

# State of Nevada

## CORE.NV Project Weekly Status Report

Week Ending: April 18, 2025





# Status Report Content and Purpose

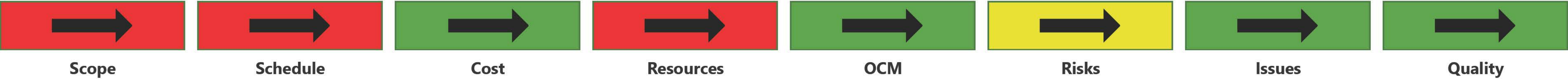
Content	Purpose - to communicate the following:
CORE.NV Project Dashboard	<ul style="list-style-type: none"><li>• CORE.NV Project Roadmap</li><li>• CORE.NV Project strategic milestones and timeline update</li><li>• CORE.NV Project Status Review<ul style="list-style-type: none"><li>Updates on completed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



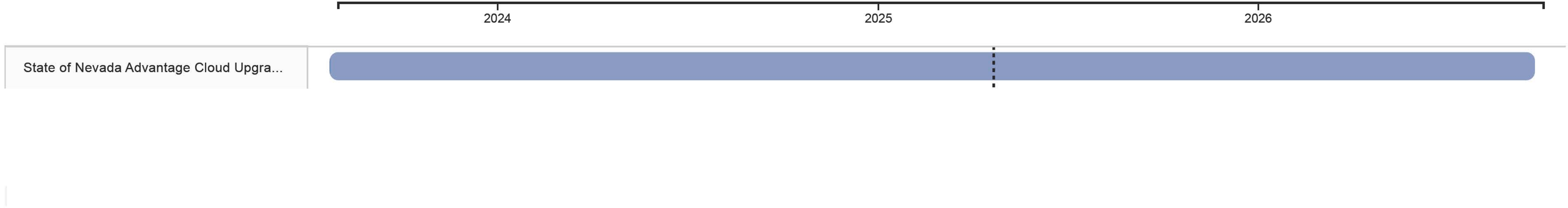


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Week Ending: April 18, 2025



## 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, several CGI and BerryDunn resources were onsite in Carson City, NV to attend meetings and work in-person together with the OPM resources. The workstream teams continue working to resolve reported trouble/defect tickets from the Phase 1A go-live implementation. CGI and OPM continue their work to determine the best approach to address NDOT's payroll process and how it differs from the rest of the State's payroll process. Work also continues with NDOT for their Phase 1C Cost Accounting and Agreements Phase 1C go-live in January, 2026. All of this work is being completed concurrently with the Phase 1B HRM and Payroll work due for the June 30, 2025 go-live date.



## FIN

The FIN participated in the weekly Monday DISRQ meetings, noting that the list of items is decreasing. They facilitated the LCB Access Meeting, setting up a meeting with SCO to discuss additional access needs for LCB. SCO decided to create a separate security role for LCB instead of adding the code to FIN INQUIRY, and they discussed the DAWN to ADV4 variance.

The team continued with Cost Accounting Transition Meetings, going over the decision log and action items in detail and updating the workbook with the CA team. They built a CA Script Tracker, reconciled NDOT's submitted scripts, and determined which ones were missing. They also assisted with building the Master Agreements script tracker and worked to determine which scripts were received versus missing.

The FIN team also focused on NDOT Agreements, Cost Accounting, and other scripts, including cheat sheet data. They reviewed, tested, corrected, and submitted the scripts and data accordingly. They continued efforts on cheat sheet data and scripts for NDOT, reviewing scripts in AD3, supplying feedback, and creating templates for cheat sheet data for Agreements and Accounts Receivable. They also walked through the same information for Budget cheat sheet data and are pending review of this data when submitted.

The team facilitated multiple AR Script Status meetings with NDOT to monitor progress, help organize, and assist with the script writing process. They tested AR scripts in SH6, completing 7 of the 11 scripts and adding comments/edits. They also assisted NDOT testers on site, attended Testing Office Hours, and handled JIRA and Workbook duties in data entry.

The FIN team attended various unit and task assignment meetings, prepped for testers being on site for Budget and Accounts Receivable Alphas from NDOT, and worked with the internal testing team and CGI to ensure a smooth environment for capturing errors and bugs. They established how communication will flow to NDOT and ensured key personnel had an Advantage Academy license and provided a budget/COA curriculum for ADV4.

The team coordinated the Advantage 4 COA & NDOT Prep Meeting, discussing decisions and impact assessments needed for COA mapping of NDOT-specific fields for FY26. They determined that interface COA mapping for FY25 will differ from FY26 and assessed how long COA mapping for FY25 will be needed. They created an Epic in Jira to document this for leadership.

Lastly, the FIN team attended various meetings, including standups, FHWA, testing talks, cost accounting scripts meetings, OPM staff meetings, JIRA testing planning, and NDOT recap discussions. They also participated in the SEFA & ACFR meeting, identifying several meetings to assist in locking in next steps on action items and clearing up reporting concerns. They scheduled the next meeting with SCO for April 24, 2025, at 9:00 am.



