CORE.NV

Nevada Governor's Finance Office, Office of Project Management

CORE.NV Project Monthly Status Report

February 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 of February 2025, the workstream teams were finally able to see a decrease in the number of critical Phase 1A issues that were reported and were able to gain some ground in the discovery sessions to determine the true scope of Phase 1A. CGI has identified an alternate Cost Accounting Subject Matter Expert (SME) for the currently ailing resource, who has been away from the project for several weeks. This had caused a few of the NDOT meetings to be cancelled. The Project Managers for each workstream team are hoping to identify requirements and to determine estimates of work effort needed for each item in time for the upcoming Program Increment (PI) Planning sessions scheduled for Tuesday and Wednesday, February 18th and 19th, 2025. This will allow for teams to identify impacts to schedule and any potential resource allocation issues.

During this second reporting period, the workstream teams continued to conduct multiple meetings to discuss and document the scope of their Phase 1B requirements and the estimates of the effort that will be needed to complete that work. Program Increment (PI) 7 planning sessions are scheduled for the next reporting period, on Tuesday and Wednesday, February 18th and 19th, 2025. During these PI meetings, the teams will discuss any inter-team dependencies and map out within which of the upcoming 6 sprints (12 weeks), that they plan to complete their work. Discussions have resumed on documenting the process for handling enhancement/change requests to the Advantage 4.0 system. Work also continues to better synchronize the Plante Moran, CGI, and BerryDunn/OPM teams.

For this third reporting period, numerous resources from the CGI, OPM, BerryDunn, and Plante Moran teams met onsite in Carson City to conduct the Program Increment (PI) 7 Planning sessions, which were held on Tuesday and Wednesday, February 18th and 19th, 2025. Teams met to determine what work would be completed during which of the six PI7 sprints, for a total of twelve weeks beginning February 24, 2025, and to discuss any cross-team dependencies that might also exist. While the majority of the workstream team's efforts are now focused on Phase 1B work, a significant portion of their capacity is still focused on resolving Phase 1A issues and assisting agencies with becoming acclimated to the new system. Once this Phase 1A work subsides, only then can the teams start their work on Phase 2 tasks.

For this fourth and final reporting period of February 2025, Sprint 7.1 of Program Increment (PI) 7, began on Monday, February 24, 2025. This week saw the BerryDunn team away from the Core.NV Project, for three days of corporate training in Portland, Maine. The week also saw

OPM team members away for two days of training. Critical work continued, which included the completion of testing for Interface 251 (INF251), and its implementation into the production environment. Hypercare has now concluded, and Phase 1B discovery work continues, with the workstream teams loading all of their work, and estimates of the effort needed to complete that work, into Jira. Serious concerns have been shared regarding the amount of Phase 1B work that remains yet unknown as well as the data conversion efforts that will be required to complete all of the HRM/Payroll work as well as bringing NDOT onto the system.

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
	February	Monthly Status Report 17 (CR002)	Deliverable	$ 150,000		2025			3/4/2025
	March	P1B UAT Support (Month 1)	Work Product	$ 200,000		2025			3/31/2025
		P1B Training Support (Month 2) (TtT Sessions)	Work Product	$ 75,000		2025			2/28/2025
		P1A Hypercare Support (Month)	Work Product	$ 250,000		2025			2/28/2025
	April	P1B Performance Test Execution (Month) (2.14.25-3.07.25)	Work Product	$ 350,000		2025			4/11/2025
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			TBD
		P1B Completion Report (Formerly P1B PI5 Completion Report)	Deliverable	$ 1,100,000		2025			2/28/2025
					$ 2,375,000				

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, March 2025 will see the continuation of Sprint 7.1 which began on Monday, February 24, 2025, and will end on Friday, March 7, 2025. The remainder of Program Increment (PI) 7, which includes sprints 7.2 through 7.6, will begin on Monday, March 10, 2025, and conclude on Friday, May 16, 2025. During Sprint 7.6, PI 8 planning sessions will be conducted to plan out the remaining work that must be completed in order to successfully go live with Phase 1B, on Monday, June 30, 22025.

