

# CalSAWS Quality Assurance Weekly Status Report

**Reporting Period: December 4, 2023, to December  
10, 2023**

**CalSAWS – California Statewide Automated Welfare System**

CalSAWS Quality Assurance

Weekly Status Report Period: December 4, 2023, to December 10, 2023

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## 1.0 Quality Assurance

### 1.1 CalSAWS Weekly Status Agenda Topics

Table 1-1 – CalSAWS Quality Assurance Status Agenda Topics

STATUS REPORT SUB-SECTION	STATUS AGENDA TOPIC
<b>QA PMO</b>	<ul style="list-style-type: none"> <li>• Participated in Wave 6 Project and County Support calls</li> <li>• Participated in Conversion Defect Status review</li> <li>• Participated in Region 2 Management prep meeting</li> <li>• Participated in OCAT Operations and Release meeting</li> <li>• Facilitated Lobby Management Retrospective</li> <li>• Facilitated Collaboration Model material review</li> <li>• Finalized Collaboration Model Q4 prioritization activity</li> </ul>
<b>QA Technical</b>	<ul style="list-style-type: none"> <li>• Provided support for the Los Angeles and Sacramento Contact Centers</li> <li>• Participated in CalSAWS Production Operations reviews</li> <li>• Participated in FCED interface reviews</li> <li>• Participated in reviews of CalSAWS Robotic Process Automation (RPA) and Welcome and Authorization Bots</li> </ul>
<b>QA Conversion</b>	<ul style="list-style-type: none"> <li>• Continued to monitor status of outstanding Migration defects and SCRs</li> </ul>
<b>QA Functional/Test</b>	<ul style="list-style-type: none"> <li>• Started CalSAWS 24.01 Test execution for Training SCRs</li> <li>• Continued CalSAWS 24.01 Test execution with 44% execution rate, 43% pass rate and 1% fail/block rate</li> <li>• Completed BenefitsCal 23.12.07 Test Activities</li> </ul>
<b>QA Implementation</b>	<ul style="list-style-type: none"> <li>• Provided onsite and virtual support for Wave 6 counties: Sacramento, San Francisco, and San Luis Obispo</li> <li>• Completed Wave 6 OCM Retrospective Session</li> <li>• Completed recommendations of Migration Fact Sheets for new or existing Job Aids</li> </ul>

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### 1.2 Deliverables Management

Table 1-2 – Overall Summary of CalSAWS DD&I Deliverable Status












DEL #	DELIVERABLE NAME		STATUS
65i.1	QA Monthly Status Report – November 2023		<ul style="list-style-type: none"> <li>Submitted FDEL on December 5, 2023</li> </ul>
WP4.1	QA Work Plan – November 2023		<ul style="list-style-type: none"> <li>Submitted FDEL on December 5, 2023</li> </ul>
66i.1	QA Test Monthly Report – November 2023		<ul style="list-style-type: none"> <li>Submitted FDEL on December 5, 2023</li> </ul>
12.52	Assessment of CalSAWS Migration Work Plan Update – November 2023		<ul style="list-style-type: none"> <li>Submitted FDEL on December 8, 2023</li> </ul>
53	Assessment of CalSAWS Deployment Complete Milestone/Report - CalWIN Wave 6		<ul style="list-style-type: none"> <li>Submit DDEL comments by December 15, 2023</li> </ul>
54	Assessment of CalSAWS Deployment Complete Report - CalWIN Wave 1 - 6		<ul style="list-style-type: none"> <li>Submit DDEL comments by December 27, 2023</li> </ul>
56	Assessment of CalSAWS Migration Final Acceptance Certification		<ul style="list-style-type: none"> <li>Submit FDED comments by December 19, 2023</li> </ul>
67.01	Quarterly QA Security Report		<ul style="list-style-type: none"> <li>Submit DDEL by December 29, 2023</li> </ul>
68i.1	ClearBest Performance Report – November 2023		<ul style="list-style-type: none"> <li>Submit FDEL by December 15, 2023</li> </ul>

