



VISION STATEMENT

"We will establish and maintain an innovative statewide 21st century information technology application that aids child welfare stakeholders in assuring the safety, permanency, and well-being of children at risk of abuse and neglect."

The agile approach to software design and development adopted in November 2015 has fundamentally changed how the Child Welfare Services New System (CWS-NS) Project, hereinafter referred to as "Project", will approach its goal of ensuring the safety, permanency and well-being of California's children. Rather than procuring a single monolithic, one-time solution, we will instead develop and integrate a suite of digital services through which we can deliver continually-improving support and assistance, that will aid state and county workers to effectively engage and assist children and families.

MILESTONES

Project Milestone	Baseline Finish Date	Actual Finish Date	Status	Notes
Release Request for Offer (RFO) - Certification, Approval, and Licensing Services (CALs)	April 2016		Behind Schedule*	Anticipated Finish Date: July 2016
API Contract Award	May 2016	June 2016	Completed	
Intake Contract Award	June 2016	-	Behind Schedule*	Anticipated Finish Date: August 2016
Final Agile Development Pre-Qualification (ADPQ) Submission From Vendors	June 2016	June 2016	Completed	
Last Day to Submit Final Proposals – Intake Implementation	June 2016		Behind Schedule*	Anticipated Finish Date: August 2016
ADPQ Vendor Pool Established	July 2016		On Schedule	Anticipated Finish Date: July 2016

* Procurement delays arose from factors such as an inordinate amount of questions from vendors, extended review period to address additional questions, the need to revise procurement documents as the state moves forward with a new agile procurement methodology, etc.

DIGITAL SERVICES PROCUREMENTS

API RFP – The negotiation phase of the procurement was completed. The State formally submitted the contract to the Administration on Children, Youth & Families (ACYF). ACYF approved the contract on June 21, 2016. The contract was awarded to Taborda Solutions and executed on June 22, 2016. The API development team began work on June 27, 2016.

Intake RFP – The RFP is in the evaluation phase of the procurement.

Intake Implementation Services RFP – A Bidders Conference was held on June 16, 2016 that provided interested vendors with highlights of the scope of the Intake Implementation Services as well as information on the bid process. Thirteen vendors attended the conference.

ADPQ Vendor Pool – The State received vendor responses to the ADPQ RFI and is conducting the screening process.

CALS RFO – The procurement vehicle for CALS (formerly Licensing) was changed from an RFP to an RFO to leverage the ADPQ Vendor Pool. The RFO is anticipated for release in July 2016. Using an RFO leveraging the ADPQ Vendor

Pool allows the state more time for the development of the RFO with a later RFO release date while still keeping the contract award date on schedule.

IMPLEMENTATION ADVANCE PLANNING DOCUMENT

The Project's Implementation Advance Planning Document (IAPD) was conditionally approved by the Administration for Children, Youth and Families (ACYF) on June 7, 2016. The ACYF identified the following conditions:

1. Completion of project management plans;
2. Successful implementation of a communication plan/strategy;
3. Sponsorship and resource planning;
4. Review of requirements for IV-E eligibility, IV-E financial system and bi-directional interface requirements;
5. Completion of a data conversion plan;
6. Value added and efficient Independent Verification and Validation (IV&V) and Quality Assurance/Project Oversight Services; and
7. Clarification and documentation of GSA 18F and ACYF consultant service costs.

The Project will continue working with ACYF throughout the coming months to address their concerns.

BUDGET

The Project's Budget Change Proposal (BCP) and Spring Finance Letter (SFL) were incorporated into the enacted 2016-17 State Budget. The Project is currently planning for a FY 2017/18 BCP.

PROCUREMENTS & STAFFING

Due to procurement resource constraints, the project is behind schedule on several upcoming procurements. To resolve this issue, the project has prioritized all upcoming procurements and has redirected staff from within CDSS and OSI to assist in this functional area.

Procurement	Baseline Finish Date	Actual Finish Date	Status	Notes
Procurement Support Consultant	June 2016	-	Behind schedule	Evaluations completed and offeror selected.
CWDS Solution Architect	June 2016	-	Behind schedule	Evaluations completed and offeror selected.
Stakeholder Communications Consultants	June 2016	-	Behind schedule	Anticipated release date is mid-July 2016 with contract award by August 2016. Project completed procurement package and state is reviewing prior to release.
User Research and Design Consultant	June 2016	-	Behind schedule	Addendum released extending due date to 7/20/16.
FAS Interface Consultant	June 2016	-	Behind schedule	Project is targeting a completion date by October 2016 to coincide with expected contract execution of the CALS procurement.
Probation County Consultant	June 2016	-	Behind schedule	Project identified a candidate to fulfill this position. Project will work with county on completion of the contract.
Los Angeles County Consultant	June 2016	-	Behind schedule	Contract submitted to DGS OLS for review and approval.
Procurement	Baseline	Actual	Status	Notes