Now that Hypercare work has been completed, as of February 28, 2025, March 2025 will allow some much-needed time for the State and CGI resources to focus on conducting discovery sessions to determine what requirements remain to be analyzed and detailed. In addition, the workstream teams can now 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 in June 2025. Lastly, Phase 2 planning will begin to take shape as more discussion sessions will be planned in order 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
	March	Monthly Status Report 18 (CR002)	Deliverable	$ 150,000		2025			4/2/2025
	April	P1B UAT Support (Month 2)	Work Product	$ 200,000		2025			4/30/2025
	June	P1B Cutover Plan and Checklist	Deliverable	$ 200,000		2025			6/4/2025
	May	P1B Performance Test Execution (Month) (3.10.25-3.28.25)	Work Product	$ 250,000		2025			5/2/2025
		P1B Training Support (Month 3) (TtT Sessions)	Work Product	$ 75,000		2025			3/31/2025
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			TBD
					$ 1,225,000				

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, April and May 2025 will 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 in June 2025, as mentioned in the above section, will continue as well as any meetings needed to create the Phase 2 CR for the Executive Committee. The service desk will continue to support end users and will be logging in support tickets for any new defects that may be identified. Lastly, the work stream teams will continue to log any end user requests for system modifications and/or enhancements, where these will be fully documented, discussed, and triaged according to the approval process

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

completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal Y	CGI Accountable	OPM Accountable	CGI Delivery Date
	April	Monthly Status Report 19 (CR002)	Deliverable	$ 150,000		2025			5/2/2025
	June	P1B UAT Support (Month 3)	Work Product	$ 100,000		2025			6/30/2025
	May	P1B Performance Test Execution (Month) (3.31.25-4.18.25)	Work Product	$ 250,000		2025			5/23/2025
		P1B Readiness Assessment Checklist	Work Product	$ 100,000		2025			3/20/2025
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			?
					$ 950,000				
	May	Monthly Status Report 20 (CR002)	Deliverable	$ 150,000		2025			
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			
					$ 500,000				

2 BerryDunn Resource Activity Summary

Table 2-1 below provides a high-level overview of the number of hours the BerryDunn team worked on the CORE.NV Project during this reporting period, categorized into four effort categories.

Figure 2-1: Resource Activity Summary

Staff Member and Core.NV Project Title	Hours by Category with Total Planned versus Actual Hours					
	Project Meetings	BerryDunn Deliverable Development	CGI Deliverable Review	Other Support Efforts	Total Planned/ Budgeted Hours	Total Actual Hours
███ Project Principal	10.5	0	0	0	8	**10.5**
███ Engagement Manager	21.5	0	0	2	16	**23.5**
███ Program Director	65.5	30	18	32	142	**145.5**
███ Financial (FIN) and Human Resources Management (HRM) Project Manager	57.5	0.5	2	53.5	142	**113.5**
███ Project Coordinator	60	29	0	57.5	142	**146.5**
███ Tech Senior Consultant	68.25	10.5	1.5	60	142	**140.25**
███ OCM Senior Consultant	37	0	0	62.5	142	**99.5**
███ Bus. Process Change, Comm., Training Support	10.4	0	0	1	22	**11.4**
███ Tech SME (Subcontractor)	30	0	0	30	80	**60**
Pool of BerryDunn Resources: Technical/Security/Project Mgmt. Subject Matter Experts (SMEs)	0	0	0	0	16	**0**
Total Hours by Category Planned versus Actual Hours Totals	**360.65**	**70**	**21.5**	**298.5**	**852**	**750.65**

3 CORE.NV Project Workstream Status Review

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

Table 3-1: CORE.NV Project Workstream Status Review for December 2024

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
FIN	
For this first reporting period, the Fin project team has been actively engaged in various support, coordination, and review activities. They participated in Help Desk Triage meetings and provided ongoing support to the FIN Team with Jira Help Desk Tickets, including researching and resolving tickets. They also assisted with a COA presentation issue and coordinated or assisted with Jira/Help Desk Tickets associated with Go Live. In terms of meetings and coordination, the team continued with Cost Accounting meetings, including planning, taking notes, logging action items, and reviewing decision logs to ensure all documents were archived for the week ending 2/7/25. They also coordinated and backed up duties related to weekly Cost Accounting, Agreements, FHWA, and Budget meetings, including taking notes and logging decisions. The team prepped, organized, moderated, and presented at the Budget Control meeting, participated in Pending Transaction Meetings with various departments, and attended various unit meetings as invited. They also participated in identifying the Phase 1A release wins for State Budget committee meetings. For reporting and data entry, the team worked on SABA, BOVR,	Looking ahead, the team is preparing to send check reports to the Deputy Treasurer of Cash Management and provide information on how they can pull the reports each day. The FIN team will also continue to work on Phase 1B work focusing on Cost Accounting as well as Agreements for NDOT.

