

### VISION STATEMENT

We will establish and maintain an innovative statewide 21<sup>st</sup> 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.

### MILESTONES

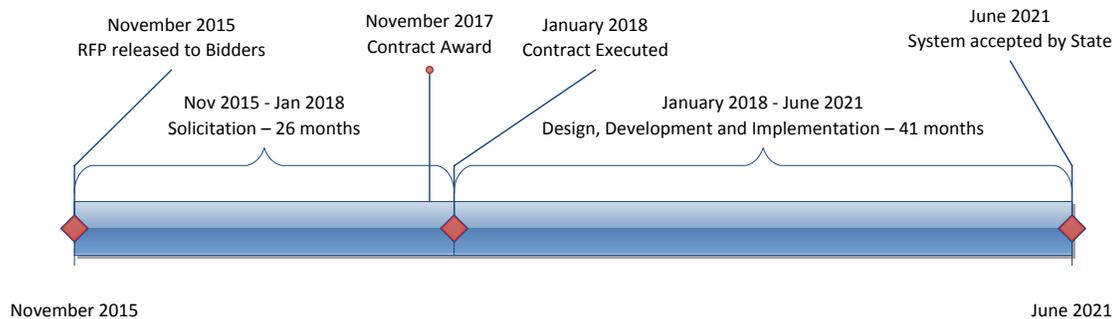
Milestones are significant events essential to the critical path of the Child Welfare Services-New System (CWS-NS) Project. Three major milestones are listed in the table below:

MILESTONE	REVISED DATE*	STATUS
Implementation Advance Planning Document (IAPD) Submission to Administration for Children and Families (ACF)	July 2015	Submitted to ACF 8/10/15
Request for Proposal (RFP) Released to Bidders	November 2015	On Schedule
Contract Award	November 2017	On Schedule

DESCRIPTION OF STATUS
<b>Ahead of Schedule-</b> One or more major tasks have been completed and approved early. (> 10%)
<b>On Schedule-</b> All major tasks have been completed and approved according to plan. (Within ± 10%)
<b>Behind Schedule-</b> One or more major tasks are expected to be delayed. (>10%)

\* A Special Project Report for formal approval of the schedule extension has been completed and submitted for review and approval.

### THE CWS-NS PROJECT TIMELINE



### REQUEST FOR PROPOSAL AND SPECIAL PROJECT REPORT

The Project has completed the final draft Request for Proposal (RFP). The RFP is currently undergoing a review by project executives. Upon completion of this review, the Project will submit the RFP to the California Department of Technology for their review and approval.

The development of Special Project Report (SPR) #2 to adjust the schedule, cost and resources of the CWS-NS Project has been completed and submitted to the California Health and Human Services (CHHS) Agency for approval. After CHHS approval, the SPR #2 will go to the California Department of Technology for approval.

### NOTICE OF PROPOSED RULEMAKING

On August 11, 2015, the ACF’s Children’s Bureau released its Notice of Proposed Rulemaking (NPRM) regarding the Comprehensive Child Welfare Information System (CCWIS) which details proposed regulations that will allow state agencies to implement technology systems that support child welfare practice. The CCWIS is proposed to replace the current Statewide Automated Child Welfare Information System (SACWIS) regulations that provide for federal funding for the states’ child welfare case management system.

The CWS-NS Project is working with its stakeholder organizations to analyze the NPRM and assess the potential impact on California’s efforts for its replacement system. The California Department of Social Services plans to submit a comment letter to ACF which will outline its response to the proposed rules.

# PROCUREMENTS & STAFFING

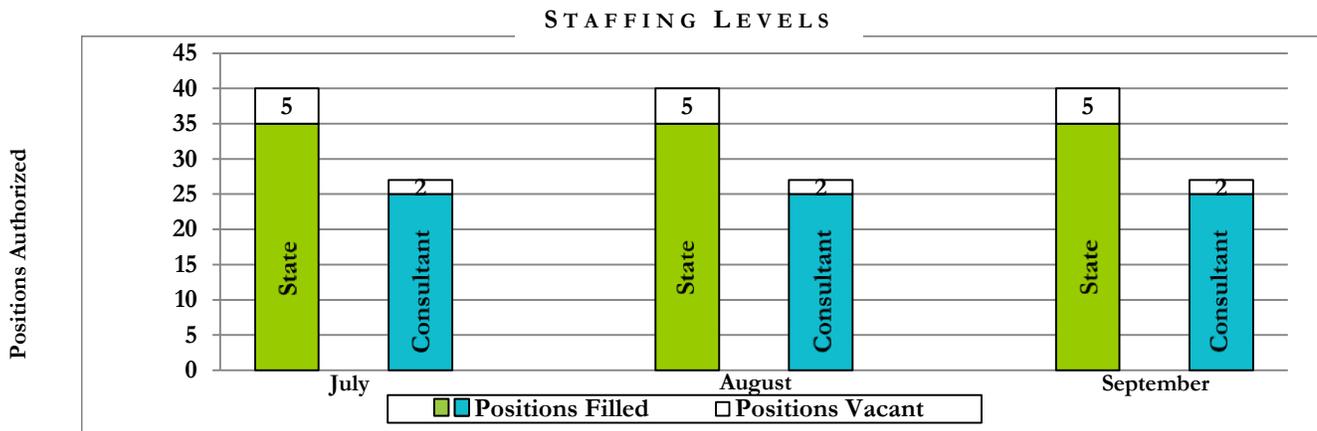
## PENDING PROCUREMENTS

SERVICES	INITIAL EXECUTION DATE	STATUS	NEW EXECUTION DATE
County Consultant for CCLD-CR	7/14/14	Behind Schedule <sup>1</sup>	October 2015
Probation County Consultant	9/15/14	Behind Schedule <sup>2</sup>	October 2015