	Finish Date	Finish Date		
Intake County Consultant	June 2016	-	Behind schedule	Contract submitted to DGS OLS for review and approval
ACYF Advisor Consultant	July 2016	-	On schedule	Contract currently being finalized by State.
Licensing County Consultant	Sept. 2016	-	On schedule	Qualified candidates are currently being interviewed by the State.
Case Management County Consultant (two positions)	Jan. 2017	-	Not started	-
Case Management County Consultant (five positions)	Mar. 2017	-	Not started	-
Platform County Consultant	Mar. 2017	-	Not started	-
Public Health Nurse	Mar. 2017	-	Not started	-
Security Consultant	April 2017	-	Not started	-
Resource Management County Consultant	Oct. 2017	-	Not started	-
Court Processing County Consultant (two positions)	Oct. 2017	-	Not started	-
Financial Management County Consultant (two positions)	Apr. 2018	-	Not started	-
Eligibility County Consultants (two positions)	Apr. 2018	-	Not started	-

STATE STAFFING

The Project has 10 vacancies, nine are being filled by **Office of Systems Integration** and one by **California Department of Social Services**.

The Project continues to conduct a resource assessment to determine staffing changes which may need to take place in order to support the execution of the Project's new direction to implement an agile methodology

In addition to these positions the project requested the following new positions in SPR #2:

Classification/Title	Baseline Finish Date	Actual Finish Date	Status	Notes
Attorney III/Project Attorney	July 2016	-	On schedule	Job posted in June 2016
Senior Information Systems Analyst (Sr. ISA)/Case Management Scrum Master	July 2016	-	On schedule	
Senior Information Systems Analyst Supervisor (Sr. ISA Sup)/ State and Federal Reporting Supervisor	July 2016	-	On schedule	Job posted in June 2016
Classification/Title	Baseline Finish Date	Actual Finish	Status	Notes

		Date		
Career Executive Assignment (C.E.A) Level A/Digital Service Director	July 2016	-	On schedule	Redirected position from within CDSS. Currently on loan until July 1 or enactment of Budget Act.
C.E.A Level A/Communications Service Manager	July 2016	-	Behind schedule	Anticipated finish date: October 2016
SSM III/Intake Service Manager	July 2016	-	On schedule	Redirected position from within CDSS. Currently on loan until July 1 or enactment of Budget Act. Job posted on 5/20/2016
C.E.A Level A/Licensing Service Manager	July 2016	-	On schedule	Redirected position from within CDSS. Currently on loan until July 1 or enactment of Budget Act.
Staff Services Manager (SSM) II/Licensing Performance Analyst	July 2016	-	On schedule	Redirected position from within CDSS. Currently on loan until July 1 or enactment of Budget Act.
Sr. ISA/Security Analyst	July 2017	-	Not Started	-
Staff Information Systems Analyst		July 2016	Behind schedule	Position to be reclassified to a Sr ISA. Currently in review.

TEAM ACCOMPLISHMENTS

Team Name	Major Accomplishments
Technology Platform	<ul style="list-style-type: none"> • Started Data Modelling workshops with the Intake team • Performed screening of the ADPQ submissions • Prepared facilities and materials for API scrum team from Taborda Solutions • Continued to build out CalCloud infrastructure • Initiated the development of Business Rules Extraction (BRE) and Data Quality Audit BRE for Community Care Licensing Division (CCLD) systems • Reviewed Glossary terms requiring validation and continued to identify new terms and definitions • Assisted with the scoping of CDSS Information System Division (ISD) vendor SOW to support CALS
Intake	<ul style="list-style-type: none"> • Developed user stories for ICWA, Persona development, Epic descriptions document, CALS persona coordination with Intake/Licensing • Completed draft version of Epic description document, Personas • Acquired services of Program/Policy, Intake Implementation, Tech Platform Team (data modeling and ADPQ screening) • Completed review of Persona documents, Epic description document, ADPQ Screening for User Interface
Certification, Approval and Licensing Services (CALS)	<ul style="list-style-type: none"> • Submitted draft RFO worksheet to procurement • Developed and obtained approval of three personas • Developed preliminary list of epics for the CALS team • Completed six 'ride alongs' with either a state or county field staff