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
and Kitchen Sink reports, and participated in Stand Ups, Touch back Meetings, Lessons Learned, and DISRQ meetings. They led Cost Accounting in an absence, ensuring completion of data entry and posting requirements of meeting notes, decision, and action item logs. They also ran transaction listings to identify outstanding pending issues. Additionally, the team worked on budget override approvers for departments, facilitated meetings to address connectivity and other concerns, and participated in daily DISRQ meetings. They also participated in the FIN Team Retro/Lessons Learned meeting, reviewed errors with CGI around BSOPEN and MD (historical) conversion and participated in the Check Description Field Impacts on DAWN Reports meeting. They discussed budgeting to level 2 of BS 80, participated in the Project: Weekly Joint Team Leads Meeting, and covered the Daily Production Release Review & Discussion. They worked with the Tech Team to find solutions for Motor Pool and Parole & Probation needs, participated in Recap Prep & Meeting, and discussed BSA needs for conversion of historical info. For this second reporting period, the FIN team has been actively engaged in a variety of meetings and tasks. They have been consistently involved in NDOT Cost Accounting meetings, held twice a week, where they plan, take notes, log action items, review decision logs, and ensure all documents are archived. Additionally, the team has been coordinating and attending weekly Agreements, FHWA, and Budget meetings, including taking notes and making decisions. The FIN team has also been involved in several research and review activities, such as the FHWA Meetings briefing, NDOT INBI Table	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Review, BOVR research, MD (historical) research, and JV Historical Research. The team has also been working on the Overridden Transactions Report Review/Approval, SABA Report Meeting, Reports Working Session, and BSR Working Session. The FIN team has been handling JIRA/Help Desk Tickets associated with Go Live, reviewing the NDOT Decision log with Meeting Minutes, assisting SCO with Helpdesk Tickets, and assigning SNOW tickets to resolve and track. They have also been involved in pending transaction data entry, action item assignment and tracking, and assisting with a script draft test. The FIN team has attended various agency meetings as assigned and provided support to the STO by fielding questions around CORE.NV usage and offering best practices for Budget Queries. They have also worked with CGI on BSOPEN solutions and participated in the Container Release Meeting and NDOT Org Mapping Review. Lastly, the FIN team has been leading NDOT Cost Accounting to ensure the completion of data entry and the posting of requirements to meeting notes, decision, and action item logs. They have also drafted minutes as well as finalized the NDOT Demo Prep Meeting Minutes. Looking ahead, the team is preparing for the DAWN Check Description/Line Description meetings/research. For the third reporting period, the FIN project team participated in Help Desk Triage meetings, daily DISRQ meetings, and NDOT Recap Prep & Meeting. Additionally, the team attended the Accounts Receivable NDOT Meeting, Weekly OPM Meeting, and various unit meetings as assigned. The FIN team led NDOT Cost Accounting, ensuring the completion of data entry and posting requirements of meeting notes, decisions,	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
and action item logs. The team coordinated and attended weekly Agreements, FHWA Research and Review, and Budget meetings, taking notes and making decisions. In terms of research and review, the team worked on BOVR research, MD (historical) research, and JV Historical Research. The FIN team has been involved in several planning and coordination activities, including PI7 Planning FIN Team meetings, PI7 Planning FIN/TECH Dependencies meetings, and general PI7 Planning meetings. The team also participated in the FIN/Security meeting and the Discussion of Unmet SCO Business Needs for Reports meeting. For task coordination and assistance, the FIN team handled JIRA/Help Desk Tickets associated with the Phase 1A Go Live, assigned SNOW tickets to resolve and track, and provided container release help. The team also facilitated Accounts Receivable/NDOT Discussions with SCO/Debt Management and assisted with pending transaction data entry, action item assignment, and tracking. The FIN team worked on various reports and sessions, including the SABA Report Meeting and Reports Working Session. The team also collaborated with CGI on BSOPEN solutions. Looking ahead, the team is preparing for the JVD Tech Assistance Meeting.

