Nevada Governor's Finance Office, Office of Project Management

CORE.NV Project Monthly Status Report

April 2025

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1 Roadmap

This section provides an overview of the CORE.NV Project Roadmap—including strategic milestones, timeline updates, changes to the roadmap over the past month, as well as a look ahead to the next 30 days and the next 60 to 90 days.

1.1 Previous 30–day Project Milestone Overview

Figure 1-1 below provides a high-level overview of the previous 30-day CORE.NV Project Milestone Schedule, including the CORE.NV Project scheduled activities, completed milestones, and performance against plan.

During this first reporting period for April 2025, the OPM and the CGI Tech teams met to discuss the merging of the teams and attending, jointly, the team standup meetings. Very productive discussions were held which should translate to improved transparency and collaboration between the teams. The OPM Tech team sent the CGI Tech team the list of reports that they will be responsible for completing. A joint meeting between OPM and CGI was conducted to discuss the work remaining for Phase 1B, the work required for Phase 1C, the capacity and velocity of the workstream teams, and the potential impact that all of this will have on the overall project schedule. Two recommended approaches were agreed upon that will be discussed at the upcoming cross functional meeting.

In this second reporting period, a meeting was conducted to plan for the Mock 1 cut-over. The timeline will consist of: MA1 environment preparation - which is already in progress (MA1 is currently down and being refreshed with PROD data); HRM Conversion from 4/14/25 to 4/18/25 (downtime); Insight will also be disabled during this period; however, the Reports Team can continue to use Insight in the PROD environment; Post Conversion activities on 4/21/25 (also downtime). For the Performance Testing timeline: Data Creation: from 4/21/25 – 4/25/25; Performance Test Execution 1 through 3: from 4/28/25 through 5/16/25. The Reports Team will be able to create/develop/publish reports using the existing production data. An initial OPM/CGI Leadership meeting was also held to discuss the functionality timeline for Phase 2.

During this third reporting period, several CGI and BerryDunn resources were onsite in Carson City, NV to attend meetings and work in-person together with the OPM resources. The workstream teams continue working to resolve reported trouble/defect tickets from the Phase 1A go-live implementation. CGI and OPM continue their work to determine the best approach to address NDOT's payroll process and how it differs from the rest of the State's payroll process. Work also continues with NDOT for their Phase 1C Cost Accounting and Agreements Phase 1C go-live in January 2026. All of this is work is being completed concurrently with the Phase 1B HRM and Payroll work due for the June 30, 2025, go-live date.

During this fourth reporting period, two primary action items were assigned. The first was to have the HRM and FIN functional workstream teams to collaborate with the Tech team in order to prioritize the remaining Phase 1B backlog of work for interfaces, reports, and data warehouse, in order to determine what critical work must be completed by the June 30, 225, go live date and what work, if any, can be delayed and completed post go live. The second action

item was for CGI to determine if any technical resources could be made available, to assist in completing the technical backlog of work to successfully go live in June 2025. CGI has responded by stating that they "have been able to identify a couple of interface developers that could be on-boarded".

In this final reporting period for April 2025, the Executive Committee (EC) was advised of the status of Phase 1B as well as ongoing Phase 1A issue resolution and Phase 1C work with NDOT. After extensive discussions, it was determined that a prudent approach to Phase 1B would be to reschedule the go live implementation date until approximately the beginning of the second quarter of Fiscal Year 2026 (early October 2025). Also, during this reporting period, several interfaces were identified that will be needed for the start of the fiscal year, on July 1, 2025. The workstream teams are diligently working to re-prioritize all the work currently in the backlog so that a clear picture of what must be completed, and by when, is understood by all stakeholders. Work stream teams are also beginning early preparations for the upcoming Program Increment (PI) 8 planning sessions to be conducted on Monday and Tuesday May 19th and 20th, 2025.

Figure 1-1: Previous 30-day Project Milestone Overview

Completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal	CGI Accountable	OPM Accountable	CGI Delivery Date
	April	Monthly Status Report 19 (CR002)	Deliverable	$ 150,000		2025			5/2/2025
	May	P1B UAT Support (Month 4) (Covers Parallel Payroll)	Work Product	$ 100,000		2025			5/21/2025
	June	P1B Performance Test Execution (Month) (**Results**)	Work Product	$ 250,000		2025			6/11/2025
		P1B Readiness Assessment Checklist	Work Product	$ 100,000		2025			4/17/2025
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			TBD
					$ 950,000				

1.2 Upcoming 30–day Project Activity/Schedule Overview

Figure 1-2 below provides an overview of the status of in-progress activities, and risk levels associated with meeting upcoming, short-term (i.e., next 30 days) target milestone dates and rationale.

For the next monthly reporting period, May 2025 will see the continuation of Sprint 7.5 which began on Monday, April 21, 2025, and ends on Friday, May 2, 2025. The remainder of Program Increment (PI) 7, which concludes with sprint 7.6, will begin on Monday, May 5, 2025, and finish on Friday, May 16, 2025. During Sprint 7.6, Program Increment (PI) 8 planning sessions will be conducted onsite in Carson City, NV. These sessions will be held on Monday and Tuesday, May 19th and 20th, 2025, to plan out the remaining work that must be completed during the next set of six sprints. In addition, work for Phase 1C will also be planned out as this work is being completed in parallel with Phase 1B work.

May 2025 will see some of the State and CGI Tech, as well as functional, team resources continuing to focus on conducting discovery sessions to determine what requirements remain to be analyzed and detailed for Phase 1B reports and interfaces. In addition, the workstream teams will continue to primarily focus on completing their work on any functionality, interfaces, reports, and data warehouse work required for Phase 1B. Work will continue with the HRM functionality, the payroll process, as well as the Cost Accounting features needed for NDOT's go live. Lastly, Phase 2 planning will begin to take shape as more discussion sessions will be

planned to create a change request (CR) to restructure the current CGI contract to reflect the new timeline and delivery release/milestones. This CR will then be presented to the Executive Committee for their review and potential approval.

Figure 1-2: Upcoming 30-day Project Activity/Schedule Overview

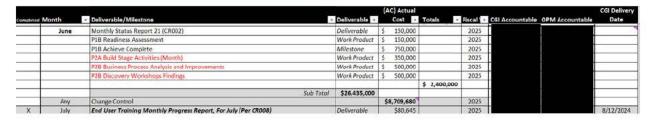| Completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal	CGI Accountable	OPM Accountable	CGI Delivery Date
	May	Monthly Status Report 20 (CR002)	Deliverable	$ 150,000		2025			
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			
					$ 500,000				

1.3 60 to 90–day Milestone Schedule Overview

Figure 1-3 below provides an overview of the 60 to 90-day milestone schedule, including the immediate horizon of scheduled activities necessary to achieve the milestones.

For the 60 to 90-day outlook, June and July 2025 will continue to see the State primarily responsible for supporting the Advantage 4 system with only occasional/ad hoc support needed from CGI. HRM work, payroll work, and Cost Accounting work needed for NDOT's go live, as mentioned in the above section, will continue as well as any meetings needed to create the Phase 2 CR for the Executive Committee. Incident tickets have been slowly dwindling but will continue to be logged, triaged, and worked as any new defects are identified. The work stream teams will continue to log, using the new process and functionality created in Jira, any end user requests for system modifications and/or enhancements, where these will be fully discussed and triaged according to this new approval process.

Lastly, this reporting period will see the completion of a significant amount of Phase 1B interface and report work. The work that will be needed for the beginning of the next fiscal year, which must be implemented by July 1, 2025, is currently undergoing a thorough analysis by the work stream teams.

