State of Nevada
CORE.NV Project Weekly Status Report

Week Ending: November 29, 2024
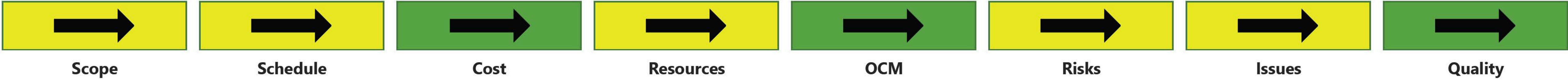
CORE.NV

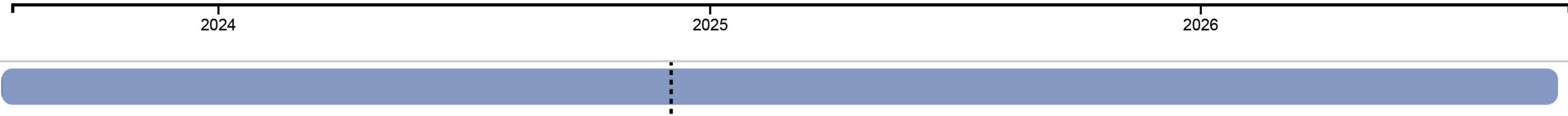| Content	Purpose - to communicate the following:

CORE.NV Project Dashboard	• CORE.NV Project Roadmap
	• CORE.NV Project strategic milestones and timeline update
	• CORE.NV Project Status Review
	    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	• Review at-risk and critical workstream statuses • Discuss workstream level risks of significant scope or severity
OCM Status Review	• Review at-risk and critical workstream statuses • Discuss workstream level risks of significant scope or severity
CORE.NV Project-Level Risks and Issues	• Issues currently impacting, risks anticipated to impact, and the corresponding mitigating actions in place
CORE.NV Project-Level Action Items	• Actions requested of the executive leadership team to support
CORE.NV Project-Level Decisions	• Decisions requiring input from the executive leadership team
Appendix	• Overall CORE.NV Project Health Working Status

CORE.NV Weekly Status Report

Scope	Schedule	Cost	Resources	OCM	Risks	Issues	Quality
→	→	→	→	→	→	→	→

CORE.NV Project Roadmap

	2024	2025	2026
State of Nevada Advantage Cloud Upgra...			

Milestones Projected to End This Reporting Period

WBS	Task Name	Start Date	Finish Date	% Complete
1.1.44	PI4 Completion Report Complete_ms	11/25/24	11/25/24	100%
1.1.53	P1A Build Stage Complete_ms	11/26/24	11/26/24	100%

Project Status Review

This reporting period saw a greatly reduced work week with two days off for the Thanksgiving Day holiday and the day afterwards. While this holiday break provided a much needed rest for the project teams, this time away also means that everyone will have to push even harder to complete all of the work necessary for our January 2025, Phase 1A, go-live. One factor that will assist in completing our work will be the December 2, 2024 through December 31, 2024, "blackout period" where resources can remain focused on those tasks that are most critical for a successful go live. The next reporting period will see the completion of all End User Acceptance Testing (EUAT) on December 6, 2024.

FIN

Shortened week due to Thanksgiving holiday.

Held meetings with State, CGI, and BerryDunn leadership to develop a plan on how to address the large intake of NDOT projects that need to be input into Advantage 4. The following was an outcome of that meeting:

1. Script Development for Projects and Grants: ▮▮▮▮▮ will develop the functional logic to create a script that converts all NDOT projects and grants into a format compatible with Advantage 4. This design task is expected to be completed by Sunday, 12/1, during Sprint 6.1. Once this is done, we will need a CGI Tech member to write the technical design and code the transformation. The goal is to be ready for the full transformation of the Cost Accounting data at the beginning of Sprint 7.

2. Quality Checking for Projects and Grants: Throughout the remainder of PI6, the output will undergo quality checks to ensure the data is correctly transformed by the script.

