OSI	2/2	May 17, 2023
Electronic Benefits Transfer (EBT) - FIS	2/2	June 14 7, 2023
Medi-Cal Eligibility Data System (MEDS) - DHCS	2/2	June 22, 2023
Welfare Data Tracking Implementation Project (WDTIP) - OSI	2/2	May 7, 2023

CalWIN WAVE 5 COUNTIES INTERFACE TESTING		
CalWIN Wave 5 COUNTY PARTNER	**STATUS**	**TARGET COMPLETION DATE**
Alameda County	11/11	July 7, 2023
Fresno County	6/8	July 7, 2023
Sonoma County	7/7	June 14, 2023

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

Technical Readiness: Networking

Networking

County Networking Connectivity	Both

CalWIN WAVE 5 COUNTIES				
NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**	**Δ**
Overall Network Interconnectivity	Complete	100.0%	98.2%	1.8%
Critical Path	Complete	100.0%	100.0%	0.0%

NETWORKING READINESS	**STATUS**	**ACTUAL**	**PLANNED**	**Δ**
Alameda	Complete	100.0%	68.0%	32.0%
Fresno	Complete	100.0%	68.0%	20.0%
Sonoma	Complete	100.0%	68.0%	32.0%

Milestone	**Status**	
Wave 5 County Networking Connectivity Readiness		• All tasks Completed

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

Technical Readiness: Operations

Contingency Restoration Planning

Migration Rollback Planning	In Progress	90%	Project

Disaster Recovery Exercise

Disaster Recovery Test	Completed	100%	Project

Batch Operations

CalWIN Batch Schedules	In Progress	95%	Project

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

Technical Readiness: Performance Testing

Performance Testing – Wave 3-6

CalSAWS Batch Performance (58 County)	Complete	100%	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	(Run 1) 11 hours 17 minutes (Run 2) 9 hours 36 minutes
Main Payroll	March 20, 2023	March 24, 2023	(Run 1) 9 hours 24 minutes (Run 2) 9 hours 36 minutes
Batch server upgrade	May 1, 2023	May 5, 2023	(Run 1) 9 hours 15 minutes
Database memory upgrade	May 8, 2023	May 12, 2023	(Run 1) 8 hours 46 minutes
10-day cutoff***	May 29, 2023	June 2, 2023	(Run 1) 8 hours 44 minutes
High Volume Forms***	June 5, 2023	June 9, 2023	(Run 1) 8 hours 56 minutes
10-day cutoff re-test***	June 19, 2023	June 23, 2023	(Run 1) 7 hours 34 minutes
Contingency for re-execution	June 26, 2023	June 30, 2023	N/A

*Represents the highest transaction volume day
***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

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

CalSAWS | July 14, 2023 Wave-5 Implementation Readiness Packet & Dashboard

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Technical Readiness: Performance Testing

CalSAWS 55 County Online Performance Test – Schedule

Workload Mix (WL)	Start Date	End Date	Status
#1 - CalSAWS Online	07/24/2023	08/11/2023	Not Started
#2 - CalSAWS Online + APIs	08/14/2023	08/25/2023	Not Started

CalSAWS 55 County Online Performance Test

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

Training Readiness

Training Plan

Wave 5 County-Specific Training Plans	Complete		Both
Training Environment/Build Training Data	Complete		Project
Create Training Accounts in Training Environment	Complete		Project

Training Materials

Wave 5 County-specific ILT training materials finalized.	Complete		Both
Web-based Trainings updated (Accenture/Consortium)	Complete		Project

Training Delivery

Wave 5 Early Training & TTT Trainees loaded and assigned curriculum in the CalSAWS LMS	Complete	100%	Project
Wave 5 staff course assignments / registration for Early Training & TTT	Complete	100%	Project
Wave 5 Early Training & TTT Instructor-led Training Ready (Training environment connectivity, Participants Enrolled)	Complete	100%	Project
Wave 5 Early Training & TTT Started (WBT) – start 03/13/2023	Complete	100%	Both
Wave 5 End-User Training Started (WBT) – start 04/03/2023	In Progress	81%	Both
Wave 5 Early Training & TTT Started (ILT) – start 05/30/2023	Complete	72 Completed of 72 Planned	Both
Wave 5 End User Training (EUT) - start 07/10/2023	In Progress	74 Completed of 467 Planned	Both

