



Nevada Governor's Finance Office,  
Office of Project Management

CORE.NV Project Monthly Status Report  
December 2024

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## Table of Contents

<b>Section</b>	<b>Page</b>
1 Roadmap .....	1
1.1 Previous 30-day Project Milestone Overview.....	1
1.2 Upcoming 30-day Project Activity/Schedule Overview .....	2
1.3 60-to-90 day Milestone Schedule Overview.....	3
2 BerryDunn Resource Activity Summary.....	4
3 CORE.NV Project Workstream Status Review.....	5
4 CORE.NV Project-Level Risks, Issues, and Decisions.....	18

# 1 Roadmap

This section provides an overview of the CORE.NV Project Roadmap—including strategic milestones, timeline updates, changes to the roadmap over the past month, as well as a look ahead to the next 30 days and the next 60 to 90 days.

## 1.1 Previous 30-day Project Milestone Overview

Figure 1-1 below provides a high-level overview of the previous 30-day CORE.NV Project Milestone Schedule, including the CORE.NV Project scheduled activities, completed milestones, and performance against plan.

During this first reporting period, the Tech team has made great progress in completing their remaining work for the Phase 1A go-live. Only one interface is still in development with a plan to complete it by Monday, 12/09. Two interfaces are being tested with plans to complete them by Monday as well. While two reports are in development and one is ready for development, 3 remain blocked. All other reports are either in the final stages of testing or are fully completed. BDA has not been able to confirm access to their interfaces and for the uploading of their files for testing. A manual process has been created and will be reviewed with BDA. In terms of Data Warehouse work, an environment was quickly created, and files are planned to be moved over the upcoming weekend for UAT to commence on Tuesday, 12/10. HRM & FIN resources are actively engaged in gathering testers (user access to be granted on 12/10) and creating scripts.

For this second reporting period, both the Risks and the Issues assessment areas have changed from yellow to green, as these areas of the project are being well monitored and mitigated or resolved. The amount of work remaining to be completed for Phase 1A continues to decrease steadily. One notable issue has been with agencies who have yet to functionally validate the data that has been tested for their respective interfaces. Some agencies do not have a resource assigned to complete this work and some agencies still do not seem to understand what steps are necessary for functional validation of their data. Resources from both the FIN and Tech teams have been reaching out to the remaining agencies in an attempt to complete this work ASAP.

During this third reporting period, CGI, BerryDunn, and IV&V presented to the Executive Committee their respective assessments of the Core.NV Project for the Committee to form a well-informed opinion, as to whether or not to formally approve the go live date of January 1, 2025. On December 19, 2024, the Committee unanimously approved the go live date. The legacy system was shut down, as planned, on December 20, 2024, and cut-over efforts began that evening. Agencies are now actively engaged in functionally validating their interface data and several have now completed their work with positive results. Efforts by several project resources will continue to assist agencies to have as many interfaces validated and reports built, as possible, prior to the go live date.

During this fourth and final reporting period for December 2024, numerous Core.NV Project resources have dedicated their time to working with several agencies in getting their Subject Matter Experts to functionally validate their data to obtain final sign-off on their interface(s).

Work also continues to complete as many of the reports as can be reasonably accomplished prior to the go-live date. Lastly data warehouse work continues to progress as expected. The primary focus has been, and continues to be, getting NDOT to complete their validations prior to going live. It is anticipated that their interfaces will be validated on Monday, December 30, 2024. Risks and issues continue to be identified, documented, monitored, and either mitigated or resolved.

**Figure 1-1: Previous 30-day Project Milestone Overview**

Completed	Month	Deliverable/Milestone	(AC) Actual				CGI Accountable	OPM Accountable	CGI Delivery Date
			Deliverable	Cost	Totals	Fiscal			
	December	Monthly Status Report 15 (GR002)	Deliverable	\$ 150,000					01.03.25
		P1A Readiness Assessment	Work Product	\$ 150,000					12.17.24
X		P1B Training (TRT for HRM Performed on Aug 14th)	Work Product	\$ 200,000					9.16.24
		P1A Achieve complete	Milestone	\$ 750,000					12.31.24
	January	P2A Business Process Analysis and Improvement	Work Product	\$ 500,000					?
	January	P2A Discovery Workshops Findings	Work Product	\$ 500,000					?
	March	P1B Build Stage Complete	Milestone	\$ 750,000					3.05.25
X		P15 Completion Report (Formerly P1B P14 Completion Report)	Deliverable	\$ 1,100,000					12.05.24
					\$ 4,100,000				

## 1.2 Upcoming 30-day Project Activity/Schedule Overview

Figure 1-2 below provides an overview of the status of in-progress activities, and risk levels associated with meeting upcoming, short-term (i.e., next 30 days) target milestone dates and rationale.

For the next monthly reporting period, January 2025 will see the Advantage 4.0 system going live on Wednesday, January 1, 2025. The solution will be turned on at midnight on the 1<sup>st</sup> and all user accounts will have been uploaded. Actual user access will be turned on at 6:00 am on Thursday, January 2, 2025. This will allow the workstream teams to continue completing their work and uploading it to the system just prior to the end users having access. Access to the system will be shut down each evening as well as the weekend of January 4 and 5, 2025. This will also give the teams additional time to implement their completed and tested work.