Figure 1-3: 60-to-90-day Milestone Schedule Overview

Completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal	CGI Accountable	OPM Accountable	CGI Delivery Date
	June	Monthly Status Report 21 (CR002)	Deliverable	$ 150,000		2025			
		P1B Readiness Assessment	Work Product	$ 150,000		2025			
		P1B Achieve Complete	Milestone	$ 750,000		2025			
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			
		P2B Business Process Analysis and Improvements	Work Product	$ 500,000		2025			
		P2B Discovery Workshops Findings	Work Product	$ 500,000		2025			
					$ 2,400,000				
		Sub Total	$26,435,000						
	Any	Change Control		$8,709,680		2025			
X	July	End User Training Monthly Progress Report, For July (Per CR008)	Deliverable	$80,645		2025			8/12/2024

2 CORE.NV Project Workstream Status Review

Table 3-1 below provides a high-level overview of the CORE.NV Project workstreams for April 2025 and a look ahead to the upcoming activities for May 2025.

Table 3-1: CORE.NV Project Workstream Status Review for April 2025

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
FIN	
In this first reporting period for April 2025, the FIN project team reviewed and responded to IV&V observations for the month of March and met with IV&V to discuss possible alternative configuration options for NDOT Service Agreements. They informed IV&V that reconfiguration was the best option given NDOT's choice to use the master agreement. The team facilitated the Victims Crime restitution check meetings, addressing the need for payment reconciliation information within one day instead of two. They scheduled a follow-up meeting to include CGI and Tech Interface, created a ticket to resolve the one-day lag in PROD, and checked interface/DAWN timing. The FIN team provided ongoing support for Cost Accounting meetings, including sending out meeting invites, preparing and distributing meeting minutes, and maintaining both the decision log and action item log. They ensured all action items were tracked, addressed, received, and shared appropriately, and archived all relevant materials for stakeholder access. They also attended and supported the NDOT Cost Accounting and Agreement Meeting, reviewed and updated the NDOT Decision log with meeting minutes, and assisted NDOT Script Writers while on site.	**Upcoming Activities:** Begin Agreements beta testing with 57 scripts. Continue CA, AR, and Budget script testing and validation. Prepare for HRM (Payroll) testing – meetings scheduled to transition responsibilities and review test files. Continue on-site UAT support and office hours. Attend ongoing SEFA/ACFR meetings to align on interface and submission timelines. Continue coordination with internal teams on testing, reporting, and reconciliation tasks.

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
The team participated in various meetings, including the weekly Monday DISRQ meetings, OPM staff meetings, Accounts Receivable meetings, OPM & NDOT Cross Functional meetings, SEFA & ACFR meetings, and the OFA GM Standing Monthly Meeting. They also attended the NDOT Recap Meeting and finalized minutes. The FIN team also worked on Help Desk Triage, researched and reviewed FHWA requirements documents, and reviewed scripts for system understanding and testing SIT scripts available for NDOT Agreements, Cost Accounting, Accounts Receivable, Accounts Payable, Budget Control, etc. They also participated in the Account Receivable Script Walkthrough call to better understand the data being used. The team held the SCO/OPM weekly coordination meeting to ensure open communications between the project team and the product owner. They also participated in BS Open Review in MA1 and continued to attend AR meetings with NDOT, supporting the lead role. During this second reporting period, the FIN project team facilitated a meeting between SCO and NDOT to discuss SCO questions related to Cost Accounting, Accounts Receivable, and Agreements. This included discussions on Cost Accounting Reference and COA pages, NDOT's use of the "task" field, approval for NDOT to manage certain tables, examples of JVD transactions, and the conversion of various codes. The team also sought SCO approval for NDOT's decision to have receivables go into workflow upon modification only and approval to use UpDocs. The team facilitated the LCB Training Follow-Up, setting up a meeting with SCO to discuss additional access needs for LCB. They provided ongoing support for Cost Accounting meetings, including sending out meeting invites twice weekly, preparing and distributing meeting minutes, and maintaining both the decision log and action item log.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
They ensured all action items were tracked, addressed, received, and shared appropriately, and archived all relevant materials for stakeholder access for the week ending April 11, 2025. In terms of review and testing, the FIN team focused on CGI NDOT Agreements, Cost Accounting, and other SIT scripts, reporting out on their findings. They attended and supported the NDOT Cost Accounting Meeting, reviewed and updated the NDOT Decision log with meeting minutes, and offered additional hours for NDOT Script Writing. The FIN team participated in the "Kitchen Sink" meeting, Cross Functional meetings to discuss NEATS payroll, and BSR (Vista) report meetings. They also attended weekly CA meetings for preplanning, discussions on 80 Level one, and various unit and task assignment meetings. They provided feedback to NDOT script writers, assisted with navigating transactions, clarifying next steps, and resolving questions. The team worked on Help Desk Triage, researched and reviewed FHWA requirements documents, and reviewed scripts for system understanding and testing SIT scripts available for NDOT Agreements, Cost Accounting, Accounts Receivable, Accounts Payable, Budget Control, etc. They communicated the schedule for NDOT testing on site at OPM, worked on PERS reconciliations, and attended discussions on Budget Structure 80 Level 2 Scripts. Lastly, the FIN team attended various other meetings, including OPM staff meetings, OPM & NDOT Cross Functional meetings, OFA Data Elements Collection Webinar, SCO & NDOT meetings, Cost Accounting Reports meetings, OPM & Purchasing meetings, and NDOT Updocs Demo. They also participated in NDOT Script Writing meetings, wrote Budget Structure 80 Level 2 Scripts, reviewed transaction reports, and troubleshot script issues with NDOT for Cost Accounting.	

