

State of Nevada

CORE.NV Project Weekly Status Report

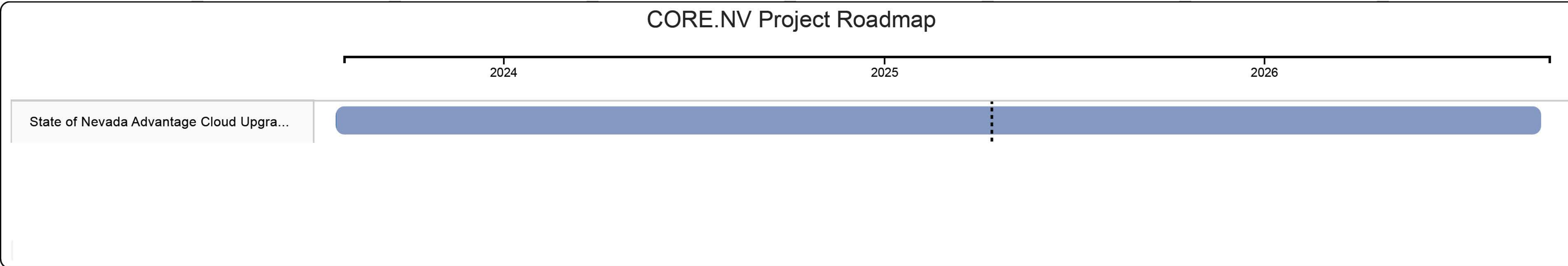
Week Ending: April 11, 2025





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



Project Status Review

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During this reporting period, a meeting was conducted to plan for the Mock 1 cut-over. The timeline will consist of: MA1 environment preparation - which is already in progress (MA1 is currently down and being refreshed with PROD data); HRM Conversion from 4/14/25 to 4/18/25 (downtime); Insight will also be disabled during this period however, the Reports Team can continue to use Insight in the PROD environment; Post Conversion activities on 4/21/25 (also downtime). For the Performance Testing timeline: Data Creation: from 4/21/25 – 4/25/25; Performance Test Execution 1 through 3: from 4/28/25 through 5/16/25. The Reports Team will be able to create/develop/publish reports using the existing production data. An initial OPM/CGI Leadership meeting was also held to discuss the functionality timeline for Phase 2.

FIN

The FIN project team facilitated a meeting between SCO and NDOT to discuss SCO questions related to Cost Accounting, Accounts Receivable, and Agreements. This included discussions on Cost Accounting Reference and COA pages, NDOT's use of the "task" field, approval for NDOT to manage certain tables, examples of JVD transactions, and the conversion of various codes. The team also sought SCO approval for NDOT's decision to have receivables go into workflow upon modification only and approval to use UpDocs.

The team facilitated the LCB Training Follow-Up, setting up a meeting with SCO to discuss additional access needs for LCB. They 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 April 11, 2025.

In terms of review and testing, the FIN team focused on CGI NDOT Agreements, Cost Accounting, and other SIT scripts, reporting out on their findings. They attended and supported the NDOT Cost Accounting Meeting, reviewed and updated the NDOT Decision log with meeting minutes, and offered additional hours for NDOT Script Writing.

The FIN team participated in the "Kitchen Sink" meeting, Cross Functional meetings to discuss NEATS payroll, and BSR (Vista) report meetings. They also attended weekly CA meetings for preplanning, discussions on 80 Level one, and various unit and task assignment meetings. They provided feedback to NDOT script writers, assisted with navigating transactions, clarifying next steps, and resolving questions.

The team worked on Help Desk Triage, researched and reviewed FHWA requirements documents, and reviewed scripts for system understanding and testing SIT scripts available for NDOT Agreements, Cost Accounting, Accounts Receivable, Accounts Payable, Budget Control, etc. They communicated the schedule for NDOT testing on site at OPM, worked on PERS reconciliations, and attended discussions on Budget Structure 80 Level 2 Scripts.