January 2025 will also see CGI implement their initial 30 days of Hypercare and will allow some much-needed time for the State to ramp up their service desk support of the end users as well as any time needed to continue completing their work on any remaining functionality, interfaces, reports, and data warehouse work. Work will continue with the HRM functionality as well as the Cost Accounting features needed for NDOT's go live in June 2025. Lastly Phase 2 visioning and planning will begin to take shape as more discussion sessions will be planned in order to create a change request (CR) to restructure the current CGI contract to reflect the new timeline and delivery release/milestones. This CR will then be presented to the Executive Committee for their review and potential approval.

**Figure 1-2: Upcoming 30-day Project Activity/Schedule Overview**

Completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual			CGI Accountable	OPM Accountable	CGI Delivery Date
				Cost	Totals	Fiscal			
	January	Monthly Status Report 16 (CR002)	Deliverable	\$ 150,000		2025			2.04.25
	March	P1B UAT Support (Month)	Work Product	\$ 200,000		2025			3.17.25
X		<b>P1B Training Support (Month 1)</b>	Work Product	\$ 75,000		2025			9.16.24
	February	P1B Implementation Assessment Document	Deliverable	\$ 350,000		2025			2.19.25
		P1B Performance Test Plan	Deliverable	\$ 200,000		2025			1.09.25
		P2A Program Increment Objectives	Deliverable	\$ 500,000		2025			?
		P2A Envision Stage complete	Milestone	\$ 250,000		2025			?
		P1A Hypercare Support (Month)	Work Product	\$ 250,000		2025			1.30.25
					\$ 1,975,000				

### 1.3 60-to-90 day Milestone Schedule Overview

Figure 1-3 below provides an overview of the 60-to-90 day milestone schedule, including the immediate horizon of scheduled activities necessary to achieve the milestones.

For the 60-to-90 day outlook, February 2025 will see the second, and final, month for CGI’s Hypercare support of the Advantage 4.0 system. It’s understood that beginning in March 2025, the State will be primarily responsible for supporting the system with only occasional/ad hoc support needed from CGI. Both HRM work and Cost Accounting work needed for NDOT’s go live in June 2025, as mentioned in the above section, will continue as well as any meetings needed to create the Phase 2 CR for the Executive Committee. The service desk will continue to support end users and will be logging in support tickets for any defects that may be identified. In addition, the work stream teams will log any end user requests for system modifications and/or enhancements, and these will be discussed in greater detail as appropriate.

**Figure 1-3: 60-to-90 day Milestone Schedule Overview**

Completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual			CGI Accountable	OPM Accountable	CGI Delivery Date
				Cost	Totals	Fiscal			
	February	Monthly Status Report 17 (CR002)	Deliverable	\$ 150,000		2025			3.04.25
	April	P1B UAT Support (Month)	Work Product	\$ 200,000		2025			4.14.25
		P1B Training Support (Month 2)(TIT Sessions)	Work Product	\$ 75,000		2025			2.18.25
		P1A Hypercare Support (Month)	Work Product	\$ 250,000		2025			2.28.25
	March	P1B Performance Test Execution (Month) (2.14.25-3.07.25)	Work Product	\$ 250,000		2025			3.07.25
		P2A Build Stage Activities (Month)	Work Product	\$ 350,000		2025			?
		P16 Completion Report (formerly P1B P15 Completion Report)	Deliverable	\$ 1,100,000		2025			2.28.25
					\$ 2,375,000				
	March	Monthly Status Report 18(CR002)	Deliverable	\$ 150,000		2025			4.02.25
		P1B UAT Support (Month)	Work Product	\$ 200,000		2025			3.17.25
	April	P1B Cutover Plan and Checklist	Deliverable	\$ 200,000		2025			4.29.25
		P1B Performance Test Execution (Month) (3.10.25-3.28.25)	Work Product	\$ 250,000		2025			3.28.25
		P1B Training Support (Month 3)(TIT Sessions)	Work Product	\$ 75,000		2025			3.31.25
		P2A Build Stage Activities (Month)	Work Product	\$ 350,000		2025			?
					\$ 1,225,000				

## 2 BerryDunn Resource Activity Summary

Table 2-1 below provides a high-level overview of the number of hours the BerryDunn team worked on the CORE.NV Project during this reporting period, categorized into four effort categories.

**Figure 2-1: Resource Activity Summary**

Staff Member and Core.NV Project Title	Hours by Category with Total Planned versus Actual Hours					
	Project Meetings	BerryDunn Deliverable Development	CGI Deliverable Review	Other Support Efforts	Total Planned/ Budgeted Hours	Total Actual Hours
██████████ <i>Project Principal</i>	15.5	0	0	0	8	<b>15.5</b>
██████████ <i>Engagement Manager</i>	9	0	0	3	16	<b>12</b>
██████████ <i>Program Director</i>	72.5	31.5	22.5	30.5	142	<b>157</b>
██████████ <i>Financial (FIN) and Human Resources Management (HRM) Project Manager</i>	114	4.5	1	47.5	142	<b>167</b>
██████████ <i>Project Coordinator</i>	55.5	29.5	0	36	142	<b>121</b>
██████████ <i>Tech Senior Consultant</i>	75.6	8	6.2	82.5	142	<b>172.3</b>
██████████ <i>OCM Senior Consultant</i>	35.5	0	0	79.5	142	<b>115</b>
██████████ <i>Bus. Process Change, Comm., Training Support</i>	27.53	0	0	1	22	<b>28.53</b>
██████████ <i>Tech SME (Subcontractor)</i>	19	16	0	25	80	<b>60</b>
██████████ <i>(Editing and Proofing)</i>	0	1	0	0	0	<b>1</b>
Pool of BerryDunn Resources: <i>Technical/Security/Project Mgmt. Subject Matter Experts (SMEs)</i>	0	0	0	0	16	<b>0</b>
Total Hours by Category Planned versus Actual Hours Totals	<b>424.13</b>	<b>90.5</b>	<b>29.7</b>	<b>305</b>	<b>852</b>	<b>849.33</b>