Table 1-3 – Overall Summary of OCAT Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
69i.1	<b>OCAT</b> – Monthly Status Report – November 2023		<ul style="list-style-type: none"> <li>Submitted FDEL on December 5, 2023</li> </ul>
WP-5.3	<b>OCAT</b> – General Design - 2023 Annual Update		<ul style="list-style-type: none"> <li>Submit DDEL comments by December 15, 2023</li> </ul>

[1] Status: **Red**: Behind schedule and requires escalation; **Amber**: Potential delay/monitor with no material schedule impact; **Green**: On schedule, performing as planned

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Table 1-4 – Overall Summary of BenefitsCal Deliverable Status











DEL #	DELIVERABLE NAME		STATUS
WP-26.21	<b>BenefitsCal</b> – CX Monthly Report – October/November 2023		<ul style="list-style-type: none"> <li>• Submit DDEL comments by December 14, 2023</li> </ul>
WP-27.22	<b>BenefitsCal</b> – Monthly M&O Report - November 2023		<ul style="list-style-type: none"> <li>• Submit DDEL comments by December 18, 2023</li> </ul>
WP-28.20	<b>BenefitsCal</b> – Work Plan Monthly Updates – November 2023		<ul style="list-style-type: none"> <li>• Submit FDEL comments by December 14, 2023</li> </ul>
WP-29.20	<b>BenefitsCal</b> – Monthly Status Report – November 2023		<ul style="list-style-type: none"> <li>• Submit FDEL comments by December 14, 2023</li> </ul>
WP-32.07	<b>BenefitsCal</b> – BOM Review and License Renewal		<ul style="list-style-type: none"> <li>• Submit FDEL comments by January 12, 2024</li> </ul>
WP-33.07	<b>BenefitsCal</b> – Certificate Review		<ul style="list-style-type: none"> <li>• Submit FDEL comments by January 12, 2024</li> </ul>

Table 1-5 – Overall Summary of CalWIN Implementation Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
WP-3.06	<b>CalWIN Implementation</b> – CalWIN County Implementation Completion Report – Wave 6		<ul style="list-style-type: none"> <li>• Submit DDEL comments by January 2, 2024</li> </ul>
WP-58.11	<b>CalWIN Implementation</b> - Requirements Traceability Matrix - Q11		<ul style="list-style-type: none"> <li>• Submit FDEL comments by December 14, 2023</li> </ul>
59.35	<b>CalWIN Implementation</b> – Assessment of CalWIN Implementation Migration Work Plan Update – November 2023		<ul style="list-style-type: none"> <li>• Submit FDEL by December 12, 2023</li> </ul>
TBD	<b>CalWIN Implementation</b> - Assessment of CalWIN Final Acceptance Completion Report		<ul style="list-style-type: none"> <li>• Submit DDEL comments by January 19, 2024.</li> </ul>


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Table 1-6 - Overall Summary of Gainwell Deliverable Status

DEL #	DELIVERABLE NAME		STATUS
4	<b>Gainwell</b> – Print Services Final Acceptance		<ul style="list-style-type: none"><li>• Submit FDEL comments by December 22, 2023</li><li>• Submit DDEL by December 22, 2023</li></ul>