For the last reporting period, the FIN team conducted a cross-functional meeting to discuss end-to-end interactions of functional areas. Additionally, they reengaged NDOT and SCO on Accounts Receivable team meetings and began SIT testing of Agreements for 1B. In terms of cost accounting, the team continued with their regular meetings, including planning, taking notes, logging action items, reviewing decision logs, and | |

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
ensuring all documents are archived for the week ending 2/28/25. They also coordinated and attended weekly NDOT Cost Accounting, Agreements, FHWA, and Budget meetings, taking notes and making decisions. The team worked on various reports and sessions, including multiple BSR Working Sessions, SABA Sign Off Meeting, and the SCO April Report Review. They also reviewed the PowerPoint for the year-end process and assisted with BSR reporting review. For task coordination and assistance, the team handled JIRA tickets, assigning, reviewing, and completing them. They also coordinated, tracked, set up, and attended meetings with state staff for JIRA/Help Desk Tickets associated with Go Live. Additionally, they assigned SNOW tickets to resolve and track. The team participated in various other meetings, including daily standups, FIN team updates, INBI Budget meeting, NDOT Workmen Comp Meeting, Master Agreement Meetings, and CR Meetings. They also attended the Governance Sub-Committee Interview/Replacement found for Budget. In terms of specific tasks, the team added comments from a GFO perspective to the Position Control Guide, worked on BSOPEN Conversion efforts, and assisted state staff in resolving the 02/21/25 Bank 02 issue. They also reviewed emails and Teams meetings for two weeks and assisted with pending/JVD/other transaction data entry, action item assignment, meeting setup/attendance, and tracking. The team facilitated a successful year-end and monthly close meeting with SCO and held discussions on ongoing and upcoming projects. They also met with CGI to catch up on cost accounting, reviewed each CA sheet on the log, discussed deliverables, and updated the log with	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
information after returning from vacation. They discussed scripts and timing, process, and completed meeting minutes. Additionally, the team addressed the white glove check description issue with NDOT and participated in the NDOT Agreements Conversation. They also provided assistance with the first check reconciliation run results, ensuring all records were reconciled and moved to the Paid Checks table as expected.	
HRM	
For the first reporting period, the HRM project team has been actively engaged in various preparatory, review, and coordination activities. They sent out invites for DHRM and UAT, created schedules and user lists, and worked on the IV&V Report and Monthly Report. They also participated in Parallel Payroll Meetings, Retro Review, Training Material Review, and Nightly Cycle Review. In terms of meetings and coordination, the team attended an Interfaces Meeting, which provided good answers and helped move things forward. They also participated in batch cycle and interface meetings and prepared for the Discovery Workshop. For EUAT preparation, the team downloaded and cleaned up scripts and continued working on the framework for the Phase 1B overview document. They reviewed the ILT Position Control and finalized payroll requirements from training topics with DHRM, beginning to collect their reports. Additionally, the team reviewed NDOT requirements and welcomed a new team member.

For the second reporting period, the HRM team has been actively engaged in various meetings and activities. Recently, | Looking ahead, the team is focused on Phase 1B work as well as continuing their training and review activities to ensure project success. |

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
the team attended the Liability Compensation Report meetings, the UAT Status meetings, and the Interface Status meetings. Additionally, they participated in collaborative sessions such as the HRM/Training Collaboration meeting and the State Trainer Forum. In terms of project tasks, the HRM team focused on script cleanup and testing, troubleshooting issues in the MA1 environment, and preparing for the Discovery Workshop through information gathering and prep meetings. They also worked on updating the FRIIS system and conducted initial discussions on HRDW disposition, along with payroll report discussions and W2 reporting meetings. Looking ahead, the team is preparing for the RMARS calculation meeting. For the third reporting period, the HRM project team has been actively engaged in various planning and review sessions. They held the PI6 Review Meeting and conducted multiple HRM workstream, PI7 Planning working Sessions. Additionally, they organized the HRM Interfaces Prioritization Working Session for P1B and the DHRM Phase 1B Discovery Workshop Sessions. In preparation for PI7 Planning, the team participated in the Phase 1B HRM/FIN considerations session and the Security and Workflow session. The HRM team also held a DHRM Reports Review and a Phase 1B HRM Technical Alignment session with the Tech team. The HRM team met with DHRM and OPM to determine a new Product Owner for the HRM workstream. The team also had a CORE.NV Position Control Walk-through meeting to ensure alignment and understanding of dependencies for technical work and testing. Lastly, the HRM team met for quick overview and level-setting meeting with the FIN and Tech teams to define the high-level technical goals and	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
tasks for the NDOT move to ADV4, thus ensuring all teams are in alignment. For this final reporting period of February 2025, the HRM team has been actively engaged in various training, assistance, and review activities. They provided EUAT assistance and script cleaning, ensuring the smooth execution of tasks. Additionally, they conducted PM training and handoff sessions, including walkthroughs and reviews, to ensure seamless transitions and knowledge transfer. The team participated in multiple Purple Resolve Training sessions and reviewed documents to maintain accuracy and completeness. They also attended Interface and Reports Meetings to discuss and align on key project elements. In terms of specific tasks, the team worked on script testing for payroll, cleaned up scripts for version 6.6, and reviewed payroll admin training. They also identified and started the correction process for JVAs and payroll reconciliation. Furthermore, the team collaborated with DHRM integrated team members and sent out Beta emails as part of their ongoing communication efforts.	
Organizational Change Management (OCM)	
For this first reporting period of February 2025, OCCM: 1. OCM Phase 1A Retrospective Session - completed 2. CORE.NV Pulse Check Survey - released this week 3. Jan 2025 Metrics - finalized and released 4. CORE.NV SharePoint re-org for Phase 1b - completed 5. CORE.NV SharePoint Tips & Tricks update completed 6. CAN New Approach strategy session completed 7. Phase 1B User List - building out 8. OCM Phase 1B Scoping session #1 - completed Communications 9.	Upcoming: CAN: March 5, as well as the Q1 Leadership Event: March 17, with invitations going out soon, in March 2025.

