

State of Nevada

CORE.NV Project Weekly Status Report

Week Ending: July 26, 2024



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



CORE.NV Weekly Status Report

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Scope



Schedule



Cost



Resources



OCM



Risks



Issues



Quality

CORE.NV Project Roadmap



Milestones Projected to End This Reporting Period

WBS	Task Name	Start Date	Finish Date	% Complete
1.1.34	P1A Training Month 2 Complete 	07/26/24	07/26/24	0%

Project Status Review

During this period, concerns were raised regarding Advantage 4's ability to generate the required Federal Grant Reports (SEFA Risk) as well as concerns surrounding the SCO's ability to cancel all warrants (stale checks) after they have become stale (6 years) and credit those funds back to the originating state agency. If only two years of data are being brought over, the current strategy would likely have to be an interface from the legacy system to Advantage 4. This also raises a concern that the state would have to keep the legacy system as a going concern for 4 more years to complete this required process. Time is rapidly dwindling to incorporate additional scope for Phase 1A.

FIN

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This week in FIN...

- 1) We continued to work with the UAT testing team in order to begin solidifying the EUAT schedule and expectations. We will have a follow-up meeting next Tuesday and should have all parties in agreement on Exit Criteria, Schedule, Tester Requirements and Test Analysis.
- 2) We continued work on CA, AR, FA, and Procurement builds. We also had a follow-up meeting with SCO regarding Phase 1 deliverables and reports. There will be follow-up meetings scheduled over the next few weeks.
- 3) We participated in the PI3 Review and Retrospective and Configuration provided demonstrations of...
 - Master Agreement solution for NDOT
 - Refined Budget Controls
 - Procurement, Accounts Payable, Accounts Receivable, and Financial Administration (General Accounting) Business Roles
- 4) We continued preparation for PI4 Planning.

HRM

Planning sessions were held with the HRM Config and Support teams to further review the work accomplished over PI 3, and a presentation was created to demonstrate that work to the Core.NV project team, as a whole. All sides of the HRM team were included in the preparation and presentation of the subject material.

Held sprint planning and backlog refinement with HRM config team to determine work to be done for Sprint 3.4. Roadblocks with conversion team have slowed down the progress of work. A candidate issue has been logged to identify this roadblock.

Held strategy session with CGI demo team to prepare for the Cornerstone demo to the DHRM Administrator. Project leadership was involved to provide further guidance into the direction and goal of the demonstration.

A high-level overview of the HRM implementation status was given to new hire [REDACTED]. This included where the HRM team lies in implementation order/phase, and key personnel on the HRM team.

A successful PI3 Review & Retrospective was held due to the team, as a whole, coming together to plan and discuss the execution of objectives, and division of presentation duties.

Held meeting to discuss the blockers with conversion. This included the HRM config team lead and CGI conversion team. It was identified that backend scripts were handling the manipulation of PPRT records, and that solutions are being sought to allow the conversion of roughly 79,000 records that are bringing forward large amounts of "dirty" data that is unvalidated. A small portion are passing conversion, with steps being taken to allow for the further progression through the conversion steps. This unexpected increase in workload to clean data has decreased the team's ability to further progress in other sprint stories.

OCM

OCM Weekly Accomplishments:

1. HRM MVP for Phase 1B: Conversations beginning with HRM
2. Change Readiness Strategy: In Process - Implementing in early August. Monthly Newsletter, Survey and benefits campaign to start. Partnering with Plante Moran to satisfy deliverable.
3. Change Impact Assessment Surveys: Will be ready to release and gather input in early Aug to Financial SMEs, Super-Users and State Trainers.
4. Memos: In Process: Adv 2.1 Sunset Notice (Statewide Ldrs. / Aug 1 tent) / Save-the-Date EUT (29 Jul)
5. CoA Campaign: CoA deck and video in production, one-pager cheat sheet, and including in newsletter and re-socializing in CAN next month
6. SharePoint Training Pages: Including Aug 12 open registration process on SP pages
7. CORE.NV Microlearning Library: 6th video - discussions with CGI HRM team this week to decide production.
8. OCM Metrics: Confirmed five OCM metrics to show on automated dashboard in August, meeting 7/26 to finalize
9. Director Coffee Talk: Showcasing project status, SharePoint, demos with B&I Agency
10. NEW: Governance Planning / Future Support Unit in OCIO: OCM will work governance plan language and communications for leadership updates and go-live prep. This was socialized by [REDACTED] this week.
11. Upcoming Activities: (1.) July 29: EUT Save The Date push, (2.) Aug 1 tent.: Adv 2.1 Sunset memo push, (3.) Mid-August: Change Readiness Initiative Launch, CORE.NV Newsletter, Change Impact Survey, (4.) Early Sept: CAN -TBD Date, and (5.) Sept. 18: Quarterly Leadership Meeting.

Training Team Weekly Accomplishments:

The OCM team had to pivot this week to help ensure all Training logistics were set and on the EUT calendar. The Training team is now back on the correct track and EUT course calendar is being finalized soon.

1. EUT Save-the-Date Comms: Final touches; release on Mon, July 29
2. EUT Course Materials: Review process finalized; courses are set to start the review process in early August
3. EUT Course Scheduling: Six courses will be offered with multiple sessions scheduled; Calendar to be finalized prior open registration. Courses: General Accounting, Accounts Payable, Accounts Receivable (NDOT, SCO, STO only), Budget Control, Cost Accounting (NDOT only), Fixed Assets Management, Procurement (3-hr webinar, NDOT only).
4. EUT Course Registration Process: Build/development underway; To load classes into NEATS in early August.
5. EUT Logistics: Training Rooms and Laptops: Laptop sourcing is being owned by [REDACTED], he has assured us that there will be 25 in LV and 25 in CC rooms. Room issues are still being worked out with NDOT, should know room details shortly and then place on the training calendar. LV room development is underway - [REDACTED] has assured us that it will be operational by Oct 1st. The team has no contingency plans, they will develop one over the next week, added to concerns below.
6. EUT Stakeholder Analysis: Updated FIN functional end-user list with most recent SCO report of users. Added location to user information and found only have 126 FIN End-Users in LV (less than originally planned).
7. A stand-alone Training Project Tracker has now begun to be developed by [REDACTED] to organize the team more. This should alleviate all the concerns and questions we have.

