CAL-ACCESS REPLACEMENT SYSTEM (CARS) PROJECT UPDATE FOR INSTITUTE OF GOVERNMENTAL ADVOCATES

MARCH 10, 2021
10:30 AM – 12:00 PM
AGENDA

- Welcome
- Project Approach
- Phased Implementation
- Benefits of a Phased Implementation
- New CAL-ACCESS Implementation Timeline
- Initial Log-in to the new CAL-ACCESS
- Certification of the System
- Demonstrations – Lobbying & User Sign-In
- Q&A / Wrap Up
PROJECT APPROACH

- Leverage experiences and knowledge gained over three years
- Adhere to statutory requirements
- Provide two-way communication
  - Stakeholder meetings
  - CAL-ACCESS website (FAQs, meeting announcements, newsletters, and presentations)
  - Contact CARS mailbox (PRDCARS@sos.ca.gov) for questions/comments
  - Constant Contact automated email notices to those who register
Use a local system integrator (SI): OSaaS selected in competitive bid

Build the new CAL-ACCESS in an iterative fashion (Agile)

Base construction on requirements

Use Subject Matter Experts and engage external stakeholders
The CARS Project is utilizing a phased implementation approach.

- **Release 1 – February 28:** Implement the majority of functionality; select internal Secretary of State users and select external stakeholders will have access for stabilization and validation.

- **Release 2 – April 30:** Implement correspondence, financial transactions, API initial filings, E530 and more.

- **Release 3 – June 30:** Public access, system certification by the Secretary, and retirement of the legacy CAL-ACCESS.
PHASED IMPLEMENTATION – THREE RELEASES

<table>
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<th>RELEASE 1</th>
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<th>RELEASE 3</th>
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| • Automated Functionality  
  ✓ Filer Disclosures  
  ✓ Filer Registration  
  ✓ Correspondence  
  ✓ Financial Transactions  
  ✓ System Reports  
  • Data Retrieval / Queries  
  • System Administration  (account maintenance, user notifications, etc.)  
  | • Software Fixes  
  • Non-Automated Functionality  
  ✓ SOS User Notes and Add'l. Correspondence  
  ✓ Additional Financial Transactions  
  • Migrated Data and Additional Data Retrieval  
  • Additional System Admin. / System Notifications  
  | • Software Fixes  
  • Final Data Migration  
  • Public Data Portal / Search  
  • API (Software Vendor Interface)  
  • SOS User Training  
  • Public User Instructional Materials  
  • System Certification  
  • Retirement of the legacy CAL-ACCESS  

| April 30, 2021 | | June 30, 2021 |
BENEFITS OF A PHASED IMPLEMENTATION

- Provides improved product delivery (implement fixes)
- Enables SOS users to gain ability needed to assist external users
- Provides time for select external users to perform a system review and submit feedback
- Provides additional time for software vendors to test the API and become certified software vendors
- Lobbying Directory can be produced within one (legacy) system
NEW CAL-ACCESS IMPLEMENTATION TIMELINE

- **December 2020**: CAL-ACCESS Development
- **January 2021**: CAL-ACCESS Testing
- **February 2021**: API (Interface) Development and Testing
- **March 2021**: CAL-ACCESS System Review
- **April 2021**: Training
- **May 2021**: Cutover

**Release Timeline**
- **February 28**: Release 1 – SOS & Select External Users
- **April 30**: Release 2
- **June 30**: Release 3 – Public Users
New and returning users must complete a registration process the first-time logging in starting June 30, 2021.

- Responsible Officers for multiple entities only need to create one account.
- Filing entities can be linked to the one account, eliminating the need for individual filing entity passwords.
- Ownership of the entities can be transferred to another registered user by submitting a linkage request.
- Linkage gives permission for that user to access a filing entity’s data.
CERTIFICATION OF THE SYSTEM

- CAL-ACCESS system certification is targeted for the date of external implementation (June 2021).

- The new CAL-ACCESS becomes the “system of record” at the time of external implementation and certification (June 2021).

- SOS created a Certification Checklist being used by the project.

- There is a parallel activity for certification of software vendors.
DEMONSTRATIONS: LOBBYING & USER SIGN-IN
WHERE TO FIND PROJECT INFORMATION

Visit the CARS project website
https://www.sos.ca.gov/campaign-lobbying/cal-access-replacement-system-project-cars-updates/

➢ View documents, FAQs, and events
➢ Sign up to receive project updates

CARS Email Address: Submit questions and comments to the CARS project team: PRDCARS@sos.ca.gov