### 3 CORE.NV Project Workstream Status Review

Table 3-1 below provides a high-level overview of the CORE.NV Project workstreams for December 2024 and a look ahead to the upcoming activities for January 2025.

**Table 3-1: CORE.NV Project Workstream Status Review for December 2024**

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<b>FIN</b>	
<p>For the first reporting period of December 2024, an NDOT high-level plan was developed and communicated. Training work and meetings continued with the completion of ILT questions. The FA - Mass Depreciation training was rescheduled to May 2025. VCC/VCM Vendor Desk training and office hours were set up. DAWN validation meetings were scheduled as well as continued meetings with Wells Fargo. Cost Accounting meetings have been ongoing. Attended CGI Upgrade Discussion Group. Successful "Open" testing with STO &amp; Purchasing. Mock 3 Cutover plan continues to be on track. Script and procedure preparation includes preparing FA, FC, and Vendor Notes scripts as well as Week 5 Script completion. MD for Wire Transfer procedure was created. Completed Manual Dist scripts and sent out NDOT Agreements meeting invites. Accessed ADV4 Databases and extracted COA tables and provided COA page codes/crosswalk to SCO &amp; Tech Team. Expanded JBUD access and updated Chief Accountant security role access. Granted ETYP and COA pages access. Submitted "bug" tickets in Jira. inSRCH and RCSRCH were partially fixes as well as RQS to PO copy forward fixed. JVD WF issues are being resolved and check printing was successful.</p> <p>For this second reporting period, FIN planned DAWN validation meetings: OPM-FIN formulating plans with meetings scheduled for M, W, F through 12/13. Cost Accounting Meetings are continuing with</p>	<p><b>CGI Tasks:</b></p> <p>CGI Delivers P1A EUT for Governor's Finance Office (GFO) Increment 1</p> <p>CGI Delivers P1A EUT Training for Governor's Finance Office (GFO) Increment 2</p> <p>CGI Provides P1A Hypercare Support - Month 1</p> <p><b>OPM Tasks:</b></p> <p>OPM Provides On-Call Support for Go-Live Incidents</p> <p>OPM Provides War Room Support for Go-live</p> <p>OPM Holds Meetings with NDOT for Phase 1B Efforts</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>planning, notes, and action items. NDOT CA Meeting: Attended and facilitated various discussions and decisions. Continued meetings with Wells Fargo. Data Validation meetings with CGI leadership and PMs were held. Attended the Agreement and Budget meetings, to gain knowledge on integration with Cost Accounting. Monthly Meeting with OFA was held and participated in CA &amp; GLM monthly meeting, discussed action items and access. Training and Support Advantage Academy Training: Provided training sessions. VCC/VCM Vendor Desk Office Hours: Held office hours on Tuesday and Thursday. Additional SCO Training: Provided from CGI &amp; OPM. Support Various Chats: Assisted as needed. Script Writing and Testing FA Script: Refined and retested. VCC/1099 Script: Writing, testing, and vendor meetings. Vendor Notes Script: Based on PowerPoint, updated for VCC with EFT, check, address holds, total vendor hold, and different flavors of scripts. MD Wire Script: Reviewed and designed/testing new flavors. Testing Vendor Scripts: Various scripts tested. Administrative Tasks Check Printing: Printed 10 checks with correct MICR and sent to Wells Fargo. Positive Pay File: Received approval from Wells Fargo. Transaction Code Cheat Sheet: Developed from ILT docs (paused until more info from another team). Conversion DSU: Being set. Access to MA1: Provided access and assisted with related tasks. Project Management and Coordination Completed EUAT: Various validation and review tasks. Completed PI6 Plan for 1B Go Live: Finalized plan. Restarted Meetings with NDOT: Continued discussions and planning. Decision Made by NDOT: Option 2: Elevate NDOT orgs to Units in ADV4. Assisted with Report Reviews: Helped State Tech and CGI Tech with reviews. Assisted with Contract Prep: Prepared contracts for Aeries/NEBS data output for interface. Created NDOT Data in MA1: Facilitated a demo for the next week's meeting. 150 WP Adjustments: Prepared for Dec IFC.</p>	<p>OPM Plans for and Holds Meetings for Agreements, Cost Accounting, and Budgeting</p>



Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>During this third reporting period, conducted the Service Desk Practice Session, and completed the dry run. DAWN validation included ongoing testing and issue resolution and weekly validation meetings. Held office hours and extended sessions to build confidence for Vendor Management. NDOT Meetings: Regular meetings for Cost Accounting, Agreements, and Budget; demo prep and discussions. Other Meetings: Various meetings including Wells Fargo, Purchasing, CGI Conversion, and internal team updates. Initial Discussions: Potential enhancement process with [REDACTED]. Testing and Validation Readiness Assessment: Checklist completed or on track. Data Comparison: Extracted and analyzed ADV2 &amp; 4 tables. EUAT and DAWN Testing: Conducted tests, identified errors, and reviewed results. Ad Hoc and Interface Testing: Last-minute tests and interface support. Conversion and Sunset Prep: Reviewed conversion errors, prepared for Advantage 2 sunset, and began stand-up meetings. Check Printing: Results approved. Documentation and Training Materials: Created and confirmed responsibility for manuals, procedures, job aids, cheat sheets, and test scripts. Scripts and Guides: Developed VCC scripts and interface test guides. ILT Course Review: Reviewed and addressed questions on course materials. Upcoming Work Activities Focus on Mock 4 as final dress rehearsal for cutover. Complete validation of interfaces with stakeholders. Plan to complete build for Agreements, Budgets, Cost Accounting, and Accounts Receivable in P16.</p> <p>For this last reporting period of December 2024, a determination was made to unflag the TIN for Purchasing to update EPro. Cutover Schedule: Approximately a day behind in cutover tasks as of 12/27. On-Call Duties: On-call team implemented on 12/20, scheduled on-call duties per calendar. Support Work: Ongoing support work for CGI, escalating path as needed. Testing Activities DAWN19 PROD Validation: Communicating with IT group to determine testing</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>schedule, internal OPM testing only. Interface Testing: Functional interface testing continues, including interface testing for GFO and support to HR/FIN. DAWN Testing: DAWN testing will continue this weekend, format verification of DAWN 12 vs. 19, and testing when advised. COA Comparison: Conducting COA comparison and answering questions from SCO around COA. JV Validation: JV validation passed and accepted on 12/26. GAX, JVD, RQS Review: Review and practice for Go-live. Vendor Tools: Working with SCO Vendor Team on rejections, vendor tools reviewed and validated. Meetings and Training Wells Fargo Meeting: Verifying processes, moving to production, test files sent and received. CORE.NV Joint Production Cutover: Attending daily checkpoint meetings. SEFA Touchpoint Meeting: Meeting with [REDACTED] Documentation and Support Job Aides and Cheat Sheets: Team continues to create job aides and cheat sheets. OPM Timekeeping Manual: Working on OPM Timekeeping Manual. Support OPM Emails: Sent to FIN requesting assistance with interface testing. Review VCC Scripts: Reviewing VCC scripts. Review &amp; Validate Budgets; Journal Vouchers; and Payment Vouchers. BSR Work: Working on BSR with Reports Team. PMO DSU: No critical issues this week. Miscellaneous Onsite Support: OPM will send team to OCIO &amp; STO from Jan 6-10 to be onsite for questions.</p>	
HRM	
<p>For this first reporting period of December 2024, HRM assisting FIN with EUAT support began to wind down and focus shifted towards HRM UAT. Scripts are being written for IUAT and there are currently over 50 prepared. Parallel Payroll - Iteration 1 has been approved to be moved to PI6.4, January 6, 2025. Gold Data in the HRM testing environment has been verified.</p> <p>During this second reporting period, coordinated with Tech and FIN</p>	<p><b>CGI Tasks:</b>            CGI and OPM Hold PI-6 Sprint 6.3 Review            CGI Conducts PI-6 Sprint 6.4</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>team. DAWN UAT Validation Meetings: Attended meetings, created channels, and worked on template creation. Document Review and Comments CGI Deliverables: Reviewed, responded, and added comments. Script Testing and Support HR UAT Scripts: Tested scripts and cleaned up issues as discovered. UAT Support: Provided support to testers. IUAT Review: Began initial review to capture data needed before SH3 wipe. Punch List Items: Cleared off bulk of outstanding items with DHRM SME onsite accessibility and added two new items for discussion from testing scenarios. Page Code and Functionality Page Code List: Currently working on defining functionality. Script Completion Testers Collaboration: Worked with testers to complete 51 of 51 scripts, achieving all green lights with only minor conversion or script wording errors.</p> <p>For the third reporting period, CGI planned to copy the MD Page and create a clone called HTC (Hand Type Check) for DHRM manual warrant entries in 4x. JVs entered by DHRM will become JVs in the 4x system. SME Discussions: Productive discussions this week, continuing weekly to drive configuration/conversion decisions. Upcoming Meetings: Setting up meetings to finish Discovery Workshop prep. Testing and Validation UAT Completion: Finished last week with a success rate of 85-90%. Testing and Orientation: Scripts created to test transactions; scheduling a mini orientation and testing session for DHRM Financial system users. Basic walkthroughs for the DHRM team to utilize at Go Live are in process. DAWN Testing: HRM team is assisting with DAWN testing. Interface Assistance: Assisting FIN and TECH with interfaces. Parallel Payroll Team: Verifying configured and converted data to prep for iteration 1 in January. Converted Data Testing: Raising issues and requiring more collaboration with the State to ensure correct data configuration. Monitoring closely for potential schedule impacts. Documentation and Training Basic Walkthroughs: Creating walkthroughs for the DHRM</p>	<p>CGI Conducts PI-6 Technical Team Sprint 6.4            CGI and OPM Hold PI-6 Sprint 4 Review            CGI Develops Phase PI6 Completion Report            CGI Writes SIT Results for PI-6 Sprint 6.3            CGI Logs SIT PI-6 Sprint 6.3 Configuration Issues and Retests            CGI Writes SIT Scripts for PI-6 Sprint 6.4            CGI Executes SIT Scripts for PI-6 Sprint 6.4            CGI Writes SIT Results for PI-6 Sprint 6.4            CGI Logs SIT PI-6 Sprint 6.4 Configuration Issues and Retests            CGI Writes SIT Scripts for PI-6 Sprint 6.5            CGI Executes SIT Scripts for PI-6 Sprint 6.5            CGI Submits P1B Performance Test Plan            CGI Addresses OPM Comments on P1B Performance Test Plan            CGI Resubmits P1B Performance Test Plan            CGI Conducts Data Cut for HRM - Iteration 1            CGI Conducts Data Extract Post Payroll Run for HRM - Iteration 1            CGI Conducts Data Conversion for HRM - Iteration 1            CGI Designs and Develops P1B EUT Course Materials: Payroll Administration Course            CGI Designs and Develops P1B EUT Course Materials: Position Control Course            CGI Receives Container Deployment from ACDCS and CGI Team Processes Basic Transactions - Week 29            CGI Receives Container Deployment from ACDCS and CGI Team Processes Basic Transactions - Week 30</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>team to utilize at Go Live. Upcoming Work Activities Discovery Workshop Prep: Setting up meetings to finish preparation. July Payroll Data Conversion: Continuing support for conversion to SH5. War Room Manning: Assigned team members for war room duties.