3. Resource Risk: There is a risk of not having the necessary technical resources from NDOT to assist with questions, as ▮▮▮▮▮ will be out of the office until 1/5/2025, and ▮▮▮ until the beginning of February 2025. ▮▮▮▮▮▮ from the OPM team may be able to assist if he is available.

4. Future Work in PI7: After processing data from approximately 800 NDOT projects through the script, PI7 will focus on loading, testing, and refining the configuration.

5. Agreements: We will need a functional ▮▮▮▮ and CGI Technical resource to come up with a plan for transforming the NDOT agreement data from FDOT to Advantage 4.

6. Budget: Beginning in Sprint 6.2, we will have several scheduled Budget Configuration meetings with NDOT to complete those tasks and better position ourselves to load their project and grant data in PI7.

• The goal is to align with projects and grants and be ready for transformation at the beginning of PI6.

• We will need access to an NDOT resource in December and early January who can help us with the agreement data.

7. Request: We request a halt in meetings with NDOT through Sprint 6.1 to allow OPM to focus on the January 1 go-live and to better prepare for future meetings with NDOT.

A notice was sent to project stakeholders that in preparation for the critical Phase 1A January 1st Go-Live implementation, the CORE.NV OPM project team will be implementing a blackout period from December 2nd through December 31st.

HRM

Short Week due to Thanksgiving holiday.

Deferred Comp meeting occurred and went very well. Three action items to follow up on. Resources understand that they will be involved in Phase 2 as that is where this work will happen.

UAT list was finalized and sent to the Testing Lead. Invites were sent out and PM group is already full, with AM group filling up fast.

Approximately 50+ scripts will be tested during this iteration of UAT.

UAT is to be taken over by HRM personnel, under direction from the OPM Project Director. PMs have already started discussions on how to absorb that capacity and distribute responsibilities accordingly.

TECH

Interfaces: Due to the MA1 Refresh, some development work was delayed while the environment was down, and then again while the data was being validated. This continued through 11/27 with various access issues and data mismatches, all resulting in very little work being completed this week. ITF005-VCM was expected to complete on 11/27 and did not, but it is close.

Data Warehouse: The DB Link to MA1 was not working all week, though troubleshooting was prioritized. The team spent the time code reviewing and testing those tickets that they could and working locally.

Reports: The team took the downtime to complete the crosswalk for OCM that will be used to create a job aid for end users to find where to go for Vista reports, and reports replaced with ADV 4 "canned" reports after go-live.

Infrastructure: Provision and testing of SSH keys and upload of test files continued successfully with just a few trouble areas where agencies did not have available resources or there was incompatibility of infrastructure. Those items are being worked through with no apparent risks.

Cut-over: Initial meeting conducted 11/27 to identify key players, but NV Tech team has already identified some tasks and tickets are being created.

OCM

Communication Activities:
1. Blackout Comm - Sent
2. Fiscal Manager Comm and Survey - Sent, analysis starts next week
3. Sunset Reminder - Last reminder will send closer to Dec 20th
4. Vista Plus Comm - Comm and User Survey sent, reminder to take survey pushing Dec 2
5. JVD Comm - SCO developing, expected to review week of Dec 2 and pushing
6. Tech Interface - Determining whether a comm is needed before Jan 1, plan on meeting with Interface leads week of Dec 2..it may be targeted dept comms needed
7. Reports - Developing one comprehensive comm along with a job aide to show what reports will be accessible in Adv4 and how to navigate to them in the new system.
8. Accessing new Adv 4 - Comm and job aide being developed
9. Nov/Dec CORE.NV Newsletter - Decided to combine editions due to lack of content plus the need to include
10. Service Desk instructions/process in edition.
11. Get Ready for One Nevada Campaign - Completed. Including new products in Newsletter and onto SP site
12. CORE.NV SharePoint Enhancements /Training Q&A Refinement - Completed!
13. EUT Comms:
a) Announce PV and Budget Query Video Demos - Sent!
b) Course Recording Class announcement on NVeLearn - Sending Dec 11th
c) Practice Labs - last reminder to register going out Dec 2nd
14. CORE.NV Service Desk Comms Support - Awaiting approved Gov plan
15. Dec 18th Q4 Leadership Session - Invites Sent!

Upcoming:
Planning for Q4 Leadership session
Planning for Q4 Project updates - Statewide and Leadership, pushing Dec 19th
Planning for Newsletter and SP updates
Planning for ONE comprehensive comm to include all comms above - targeting to send Dec 20 or earlier
Planning for Service Desk Practice Session - Invites going out next week

Training

Accomplishments:
1. EUT continuing (finishing up 4 AP courses beginning of Dec.)
2. End of Training Week 8: 58 courses completed
3. No trainings were conducted the week of Thanksgiving
4. As of 11/22: 97% attendance rate
5. 1171 registered seats;1139 attended; 684 unique attendees
6. Practice Lab registration as of 11/25:
Carson City: 413/800, Las Vegas: 78/300
7. GFO courses scheduled for January 2025 (4 dates, with 2 additional dates if necessary)
8. Budget Query & AP Payable "short" courses available on NVeLearn

In process:
SCO converting CORE.NV training recordings into NVeLearn courses – General Nav, GA, AP, AR, FA, Purchasing

Ongoing:
1. Monitoring end-user training/practice lab registration
2. Targeted ILT End-User Registration Communication Strategy in place
3. Equipment, training material/prep & management
4. ADV 2.1 to CORE.NV log-in process in development

Watch List:
1. HRM content discussions
2. HRM end-user analysis
3. FIN Training Retrospective

Unresolved Risks & Issues

Risks

Issue key	Summary	Assignee	Due date	Priority	Status
CORENV-1242	State resources available for Cost Accounting data upload worksheets			P3 - Low	Open - In Progress
CORENV-1247	State resources available for Accounts Receivable data upload worksheets			P3 - Low	Open - In Progress
CORENV-2929	Number of Reports needed for the January 2025 Phase 1A go-live date will likely exceed the TECH team's capacity			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

Issues

Issue key	Summary	Assignee	Due date	Priority	Status

Action Items

Closed This Week

Description	Owner	Due Date	Comments

Open But Due

Description	Owner	Due Date	Comments

Assigned This Week

Description	Owner	Due Date	Comments
Draft CR for Debt Collection Module	███████	12/06/24	CGI sent estimates. OPM reviewing.

Issue key	Summary	Assignee	Status	Resolution	Priority	Due
CORENV-6868	DECISION: Open Requisition Transactions will not be converted and entered manually Post Go live	█████████	In Review		P2 - Medium	
CORENV-7008	DECISION: Exception for SCO to use UserID and Password instead of UserID and SSH Key	████████	In Review		P2 - Medium	
CORENV-7268	DECISION: User ID Prefix for Outlying Agency Configuration	█████	Ready for Review		P2 - Medium	

Project Health Assessment Rubric

Project Health Assessment Area	Project Health Status Categorizations		
	Green	**Amber**	**Red**
Scope:	All criteria below are being met: • 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. *If scope re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined scope.*	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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:	All criteria below are being met: • The schedule and critical path are well-defined. • The schedule is progressing as planned, with all critical path milestones and deadlines being met. *If schedule re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined schedule.*	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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:	All criteria below are being met: • The budget is well-defined. • Budget funds have been allocated as needed. • The budget is being expended as required. *If budget re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined budget.*	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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:	All criteria below are being met: • All needed resources have been identified. • All identified resources have been allocated. • There are no overallocated resources.	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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.

Risks:	All criteria below are being met: • 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.	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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:	All criteria below are being met: • 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.	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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:	All criteria below are being met: • 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.	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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:	All criteria below are being met: • 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.	One or more of the below circumstances is occurring: • 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.	One or more of the below circumstances is occurring: • 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.