

Monthly Status Report

Reporting Month:	August 2025
Report Number:	023
Submission Date:	09/10/2025
Project:	State of Nevada Full Suite Advantage 4 System Integration
Project Leadership:	[Program Director, CORE.NV Project]
	[Project Manager, CGI]
Author:	[Deputy Project Manager, PMO Lead]
Project Status:	In August, the project team made strong progress in preparation for the October Phase 1B and 1C go-live events, with a particular focus on Financial and HRM workstreams. The Financial team balanced ongoing Phase 1A support while advancing Phase 1C configuration for NDOT. Additionally, the team worked to support the FHWA September Demo. On the HRM side, the team concentrated on Mock 3 validation, supporting JVA clean up, interface and report development and resolved ACH and MICR check printing issues prior to the cyber incident. NEOGOV discovery and configuration progressing, with continued collaboration between DHRM, OPM, and CGI. These efforts ensure critical components remain on track and support broader readiness for the upcoming deployment. Preparations for Mock 4 underway. The teams shifted gears to support the State's effort to recover from the cyber incident in late August.

^{*}Green – On Track | Yellow – At Risk | Red – Off Track

Summary

In August, the project team advanced October go-live preparations while supporting recovery efforts from a statewide network outage and cyber incident. The PMO team onboarded a Local Support Service Lead and tracked seven medium-priority risks. The Financial Team supported FY Close transactions, resolved a Phase 1A ticket, and coordinated in delayed education payments. HRM ran cycle simulations, supported EUAT, and tested three major employee mass change scenarios for October. Technical teams completed HRM and NDOT conversions, refined interfaces, and transferred data manually to support reporting during the outage. Operations refreshed and environments and prepared for the NDOT FHWA demo.

The Testing Team completed NDOT UAT, prepped FIN Security UAT scripts, and advanced automation through Test Savvy. Agile Project Management facilitated the reduction of sprint blockers from 86 to 17, aligned Jira with quarterly releases, and integrated MS Project for improved reporting. OCM released HRM and NDOT go-live communications plans, launched Staff Level CAN Coffee Talks, and distributed readiness materials like the Manager's Guide to Change, additional Job Aids and Video onto the SharePoint site. The Training team finalized Phase 1C NDOT instructor-led courses, desk guides, and videos, adjusting schedules to support UAT and build activities.





Project Management Office (PMO)

In August, the PMO facilitated onboarding and offboarding activities, welcoming a Local Support Service Lead. Fingerprinting documentation and background checks continued, with identification badges underway for new team members. Seven project risks remain open, all categorized as medium priority and probable in likelihood, with the most critical involving delays in fixed asset data that could affect legacy asset conversion. No new project issues were logged, and none remain active or recently closed. One project decision regarding payroll number classification remains open, while another was recently resolved. Approved deliverables for the month included Monthly Status Report #23, and no new change requests were initiated under scope management.

PMO Operations

- CGI PMO onboarded and offboarded CGI project staff for the project:
 - Onboards (1)
 - Local Support Service Lead (1)
 - Offboards (1)
 - Benefits SME (1)
- PMO continues to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.

Project Risks and Project Issues

Project Risks and Project Issues are logged and maintained in Jira. Metrics and Heat Map figures were pulled on 08/29/2025.

Project Risk Heat Map and Register

High Exposure			P0-Very High					
Medium Exposure		īţ	P1–High					
Low Exposure		Priority ¹	P2-Medium			7		
		Δ.	P3–Low					
				1 -	2 -	3 -	4 –	5-Very
In Review Candidates:	0			Remote	Unlikely	Probable	Significant	High
Open Risks:	7					I obability ²		
Recently Closed Risks:	0							

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



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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.

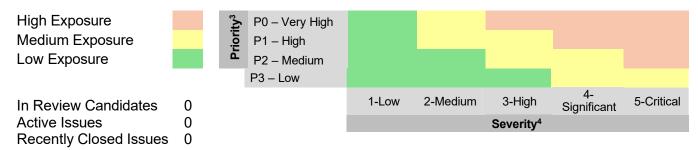


Risk#	Description	Status	Response Status	Priority	Probability	Severity





Project Issue Heat Map and Register



Project Decisions

Project Decisions are logged and maintained in Jira. Figures were pulled on 8/29/2025.

In Review Candidates 0
Active Decisions 1
Recently Closed Decision 1

Decision #	Summary	Status	Priority

Schedule Management & Deliverables

- The following August project deliverables were submitted or approved by OPM:
 - Monthly Status Report #22 Approved 8/26/2025

Scope Management

- In Progress Change Requests:
 - None

Financial

In August, the Financial Team continued to divide time between the NDOT Phase 1C Go-Live Achieve activities and ongoing operational support for Phase 1A. In addition, the team supported the state in their efforts to recover from the network outage.