Issues and Concerns:

1. Currently working logistics – rooms/laptops. Current plan is one location in OPM office and one in Mineral Building in Las Vegas. Working with NDOT on room support for NDOT classes. Plan still in flux.
2. Finite number of training days, rooms, and facilitators. If stakeholder interest surges beyond these resources, we will need to determine a plan for expanding capacity.
3. No contingency plans for EUT logistics. The training team was tasked to dev next week.

Unresolved Risks & Issues

Risks

Issue key	Summary	Assignee	Due date	Priority	Status
CORENV-1242	State resources available for Cost Accounting data upload worksheets	[REDACTED]	05/30/24	P3 - Low	Open - In Progress
CORENV-1247	State resources available for Accounts Receivable data upload worksheets	[REDACTED]	05/30/24	P3 - Low	Open - In Progress
CORENV-1717	NDOT Looking for Procurement Overview	[REDACTED]		P2 - Medium	Open - In Progress
CORENV-2715	NDOT is concerned with the conversion approach for Transactions and Open Items	[REDACTED]		P2 - Medium	Open - In Progress
CORENV-2928	Phase 1A Interfaces Needed for the January 2025 go-live date may exceed the TECH team's capacity	[REDACTED]		P1 - High	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	[REDACTED]		P2 - Medium	Open - In Progress
CORENV-3502	Data Warehouse/Legacy Databases work needed for Phase 1A Go Live could exceed the capacity of the Tech team	[REDACTED]		P1 - High	Open - In Progress

Issues

Issue key	Summary	Assignee	Due date	Priority	Status
CORENV-4502	During October through December GFO will require assistance from key Core.NV Resources	[REDACTED]		P2 - Medium	Candidate
CORENV-4518	The CGI Resource for report writing lacks experience and knowledge of the Advantage 4 system. This is causing the OPM resource to not receive the answers and support she needs.	[REDACTED]		P0 - Very High	Candidate
CORENV-4583	HRM progress blocked by conversion delays	[REDACTED]		P1 - High	Candidate

Action Items

Closed This Week

Description	Owner	Due Date	Comments
Move PM Governance 8/1 Meeting to 7/30	[REDACTED]	07/19/24	
Reserve available room for 7/30 PM Governance	[REDACTED]	07/24/24	

Open But Due

Description	Owner	Due Date	Comments
Add in closed comment: CORENV-2930	[REDACTED]	07/11/24	
Ask [REDACTED] to email [REDACTED], [REDACTED], and [REDACTED] confirmation that FIN Interfaces plan is confirmed (will close out Schedule task)	[REDACTED]	07/18/24	
Confirm linkage of Risks with Decision related to BPA updates	[REDACTED]	07/18/24	
Confirm/Share/Upload shared tracker that captures activity changes from one Phase to the next	[REDACTED]	07/24/24	
Review updating CORENV-3209	[REDACTED]	06/20/24	Issue was reworded to focus on the use of Core.NV Project resources for Advantage 2.0 troubleshooting and repair.
Schedule Agile Metrics (schedule forecasting) review meeting	[REDACTED]	06/14/24	Include [REDACTED], [REDACTED], [REDACTED], [REDACTED] as Optional
Test Biweekly Team Leads Deck link before next session	[REDACTED]	07/18/24	
Update Deck Template: Finance > Financial; recenter icons on Team Update slides, leave Team Recognition box in all Team Update slide even if blank	[REDACTED]	07/24/24	

Assigned This Week

Description	Owner	Due Date	Comments
Issue CORENV-4489: reach out to [REDACTED] and confirm if still a concern	[REDACTED]	07/31/24	
Issue CORENV-4490 reach out to [REDACTED] and confirm if still a concern	[REDACTED]	07/31/24	
Review Schedule Task Item # 805 (CGI Collections Performance Test Results) and confirm if need to break into smaller tasks.	[REDACTED]	07/31/24	
Schedule meeting to review Task # 800, 801, 803 for CGI Executes FIN Performance Testing tasks with [REDACTED] and [REDACTED]	[REDACTED]	07/31/24	
Send [REDACTED] high-level UAT schedule	[REDACTED]	07/31/24	
Update Deck Template: Finance > Financial; recenter icons on Team Update slides, leave Team Recognition box in all Team Update slide even if blank	[REDACTED]	07/24/24	

Issue key Summary

Assignee Status Resolution Priority Due date



Program Indicator	Green	Yellow	Red	Gray
<p>Overall CORE.NV Project Health</p>	<p>No more than one CORE.NV Project Indicator is yellow, and none is red.</p>	<p>No more than one of the CORE.NV Project Indicators is red</p> <p>AND</p> <p>(Two or more of the CORE.NV Project Indicators are yellow</p> <p>OR</p> <p>One of the CORE.NV Project Indicators are yellow)</p>	<p>Three CORE.NV Project Indicators are yellow</p> <p>OR</p> <p>More than one CORE.NV Project Indicator is red.</p>	<p>Insufficient information to assess this CORE.NV Project health indicator at this time.</p>