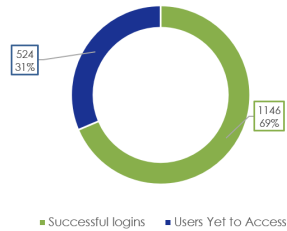| Not Started	On Schedule	<14 Days Late	>=14 Days Late	Complete

Training Readiness

WBT Progress by County

Weekly Training Report – Executive Summary
Alameda County

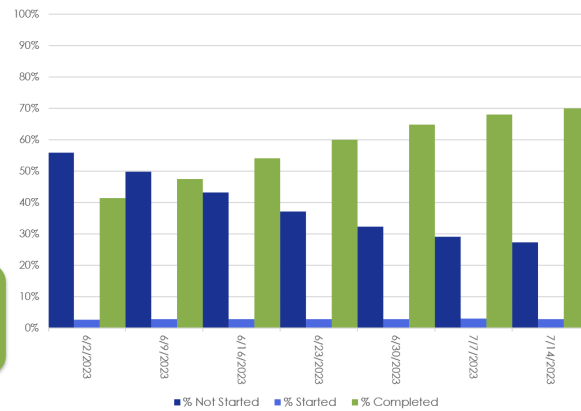As of 07/14/2023, **1146** of **1670** Users have successfully accessed the LMS!

User Logins

- 524 / 31%
- 1146 / 69%

■ Successful logins ■ Users Yet to Access

As of **07/14/2023** –
27% of Curricula are **Not Started**
3% of Curricula are **In Progress**
70% of Curricula are **Completed**

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM July 13, 2023.
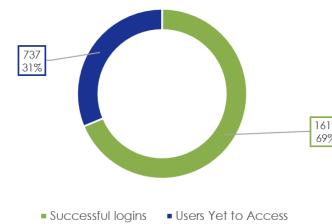
Training Completion Status

■ % Not Started ■ % Started ■ % Completed

Weekly Training Report – Executive Summary
Fresno County

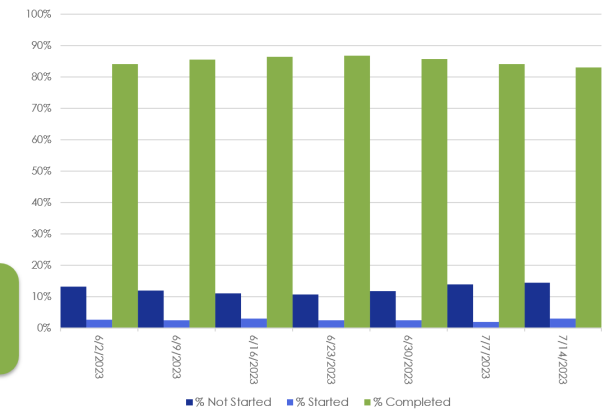As of 07/14/2023, **1576** of **2321** Users have successfully accessed the LMS!

User Logins

- 737 / 31%
- 1619 / 69%

■ Successful logins ■ Users Yet to Access

As of **07/14/2023** –
14% of Curricula are **Not Started**
3% of Curricula are **In Progress**
83% of Curricula are **Completed**

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM July 13, 2023.
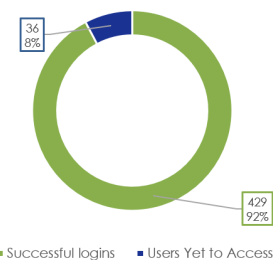
Training Completion Status