## HRM

## Interfaces:

The HRM team attended, with the Tech Team, a review of all interfaces for DHRM. This included both CGI and OPM developers. It was determined that the FRI contained errors regarding the interfaces as to which were outbound or inbound and their dependencies. Although most were review, a need for an additional meeting is suggested to Tech to finalize moving forward of what will be included in the next Sprint (7.5).

The team attended meetings to continue PEBP Interface discussions for the following:

ITF199 HIB0093S HSA Employer Contributions for W2

ITF205 FSA Payroll Withholdings from ADV 4X HRM to UMR, PEBP, DHRM

ITF206 H95FTP HSA Bank Return File via PEBPx

ITF227 HIB0075S Health Insurance Deductions

ITF203HSA Payroll Withholdings from ADV4X HRM to UMR, PEBP, DHRM HSA

ITF201 HIB0076S PEBP Outbound Payroll Deductions

It appears that two interfaces ITF199 and 206 were provided to Tech, 4/11 but not in requested format (specification documentation) additional discussion will be scheduled to complete the handoff.

Kick-off meeting with DETR staff to start discussions on interface requirements gathering validation and timeline.

ITF140 HIB0080S\_DETR ESMT-A Transactions

ITF141 HIB0026S/HIB0030S New Employees

ITF143 HIB0092S Pay Details

ITF144 HIB0052S Quarterly Employee Wages to ASD and DETR via SharePoint.

Per meeting attendees/Functional SMEs, the requirements were provided in July 2024. The Functional Team stated they reached out to Tech approx. 20 days ago and had not heard back. Clarification as to who was contacted in Tech was not clear. Technical Architect was in attendance, obtained some requirements. Additional meetings will be scheduled next week to complete requirements gathering.

## NDOT payroll JV process:

Additional meetings were held, and HR team attended for NDOT payroll JV process – continuing 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: not all interfaces involved in this process been identified and documented.

## Issues/Blockers/Risks:

We were able to resolve a blocker for the SCO not responding: The current flow for job-no/Reporting field changes follows this sequence: CoreNV → DAWN → Adv.2 HR → HDHR → NEATS. Overall, the sync is functioning OK. Since go-live, approximately 30 new Reporting codes have been added in CoreNV, but most of new “Reporting” entries are missing the effective-from date. If a user attempts to add these new job numbers to a timesheet, it results in a hard error. Another issue identified is that “Reporting” code updates made in CoreNV are not syncing correctly to HRDW. A bug fix was implemented today in HRDW, ensuring that future Reporting updates will now sync properly with HRDW and NEATS.

The outstanding issue remains determining how to update the missing effective-from date in the Reporting/Job-number data on CoreNV.



## TECH

### PROJECT MANAGEMENT:

- Developed estimate of amount of work to complete interfaces and reports from functional requirements hand off, starting with development and finishing UAT, we estimate 12 pts per interface and/or report. This results in 17 wks, including last week, to complete the work in front of us. This pushes us past a 7/1 go live.

### INTERFACES:

- Held working session with PEBP to review the submitted 2 of 7 requirements documents.
- CGI requirement gathering for 3 in progress
- OPM development on two interfaces complete to the point that requirements documents are needed for further dev and testing to finalize.
- Reconciling learnings from detailed walkthrough of backend payroll process with FRII and Jira.
- Training on interface Pentaho development assigned for 4 SCO resources so they can build snatch & grabs for agencies that did not raise that requirement as part of Phase 1A.
- 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:

- Two working sessions with CGI [REDACTED] held. Three SMEs allocated by the executive committee are obtaining Adv4x training so they can define UAT scripts and do validation. Shooting for validation by 4/25.
- For P1B reports and July Financial reports, the team is working diligently to meet with agencies to solicit requirements.
- Continue to troubleshoot mapping issues with financial report (RPT235) . Work is expected to be completed in Sprint 7.5.

### DATA WAREHOUSE:

- Continued HRDW/PRDW efforts. Dev for load jobs is 90% complete.
- Working with SCO to create formal hand-off criteria for DAWN production support. Shooting for DAWN hand off at the end of sprint 7.5.

### CONVERSION & INFRASTRUCTURE:

- Outstanding issues that were discovered and are being addressed.
- NDOT Agreement and Projects conversion work continues.