</p> <p>For this fourth and last reporting period, Immediate escalations are to be made to PMs if needed. HRM is managing and assisting with FIN/TECH interfaces, collaborating with the Tech team to complete an Excel document. OPM Testing: OPM is testing and logging all issues, no longer reaching out to departments for testing. DAWN Testing: Assisting with DAWN testing, which will be ready for testing over the weekend. Testing Activities DHRM FIN Users: Testing scripts for DHRM FIN users. Interface Testing: Conducting interface testing, including meetings, emails, and log updates. DAWN Testing: Performing DAWN testing as needed. DHRM Financial Users CORE.NV Access: Ensuring CORE.NV access for Payroll Accountants on day 1 of Go Live. Orientation &amp; Training: Initial orientation for DHRM financial users completed; final training and system access pending completion of training instructions and proof of attendance. Troubleshooting: Continuing to troubleshoot conversion issues and questions. HRM Conversion Scripts: Reviewing, cleaning, and testing executed HRM conversion scripts from the previous sprint.</p>	<p><b>OPM Tasks:</b></p> <ul style="list-style-type: none"> <li>OPM Reviews and Approves SIT PI-6 Sprint 6.3 SIT Results</li> <li>OPM Reviews and Approves SIT PI-6 Sprint 6.4 SIT Results</li> <li>OPM Reviews and Returns P1B Performance Test Plan</li> <li>OPM Reviews and Approves P1B Performance Test Plan</li> <li>OPM Prepares for Open Registration of P1B EUT (In-Person, Instructor Led Training)</li> <li>OPM Provides War Room Support for Go-live</li> </ul>
Organizational Change Management (OCM)	
<p>For the first reporting period of December 2024, OCM Accomplishments: 1. PCT Project Health Survey - Sent Analyzing later next week and will deliver in the Wed Leads meeting. 2. Nov/Dec Newsletter edition – Release in Dec. Team is fine tuning and adding important Service Desk info now that we have reviewed the Governance plan. a. Get Ready for One Nevada Campaign –Soft rollout, will now incorporate in the Newsletter and on SP and Quarterly project update comms. 3. Nov metrics development – Complete. 4.</p>	<ul style="list-style-type: none"> <li>1. Supporting WAR Room efforts thru Jan 10<sup>th</sup>, standing by for any communication support.</li> </ul>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>Service Desk Practice Session – Scheduled for Dec 16th. Pre-planning meeting to take place on Dec 12th. CGI looking for practice environment now. 5. Fiscal Mgr. Group-Change Impact Survey – Pushed out to next week, Vista and Nov metrics analysis took precedence this week. Communications Accomplishments – Multiple in Play 1. Vista Reporting User Request for Info – Analyzing data, survey deadline is today, will send valid names to Security team so they can create “Report-Access only” business roles next week. 2. Interface Files Comm to Fiscal teams: In Dev, pushing today hopefully. 3. Reports: - In Dev. currently there are 3 products: Comm, visually appealing crosswalk and Job Aide on how to get to, search and bookmark reports in the new system. 4. Access to new system: In development. Two products; comm to let all those who trained, those that have responded to the Vista User survey who are not actual FIN end-users announcing that their SSO will automatically get them into the new system and a job aide on where to find the COR.NV tile on the State’s SP site and how to bookmark it. Security team needs to test the access still. 5. EUT Practice Lab Reminder -Sent 6. EUT Course Recordings announcement – Sending next week, no later than Dec 12 7. Service Desk Instructions for End-Users - In development and will be incorporated in the overall ONE Comm plan to release twice in Dec, mid and end. 8. Dec 18 Quarterly Leadership Session and Updates – Finalizing next week. 9. Last Sunset Reminder pushing on Dec 19th 10. Last JVD reminder (on behalf of SCO) pushing Monday, Dec 9th. 11. Last CoA reminder with new crosswalks pushing mid Dec. Upcoming Activities: 1. Dec 16: Service Desk Practice Session 2. Mid-Dec: One Comm with all comms referenced above 3. Dec 18: Quarterly Leadership Session 4. Mid-Dec: Quarterly Project Update Memos to Leadership and Statewide.</p> <p>During the second reporting period, OCM: 1. PCT Survey – Complete, will socialize with PMO next week. 2. Service Desk Prep Session (Dec</p>	<ol style="list-style-type: none"> <li>2. Conducting a Phase 1A Retrospective; ID-ing Stop, Start, and Continue activities and best practices to ensure a more unified Phase 1B transition.</li> <li>3. Mapping and planning OCCM activities for Phase 1B               <ol style="list-style-type: none"> <li>a. To include a resource proposal to borrow state employees to support OCCM and Training</li> </ol> </li> <li>4. Continued with January planned OCCM activities.               <ol style="list-style-type: none"> <li>a. Pulse check/satisfaction survey – Late January</li> <li>b. January Newsletter</li> <li>c. Change Agent Network planning</li> <li>d. Dec Metrics Analysis</li> <li>e. Monthly Stakeholder Maintenance                   <ol style="list-style-type: none"> <li>i. Completing the refinement of the HRM end-user list</li> </ol> </li> </ol> </li> </ol>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>16) – Finalizing planning today 3. Quarterly Leadership Event (Dec 18) – Dry Run on Friday 4. Nov metrics – complete and socialized to PMO Communications – Multiple in Play 5. Blackout Reminder - sent 6. JVD Reminder - sent 7. CAN Thank You Memo - sent 8. Reports Memo, Crosswalk, Job Aid – in progress 9. Access Job Aide: Complete 10. Go-Live Comms – in progress 11. Last Reminder Comms – in progress 12. Quarterly Memos – in progress 13. EUT Course Recording – sent Upcoming OCM Activities 1. Dec 16: Service Desk Practice Session 2. Dec 18: Quarterly Leadership Session 3. Mid-Dec: Quarterly Project Update Memos.</p> <p>For the third reporting period, OCM Weekly Accomplishments: 1. Service Desk Prep Session (Dec 16) held, went through 14+ scripts, OCM captured discussion and decision notes and created TEAMS channel to house all job aides and slide deck. 2. Quarterly Leadership Event (Dec 18) held. 273 attended in total. 3. Total Training metrics – in progress, awaiting last practice labs today. Will be ready for EC on this coming Tuesday. 4. Review of all Phase 1A Change Impacts from all Survey responses. Team ensured all those that needed to be mitigated were incorporated in the Go-Live Readiness Comm and on the SP site. 5. Team began discussions on what the approach will be for the OCCM/Training retrospective. We plan on holding it the third or fourth week of Jan. Communications: It's been a VERY busy week for Communications team! 1. Reports Memo, Crosswalk &amp; Job Aid - Comm and Crosswalk are complete, waiting for CGI Tech to validate report data in new system so we can pull screen shots and create a job aide. Will continue checking status with the Tech Team. 2. Go-Live Readiness Comm - SENT Dec 19 and placed on SP 3. Service Desk Comm - SENT Dec 19th and placed on SP 4. Get Ready for ONE Nevada products: Summary Sheet, Video, Functionality Overview, Ask Me Poster – SENT Dec 19th and placed on SP 5. New NVeLearn online Courses Reminder – SENT on Dec 19th and placed on SP 6.</p>	