■ % Not Started ■ % Started ■ % Completed

Weekly Training Report – Executive Summary
Sonoma County

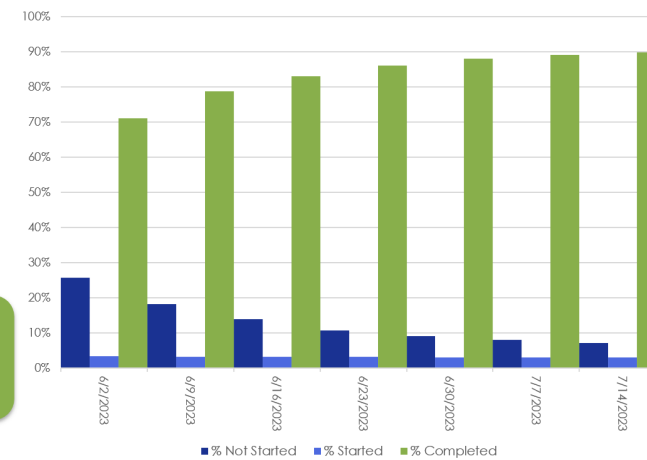As of 07/14/2023, **429** of **465** Users have successfully accessed the LMS!

User Logins

- 36 / 8%
- 429 / 92%

■ Successful logins ■ Users Yet to Access

As of **07/14/2023** –
7% of Curricula are **Not Started**
3% of Curricula are **In Progress**
90% of Curricula are **Completed**

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM July 13, 2023.

Training Completion Status

■ % Not Started ■ % Started ■ % Completed

Training Readiness

Imaging WBT Progress by County

Imaging Web-Based Training Status
Alameda County

As of 07/14/2023, **174** of **343** Users have completed their Imaging Web-Based Training!

Staff Trained

- 169 / 49%
- 174 / 51%

■ Staff Trained ■ Staff Remaining

As of **07/14/2023** –
26% of Users have **Not Started** their training
23% of Users have **Started** their training
51% of Users have **Completed** their training

Training Completion Status

(Chart: 6/2/2023, 6/9/2023, 6/16/2023, 6/23/2023, 6/30/2023, 7/7/2023, 7/14/2023)

