

State of Nevada

CORE.NV Project Weekly Status Report

Week Ending: March 21, 2025





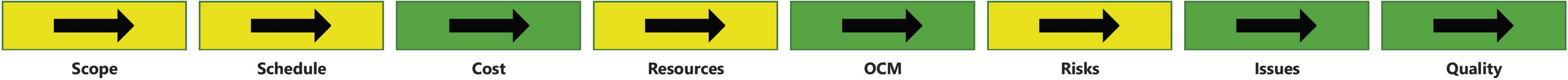
Status Report Content and Purpose

Content	Purpose - to communicate the following:
CORE.NV Project Dashboard	<ul style="list-style-type: none">• CORE.NV Project Roadmap• CORE.NV Project strategic milestones and timeline update• CORE.NV Project Status Review<ul style="list-style-type: none">Updates on completed milestones and performance against planStatus of in progress activitiesRisk level associated with meeting upcoming target milestone dates and risk rationale
Workstream Status Review	<ul style="list-style-type: none">• Review at-risk and critical workstream statuses• Discuss workstream level risks of significant scope or severity
OCM Status Review	<ul style="list-style-type: none">• Review at-risk and critical workstream statuses• Discuss workstream level risks of significant scope or severity
CORE.NV Project-Level Risks and Issues	<ul style="list-style-type: none">• Issues currently impacting, risks anticipated to impact, and the corresponding mitigating actions in place
CORE.NV Project-Level Action Items	<ul style="list-style-type: none">• Actions requested of the executive leadership team to support
CORE.NV Project-Level Decisions	<ul style="list-style-type: none">• Decisions requiring input from the executive leadership team
Appendix	<ul style="list-style-type: none">• Overall CORE.NV Project Health Working Status



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CORE.NV Project Roadmap

State of Nevada Advantage Cloud Upgra...



Milestones Projected to End This Reporting Period

WBS	Task Name	Start Date	Finish Date	% Complete
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Project Status Review

During this 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 of 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.

FIN

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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.

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.

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.

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.

The FIN team continued to support and attend various other meetings, including 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 and facilitated NDOT Script Writing sessions.

HRM

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.

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.

TECH

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.

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

Reports: The Budget Status Report (BSR) is still blocked in the testing and formatting phase as additional mapping information 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.

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.

OCM



Change Management Activities:

- 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.
- 3. EUT Course Registration Reminders (targeted) –Pushed this week.
- 4. HRM Payroll Surveys to Agencies and Payroll Dept – Finalized, awaiting DHRM to send the audience email list to push to.
- 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.

Communication Activities:

- 1. Check Description Character Limits: drafted and handed off to SCO. SCO will push next week.
- 2. Clark County Vendor: Drafted and sent to SCO to own and push. Awaiting ETA for Prod from CGI.
- 3. Budget Status Report: No ETA, still testing.
- 4. New Job Aides Memo – Awaiting new Budget GUI Setup completion to combine with memo, pushing out next week.
- 5. Mandatory Vendor invoice required field comms – has been sent to SCO to own comm.
- 6. April CAN Meeting: Invite sent today, working on slide deck now.
- 7. Sent weekly CAN blast on CAN TEAMS channel – reminding them of there actions to invite us to Staff-Level Coffee talks
- 8. NV Tech Day – planning for April 3rd event underway

Upcoming OCM Activities:

DHCFP Staff Level Coffee Talk on March 26

DPS Director Level Coffee Talk on March 26

DHRM Town Hall Staff level Coffee Talk Prep meeting

Continued OCM Functional Area support meetings; HRM and NDOT meetings

Training

Accomplishments

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.

Blockers

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.
 - a. Resolution: Provide NDOT with localized files for upload to their SharePoint.
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.
 - 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.
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.
 - a. Payroll Administration changing to Payroll Administration for Pay Clerks with targeted content.
 - b. Creation of a secondary Payroll Administration course targeted to DHRM Central Payroll staff

Upcoming

1. HRM Phase 1B content discussions
 - a. Final ILT material deliver for PC and PM on 3/21/25 and PM for Pay Clerks on 3/24/25
2. HRM Phase 1B course recordings
 - a. PC 4/14/25, PM 4/29/25, PM for Pay Clerks 5/14/25 and PA for Admin 5/30
3. HRM Phase 1B job aids/crosswalks
4. Preparing for Phase 1C (NDOT) and Phase 2



Unresolved Risks & Issues

Risks

Issue key	Summary	Assignee	Due date	Priority	Status
CORENV-10056	Reports - Scope for CGI	[REDACTED]		P2 - Medium	Open - In Progress
CORENV-6513	Due to the somewhat unstable nature of Advantage 2.0, critical resources may be required to be pulled off of the Core.NV Project to troubleshoot and fix defects.			P2 - Medium	Open - In Progress
CORENV-8902	Development plan for HRM Phase 1B Interfaces is not known	[REDACTED]		P0 - Very High	Open - In Progress
CORENV-9969	Testing Environment not available			P2 - Medium	Open - In Progress
CORENV-9988	Report Resources - NDOT			P2 - Medium	Open - In Progress
CORENV-10024	Reports: Schedule & Resource capacity does not allow time to test/validate SCO FIN Reports (deferred from P1A) due in April			P2 - Medium	Candidate
CORENV-10058	Data Validation Strategy			P2 - Medium	Candidate
CORENV-10059	Data Conversion - NDOT			P2 - Medium	Candidate
CORENV-10060	Script Writing - Participation			P2 - Medium	Candidate
CORENV-10061	Testing - NEBS - Interface budget testing of lead			P2 - Medium	Candidate
CORENV-10194	Enhance Cross Team / Agency Collaboration & Prioritization			P2 - Medium	Candidate

Issues

Issue key	Summary	Assignee	Due date	Priority	Status
CORENV-10287	OPM Data Warehouse Resources being redirected to other efforts is a Risk to Completion of HRDW for Phase 1B	[REDACTED]	04/04/25	P1 - High	Open - In Progress



Action Items

Open But Due

Description	Owner	Due Date	Comments
Clarify with [REDACTED] on submission for producation change going through CCC vs CCB approval process	[REDACTED]	03/18/25	
Update Risk Candidates: 1. 10287: Request switch to Issue Type 2. 10058/10059/10060/10194: Request switch to Task (Action Item) Type	[REDACTED]	03/18/25	Contact [REDACTED] for support

In Progress

Description	Owner	Due Date	Comments
Clarify with [REDACTED] on submission for producation change going through CCC vs CCB approval process	[REDACTED]	03/18/25	
Update Risk Candidates: 1. 10287: Request switch to Issue Type 2. 10058/10059/10060/10194: Request switch to Task (Action Item) Type	[REDACTED]	03/18/25	Contact [REDACTED] for support



Action Items Continued

Closed This Week

Description	Owner	Due Date	Comments
Review Jira Admin capabilities		03/18/25	

Assigned This Week

Description	Owner	Due Date	Comments
Clarify with on submission for production change going through CCC vs CCB approval process		03/18/25	
Update Risk Candidates: 1. 10287: Request switch to Issue Type 2. 10058/10059/10060/10194: Request switch to Task (Action Item) Type		03/18/25	Contact for support



Decisions

Issue key	Summary	Assignee	Status	Resolution	Priority	Due date
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Project Health Assessment Rubric

	Project Health Status Categorizations		
Project Health Assessment Area	Green	Amber	Red
Scope:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> The scope is well-defined. The scope has not been changed outside of the original scope definition or any scope changes made are not expected to impact the current overall schedule or budget. <p><i>If scope re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined scope.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are one or more areas of scope that have yet to be fully defined, but they are not expected to impact the current overall schedule and/or budget. The scope has not been changed outside of the original scope definition or any scope changes made are expected to have no, or minimal, impact to the current overall schedule or budget, and will not impact the critical path. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of scope that have yet to be fully defined, and these unknowns are expected to impact the current overall schedule and/or budget. The scope has been changed outside of the original scope definition and any such scope changes are expected to impact the current overall schedule or budget and/or critical path.
Schedule:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> The schedule and critical path are well-defined. The schedule is progressing as planned, with all critical path milestones and deadlines being met. <p><i>If schedule re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined schedule.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the schedule that have yet to be fully defined, but the critical path is well-defined. The schedule is not progressing as planned but, all critical path milestones and deadlines are currently being met and are expected to continue to be met. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the critical path schedule that have yet to be fully defined. The schedule is not progressing as planned and critical path milestones and deadlines are not being met and/or are expected to not be met.
Cost:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> The budget is well-defined. Budget funds have been allocated as needed. The budget is being expended as required. <p><i>If budget re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined budget.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the budget that have yet to be fully defined, but estimated funds that will be needed are available. Funds needed are exceeding originally budgeted funds and it is impacting the current overall schedule but, not the critical path. The short-term budget is being over-expended but, spending is expected to remain within the overall long-term budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are areas of the budget that have yet to be fully defined and estimated funds needed are not expected to be available. Budget funds are not being allocated as needed and this is impacting the critical path. The budget is being over-expended per the original planned budget and spending is expected to exceed the overall budget (including any contingency funds).
Resources:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All needed resources have been identified. All identified resources have been allocated. There are no overallocated resources. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are needed resources that have yet to be fully identified, but it is not expected to impact the current overall schedule and/or budget. There are identified resources that have yet to be allocated, but they are not expected to impact the current overall schedule and/or budget. There are resources that are overallocated, but these are not expected to impact the current overall schedule and/or budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are needed resources that have yet to be fully identified and this is impacting, or is expected to impact, the current overall schedule and/or budget. There are identified resources that have yet to be allocated and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are allocated resources that are overallocated and it is impacting, or is expected to impact, the current overall schedule and/or budget.