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
In this third reporting period, the FIN participated in the weekly Monday DISRQ meetings, noting that the list of items is decreasing. They facilitated the LCB Access Meeting, setting up a meeting with SCO to discuss additional access needs for LCB. SCO decided to create a separate security role for LCB instead of adding the code to FIN INQUIRY, and they discussed the DAWN to ADV4 variance. The team continued with Cost Accounting Transition Meetings, going over the decision log and action items in detail and updating the workbook with the CA team. They built a CA Script Tracker, reconciled NDOT's submitted scripts, and determined which ones were missing. They also assisted with building the Master Agreements script tracker and worked to determine which scripts were received versus missing. The FIN team also focused on NDOT Agreements, Cost Accounting, and other scripts, including cheat sheet data. They reviewed, tested, corrected, and submitted the scripts and data accordingly. They continued efforts on cheat sheet data and scripts for NDOT, reviewing scripts in AD3, supplying feedback, and creating templates for cheat sheet data for Agreements and Accounts Receivable. They also walked through the same information for Budget cheat sheet data and are pending review of this data when submitted. The team facilitated multiple AR Script Status meetings with NDOT to monitor progress, help organize, and assist with the script writing process. They tested AR scripts in SH6, completing 7 of the 11 scripts and adding comments/edits. They also assisted NDOT testers on site, attended Testing Office Hours, and handled JIRA and Workbook duties in data entry. The FIN team attended various unit and task assignment meetings, prepped for testers being on site for Budget and Accounts Receivable Alphas from NDOT, and worked with the internal testing team and CGI to ensure a smooth environment for capturing errors and bugs.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
They established how communication will flow to NDOT and ensured key personnel had an Advantage Academy license and provided a budget/COA curriculum for ADV4. The team coordinated the Advantage 4 COA & NDOT Prep Meeting, discussing decisions and impact assessments needed for COA mapping of NDOT-specific fields for FY26. They determined that interface COA mapping for FY25 will differ from FY26 and assessed how long COA mapping for FY25 will be needed. They created an Epic in Jira to document this for leadership. Lastly, the FIN team attended various meetings, including standups, FHWA, testing talks, cost accounting scripts meetings, OPM staff meetings, JIRA testing planning, and NDOT recap discussions. They also participated in the SEFA & ACFR meeting, identifying several meetings to assist in locking in next steps on action items and clearing up reporting concerns. They scheduled the next meeting with SCO for April 24, 2025, at 9:00 am. For this fourth reporting period: Meetings and Coordination: Participated in weekly Monday DISRQ meetings; list of items is decreasing. Facilitated LCB Access Meeting; discussed additional access needs and DAWN to ADV4 variance. Attended and supported NDOT Cost Accounting Meeting; updated decision log with meeting minutes. Facilitated multiple AR Script Status meetings with NDOT; monitored progress and assisted with script writing process.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Attended various meetings: Standups, FHWA, Testing talks, Cost accounting scripts meetings, OPM Staff meeting, JIRA testing planning, NDOT recap discussion. Script and Data Management: Review, test, correct NDOT Agreements/Cost Accounting/Other scripts and Cheat Sheet data. Continued efforts on cheat sheet data and scripts for NDOT; reviewed scripts in AD3 and supplied feedback. Created template for cheat sheet data for Agreements and Accounts Receivable. Build CA Script Tracker and recon NDOT's scripts; determined missing scripts. Testing AR scripts in SH6; completed 7 of 11 scripts and added comments/edits. Assisted with building Master Agreements script tracker; determined received vs missing scripts. Assisted NDOT testers on site; attended Testing Office Hours, JIRA, and Workbook duties. Reviewed scripts for system understanding and tested SIT scripts for NDOT Agreements, Cost Accounting, Accounts Receivable, Accounts Payable, Budget Control, Procurement. Prepped for testers on site for Budget and Accounts Receivable Alphas from NDOT; ensured smooth environment for capturing errors and bugs. Training and Support: Ensured Advantage Academy licenses and provided budget/COA curriculum for ADV4. Coordinated Advantage 4 COA & NDOT Prep Meeting; discussed decisions and impact assessment for COA mapping.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Risks/Concerns/Blockers:	
Limited number of tests being run for Cost Accounting.	
Concerns about script errors and corrections.	
NDOT team not clear on the need for sub-unit or optional in CA vs Purchasing.	
Unawareness of NDOT chart of accounts change on July 1.	
Corrupt data received from NDOT; tables still need to be loaded.	
For this final reporting period of April 2025:	
Accomplishments:	
Testing & Script Progress:	
Continued UAT support on-site for multiple modules.	
Cost Accounting (CA): 55 scripts in Jira – 43 passed, 1 failed, 11 pending upload (expected 10–15 more).	
Budget: 7 scripts tested – all passed.	
Accounts Receivable (AR): 4 scripts tested – 2 passed, 2 under review (yellow status due to script/cheat sheet issues).	
Agreements: 13 scripts uploaded for alpha testing; preparing 57 scripts for beta testing.	
Entered NDOT scripts into Jira Xray for UAT tracking.	
Reviewed and updated scripts and cheat sheets for NDOT Agreements, CA, and third-party modules (e.g., BGPHR, RE).	
Identified and escalated data errors in RE and BGPHR scripts.	
Meetings & Collaboration:	
Participated in multiple meetings: SEFA/ACFR, NDOT UAT, Change of CoA Impacts, OPM Staff, NDOT Recap Series, and Training Resource Review.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Collaborated with internal team members on BSR Vista Report and SEFA interface planning. Training & Documentation: Supported Course Guide development for Accounts Payable Phase 1A. Provided office hours twice daily for tester support. Assisted with OFA Grant Training and OPM inbox coverage (4/24–5/5). Risks / Concerns / Blockers: Script Failures & Data Issues: 4 failed CA scripts due to configuration issues. Yellow status on 2 AR scripts due to unclear or incomplete cheat sheet/script guidance. Data errors found in RE and BGPHR scripts; resolution in progress with CGI. Testing Readiness: Pending upload of 10–15 CA scripts may impact testing timelines. Agreements testing dependent on timely cloning and relabeling of scripts.	
HRM	
During this first reporting period of April 2025, meetings were held to review a process for NDOT's required payroll, to run separate from the State's process for payroll, and how they will conduct their payroll to run independently from June 30, 2025, to the go live date on January 1, 2026. Working sessions were held to assign the priority for interfaces determined to be developed by CGI and OPM; requirements gathering with SMEs for those interfaces already determined as Parallel Payroll - Increment 1 has started and ready for	**Upcoming Activities**: Finalize Test Plan Draft Defect resolution There are some additional logistics that I need to understand to move forward with a plan as these are critical components to the development process.

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
next week's Sprint. Analysis for interfaces continues to determine what, if any, work can be delayed.	HR will review testing plan and assisting Functional with Tech to ensure the below is resolved.
For this second reporting period, the HRM team attended a meeting to clarify/finalize the DHRM implementation plan and timing for utilizing the new PERS (PERIS) reporting format, prior to Go Live on June 30, 2025.	1) whether SCO will or already do have access to our bitbucket repo/environment (and whether we will have any processes in places for approving their code?)
The team also attended the NDOT payroll JV process meeting- starting with job code creation in FDOT and ending with finalized JVAs interfacing to the CORE.NV system. This includes an interface to populate NDOT Job Numbers and Projects that are currently stored only in FDOT, into a table that NEATS validates against. Concerns: Have all interfaces involved in this process been identified and documented.	2) whether they will or already do have access to Test and Prod SFTP environment 3) whether they will or already do have access to the various ADV4 Test and Prod environments as ADMINS in order to facilitate testing 4) whether they will or already do have access to submit tickets to CGI Solution Support Center 5) whether they will or already do have access to JIRA for moving tickets for production readiness approval workflows, etc.
The HRM team conducted the Blackout dates and Cut-over activities meeting and reviewed the steps. DHRM is concerned that they have not communicated the dates to the agencies yet and what the process will be. They are waiting to see what the first Mock cut-over report from CGI will find, prior to communications and activities alignment.	
The team attended an Interface development meeting with SME's from the functional team for Benefits for functional requirements. Discovered that several interfaces have dependencies on other interfaces. The team will need to conduct discovery meetings for all remaining interfaces to review the dependencies and possibly re-prioritize the work.	
For the third reporting period:	
Interfaces:	
The HRM team attended, with the Tech Team, a review of all interfaces for DHRM. This included both CGI and OPM developers. It	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
was determined that the FRI contained errors regarding the interfaces as to which were outbound or inbound and their dependencies. Although most were review, a need for an additional meeting is suggested to Tech to finalize moving forward of what will be included in the next Sprint (7.5).	

The team attended meetings to continue PEBP Interface discussions for the following:

ITF199 HIB0093S HSA Employer Contributions for W2

ITF205 FSA Payroll Withholdings from ADV 4X HRM to UMR, PEBP, DHRM

ITF206 H95FTP HSA Bank Return File via PEBPx

ITF227 HIB0075S Health Insurance Deductions

ITF203HSA Payroll Withholdings from ADV4X HRM to UMR, PEBP, DHRM HSA

ITF201 HIB0076S PEBP Outbound Payroll Deductions

It appears that two interfaces ITF199 and 206 were provided to Tech, 4/11 but not in requested format (specification documentation) additional discussion will be scheduled to complete the handoff.

