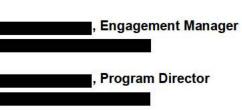CORE.NV

Nevada Governor's Finance Office, Office of Project Management

CORE.NV Project Monthly Status Report

January 2025

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Submitted On:
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Table of Contents

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 January 2025, the Core.NV system went live, as scheduled, at 12:00 am on Wednesday, January 1, 2025. All end user accounts, which had already been uploaded into the system, were then activated at 6:00 am on Thursday, January 2, 2025. The service desk and War Room resources then began taking calls, emails, etc. from users regarding any problems that were being encountered. For the first two days, the majority of the reported problems involved user login issues or incorrect access/permissions. Other issues were escalated according to the Governance Plan and were being triaged and resolved according to their severity. The first two days saw a significant number of users logging in as well as transactions being processed.

During the second reporting period, the majority of the work focused on supporting users and agencies to gain appropriate access to the system. In addition, work began to document reported bugs/defects in Jira, triage them appropriately, and finally determine the most effective resolution strategy for them. Lastly, project team resources worked closely with a number of agencies to validate their interfaces and resolve any DAWN/data warehouse issues. Several meetings and discussions were conducted to create a review and approval process for any requests to release changes, modifications, and/or updates to the Production environment. An interim Release Manager was selected until a more permanent person could be appointed to the position.

For the third reporting period, the majority of the work focused on documenting all reported bugs/defects in Jira, triaging them appropriately to assess priority, and finally determine the most effective resolution strategy for each. Several priority issues were reported and assessed. As was expected, the number of reported issues where the need to support users and agencies to gain appropriate access to the system began to decrease. Meetings and discussions continued to refine the process for any requests to release changes, modifications, and/or updates to the Production environment. The appointed OPM Release Manager settled into his new role and involved key SMEs in the process in order to fully understand the potential ramifications of each new implementation.

For the fourth reporting period, the Incident Management/Release Management Workflow document was finalized and released. A large amount of the team's efforts was focused on resolving issues that caused payments, for multiple areas, to not be released. A greater focus was placed on identifying issues that have a common source to the problem so that resolving

the defect can in turn resolve multiple issues. The NEOGOV Change Request (CR) was received from CGI and is in the process of being reviewed for immediate release to the Change Control Committee (CCC) and then to the Executive Committee for their review and approval.

During the fifth, and last, reporting period of January 2025, although discovery sessions continue to be conducted to determine Phase 1B requirements, the full scope of this Phase has not yet been determined. As such, the real impact on the Phase 1B schedule is, as of yet, also unknown. This presents a potentially significant risk to this Phase of the Project. Therefore, the Scope, Schedule, and Risks assessment areas have all been changed to yellow for this reporting period and will remain as such until more information regarding Phase 1B requirements can be obtained and the true impact determined. The teams continue their work to quickly identify the root cause of any reported defects, determine the best resolution strategy, and implement the fixes as efficiently as is possible.

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

Completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal Year	CGI Accountable	OPM Accountable	CGI Delivery Date
	January	Monthly Status Report 16 (CR002)	Deliverable	$ 150,000		2025			2.04.25
	March	P1B UAT Support (Month)	Work Product	$ 200,000		2025			TBD
X		P1B Training Support (Month 1)	Work Product	$ 75,000		2025			9.16.24
	February	P1B Implementation Assessment Document	Deliverable	$ 350,000		2025			2.19.25
	March	P1B Performance Test Plan	Deliverable	$ 200,000		2025			3.3.25
		P2A Program Increment Objectives	Deliverable	$ 500,000		2025			TBD
		P2A Envision Stage complete	Milestone	$ 250,000		2025			TBD
		P1A Hypercare Support (Month)	Work Product	$ 250,000		2025			1.30.25
					$ 1,975,000				

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, February 2025 will see the next round of Program Increment (PI) Planning sessions with PI 7 meetings being conducted onsite in Carson City, NV, on Tuesday and Wednesday, February 18th and 19th, 2025. These sessions will begin with a Phase 1A Retrospective to enable the workstream teams to reflect on and assess what worked well, what fell short of expectations, and what can be done to improve moving forward to Phase 1B. These Lessons Learned are an important part of the overall Agile/Scrum methodology.