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
CORE.NV Tips & Tricks SharePoint update communications released 10. BOVR Updates memo and job aid released 11. JVD Tools job aid updates - posted to SharePoint Next Week: 1. OCM Phase 1B Scoping session #2 - planned next week 2. Phase 1A Job Aid requests - working on three new requests 3. Retrospective Output - working identified action items 4. Comms - CORE.NV Success Stories 5. CAN Planning & Prep – initiate For the second reporting period, Activities this week: Errors vs Warnings Job Aid – in prog 1A Success Story Comm – complete JVD Comm – sent today GAX Trans Field Requirement comm – pushing next Tuesday CORE.NV Social Campaign – in prog OCCM retrospective scoped improvements – in prog, team has until the end of next week to complete all tasks Dawn Differences Memo - on hold per SCO. CGI needs to tell us why there is a lag between Adv4 and DAWN reports and decision needs to be made whether we need to build new security roles for those that need to pull Adv4 reports (similar to what we did for Vista users) Release Management Notes – in prog, last notes were published on SP site yesterday Updating FAQs on SP – in prog Pulse Survey Analysis – In prog, survey closes next week then analysis can start. Monthly Stakeholder Maintenance – in-prog IB planning underway – priorities include CAN and new 1B event and planned comms calendar build Agency Relationship Building planning – starting with DHRM Upcoming: Feb Newsletter – draft due next Friday CAN Invite – pushing on the 18th for a March 5 session Success Story	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Comm – pushing next week Social Media pitch form OCIO PIO – next Thursday. For the third reporting period, Activities this week: GAX Trans Field Requirement comm – released 2/18 CORE.NV Social Campaign – kick-off reschedule to next week OCCM retrospective scoped improvements – Key Actions completed Release Management Notes – on-going Pulse Survey Analysis – survey closed 2/19, analysis in progress Monthly Stakeholder Maintenance – in-progress Phase 1B planning underway OCM Functional Teams - continued embedded engagement CAN - completed strategy reviews, finalizing deck, released invite for 3/5 CAN mtg Feb Newsletter - draft finalized for release next week Upcoming: Initiate 1B Change Readiness Assessment activities Social Media pitch form OCIO PIO – rescheduled for next week February Newsletter - release week ending 2/28. For this final reporting period, Activities:: GAX Transaction Error and Required Action memo – pushed, Job Aids: Errors vs Warnings, Day In The Life, How to Filter Transactions – All in progress, Change Agent Network – Finalizing Slide Deck, Q1 Leadership Stakeholder Event: Planning underway, CORE.NV Newsletter – finalizing and pushing soon, Pulse Survey Analysis - completed, analyzing in progress, Release Notes: two new docs released on SP site, Walking Deck for Legislature – finalizing.	
TRAINING	
For this first reporting period of February 2025, Activities: 1. HRM Phase 1B End-User List (in process) 2. Identified HRM end-user/course assignments & location distribution 3.	

