



CORE.NV Project

September Status Report

October 8, 2024





Agenda



- Executive Summary
- September Project Deliverable Summary
- 90-Day Look Ahead
- Risks Heat Map and Risks Register
- CORE.NV Project Accomplishments
- Questions?
- Appendix – Supporting Artifacts







Executive Summary



CORE.NV		
Status Date	10/8/2024	Reporting Period 9/1/2024 – 9/30/2024
Overall Status		Schedule, Resources, Scope, and Risks categories associated with go-live date of 12/31/24 are being mitigated.
Schedule		Program Increment (PI) 5 is underway. End User Training and User Acceptance Testing scheduled to start in October
Resources		CGI onboarded additional senior resources to help with Conversion, Budgets, and Cost Accounting.
Scope		Changes to Phase 1A and 1B are being addressed with NDOT implementation moving to July.
Risks		The teams are monitoring and mitigating multiple high-priority risks.
Issues		Monitoring Advantage 2 stability.
Budget		No change to planned budget.

 Green = On schedule

 Yellow = Delayed

 Red = Significant blockers





September Project Deliverable Status

Deliverable / Work Product	Status	Percent Complete	Invoice Period	Current Status
August Monthly Status Report #11	Delivered	100%	9/2024	✓ Approved
EUT Monthly Progress Report August	Delivered	100%	9/2024	✓ Approved
P1B Training Materials	Delivered	100%	9/2024	✓ Approved
P1A FIN Performance Test Plan	Delivered	100%	9/2024	✓ Approved
P1B Training (2 Sessions)	Delivered	100%	9/2024	✓ Approved
P1B Training Support – Month 1	Delivered	100%	9/2024	✓ Approved





90-Day Look Ahead

Deliverables/Work Products/Milestones



October 2024

- September Monthly Status Report #12 submission – 10/2/2024
- P14 Completion Report submission – 10/8/2024
- EUT Monthly Progress Report – September submission – 10/10/2024
- P1A Implementation Assessment Document submission – 10/10/2024
- P1A Readiness Assessment Checklist submission – 10/23/2024
- P1A Build Stage Complete – 11/4/2024

November 2024

- P1A Performance Test Execution submission – 11/4/2024
- Monthly Status Report 13 submission – 11/4/2024
- P1A UAT Support Month 1 – 11/4/2024
- P1A Cutover Plan and Checklist submission – 11/6/2024
- EUT Monthly Progress Report – October submission – 11/14/2024

December 2024

- P1A Performance Test Results submission – 12/2/2024
- Monthly Status Report 14 submission – 12/3/2024
- P15 Completion Report submission – 12/5/2024
- EUT Monthly Progress Report – November submission – 12/12/2024
- P1A UAT Support Month 2 – 12/17/2024



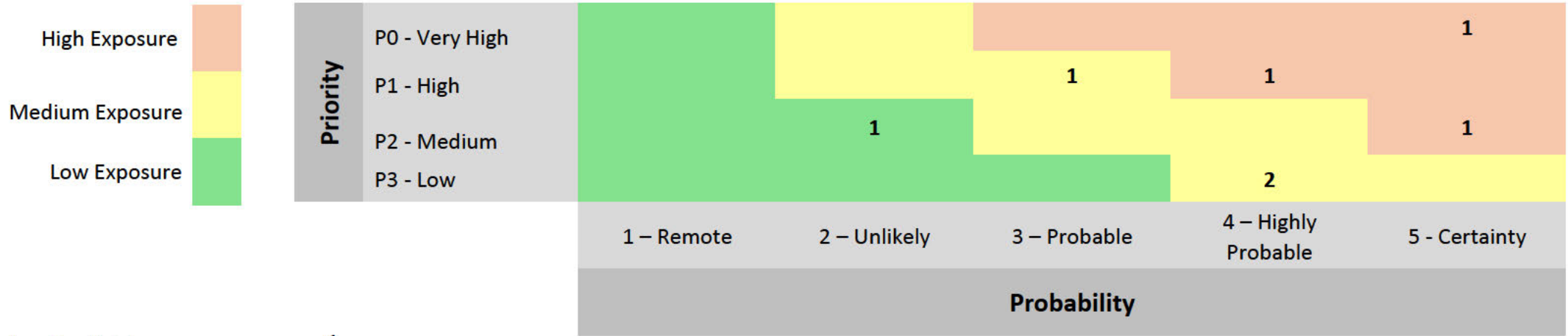


Risks Heat Map

Project Risks are Logged and Maintained in Jira. Heat Map metrics are as of 10/4/2024