Project Health Assessment Rubric Continued

Project Health Assessment Area	Project Health Status Categorizations		
	Green	Amber	Red
Risks:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All known risks have been documented. All identified risks have mitigation plans in place. Mitigation plans for all risks have been communicated, a risk owner has been assigned, and the plans are regularly evaluated and assessed. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are documented risks that do not have mitigation plans in place but are not expected to impact the current overall schedule and/or budget. There are mitigation plans that are not effectively assisting to avoid the correlating risks but are not expected to impact the current overall schedule and/or budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are known risks that have not yet been documented and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are documented risks that do not have mitigation plans in place, and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are mitigation plans that are not effectively assisting to avoid the associated risks and they are impacting, or are expected to impact, the current overall schedule and/or budget.
Issues:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All known issues have been documented. All identified issues have resolution plans in place. Resolution plans for all issues have been communicated, an issue owner has been assigned, actionable steps to resolve the issue have been articulated, and a resolution target date has been established. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are documented issues that do not have resolution plans in place, but they are not expected to impact the current overall schedule and/or budget. There are resolution plans that are not effectively assisting to resolve the associated issue, but they are not expected to impact the current overall schedule and/or budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are known issues that have not been documented and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are documented issues that do not have remediation plans in place, and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are remediation plans that are not effectively assisting to remedy the correlating issues and they are impacting, or are expected to impact, the current overall schedule and/or budget.
Quality:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All quality standards and requirements for solution configuration and documentation deliverables are well-defined and communicated. All quality standards and requirements for solution configuration and documentation deliverables are being assessed and measured, documented, and are being met. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are quality standards and requirements for solution configuration and/or documentation deliverables that are not well-defined, but they are not impacting the overall quality of the related items and/or end user satisfaction. There are quality standards and requirements for solution configuration and/or documentation deliverables that are not being met but are able to be remedied without impacting the current overall schedule, budget, and/or end user satisfaction. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are quality standards and requirements for solution configuration and/or documentation deliverables that are not well-defined and they are impacting the overall quality of the related items and/or end user satisfaction. There are quality standards and requirements for solution configuration and/or documentation deliverables that are not being met and they are impacting the current overall schedule, budget, and/or end user satisfaction.
OCM:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All involved, impacted, and interested parties have been identified and documented. All involved, impacted, and interested parties are being engaged according to the established Project Communications Plan in order to complete project work and prepare them to use the new solution. No involved, impacted, and interested parties are showing resistance to and/or dissatisfaction with the CORE.NV Project and/or the new solution. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are a few involved, impacted, and/or interested parties that are not being fully engaged with as needed to complete project work and/or prepare them to use the new solution. There are involved, impacted, and/or interested parties that are showing resistance to and/or dissatisfaction with the CORE.NV Project and/or the new solution, but this resistance/dissatisfaction is being addressed and managed. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are numerous involved, impacted, and/or interested parties that are not being engaged with at all, and as needed to complete project work and/or prepare them to use the new solution. There are numerous involved, impacted, and/or interested parties that are showing strong resistance to and/or complete dissatisfaction with the CORE.NV Project and/or the new solution and this resistance/dissatisfaction is not being addressed and managed.