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
Onboarding of first SME from DHRM (Clark) Blockers/Resolutions 1. NVeLearn course upload delays – Due to GFO not taking in-person, Budget Control NVeLearn course needs to be uploaded causing a rework of the priority list; Continuing to work though software constraints and time commitment for developing eLearning modules Review 1. HRM Phase 1B content - Position Control ILT Review Process: Due 02/05/25 Upcoming 1. Course Calendar for HRM and NDOT 2. NDOT training location booking 3. NEATS Training Course shell creation 4. NVeLearn: Fixed Assets Management, Receiver Scenarios, Procurement, Fixed Asset Full Course, and Budget Control	Upcoming: 1. Personnel Management Review 2. Accounts Receivable for NVeLearn.
For the second reporting period, Activities: 1. HRM Phase 1B End-User finalization 2. NDOT training location blocked 3. Prepped and sent out HRM Phase 1B Training Save the Date 4. Updated FAQ, SharePoint course descriptions 5. Training calendar finalized and courses prepped in NEATS for registration starting 2/18 6. State Trainer Forum went over Problems of Practice presenting the End-User Training Enhancement as the problem; lots of suggestions on how to improve the end-user experience going forward 7. Position Control ILT review finalized; meeting set with SMEs from DHRM and GFO to walk through the training with CGI Lead Trainer (2/21) In process: 1. NVeLearn Budget Control, Goods Procurement, Fixed Asset Management (full and mini), and Receiver Scenarios Blockers: 1. Continued software issues delaying the finalization of NVeLearn Courses; SCO resource continually being pulled from the course prep to assist with the	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
help desk Upcoming: 1. Personnel Management ILT review by the HRM Functional team and State Trainers For the third reporting period, Activities: 1. Position Control ILT walkthrough with DHRM and GFO 2. Sent out HRM Phase 1B End-user email for open registration 3. Opened HRM Phase 1B ILT NEATS courses 4. Attended PI7 planning meetings 5. Attended DHRM Phase 1B Discovery Sessions 6. Posted Budget Control to NVeLearn In process: 1. NVeLearn Goods Procurement, Fixed Asset Management (full and mini), and Receiver Scenarios 2. Monitoring of HRM Phase 1B course registration 3. Personnel Management ILT review by the HRM Functional team and State Trainers Upcoming 1. NVeLearn Accounts Receivable creation/review 2. March 12th In-Person State Trainer Forum 3. Final NDOT Training meeting with NDOT 4. Open ILT Phase 1B NDOT courses For this final reporting period, Accomplished: 1. HRM NEATS courses opened; 219/882 seats filled as of 2/26/25 2. NDOT ILT schedule completed 3. Final review of Position Control HRM ILT materials 4. NVeLearn courses loaded (except for Accounts Receivable) 5. Met with NDOT regarding training plan Blockers: 1. NDOT unable to access CORE.NV SharePoint consistently; resolution will be OPM providing POC at NDOT localized files to share on their SharePoint.	
TECH	
For this first reporting period, most team members continue to be focused on Hypercare issue resolution/Post Go-Live support. Interfaces: About half of the Agencies' Check description updates have been pushed to production, and many	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
additional fixes as well; The Chart of Account Interface to NDOT issue is resolved but the interface has not yet run in production - a resolution strategy meeting is set for Feb 7 (today) to plan the production release. Several related fixes have gone to production in support of NDOT issues. The issue that was caused by the decision to add characters for the Clark County vendor ID is resulting in a re-conversion of related data- this fix will assist agencies with downstream system impacted by the earlier decision - the production release date is being planned. Discovery for P1B is slow but steady. Reports: The container update needed for the Budget Status Report (BSR) is imminent, we are still hoping for report completion be end of February. The Service Desk inquiries for reports have continued to slow, but a few complex report modifications are stalling work on discovery for P1B. Data Warehouse: Hypercare issues for DAWN are slowing but still being managed, mainly related to synching data from ADV4. FDOT work has re-started, but still dependent on functional cost accounting work to complete; For HRDW work, the team is continuing to work on a proposal to utilize ADV4 reporting rather than bringing the DB to link to ADV4. Overall, most of the true technical issues reported are manageable and quickly mitigated, though some of the interface issues are requiring a multitude of tickets as many interfaces need an update specific to each of a few issues, and/or require a special cycle to get the fixes into production. Upcoming Activities: Continued Hypercare support, Continued Discovery for P1B Interfaces and Reports, PI7 planning prep.

For this second reporting period, as Hypercare issue resolution/Post Go-Live support winds down, about 30% of the | Upcoming activities include continued discovery and analysis for Phase 1B Interfaces and Reports. Target for HRDW decision presentation is end of Sprint 7.1. Transition plan for NV Tech Team management in progress. Architecture Roadmap draft will be refined and solidified. |