Lastly, the FIN team attended various other meetings, including OPM staff meetings, OPM & NDOT Cross Functional meetings, OFA Data Elements Collection Webinar, SCO & NDOT meetings, Cost Accounting Reports meetings, OPM & Purchasing meetings, and NDOT Updocs Demo. They also participated in NDOT Script Writing meetings, wrote Budget Structure 80 Level 2 Scripts, reviewed transaction reports, and troubleshooted script issues with NDOT for Cost Accounting.

HRM

For this reporting period, the HRM team attended a meeting to clarify/finalize the DHRM implementation plan and timing for utilizing the new PERS (PERIS) reporting format, prior to Go Live on June 30, 2025.

The team also attended the NDOT payroll JV process meeting- starting with job code creation in FDOT and ending with finalized JVAs interfacing to the CORE.NV system. This includes an interface to populate NDOT Job Numbers and Projects that are currently stored only in FDOT, into a table that NEATS validates against. Concerns: Have all interfaces involved in this process been identified and documented.

The HRM team conducted the Blackout dates and Cut-over activities meeting and reviewed the steps. DHRM is concerned that they have not communicated the dates to the agencies yet and what the process will be. They are waiting to see what the first Mock cut-over report from CGI will find, prior to communications and activities alignment.

The team attended an Interface development meeting with SME's from the functional team for Benefits for functional requirements. Discovered that several interfaces have dependencies on other interfaces. The team will need to conduct discovery meetings for all remaining interfaces to review the dependencies and possibly re-prioritize the work.

TECH

• PROJ MGMT & ARCHITECTURE

- Technical Architect (TA), started 4/7. She received project and system overview on-boarding and has begun leading the alignment efforts for development

• INTERFACES

- Functional kick off for PEBP was held.
- CGI completed development for 5 of the high priority inbound HRM Interfaces. Testing with Production Files. Requirement gathering for 3 in progress
- Back-end payroll process step-by-step file created by OPM & CGI. Plan to walk through in full day session on Monday with HRM functional leads and tech team to use as tool driving order in which interfaces are built.
- For a quick win with NDOT, analysis is underway for ITF113 and ITF250.
- DETR has offered a resource to assist with DETR payroll processing interfaces. Plan to meet with resource once complete detail walk through of payroll process Monday.

• REPORTS

- CGI and State SMEs held a BSR working session but need input from CGI [REDACTED]. Requested help from CGI to reporting SME help today or Monday at the latest.
- For P1B reports and July Financial reports, the team is working diligently to meet with agencies to solicit requirements.
- One April financial report (RPT235) remains as mapping issues were discovered in testing; clarification has been requested and is needed before additional work can proceed. Clarification is expected by end of 7.4, and work is expected to be completed in Sprint 7.5.
- The HRM team completed reviewing needed reports for P1B, resulting in a count of 20 (down from the initial 100+ estimate). However, the current level of effort in the backlog (4 pts per story) likely does not reflect the LOE. We won't understand the full LOE until functional requirements are completed.
- Executive leadership offered to provide agency business analysis SMEs and technical reporting resources. The identified agency resources all need full report training. Training plan in development.

• DATA WAREHOUSE

- Continued HRDW/PRDW efforts. Dev for load jobs is 75% complete.
- An additional contract resource started in Las Vegas on 4/7; onboarding continues.
- To obtain a better understanding of progress, capacity, and velocity, the team converted from Kanban to Sprints as of 3/31. Once we have a better understanding of capacity and velocity we can identify if additional resources are needed.
- SCO is providing production support for DAWN; knowledge transfer working sessions continue. Need to define hard date for full handoff.

• CONVERSION & INFRASTRUCTURE

- HRM Conversion for Parallel Payroll-2 was completed. There are about 8 outstanding issues that were discovered and are being addressed.
- NDOT Agreement and Projects conversion work continues.
- The Release Management Plan is being reviewed and updated.