Kick-off meeting with DETR staff to start discussions on interface requirements gathering validation and timeline.

ITF140 HIB0080S_DETR ESMT-A Transactions

ITF141 HIB0026S/HIB0030S   New Employees

ITF143 HIB0092S Pay Details

ITF144 HIB0052S Quarterly Employee Wages to ASD and DETR via SharePoint.

Per meeting attendees/Functional SMEs, the requirements were provided in July 2024. The Functional Team stated they reached out to Tech approx. 20 days ago and had not heard back. Clarification as to who was contacted in Tech was not clear. Technical Architect was

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
in attendance, obtained some requirements. Additional meetings will be scheduled next week to complete requirements gathering. NDOT payroll JV process: Additional meetings were held, and HR team attended for NDOT payroll JV process – continuing with job code creation in FDOT and ending with finalized JVAs interfacing to the CORE.NV system. This includes an interface to populate NDOT Job Numbers and Projects that are currently stored only in FDOT, into a table that NEATS validates against. Concerns: not all interfaces involved in this process been identified and documented. Issues/Blockers/Risks: We were able to resolve a blocker for the SCO not responding: The current flow for job-no/Reporting field changes follows this sequence: Core.NV → DAWN → Adv.2 HR → HDHR → NEATS. Overall, the sync is functioning OK. Since go-live, approximately 30 new Reporting codes have been added in Core.NV, but most of new "Reporting" entries are missing the effective-from date. If a user attempts to add these new job numbers to a timesheet, it results in a hard error. Another issue identified is that "Reporting" code updates made in Core.NV are not syncing correctly to HRDW. A bug fix was implemented today in HRDW, ensuring that future Reporting updates will now sync properly with HRDW and NEATS. The outstanding issue remains determining how to update the missing effective-from date in the Reporting/Job-number data on Core.NV. For the fourth reporting period, the HRM Interface Test Planning meeting was held for how and what will be in JIRA, additional review of the process for Functional staff is needed. This is expected to be completed next week. Also, question will be "defects resolution" will be part of that process.	

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
A rolling testing, defect review and sign off interfaces as development is completed. PEBP first then DETR and then others as the priority after the parallel payroll is interfaces are complete. Those are currently being testing along with parallel payroll. DHRM security role test support is currently underway, issue and risk are still being identified and will be reported in next week's status report Continued HRM Report Mapping is still underway, a majority have been completed but not reviewed by Functional or signed. Functional review and sign off is currently being planned. Check Reconciliation Process Meeting took place and another meeting to bring outstanding requirements are still underway. This also applies to the Pay Location Conversion Meeting held this week. For the final reporting period of April 2025, Interfaces and Reports requirement and development continues. A process for hand-off from Functional to Technical was established to ensure that movement continues on all work and Functional Team does not bottle neck. Payroll Meeting re Override Concerns, with SCO, GFO, DHRM, and OPM DHRM security and workflow change testing Tech Sprint Review Meeting DHRM conversion call for payroll and deduction questions Agency Security and Workflow test prep Test Plan (Draft) developed and will be presented to team(s) for alignment to move forward.	
Organizational Change Management (OCM)	
For the first reporting period of April 2025:	**Upcoming Activities:**

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
OCM Activities: Held DMV Staff-Level Coffee Chat- 1st mtg & VERY engaging audience – Success! Preparations for NV Tech Day – Finalizing Materials for Thursdays event at Leg April Staff Level Coffee Talk Mtgs – planning underway for DHRM next week GUI Budget Query Job Aids – Complete and posted on SP and shared to FIN EU's April Change Agent Network Meeting – planning underway New Employee' and 'Modify Employee Status Maintenance' HR Demos – dev underway DETR Director Level Coffee Talk – held April 4th via ▉▉▉ **Upcoming activities:** NDOC Director Level Coffee Talk - April 7 Staff-Level Coffee Talks -DHRM April 9 Change Agent Network Monthly Meeting – April 9 Positive Reporting comm/training planning with DHRM – April 8th For the second reporting period: OCM Activities: 1HRM Change Readiness Survey - analysis complete, not many impacts to mitigate! Mostly EUT and EUT team already white gloved them! New HR video demos created and posted to SP: 'Creating a New Employee'	1. Change Agent Network (CAN) Event May 14th 2. FDOT to CORE.NV COA Crosswalk update coming soon 3. Practice piloting pushing testing comms through SP List and developing list.

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
'Modify Employee Status Maintenance'	
Change Agent Network Meeting – this past Wed. Very good turnout resulting in additional Staff Level Coffee Talk requests.	
OCCM March Metrics – Complete and sent. Tasked OCM Analyst with analyzing and quantifying ALL Phase 1A OCCM events/activities and using Power BI to show metrics.	
DHRM Partnership Meetings:	
Payroll Townhall – held on Wed., very positive	
DHRM Staff and Agency HR leadership Townhall – held on Thursday, very positive	
OCM and DHRM meeting to discuss how OCM can support DHRM for Go-Live: Resulting in - OCM will be producing a NEATS how to video on positive reporting and we will partner with the Sunset of Adv HR communications and FAQs.	
DPS Staff Level Coffee Talk – held, positive results, gaining additional end user outreach	
New Personnel Management Demo – in progress, due next week	
No More DAWN Lag Time! - Comm produced and sent this week	
CR Cancellation work around comm – partnered with STO and sent communication	
10. Reviewed SP FAQ's and will update and add start adding HRM FAQs next week	
Upcoming Activities:	
Staff Level Coffee Talks:	
• DHRM/Central Records Town Hall – 4/16	
• DOC – 4/16	
• DHHS – 04/23	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
- DHHS – 4/23 - DCNR – 4/24 - DETR – 4/24 During the third reporting period: OCM Activities: New HR Video-Demos Created! Change an Employee's Name SharePoint Link: HRM Staff-level Coffee Talks – Ongoing, always prepping for an upcoming session, outreach to HRM end-users has been incredible! DOC, Dept. of Corrections held this week DHRM/Central Records Town Hall held this week Replace all listserv groups - Ongoing and slow going. Only a State hardwired employee can manage the site. OCIO created baseline solution using SharePoint Lists6 CORE.NV Financial Metrics – after OPM employee left, no one in OPM has the skill set to pull metrics monthly, asking CGI to do it and working with FIN team on solution Timesheet Submission Video-Demo (NEATS) - finalizing video demo on how to do Pos Reporting in NEATS next week Sunset Comms – awaiting date and will start planning comms/FAQ approach next week **Upcoming Activities:** Staff-Level Coffee Talks: 04/22 - Silver State	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
04/23 - DHHS 04/24 - DCNR 04/24 – DETR For the fourth reporting period: OCM Activities: New HR Video-Demos Created! - "Change an Employee's Name" Staff-level Coffee Talks For this week: Total outreach of HRM End-Users: 46 04/22 - Silver State Health Insurance Exchange: 6 04/23 – DHHS: 11 04/24 – DCNR: 20 04/24 – DETR: 9 Replace all listserv groups to SP List site: Continued Progress uploading and maintaining Timesheet Submission Video-Demo (NEATS) : New Pos Reporting How To vide: continued development CAN May Event planning underway: invite sent Weekly Change Agent Blast: Reminder of Practice Labs Registration **Upcoming Activities:** Sunset Comms Kick-off NDE Staff Level Coffee Talk: targeting next week, currently determining date/time. For the final reporting period of April 2025: Accomplished:	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
CORE.NV Q1 System Success Story for Governor's Office – Sent to GO's Continued SP List Dev to replace Listserv dist. lists – Testing on Friday Phase 1B HRM Go-Live Notification: Developed and pushed to: IFC Senate and Assembly members: State Employees Updated SP Site BSR Workshop to determined comms approach – Crosswalk develop in progress. Meeting next week to determine how to correct slow load times. Unable to announce report until corrected. BOVR Job Aide update – completed and re-pushed on Monday OCM team met to discuss the realignment of Go-Live date mtg to determine new impacts and opportunities to gain additional adoption. Will refine list of ideas next week and agree on additional activities. Positive Reporting NEATS Video – continues, partnering with DHRM to produce. It should be completed soon. April monthly stakeholder maintenance began.	
TRAINING	
For the first reporting period of April 2025: Accomplished: EUT Registration as of 04/02: Position Control: End-User List: 46, Enrolled on List: 25, Enrolled Total: 34 Personnel Management: End-User List: 195, Enrolled on List: 142, Enrolled Total: 236	Upcoming: • HRM Phase 1B content discussions • Final ILT Materials Delivery PA for Super Users: 5/5/2025 • Payroll Administration for Super Users (DHRM Central Payroll); 10 identified participants; Course scheduled for 5/22 • 1B ILT Course Recordings: • PM: 4/29/2025