Metrics and Heat Map



In Review Candidates: 1
 Open Risks: 7
 Closed Risks since last session: 1





CORE.NV Project Accomplishments



Overall

- PI Planning Event 5: The ART had to pivot from plan that included NDOT in the Phase 1A Go Live to a modified Phase 1A Go Live plan which does not include NDOT (re-work/changes) and NDOT go-live newly being set for July 1, 2025 (Cost Accounting for state-wide implementation).
- Completed the triage of remaining FIN IUAT issues
- Bugs identified during FIN IUAT have been resolved, tested by CGI and sent for OPM validation

OCM and Training

- Crafted, coordinated, and finalized Chart of Accounts (COA) campaign communications products, including a 2-Page Overview, Quick Reference Guide, and PowerPoint Presentation and Video Demo.
- Created and finalized the September CORE.NV Newsletter, including graphic design, layout, and article writing.
- Provided and configured new training environment, SH4, in preparation for EUT kick-off.

Technical Team

- Development of 18 Interfaces completed.
- Development for 8 reports has been completed.
- Development of Invoice forms as per the state's requirements completed.
- Development of Purchase and Delivery order forms are completed





CORE.NV Project Accomplishments



Financial Team

- Developed budget solution [REDACTED] and demonstrated the solution to client for approval.
- Completed security roles for FIN and NDOT.
- Received Sign-off on Agreement Approach from NDOT.
- Completed first review of Nightly Batch Cycle jobs to determine configuration updates needed to ensure jobs run successfully.

HRM Team

- SIT scripting is complete for all areas except [REDACTED].
- We executed the first pass of [REDACTED] SIT scripts
- We have started testing payroll via online checks and batch payroll processing with [REDACTED] in full swing.





Questions?