## **1.3 Highlights for the Reporting Period**

### **1.3.1 Project Management**

- ▶ Participated in Wave 6 Post-Implementation Project and County Support calls
- ▶ Participated in Conversion Defect Status review on December 4, 2023
- ▶ Participated in CalSAWS PMO Status meeting on December 5, 2023
- ▶ Participated in Imaging Status Call on December 5, 2023
- ▶ Participated in CalSAWS Section Directors' meeting on December 5, 2023
- ▶ Participated in Region 2 Management prep meeting on December 6, 2023
- ▶ Participated in OCAT Operations and Release meeting on December 6, 2023
- ▶ Participated in CalSAWS Batch Weekly meeting on December 7, 2023
- ▶ Strike Teams, Retrospectives & Collaboration Model
  - Updated CalSAWS Supplemental Report draft on December 4 - 8, 2023
  - Develop Collaboration Model Q4 prioritization materials and Q1 open enhancement request period communication on December 4, 2023
  - Distribute Q4 prioritization materials and Q1 open enhancement request period communication and guidance on December 5, 2023
  - Facilitate OCM Wave 6 retrospective session on December 5, 2023
  - Facilitate Imaging Wave 6 retrospective session on December 6, 2023
  - Distribute RM Wave 6 retrospective session schedule options on December 7, 2023
  - Support Supplemental report touchpoint on December 8, 2023

### **1.3.2 Technical**

- ▶ Participated in CalSAWS Weekly Technical meeting on December 4, 2023
- ▶ Participated in Phase1 of the Case Data Archive meeting on December 5, 2023
- ▶ Participated in ForgeRock Operations Bi-Weekly Sync meeting on December 6, 2023
- ▶ Participated in CalSAWS Weekly Status meeting on December 6, 2023
- ▶ Participated in Technical Change Advisory Board (CAB) on December 6, 2023
- ▶ Participated in SLA and Performance Report Review meeting on December 7, 2023
- ▶ Participated in CalSAWS Sacramento Network Team meeting on December 7, 2023
- ▶ Participated in Weekly Meeting for Architectural Discussion on December 8, 2023
- ▶ BenefitsCal
  - Participated in Release of Information (ROI) workgroup on December 4, 2023
  - Participated in BenefitsCal Operation Review meeting on December 5, 2023
  - Participated in DD&I and M&O meetings on December 5 and 7, 2023
- ▶ Batch
  - Participated in Batch Weekly meeting on December 7, 2023
- ▶ CalWIN
  - Participated in Wave 6 Post-Implementation Operations Calls
- ▶ Contact Center
  - Participated in Los Angeles End-of-Day calls
  - Participated in daily Sacramento Contact Center meetings
  - Participated in Los Angeles County Contact Center support meetings
  - Participated in Voice Bots/RPA daily review meetings
  - Participated in CalSAWS/AWS – sync meeting on December 6, 2023
  - Participated in CalSAWS Contact Center Review meeting on December 6, 2023
- ▶ Security
  - Participated in Application Vulnerability Findings meeting on December 6, 2023

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- ▶ Service Management
  - Participated in ServiceNow Process Improvement review on December 7, 2023
- ▶ Lobby Management
  - Participated in Lobby Management support meeting on December 7, 2023

### 1.3.3 Imaging

- ▶ Participated in Monthly Data Review for CalSAWS - Hyland & ClearBest meeting on December 5, 2023
- ▶ Participated in Wave 6 Imaging Retrospective meeting on December 6, 2023

### 1.3.4 Conversion

- ▶ Participated in Daily Wave 6 Post-Implementation project production calls
- ▶ Monitored Wave 2 through 6 Open Defects
- ▶ Participated in Migration Defects status on December 4, 2023
- ▶ Participated in the Reports Discovery Session follow up discussion on December 6, 2023
- ▶ Participated in the review of Fact Sheets development and review
- ▶ Provided On-site support for San Francisco GA/GR unit
- ▶ Provided User Access support