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Current Month Status	Next Month Upcoming Activities
<p>Go-Live Readiness Check List - SENT Dec 19th and placed on SP 7.            Transaction Code Cheat Sheet – SENT Dec 19th and placed on SP 8.            System Access job aide – SENT Dec 19th and placed on SP 9.            Quarterly Statewide Memo – SENT Dec 20th 10. Dec Newsletter –            Pushing afternoon on Dec 20th 11. STO Training and Go Live Prep            Memo – SENT Tuesday Dec 17th 12. Practice Lab Scenarios –            Socialized with Service Desk and placed on SP site. 13. SCO comms            support - in discovery currently, will know more about what they need            from OCM next week. 14. LAST Adv2.1 Sunset Reminder – SENT            Dec 19th Scheduled for Release 1. Reports Memo, Crosswalk, Job            Aid – Targeting EO next week, reliant upon CGI Tech team 2.            CORE.NV is Live! Announcement – Jan 2 3. CORE.NV system down            on Jan 4 and 5 4. Go-Live Readiness Reminder – Jan 2-5. Possible            SCO support comms – last of week of Dec/first week of Jan</p> <p>During this final reporting period for December 2024,            OCM/Communications: 1. Reports Memo, Crosswalk, Job Aid – in            prog, waiting on CGI Tech to finalize report testing to grab report            screen shots with actual content to dev the job aide. Comm and            crosswalks are complete. 2. CORE.NV is LIVE comm – in prog 3.            SCO new request/delegation/delete form – in prog, sending and            placing on SP 4. CORE.NV System down 4th and 5th comm – in prog            5. Pulse/Satisfaction Survey – In Prog to release end of Jan            Scheduled for Release and place on SP site: 1. DAWN Cache comm            – Dec 30/31 target 2. SCO new request/delegation/delete form plus            comm – Dec 31 target 3. Reports Memo, Crosswalk, Job Aid – Dec 31            target 4. Go-Live Readiness Reminder – Dec 31 5. OCIO Service            Desk Reminder – Jan 2-6. CORE.NV is Live! Announcement – Jan 2-            7. CORE.NV System down 4th and 5th comm – Jan 3-8. OCM            Retrospective for Phase 1A: Jan 23-24</p>	
TRAINING	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>For the first reporting period of December 2024, Accomplished 1. End of Training Week 9: 61 courses completed a. As of 12/03: 97% attendance rate: 1197 registered seats, 1160 attended, 692 unique attendees 2. Practice Lab registration as of 12/03: Carson City: 443/800, Las Vegas: 79/300 3. GFO training schedule: January 23 &amp; 24, January 28 &amp; 29 4. Budget Query &amp; AP Payable "short" courses available on NVeLearn (20/13 attendees) 5. In process: SCO's NVeLearn courses set to open 2nd week of Dec for Gen Nav(required) GA, AP Ongoing 1. Monitoring end-user training/practice lab registration 2. Targeted ILT End-User Registration Communication Strategy in place Upcoming 1. HRM content discussions 2. HRM end-user analysis 3. FIN Training Retrospective</p> <p>During the second reporting period, Accomplished 1. EUT continuing 2. End of Training Week 10: 63 courses completed 3. As of 12/10: 97% attendance rate; 1219 registered seats; 1178 attended; 742 unique attendees 4. Practice Lab registration as of 12/03: Carson City: 458/800; Las Vegas: 82/300 5. Budget Query &amp; AP Payable "short" courses available on NVeLearn (30/28 attendees) 6. GFO training is available in NEATS for registration In-process 1. In process: SCO's NVeLearn courses set to open 2nd week of Dec for Gen Nav(required) GA, AP 2. HRM content discussions Upcoming 1. HRM end-user analysis 2. Training team FIN training retrospective</p> <p>For the third reporting period, Accomplished 1. Instructor led trainings for FIN Phase 1A (except for GFO) 2. ILT as of 12/13: 95% attendance rate, 1308 registered seats, 1244 attended; 722 unique attendees 3. Las Vegas Practice Labs Completed; Carson City Practice Labs (ending 12/20/24) • Practice Lab registration as of 12/16; Unique End-Users: 220; Registered Seats: 332; Attended: 286 4. NVeLearn: Budget Query, AP Payable, Gen Nav, GA, and AP • Troubleshooting as feedback come back from survey 5. In-person</p>	<p>Finalizing NVeLearn online A/R course.</p> <p>GFO specific training to be conducted January 23, 24, 28, and 29 in Carson City</p> <p>HRM Phase 1B – continued content development</p> <p>NDOT Phase 1B - course content and training plan</p> <p>HRM end-user analysis</p> <p>FIN Training Retrospective scheduled (January 13)</p>



