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.

KEY PROJECT MILESTONES

Project Milestone	Baseline Finish Date	Actual Finish Date	Status	Notes
Release Request for Offer (RFO) - Certification, Approval, and Licensing Services (CALS)	Sept. 2016	September 2016	Complete	Changed from an RFP to an RFO that leverages the Agile Development Pre-Qualified Vendor Pool (ADPQ).
Last Day to Submit Offers – CALS RFO	Sept. 2016		In Progress	Anticipated Finish Date: October 2016
Intake Implementation Services Contract Award	Sept. 2016		Behind Schedule	Anticipated Finish Date: December 2016
Release Request for Offer (RFO) – Technology Platform 2	October 2016		Behind Schedule	Anticipated release is November 2016.

BUDGET

The Project FY 2016-17 budget was approved by the Legislature in June.

PROCUREMENTS / STAFFING

CALS RFO – The RFO was released to the Agile Development Pre-Qualified (ADPQ) Vendor Pool on September 16, 2016. The State is currently developing responses to questions received from several vendors.
Intake Implementation Services RFP – The proposals are currently being evaluated.
Technology Platform 2 RFO – This procurement will extend and enhance the existing Technology Platform currently being developed by the API vendor. This vendor will initially support the CALS digital service, but will be leveraged to support other digital services as required. The Project is currently developing the Statement of Work and contract execution is expected in February 2017.

Procurement	Baseline Finish Date	Actual Finish Date	Status	Notes
Stakeholder Communications	June 2016	-	Behind schedule	Project did not receive any offers from initial RFO release. Project is currently revising procurement and will re-release in October 2016.
User Research and Design	June 2016	-	Behind schedule	Procurement vehicle revised and RFO was re-released in September 2016. Anticipated contract execution is October 2016.
Business Rules Extraction Services (CALS - Licensing)	Oct. 2016	-	On schedule	Project released RFO in September 2016. Anticipated contract execution is October 2016.

Procurement	Baseline Finish Date	Actual Finish Date	Status	Notes
FAS Interface	Dec. 2016	-	Behind schedule	Project currently working with project program, stakeholders to identify needs. This effort will be two different procurements, but will remain in scope. The work effort associated with these procurements are closely coupled to the CALS digital service and are high priority.
LIS Interface	Dec. 2016	-	Behind schedule	Project currently working with project program stakeholders to identify needs. This effort will be two different procurements, but will remain in scope. The work effort associated with these procurements are closely coupled to the CALS digital service and are high priority.
Probation County Consultant	June 2016	-	Behind schedule	Contract currently with DGS. County Employee will begin work after contract execution.
ACYF Advisor Consultant	July 2016	-	Completed	Contract with the federal General Services Administration 18F team. Contract executed on 09/20/16.
Licensing County Consultant	Sept. 2016	-	Behind schedule	Recruitment efforts continue.
Case Management County Consultant	Sept. 2016	-	Behind schedule	Contract package in county for review and signature. Anticipated contract execution is October 2016.
Case Management County Consultant (three positions)	Jan. 2017	-	Not started	Project has identified a candidate for one of these Agreements. Project currently engaged with county finalizing contract information.
Platform County Consultant	Jan. 2017	-	Not started	-
Public Health Nurse	Jan. 2017	-	Not started	-
Case Management County Consultant (three positions)	April 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	-

STAFFING VACANCY

Current Vacancy rate: 11 %

Current Vacancies: 15 of 133 CWDS positions

Entity	Classification/Title	Date Vacant	FFD	# of Days Vacant	Efforts / Notes
OSI-Dev/Ops	SSS II / Operations Lead	04/01/16	07/21/16	182	
OSI-Platform	SSS II	05/06/16	Until filled	147	Pending HR approval for interviewing.
OSI-Procurement	Sr. ISA / Analyst	11/01/15	07/28/16	334	Applicants cancelled interview. Reviewing pool again.
OSI-Procurement	AGPA	07/01/16	08/03/16	91	Interviews conducted in August. This position was reclassified from a .5 SSA to a 1.0 AGPA. Interviews continuing.
OSI-BFR	Sr. ISA	04/01/16	08/05/16	182	Difficulty in getting qualified candidates. May need to change class to SISA.
OSI–M&O	DPM I	06/01/16	Until filled	121	In process of upgrading to DPM II

