



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	REVISED DATE	STATUS
Implementation Advance Planning Document (IAPD) Submission to ACF	April 2015	On Schedule
RFP Released to Bidders	September 2015	On Schedule
Contract Award	February 2017	On Schedule

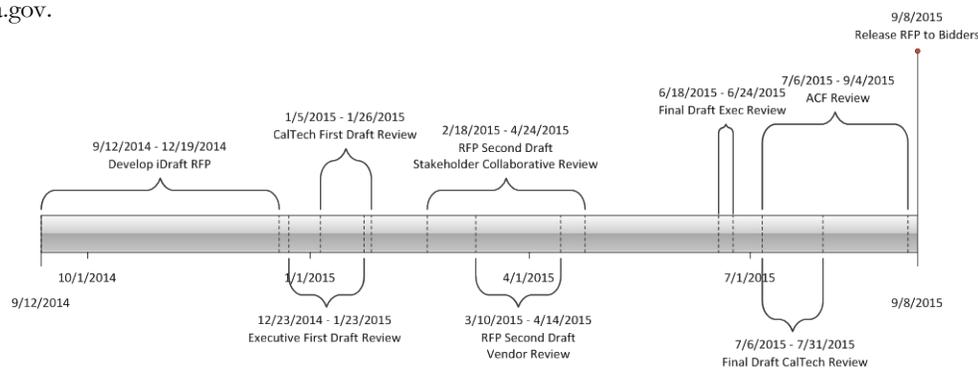
DESCRIPTION OF STATUS
Ahead of Schedule- One or more major tasks have been completed and approved early. (> 10%)
On Schedule- All major tasks have been completed and approved according to plan. (Within ± 10%)
Behind Schedule- One or more major tasks are expected to be delayed. (>10%)

THE CWS-NS REQUEST FOR PROPOSAL STAKEHOLDER ENGAGEMENTS

The CWS-NS Project is currently preparing for an engaging and meaningful review process of the Request for Proposal (RFP) which will include stakeholder and vendor communities. The upcoming key dates for the stakeholder review are summarized as follows:

- RFP Kick-Off (2/17/15) – This will provide reviewers with the Project’s vision, an overview of the Project and guidelines for reviewing and commenting on the RFP. A live demonstration on the functionality of the SharePoint Guided Review tool will be presented.
- RFP released to stakeholders (2/18/15)
- Comments due (3/16/15) – Deadline to submit comments for consideration in the Project’s development of themes. These themes will be used to guide the Collaborative Review Sessions.
- Collaborative Review Orientation (4/13/15) – This will provide the expectations and scope of discussion for each of the Collaborative Review Sessions.
- Collaborative Review Sessions (4/14-22/15) – This period entails three interactive sessions as they pertain to Business, Procurement and Technical elements of the RFP. For specific dates, please see page four.
- Additional comments due (4/23/15) – Final deadline to submit comments.

Project management reminds all CWS-NS RFP reviewers to be mindful of any interactions or discussions with potential bidders. RFP reviewers are precluded from discussing any solution specifics with vendors after the RFP is released for review on February 18, 2015. Such discussions with vendors may result in bidder protests, award delays and ultimately impact timelines for delivery of the new system. If there are questions about the appropriateness of vendor meetings, please contact the CWS-NS Project at (916) 651-5927, or email cws-nsp@dss.ca.gov.



PROCUREMENTS & STAFFING

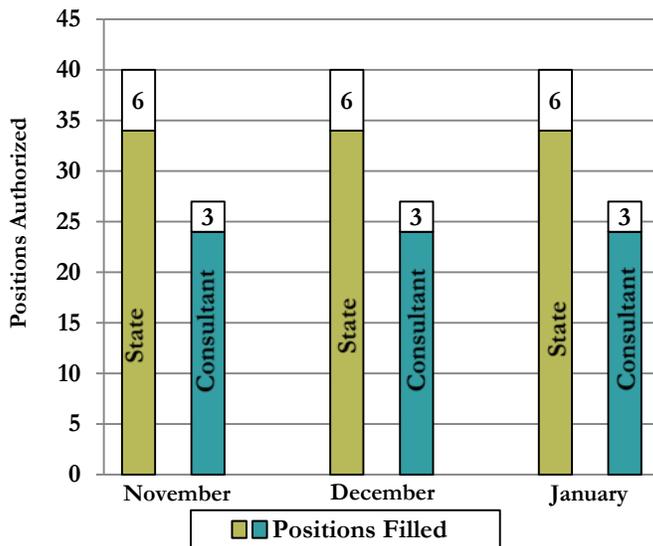
PENDING PROCUREMENTS

- ❖ 1. CCLD-CR Consultant- Contract is in review. Target completion April 2015.
- ❖ 2. Tribal Consultant- Amending existing contract. Target completion June 2015.
- ❖ 3. Probation Consultant- Candidate identified. In contract negotiations. Target completion February 2015.