⁴ Issue Severity: The degree of harm or potential harm caused by the incident/problem.



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³ Issue Priority: A metric that conveys the severity of an Issue so that agents can react accordingly. It identifies the relative importance of an incident and is usually based on the impact and urgency.



Major Accomplishments:

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Phase	IА	OHO	loli iq	Sup	port.

CGI resolved one Phase 1A support ticket during the month, Otherwise, the team remained available for any Phase 1A questions that were presented via Teams chat and email.

- Budget Control and COA
 - Supported CGI Technical Team with development, unit testing, and coordinating with SCO for final approval. The interface was added to the Nightly Cycle starting August 21, 2025.
- General Accounting
 - Demo and support were provided to SCO and the Purchasing team. PO Roll process has been run successfully in production generating PO for FY 2026.
 - transactions were posted to the incorrect department. Provided support to configure posting codes for correcting JVD transactions.
- Accounts Payable
 - Worked with OPM and Treasury to release payments for the Department of Education. The payments were held up to the network outage.

Phase 1C Configuration:

- Accounts Payable NDOT Travel
 - was updated to code GAX transactions to . This has been completed. Verified in that the transactions were created and are being processed in the nightly cycle (AD/EFTs created).
 - helped with creating a clone of the Disbursement Printing job in to test printing for NDOT.
 - This worked in August before the network outage; team is waiting for NDOT connectivity to be reinstated. CGI's Technical Team has worked with OPM and NDOT to establish printer connectivity. Configuration of the printers in completed.
- Accounts Receivable
 - Ensured the following batch jobs are added to nightly cycle for 1C go-live: Generate Invoice, Past Due Invoice, Select for Collection, and Generate Collection.
 - Supported NDOT with their own local printer setup and test to print their Invoice, Past Due Invoice and Pre-Agency Collection Letters.
 - Set up and test Deposit Reconciliation for NDOT Travel
 - Configured four Event Types and related tables for P1C transaction for Retainage for NDOT in multiple environments.
 - Provided online support for NDOT UAT.
 - •





- Following meeting with NDOT, it was determined that the GAE will utilize a non-accounting event type. Event type has been configured for use in GAE transactions.
- Security & Workflow
 - Continued to work on security and workflow for NDOT. While HRM is complete NDOT/FIN is still in progress. Supported HRM security and workflow updates as state users assessed the current configuration.
 - Supported refreshes for and continued updates of
 - Supported additional DESIGNER extension migration to environments for both HRM and FIN.
- Agreements
 - CEC Transactions
 - The NDOT Agreement Team raised concern related to the ability to make corrections to the agreement's transactions. The decision was made to use the CEC, which has been approved by OPM and NDOT.
 - This effort was completed and included client demos, development of functional documentation, SIT scripts, and onsite support during the August UAT effort.
 - Agreement Security Configuration support
 - Provided support and guidance to the NV security team as they developed and completed the initial security role for testing.
 - Agreements Training Support
 - Reviewed all training documents related to the agreement service area, including additional materials related to the CEC transaction.
 - August UAT Support Onsite
 - Provided support as NDOT continues testing.
 - This testing included additional Designer changes requested, the CEC transaction, and configuration for the NDOT Agreement Security Role
- Cost Accounting
 - Supported FHWA Demo meetings and ongoing testing sessions. The ongoing testing sessions have been instrumental in familiarizing NDOT users with the Cost Accounting functionality. The FHWA Demo is scheduled for September 8, 2025.
 - Met with NDOT Financial Management and Project Accounting teams to review MOCK 3 data conversion results. Data conversion feedback from NDOT teams is ongoing and has resulted in minor refinement to the Pentaho KTR.
 - Supported cross-functional meetings to review, discuss, and address Cost Accounting related requirements impacting FIN, TECH, and HRM.
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 - Supported cross-functional meetings to review, discuss, and address Cost Accounting related requirements impacting FIN, TECH, and HRM.

Blockers with Resolution Plan:

Network connectivity with NDOT holding up final validation of checks with No work around.





Human Resources Management (HRM)

The HRM team focused on supporting the HRM Security EUAT effort, reviewing the output of the Cycle Simulation tests, supporting the Technical Team's builds, testing the Employee Mass Change process and continuing NEOGOV discovery. The team also supported the State in addressing impacts of the cyber incident that occurred.