■ % Not Started ■ % Started ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on July 13, 2023
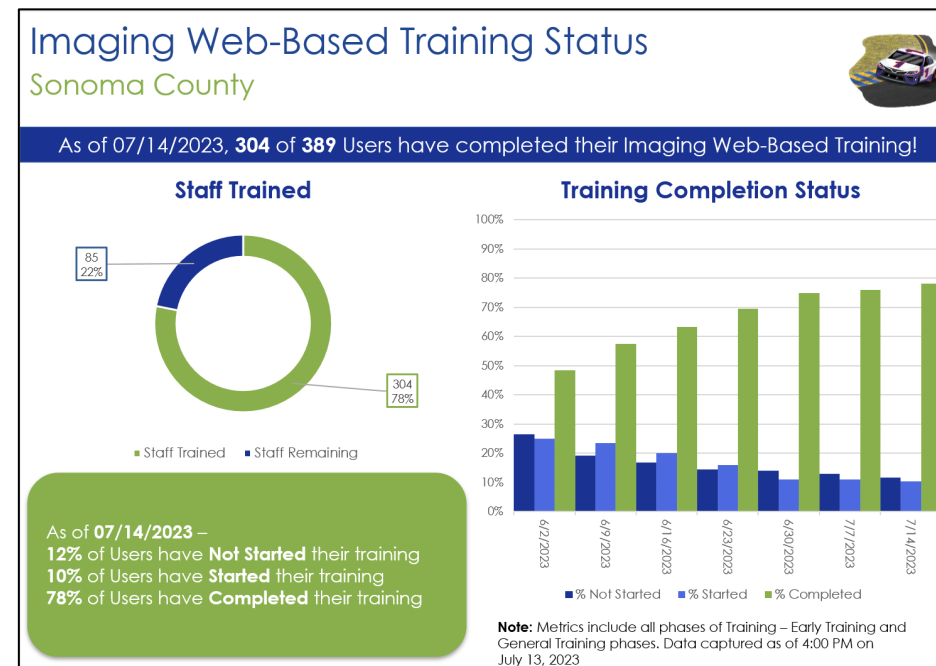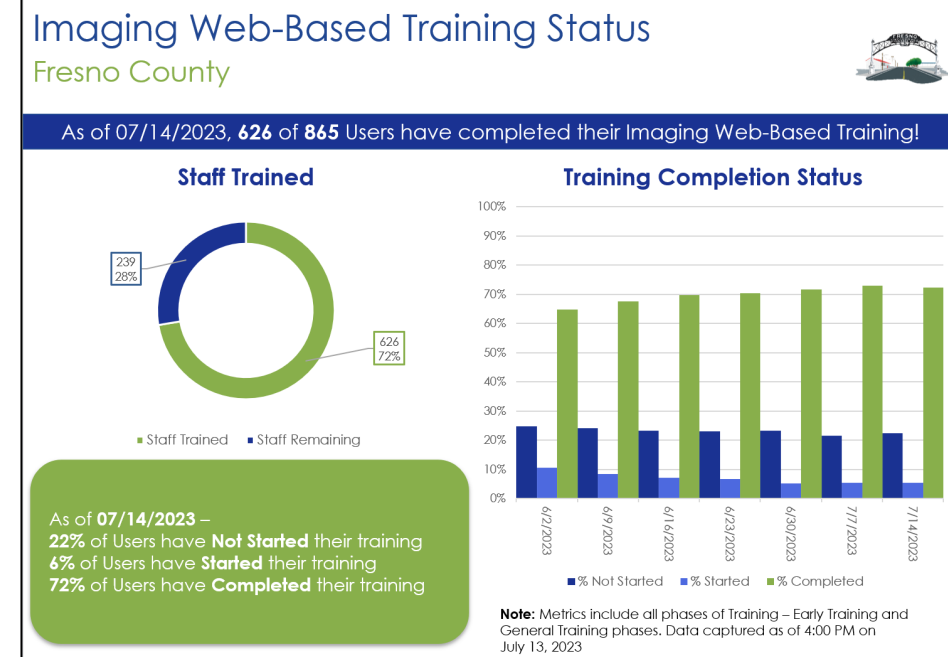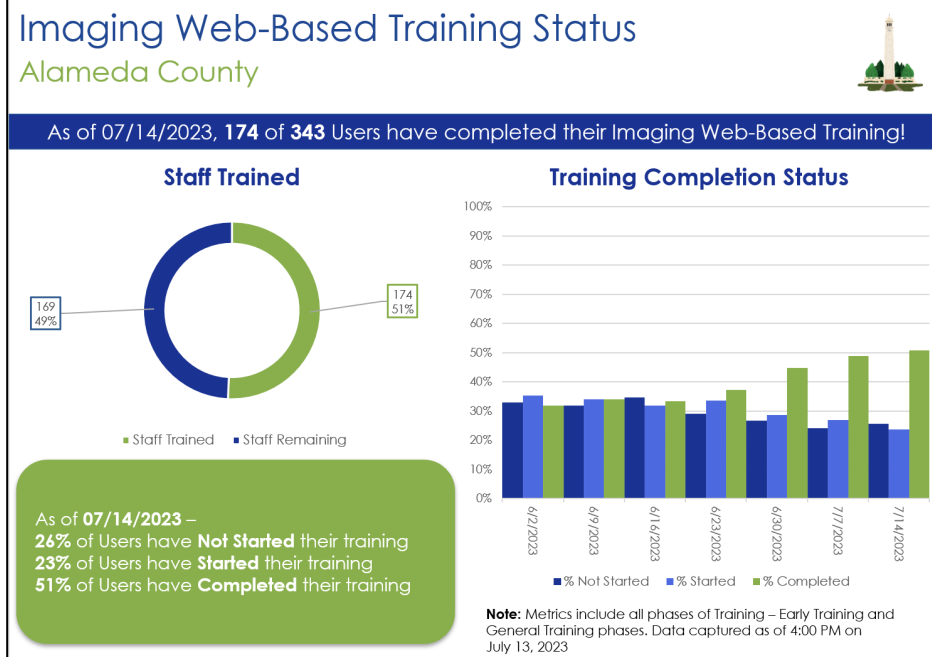
Imaging Web-Based Training Status
Fresno County

As of 07/14/2023, **626** of **865** Users have completed their Imaging Web-Based Training!

