

State of Nevada

CORE.NV Project Weekly Status Report

Week Ending: March 28, 2025

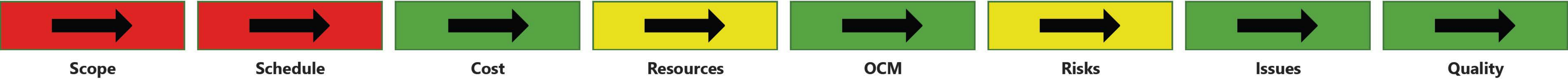


Content	Purpose - to communicate the following:
CORE.NV Project Dashboard	<ul style="list-style-type: none"> • CORE.NV Project Roadmap • CORE.NV Project strategic milestones and timeline update • CORE.NV Project Status Review <ul style="list-style-type: none"> Updates on completed milestones and performance against plan Status of in progress activities Risk 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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Week Ending: March 28, 2025



CORE.NV Project Roadmap



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, 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 in January 1, 2026, when NDOT is brought into the financial system. Due to the amount of Tech team work 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 or not the June 30, 2024 go live date is still achievable. In order to increase the possibility of going live on that date, it may be necessary to delay some work to the 30 to 60 days post go live. Further analysis would be required to determine what, if any, work can be delayed.

FIN

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.

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 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.

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.

HRM

The HRM project team identified the NDOT Payroll JV interface and began discussions to ensure 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.

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.

TECH

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 person up to speed on the development of a Roadmap as well as Software Architecture deliverables.

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.

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.

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.

Upcoming Activities: Complete analysis for Phase 1B Reports; Plan prioritization of Interfaces; Support for CGI Interface development; July FIN reports development & analysis; HRM reports continued analysis; HRDW table loads and reports analysis.



OCM



- OCCM Weekly Activities:
- 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
- Upcoming:
- Weekly Change Agency Network TEAM channel blasts - quick updates and reminders
 - DMV Staff Level Coffee Talk - April 2
 - DCNR Director Level Coffee Talk - April 2
 - NV Tech Day - April 3
 - DETR Director Level Coffee Talk - April 4
 - NDOC Director Level Coffee Talk - April 7
 - DHRM Payroll Staff Level Coffee Talk - April 9
 - Phase1B Change Agent Network Monthly Meeting - April 9
 - DHRM Central Records Staff Level Coffee Talk - April 17
 - DHHS Staff Level Coffee Talk - April 23
 - DMV Director Level Coffee Talk - April 24
 - DOE Director Level Coffee Talk - April 28

Training

Accomplishments:

- 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

Blockers:

- 1. NDOT not being able to get to the CORE.NV SharePoint.
- a. Resolution: Providing NDOT with localized copies of training materials to place on their internal SharePoint

Upcoming:

- 1. HRM Phase 1B content discussions
 - Final ILT Materials Delivery
 - PA for Payroll Clerks: 3/27/2025
 - PA for Super Users: 5/5/2025
- 2. Phase 1B ILT Course Recordings:
 - PC: 4/14/2025
 - PM: 4/29/2025
 - PA for Payroll Clerks: 5/14/2025
 - PA for Admin: 5/30
- 3. HRM Phase 1B Job Aides/

Crosswalks:

- 4. Preparing for Phases 1C & 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-10061	Testing - NEBS - Interface budget testing of lead			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 production change going through CCC vs CCB approval process	[redacted]	03/18/25	

In Progress

Description	Owner	Due Date	Comments
Clarify with [redacted] on submission for production change going through CCC vs CCB approval process	[redacted]	03/18/25	

Description	Owner	Due Date	Comments
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Description

Owner

Due Date

Comments

Description	Owner	Due Date	Comments
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Description

Owner

Due Date

Comments



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.