### 1.3.5 Functional

- ▶ M&O
  - Participated in CalHEERS CalSAWS Test Daily Connect
  - Participated in FCED Schedule Sync meeting on December 4, 2023
  - Participated in ROI Workgroup meeting on December 4, 2023
  - Participated in Automation for Duplicate Person Process Workgroup meeting on December 4, 2023
  - Participated in Virtual Assistant Content Approval meeting on December 5, 2023
  - Participated in Self-Service Portal Committee meeting on December 5, 2023
  - Participated in CalHEERS SAWS Integration meeting on December 5, 2023
  - Participated in FCED User Group meeting on December 5, 2023
  - Participated in Correspondence Design Status meeting on December 5, 2023
  - Participated in Medi-Cal CMSP Committee meeting on December 5, 2023
  - Participated in GA/GR Correspondence Web-Service review on December 6, 2023
  - Participated in CWDS and CalSAWS FCED Technical Workgroup meeting on December 7, 2023
  - Participated in FCED Workgroup Business meeting on December 7, 2023
  - Participated in the following Design meetings:
    - CR 161141 - Transition provider directory from LexisNexis to Integrated Health Care Association (IHA)
    - CR 242023 - Continuity of Coverage
    - CR 203445 - Tax Credit Eligibility Assessment
    - CR 235745 - Reinstatement Bot the Enrollments
    - CR 229850 - 2025 Renewals
    - CR 224268 - Strike Lockout
    - CR 203445 - Tax Credit Eligibility Assessment
    - CR 214183 - Eligibility Results
    - CR 165890 - ROP Batch - Phase II
  - Supported December 12 SCRB review cycle



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- Supported December 4 – 8 SPG Scorecard review cycle
- Reviewed forty (40) design documents, targeting Critical and High priority designs for review and other SCRs at the Consortium's direction.

Table 1-7 – Weekly M&O System Change Request (SCR) Updates

Release	SCRs in QA Review
23.09	2
23.11	14
24.01	2
24.03	12
24.05	4
RWR	4
TBD	2
<b>Grand Total</b>	<b>40</b>

- ▶ General Assistance/General Relief (GA/GR)
  - Monitored GA/GR SCRs
  - Participated in weekly GA/GR Correspondence Web Services discussion
- ▶ BenefitsCal
  - Reviewed scope for upcoming BenefitsCal releases on December 4, 2023
  - Participated in Self-Service Portal Committee meeting on December 5, 2023
  - Participated in DD&I and M&O reviews on December 4 and 7, 2023
  - Participated in Collaboration Model 2023 Enhancement Request meetings on December 6 and 7, 2023

### 1.3.6 Test

- ▶ CalSAWS Release 24.01
  - Completed QA Review of System Test scenarios for high impact SCRs
  - Continued test execution

Table 1-8 – CalSAWS 24.01 Independent Test Progress

Test Cycle	Total Scenarios	Not Executed	In Progress	Passed	Failed	Blocked
CalSAWS 24.01 - ClearBest QA Independent Test Results	86	33% (28)	23% (20)	43% (37)	1% (1)	0% (0)

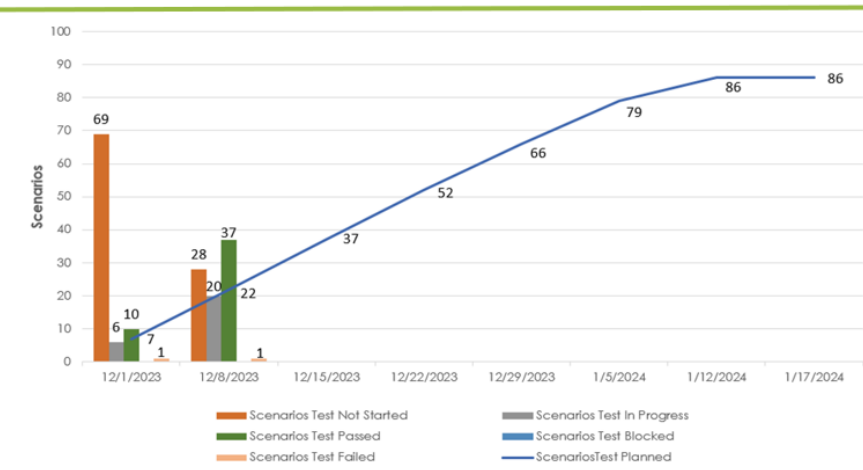
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**CalSAWS 24.01  
Independent Testing**

