

Monthly Status Report

Reporting Month:	July 2024
Report Number:	010
Submission Date:	08/02/2024
Project:	State of Nevada Full Suite Advantage 4 System Integration
Project Leadership:	<p>██████████ [Program Director, CORE.NV Project]</p> <p>██████████ [Project Manager, CGI]</p>
Author:	██████████ [PMO Lead]

*Green – On Track | Yellow – At Risk | Red – Off Track

Summary

The Agile teams completed the execution of Program Increment (PI) 3 and kicked off PI4. The FIN Configuration team configured core areas of Advantage Financial, including completing General Accounting. FIN received approval on the approach for NDOT Procurement and Agreements, as well as completing the mapping for Cost Accounting and Grants. In addition to configuration, the FIN team supported script development, execution, iterative User Acceptance Testing (IUAT), and Technical team support. The HRM team focused on IUAT support for PI3, writing and executing System Integration Testing (SIT) scripts and executing ██████████ changes to make updates to pages that better support the State. From mid-July on the HRM team faced challenges in completing scheduled stories due to delays in the HRM conversion effort.

The Testing team supported ongoing IUAT for PI2 scripts. OPM approved the use of Test Savvy for testing automation. Additionally, the Test team collaborated to create an EUAT Readiness Checklist. The Technical team focused on Conversions and Requirements Gathering of Interfaces and Reports for Financial during this month. The environments team is supporting data conversion, preparing for performance testing, and mock cutover activities.

The Agile Release Train (ART) team closed out PI3 activities and transitioned into PI4. The planning event for PI3 was held 7/31/24-8/1/24. The team continues to support the Agile teams including enhancing backlog management practices. They completed a retrospective review of PI3 and executed the Planning activities for PI 4.

The Organizational Change Management (OCM) completed 5 total demos for the CORE.NV SharePoint Microlearning library. The team hosted the Change Agent Network (CAN) event on 7/18/2024 and provided the visualization for the Phase 1A Minimum Viable Product (MVP) for communications. The Training team created the approach and materials for the HRM State Trainer Workshop on 8/14/2024. The team also created and revised the EUT Course Calendar, including course iterations and number of seats. Detailed updates can be found below for each of the respective project workstreams.

Project Management Office (PMO) Activities

The PMO focused on July deliverables to fulfill fiscal year requirements, schedule management activities, and PMO operations.

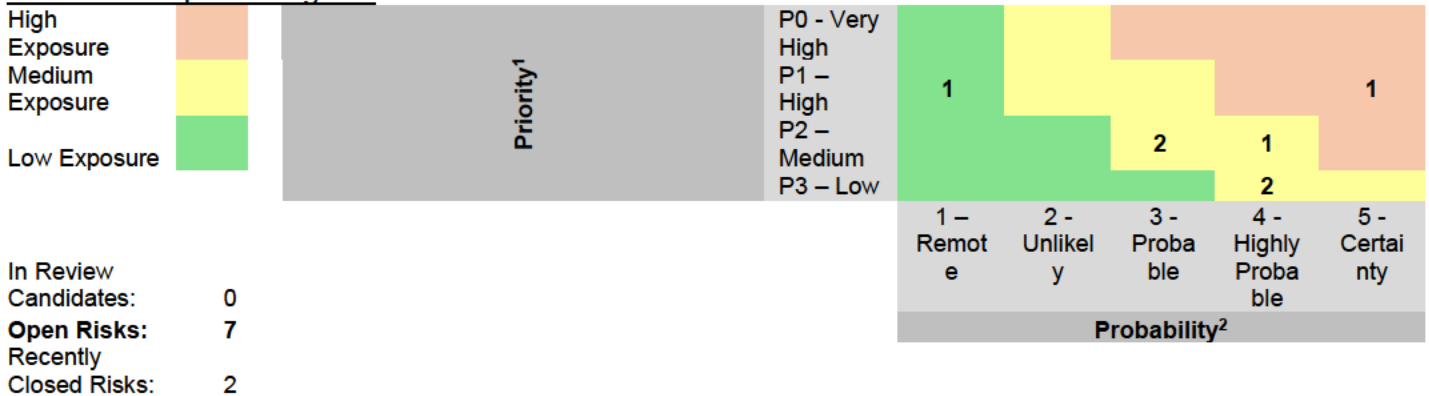
PMO Operations

- CGI PMO onboarded and offboarded CGI project staff for the project:
 - Onboards (6)
 - OCM Training Analyst (1)
 - OCM Training Developer (1)
 - FIN BA (1)
 - TECH Environments BA (1)
 - TECH Conversion Developer (1)
 - Reports Developer (1)
 - Offboards (2)
 - 1 FIN BA
 - 1 OCM Training Developer
- We continue to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.