Major Accomplishments:

- EUAT
 - The State OPM team hosted two weeks of EUAT focused on verification of workflow and security utilizing scripts and day in the life testing. We supported this effort by prepping scripts for the testers and providing in-person and virtual support during the actual EUAT.
- Cycle Simulation Testing
 - The HRM cycles were run through an initial round of testing.
 - Cycles were run in using Mock 3 data (July 14, 2025).
 - Utilized the scheduler to mimic the production nightly cycle runs from July 15 to July 25, 2025.
 - Interfaces tested in cycle:
 Used 2X
 inbound extracts to test inbound interfaces.
 - Executed outbound interfaces, with all but one completed successfully and producing data for Agency validation.
 - Verified the Leave Accrual process.
 - · Verified the Payroll process.
 - Verified the Step Advance process.
 - Made corrections to Cycles for next round of testing.
 - This round started on August 20, 2025, but was held due to the cyber incident and will complete September 3, 2025.
- Employee Mass Change
 - There are three large employee assignment changes needed as part of the cutover effort. Testing of the Advantage Mass Change Process was conducted.
 - Testing was conducted in against Mock 3 data, the process has been run in report mode, and the mass change request data has been moved to gold. Additional testing in Submit mode is in progress in preparation for adding a Mass Change Step to the Cutover 4 test in September.
 - Change 1 Change all employees to positive paid as of 10/13/2025.
 - Change 2 Change all NDOT employees that are currently in deduction Plan
 as of 10/13/2025
 - Change 3 Change all NDOT employees that are currently in deduction Plan as of 10/13/2025.
- NEOGOV
 - Held NEOGOV meetings for Onboard, Insight, and Learn.
 - Participants from DHRM, OPM, CGI, and NEOGOV attended weekly meetings facilitated by the NEOGOV team.
 - The calls provided NEOGOV an opportunity to present the work completed based on the information provided by the State teams.





Blockers with Resolution Plan: None

Technical

The Technical team continued to focus on developing conversion for HRM and NDOT, as well as Forms, Reports, and Interfaces.

Major Accomplishments:

- HRM Conversion
 - The following HRM Conversion code refinements were completed based on the feedback from the State and Functional Teams.
 - Refinements to Employee table conversion logic for university-based employees.

 - Updated Logic.
 Added "Continuous Service Date" to the Employee Assignment Conversion Map.
 - Executed HRM Full Load scripts for to enable a successful HRM Payroll testing and comparison.
- NDOT Conversion
 - Continued to refine and update the conversion logic of Open Projects and Agreements for NDOT Conversion based on discussions with the NDOT and Financial team.
 - Built Validation Automation along with the Conversion Logic for NDOT Open Projects and Agreements to be used in Mock 4 and Go-Live cutover.
- Interfaces
 - Completed development and unit testing of
 - Modified and updated the business logic of the interfaces below based on the feedback from functional and State.
- Reports
 - Completed development of
- Cyber Incident Recovery Efforts
 - A plan presented to run the Financial Interfaces in without the availability of FTP Server was accepted by the state.
 - A process was conducted where the state would receive files from agencies and CGI would transfer the files to
 - CGI Team stepped in to create data extracts from

 as the state's reporting system was down.

Blockers with Resolution Plan:

The interfaces have not been validated with end-user. Working with the State to push through the effort. Our of the interfaces CGI is responsible for, 18 remain to be development





completed and 2 to be end user validated. A risk has been created for all the Interfaces that are not end user validated.

Environment and Legacy Operations

The Operations team continued to provide support for NEATS, NVAPS, and HR and Production Data Warehouse-related inquiries. Additionally, the team supported legacy interface analysis and mapping efforts.

Major Accomplishments:

- Legacy Operations
 - Continued support for NEATS and HR and Production Data Warehouse tickets.
 - Continued supporting the OPM Data Warehouse team with HRM data mapping from Advantage 2X to 4X.
 - Assisted with analysis and mapping of legacy interfaces.
- Environments
 - Ongoing updates of monthly environment usage and release plans in preparation for golive.
 - Completed a refresh of the
 - Preparation of environment to support upcoming NDOT FHWA Demo.
- Phase 1B&C Mock
 - Preparation for Mock 4 has commenced.
- Build Deployment
 - Assisted OPM with deployment of the build to the environment.

Blockers with Resolution Plan: None

Testing

The Testing team supported Offsite NDOT UAT testing, which began on July 28, 2025, and completed on August 7, 2025. Testing was focused on AR, CA Projects, Fin CA, and Agreements. There were security role refinements made, but no issues were found. Additional NDOT, FIN, and HRM UAT activities are scheduled for August and will be supported by the OPM team.