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

STATE STAFFING

STAFFING LEVELS



- ❖ Office of Systems Integration (OSI) has on-boarded one candidate and is recruiting for three positions:

- Associate Governmental Program Analyst (Project Librarian). Limited-Term Position. Re-recruitment needed due to difficulties related to limited-term designation. Targeted completion (5/1/15).
- Staff Information Systems Analyst (Configuration Management Analyst). On-boarded January 2015.
- Staff Information Systems Analyst (Project Management Analyst). No viable candidates from last recruitment effort. Re-advertised (1/20/15).
- Data Processing Manager (DPM) III (Project Manager). Permanent position. Incumbent replaced Project Director. Recruitment activities ongoing. Interviews to be completed by end of January 2015.

- ❖ California Department of Social Services (CDSS) has one open recruitment in the Children and Family Services Division (CFSD). Two positions are in the hiring process, one in CFSD and the other in Information Systems Division (ISD).
 - CFSD Associate Governmental Program Analyst (Program Analyst). Permanent Position. Hire paperwork in process with a target on-board date in early February 2015.
 - CFSD Associate Governmental Program Analyst (Business Analyst). Permanent Position. In recruitment (1/28/15).
 - ISD Staff Information System Analyst (Technical integration of the Community Care Licensing Division-Children's Residential (CCLD-CR) Licensing Information System). Permanent Position. Hire paperwork in process with a target on board date in February 2015.

RISKS & ISSUES

The risks and issues presented in update are selected by the Risk Management Committee (RMC) governing members of the CWS-NS Project (CWDA, CDSS Management team and the Project Management team) who work collaboratively to identify the top risks and issues that have, or may potentially 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.	CDSS has initiated discussions with the Federal ACF on California's approach for the CWS-NS specific to eligibility determination and financial management. 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 April 2015 for its approval.

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

DESCRIPTION	MITIGATION
Project Management Plans: Delay in the development and completion of the Plans may cause inconsistent execution of Project processes and standards.	<p>The Project team continues to work on completing ten of the twenty-one Project Management Plans by March 2015. Progress on the plans is tracked by the RMC on a weekly basis.</p> <p>The procedures for the development and review of the Project Management Plans have been created and will go through the Project Governance process for approval.</p>
<p>The Project's inability to recruit and retain qualified candidates for limited-term positions continues to negatively impact the schedule, quality and costs.</p> <p>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.</p>	<p>The Project continues to borrow staff, hire temporary help, and use overtime as short-term mitigation steps to address the inability to recruit qualified candidates. By June 2015, a long-term strategy will be developed to address retention of staff due to the expiration of the 2-year limited term positions.</p> <p>In a letter dated December 31, 2014, the Federal ACF reiterated their concerns about the constraints of two year limited term positions for the project. They re-affirmed their support for the "State to examine the feasibility of providing "retention rights" to this recruitment effort as a means of securing the most qualified staff".</p>
CLOSED ISSUE	
In order for the CWS-NS Project to successfully use a phased rollout approach, the approach must be embraced by the counties. A concern with a phased rollout is that there will be a nine month period when data is being entered into both the legacy Child Welfare Services/ Case Management System and the new system. The child welfare workers are requesting to have data synchronized between the old and new systems during the phased rollout period so they can have access to child welfare information across all counties.	<p>The requirements related to data availability between the old and new system during a phased rollout period have been defined and included in the RFP.</p> <p>Remaining vendor presentation will be scheduled to provide documentation of possible solutions. No additional information is required for the RFP.</p>

CHILD WELFARE SERVICES-NEW SYSTEM

JANUARY 2015

30: County Nomination Forms due
30: Conflict of Interest Forms due

FEBRUARY 2015

S	Monday	Tuesday	Wednesday	Thursday	Friday	S
	2	3	4	5	6	
	9	10	11	12	13	
	16	17 Kick-Off	18 Release RFP Draft	19	20	
Individual Reviewer: Review and Comment Period						
	23	24	25	26	27	
Individual Reviewer: Review and Comment Period						

MARCH 2015

16: Comments due for Collaborative Review Sessions scheduled for April 2015.

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	Business Review Sessions				
	20	21	22	23	24	
	Procurement Review Session	Technical Review Sessions		Additional Comments Due		