



**Nevada Governor's Finance Office,
Office of Project Management**

CORE.NV Project Monthly Status Report
March 2025

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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 of March 2025, the workstream teams continued their discovery sessions to elicit all of the requirements necessary for the Phase 1B go live. Sessions conducted regarding the number of reports necessary have determined that not as many reports will be needed as originally thought. The decision to shift NDOT's Cost Accounting go live date has greatly aided the teams in that those sessions can be conducted gradually over time, between now and the last quarter of 2025, rather than in a hurried manner while trying to complete Phase 1B work. While Interface 251 was able to be released to production, the BSR report continues to be problematic as the teams attempt to resolve the last few issues. Scope and Schedule assessment areas have improved to a yellow status.

In this second reporting period, work continued to resolve the issues found with the Budget Status Report (BSR). Problems may stem from the fact that the report appears to be an amalgamation of numerous different versions of the report that are all merged into one large report. It has also been determined that early discovery sessions and follow up work did not have a report owner/SME present to answer questions regarding the structure of the report. A renewed effort is underway to resolve these issues. Phase 1B work continues to progress with workstream teams focusing most of their time on the work needed for the June 30, 2025, go live date while still resolving any remaining Phase 1A incident tickets. Lastly, efforts are underway to merge the OPM and CGI Tech teams to increase collaboration and improve communications.

For this third reporting period, several reports that were anticipated to be necessary for April 2025 completion are now determined to not be needed until the June 30, 2025, Phase 1B go live date. After a thorough analysis of the Interfaces necessary for the Phase 1B go live date, it has been determined that the Tech team may not have the capacity to complete all the required work in time. Therefore, either more Interface developers may need to be added onto the Tech team, or some Interfaces may need to be completed in the 30 to 60 days post go live, or some combination of the two. A more detailed resource staffing and work analysis is needed to determine the best course of action to resolve this issue.

For this fourth, and last, reporting period of March 2025, it was discovered that NDOT will require their own payroll, separate from the State's process for payroll, due to several differences in how they conduct their payroll. This will require their payroll to run independently from June 30, 2025, to the go live date on January 1, 2026, when NDOT is brought into the financial system. Due to the amount of Tech teamwork that has yet to be defined in terms of

scope for reports, interfaces, as well as for the data warehouse, it is impossible to determine, with any degree of certainty, whether the June 30, 2025, go live date is still achievable. To increase the possibility of going live on that date, it may be necessary to delay some work to 30 to 60 days post go live. Further analysis would be required to determine what, if any, work can be delayed.

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

Completed Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal	CGI Accountable	OPM Accountable	CGI Delivery Date
March	Monthly Status Report 18 (CR002)	Deliverable	\$ 150,000		2025			4/2/2025
June	P1B UAT Support (Month 3) (5.5.25-6.6.25)	Work Product	\$ 200,000		2025			6/6/2025
June	P1B Cutover Plan and Checklist	Deliverable	\$ 200,000		2025			6/4/2025
May	P1B Performance Test Execution (Month) (3.10.25-3.28.25)	Work Product	\$ 250,000		2025			5/2/2025
X	P1B Training Support (Month 3) (1st Sessions)	Work Product	\$ 75,000		2025			3/24/2025
	P2A Build Stage Activities (Month)	Work Product	\$ 350,000		2025			TBD
				\$ 1,225,000				

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, April 2025 will see the continuation of Sprint 7.3 which began on Monday, March 24, 2025, and will end on Friday, April 4, 2025. The remainder of Program Increment (PI) 7, which includes sprints 7.4 through 7.6, will begin on Monday, April 7, 2025, and conclude on Friday, May 16, 2025. During Sprint 7.6, PI 8 planning sessions will be conducted to plan out the remaining work that must be completed to successfully go live with Phase 1B, on Monday, June 30, 2025. In addition, work for Phase 1C, with a go live date of January 1, 2026, will also be planned out as this work is being completed in parallel with Phase 1B work.

April 2025 will see some of the State and CGI Tech team resources continuing to focus on conducting discovery sessions to determine what requirements remain to be analyzed and detailed for Phase 1B reports and interfaces. In addition, the workstream teams will continue to primarily focus on completing their work on any functionality, interfaces, reports, and data warehouse work required for Phase 1B. Work will continue with the HRM functionality, the payroll process, as well as the Cost Accounting features needed for NDOT's go live in January 2026. Lastly, Phase 2 planning will begin to take shape as more discussion sessions will be planned 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 Cost	Totals	Fiscal	CGI Accountable	OPM Accountable	CGI Delivery Date
April	Monthly Status Report 19 (CR002)	Deliverable	\$ 150,000		2025			5/2/2025
	P1B UAT Support (Month 4) (4.4th Month of Support is in ?)	Work Product	\$ 100,000		2025			TBD
May	P1B Performance Test Execution (Month) (3.31.25-4.18.25)	Work Product	\$ 250,000		2025			5/23/2025
	P1B Readiness Assessment Checklist	Work Product	\$ 100,000		2025			4/16/2025
	P2A Build Stage Activities (Month)	Work Product	\$ 350,000		2025			?
				\$ 950,000				

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, May and June 2025 will continue to see the State primarily responsible for supporting the Advantage 4 system with only occasional/ad hoc support needed from CGI. HRM work, payroll work, and Cost Accounting work needed for NDOT's go live in January 2026, as mentioned in the above section, will continue as well as any meetings needed to create the Phase 2 CR for the Executive Committee. Incident tickets have been slowly dwindling but will continue to be logged, triaged, and worked as any new defects are identified. The work stream teams will continue to log, using the new process and functionality created in Jira, any end user requests for system modifications and/or enhancements, where these will be fully discussed and triaged according to this new approval process.