1. Community Care Licensing Division-Children's Residential (CCLD-CR) Consultant- Contract in final review and approval. Target completion October 2015.
2. Probation Consultant- Recruitment effort still in progress.

The delay in the procurements above has been due to difficulties recruiting specialized consultants who possess the appropriate skill sets for the CWS-NS Project. This delay does not impact the major milestone dates in the project schedule.

## STATE STAFFING



- ❖ The California Department of Social Services (CDSS) has two open-recruitments, one in the Children and Family Services Division (CFSD) and one in CCLD-CR.
  - CFSD Associate Governmental Program Analyst (Program Analyst). Permanent Position. Position advertised (8/24/15). In receipt and review of applications.
  - CCLD-CR Associate Governmental Program Analyst (Business Analyst). Permanent Position. Tentative offer made (9/17/15). Pending Personnel approval.
- ❖ The Office of Systems Integration (OSI) has three open-recruitments:
  - Senior Information Systems Analyst (Procurement Analyst). Limited-Term Position. Interviews completed. Conducting reference checks.
  - Senior Information Systems Analyst (State and Federal Reporting Analyst). Limited-Term Position. No qualified candidates identified. This position is being re-advertised.
  - Staff Information Systems Analyst (Configuration Analyst). Recruitment package in review with Human Resources.

## RISKS & ISSUES

The risks and issues presented in this update are selected by the governing members of the CWS-NS Project Risk Management Committee (County Welfare Directors Association, CDSS Management team and the OSI Project Director) who work collaboratively to identify the top risks and issues that have, or potentially may have, a negative impact on the scope, cost, quality and schedule of the CWS-NS Project.

**RISKS** are *potential* events that *may* negatively impact the Project unless mitigated.

DESCRIPTION	MITIGATION
Title IV-E: It is unclear if using the Statewide Automated Welfare System Consortia to meet Title IV-E eligibility determination and financial management functionality will comply with pending federal Statewide Automated Child Welfare Information System (SACWIS) regulations.	The IAPD provides the detail and analysis required for federal approval of the State's approach. The Project submitted the IAPD to ACF in August 2015 for its approval.  No updates will be available until the ACF approval of the IAPD.
<b>CLOSED RISK</b>	
Unanticipated Extension of RFP Schedule: The Project may have to extend the RFP schedule if a large volume of review comments are received from reviewers and/or greater than anticipated changes need to be made to the RFP which will require additional time to process.	Risk closed (9/16/15). The volume of reviewer comments was not unusually large and the mitigation plan for this risk was executed by the Project. The risk was closed by the Risk Management Committee.

**ISSUES** are *actual* events that *will* negatively impact the Project unless resolved.

DESCRIPTION	MITIGATION
Project Management Plans: Delay in completion of Project Management Plans created inconsistencies in management and execution of Project processes.	Using the Project Management (PM) Plan Development and Review Process, the Project has completed seven of the ten PM Plans. The remaining three plans are drafted and currently in the review and approval process. The Project anticipates completion and approval of these plans by September 2015.

## STAKEHOLDER RFP REVIEW BRIEFING

The Stakeholder RFP Review Briefing will be held at CDSS headquarters on the afternoon of October 26, 2015. The intent of this meeting is to provide an overview of the current version of the RFP highlighting changes made since the Collaborative Review Sessions (April 2015). Additional communication and meeting invitations will be forthcoming which will detail the meeting agenda, time, and call-in information.

## CONFIDENTIALITY REMINDER

On February 18, 2015, the CWS-NS Project released a draft RFP to county and state stakeholders. Project management reminds all county and state staff working in and with child welfare services of their responsibility to maintain confidentiality when interacting with information technology vendors. Confidentiality must be followed by all staff regardless of their participation in the RFP review.

Discussions regarding services in the future child welfare system and, more specifically, discussions about the CWS-NS or its procurement, are inappropriate. Such discussions with vendors may result in bidder protests, award delays and ultimately impact timelines for delivery of the new system.

If you are contacted by a vendor or interested party regarding the RFP, the procurement, the procurement process, or if you have any questions about the appropriateness of vendor interactions, please contact Tina Steele, Procurement Official, at (916) 431-5544 or [tina.steele@state.ca.gov](mailto:tina.steele@state.ca.gov).

**THIS REPORT AVAILABLE ONLINE:** <http://www.cdss.ca.gov/cdssweb/PG2400.htm>