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<p>state trainer forum on 12/18/24 with 11 state trainers (FIN/HRM) and 5 OPM (FIN/HRM) in attendance. 3 state trainers were attending via teams and being 'carried' around to the station activities Upcoming • GFO specific training January 23, 24, 28, and 29 • HRM Phase 1b content discussions • NDOT "Phase 1a" training plan • HRM end-user analysis • FIN Training Retrospective (January 6)</p> <p>For the fourth and final reporting period of December 2024, Accomplished: 1. NVeLearn training continue to be open for FIN Phase 1A: GenNav, AP, GA, BQ &amp; AP Payments 2. Total NVeLearn users now eligible for CORENV ADV4 access: 87 3. Total users completed a NVeLearn course: General Navigation = 53 Accounts Payable = 26 General Accounting = 20 Budget Query = 49 AP Payments = 41 4. Final Training Metrics submitted to OPM project office for inclusion in the EC presentation on 12/24 In Progress: 1. Training team working on completing NVeLearn A/R course. Upcoming: • GFO specific training January 23, 24, 28, and 29 • HRM Phase 1b content discussions • NDOT "Phase 1a" training plan • HRM end-user analysis • FIN Training Retrospective scheduled (January 13).</p>	
TECH	
<p>For this first reporting period, Interfaces: Only ITF233 (HR CoA) is still in progress - plan is to complete by Monday; ITFs 251 &amp; 253 are in testing with plans to complete today or Monday. :-) Team will begin reviewing P1B Interfaces next week during Sprint Planning. Reports: 3 reports are in progress, One ready for development, 3 are still blocked - the rest are in Test or Done; Team will begin reviewing April &amp; July FIN and P1B Reports next week during Sprint Planning. Infrastructure: BDA is the only Agency that has been unable to confirm access for Interfaces and upload files for testing due to technical issues. Added</p>	<ul style="list-style-type: none"> <li>- Actively support Nevada Advantage 4 users with any technical issues leveraging the War Room support system</li> <li>- Finish up remaining reports and validation</li> </ul>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>updated email conversation to tickets; Manual process will be reviewed with BDA today.</p> <p>During this second reporting period, Interfaces: Only ITF233 (HR CoA) is still in progress; ITFs 251 &amp; 253 are in NDOT's hands - they are just working through final testing for sign-off. Working on defects reported from Nightly Cycle Testing; Some discovery on P1B Interfaces, First draft at recommendations for CGI's contracted # of Interfaces. Integrations- Making a plan for reviewing Integrations with Agencies to determine scope; Each Integration could potentially be a small project. Reports: 2 reports are in progress, 2 are still blocked - the rest are in Test or Done; Review of April &amp; July FIN and P1B Reports has started. Infrastructure: BDA is the only Agency that is leveraging a manual process for file upload. Data Warehouse: UAT environment created and files moved over to UAT; Due to data differences, being reviewed and corrected, UAT will start Monday Dec 16.</p> <p>In this third reporting period for December, DW UAT: 11 issues reported, 6 resolved Interface Testing: 3 Interfaces with no response (1-Fleet Services &amp; 2-DOA&gt;ASD), 5 interfaces completed Validation, 19 Actively testing, 9 Getting support to get started, 2 (Timesheets) have "no way to test", and the remaining 2 locating testers to test. Reports: (1) Blocked, (2) in Progress, the remainder are int testing or awaiting SME signoff SFTP: All tasks completed Interface Development: All Interfaces Dev Complete.</p> <p>For this last reporting period of December 2024, Interfaces: 52% are signed off by their respective agencies. NDOT will need a retest (20% of the interfaces are NDOT's) so they will not be signing off on 12/27. DAWN Data Warehouse: Day0 script completed successfully and</p>	<ul style="list-style-type: none"> <li>- Regroup with the users who need to continue validating their interfaces and provide support for any issues they experience</li> <li>- Retrospect on the JIRA tool and current processes to identify opportunities for efficiency gains</li> <li>- Plan for Phase 1B work, gathering requirements and understanding how reports and interfaces are used and who uses them.</li> <li>- Discovery for Integrations</li> </ul>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>DAWN19 is officially loaded to production. UAT can pick back up this weekend, and into next week. Reports: Two will not be going live on Jan 1, 2025: BSR (RPT033) &amp; Override Report (RPT198); BSR has a similar report of the same name available in DAWN; Override report needs a table to be built which will be worked on ASAP after go-live; RPT199 (SABA Report) is in progress and the balance are awaiting approval and testing. Upcoming Activities: Push for validation and approval on P1A Reports; Support DAWN UAT; Support Interface validation; double-check Go-Live tasks.</p>	