**CalSAWS 24.01 – Test Scenarios: Execution**



37
✓

Scenarios passed of 86 total

✓ On Track  
 S Slightly Behind  
 B Behind

- ▶ **BenefitsCal Activities**
  - Started and Completed QA verification of 23.12.07 and 23.12.11 Priority Releases
  - Sent QA final verification status for 23.12.07 and 23.12.11 Priority Releases to the Consortium
  - Reviewed 23.12.07 and 23.12.11 release notes
  - Started QA verification of 23.12.19 Monthly Release
  - Monitored 23.12.19 Monthly Release for M&O and M&E updates
- ▶ **Priority Release / RWR Activities**
  - Monitored priority releases/RWR defects and SCR test activities
  - Completed Independent Test activities on the following SCRs/defects:

Table 1-8 – Priority Release/RWR Issues Completed for QA Review/Test

Defect/SCR #	Scheduled Release	Type of Testing
CA-257864 Enhancements to the RE Date Report	23.12.07	QA Review
CA-265034 [Fiscal] June 2023 Collections Receipt Monthly Report: Summary tab does not match Detail tab	23.12.07	QA Review
CA-265305 [Fiscal] Supplemental Benefit Issuance EBT Register Reconciliation Issue	23.12.07	QA Review
CA-270936 Duplicate Properties are populating on CW 2200	RWR 23.11.x2	QA Review

- ▶ **Other Consortium Support Test Activities**
  - Monitored test support for priority releases
  - Participated in Integrated Test Team meeting on December 5, 2023
  - Participated in VA Content Approval meeting on December 5, 2023
  - Participated in Test Touchpoint meeting on December 6, 2023
  - Participated in CalSAWS Virtual Assistant review on December 7, 2023

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### 1.3.7 Implementation

- ▶ CalSAWS Maintenance and Operations (M&O)
  - Participate in Weekly Training Touchpoint meeting on December 5, 2023
- ▶ CalWIN Implementation Support Services (ISS)
  - Provided onsite and virtual support for Wave 6 counties of Sacramento, San Francisco, and San Luis Obispo
  - Participated in Wave 6 Post-Implementation Production Calls
  - Conducted Weekly ISS Implementation Manager Touchpoint on December 4, 2023
  - Completed Wave 6 OCM Retrospective Session on December 5, 2023
  - Participated in OCM leads meeting on December 6, 2023
  - Completed analysis and recommendations of Migration Fact Sheets for New or existing Job Aids on December 6, 2023
  - Completed AAPI ERG Video Update for December All Staff on December 7, 2023
  - Participated in OCM Advisor Check-In on December 8, 2023

### 1.3.8 OCAT

- ▶ Began reviewing OCAT General Design Document (GDD) – 2023 Annual Update
- ▶ Participated in OCAT Operations and Release meeting on December 6, 2023
- ▶ Participated in OCAT Weekly POAM Check-in meeting on December 7, 2023

## 1.4 Activities for the Next Reporting Period

### 1.4.1 Project Management

- ▶ Participate in Wave 6 Post-Implementation Project and County Support calls
- ▶ Participate in the OCAT Monthly SLA meeting on December 11, 2023
- ▶ Participate in Conversion Defect Status review on December 11, 2023
- ▶ Participate in the Hyland Imaging Monthly SLA meeting on December 11, 2023
- ▶ Participate in Reports Status metrics review on December 12, 2023
- ▶ Participate in CalSAWS PMO Status meeting on December 12, 2023
- ▶ Participate in Imaging Status Call on December 12, 2023
- ▶ Participate in CalSAWS Section Directors' meeting on December 12, 2023
- ▶ Participate in CalSAWS Deployment Complete Milestone/Report Wave 6 Walk Thru on December 12, 2023
- ▶ Participate in Batch Performance Checkpoint on December 13, 2023
- ▶ Facilitate Final Acceptance Introduction topic for CalSAWS Project Steering Committee on December 14, 2023
- ▶ Participate in CalSAWS Batch Weekly meeting on December 14, 2023
- ▶ Strike Teams, Retrospectives & Collaboration Model
  - Updated CalSAWS Supplemental Report draft on December 11 - 13, 2023
  - Facilitate Lobby Management retrospective session on December 11, 2023
  - Facilitate CM Quarterly enhancement disposition and material review process meeting on December 11, 2023
  - Participate in refresh goals for risk 203 meeting on December 12, 2023
  - Finalize Collaboration Model meeting notes on December 12, 2023
  - Support Supplemental Report touch point on December 13, 2023