OSI-Bus Svcs	SSM I / Manager	06/24/16	07/21/16	98	Recruitment on hold per Agency.
CDSS-Bus Svcs	OT	06/01/15	9/2/16	487	Interviews in September.
CDSS-Program/Policy	SSC III	07/01/16	08/03/16	91	Editing duty statement.
CDSS-CALS	SSM III / Service Mgr	07/01/16	07/21/16	91	Interviewing in October.
CDSS-Comm/CR	AGPA	07/18/16	Until filled	74	Recruitment package in review/approval process.
CDSS-Program/Policy	AGPA	8/15/16		46	Position will be converted from CDSS to OSI.
CWDA–CC06	San Mateo County Consultant / Probation / Case Management	07/01/13	Until filled	1187	Started in September. Contract execution on process.
CWDA-C13	County Consultant / Child Welfare Services / Intake Service Mgr	05/01/16	Until Filled	152	Offer accepted – contract in process with Sacramento County for the Service Manager – estimated start date 11/1/2016
CWDA-29	County Consultant / Social Services - Foster Care / Eligibility	07/01/16	Until Filled	91	In Recruitment

R I S K S

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

I S S U E S

For this reporting period, there are currently two (2) high issues being tracked and managed on the project.

Issue #1 - Description
IV-E Eligibility determination in proposed CWS-NS solution: According to the Administration on Children, Youth and Families (ACYF), the IV-E eligibility determination of the proposed CWS-NS solution – which envisions using three existing State Automated Welfare Systems (SAWS) – fails to be Statewide Automated Child Welfare Information Systems (SACWIS) compliant

Resolution Plan	Status
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.	• Formed 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 • Conducted workgroup kickoff meeting on May 2016
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.	• Conducted workgroup meetings from May through August 2016 • Prepared FCED solution specifications template and • Prepared FCED solution evaluation criteria • for review by SAWS consortia staff, to facilitate refinement of cost estimates
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.	• In progress
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.	• Future Activity
5. Decide how to fund changes to the SAWS.	• Future Activity

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.	• Future Activity

Issue #2 - Description

Turnaround time for a Firewall rule change is too long: Any change for a firewall rules take more than five (5) days, which hinders the effective operational time of the project. On demand provisioning and decommissioning of virtual machines.

Resolution Plan	Status
1. Research options for the project to create and operate virtual machines in a timely manner. 2. Analyze options to decommission and re-provision servers within a day's time and have all the necessary Firewall rules enabled at the same time.	In progress