## 4 CORE.NV Project-Level Risks, Issues, and Decisions

In Table 4-1 below are the issues that are currently impacting the CORE.NV Project with their resolution strategy as well as the risks anticipated to impact the CORE.NV Project-Level Risks and their corresponding mitigation strategies.

**Table 4-1: CORE.NV Project-Level Issues and Risks and the Corresponding Mitigation Strategies**

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	Risk/Issue Description	Resolution/Mitigation Strategy
<b>Issues</b>		
1)	Not all of the Agencies have completed their functional testing/validation of their interfaces. Therefore, some agencies may not complete this work in time for the Phase 1A go-live date. One portion of this issue is that some agencies have not identified a resource that would be responsible for conducting this work.	Resources from both the Tech and FIN workstream teams have begun reaching out to these remaining agencies to determine who is the resource that can complete this work, ASAP.
<b>Risks</b>		
1)	The EFTs that were processed on 20 December have not been posted to DAWN nor do they seem to have been completed in Adv2. We may need another cycle run to complete these although exploring other options.	None identified yet.
2)	With the potential for Advantage 2.0 to fail, and the need for critical Core.NV Project resources to be pulled off of the project to troubleshoot and fix defects, an alternate plan must be created to address these issues as it may impact the ability of the Tech team to complete project work.	Resources will be identified and allocated, on an as needed basis, to resolve any defects in the Advantage 2.0 system.
3)	The number of Reports necessary for the January 2025 go-live date will likely exceed the TECH team's capacity and therefore, not all that are needed may be completed.	Our current mitigation plan for this risk is: 1. (Done) Place the architecture roadmap as second priority to CORENV-5398: Reports Analysis for Roadmap to assist with understanding the scope of the work involved

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	Risk/Issue Description	Resolution/Mitigation Strategy
		<p>2. (Done) A resource has been added to support from a legacy perspective</p> <p>3. (Done) A resource from CGI joined on Aug 12, 2024 to help train two OPM resources on the ADV4 Reporting system.</p> <p>4. (Done) Hire a Business Analyst to help with "legwork" on retrieving priority &amp; requirements for reports.</p> <p>5. (In Progress) Use this format to capture reports requirements and design - obtain signoff from agency rep: Agency Report Meeting Agenda.docx (linked in comments)</p>

In Table 4-2 below are decisions that may require input from the Executive Leadership Team for the CORE.NV Project.

**Table 4-2: CORE.NV Project Decisions that may require input from the Executive Leadership Team**

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	Decision	Input
	None identified yet.	None identified yet.

In Table 4-3 below are the actions that may need the support of the Executive Leadership Team for the CORE.NV Project.

**Table 4-3: CORE.NV Project Actions that may Need the Executive Leadership Team’s Support**

CORE.NV Project Actions that may need the Executive Leadership Team’s support		
Number	Action	Support
1)	Draft CR for Debt Collection Module	CGI sent estimates. OPM reviewing.
2)	Connect with [REDACTED] to start sharing stats with Leads prior to JLM.	None identified yet.
3)	Connect with [REDACTED] on strategy for Integration Strategy deliverable.	Follow up email
4)	Schedule joint meeting to discuss Phase 2 schedule tracking.	None identified yet.