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
Tech team's time is being spent on P1B planning for all areas. Interfaces: All of the Agencies' Check description updates have been pushed to production, and many other Incident fixes as well; The Chart of Account Interface to NDOT issue is resolved but, the interface has not yet run in production, as NDOT is wrapping up testing. The issue that was caused by the decision to add characters for the Clark County vendor ID is undergoing more discussion regarding the update of impacted records. Discovery for P1B is slow but, is steady. Reports: The container update needed for the Budget Status Report (BSR) is being tested, the team is still hoping for report completion by the end of February. The Service Desk inquiries for reports have continued to slow. A few complex report modifications are stalling work on discovery for P1B but, work is still progressing. Data Warehouse: Hypercare issues for DAWN are slowing but, are still being managed. Issues are mainly related to delays in cycle loads in the early mornings. Users are still heavily reliant on DAWN reports as their main source of information. FDOT work has re-started but, is still dependent on functional cost accounting work to be completed. The Tech team has been added to those discussions for insight. For HRDW work, the team is continuing to work on a proposal to utilize ADV4 reporting and is now considering a hybrid approach between bringing the DB to link to ADV4 and leveraging reports in ADV4. DHRM has been part of all discussions and is on board. Overall, the majority of the true technical issues reported are manageable and quickly mitigated but, the incident management cycle is very time consuming. Upcoming Activities: Continued Hypercare support through the end of	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
February as well as continued discovery for P1B Interfaces and Reports. PI7 planning sessions are scheduled for the next reporting period. For the third reporting period, as Hypercare issue resolution/Post Go-Live support winds down, about 75% of the Tech team's time is now being spent on P1B planning for all areas. Interfaces: The Chart of Account Interface from DAWN to NDOT ADV2 has not yet run in production, as there was one last issue that required collaboration with SCO and CGI; NDOT expects the interface to be ready to run in Production on Tues, Feb 25, 2025. In regards to the issue that was caused by the decision to add characters for the Clark County vendor ID, all development work is in production, and the follow up tasks are on Functional and OCM before we can consider all work completed. Discovery for P1B is slow but steady. Reports: The container update needed for the Budget Status Report (BSR) is the top priority, but according to the schedule that gets all reports completed on time, all analysis for all P1B reports must complete by March 7, 2025. Data Warehouse: Hypercare issues for DAWN are minimal at this point - Issues are mainly related to delays in cycle loads in the early mornings. Users are still heavily reliant on DAWN reports as their main source of information. FDOT work has re-started but, is still dependent on functional cost accounting work to be completed. The Tech team has been added to those discussions for insight. For HRDW work, the team is continuing to work on a proposal to utilize ADV4 reporting and is now considering a hybrid approach between bringing the DB to link to ADV4 and leveraging reports in ADV4. DHRM has been part of all	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
discussions and is on board. Upcoming Activities: Continued Hypercare support through the end of February as well as continued discovery for Phase 1B Interfaces and Reports. PI7 planning sessions have concluded and we have a solid (though challenging) path forward for all reports. For Interfaces, discovery work will encompass all of Sprint 7.1. Target for HRDW decision presentation is end of Sprint 7.1.	
For this final reporting period, the Hypercare period ended this week, which frees up Tech team's time to focus on P1B analysis and execution for all areas. Architecture: Interviews for a Software architect for OPM are ongoing. A draft Roadmap for P1B has been sent for initial review. Interfaces: The Chart of Account Interface from DAWN to NDOT ADV2 has finally run in production, no issues have yet been reported. This will allow NDOT to process travel reimbursements that they have been citing as an issue since go-live. In regard to the issue that was caused by the decision to add characters for the Clark County vendor ID, all development work is in production, and the follow up tasks are on Functional and OCM before we can consider all work completed. Discovery for P1B is being managed collaboratively with cross-functional teams aligning work. Initial focus is gathering requirements needed for CGI to build the Interfaces needed for Parallel Payroll/NEETS, and all other Interfaces inbound to ADV4. Reports: The Budget Status Report (BSR) is the top priority, but according to the schedule that will ensure all reports are completed on time, all analysis for all P1B reports must also complete by March 7, 2025. The team is working diligently to meet with Agencies to get requirements while also meeting with CGI SMEs to complete	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
BSR. Data Warehouse: With ITF251 finally in production, core resources can now re-focus on HRDW/PRDW and FDOT DW efforts. Team lead is now in sync with functional cost accounting discussions and outputs. For HRDW work, the team is continuing to work on a proposal to utilize ADV4 reporting and is now considering a hybrid approach between bringing the DB to link to ADV4 and leveraging reports in ADV4. HRM has been part of all discussions and is on board.	