Lastly, this reporting period will see the completion of a large percentage of Phase 1B work, with some work being completed in the 30 to 60 days post go live. The work that can, and should, be shifted to post go live is currently undergoing a thorough analysis by the work stream teams.

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

Completed Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal	CGI Accountable	ODOT Accountable	CGI Delivery Date
May	Monthly Status Report 20 (CR002)	Deliverable	\$ 150,000		2025			
	P2A Build Stage Activities (Month)	Work Product	\$ 350,000		2025			
				\$ 500,000				
June	Monthly Status Report 21 (CR002)	Deliverable	\$ 150,000		2025			
	P1B Readiness Assessment	Work Product	\$ 150,000		2025			
	P1B Achieve Complete	Milestone	\$ 750,000		2025			
	P2A Build Stage Activities (Month)	Work Product	\$ 350,000		2025			
	P2B Business Process Analysis and Improvements	Work Product	\$ 500,000		2025			
	P2B Discovery Workshops Findings	Work Product	\$ 500,000		2025			
				\$ 2,400,000				
	Sub Total	\$20,435,000						

2 CORE.NV Project Workstream Status Review

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

Table 3-1: CORE.NV Project Workstream Status Review for March 2025

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
FIN	
<p>For this first reporting period of March 2025, the FIN project team participated in Help Desk Triage meetings, which have been reduced to Wednesdays only, and daily DISRQ meetings, now held on Mondays. Additionally, they attended the NDOT/FIN Security/Workflow Build Session and various other unit and task assignment meetings. The team provided and participated in Basic Training for Position Control and PM training walk throughs. They also reviewed payroll admin training and conducted on-boarding activities, including setting up in Advantage Financial and Jira, and providing tours of Jira. The FIN team worked on the review and testing of CGI NDOT Agreements SIT scripts, BSOPEN (Balance Sheet Account) Conversion Design, and the review of the NDOT Decision log with meeting minutes. They also reviewed and completed JIRA tickets, provided white glove service, and assisted with pending/white glove transaction data entry, action item assignments, and meeting setup/attendance. The team supported and assisted with Cost Accounting meetings, including planning, taking notes, logging action items, and archiving information for stakeholders. They also coordinated</p>	<p>Next 30 days activities:</p> <p>In April, the FIN team will be focused on supporting NDOT's testing phase. Our main goal is to ensure that all configurations work as expected. NDOT will be using the test templates provided by OPM to guide their script writing activities.</p> <p>By April 14th, NDOT will submit their scripts to OPM. The OPM/CGI FIN team will review and prepare for testing based on these scripts.</p> <p>Throughout the month, we'll continue to work closely with NDOT PMs to coordinate our efforts. Regular communication will help us address any issues that come up and keep the testing process on track.</p> <p>Overall, April will be dedicated to testing and validating configurations.</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>and attended weekly NDOT Cost Accounting, Agreements, FHWA, CR, and Budget meetings, and entered, tracked, and updated decision and action item logs.</p> <p>The FIN team engaged in Budget Status Report analysis, Agreements/Cost Accounting Conversion review, and Doc Header Unit usage discussion. They also provided assistance to the Report Tech group for the review of the Cash & Fund Balance Report and Trial Balance Report. The team researched and resolved Jira tickets, reviewed files on OPM-Fin, watched videos on GAX and Budget, and reviewed CoAs crosswalks. They also participated in the NDOT Recap Meeting, finalized minutes, and attended meetings to discuss the NDOT live date move to January 1. The team attended the Governance Committee meeting, Master Agreement Meetings, CR Meetings, and Debt Collection/AR Meeting. They also reviewed existing vendor contracts, entered stories in Jira, and conducted refresher reviews of SAM, NEBS, and DAWN manuals.</p> <p>Looking ahead, the team is preparing for the ITF091 & 081 meeting with CGI for NEBS interface development, reviewing the test strategy, and gathering information to start on the testing plan. They are also planning to send NDOT information requests with timelines and continue their ongoing</p> <p>For the second reporting period, the FIN project team has been actively participating in the weekly Help Desk Triage meeting, although some members had to miss it due to the Account Receivable NDOT follow-up meeting. They also attended the weekly DISRQ meetings, which were similarly impacted. The team focused on Position Control Testing and reviewed and</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>worked on JIRA tickets, providing white glove service. They made progress in resolving older tickets and were able to focus on more current ones. Additionally, they distributed the NDOT EUAT email for upcoming testing and prepared for the FHWA Meeting by reviewing requirements.</p> <p>The FIN team supported and assisted with Cost Accounting meetings, including planning, taking notes, logging action items, and archiving information for stakeholders. They attended and supported the NDOT Cost Accounting and Agreement Meeting, drafted minutes, and finalized them. They also reviewed and updated the NDOT Decision log with meeting minutes. The team participated in cross-functional meetings, OPM staff meetings, OPM & NDOT meetings, FIN stand-ups, and FIN update meetings. They also attended the Security and Workflow Discussion and the Governance Sub-Committee meeting to establish the charter and set the course. The team participated in the Debt collections/AR meeting to discuss SCO's specifications for collections and write-offs of NDOT A/R. They also attended the COA creation meeting with SCO staff and provided assistance to the Report Tech group for the review of the Cash & Fund Balance Report and Trial Balance Report.</p> <p>The team engaged in conversion activities, including MD & JV prior year conversion meetings to prep for weekend conversion activities and conversion testing for weekend prep. They also attended the NDOT COA check-in meeting and reviewed and drafted updates to the test plan. Lastly, the team sent reminders to CA stakeholders that action items are due, set up reminders</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>in their email to ensure deadlines are met, and reviewed scripts for system understanding and testing SIT scripts available for NDOT Agreements, Cost Accounting, Accounts Receivable, Accounts Payable, Budget Control, etc. They also moved the list of script writers and testers to the 1B AKA 1C spreadsheet for tracking. Additionally, the team reviewed existing vendor contracts, entered stories in Jira, and conducted refresher reviews of SAM, NEBS, and DAWN manuals.