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
Payroll Administration for Payroll Clerks: End-User List: 419, Enrolled on List: 163, Enrolled Total: 203	• PA for Payroll Clerks: 5/14/2025
Training Push Communication: Individual emails to end-users needing NV eLearn Gen Nav Requirement; Group emails to registered end-users with ILT materials	• PA for Admin: 5/30 • HRM Phase 1B Training Aids/Crosswalks • HRM Transactions
Complete: ILT Course Materials for 3 Primary Courses; 12 HRM Training Job Aids	• Submitting a New Hire • Transfer from Temp to Perm
Blocker	• Secondary Appointments
NDOT SharePoint site access: On-going: NDOT Phase 1B FIN & HRM Resource access support; TBD: Scheduling a Phase1A resource review	• Remediating Mistakes from Prior Pay Periods • HRM Event Types: In review
Upcoming	Upcoming:
1. HRM Phase 1B content discussions	• HRM Phase 1B content discussions
2. Final ILT Materials Delivery PA for Super Users: 5/5/2025	• Final ILT Materials Delivery PA for Super Users: 5/5/2025
3. 1B ILT Course Recordings:	• Payroll Administration for Super Users (DHRM Central Payroll) DHRM Walkthrough: 5/8/2025
4. PC: 4/14/2025	• 1B ILT Course Recordings:
5. PM: 4/29/2025	• PA for Payroll Clerks: 5/14/2025
6. PA for Payroll Clerks: 5/14/2025	• PA for Admin: 5/30/2025
7. PA for Admin: 5/30	• HRM Phase 1B Training Aids/Crosswalks
8. HRM Phase 1B Job Aides/Crosswalks	• HRM Transactions
9. In Progress: HRM Transactions	• Submitting a New Hire
10. Preparing for Phase 1C & 2	• Transfer from Temp to Perm
	• Secondary Appointments
During the second reporting period:	• Remediating Mistakes from Prior Pay Periods
Accomplished:	• HRM Event Types: In review
EUT Registration as of 04/08:	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Position Control: End-User List: 40, Enrolled on List: 25, Enrolled Total: 34	30 days look ahead:
	• Training plan and implementation of October 1 push of HRM and NDOT training pullback from January to October
Personnel Management: End-User List: 195, Enrolled on List: 144, Enrolled Total: 231	• Continuation of the current training schedule
Payroll Administration for Payroll Clerks: End-User List: 419, Enrolled on List: 168, Enrolled Total: 208	
Training Communication: Continuing to refine End-User lists, Group emails to registered end-users with ILT materials, Individual emails to non-registered identified end-users (7 agencies resolved)	
Blockers:	
NDOT SharePoint site access	
On-going: NDOT Phase 1B FIN & HRM Resource access support	
TBD: Scheduling a Phase1A resource review	
Upcoming:	
HRM Phase 1B content discussions	
Final ILT Materials Delivery PA for Super Users: 5/5/2025	
1B ILT Course Recordings: PC: 4/14/2025, PM: 4/29/2025, PA for Payroll Clerks: 5/14/2025, PA for Admin: 5/30	
HRM Phase 1B Training Aids/Crosswalks	
HRM Transactions: Submitting a New Hire, Transfer from Temp to Perm, Secondary Appointments, Remediating Mistakes from Prior Pay Periods, HRM Event Types	
State Trainer Forum 4/16/2025	
For this third reporting period:	
Accomplished:	
EUT Registration as of 04/08:	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Position Control:	
End-User List: 39, Enrolled on List: 25, Enrolled Total: 34	
Personnel Management:	
End-User List: 192, Enrolled on List: 144, Enrolled Total: 239	
Payroll Administration for Payroll Clerks:	
End-User List: 374, Enrolled on List: 170, Enrolled Total: 225	
Training Communication:	
Group emails to registered end-users with ILT materials	
Individual emails to non-registered identified end-users	
Position Control Course recording in Review	
State Trainer Forum 4/16/2025: 13 attendees	
Practice Labs opened on 4/14: 58 enrolled	
Scheduled Payroll Administration for Super Users (DHRM) for May 22nd	
For the fourth reporting period:	
Accomplished:	
EUT Registration as of 04/22: 19 completed courses/186 unique users	
Position Control: End-User List: 39, Enrolled on List: 25, Enrolled Total: 34	
Personnel Management: End-User List: 167, Enrolled on List: 149, Enrolled Total: 252	
Payroll Administration for Payroll Clerks: End-User List: 374, Enrolled on List: 172, Enrolled Total: 225	
Training Communication: Group emails to registered end-users with ILT materials; Individual emails to non-registered identified end-users	
Payroll Admin for Central Payroll is in Review	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Position Control Course recording in Review Practice Labs: 83 enrolled For the final reporting period of April 2025: Accomplished: EUT Registration as of 04/28: 22 completed courses/186 unique users Position Control: End-User List: 39, Enrolled on List: 25, Enrolled Total: 35 Personnel Management: End-User List: 192, Enrolled on List: 149, Enrolled Total: 251 Payroll Administration for Payroll Clerks: End-User List: 372, Enrolled on List: 172, Enrolled Total: 253 Practice Labs: 105 enrolled Training Communication: Group emails to registered end-users with ILT materials Individual emails to non-registered identified end-users General Navigation reminder In Review - Recordings: Payroll Admin for Central Payroll Position Control Course recording Personnel Management Course	
TECH	
For the first reporting period of April 2025:	**UPCOMING ACTIVITIES:**

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Project Management and Architecture: OPM and CGI TPMs have started twice a week formal collaboration meeting with ad hoc Teams collaboration. Once-a-week Stand Ups with TECH & CGI have been scheduled for each of the TECH teams starting 4/7. Like those held by HRM and FIN, the sessions are focused on collaboration and questions. Starting with the 4/9 Joint Team Leads meeting, CGI and OPM will provide joint status update slides. The recently hired Technical Architect (TA) starts 4/7. She will shadow the BerryDunn SA to get up to speed on the development of a Roadmap as well as Software Architecture deliverables. ██████████ will provide the TA with an Adv4x overview.	Hand off PROD interface development to SCO; complete dev on 5 interfaces due for July 1.

Complete BSR. Train SCO resources to develop FIN reports; work with SCO to develop plan to complete FIN July 1 reports.