4 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)	None Identified yet	None Identified yet
Risks		
1)	Reporting team: FIN, HRM, Tech The unknown of how phase 2 work will impact IB, current build work.	Not Identified yet.
2)	Reporting team: FIN Owner: ▮ Test G01 in SH3	More conversation is required before determining a path forward.
3)	Reporting team: FIN Owner: ▮ NDOT participation in writing scripts. ▮ has a rough schedule, there needs to be more detail added for this to be actionable	More information is needed to formulate an action plan.
4)	Reporting team: FIN Config/OPM Owner: ▮ Availability of converted NDOT data - there needs to be additional detail added there for an action plan.	▮ will scheduled time to discuss a plan forward.

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

Number	Risk/Issue Description	Resolution/Mitigation Strategy
5)	Presenting team: Tech CGI Owner: ▮▮▮ NDOT Converted data Validation Strategies and POC from NDOT/FIN needs to be established.	Additional conversation needs to take place to determine a path forward.
6)	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
7)	Reported by Tech NV - No time to test April reports until July if we want to stay on schedule -No time to test April reports until July if we want to stay on schedule.	Recommendation: Engage CGI or SCO IT resources for assistance in reports validation/ - UAT team for End User Acceptance administrative work?
8)	SCO isn't responsive to Report Devs for Sign-off and Requirements Meetings, Development cycle extends to several months and often has re-work based on new guidance from SME(s).	Recommendation: Project Leadership establishes SLA for Devs (Example: if two weeks go by and there's no feedback from the SME, Dev can move report to Done... Re-work requires new prioritization or hyper care support)
9)	Currently there isn't a Go/No-Go Date for ADV4HR New Fiscal Year Impacts ADVHR (COLA Increase, Retirement Rate Change, New A/P Bills, Legislative Changes)	Recommendation: Schedule a Go/NoGo Date Set end of April
10)	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.
11)	DSR (RPT 033 from P1a) is looking like 13-20 story points.	Recommendation: Enlist assistance from CGI in Build.

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

Number	Risk/Issue Description	Resolution/Mitigation Strategy
12)	Testing Environment MA1 will have limited availability during the period of 04/20-05/18 due to Performance Testing.	Testing can happen during the hours listed in the comment/note below.
13)	With Contractors entered into HRM, the Advantage Employee ID for a contractor will begin with a "C" to easily distinguish between a contractor and a State Employee. As such there will be a break in sequential numbering of Employee IDs. For example: Employee 000001 Contractor C00002 Employee 000003 In the case of a Contractor being hired on as an Employee the state could choose to update the Employee ID to replace the leading C with a 0 and continue to use the same historical employee record.	Need to confirm that this method of numbering the Advantage Employee ID is acceptable and that the updating of Advantage Employee ID functionality will be enabled and controlled via security/workflow functionality.
14)	The following is a pre-requisite for CGI to develop the contractually obligated Interfaces and Reports. The list of 19 Interfaces and 5 Reports that CGI has to be developed has to be identified and a Jira decision record created The Priority order of the Interfaces and Reports be defined 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	OPM HRM Functional Teams.

CORE.NV Project-Level Risks and Issues and their Corresponding Mitigation Strategies		
Number	**Risk/Issue Description**	**Resolution/Mitigation Strategy**
	The Requirement Stories must outline the business requirement of the interface The Output Transaction or Tables identified For OPM Interfaces and Reports, 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.	
15)	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)	A process to intake and manage Enhancement Requests has been documented and shared with Leadership for approval. Link to the proposed Enhancement Request Process (also attached): Enhancement Request Process.vsdx Next step actions: Modify the existing Change Request statuses and workflow in Jira to accommodate Enhancement Requests. Perhaps a flag on the Change Request record to indicate if the change is "Contractual" or "Functional". ▮ and I had a good discussion on this yesterday, and I have looped him into this thread so he can share his thoughts too. Some CR's would need a high-level approval, while others can be approved at more of a project leadership level. ▮ could help flush this process out. Create the new "Enhancement Request" Jira JSB project and portal, including workflow statuses (processes in the diagram in green below) Create the Enhancement Request intake form in Jira that will be available for submitters to populate All external requests should be submitted to the SCO's Office for their initial review and approval. If they approve the request, then it would be submitted to our process for review and approval or rejection. Project Leadership wants a tech PM/Lead and Functional PM/Lead approving all enhancement requests but, another layer of Project Leadership review and approval should also be included where the CGI PM as well as the Core.NV Program Director should also approve the requests. Should	None Identified yet.

CORE.NV Project Decisions that may require input from the Executive Leadership Team		
Number	**Decision**	**Input**
	a further escalation be necessary to the CCC, then the Project Leadership folks could make that determination and escalate, as necessary.	

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)	Submit Decision on updates for Schedule Management process and scope.	None Identified yet.