Risk and Issue

Project Risks and Issues are logged and maintained in [Jira](#). Metrics and Map figures were pulled from Jira on 7/31/2024.

Risk Heat Map and Register



¹ Risk Priority: A metric that conveys the severity of a Risk so that agents can react accordingly. It identifies the relative importance of a Risk with the Risk Impact Level.

² Risk Probability: Likelihood or chance that a specific risk will occur.

Issue #	Description	Status	Response Status	Priority	Severity
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Schedule Management & Deliverables

- The following Project deliverables scheduled for June were submitted to or approved by OPM:
 - Work Product Authorization P1A Training -Approved 7/11/2024
 - June Monthly Status Report #9 – Approved 7/2/2024.
 - P1B PI2 Snapshot Completion Report CR012 – Approved 7/1/2024

Scope Management

- Change Requests that have been approved in July:
 - CR013 – FIN Incremental Extensibility Customization Benefits.
- New Change Requests are in the process of development for August:
 - CR014 – Phase 1 Completion Reports Consolidation and Delivery Schedule.

Financial

Our major accomplishments for July included:

- FHWA feedback received, and questions reviewed. This is a major milestone towards getting approval for highway funding in the new system.
- Completed a clean-up of the project backlog and assigned Story Points to all Stories.
- Procurement:

- Received agreement from NDOT on approach for Procurement Agreement.
- Accounts Payable:
 - Completed the Accounts Payable configuration backlog.
- Budget/COA/Cost Accounting:
 - Completed mapping all NDOT Cost Accounting Projects and Grants.
 - Achieved agreement from NDOT on Agreement functionality.
 - Completed Budget Configuration for CA Budget Structures [REDACTED].
 - Initiated COA campaign discussions.
- General Accounting:
 - Completed General Accounting Configuration.

Human Resource Management (HRM)

In July, the HRM Configuration team continued to focus on the Build phase. We continued work on SIT scripting and execution, IUAT support, and executing [REDACTED] changes to make page updates that better support the State. We wrapped up Sprint 2 and began work on Sprint 3. From mid-July on we faced challenges in completing our scheduled stories due to delays in the HRM conversion effort. The issues slowing the HRM conversion effort are, namely, that the Conversion team has had to prioritize FIN over HRM, and some 2.x tables populated by back-end processes do not pass validations when loaded into Advantage 4. We are working closely with the Conversion team and State SMEs to address these inconsistent data challenges. This is time consuming work, representing an unplanned capacity for all involved teams.

Our major accomplishments for July included:

- Designed and Configured Advantage 4 baseline processes to replace 4 2x Custom Transactions to meet MVP [REDACTED] [REDACTED]
- Successfully executed some Position Control, Personnel, and Payroll transactions scripts utilizing the available converted data.
- Defined additional Payroll and Personnel Management scripts that will be scripted and tested once we have more complete conversion data.
- Configured baseline 4x processes to satisfy MVP for the following custom transactions: [REDACTED]
- Built out backlog and objectives through PI6.
- Held initial Parallel Payroll planning and AERIS meetings. Determined the AERIS requirements and extension date.
- Scheduled Cornerstone demo with DHRM Administrator; to be held prior to PI4 Planning
- Provided key updates to FRIIs document.

Technical

The Technical team focused on Conversions and Requirement gathering of Interfaces and Reports for FIN during this month. The Team also finalized an FTP approach for State of Nevada [REDACTED].

Our major accomplishments for July included:

- FIN – Conversion:

- Latest Updates to COA Crosswalks were completed.
- Significant progress has been made with a major load completed.
- HRM – Conversion:
 - Defect fixes have been addressed from prior conversion maps
- FIN – Interfaces:
 - Requirements were completed for 15 out of 20 FIN interfaces.
- FIN – Reports:
 - 10 out of 11 Reports requirements and mapping were completed.
- The FTP approach [REDACTED] has been finalized.
- The SSO approach, along with backup options for Advantage 4 applications have been finalized.

Environments

Our major accomplishments for July included:

- Legacy Operations:
 - The team is clearing and managing NEATS and Data Warehouse Tickets.
 - OID Upgrade Testing is in progress.
 - 12c to 19c Oracle Upgrade Testing is in progress.
 - Ubuntu Server Testing is in progress.
- Environments:
 - Container Deployments and Migrations:
 - Migration is complete for [REDACTED] to all NPD environments:
 - Conversion from [REDACTED].
 - Configuration from [REDACTED].
 - [REDACTED] Deployed to NPD environments.

Testing

Our major accomplishments for July included:

- Supported FIN and HRM IUAT2 activities.
- Received OPM approval on [REDACTED] initial automation script inventory.
- The Test Automation team has started creating automation scripts.
- Collaborated to create an EUAT Readiness Checklist, detailing the activities leading up to EUAT, during EUAT, and exit criteria.
- Implemented new rules for testers for PII exposure. We will be creating unique logins for each IUAT Tester for PI3.

APM (Agile Project Management)

In July, Agile Project Management (APM) concentrated on supporting PI3 execution and laying the groundwork for PI4. A key emphasis was placed on enhancing backlog management practices, including training and coaching teams on refinement techniques. Additionally, we prepared for the PI4 Planning event by initiating preliminary planning activities.

Our major accomplishments for July included:

- Backlog Management:
 - Added 822 JIRA issues since PI3 kickoff and provided comprehensive training to teams on effective backlog refinement techniques.
- PI3 Review and Retrospective:
 - Successfully executed the PI3 Review and Retrospective, showcasing team achievements.
- PI4 Planning Event Preparation:
 - Initiated planning activities for PI4, including identifying potential dependencies and aligning with team capacity.
- Project Deliverables on Track:
 - P1B PI2 Completion Report-Addendum(HRM-PI3).
 - P1A PI3 Completion Report (FIN-PI3).

Organizational Change Management (OCM) and Communications

Our major accomplishments for July included:

- Completed 5 total demos for the CORE.NV SharePoint Microlearning library. Demos were completed for General Accounting Expense, Master Agreement, Delivery Order, Budget Control, and Position Control.
- Hosted the Change Agent Network (CAN) event on 07/18/2024. In preparation for this event, OCM crafted slides and communications. Documented participant names and organizations and assessed the event evaluation feedback.
- Refined the Finance Functional End-User list, based upon the latest State Controller's Office quarterly report on Advantage 2.1 users.
- Defined the MVP for Phase 1A (FIN). Visualized this data in a graphical display.
- Documented 21 change impacts into the FIN Change Impact Assessment document.
- Developed a set of OCM metrics, including baseline data, which was input and visualized in the Power BI tool. These metrics will be rolled out in August.
- Drafted the change readiness strategy, set for release in August. As part of this initiative, the team crafted a change impact survey and change readiness survey.
- Created a template for a monthly CORE.NV newsletter, drafting content for the first edition. The Newsletter is set for release in mid-August.
- Drafted a memo on sunset of Advantage 2.1. This memo is set for release in mid-August.
- Drafted the End-User Training (EUT) Save the Date memo, released on 7/31/2024.

Training

Our major accomplishments for July included:

- Created the approach and materials for 8/14/2024 HRM State Trainer Workshop.
- Planned for and launched the bi-weekly State Trainer Forum on 7/31/2024.
- Developed the schedule for the End-User Training (EUT) curriculum review process.
- Completed an Accounts Receivable (AR) Course Guide and agenda and submitted it for review.
- Created and revised the EUT Course Calendar, including course iterations and number of seats.
- Created and provided weekly EUT status updates to the OPM Executive Team.

30, 60, and 90-Day Look Ahead (Deliverables)

August 2024

- July Monthly Status Report #10 submission – 8/2/2024
- P1B PI2 – Completion Report Addendum – 8/13/2024
- PI3 Completion Report (Potential Name Change) – 8/13/2024
- EUT Monthly Progress Report – July – 8/15/2024
- P1A FIN Performance Test Plan submission – 8/23/2024
- P1A Training Support Month 1 – 8/30/2024
- P1A Training Support Month 2 – 9/30/2024

September 2024

- August Monthly Status Report #11 submission – 9/4/2024
- EUT Monthly Progress Report – August – 9/12/2024

October 2024

- September Monthly Status Report #12 submission – 10/2/2024
- PI4 Completion Report submission – 10/8/2024
- EUT Monthly Progress Report – September – 10/10/2024
- P1B Train-the-Trainer Training Materials submission – 10/10/2024
- P1A Implementation Assessment Document submission – 10/10/2024
- P1A FIN Readiness Assessment Checklist submission – 10/23/2024

High Level Status:

- Overall Project Timeline
 - Financial Management: Phase 1
 - Human Resource Management: Phase 1