</p> <p>Looking ahead, the team is focused on continuing their testing, review, and coordination activities to ensure project success and seamless integration of all system components.</p> <p>For this third reporting period, the FIN project team facilitated a re-engagement meeting with FHWA and received updated requirements documents. In terms of support and facilitation, the team provided ongoing support for Cost Accounting meetings, including sending out meeting invites twice weekly, preparing and distributing meeting minutes, and maintaining both the decision log and action item log. They ensured all action items were tracked, addressed, received, and shared appropriately, and archived all relevant materials for stakeholder access for the week ending March 21, 2025. They also attended and supported the NDOT Cost Accounting and Agreement Meeting, drafted minutes, and reviewed and updated the NDOT Decision log with meeting minutes.</p> <p>The FIN team facilitated the NDOT Script Writing meeting, providing scripts, templates, and expectations. They developed a strategy to assist script writers in the "how to" and fact-finding, with ongoing meetings scheduled for the next four weeks to</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>ensure preparation for testing. They also assisted with NDOT Script Day, reviewed scripts for system understanding, and tested SIT scripts available for NDOT Agreements, Cost Accounting, Accounts Receivable, Accounts Payable, Budget Control, etc.</p> <p>For task coordination and assistance, the team researched and resolved Jira tickets, focusing on more current tickets. They sent reminders to CA stakeholders that action items were due and set up reminders in their email to ensure deadlines were met. They also reviewed existing scripts from NDOT and determined they needed to be redone, preparing communication to discuss next steps.</p> <p>The FIN team participated in the weekly Monday DISRQ meetings, AR and CR Scenario Workflow meetings, SEFA & ACFR meetings, and the NDOT Recap meeting. They attended the Cost Accounting - NDOT meetings, Agreement - NDOT meetings, and the Cost Accounting W/ CGI & OPM Catch-Up meeting. They also facilitated the FA Touchbase meeting and participated in the LCB Training Walk through. The team scheduled SEFA & ACFR meetings, kick-off meetings for LCB Economic Analysts, and sent out continuation of the SEFA & ACFR Discussion meeting. They reviewed JIRA sprints, added stories, and reviewed and updated JIRA stories. They also set up NDOT Script Files, pulled documents, and placed them in files.</p> <p>The FIN team continued to support and attend various other meetings, including OPM staff meetings, Accounts Receivable meetings, OPM & NDOT meetings, cross-functional meetings,</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>stand-ups, and FIN update meetings. They also reviewed and drafted updates to the test plan and facilitated NDOT Script Writing sessions.</p> <p>For the fourth reporting period, the FIN project team facilitated a re-engagement meeting with FHWA and received updated requirements documents. They also participated in the weekly Help Desk Triage meeting, although some members had to miss due a conflict with the Cross Functional meeting. The team provided ongoing support for Cost Accounting meetings, including sending out meeting invites twice weekly, preparing and distributing meeting minutes, and maintaining both the decision log and action item log. They ensured all action items were tracked, addressed, received, and shared appropriately, and archived all relevant materials for stakeholder access for the week. They also attended and supported the NDOT Cost Accounting and Agreements Meeting, drafted minutes, and reviewed and updated the NDOT Decision log with meeting minutes.</p> <p>The FIN team facilitated the NDOT Script Writing meeting, providing scripts, templates, and expectations. They developed a strategy to assist script writers in the "how to" and fact-finding, with ongoing meetings scheduled for the next four weeks to ensure preparation for testing. They also assisted with NDOT Script Day, reviewed scripts for system understanding, and tested SIT scripts available for NDOT Agreements, Cost Accounting, Accounts Receivable, Accounts Payable, Budget Control, etc. The team researched and resolved Jira tickets</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>while focusing on more current tickets. They sent reminders to CA stakeholders for action items that were due and set up email reminders to ensure deadlines were met. They also reviewed existing scripts from NDOT and determined they needed to be redone and prepared a communication to discuss next steps.</p> <p>The FIN team attended the weekly Monday DISRQ meetings, AR and CR Scenario Workflow meetings, SEFA & ACFR meetings, and the NDOT Recap meeting. They attended the Cost Accounting and Agreement - NDOT meetings, and the Cost Accounting W/ CGI & OPM Catch-Up meeting. They also facilitated the FA Touchbase meeting and participated in the LCB Training walk-through. The team scheduled SEFA & ACFR meetings, kick-off meetings for LCB Economic Analysts, and sent out continuation of the SEFA & ACFR Discussion meeting. They reviewed JIRA sprints, added stories, and reviewed and updated JIRA stories. They also set up NDOT Script Files, pulled documents, and placed them in files. Lastly, the FIN team attended the OPM staff meetings, Accounts Receivable meetings, OPM & NDOT meetings, cross-functional meetings, stand-ups, and FIN update meetings. They also reviewed and drafted updates to the test plan.</p>	
HRM	
<p>For the first reporting period of March 2025, the HRM project team provided EUAT assistance and participated in Basic Training meetings to ensure all team members are well-prepared and knowledgeable. Additionally, they focused on script cleanup and testing to maintain the accuracy and</p>	<p>Next 30 days activities:</p> <p>Tasks Executed by CGI:</p> <ul style="list-style-type: none"> Sets Up Batch Cycles in Non-Prod (Testing) (Includes Identifying All Batch Jobs and Setting Up)