Program Increment (PI) 8 planning |
Interfaces:	
Prioritization for P1B will finish today.	
Functional requirement working sessions have started for ITF199, ITF206, and ITF227; they are managed collaboratively with cross-functional teams to ensure work is aligned.	
CGI is in development and testing for its first 5 interfaces.	
HRM held the final interface prioritization working session on 4/4, is working on completing functional requirements for working sessions with TECH starting next week.	
Once the prioritization is complete, OPM and CGI, will assign interfaces to upcoming Sprints, which may identify capacity issues.	
A solution to provide FY26 Budget data and Chart of Account (COA) loads to NDOT before July 1 continues to be discussed by the FIN, HRM, and TECH teams.	
Reports:	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
CGI and State SMEs held a working session on 4/4 RE: Budget Status Report (BSR) to assist with validation. An additional session is scheduled for next week. For P1B reports and July Financial reports, the team is working diligently to meet with agencies to solicit requirements. One April financial report remains as mapping issues were discovered in testing; it is expected to be completed in Sprint 7.4. The HRM team completed reviewing needed reports for P1B, resulting in a count of 36 (down from the initial 50+ estimate). However, the current level of effort in the backlog (4 pts per story) likely does not reflect the LOE. Executive leadership offered to provide agency business analysis SMEs and technical reporting resources. Once resources are identified, we will evaluate how it impacts our ability to meet a June 30 go live date. Data Warehouse: Continued HRDW/PRDW efforts. An additional contract resource started 3/31 and one more starts in Las Vegas on 4/7; another contractor left the team. To obtain a better understanding of progress, capacity, and velocity, the team converted from Kanban to Sprints as of 3/31. Once we have a better understanding of capacity and velocity we can identify if additional resources are needed. SCO is providing production support for DAWN; knowledge transfer working sessions continue.	

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
Leadership directed that the team need not focus on HRDW UI used exclusively by ADV2 users as the bridge from ADV4 will keep HRDW updated. Conversion and Infrastructure: HRM Conversion for Parallel Payroll-2 was completed. There are about 8 outstanding issues that were discovered and are being addressed. NDOT Agreement and Projects conversion work is in progress. We need to get a better handle on the R&R for Release Notes, and whether we are supposed to be following the Release Plan or the Hypercare approach of release issue tickets as they are ready. For the second reporting period: PROJ MGMT & ARCHITECTURE Technical Architect (TA), started 4/7. She received project and system overview on-boarding and has begun leading the alignment efforts for development INTERFACES Functional kick off for PEBP was held. CGI completed development for 5 of the high priority inbound HRM Interfaces. Testing with Production Files. Requirement gathering for 3 in progress Back-end payroll process step-by-step file created by OPM & CGI. Plan to walk through in full day session on Monday with HRM functional leads and tech team to use as tool driving order in which interfaces are built.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
For a quick win with NDOT, analysis is underway for ITF113 and ITF250. DETR has offered a resource to assist with DETR payroll processing interfaces. Plan to meet with resource once complete detail walk through of payroll process Monday. REPORTS CGI and State SMEs held a BSR working session but need input from CGI ▮▮▮▮▮▮ Requested help from CGI to reporting SME help today or Monday at the latest. For P1B reports and July Financial reports, the team is working diligently to meet with agencies to solicit requirements. One April financial report (RPT235) remains as mapping issues were discovered in testing; clarification has been requested and is needed before additional work can proceed. Clarification is expected by end of 7.4, and work is expected to be completed in Sprint 7.5. The HRM team completed reviewing needed reports for P1B, resulting in a count of 20 (down from the initial 100+ estimate). However, the current level of effort in the backlog (4 pts per story) likely does not reflect the LOE. We won't understand the full LOE until functional requirements are completed. Executive leadership offered to provide agency business analysis SMEs and technical reporting resources. The identified agency resources all need full report training. Training plan in development. DATA WAREHOUSE Continued HRDW/PRDW efforts. Dev for load jobs is 75% complete.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
An additional contract resource started in Las Vegas on 4/7; onboarding continues. To obtain a better understanding of progress, capacity, and velocity, the team converted from Kanban to Sprints as of 3/31. Once we have a better understanding of capacity and velocity we can identify if additional resources are needed. SCO is providing production support for DAWN; knowledge transfer working sessions continue. Need to define hard date for full handoff. CONVERSION & INFRASTRUCTURE HRM Conversion for Parallel Payroll-2 was completed. There are about 8 outstanding issues that were discovered and are being addressed. NDOT Agreement and Projects conversion work continues. The Release Management Plan is being reviewed and updated. For the third reporting period: PROJECT MANAGEMENT: Developed estimate of amount of work to complete interfaces and reports from functional requirements hand off, starting with development and finishing UAT, we estimate 12 pts per interface and/or report. This results in 17 wks, including last week, to complete the work in front of us. This pushes us past a 7/1 go live. INTERFACES:	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Held working session with PEBP to review the submitted 2 of 7 requirements documents. CGI requirement gathering for 3 in progress OPM development on two interfaces complete to the point that requirements documents are needed for further dev and testing to finalize. Reconciling learnings from detailed walkthrough of backend payroll process with FRII and Jira. Training on interface Pentaho development assigned for 4 SCO resources so they can build snatch & grabs for agencies that did not raise that requirement as part of Phase 1A. DETR has offered a resource to assist with DETR payroll processing interfaces. Plan to meet with resource once complete detail walk through of payroll process Monday. REPORTS: Two working sessions with CGI ▮▮▮▮▮▮▮ held. Three SMEs allocated by the executive committee are obtaining Adv4x training so they can define UAT scripts and do validation. Shooting for validation by 4/25. For P1B reports and July Financial reports, the team is working diligently to meet with agencies to solicit requirements. Continue to troubleshoot mapping issues with financial report (RPT235) . Work is expected to be completed in Sprint 7.5. DATA WAREHOUSE: Continued HRDW/PRDW efforts. Dev for load jobs is 90% complete.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Working with SCO to create formal hand-off criteria for DAWN production support. Shooting for DAWN hand off at the end of sprint 7.5. CONVERSION & INFRASTRUCTURE: Outstanding issues that were discovered and are being addressed. NDOT Agreement and Projects conversion work continues. During the fourth reporting period: PROJECT MANAGEMENT: Plan to meet June 30: Interfaces Revisited estimates for interfaces. Based on dev efforts in P1A and P1B to date, resized to 1 story point = 1 day, resulting in average of 8 (7.3) per ITF. Sixteen (16) interfaces HRM and 3 NDOT interfaces identified at this time for payroll. Nineteen ITF at average of 8 yields resource need of 3.9 (note: this includes 7.5) Adding one CGI resource results in squeaking it in for June 13 delivery. Constraints: no leave except Memorial Day; agencies provide SMEs for validation as ITFs are ready; no other interface work identified. Concern: this is higher productivity than seen to date. Hope is that the COBOL code will drive the work. Plan to meet June 30: Reports	