TEAM ACCOMPLISHMENTS

Team Name	Major Accomplishments	Upcoming Milestones
Intake	• Arrival of Intake Development vendor • Onboarding of Core County Team members • Sprint Zero started for Intake Dev team • API & Tech Platform Teams collaborating with Intake Dev team in order to begin writing code for search and referral	• Planned visits to Core Counties for UX research. • Continue collaboration with Intake Dev, API, and Tech Platform Teams. • User story development and Sprints to begin for Intake Dev team.
API	• Deployed first service for Intake referrals, in test environment with ability to update mainframe database • Continued work on extracting documents from mainframe database for use in new search engine • Created application architecture presentation and reviewed with stakeholders • Secured DB2 resource from Dept. of Technology to help with database administration	• Deliver first integrated working software with new Intake team
Certification, Approval, and Licensing Services (CALS) [formerly "Licensing"]	• Released Request for Offer (RFO) to Agile Pre-Qualified Vendor Pool (ADPQ) • Prepared responses to Vendor questions • Drafted RFO Addendum #1 • Completed epic and sub-epic definitions for several CALS Feature Sets • Identified the Core Counties subject matter experts for CALS (San Benito, San Francisco, Orange and Los Angeles)	• Release of RFO Addendum #1 • Receipt of Responses to RFO • Identify the Core Constituents from Community Care Licensing Division who will represent the State's CALS user community • Plan kick-off meetings with Core Counties and Core Constituents
Case Management	• Started development of RFO • Hired Service Manager and formed team	• Complete RFO development
CWS/CMS (Legacy) Design, Development and Testing	• Received source code for Release 7.4.1 • Initiated Code Freeze Phase activities for Release 7.5 • Completed Performance and Regression Testing for Release 7.5 and 7.5.0 • Initiated work for Release 7.5.1 • Reviewed and accepted the Statement of Work for Release 8.0	• Review and accept the Test Exit Report for Release 7.5 • Review and accept the Final New User Curriculum, Scenario Manager Application and Training Guide for Release 7.5 • Receive delivery of the Implementation Plan for Release 7.5 • Review and approve the Project Management Plan and Project Schedule for Release 8.0

Change Configuration Release	• Received the approved scope for Release 8.1 from the Oversight Committee • Initiated activities for Business Requirements for Release 8.1	• Conduct workgroup sessions for Business Requirements with County and CDSS subject matter experts for Release 8.1
Communications	• Coordinated development of communications and process for Pivotal Tracker launch to external stakeholders • Developed CWDS videos and published to CWDS YouTube channel	
Data Management	• Successfully deployed upgrade of ad hoc reporting software to 58 counties and to CDSS users.	• Initiation of manual data-cleanup of the legacy database, in coordination with county CWDs.
Implementation / Training	• Evaluated bids for the Intake Implementation Request for Proposal (RFP) • Held bidder interviews for the Intake Implementation RFP • Developed the Organizational Change Management (OCM) Plan • Analyzed options for implementing the remaining Digital Services (DS)	• Create an initial draft of the next Implementation RFP • Research and start work on additional contracts for implementation services
PMO	• Completed Digital Service Dashboard in GitHub • Completed Quarterly Stakeholder Update presentation • Completed Glossary Term review process	
Program Policy	• Collaborated on development of a CWS/CMS Legacy System Change Request for Assembly Bill 403 (Continuum of Care Reform)	• Initiate System Change Request process for requirements of Assembly Bill 1625 (Child Abuse Resulting in a Fatality) • Complete analysis of the federal Comprehensive Addiction and Recovery Act of 2016 and impacts to the State's data reporting requirements.
System Administration / Infrastructure	• Completed installation of early code for DB2 upgrade of CWS mainframe. • Acquired services of the legacy vendor to plan configuration of the new test/dev environment on the mainframe for the new system vendors	
Technical Delivery Services	• Following up - OSI procurements of software tools for CWDS (Solarwinds Dev Tools) • Completed training to support NS RACF requests	• Moving 2 of 18 servers to Gold Camp • Conduct meeting with hardware vendor (Dell) for '17/18 server procurement • Complete documentation for annual software procurements
Platform / Integration	• Completed Statement of Work (SOW) for Platform; CALS; CCLD FAS, LIS, and Business Rules Extraction (BRE) RFOs • Completed draft SOWs for Dev/Ops RFOs: System Administration, Service Desk, IT Service Management (ITSM), and Data Conversion • Hired new team member for Information Security Lead	• Complete work on Dev/Ops RFOs • Draft Information Security Program plan and initiate new security focused initiatives • Continue build-out of Technical Infrastructure including servers and related administration tools and services
Web Management	• Completed prototype of Stakeholder Feedback Form • Completed Web Content approval workflow • Completed analysis on usage statistics for legacy site • Completed video tutorial on how to use the new web posting application	• Deployment of the feedback form for stakeholders • Deployment of web posting application