OCM



OCCM Activities:

- 1. New HR Video-Demos Created!
- 2. Change an Employee's Name
- 3. SharePoint Link: HRM
- 4. Staff-level Coffee Talks – Ongoing, always prepping for an upcoming session, outreach to HRM end-users has been incredible!
  - a. DOC, Dept. of Corrections held this week
  - b. DHRM/Central Records Town Hall held this week
- 5. Replace all listserv groups - Ongoing and slow going. Only a State hardwired employee can manage the site.
  - a. OCIO created baseline solution using SharePoint Lists6
- 6. CORE.NV Financial Metrics – after OPM employee left, no one in OPM has the skill set to pull metrics monthly, asking CGI to do it and working with FIN team on solution
- 7. Timesheet Submission Video-Demo (NEATS) - finalizing video demo on how to do Pos Reporting in NEATS next week
- 8. Sunset Comms – awaiting date and will start planning comms/FAQ approach next week

Upcoming Activities:

Staff-Level Coffee Talks:

- 04/22 - Silver State
- 04/23 - DHHS
- 04/24 - DCNR
- 04/24 - DETR





# Training Status Review

## Training

Accomplishments:

EUT Registration as of 04/08:

- Position Control:
- End-User List: 39, Enrolled on List: 25, Enrolled Total: 34
- Personnel Management:
- End-User List: 192, Enrolled on List: 144, Enrolled Total: 239
- Payroll Administration for Payroll Clerks:
- End-User List: 374, Enrolled on List: 170, Enrolled Total: 225
- Training Communication:
- Group emails to registered end-users with ILT materials
- Individual emails to non-registered identified end-users
- Position Control Course recording in Review
- State Trainer Forum 4/16/2025: 13 attendees
- Practice Labs opened on 4/14: 58 enrolled
- Scheduled Payroll Administration for Super Users (DHRM) for May 22nd

Upcoming:

HRM Phase 1B content discussions

- Final ILT Materials Delivery PA for Super Users: 5/5/2025
- Payroll Administration for Super Users (DHRM Central Payroll)
- 10 identified participants
- Course scheduled for 5/22
- 1B ILT Course Recordings:
- 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: In review with extended HRM-DHRM Team





# 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		06/30/25	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

## 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	



## Closed This Week

Description	Owner	Due Date	Comments
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## Assigned This Week

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		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-10086	Reports Identified for CGI Development		Open		P2 - Medium	4/18/2025
CORENV-11562	NDOT - Need Clone of GAX to P1C		Open		P1 - High	4/23/2025
CORENV-11060	2026 Pay Period 1 Payroll Run Date will be moved from 6/27/2025 to 6/25/2025		Open		P2 - Medium	5/16/2025



## Project Health Assessment Rubric

	Project Health Status Categorizations		
Project Health Assessment Area	Green	Amber	Red
<b>Scope:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"><li>The scope is well-defined.</li><li>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.</li></ul> <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"><li>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.</li><li>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.</li></ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"><li>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.</li><li>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.</li></ul>
<b>Schedule:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"><li>The schedule and critical path are well-defined.</li><li>The schedule is progressing as planned, with all critical path milestones and deadlines being met.</li></ul> <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"><li>There are areas of the schedule that have yet to be fully defined, but the critical path is well-defined.</li><li>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.</li></ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"><li>There are areas of the critical path schedule that have yet to be fully defined.</li><li>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.</li></ul>
<b>Cost:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"><li>The budget is well-defined.</li><li>Budget funds have been allocated as needed.</li><li>The budget is being expended as required.</li></ul> <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"><li>There are areas of the budget that have yet to be fully defined, but estimated funds that will be needed are available.</li><li>Funds needed are exceeding originally budgeted funds and it is impacting the current overall schedule but, not the critical path.</li><li>The short-term budget is being over-expended but, spending is expected to remain within the overall long-term budget.</li></ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"><li>There are areas of the budget that have yet to be fully defined and estimated funds needed are not expected to be available.</li><li>Budget funds are not being allocated as needed and this is impacting the critical path.</li><li>The budget is being over-expended per the original planned budget and spending is expected to exceed the overall budget (including any contingency funds).</li></ul>
<b>Resources:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"><li>All needed resources have been identified.</li><li>All identified resources have been allocated.</li><li>There are no overallocated resources.</li></ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"><li>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.</li><li>There are identified resources that have yet to be allocated, but they are not expected to impact the current overall schedule and/or budget.</li><li>There are resources that are overallocated, but these are not expected to impact the current overall schedule and/or budget.</li></ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"><li>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.</li><li>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.</li><li>There are allocated resources that are overallocated and it is impacting, or is expected to impact, the current overall schedule and/or budget.</li></ul>



## Project Health Assessment Rubric Continued

Project Health Assessment Area	Project Health Status Categorizations		
	Green	Amber	Red
<b>Risks:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> <li>All known risks have been documented.</li> <li>All identified risks have mitigation plans in place.</li> <li>Mitigation plans for all risks have been communicated, a risk owner has been assigned, and the plans are regularly evaluated and assessed.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> </ul>
<b>Issues:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> <li>All known issues have been documented.</li> <li>All identified issues have resolution plans in place.</li> <li>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.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> </ul>
<b>Quality:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> <li>All quality standards and requirements for solution configuration and documentation deliverables are well-defined and communicated.</li> <li>All quality standards and requirements for solution configuration and documentation deliverables are being assessed and measured, documented, and are being met.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>
<b>OCM:</b>	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> <li>All involved, impacted, and interested parties have been identified and documented.</li> <li>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.</li> <li>No involved, impacted, and interested parties are showing resistance to and/or dissatisfaction with the CORE.NV Project and/or the new solution.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>