CGI

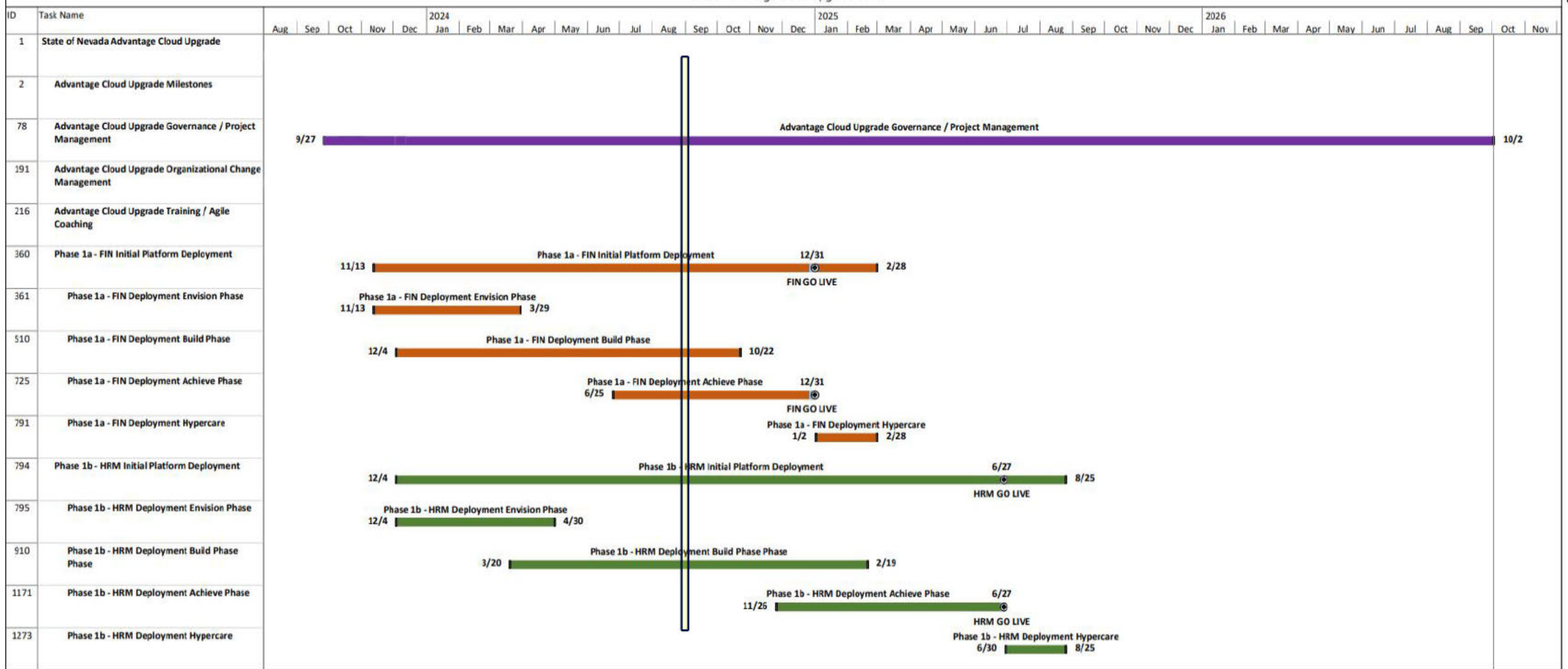
Appendix – Supporting Artifacts

Timeline
September Workstream Summary
90 Day Look Ahead





High Level Status



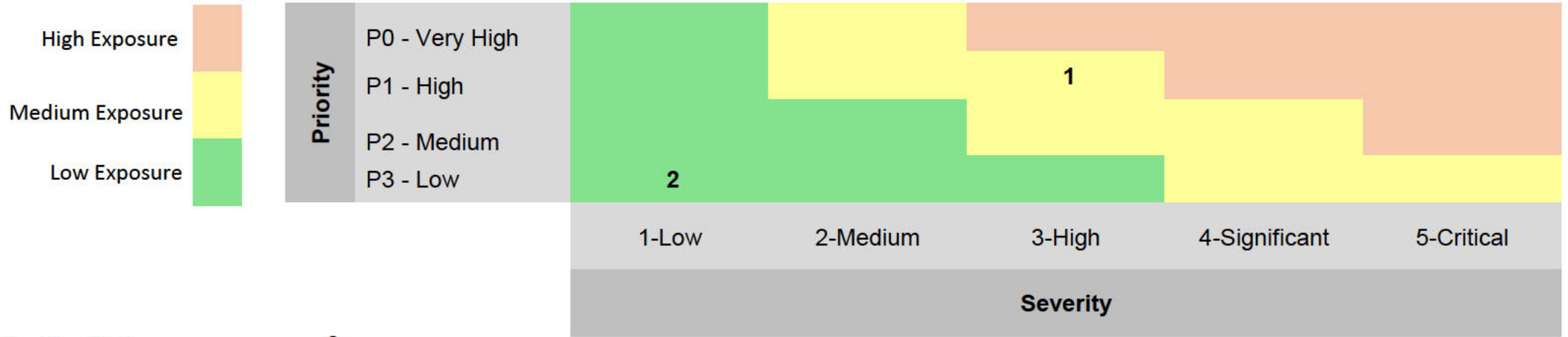


Issues Heat Map

Project Issues are logged and maintained in Jira. Heat Map metrics were pulled 10/4/2024.



Metrics and Heat Map



In Review Candidates: 0
 Open Issues: 3
 Closed Issues since last session: 0





CGI Project Management Office



The PMO focused on September deliverables to fulfill contractual requirements, schedule management activities, and PMO operations. PMO initiated Achieve Stage activities including deep dive into the upcoming deliverables and assessing capacity impacts to Achieve Stage activities.

Resource Management

- CGI PMO onboarded and offboarded CGI project staff for the project:
 - Onboards (3)
 - Performance Test Support (2)
 - Executive Advisor (1)
- We continue to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.