Staff Trained

- 239 / 28%
- 626 / 72%

■ Staff Trained ■ Staff Remaining

As of **07/14/2023** –
22% of Users have **Not Started** their training
6% of Users have **Started** their training
72% of Users have **Completed** their training

Training Completion Status

(Chart: 6/2/2023, 6/9/2023, 6/16/2023, 6/23/2023, 6/30/2023, 7/7/2023, 7/14/2023)

■ % Not Started ■ % Started ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on July 13, 2023

Imaging Web-Based Training Status
Sonoma County

As of 07/14/2023, **304** of **389** Users have completed their Imaging Web-Based Training!

Staff Trained

- 85 / 22%
- 304 / 78%

■ Staff Trained ■ Staff Remaining

As of **07/14/2023** –
12% of Users have **Not Started** their training
10% of Users have **Started** their training
78% of Users have **Completed** their training

Training Completion Status

(Chart: 6/2/2023, 6/9/2023, 6/16/2023, 6/23/2023, 6/30/2023, 7/7/2023, 7/14/2023)

■ % Not Started ■ % Started ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on July 13, 2023
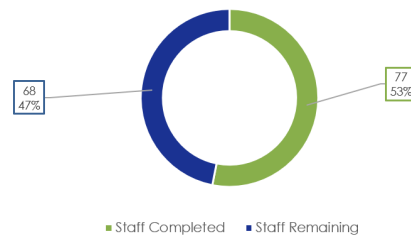
Training Readiness

Contact Center WBT Progress by County
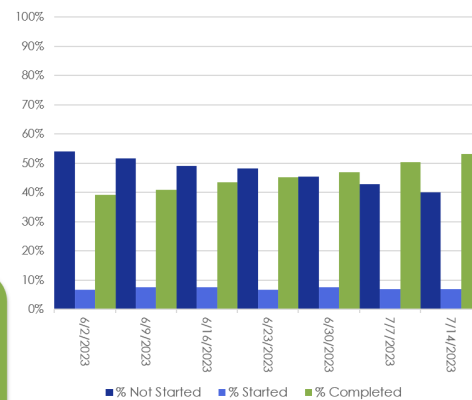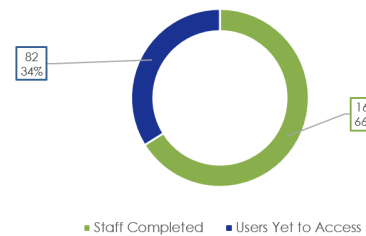
Contact Center Web-Based Training Status
Alameda County

As of 07/14/2023, **77** of **145** Users have completed their Contact Center Web-Based Training!

Staff Trained
- 68 / 47%
- 77 / 53%

■ Staff Completed ■ Staff Remaining

As of **07/14/2023** –
40% of Users have **Not Started** their training
7% of Users have **Started** their training
53% of Users have **Completed** their training

Training Completion Status

■ % Not Started ■ % Started ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on July 13, 2023

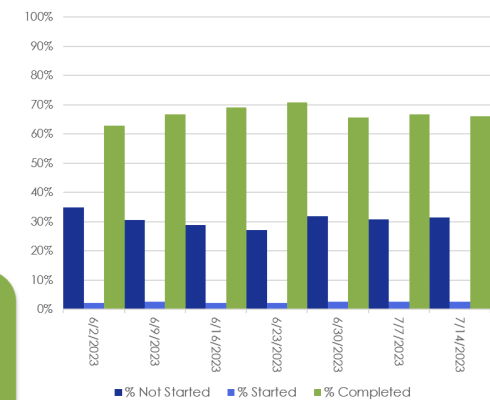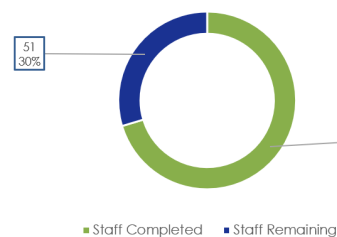### Contact Center Web-Based Training Status
Fresno County

As of 07/14/2023, **160** of **242** Users have completed their Contact Center Web-Based Training!