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
SCO team must take on FIN reports including SEFA/ACFR. Two SCO resources are in process of being trained. OPM team assigned 15 HRM reports. Concerned in that this expectation is unreasonable in that they have not completed a single report since 3/1. INTERFACES: Held first weekly grooming session with HRM/Tech. Expect future sessions to be beneficial as we develop a rhythm. Held cross functional session with HRM project leadership on defining hand off criteria and timing for UAT. Four SCO resources are in midst of Udemy Pentaho training so they can be ready for Adv4 "snatch-n-grab" training next week. OPM ITF206 ready for HRM test, in analysis of COBOL for ITF141, ITF143, ITF227. Resources continue to pull legacy files for interfaces, so we stay ahead of HRM functional analysis. CGI Dev complete for ITF257, Dev in progress for ITF260-ACH File, 191,195, and 203. Dev is almost complete on ITF250, working on requirements for ITF113. Troubleshooting ITF253; hot fix projected to be ready for PROD. REPORTS: Held backlog grooming session with HRM/Tech. Very productive session. Working sessions with CGI ▇▇▇▇▇▇▇ continue. Three SMEs allocated by the executive committee are obtaining Adv4x training so	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
they can define UAT scripts and do validation. Troubleshooting BSR continues, requiring majority of time for two resources. One resource spent majority of time troubleshooting incidents (Adv4 Bank Recon Reports and HTC report), blocking him from working on RPT235. Plan to continue troubleshooting starting today. The team has not started any work on July Financial reports. DATA WAREHOUSE: Conversion support for Parallel Payroll-3 & Mock-1 is ongoing Completed development and testing of the "hrdw_load_B1" batch job Pay details & deduction details table mapping and Dev complete. Discussion related to SEFA tables set up in DAWN Discussion related to NDOT COA for Fiscal year "2026". Leadership reconsidered handing off DAWN production support to SCO. Meeting on Monday to determine OPM DAWN support R&R. CONVERSION & INFRASTRUCTURE: Outstanding issues that were discovered and are being addressed. NDOT Agreement and Projects conversion work continues. Need to determine what LOE our team should provide for go forward. For the final reporting period of April 2025: INTERFACES	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Analyzing best way to resolve 103 payroll transactions that didn't process via ITF004. Completed detailed plan for prioritizing development sequence to deliver all HRM interfaces; identified groupings for July 1, Oct 1, and Jan 1. OPM ITF206 ready for HRM test, in analysis for ITF140, ITF141, ITF143, ITF113 (NDOT). Resources continue to pull legacy files for interfaces, so we stay ahead of HRM functional analysis. CGI in development for ITF195, ITF203, ITF205 (clarifying requirements and mapping), unit testing for ITF191, ITF195, ITF 205, refactor ITF224. Three of four SCO resources completed Udemy Pentaho training; the fourth expects to complete 5/1. Plan to start Adv4x specific training start hindered by need to get their machines set up with apps and permissions. Training will occur as soon as machines are ready. REPORTS Held backlog grooming session with HRM/Tech. Very productive session. Working sessions with CGI ▮▮▮▮▮▮ continue. Three SMEs allocated by the executive committee are obtaining Adv4x training so they can define UAT scripts and do validation. Troubleshooting BSR continues, requiring majority of time for two resources. Explored whether breaking report would result in earlier delivery, but team believes that once issues resolved in two areas, report will be complete. Would take more time to determine how to logically break up report.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
One resource spent majority of time troubleshooting incidents (Adv4 Bank Recon Reports and HTC report), blocking him from working on RPT235. Plan to continue troubleshooting starting today. The team has not started any work on July Financial reports. DATA WAREHOUSE Conversion support for Parallel Payroll-3 & Mock-1 is ongoing Completed development and testing of the "hrdw_load_A" batch job Pay details & deduction details table mapping and Dev complete. Continued discussions related to SEFA tables set up in DAWN Continued discussions related to NDOT COA for Fiscal year "2026". Leadership reconsidered handing off DAWN production support to SCO. Meeting to determine OPM DAWN support R&R. CONVERSION & INFRASTRUCTURE Outstanding issues that were discovered and are being addressed. NDOT Agreement and Projects conversion work continues. Need to determine what LOE our team should provide for go forward.	

3   CORE.NV Project-Level Risks, Issues, and Decisions

In Table 4-1 below are the issues that are currently impacting the CORE.NV Project with their resolution strategy as well as the risks anticipated to impact the CORE.NV Project-Level Risks and their corresponding mitigation strategies.

Table 4-1: CORE.NV Project-Level Issues and Risks and the Corresponding Mitigation Strategies

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	**Risk/Issue Description**	**Resolution/Mitigation Strategy**
Issues		
1)	**At a minimum, concerns supporting this risk are:** Data Warehouse resources continue to support DAWN in Steady State, as Incidents get escalated from SCO to OPM o This has been escalated and we are working on a transition plan that is more effective than past efforts o ***UPDATE**: Knowledge transfer sessions in progress and SCO support team added to Jira to work on some existing issues The LOE for HRDW is extremely tight, but we believe it can be done if impediments are carefully managed. o This is being carefully monitored Any lags in the Conversion schedule could impact progress Production issues in ADV2.x Legacy continue to pull lead resource time ▮▮▮▮	Carefully manage impediments All impediments (no matter how small) will need to be escalated immediately to PM Create a plan for SCO to be more involved in DAWN support to Free up OPM resources - Dawn is a Production application and should no longer be supported by OPM Resolve the incidents that are causing the issues.

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	**Risk/Issue Description**	**Resolution/Mitigation Strategy**

	o This is an accepted risk, outside of our control
	
	All impediments (no matter how small) will need to be escalated immediately to PM
	
	  o This has been going well.
	
	Need to allow for testing - ineffective or not thorough testing will have direct impact on NEATS.
	
	  o The earlier we can test HR reference table data, the lower the risk
	  o This will require full support from DHRM in testing 3rd party applications as well:
	    ▪ NEBS
	    ▪ NEATS
	    ▪ NPAS
	    ▪ CETS
	    ▪ PRDW	

2)	Reported by Tech NV - No time to test April reports until July if we want to stay on schedule.	Currently we have added development resources which should help once we get to that point, but the functional specs needed for each report for a developer to build it are not completed and are extremely time consuming, depending heavily on agency SME input.
Risks		

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies

Number	Risk/Issue Description	Resolution/Mitigation Strategy
1)	With the UAT OPM Lead leaving the project there is a risk of lost continuity, knowledge and momentum due to the departure of ▮▮▮▮▮	Knowledge Transfer: Document UAT knowledge and processes before ▮▮▮▮▮ departure. Cross-Training: Identify and train other OPM team members on UAT processes, procedures and tools. Succession Planning: Identify new OPM UAT Lead.
2)	The HRM teams are working closely with NDOT, DHRM, Project Management and the CORENV Financial teams to determine the impacts and propose a solution. The immediate impacts are related to: • Only some of the payroll GL Postings are sent to Advantage a subset is being sent to FDOT and then FDOT is making updates before sending these over to Advantage FIN. • FDOT specific COA elements that are not present in Advantage FIN and are used in timesheet processing and in labor distribution. The teams are solutioning but, the solutions will be raising additional risks and likely some issues related to: • If a two payroll approach is the determined solution there are operational considerations, do we run them on the same day or run on separate days (Wed/Thursday or Thursday/Friday) • Testing of the final solution will need to be tested with full scale payroll • NDOT and SCO will need to work together to enter the FDOT specific COAs into the Advantage system.	1. There will be a comprehensive list of questions coming from CGI for NDOT to answer. Those need to be turned around as soon as possible upon receipt. 2. CGI needs their team to have access in whatever manner necessary during the next payroll run to observe in a minute and detailed manner the entire process, both at NDOT and DHRM Central Payroll. 3. CGI has a point person from NDOT ▮▮▮▮▮ and DHRM ▮▮▮▮▮ who understand the payroll process in detail as a resource to coordinate all the discovery and work from here on out.

