



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.

MILESTONES

Milestones are significant tasks 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	DATE*	STATUS	DESCRIPTION OF STATUS
Implementation Advance Planning Document (IAPD) Submission to Administration for Children and Families (ACF)	April 2015	Behind Schedule	Ahead of Schedule- One or more major tasks have been completed and approved early. (> 10%)
RFP Released to Bidders	September 2015	On Schedule	On Schedule- All major tasks have been completed and approved according to plan. (Within \pm 10%)
Contract Award	February 2017	On Schedule	Behind Schedule- One or more major tasks are expected to be delayed. (>10%)

*Milestones are based on the Executive approved schedule extension. A Special Project Report is in development for formal approval of the five month extension.

IMPLEMENTATION ADVANCE PLANNING DOCUMENT – SUBMISSION DATE

The IAPD submission date to ACF has been extended to May 2015. This change is due to additional time needed for:

- Responding to questions from ACF related to procurement and strategic sourcing to ensure the State will be positioned to competitively procure future maintenance and operations (M&O) services after the implementation and stabilization of the CWS-NS.
- Finalization of items such as the redesign of the Governance Model and the mapping of Request for Proposal (RFP) requirements to the Statewide Automated Child Welfare Information System requirements; and
- An additional quality review prior to submission to ACF.

There is no impact to the overall project schedule resulting from the changed IAPD submission date.

THE CWS-NS REQUEST FOR PROPOSAL – NEXT STEPS

Currently, the CWS-NS RFP is undergoing two concurrent review processes, the first involving the stakeholder community and the second involving the vendor community.

Participants involved in the Stakeholder Review, which began on February 18, 2015, are in the midst of participating in the Collaborative Review Sessions. From these sessions, the Project will solicit feedback on the comprehensiveness of the business and technical functionality detailed in the RFP and provide opportunities for additional questions and discussions. Stakeholder Review comments are due April 23, 2015.

The Vendor Review commenced March 27, 2015 with the release the RFP version, termed the draft pre-solicitation proposal. Anticipated comments from this review will focus on the clarity of the requirements and any potential impediments that may, in the future Solicitation Phase, prevent a vendor's ability to submit a response. The vendors have twenty-five days to review the draft pre-solicitation proposal and will provide comments by May 4, 2015.

From these two reviews and the perspectives that each provides, the CWS-NS Project plans to further develop the RFP to detail a system that meets the needs of its end users and encompasses requirements that are biddable during the procurement process and manageable once the contract is executed.

PROCUREMENTS & STAFFING

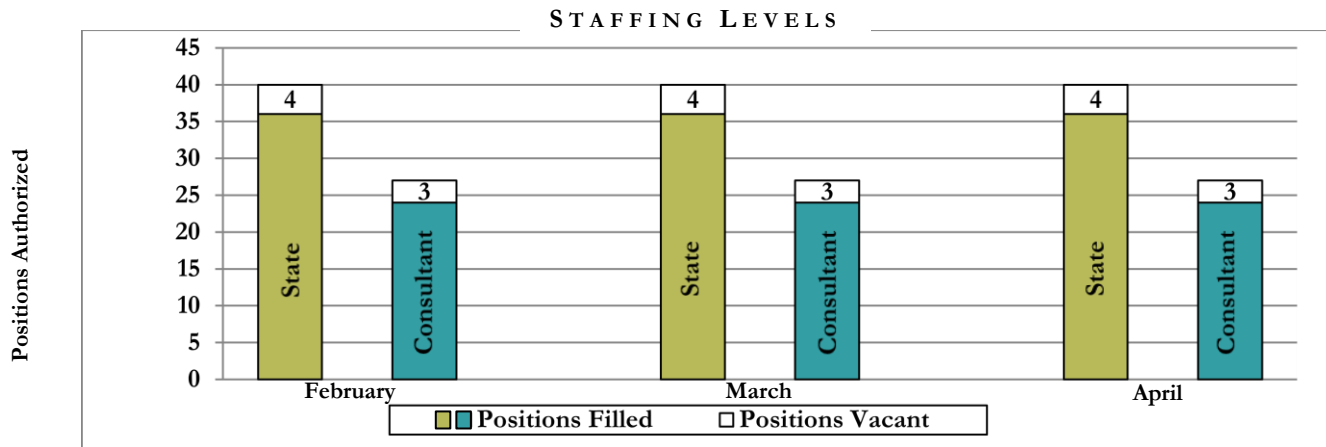
PENDING PROCUREMENTS

SERVICES	INITIAL EXECUTION DATE	STATUS	NEW EXECUTION DATE
County Consultant for CCLD-CR	7/14/14	Behind Schedule ¹	June 2015
Tribal Consultant	7/20/14	Behind Schedule ²	June 2015
Probation County Consultant	9/15/14	Behind Schedule ³	October 2015