Staff Trained
- 82 / 34%
- 160 / 66%

■ Staff Completed ■ Users Yet to Access

As of **07/14/2023** –
31% of Users have **Not Started** their training
3% of Users have **Started** their training
66% of Users have **Completed** their training

Training Completion Status

■ % Not Started ■ % Started ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on July 13, 2023

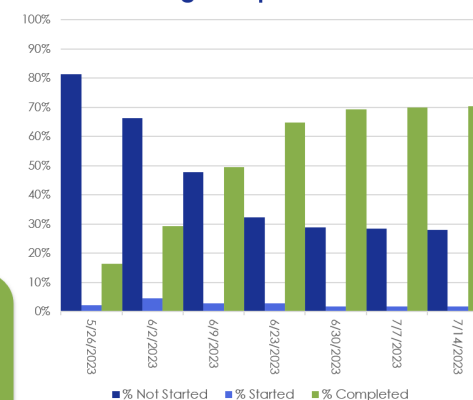### Contact Center Web-Based Training Status
Sonoma County

As of 07/14/2023, **121** of **172** Users have completed their Contact Center Web-Based Training!

Staff Trained
- 51 / 30%
- 121 / 70%

■ Staff Completed ■ Staff Remaining

As of **07/14/2023** –
28% of Users have **Not Started** their training
2% of Users have **Started** their training
70% of Users have **Completed** their training

Training Completion Status

■ % Not Started ■ % Started ■ % Completed

Note: Metrics include all phases of Training – Early Training and General Training phases. Data captured as of 4:00 PM on July 13, 2023

⇆ Organizational Readiness: OCM

Communications & Change Discussion Guides

Wave 5 Counties DWP Signoff by 03/13/23	Complete	1 Completed of 1 Planned	Project
Wave 5 Counties FWP Signoff by 03/20/23-03/22/23	Complete	1 Completed of 1 Planned	Project
Alameda County CDG county and Consortium comments to get to FDEL signoff by 04/27	Complete	1 Completed of 1 Planned	Both
Fresno County and Consortium comments addressed to get to county FDEL signoff by 04/27	Complete	1 Completed of 1 Planned	Both
Wave 5 Counties DDEL signoff by 04/18	Complete	1 Completed of 1 Planned	County
Sonoma County and Consortium comments addressed to get to county FDEL signoff by 04/27	Complete	1 Completed of 1 Planned	Both
Prep Sessions for Supervisors, Managers, and CNCs on CDG discussion	Complete	3 Completed of 3 Planned	Both

Readiness Surveys

Wave 5 Readiness Surveys T-12 (9/26 to 10/7)	Complete	3 Completed of 3 Planned	Both
Wave 5 Readiness Surveys T-9 (1/9 to 1/23)	Complete	3 Completed of 3 Planned	Both
Wave 5 Readiness Surveys T-6 (3/20 to 4/3)	Complete	3 Completed of 3 Planned	Both
Wave 5 Readiness Surveys T-3 (6/5 to 6/16)	Complete	3 Completed of 3 Planned	Both
Wave 5 Readiness Surveys T+6 (10/9 to 10/20)	Not Started	0 Completed of 3 Planned	Both

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

⇄ Organizational Readiness: OCM (continued)

Infographics/Newsletters

Infographics for March (Imaging #2 and RDB) (CIT 0124-23)	Complete	2 Completed of 2 Planned	Project
Infographics for April (Skip Issuance and WTW Assistance Unit Page) (CIT 0154-23)	Complete	2 Completed of 2 Planned	Project
Infographics for May (Caseloads and Notices of Action) (CIT 0189-23)	Complete	2 Completed of 2 Planned	Project
Newsletter for May (CIT 0199-23)	Complete	1 Completed of 1 Planned	Project
Infographics for June (Building CalSAWS Knowledge, Money Management, Rush Warrants, and Supervisor Authorizations) (CIT 0235-23)	Complete	4 Completed of 4 Planned	Project
Infographics for July (Foster Care in CalSAWS, Periodic Reporting & Reevaluation, Rescind vs. Reapply, Denial/Discontinuance, and 1 Month to Go-Live Poster)	On Schedule	0 Completed of 5 Planned	Project
Infographics for August (Wraparound Payments, Special Investigations, Add vs. Edit Income, and Packing for Go-Live)	Not Started	0 Completed of 4 Planned	Project
Newsletter for August	Not Started	0 Completed of 1 Planned	Project