OCM



- OCM Activities:
1. HRM Change Readiness Survey - analysis complete, not many impacts to mitigate! Mostly EUT and EUT team already white gloved them!
 2. New HR video demos created and posted to SP:
 - 'Creating a New Employee'
 - 'Modify Employee Status Maintenance'
 3. Change Agent Network Meeting – this past Wed. Very good turnout resulting in additional Staff Level Coffee Talk requests.
 4. OCCM March Metrics – Complete and sent. Tasked OCM Analyst with analyzing and quantifying ALL Phase 1A OCCM events/activities and using Power BI to show metrics.
 5. DHRM Partnership Meetings:
 - Payroll Townhall – held on Wed., very positive
 - DHRM Staff and Agency HR leadership Townhall – held on Thursday, very positive
 - OCM and DHRM meeting to discuss how OCM can support DHRM for Go-Live: Resulting in - OCM will be producing a NEATS how to video on positive reporting and we will partner with the Sunset of Adv HR communications and FAQs.
 6. DPS Staff Level Coffee Talk – held, positive results, gaining additional end user outreach
 7. New Personnel Management Demo – in progress, due next week
 8. No More DAWN Lag Time! - Comm produced and sent this week
 9. CR Cancellation work around comm – partnered with STO and sent communication
 10. Reviewed SP FAQ's and will update and add start adding HRM FAQs next week

- Upcoming:
- Staff Level Coffee Talks:
- DHRM/Central Records Town Hall – 4/16
 - DOC – 4/16
 - DHHS – 04/23
 - DHHS – 4/23
 - DCNR – 4/24
 - DETR – 4/24

Training

Accomplishments:

- EUT Registration as of 04/08:
- Position Control: End-User List: 40, Enrolled on List: 25, Enrolled Total: 34
- Personnel Management: End-User List: 195, Enrolled on List: 144, Enrolled Total: 231
- Payroll Administration for Payroll Clerks: End-User List: 419, Enrolled on List: 168 , Enrolled Total: 208
- Training Communication: Continuing to refine End-User lists, Group emails to registered end-users with ILT materials, Individual emails to non-registered identified end-users (7 agencies resolved)

Blockers:

- NDOT SharePoint site access
- On-going: NDOT Phase 1B FIN & HRM Resource access support
- TBD: Scheduling a Phase1A resource review

Upcoming:

- HRM Phase 1B content discussions
- Final ILT Materials Delivery PA for Super Users: 5/5/2025
- 1B ILT Course Recordings: PC: 4/14/2025, PM: 4/29/2025, PA for Payroll Clerks: 5/14/2025, PA for Admin: 5/30
- HRM Phase 1B Training Aids/Crosswalks
- HRM Transactions: Submitting a New Hire, Transfer from Temp to Perm, Secondary Appointments, Remediating Mistakes from Prior Pay Periods, HRM Event Types
- State Trainer Forum 4/16/2025



Unresolved Risks & Issues

Risks

Issue key	Summary	Assignee	Due date	Priority	Status
CORENV-10056	Reports - Scope for CGI			P2 - Medium	Open - In Progress
CORENV-11061	Delayed NDOT Go Live Payroll Implications			P0 - Very High	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			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-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		04/18/25	P1 - High	Open - In Progress
CORENV-10024	Reports: Schedule & Resource capacity does not allow time to test/validate SCO FIN Reports (deferred from P1A) due in July			P2 - Medium	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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Decisions

Issue key	Summary	Assignee	Status	Resolution	Priority	Due date
CORENV-11068	Decision: List of HRM Interfaces CGI will develop	[REDACTED]	Approved		P2 - Medium	3/19/2025
CORENV-11084	DECISION: Receivables (invoices) go into workflow upon modification only		Approved		P2 - Medium	3/19/2025
CORENV-11230	DECISION: Use DTCV as the dummy code for NDOT conversion record		Approved		P2 - Medium	3/19/2025
CORENV-11060	2026 Pay Period 1 Payroll Run Date will be moved from 6/27/2025 to 6/25/2025		Approved		P2 - Medium	4/8/2025
CORENV-11086	Advantage HRM 4x Workers Comp Calculation		Approved		P2 - Medium	4/16/2025

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.