TEAM ACCOMPLISHMENTS

Team Name	Major Accomplishments
Communications	<ul style="list-style-type: none"> Developed CWDS video series installments and delivered to CWDS YouTube page Developed tools to measure social media effectiveness Coordinated API contract award press release and social media delivery Developed user stories for communications related to core county onboarding
Project Management Office (PMO)	<ul style="list-style-type: none"> Completed initial alignment of Schedule Management Plan, Risk and Issue Management Plan and Requirements Management Plan to Agile approach. Completed initial alignment of CWDS Digital Service Standard to both the UK and US versions Continued to integrate the service teams' tasks into the CWDS master schedule. Continued to work with 18F on process and metric alignment with the PMO and California Department of Technology (CDT)
Procurement	<ul style="list-style-type: none"> Procurement Specialist procurement completed and pending contract execution. Solution Architect procurement completed and pending contract execution. Service Design & User Research RFO released. Offers due 7/20. Amendment to CDSS 15-01314 Interagency Agreement between CDSS and OSI pending signoff by CDSS. DGS OLS approved both the Los Angeles County Consultant Contract and the Intake County Consultant Contract.
Program Policy	<ul style="list-style-type: none"> Continued work that is related to system changes needed to implement AB403 (Continuum of Care Reform) Started the preparation of a training session for the CWDS Team on the Comprehensive Child Welfare Information System, the final rule that replaces the Statewide and Tribal Automated Child Welfare Information System (SACWIS) regulations Started the preparation for a convening of child advocates and former foster youth, tentative date August 2nd
Implementation	<ul style="list-style-type: none"> Posted the Intake Implementation RFP to FI\$Cal Facilitated the Bidders Conference for the Intake Implementation RFP Posted Addendum 1 for the Intake Implementation RFP to FI\$Cal Held joint meeting sessions with the Intake Team
Facilities and Environment	<ul style="list-style-type: none"> Developed user stories for agile alignment of the Configuration Management Process Fixed a bug within the GitHub HTML accordion template where images would not display within Internet Explorer Completed review of the CWDS Facilities and staffing spreadsheets to prepare for the next phase of moves into Gateway Oaks

TEAM ACCOMPLISHMENTS

Team Name	Major Accomplishments
Legacy Design, Development and Testing	<ul style="list-style-type: none">• Accepted the Release 7.4 Final Training Database and Implementation Exit Report• Completed Sprint 4 for Release 7.4.1 and demonstrated the seven (7) revised forms• Initiated Sprint 5 for Release 7.4.1• Conducted the Release 7.5 JAD session and demonstrated proposed application functionality• Concluded the Release 7.5 Design Phase• Accepted the Release 7.5 Test Plan
Data Management	<ul style="list-style-type: none">• Continued to prepare training materials to support Release 7.5.• Continued work on the roll out of upgraded Business Objects software to support county ad hoc reporting

RISKS & ISSUES

The Project reports high priority Risks and Issues in this section.

RISKS

For this reporting period the Project does not have any high priority risks to report.

ISSUES

Description	
<p>IV-E Eligibility determination in proposed CWS-NS solution: According to ACYF, the IV-E eligibility determination business process proposed for CWS-NS – which envisions using the existing State Automated Welfare Systems (SAWS) – falls short of federal expectations for economy, efficiency and effectiveness.</p>	
Resolution Plan	Status
<ol style="list-style-type: none"> 1. Form a state/county workgroup comprised of CWS-NS project team members, and staff of OSI’s Consortium Management Unit (CMU), representatives of LRS, C-IV, and CalWIN, and affected counties. 2. Define and develop consensus for the minimum level of automation in SAWS that is needed to support end-to-end Foster Care Eligibility Determination (FCED) business processes. 3. Conduct a gap analysis to compare current SAWS business processes against the minimum level of automation required to support end-to-end FCED business processes. 4. Work with OSI CMU as it coordinates the design, acquisition, development, and implementation of a FCED business rules engine that will be consumed by LRS and CalWIN, AND identify opportunities to incrementally bring the SAWS’ end-to-end FCED business processes to an acceptable level of automation. 5. Decide how to fund changes to the SAWS. 6. Advocate with ACYF, Centers for Medicare and Medicaid Services (CMS) and Food and Nutrition Service (FNS) for consensus on an “acceptable” level of automation that is most efficient, effective and economical for California. 	<p>LRS and CalWIN have generated initial cost estimates for an end-to-end digital service, to be developed and maintained by one of the two consortia, but utilized by both. These estimates will be evaluated and refined by the workgroup in collaboration with the consortia in the coming weeks.</p>