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>functionality of the system. The team attended the Change Agent Meeting to discuss and align on key project changes and strategies. They also participated in interface meetings and conducted testing research to ensure seamless integration and functionality of different system components.</p> <p>The team reviewed the reports list to ensure all necessary reports are accounted for and accurately reflect project progress and data. Building on last week's activities, the team continued to support and assist with handling JIRA tickets as well as coordinating and attending meetings.</p> <p>For this second reporting period, the HRM project team has been actively engaged in providing EUAT assistance, ensuring the smooth execution of over 2000 scripts with a 98% effectiveness rate. The team's efforts led to a strong kickoff for NDOT this morning. The team attended the Wells Fargo Payroll Meeting and the PERS Reporting Meeting to discuss and align on key payroll and reporting processes. They also participated in interface meetings and conducted testing research to ensure seamless integration and functionality of different system components.</p> <p>In terms of discussions, the HRM team worked on Workers Comp calculations and participated in the Check Format discussion to finalize the format and ensure accuracy. The team made significant progress in several areas, including starting check and bank configuration calls and initiating blackout conversations. The team framed out two security roles for testing and began developing a business process change and new user survey for the OCM push next week.</p>	<ul style="list-style-type: none"> • Provides P1B UAT Support - Month 2 • Conducts HRM Parallel Payroll Testing - Iteration 2 • Writes P1B Readiness Assessment Checklist • Submits P1B Readiness Assessment Checklist • Sets Up Data for P1B Performance Testing - Online and Batch • Addresses OPM Comments on P1B Readiness Assessment Checklist • Executes P1B Performance Testing - Online and Batch 1 (MA1) • Conducts Data Conversion for HRM - Iteration 3 • Provides P1B UAT Support - Month 3 <p>Tasks Executed by OPM:</p> <ul style="list-style-type: none"> • Executes HRM EUAT - Week 6 (Beta) • Reviews and Approves P1B Performance Test Plan • Executes HRM EUAT - Week 7-9 (Security and Workflow) • Reviews and Returns P1B Readiness Assessment Checklist • Documents Final P1B UAT Results (Final Wrap Up Period) <p>Tasks Executed by Both CGI and OPM:</p> <ul style="list-style-type: none"> • Reports and Interface Builds