Scope Management:

- Change Requests
 - Discussion and estimates are being tallied for the LMS solution Change Request.
 - CR016 - SSO Solution is in progress and with expected delivery on 10/2/2024.
 - CR017 - P1B Training Deliverables_Schedule Change – Approved.
 - CR018 - Performance Testing Scope – Approved.

Schedule Management:

- The following Project deliverables scheduled for September were submitted to or approved by OPM:
 - August Monthly Status Report #11 – Approved 9/11/2024
 - EUT Monthly Progress Report August – Approved 9/17/2024
 - P1B Training Materials – Approved 9/11/2024
 - P1A FIN Performance Test Plan – Approved 9/23/2024
 - P1B Training (2 Sessions) – Approved 9/18/2024
 - P1B Training Support – Month 1 – Approved 9/13/2024



Organizational Change Management & Communication



The team's major accomplishments for September included:

- Hosted September OCM scoping meeting and documented results.
- Crafted, coordinated, and finalized Chart of Accounts (COA) campaign communications products, including a 2-Pager Overview, Quick Reference Guide, and PowerPoint Presentation and Video Demo.
- Created and finalized the September CORE.NV Newsletter, including graphic design, layout, and article writing.
- Drafted and finalized the presentation for the September Change Agent Network Session. Provided meeting coordination and support at the September 19 event, including hosting dry runs and a tech check.
- Developed and finalized Change Readiness strategy document.
- Finalized Change Readiness survey and drafted communications to accompany survey release.
- Conducted qualitative and quantitative analysis of the Change Readiness Survey looking at change impacts, themes, and agency-specific needs.
- Continued to populate Top 15 Agency Summary Sheets based on the results from the Change Readiness survey.
- Provided quick-turn support to action item from Executive Committee – identify all Adv2.1 end-users who had registered for training and identify all Adv2.1 users still in need of registration. Provided editing and communications support for Director message template and instructions to Executive Committee members.
- Continued to review and capture high-level change impacts on a weekly basis.
- Created, designed, and wrote content a 2-Pager Overview for the Get Ready Nevada campaign.
- Brainstormed Get Ready Nevada campaign communications ideas.
- Recorded, edited and published the Personnel Management Demo.
- Created and updated project status update deck for use at Department Director Coffee Talks.
- Helped create the first draft of the CORE.NV readiness checklist.
- Created the FIN SharePoint Page and posted CA Campaign products.
- Continued regular maintenance and updating cadence for SharePoint site.
- Conducted monthly maintenance on stakeholder lists.
- Developed September progress for five (5) OCM metrics and one (1) training registration metric.





Training



The team's major accomplishments for September included:

- Provided and configured new training environment, SH4, in preparation for EUT kick-off.
- Provided support to training site coordination and technology checks.
- Continued to adjust course calendar and approach when learning new information about stakeholder content learning needs.
- Hosted weekly EUT office hours for State Employees to ask questions and get assistance for the EUT registration process.
- Assisted in developing responses to stakeholders regarding EUT registration.
- Created SurveyMonkey tool to capture training needs; tracked training and registration data
- Drafted and inputted two training registration reminders.
- Hosted meet and greet between CGI Trainers and State Trainers.
- Hosted State Trainer session to review EUT schedule and support/expectations.
- Finalized course curriculum products, [REDACTED]
- Began developing recorded content for all courses listed above.



Technical Advantage 4



The Technical team focused on Conversions and development of Interfaces, Reports, and Forms for FIN during this month. We supported testing of FTP automations between the State and CGI Cloud.

The team's major accomplishments for September included:

- **FIN – Conversion:**
 - New updates to COA were received and loaded successfully.
 - The feedback from the state on vendor and customer data was incorporated and modified data was loaded successfully. The team completed the changes to maintain compatibility with legacy systems from different agencies.
 - Development for Conversion of FY-25 Budgets completed.
 - Development of Conversion Maps for [REDACTED] are completed.
 - Preparation for Mock Cutover and UAT data preparation in Progress.
- **HRM – Conversion:**
 - Progress made on Position and reference table conversion.
- **FIN – Interfaces:**
 - Development of about 18 Interfaces completed.
- **FIN – Reports:**
 - Development for 8 reports has been completed.
- **FIN – Forms**
 - Development of Invoice forms as per the state's requirements completed.
 - Development of Purchase and Delivery order forms are completed.
- Supported the State to set up SFTP structure [REDACTED]. Set up file transfer automations between CGI cloud and State SFTP Server.