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies

Number	Risk/Issue Description	Resolution/Mitigation Strategy
	• A mass change will need to be added to the cutover to move all NDOT employees to the new separate payroll number	
3)	Reporting team: Tech CGI. Owner: Tech NV Reports scope unknown for CGI. - Needed by Sprint 2 - not having the full reporting scope will impact report delivery timelines.	To be determined by owner, and collaboration with reporting team.
4)	Supporting NDOT building their own reports & new hires may impede development work Will impact very tight dev schedule for reports, which already assumes 4-6 reports developers.	Recommendation: Engage CGI resource to assist and/or triage NDOT needs. New hire onboarding is an accepted risk (may need to split this risk). Need Power BI licenses. *Scope impacts Will need to identify # of licenses and report expectations. FDOT DW impacts.
5)	The following is a pre-requisite for CGI to develop the contractually obligated Interfaces and Reports. 1. The list of 19 Interfaces and 5 Reports that CGI has to be developed has to be identified and a Jira decision record created 2. The Priority order of the Interfaces and Reports be defined 3. The requirement stories of the above interfaces and reports be completed for CGI Tech Team to begin mapping , design and development. The requirement stories must contain the below information among other additional details a. The Requirement Stories must outline the business requirement of the interface	OPM HRM Functional Teams will meet with technical to work out requirements and dependencies while prioritizing each Interface.

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	**Risk/Issue Description**	**Resolution/Mitigation Strategy**
	b. The Output Transaction or Tables identified **For OPM Interfaces**, below are the tasks we need to complete to get to a place where tickets are ready to develop. Please see comments for specific updates.	
6)	With the potential for Advantage 2.0 to fail, and the need for critical Core.NV Project resources to be pulled off of the project to troubleshoot and fix defects, an alternate plan must be created to address these issues as it may impact the ability of the Teach team to complete project work.	Resources will be identified and allocated, on an as needed basis, to resolve any defects in the Advantage 2.0 system.

In Table 4-2 below are decisions that may require input from the Executive Leadership Team for the CORE.NV Project.

Table 4-2: CORE.NV Project Decisions that may require input from the Executive Leadership Team

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	**Decision**	**Input**

1)	**Proposed NDOT Designer Changes Recommended to Reject**
	Designer changes for MAD, PA, PRA, MRA, and NMA
	Header tab
	    ○ General Information
	        ■ Add asterisk to "Transaction Name"
	    ○ Procurement Details
	        ■ Add Asterisk to "Effective Begin"
	        ■ Add Asterisk to "Expiration"
	        ■ Expiration needs to have further dates (currently only goes to 2027) – this is not required as a designer change. This is data that will be added before NDOT goes to production.
	        ■ Add asterisk to "Board Date"
	Designer Changes on DO and RDO
	    • Header tab
	    ○ General Information
	        ■ Add asterisk to "Transaction Name"
	        ■ Add Asterisk to "Action/Info"
	    ○ Procurement details
	        ■ Add Asterisk to "Procurement Type ID"
	Proposed NDOT Designer Changes Recommended to Accept
		Non Identified at this time.

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	**Decision**	**Input**

	1. Designer changes for MAD, PA, PRA, MRA, and NMA
	
	• Reporting
	  ○ "Originating Organization", move to reporting field that supports a dropdown. Table information attached (I do not need the location of these loaded, just the code and description. Once org code is missing, A069 is Over Dimensional Vehicle Permits)
	
	• Procurement Personnel
	  ○ Change "Officer Phone", "Officer Extension", and "Officer Email" to "NDOT Contact Phone", "NDOT Contact Extension", and "NDOT Contact Email"
	
	Protect fields for MAD, PA, PRA, MRA, and NMA
	• Header Tab
	  ○ General Information
	    ▪ Budget FY, Fiscal Year, Period
	  ○ Procurement Details
	    ▪ Procurement Initiation Date, Default Form
	    ▪ Board Date" needs the ability to be before or after the "Effective Date" – this is not a designer change. This is a simple configuration change that has already been completed.
	  ○ Transaction Details
	    ▪ All fields
	  ○ References
	    ▪ All fields
	  ○ Agreement Amounts
	    ▪ All fields
	• Award details
	  ○ Award details tab	

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	**Decision**	**Input**

	◦ All fields (if construction, insurance and payment bond fields are required keep these)
	   ○ Compliance tab
	      ▪ All fields
	   ○ Worksites
	      ▪ Award details worksite 1%, 2%, 3%, 4%, 5%, 6%, 7%, 8%, 9%, and 10%
	• Vendor
	   ○ Agreement Amounts
	      ▪ All fields
	   ○ Discount Information
	      ▪ All fields
	• Commodity
	   ○ References
	      ▪ All fields
	   ○ Shipping/Billing
	      ▪ All fields
	   ○ Specifications
	      ▪ All fields
	   ○ Tolerances
	      ▪ All fields
	
	There are entire tabs that are unused. Can we protect or hide?
	· Renewal Period
	· Authorized Unit
	· Business Type
	· Commodity T&C
	· Sub Vendor
	· Terms & Conditions
	· Supporting Documents
	
	2. Designer Changes on DO and RDO
	Protect the following fields on the DO:
	• Header Tab	

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	**Decision**	**Input**
	- General Information - Budget FY, Fiscal Year, Period - Procurement Details - PCard ID, Cited Authority, Electronic Order Type, Default form - Transaction Details - All fields - References - All fields - Vendor - Discount Information - All fields - Commodity - General Information - Quantity, Purchase Unit, Unit Price, List Price, Tax Profile, Stock Item Suffix, Supplier Part Number, Accounting template, Shipping charge, External Warehouse, Inactive line - References - All fields - Shipping/Billing - All fields - Specifications - All fields - Matching - All fields - Retainage - All fields - Tolerances - All fields - Discount - All Fields - Accounting	

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	**Decision**	**Input**

	o General Info
	    ▪ Accounting Template, Line Description, Fiscal Year, Period, Freight %, Reserved funding, Debt ID, Related Accounting Line
	o Reference
	    ▪ All fields
	o COA
	    ▪ All fields
	o Payment Details
	    ▪ All Fields
	
	There are entire tabs that are unused. Can we protect or hide?
	· Accounting Distribution
	· Supporting Documents	

2)	· The current proposed mapping of Job Number to Location and Work Orders to Task Order is causing an issue with HR due to COA changes not being implemented July 1, 2025. · Adv2 does not use Location or Task Orders therefore it is not MVP. · Adv2 uses Job Numbers for location and work orders. · Adv4 can be used the same as Adv2, however because the Location and Task Orders were an option and NDOT could use this functionality it was determined it would be used to separate true federal funding using the Reporting # from Location and Task order. · Suggestion is to ensure that there are no downstream effects by not implementing the location and task order function. · **RECOMMENDATION: Cancel the new proposed mapping.** (Continue to use the job number aka reporting number as it is used today which will minimize the challenges with NEATS.)	None identified at this time

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	**Decision**	**Input**
3)	In order to accommodate cutover by June 30th we need to move the scheduled run date of the last 2x payroll run from 6/27/2025 to 6/25/2025.	None identified at this time
4)	CGI is contracted to build 5 reports for HRM in P1B. We will record the handoff in this ticket.	None identified at this time

In Table 4-3 below are the actions that may need the support of the Executive Leadership Team for the CORE.NV Project.

Table 4-3: CORE.NV Project Actions that may Need the Executive Leadership Team's Support

CORE.NV Project Actions that may need the Executive Leadership Team's support		
Number	**Action**	**Support**
1)	Clarify with ▮▮▮▮ on submission for production change going through CCC vs CCB approval process.	None identified at this time