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>Additionally, the team finished their training collaboration meetings on all three areas, receiving valuable feedback for process guides and job aids. They also redacted a substantial number of reports in preparation for the Monday meeting and made good progress on interfaces, with positive feedback expected from the technical team.</p> <p>For the third reporting period, the HRM project team continued with the DHRM Blackout decisions meetings to ensure all necessary decisions are made and documented. They also participated in Position Control GFO discussions to align on workflow and process mapping. The team attended the Payroll Reports meeting and conducted research to ensure accurate and comprehensive reporting. They worked on Report Field Mapping to ensure all necessary fields are correctly mapped and integrated. Additionally, they participated in the NDOT Payroll Meeting to discuss and align on payroll processes.</p> <p>For HRM, the team had a productive start with GFO and DHRM for Position Control workflow and process mapping. They identified the Parallel Payroll 3 run dates for testing and focused on report and interface meetings. An issue with ASD access was identified during the Position Control meeting, and the HRM team will facilitate a conversation between ASD and GFO to resolve it. Lastly, all outstanding payroll JVAs have been resolved by DHRM, ensuring smooth and accurate payroll processing.</p> <p>For this last reporting period, the HRM project team identified the NDOT Payroll JV interface and began discussions to ensure</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>proper integration and functionality. They also continued to drive NDOT job code mapping to align job codes accurately. The team facilitated Carson City Beta EUAT testing and finalized plans for Las Vegas Beta testing next week. They held basics training for EUAT Las Vegas Betas and continued planning for NDOT EUAT testing to ensure all necessary preparations are in place.</p> <p>The HRM team continued with PSMT workflow and security discovery and finalized security and workflow answers for Agency HRM processes. They supported DHRM with employee vendor detail corrections in the CORE.NV system to ensure accurate and up-to-date information. The team gathered initial payroll reports requirements, marked several reports as discontinued, and identified an initial list for CGI build prioritization and assignment. They also continued with ADV 2x HR Blackout Discussions to address any outstanding issues and ensure smooth transitions.</p>	
Organizational Change Management (OCM)	
<p>For the first reporting period of March 2025:</p> <p>Job Aids: Transaction Filter, Error vs. Warning – Both finalizing, hope to push next week</p> <p>Change Agent Network Meeting – held on Wed. CAN members have been receptive to being more engaged this time around (so far). We've met with many agencies already to discuss on-site engagement and staff-level coffee talks.</p> <p>Q1 Leadership Stakeholder Event: Planning underway. Invites were pushed this week.</p>	<p>Next 30 days activities:</p> <p>Weekly Change Agency Network TEAM channel blasts - quick updates and reminders</p> <p>DMV Staff Level Coffee Talk - April 2</p> <p>DCNR Director Level Coffee Talk - April 2</p> <p>NV Tech Day - April 3</p> <p>DETR Director Level Coffee Talk - April 4</p> <p>NDOC Director Level Coffee Talk - April 7</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>HRM Change Readiness Assessment – drafted, finalizing next week</p> <p>NDOT CoA Crosswalk – Complete</p> <p>SharePoint Maintenance – Complete.</p> <p>Monthly updating/uploading of comms, etc.</p> <p>Leadership Legislative Presentation Deck – finalized and completed.</p> <p>Project Director presented in Wednesdays Assembly Committee of Gov’t Affairs meeting.</p> <p>Check Description Character Limits memo- finalizing and pushing soon</p> <p>Budget Report Status memo – drafting has started, pushing out after testing shows there are no errors.</p> <p>February Metrics – complete and shared with project leadership</p> <p>Upcoming:</p> <p>Q1 Statewide Leadership Session – March 19</p> <p>Newsletter push: Monday</p> <p>Supporting EUT comm with targeted leadership</p> <p>For the second reporting period:</p> <p>Change Management:</p> <p>Q1 Leadership Stakeholder Event: Finalizing slide deck this week</p> <p>CORE.NV Newsletter – Sent!</p> <p>HRM Change Readiness Assessment – Sent today! As of today, over 15% have responded</p>	<p>DHRM Payroll Staff Level Coffee Talk - April 9</p> <p>Phase1B Change Agent Network Monthly Meeting - April 9</p> <p>DHRM Central Records Staff Level Coffee Talk - April 17</p> <p>DHHS Staff Level Coffee Talk - April 23</p> <p>DMV Director Level Coffee Talk - April 24</p> <p>DOE Director Level Coffee Talk - April 28</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>Communications:</p> <p>Check Description Character Limits: NO ETA, not in prod. Waiting on SCO approval, memo on hold</p> <p>New Job Aids: Transaction Filter, Error vs. Warning – Transaction Filter complete, one new recent addition to the Error vs Warning. Now pushing on SP and memo on Monday.</p> <p>Clark County Vendor: No ETA, not in prod. memo on hold</p> <p>BSR: No ETA, testing continues and new awareness that a crosswalk and/or job aid should accompany the memo. memo on hold</p> <p>EUT Course Registration Reminders (targeted) – Pushing today to those top agencies with the fewest # of registered users for ILT courses</p> <p>Weekly CAN Blasts – pushing first one today as part of new engagement approach.</p> <p>Upcoming Activities:</p> <p>Statewide Leadership Session March 19th</p> <p>Ongoing Functional Team support meetings/engagement for FIN and HRM teams</p> <p>*New HRM Survey request discovery with HRM team</p> <p>For the third reporting period:</p> <p>Change Management Activities:</p> <ol style="list-style-type: none"> 1. Q1 Leadership Stakeholder Event held on Wed. Low attendance due to Leg session. Overall, very positive, however. 2. Quarterly All State and Statewide Leadership memos – completed and pushing Friday. 	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>3. EUT Course Registration Reminders (targeted) – Pushed this week.</p> <p>4. HRM Payroll Surveys to Agencies and Payroll Dept – Finalized, awaiting DHRM to send the audience email list to push to.</p> <p>5. Change Network: Staff-level Coffee Talks continue to be scheduled. Will be reaching out to outstanding agencies CAN members to schedule more next week.</p> <p>Communication Activities:</p> <p>1. Check Description Character Limits: drafted and handed off to SCO. SCO will push next week.</p> <p>2. Clark County Vendor: Drafted and sent to SCO to own and push. Awaiting ETA for Prod from CGI.</p> <p>3. Budget Status Report: No ETA, still testing.</p> <p>4. New Job Aides Memo – Awaiting new Budget GUI Setup completion to combine with memo, pushing out next week.</p> <p>5. Mandatory Vendor invoice required field comms – has been sent to SCO to own comm.</p> <p>6. April CAN Meeting: Invite sent today, working on slide deck now.</p> <p>7. Sent weekly CAN blast on CAN TEAMS channel – reminding them of their actions to invite us to Staff-Level Coffee talks</p> <p>8. NV Tech Day – planning for April 3rd event underway</p> <p>Upcoming OCM Activities:</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>DHCFP Staff Level Coffee Talk on March 26</p> <p>DPS Director Level Coffee Talk on March 26</p> <p>DHRM Town Hall Staff level Coffee Talk Prep meeting</p> <p>Continued OCM Functional Area support meetings; HRM and NDOT meetings</p> <p>For the last reporting period of March 2025:</p> <p>OCCM Weekly Activities:</p> <ol style="list-style-type: none"> 1. DHCFP Staff-Level Coffee Talk held this week, very successful 2. Preparations for NV Tech Day – in progress 3. Quarterly Memos to Statewide and Leadership – SENT! 4. HRM Change Readiness Survey – pre-analysis underway – survey closes today 5. April Staff Level Coffee Talk Mtgs – planning underway 6. Feature Set Testing Request comm – pushed on Wed. 7. Budget Query Job Aids – SENT to all FIN end-users. 8. Weekly Change Agent TEAMS channel blast - pushing today 	
TRAINING	
<p>For the first reporting period of March 2025:</p> <p>Accomplishments:</p> <p>-HRM NEATS Courses are open!</p> <p>Seats Filled (not people): 242/882</p> <p>-NDOT Training</p>	<p>Next 30 days activities:</p> <ol style="list-style-type: none"> 1. HRM Phase 1B content discussions • Final ILT Materials Delivery

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>Schedule Socialized</p> <p>Registration & Communication Plan</p> <p>ILT Materials Review Plan</p> <p>-Final review of Position Control HRM ILT materials</p> <p>-NVeLearn FIN Phase 1A Courses</p> <p> Accounts Receivable NVeLearn Course Published</p> <p> All IN Phase 1A Courses available on NVeLearn</p> <p>Blockers:</p> <p>Phase 1B HRM Course Registration</p> <p> Direct Communication from Training</p> <p> OCM Communication to Dept Leadership</p> <p> DHRM/OPM Team Activating Networks</p> <p>- NDOT SharePoint site access</p> <p> Working with NDOT to ensure training resources are easily accessible to NDOT Phase 1B FIN & HRM end-users</p> <p>Upcoming:</p> <p>- HRM Phase 1B content discussions</p> <p> Position Control ILT Materials Delivery: 3/5/2025</p> <p> Personnel Management ILT Final Committee: 3/3 - 3/6</p> <p> Payroll Administration ILT Final Review Committee: 3/6 - 3/10</p> <p>- HRM Focused NVeLearn General Navigation Course in process</p>	<ul style="list-style-type: none"> • PA for Payroll Clerks: 3/27/2025 • PA for Super Users: 5/5/2025 <p>2. Phase 1B ILT Course Recordings:</p> <ul style="list-style-type: none"> • PC: 4/14/2025 • PM: 4/29/2025 • PA for Payroll Clerks: 5/14/2025 • PA for Admin: 5/30 <p>3. HRM Phase 1B Job Aides</p> <p>Crosswalks:</p> <p>Preparing for Phases 1C & 2</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>- State Trainer Forum (in person): March 12</p> <p>For the second reporting period:</p> <p>Accomplishments: 1. HRM NEATS Course Registration; Seats Filled (not people): 288/882 2. NDOT Training; Reviewing NDOT End-User List 3. Final review of Position Control HRM ILT materials 4. State Trainer Forum; March 12: 12 State Trainers, 4 OPM Team Members</p> <p>Blockers/Resolution: NDOT SharePoint site access; Working with NDOT to ensure training resources are easily accessible to NDOT Phase 1B FIN & HRM end-users; Scheduling a Phase1A resource review</p> <p>Upcoming: 1. HRM Phase 1B content discussions 2. Payroll Administration Walk-through 3/13 3. Payroll Administration ILT Final Review 3/14 - 3/19 4. HRM Phase 1B Job Aides/Crosswalks</p> <p>Work in Progress: 1. Phase 1B HRM Course Registration 2. OCM Communication –global & to Dept Leadership</p> <p>For the third reporting period:</p> <p>Accomplishments:</p> <ol style="list-style-type: none"> 1. HRM NEATS course registration 2. Phase 1B HRM course registration comms with OCM; comm went to leadership for those who have been identified as end-users for Phase 1B and have not registered for training yet. <p>Blockers:</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>1. NDOT SharePoint Site access; the issue is on NDOT's side as they are not on the same network as the rest of the state causing an issue with access to CORE.NV SharePoint.</p> <p>a. Resolution: Provide NDOT with localized files for upload to their SharePoint.</p> <p>2. NVeLearn General Navigation "glitch" causing users not to be able to print course completion certificate noting they haven't scored high enough on the knowledge checks.</p> <p>a. Resolution: Lead trainer with SCO has the files for Articulate and is checking on the issue; can provide on-demand certification for those we can verify took the trainings in the meantime.</p> <p>3. Payroll Administration course content needs to be reworked based on the walk through with DHRM. The current course content was not target to the agency level pay clerks.</p> <p>a. Payroll Administration changing to Payroll Administration for Pay Clerks with targeted content.</p> <p>b. Creation of a secondary Payroll Administration course targeted to DHRM Central Payroll staff</p> <p>Upcoming:</p> <p>1. HRM Phase 1B content discussions</p> <p>a. Final ILT material deliver for PC and PM on 3/21/25 and PM for Pay Clerks on 3/24/25</p> <p>2. HRM Phase 1B course recordings</p> <p>a. PC 4/14/25, PM 4/29/25, PM for Pay Clerks 5/14/25 and PA for Admin 5/30</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>3. HRM Phase 1B job aids/crosswalks</p> <p>4. Preparing for Phase 1C (NDOT) and Phase 2</p> <p>For the last reporting period of March 2025:</p> <p>Accomplishments:</p> <ol style="list-style-type: none"> 1. EUT Registration 2. Position Control: End-User List: 46, Enrolled on List: 24, Enrolled Total: 30 3. Personnel Management: End-User List: 196, Enrolled on List: 128, Enrolled Total: 209 (+27) 4. Payroll Administration for Payroll Clerks: End-User List: 427, Enrolled on List: 151, Enrolled Total: 181 (+40) 5. Training Registration Push Communication: Individual emails to end-users not registered 6. Phase 1B HRM ILT Course Materials: 7. Position Control & Personnel Management– Final Materials Delivered 8. Phase 1B HRM Training Job Aids: 7 Job Aids in OPM Training Review process <p>Blockers:</p> <ol style="list-style-type: none"> 1. NDOT not being able to get to the CORE.NV SharePoint. <ol style="list-style-type: none"> a. Resolution: Providing NDOT with localized copies of training materials to place on their internal SharePoint. 	
TECH	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>For the first reporting period of March 2025:</p> <p>Architecture: A Software architect for OPM has been hired. Our current SA will work to bring this person up to speed on development of Roadmap and Software Architecture Deliverables.</p> <p>Interfaces: Discovery for P1B is wrapping up in the next Sprint (7.2) and is being managed collaboratively with cross-functional teams aligning work. Initial focus is gathering requirements needed for CGI to build the Interfaces needed for Parallel Payroll/NEETS, and all other Interfaces inbound to ADV4. Due to the push of NDOT efforts, we will need to build a solution to provide FY26 Budget data and COA loads to NDOT before July 1.</p> <p>Reports: The Budget Status Report (BSR) is in testing and formatting phase with test assistance from Functional team. The delays with this report have compromised the plan to complete all analysis for all P1B reports by March 7, 2025. The team is working diligently to meet with Agencies to get requirements, and we have managed to pare down April FIN reports from 16 to 5 based on agency feedback.</p> <p>Data Warehouse: Focus is on HRDW/PRDW efforts. There will be no Decision needed for the disposition /approach as we will need to continue as originally planned with building the bridge and providing reports in the HRDW UI. We will continue to work with DHRM to determine if any of the reports currently available in HRDW UI that are used exclusively by ADV users can be leveraged using ADV4 (CORENV) filtering within the application. All tickets to complete this work have been created</p>	<p>Next 30 days activities:</p> <p>Complete analysis for Phase 1B reports.</p> <p>Plan prioritization of interfaces.</p> <p>Support for CGI Interface development.</p> <p>July FIN reports development & analysis.</p> <p>HRM reports continued analysis.</p> <p>HRDW table loads and reports analysis.</p>

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>and scoped. FDOT DW work is being paused to focus on HRDW. Upcoming Activities: Continued discovery and analysis for Phase 1B Interfaces and Reports; Support for CGI Interface development; April FIN reports development; Sprint planning and Backlog Refinement for 7.2; HRDW table loads and reports analysis.</p> <p>For the second reporting period:</p> <p>Architecture: The incumbent Software Architect (SA) for OPM has declined the offer and interviews continue. Our current contracted SA will continue to work on efforts as needed to bring this person up to speed on development of Roadmap and Software Architecture deliverables.</p> <p>Interfaces: Discovery for P1B is wrapping up in the next Sprint (7.2) and is being managed collaboratively with cross-functional teams aligning work. Initial focus is gathering requirements needed for CGI to build the Interfaces needed for Parallel Payroll/NEATS, and all other Interfaces inbound to ADV4. A solution to provide FY26 Budget data and Chart of Account (COA) loads to NDOT before July 1 is being discussed by the Financial team with input from the Technical teams</p> <p>Reports: The Budget Status Report (BSR) is currently blocked in the testing and formatting phase as additional mapping information is needed from the functional areas. The delays with this report have blocked the plan to complete all analysis for all P1B reports by March 7, 2025. The team is working diligently to meet with agencies to solicit requirements, and we have managed to pare down April FIN reports from 16 to 4 based on agency feedback. Data Warehouse: Focus is on</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>HRDW/PRDW efforts, but continued support of the DAWN system and legacy issues are impediments to progress for some team members. We will continue to work with DHRM to determine if any of the reports currently available in HRDW UI that are used exclusively by ADV users can be leveraged using ADV4 (CORENV) filtering within the application. All tickets to complete this work have been created and scoped. FDOT DW work is being paused due to the NDOT push to Phase 1C.</p> <p>Upcoming Activities: Complete discovery and analysis for Phase 1B Interfaces and Reports; Support for CGI Interface development; April FIN reports development & analysis for July FIN & HRM reports; Sprint planning and Backlog Refinement for 7.2; HRDW table loads and reports analysis.</p> <p>For the third reporting period:</p> <p>Interviews for a Software Architect (SA) for OPM continue. Our current contracted SA will continue to work on efforts as needed to bring this person up to speed on development of Roadmap and Software Architecture deliverables.</p> <p>Interfaces: Discovery for P1B has wrapped up and analysis/development is being managed collaboratively with cross-functional teams aligning work. CGI has been provided their list of 20 Interfaces to develop. A solution to provide FY26 Budget data and Chart of Account (COA) loads to NDOT before July 1 continues to be discussed by the Financial team with input from the Technical teams</p> <p>Reports: The Budget Status Report (BSR) is still blocked in the testing and formatting phase as additional mapping information</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>is needed from the functional areas, and an Agency SME must be available to assist with testing, provide feedback and sign off on the report. As of today, [REDACTED] identified a SCO resource as the BSR SME. The team is working diligently to meet with agencies to solicit requirements, and we have managed to pare down April FIN reports from 16 to 3 based on agency feedback. Additionally, 13 Financial Reports due in July have been canceled by SCO IT in favor of leveraging System Maintenance Utility (SMU) to gather this data.</p> <p>Data Warehouse: Focus is on HRDW/PRDW efforts, but continued support of the DAWN system and legacy issues are impediments to progress for some team members. We will continue to work with DHRM to determine if any of the reports currently available in HRDW UI that are used exclusively by ADV users can be leveraged using ADV4 (CORENV) filtering within the application. All tickets to complete this work have been created and scoped. FDOT DW work is being paused due to the NDOT push to Phase 1C. Upcoming Activities: Complete analysis for Phase 1B Interfaces and Reports; Support for CGI Interface development; April FIN reports development & analysis for July FIN & HRM reports; Sprint planning and Backlog Refinement for 7.3; HRDW table loads and reports analysis.</p> <p>For the fourth and last reporting period of March 2025:</p> <p>Architecture: A candidate for Software Architect has been offered a position with the title "Technical Architect". Our current contracted SA will work on efforts as needed to bring this</p>	

Workstream Status Review	
Current Month Status	Next Month Upcoming Activities
<p>person up to speed on the development of a Roadmap as well as Software Architecture deliverables.</p> <p>Interfaces: Discovery for P1B has wrapped up and analysis/development is being planned and managed collaboratively with cross-functional teams to ensure work is aligned. CGI has been provided their list of 20 Interfaces to develop. A solution to provide FY26 Budget data and Chart of Account (COA) loads to NDOT before July 1 continues to be discussed by the financial team with input from the Technical teams.</p> <p>Reports: The Budget Status Report (BSR) is re-opened with an agency SME brought in to assist with validation. For P1B reports and July Financial reports, the team is working diligently to meet with agencies to solicit requirements. All April financial reports are completed, with one awaiting final sign-off.</p> <p>Data Warehouse: Focus is on HRDW/PRDW efforts, and production support of the DAWN system is being transferred to SCO; knowledge transfer working sessions are in place. We continue to work with DHRM to determine if any of the reports currently available in HRDW UI that are used exclusively by ADV users can be leveraged using ADV4 (CORENV) filtering within the application. All tickets to complete this work have been created and scoped, but additional HR reports previously unknown to the team are being uncovered.</p>	

3 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
Issues		
1)	<p>Data Warehouse resources continue to support DAWN in Steady State, as Incidents get escalated from SCO to OPM. This has been escalated and we are working on a transition plan that is more effective than past efforts. The LOE for HRDW is extremely tight, but we believe it can be done if impediments are carefully managed. This is being carefully monitored. Any lags in the Conversion schedule could impact progress. Production issues in ADV2.x Legacy continue to pull lead resource time [REDACTED]. This is an accepted risk, outside of our control. All impediments (no matter how small) will need to be escalated immediately to PM. This has been going well. Need to allow for testing - ineffective or not thorough testing will have direct impact on NEATS. The earlier we can test HR reference table data, the lower the risk. This will require full support from DHRM in testing 3rd party applications as well:</p> <p>NEBS NEATS NPAS CETS PRDW</p>	<p>Carefully manage impediments</p> <p>All impediments (no matter how small) will need to be escalated immediately to PM</p> <p>Create a plan for SCO to be more involved in DAWN support to Free up OPM resources - Dawn is a Production application and should no longer be supported by OPM</p> <p>Resolve the incidents that are causing the issues</p>

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	Risk/Issue Description	Resolution/Mitigation Strategy
Risks		
1)	<p>The HRM teams are working closely with NDOT, DHRM, Project Management and the CORENV Financial teams to determine the impacts and propose a solution.</p> <p>The immediate impacts are related to:</p> <p>FDOT specific COA elements that are not present in Advantage FIN and are used in timesheet processing and in labor distribution.</p> <p>Some of the payroll accounting will need to be sent to FDOT to be configured before being sent by FDOT to Advantage Fin.</p> <p>The teams are solutioning, but the solutions will be raising additional risks and likely some issues related to:</p> <p>Testing of the final solution will need to be tested with full scale payroll.</p> <p>If a two-payroll approach is the determined solution there are operational considerations, do we run them on the same day or run on separate days (Wed/Thursday or Thursday/Friday).</p> <p>NDOT and SCO will need to work together to enter the FDOT specific COAs into the Advantage system.</p>	<p>1. There will be a comprehensive list of questions coming from CGI for NDOT to answer. Those need to be turned around as soon as possible upon receipt.</p> <p>2. CGI needs their team to have access in whatever manner necessary during the next payroll run to observe in a minute and detailed manner the entire process, both at NDOT and DHRM Central Payroll.</p> <p>3. CGI has a point person from NDOT [REDACTED] and DHRM [REDACTED] who understand the payroll process in detail as a resource to coordinate all the discovery and work from here on out.</p>

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	Risk/Issue Description	Resolution/Mitigation Strategy
	A mass change will need to be added to the cutover to move all NDOT employees to the new separate payroll number	
2)	Reporting team: FIN Owner: [REDACTED] Test G01 in SH3	More conversation is required before determining a path forward.
3)	Reporting team: Tech CGI Owner: Tech NV Reports scope unknown for CGI. - Needed by Sprint 2 - not having the full reporting scope will impact report delivery timelines.	To be determined by owner, and collaboration with reporting team
4)	Reported by Tech NV - No time to test April reports until July if we want to stay on schedule.	Recommendation: Engage CGI or SCO IT resources for assistance in reports validation/ - UAT team for End User Acceptance administrative work?
5)	Supporting NDOT building their own reports & new hires may impede development work. Will impact very tight dev schedule for reports, which already assumes 4-6 reports developers.	Recommendation: Engage CGI resource to assist and/or triage NDOT needs. New hire onboarding is an accepted risk (may need to split this risk). Need PowerBI licenses.
6)	Testing Environment MA1 will have limited availability during the period of 04/20-05/18 due to Performance Testing.	Testing can happen during the hours listed in the comment/note below.
7)	The following is a pre-requisite for CGI to develop the contractually obligated Interfaces and Reports.	OPM HRM Functional Teams will meet with technical to work out requirements and dependencies while prioritizing each Interface.

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	Risk/Issue Description	Resolution/Mitigation Strategy
	<p>The list of 19 Interfaces and 5 Reports that CGI has to be developed has to be identified and a Jira decision record created.</p> <p>The Priority order of the Interfaces and Reports be defined.</p> <p>The requirement stories of the above interfaces and reports be completed for CGI Tech Team to begin mapping, design and development. The requirement stories must contain the below information among other additional details.</p> <p>The Requirement Stories must outline the business requirement of the interface.</p> <p>The Output Transaction or Tables identified.</p> <p>For OPM Interfaces, below are the tasks we need to complete to get to a place where tickets are ready to develop. Please see comments for specific updates.</p>	
8)	<p>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 Teach team to complete project work.</p>	<p>Resources will be identified and allocated, on an as needed basis, to resolve any defects in the Advantage 2.0 system.</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
1)	NONE	N/A

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)	Clarify with [REDACTED] on submission for production change going through CCC vs CCB approval process	None identified now.