Major Accomplishments:

- UAT
 - Completed NDOT UAT script writing and preparation for the 7/28/25 8/1/25 UAT testing activity.
 - Completed first pass through NDOT's FHWA process.
 - Scheduled the NDOT FHWA demonstration for 9/8/25 9/10/25.
 - Started prepping scripts and data for FIN Security and Workflow UAT scheduled to begin on 8/25/25.
- Test Automation (Test Savvy)
 - The CGI Testing as a Service (TaaS) team activities are moving forward with OPM leads making progress on approving HRM functional scripts so that the automation of said scripts can begin. FIN functional script review started.

Blockers with Resolution Plan: None





APM (Agile Project Management)

In August, the Agile Project Management Team focused on preparing for the upcoming October go-live while finalizing Jira automation and hierarchy enhancements to support more effective Phase 2 quarterly deliverables reporting.

Key Accomplishments

October Go-Live Event Preparation:

- Participated in War Room discussions to review lessons learned from Phase 1A, identifying several areas for improvement:
 - Strengthen issue resolution tracking.
 - Confirmed embedded staff will not log Jira tickets due to workload constraints.
 - Improve Jira boards and labels (e.g., Phase 1B, Phase 1C).
 - Secure a larger, better-ventilated meeting space.
 - Introduce a "buddy system" for team support.
 - Minimize Jira workflow changes; predefine categories and assignments in advance.
 - Test Jira tickets ahead of Go-Live to ensure smooth operations.
- Scheduled an in-person session to review the Tier 1, 2, and 3 process flows and expectations, ensuring post–Go-Live support runs efficiently.

Jira Structure Aligned to Quarterly Releases:

- Hierarchy & Artifacts
 - Aligned "Fix Version" naming convention with quarterly releases, providing leadership and project teams with clear visibility into the status of features scheduled for deployment.
- Workflows & Automation
 - Designed Jira automation to integrate with MS Project, enabling:
 - Migration of all project work into Jira.
 - Improved schedule accuracy.
 - Enhanced project schedule reporting.
- Dashboards & Reports
 - Sprint Burndown (by story points and count) used during sprint planning and retrospectives Program Epic Progress to highlight progress against delivery commitments.
 - Leveraging Jira "Plans" for improved visibility with forecasted completion dates,
 - These dashboards and reporting enhancements allow the team to quickly identify blockers, manage cross-team dependencies, and escalate issues effectively.
 - With these tools in place the team was able to reduce the number of blockers from 86 points down to 17 points in the second week of the last sprint (8.7).

The team is on track to support a successful October go-live and has built the Jira structure needed to enable accurate and transparent reporting for upcoming quarterly releases.

Blockers with Resolution Plan: None

Organizational Change Management (OCM) and Communications

In August, the Organizational Change Management (OCM) Team continued preparing for October golive, with a strong focus on stakeholder engagement. This included developing robust communication





and engagement strategies, along with maintaining consistent outreach to end-users. The team also refined and created deliverables designed to equip HR employees with the knowledge and confidence to successfully adopt the CORE.NV system. Additional key activities involved gathering OCM metrics from July, supporting other functional project teams, and updating the Nevada SharePoint site.

Major Accomplishments:

- HRM Go-Live Event Elements Communication
 - Developed a communication to prepare HRM employees for go-live by highlighting CORE.NV system information/communications, useful resources, additional training opportunities, and important reminders.
- Phase 1B HRM MVP Definition and MVP Going Live
 - Defined Minimum Viable Product (MVP) and introduced the Phase 1B HRM MVP functionality to set clear expectations and enhance stakeholder readiness for go-live.
- CORE.NV HRM Benefits Sheet
 - Released a summary sheet outlining CORE.NV Phase 1B system functionality, expected outcomes, challenges solved, and user experience enhancements. This handout helps stakeholders understand system benefits and what to expect, increasing clarity.
- HRM Go-Live Readiness Checklist
 - Distributed a virtual one-page checklist to end-users covering actions that should be completed in preparation for go-live to promote accountability and preparedness.
- Manager's Guide to Change
 - Developed a resource for HRM managers and leadership that helps them navigate the transition to the CORE.NV system and outlines valuable change management practices to effectively lead their agencies through the change.
- Phase 1B Commercial
 - Distributed a promotional video showcasing CORE.NV system benefits and functionality to increase stakeholder awareness and build excitement through engaging visual media.
- Positive Reporting Communication
 - Issued a statewide communication regarding the implementation of positive reporting in NEATS that helps end-users understand what positive reporting is, why the change is needed, the plan for implementation, and key action items to prepare for the transition.
- Go-Live Communications Plan
 - Developed a communications plan highlighting the objective, content, and audience of all HRM go-live communications to ensure messaging is strategic, timely, and aligned across stakeholders.
 - Created a week-by-week communications plan for NDOT outlining the goal, details, and required actions for each communication. These communications aim to drive adoption, minimize resistance, and strengthen user confidence in the CORE.NV system.
- CAN Staff Coffee Talks
 - Kicked off the final round of Phase 1B staff coffee talks featuring agency-specific presentations with project updates, training details, action items, and Q&A opportunities to support engagement and personalize stakeholder communication.
 - Coffee Talks in August:
 - 8/20 Department of Motor Vehicles
- July OCM Metrics
 - Collected OCM metrics to offer perspective on CORE.NV user activity, OCM activities/communications from January 1, and July activities/communications helping track progress, improve stakeholder outreach, and identify key trends.
- Functional Team Support