1. Community Care Licensing Division-Children's Residential (CCLD-CR) Consultant- Contract is in review. Procurement extended due to additional time needed for review. Target completion June 2015.
2. Tribal Consultant- Amending existing contract. Target completion June 2015.
3. Probation Consultant- Candidate withdrew. A new recruitment effort will be initiated.

The delay in the procurements above was primarily due to difficulties recruiting specialized consultants who possessed the appropriate skill sets for the CWS-NS Project. This delay does not impact the schedule.

STATE STAFFING



- ❖ The California Department of Social Services (CDSS) has one open-recruitment in the Children and Family Services Division.
 - Associate Governmental Program Analyst (Business Analyst). Permanent Position. New Hire. Start date 4/27/15.
 - Associate Governmental Program Analyst (Program Analyst). Permanent Position. In receipt and review of applications.
- ❖ The Office of Systems Integration (OSI) has three open-recruitments:
 - Associated Information Systems Analyst (Project Librarian). Limited-Term Position. Recruitment documentation has been completed and submitted to Human Resources.
 - System Software Specialist II. Security Analyst. Limited-Term Position. Duties and responsibilities being developed for new recruitment.
 - Data Processing Manager III (Technical Solution Manager). Limited-Term Position. The position has been posted. Final filing date 4/23/15.

RISKS & ISSUES

The risks and issues presented in this update are selected by the Risk Management Committee governing members of the CWS-NS Project (County Welfare Directors Association, CDSS Management team and the Project Management team) who work collaboratively to identify the top risks and issues that have, or potentially may have, a negative impact on the scope, 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 regulations.	The IAPD provides the detail and analysis required for federal approval of the State's approach and is scheduled to be submitted to ACF in May 2015 for its approval. No updates will be available until the ACF approval of the IAPD.
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.	The Project has: <ol style="list-style-type: none"> 1. Established and implemented a detailed RFP Change Control Process tested during the initial draft of the RFP. The process was revised using lessons learned to more effectively manage the large number of comments anticipated for future review cycles. 2. Developed an RFP SharePoint Review Tool that will efficiently organize, identify and manage comments. 3. Ongoing communication improvements within the Project to more quickly respond to concerns as they arise.

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.	The Project Management (PM) Plan Development and Review Process was accepted by the Management team. Using this process the Project estimates that PM Plans currently under development will be completed by May 2015. Plans continue to be developed and reviewed as per schedule.
The Project's inability to recruit and retain qualified candidates for limited-term positions continues to negatively impact the schedule, quality and costs of the Project. The current Government Code has a two-year constraint, resulting in the OSI positions having to be re-recruited every two years which creates an issue with the continuity of staff. The recruitment process takes, on average, four to six months and requires the inefficient redirection of resources.	To mitigate the immediate impact of limited-term positions on the CWS-NS Project, OSI is addressing the issue on a position by position basis through the process of planning for the transition of Child Welfare Services/Case Management System positions over time to the CWS-NS and strategically allocating limited term positions to vacancies outside of the CWS-NS project, thereby sharing the risk with a more stable project.

CHILD WELFARE SERVICES-NEW SYSTEM

APRIL 2015

S	Monday	Tuesday	Wednesday	Thursday	Friday	S
			1	2	3	
			Individual Reviewer: Review and Comment Period			
6	7	8	9	10		
	Individual Reviewer: Review and Comment Period					
13	14	15	16	17		
Orientation Procurement Review Session	Business Review Sessions					
20	21	22	23	24		
	Technical Review Sessions		Additional Comments Due			

MAY 2015

4: Comments due from the draft pre-solicitation proposal review.

STAKEHOLDER RFP REVIEW BRIEFING

The RFP briefing will be scheduled in summer of 2015. More information will be shared with the stakeholders once the date is finalized.

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 Amy Cooper, Procurement Official, at (916) 431-5543 or amy.b.cooper@state.ca.gov.

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