Environments



The team's major accomplishments for September included:

- **Legacy Operations:**
 - Continuing to clear and manage ADV 2X, NEATS and Data Warehouse Tickets.
 - Providing support for Data Warehouse Team
 - NEATS upgrade testing completed
 - Continuing the testing the HR Data Warehouse post Oracle 19c upgrade
 - Stood up the new Ubuntu Prod Server
- **Environments:**
 - Container Deployments: ██████████ Deployed to all NPD and Production environments.
 - Environment planned for Phase 1b was stood up to provide dedicated environment for End User Training
 - UAT Data and environment preparation in progress
- **Mock Cutover:**
 - Data conversion and configuration load In Progress
- **Nightly Cycle:**
 - Test execution in progress





Testing



The team's major accomplishments for September included:

- Completed the triage of remaining FIN IUAT issues
- Bugs identified during FIN IUAT have been resolved, tested by CGI and sent for OPM validation
- Supported the environment preparation activities for EUAT in [REDACTED]
- Monitored and discussed status of EUAT Readiness activities
- The Test Automation team has created skeleton shells for 186 scripts. 86 of these scripts have been reviewed by CGI functional SMEs in preparation for the next phase of step writing.





APM (Agile Project Management)



In September, the Agile Project Management (APM) team is focused on the Phase 1A activities ahead of the January 1st Go-Live date, with a close lens on blockers and support needed to deliver the expected scope.

- **PI Review:** The team conducted a thorough review of the PI4, assessing key achievements, delivered business value, and the continued focus of program Phase 1A scope delivery.
- **PI Planning Event 5:** The ART had to pivot from plan that included NDOT in the Phase 1A Go Live to a modified Phase 1A Go Live plan which does not include NDOT (re-work/changes) and NDOT go-live newly being set for July 1, 2025 (Cost Accounting for state-wide implementation).



Financial (FIN) Advantage 4



The team's major accomplishments for September included:

- **General Project Accomplishments**
 - Developed budget solution [REDACTED] and demonstrated the solution to client for approval.
 - Completed security roles for FIN and NDOT.
 - Received Sign-off on Agreement Approach from NDOT.
 - Completed first review of Nightly Batch Cycle jobs to determine configuration updates needed to ensure jobs run successfully.
- **Security & Workflow**
 - Began refinement on Foreign Orgs for multiple agency security roles
 - Began refinement and configuration of Workflow with a successful demo of a [REDACTED] approval process
 - Successfully tested SSO using State Employee IDs
 - Finalized Phase 1a Business Roles and successfully exported XML files for loading in all other applications
- **Cost Accounting**
 - Continued to meet with NDOT to build out Cost Accounting Projects and Transit Grants.





Financial (FIN) Advantage 4



- **Accounts Receivable**
 - Executed Accounts Receivable End-to-End script and identified issues and gaps for configuration refinement.
 - Configured Deposit Reconciliation.
 - Support State Tech Interface for GA.
- **Accounts Payable**
 - Executed the Accounts Payable End-to-End script deferred steps and identified issues and gaps for configuration refinement.
 - Configured [REDACTED] ACH transaction job to generate first draft of ACH [REDACTED].
 - Provided sample ACH [REDACTED] file [REDACTED] for review.



Human Resource Management (HRM) Advantage 4



In September, the HRM Configuration team continued to focus on the Build phase. SIT scripting is complete for all areas except [REDACTED]. We executed the first pass of [REDACTED] SIT scripts; these will be repeated once we have fully converted data. We have started testing payroll via online checks and batch payroll processing with [REDACTED] in full swing. Our biggest challenge continues to be data conversion; this effort must be complete prior to Parallel Payroll scheduled for PI6.

Our major accomplishments for September included:

- Completed PI4
- Completed PI5 planning
- Completed [REDACTED] 2.x to 4.x comparison
- Made conversion decisions [REDACTED]
- Identified the 2B HRM batch processes
- Formalized the Shakedown process for container testing