- Collaborated with project teams through OCM liaisons who attended meetings, maintained consistent communication, and provided support to strengthen cross-team alignment.
- SharePoint Maintenance
 - Maintained the Nevada SharePoint site by uploading newly developed resources, editing job aids, and updating FAQs to improve go-live readiness and provide employees with up-to-date information.

Blockers with Resolution Plan: None

Training

The Training Team has finalized several Phase 1C NDOT resources for in-person and self-directed learning, following two levels of review. To support expanded learning content, the training team has recommended extending the Agreement Services instructor-led training (ILT) from a half-day to a full-day format. Discussions are ongoing to determine the most suitable approach for NDOT ILT participants. In-person training dates were also revised to accommodate NDOT teams involved in system build and User Acceptance Testing.

The Go-Live Groundwork initiative was updated to align with DHRM's capacity. Originally designed as DHRM-led sessions introducing updated business processes, the revised plan includes a second round of just-in-time system practice led by OPM and supported by DHRM, focusing on key transactions and inquiries using realistic data.

Since the July training environment refresh, the team has been preparing the environment to support both Phase 1C NDOT training and the Phase 1B Go-Live Groundwork. This includes setting up realistic data streams to enable relevant training transactions and processes. Training development and testing will continue through September to ensure readiness for end-user engagement. Phase 1C course development also includes live, instructor-led walkthroughs to validate content and ensure alignment with NDOT's operational needs.

Major Accomplishments:

- Phase 1C
 - The revised Phase 1C training delivery plan has been approved by NDOT.
 - Training Resource Development:

Category	Resources	Status*
Instructor-led training: 1. Accounts Payable 2. Agreement Services 3. Cost Accounting 4. Procurement	Course Agenda PowerPoint Presentation Course Guide (Delivered as PDF)	90%





Category	Resources	Status*
Stand-alone videos: 1. Phase 1C Budget Query to Level 2 2. Payments to Vendors (GAX and PRC) 3. NDOT Fixed Assets (FM, FC, and FD) 4. NDOT Purchasing (RQS and RC)	Video	80%
Course Recordings: 1. Accounts Receivable 2. Agreement Services 3. Cost Accounting 4. Procurement	Articulate Files	40%
Desk Guides: 1. Accounts Payable 2. Accounts Receivable 3. Agreement Services 4. Cost Accounting 5. Procurement	PDF packets	30%

- Planning and Coordination
 - The August Train the Trainer forum was canceled to allow more time for go-live preparation. The next forum, scheduled for September 10, will be held in person and will provide HRM and NDOT State Trainers with guidance on post-go-live end-user support.
- Continued co-planning with DHRM
 - Phase 1B Go-Live Groundwork practice sessions.
 - Monitoring and tracking HRM participants' completion of General Navigation and NVeLearn courses.

Blockers with Resolution Plan: None

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

* The Look Ahead details are subject to Phase 1B schedule updates.

September 2025

- Monthly Status Report #23 Submission 9/3/2025
- EUT Monthly Progress Report August Submission 9/11/2025
- P1B Completion Report Submission 9/22/2025

October 2025

- Monthly Status Report #24 Submission 10/2/2025
- EUT Monthly Progress Report September Submission 10/9/2025





- P1B Production Cutover Complete 10/20/2025
- P1B Achieve Stage Complete 10/20/2025

November 2025

- Monthly Status Report #25 Submission 11/4/2025
- EUT Monthly Progress Report October Submission 10/9/2025
- P1B Hypercare Support Month 1 11/19/2025





High Level Status:

