

# State of Nevada

## CORE.NV Project Weekly Status Report

Week Ending: December 20, 2024



Content	Purpose - to communicate the following:
<p>CORE.NV Project Dashboard</p>	<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>
<p>Workstream Status Review</p>	<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>
<p>OCM Status Review</p>	<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>
<p>CORE.NV Project-Level Risks and Issues</p>	<ul style="list-style-type: none"> <li>• Issues currently impacting, risks anticipated to impact, and the corresponding mitigating actions in place</li> </ul>
<p>CORE.NV Project-Level Action Items</p>	<ul style="list-style-type: none"> <li>• Actions requested of the executive leadership team to support</li> </ul>
<p>CORE.NV Project-Level Decisions</p>	<ul style="list-style-type: none"> <li>• Decisions requiring input from the executive leadership team</li> </ul>
<p>Appendix</p>	<ul style="list-style-type: none"> <li>• Overall CORE.NV Project Health Working Status</li> </ul>



# CORE.NV Weekly Status Report

Week Ending: December 20, 2024



Scope



Schedule



Cost



Resources



OCM



Risks



Issues



Quality

## CORE.NV Project Roadmap



State of Nevada Advantage Cloud Upgra...



### Milestones Projected to End This Reporting Period

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

▲ For this reporting period, CGI, BerryDunn, and IV&V presented to the Executive Committee their respective assessments of the Core.NV Project in order for the Committee to form a well informed opinion, as to whether or not to formally approve the go live date of January 1, 2025. The Committee, unanimously approved the go live date, on December 19, 2024. The legacy system was be shut down, as planned, on December 20, 2024 and cut-over efforts began that evening. Agencies are now actively engaged in functionally validating their interface data and several have now completed their work with positive results. Efforts by several project resources will continue to assist agencies in order to have as many interfaces validated and reports built, as possible, prior to the go live date.

## FIN

## Meetings and Discussions

Service Desk Practice Session: Completed dry run and attended session.

DAWN Validation: Ongoing testing and issue resolution; weekly validation meetings.

Vendor Desk Office Hours: Held office hours and extended sessions to build confidence.

NDOT Meetings: Regular meetings for Cost Accounting, Agreements, and Budget; demo prep and discussions.

Other Meetings: Various meetings including Wells Fargo, Purchasing, CGI Conversion, and internal team updates.

Initial Discussions: Potential enhancement process with [REDACTED].

## Testing and Validation

Readiness Assessment: Checklist completed or on track.

Data Comparison: Extracted and analyzed ADV2 & 4 tables.

EUAT and DAWN Testing: Conducted tests, identified errors, and reviewed results.

AdHoc and Interface Testing: Last-minute tests and interface support.

Conversion and Sunset Prep: Reviewed conversion errors, prepared for Advantage 2 sunset, and began stand-up meetings.

Check Printing: Results approved.

## Documentation and Training

Training Materials: Created and confirmed responsibility for manuals, procedures, job aids, cheat sheets, and test scripts.

Scripts and Guides: Developed VCC scripts and interface test guides.

ILT Course Review: Reviewed and addressed questions on course materials.

## Upcoming Work Activities

Focus on Mock 4 as final dress rehearsal for cutover.

Complete validation of interfaces with stakeholders.

Plan to complete build for Agreements, Budgets, Cost Accounting, and Accounts Receivable in PI6.

## HRM

## Meetings and Discussions

## Decisions Made:

CGI to copy the MD Page and create a clone called HTC (Hand Type Check) for DHRM manual warrant entries in 4x.

JVs entered by DHRM will become JVs in the 4x system.

SME Discussions: Productive discussions this week, continuing weekly to drive configuration/conversion decisions.

Upcoming Meetings: Setting up meetings to finish Discovery Workshop prep.

## Testing and Validation

UAT Completion: Finished last week with a success rate of 85-90%.

## Testing and Orientation:

Scripts created to test transactions; scheduling a mini orientation and testing session for DHRM Financial system users.

Basic walkthroughs for the DHRM team to utilize at Go Live are in process.

DAWN Testing: HRM team is assisting with DAWN testing.

Interface Assistance: Assisting FIN and TECH with interfaces.

Parallel Payroll Team: Verifying configured and converted data to prep for iteration 1 in January.

Converted Data Testing: Raising issues and requiring more collaboration with the State to ensure correct data configuration. Monitoring closely for potential schedule impacts.

## Documentation and Training

Basic Walkthroughs: Creating walkthroughs for the DHRM team to utilize at Go Live.

## Upcoming Work Activities

Discovery Workshop Prep: Setting up meetings to finish preparation.

July Payroll Data Conversion: Continuing support for conversion to SH5.

War Room Manning: Assigned team members for war room duties.

## TECH

DW UAT: 11 issues reported, 6 resolved

Interface Testing: 3 Interfaces with no response (1-Fleet Services & 2-DOA>ASD), 5 interfaces completed Validation, 19 Actively testing, 9 Getting support to get started, 2 (Timesheets) have "no way to test", and the remaining 2 locating testers to test.

Reports: (1) Blocked, (2) in Progress, the remainder are int testing or awaiting SME signoff

SFTP: All tasks completed

Interface Development: All Interfaces Dev Complete

## OCM

## OCM Weekly Accomplishments:

1. Service Desk Prep Session (Dec 16) held, went through 14+ scripts, OCM captured discussion and decision notes and created TEAMS channel to house all job aides and slide deck.
2. Quarterly Leadership Event (Dec 18) held. 273 attended in total.
3. Total Training metrics – in progress, awaiting last practice labs today. Will be ready for EC on this coming Tuesday.
4. Review of all Phase 1A Change Impacts from all Survey responses. Team ensured all those that needed to be mitigated were incorporated in the Go-Live Readiness Comm and on the SP site.
5. Team began discussions on what the approach will be for the OCCM/Training retrospective. We plan on holding it the third or fourth week of Jan.

## Communications: It's been a VERY busy week for Communications team!

1. Reports Memo, Crosswalk & Job Aid - Comm and Crosswalk are complete, waiting for CGI Tech to validate report data in new system so we can pull screen shots and create a job aide. Will continue checking status with the Tech Team.
2. Go-Live Readiness Comm - SENT Dec 19 and placed on SP
3. Service Desk Comm - SENT Dec 19th and placed on SP
4. Get Ready for ONE Nevada products: Summary Sheet, Video, Functionality Overview, Ask Me Poster – SENT Dec 19th and placed on SP
5. New NVeLearn online Courses Reminder – SENT on Dec 19th and placed on SP
6. Go-Live Readiness Check List - SENT Dec 19th and placed on SP
7. Transaction Code Cheat Sheet – SENT Dec 19th and placed on SP
8. System Access job aide – SENT Dec 19th and placed on SP
9. Quarterly Statewide Memo – SENT Dec 20th
10. Dec Newsletter – Pushing afternoon on Dec 20th
11. STO Training and Go Live Prep Memo – SENT Tuesday Dec 17th
12. Practice Lab Scenarios – Socialized with Service Desk and placed on SP site.
13. SCO comms support - in discovery currently, will know more about what they need from OCM next week.
14. LAST Adv2.1 Sunset Reminder – SENT Dec 19th

## Scheduled for Release

1. Reports Memo, Crosswalk, Job Aid – Targeting EO next week, reliant upon CGI Tech team
2. CORE.NV is Live! Announcement – Jan 2
3. CORE.NV system down on Jan 4 and 5
4. Go-Live Readiness Reminder – Jan 2
5. Possible SCO support comms – last of week of Dec/first week of Jan

## Training

## Accomplished

1. Instructor led trainings for FIN Phase 1A (except for GFO)
2. ILT as of 12/13: 95% attendance rate, 1308 registered seats, 1244 attended; 722 unique attendees
3. Las Vegas Practice Labs Completed; Carson City Practice Labs (ending 12/20/24)
  - Practice Lab registration as of 12/16; Unique End-Users: 220; Registered Seats: 332; Attended: 286
4. NVeLearn: Budget Query, AP Payable, Gen Nav, GA, and AP
  - Troubleshooting as feedback come back from survey
5. In-person state trainer forum on 12/18/24 with 11 state trainers (FIN/HRM) and 5 OPM (FIN/HRM) in attendance. 3 state trainers were attending via teams and being 'carried' around to the station activities

## Upcoming

- GFO specific training January 23, 24, 28, and 29
- HRM Phase 1b content discussions
- NDOT "Phase 1a" training plan
- HRM end-user analysis
- FIN Training Retrospective (January 6)





# Unresolved Risks & Issues

## Risks

Issue key	Summary	Assignee	Due date	Priority	Status
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
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# Action Items

## Open But Due

Description	Owner	Due Date	Comments
Draft CR for Debt Collection Module	[REDACTED]	12/06/24	CGI sent estimates. OPM reviewing.
Connect with [REDACTED] on strategy for Integration Strategy deliverable.	[REDACTED]	12/12/24	Follow up email
Schedule joint meeting to discuss Phase 2 schedule tracking.	[REDACTED]	12/19/24	

## In Progress

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

# Action Items Continued

## 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-7919	DECISION: NDOT to submit new COA creation through Advantage 4 workflow for approval by SCO	[REDACTED]	Open		P2 - Medium	▲

# 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 Status Categorizations		
Project Health Assessment Area	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>	