### 1.4.2 Technical

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- ▶ Participate in CalSAWS Weekly Technical meeting on December 11, 2023
- ▶ Participate in UiPath Scaling requirements discussion on December 12, 2023
- ▶ Participate in CalSAWS Weekly Status meeting on December 13, 2023
- ▶ Participate in Tech Change Advisory Board (CAB) meeting on December 13, 2023
- ▶ Participate in AWS/CalSAWS meeting on December 13, 2023
- ▶ Participate in Weekly Architecture discussion on December 14, 2023
- ▶ Participate in CalSAWS Project Steering Committee (PSC) on December 14, 2023
- ▶ Participate in CWDS - CalSAWS FCED Technical Workgroup on December 14, 2023
- ▶ Participate in Bi-Weekly CalSAWS Meeting on December 14, 2023
- ▶ Participate in CalSAWS Joint Powers Authority (JPA) Board of Directors meeting on December 15, 2023
- ▶ BenefitsCal
  - Participate in BenefitsCal Operation Review meeting on December 12, 2023
  - Participate in DD&I and M&O meeting on December 12 and 14, 2023
- ▶ Batch
  - Participate in CalSAWS Performance Checkpoint on December 13, 2023
  - Participate in CalSAWS Batch Weekly meeting on December 14, 2023
- ▶ CalWIN
  - Participate in Wave 6 Post-Implementation Operation Calls
- ▶ Contact Center
  - Participate in Los Angeles County Amazon Connect Post-Cutover Operations Call
  - Participate in RPA Daily review meeting
  - Participate in Sacramento CSC Support Meeting on December 12, 2023
  - Participate in Solano and Santa Cruz CSC Support Meeting on December 13, 2023
  - Participate in CalSAWS Contact Center Review meeting on December 13, 2023
  - Participate in San Mateo, Ventura, and San Diego County CSC Support meeting on December 14, 2023
- ▶ Security
  - Participate in Application Vulnerabilities Findings meeting on December 13, 2023
  - Participate in Security Risk Management Group meeting on December 14, 2023
- ▶ Service Management
  - Participate in ServiceNow Management meetings as scheduled
- ▶ Lobby Management
  - Participate in Lobby Support Management meeting on December 14, 2023

#### 1.4.3 Imaging

- ▶ Participate in Monthly Page View results with Hyland on December 11, 2023
- ▶ Participate in Monthly Data Review for CalSAWS – Hyland on December 12, 2023
- ▶ Participate in Imaging Status Meeting on December 12, 2023

#### 1.4.4 Conversion

- ▶ Participate in Daily Wave 6 Post-Implementation project production calls
- ▶ Monitor Wave 2 through 6 Open Defects and Priorities
- ▶ Participate in Migration Defects status on December 11, 2023
- ▶ Participate in the Jan 2024- Reports Breakout working session on December 11, 2023
- ▶ Participate in the Draft Del #90 CalSAWS Deployment Compete Milestone on December 12, 2023
- ▶ Participate in the review of Fact Sheets development and review

### 1.4.5 Functional

#### ▶ M&O

- Participate in CalHEERS CalSAWS Test Daily Connect
- Participate in FCED System of Record Discussion on December 11 and 13, 2023
- Participate in Automation for Duplicate Person Workgroup on December 11, 2023
- Participate in Virtual Assistant Content Approval meeting on December 12, 2023
- Participate in CFAP Expansion Automation meeting on December 12, 2023
- Participate in CalHEERS SAWS Integration meeting on December 12, 2023
- Participate in Core Constituent Design Review meeting on December 12, 2023
- Participate in Correspondence Design Status meeting on December 12, 2023
- Participate in CalWORKs/CalFresh Eligibility Status meeting on December 13, 2023
- Participate in GA/GR Correspondence Web-Service review on December 13, 2023
- Participate in CalSAWS Virtual Assistant Check-In meeting on December 14, 2023
- Participate in SPG meeting on December 14, 2023
- Participate in Task Management Check-In meeting on December 14, 2023
- Participate in Wave 6 State/Fiscal Reports discussion on December 14, 2023
- Participate in CWDS - CalSAWS FCED Technical Workgroup on December 14, 2023
- Participate in FCED Workgroup Business meeting on December 14, 2023
- Participate in the following Design meetings:
  - CR 242023 Continuity of Coverage
  - CR 221896 SOAP to REST API
  - CR 254732 Enroller Portal/Salesforce Enhancements for June 2024 Release
  - CR 256142 Failure to Reconcile Enhancements
  - CR 203445 Tax Credit Eligibility Assessment
  - CR 61104 Implement Plan Dependent Rules
  - CR 257891 SEP Enhancements for 2025
  - CR 214183 Eligibility Results
  - CR 165890 ROP Batch - Phase II
  - CR 235745 Reinstatement Bot the Enrollments
  - CR 258400 Time-sensitive Batch Discovery
- Continue to support December 12 SCRB review cycle
- Support December 11 – 15 SPG Scorecard review cycle

#### ▶ General Assistance/General Relief (GA/GR)

- Monitor GA/GR SCRs
- Participate in weekly GA/GR Correspondence Web Services discussion

#### ▶ BenefitsCal

- Participate in Daily Transaction Failures meetings
- Participate in combined DD&I and M&O check-in meetings
- Participate in Operation Review Weekly meeting
- Participate in Weekly Scope Review for upcoming BenefitsCal releases
- Monitor development progress for CalWORKs Time Clocks functionality
- Monitor GROW/WTW collaborator requirement status
- Participate in Collaboration Model Quarterly Dispositions on December 11, 2023
- Participate in Weekly Program Manager Standup meeting on December 13, 2023

### 1.4.6 Test

#### ▶ CalSAWS Release 24.01

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- Continue test execution
- ▶ BenefitsCal Activities
  - Continue QA verification of 23.12.19 Monthly Release
  - Monitor BenefitsCal Monthly and Priority Releases for M&O and M&E updates
- ▶ Priority Release/RWR Activities
  - Monitor priority releases/RWR defects and SCR test activities
- ▶ Other Consortium Support Test Activities
  - Participate in Integrated Test Team meeting on December 12, 2023
  - Participate in Test Touchpoint meeting on December 13, 2023
  - Participate in CalSAWS VA Weekly Check-in meeting December 14, 2023

### 1.4.7 Implementation

- ▶ CalSAWS Maintenance and Operations (M&O)
  - Participate in Weekly Training Touchpoint meeting on November 12, 2023
- ▶ CalWIN Implementation Support Services (ISS)
  - Provide onsite and virtual support for Wave 6 counties: Sacramento, San Francisco, and San Luis Obispo
  - Participate in Wave 6 Post-Implementation Production Calls
  - Conduct Weekly ISS Implementation Manager Touchpoint on December 11, 2023
  - Participate in OCM leads meeting on December 13, 2023
  - Prepare for AAPI ERG Update for December All Staff on December 13, 2023
  - Participate in PSC and JPA meetings on December 14 - 15, 2023

### 1.4.8 OCAT

- ▶ Continue reviewing OCAT General Design Document (GDD) – 2023 Annual Update
- ▶ Participate in the OCAT Monthly SLA meeting on December 11, 2023
- ▶ Participate in OCAT Weekly POAM Check-in meeting on December 14, 2023

## 1.5 Deviations from Plan/Adjustments

- ▶ None