Change Network Champion Meetings

CNC Meeting for May	Complete	1 Completed of 1 Planned	Both
CNC Meeting for June	Complete	1 Completed of 1 Planned	Both
CNC Meeting for July	Complete	1 Completed of 1 Planned	Both
CNC Meeting for August	Not Started	0 Completed of 1 Planned	Both

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

⇆ Organizational Readiness: BPR

Business Process Reengineering

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

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

Organizational Readiness: Configuration

Configuration

Document Configuration Guides and Worksheets	Complete	Guide and Worksheets Documented	Project
Distribute Configuration Documentation to Wave-5 Counties	Complete	May 11, 2023	Project
Conduct Working Sessions w/Counties to document base CalSAWS Configuration	Complete	June 23, 2023	Both
Review, Refine and Confirm Configuration is ready for load into UAT for Process Simulation	Complete	July 10, 2023	Both
Review Findings out of Process Simulation and Update "Must Have" Configuration items for PROD/County Prep	On Schedule	July 26, 2023	Both
Update Configuration Worksheets to with Findings from Process Simulation in advance of County Prep	On Schedule	July 26, 2023	Both
Load Configuration into PROD environment during County Prep	Not Started	August 31, 2023	Project
Configuration Complete	Not Started	September 4, 2023	Project

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

Organizational Readiness: Process Simulation

Process Simulation

Wave 5 Participants Confirmed	Completed	Both
Users Loaded to ForgeRock/UAT Environments & Applications	Completed	Project
Complete W5 Process Simulation Scenario Development	Complete	Project
Complete data staging and JIRA prep	In Progress	Project
Complete configuration setup	Complete	Both
Complete Process Simulation Orientation	Completed	Project
Complete Process Simulation Execution	In Progress	Both
Evaluate and confirm Exit criteria	In Progress	Project
Process Simulation Complete	Not Started	Project

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

Implementation Readiness

Planning

Wave 5 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, August 2023	Project
Distribute Monthly Implementation Packets	In Progress	Ongoing	Project

County Prep

County Prep Materials Finalized	Complete	Distributed with CIT 206-23 on 06/02/23	Project
County Prep Kick Off	Complete	Conducted on 6/29/23	Both
County Prep Phase	Not Started	7/17/23 - 8/31/23	Both

Post-Implementation Support

Pre- and Post- Go Live Support Structure Established	Complete	County Profile drafts complete. Initial escalation model/approach planned.	Project
County Profile Review	In Progress	County Profile drafts complete, gap analysis ongoing.	Project

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

Implementation Readiness: Help Desk

Help Desk

County Delegated Admin Training	Complete	Hosted on 2/15/23	Both
County Tier 1 Fulfiller Training	Complete	Hosted Week of 3/27/23	Both
Tier 1 Fulfiller and Delegated Admin Refresher Training	Complete	Hosted on 6/20/23	Both
Q&A / Office Hour Session	Complete	Hosted on 7/13/23	Both

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

Implementation Readiness: System Operations

Systems Operations

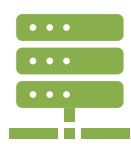|			
CalWIN Counties Access to the Sandbox Environment	Completed	Generic user accounts provided	Both
Engage the Counties on Staff Profile/Security Administration updates	Completed	Pre-UAT exercise	Both

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

Implementation Readiness: County Ad Hoc Reporting

Ad-Hoc Reporting Functionality

CalWIN County Education Sessions (i.e., Planned Curriculum)	• **Wave 5:** CalSAWS has facilitated 100% planned Ad Hoc Support Curriculum to the Wave 5 Counties.	Both
CalWIN County Ad Hoc Reports Refactoring	• **Wave 5:** Reviewed 687 reports for refactoring. Approximately 33 need to be refactored for Wave 5 Counties by go live.	County

County	Gainwell Assisted Refactoring				Total
	In Process	Not Required	Dev-Test Complete	County Approved	
Alameda	26	0	7	0	33 – Day 1 95 - Total
Fresno	0	0	0	0	0 – Day 1 TBD - Total
Sonoma	10	0	0	0	0 – Day 1 10- Total

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

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