February 2025 will also see the next 30 days of CGI's ongoing implementation of their Hypercare service. This will also allow some much-needed additional time for the State to ramp up their service desk support of the end users as well as any time needed to continue completing their work on any remaining functionality, interfaces, reports, and data warehouse work. Work will continue with the HRM functionality 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.

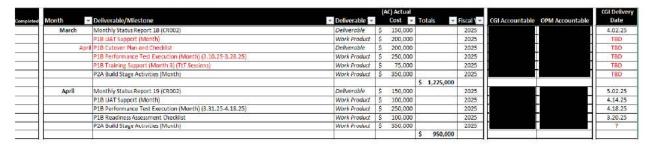**Figure 1-2: Upcoming 30-day Project Activity/Schedule Overview**

Completed	Month	Deliverable/Milestone	Deliverable	(AC) Actual Cost	Totals	Fiscal	CGI Accountable	OPM Accountable	CGI Delivery Date
	February	Monthly Status Report 17 (CR002)	Deliverable	$ 150,000		2025			3.04.25
	April	P1B UAT Support (Month)	Work Product	$ 200,000		2025			4.14.25
		P1B Training Support (Month 2) (TtT Sessions)	Work Product	$ 75,000		2025			2.18.25
		P1A Hypercare Support (Month)	Work Product	$ 250,000		2025			2.28.25
	March	P1B Performance Test Execution (Month) (2.14.25-3.07.25)	Work Product	$ 250,000		2025			3.07.25
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			TBD
		PI6 Completion Report (Formerly P1B PI5 Completion Report)	Deliverable	$ 1,100,000		2025			2.28.25
					$ 2,375,000				

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, March and April 2025 will see the State becoming primarily responsible for supporting the Advantage 4 system with only occasional/ad hoc support needed from CGI. Both HRM 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, and these will be discussed in greater detail as appropriate.

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
	March	Monthly Status Report 18 (CR002)	Deliverable	$ 150,000		2025			4.02.25
		P1B UAT Support (Month)	Work Product	$ 200,000		2025			TBD
	April	P1B Cutover Plan and Checklist	Deliverable	$ 200,000		2025			TBD
		P1B Performance Test Execution (Month) (3.10.25-3.28.25)	Work Product	$ 250,000		2025			TBD
		P1B Training Support (Month 3) (TtT Sessions)	Work Product	$ 75,000		2025			TBD
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			TBD
					$ 1,225,000				
	April	Monthly Status Report 19 (CR002)	Deliverable	$ 150,000		2025			5.02.25
		P1B UAT Support (Month)	Work Product	$ 100,000		2025			4.14.25
		P1B Performance Test Execution (Month) (3.31.25-4.18.25)	Work Product	$ 250,000		2025			4.18.25
		P1B Readiness Assessment Checklist	Work Product	$ 100,000		2025			3.20.25
		P2A Build Stage Activities (Month)	Work Product	$ 350,000		2025			?
					$ 950,000				

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	17.5	0	0	0	8	17.5
▰ Engagement Manager	13	0	0	3	16	16
▰ Program Director	62	27.5	19	32.5	142	141
▰ Financial (FIN) and Human Resources Management (HRM) Project Manager	76	4	4	98.5	142	182.5
▰ Project Coordinator	20	10.5	0	29	142	59.5
▰ Tech Senior Consultant	65.25	3	3	111	142	182.25
▰ OCM Senior Consultant	47	0	0	102.5	142	149.5
▰ Bus. Process Change, Comm., Training Support	6.2	0	0	0	22	6.2
▰ Tech SME (Subcontractor)	3.5	0	0	56.5	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	310.45	45	26	433	852	814.45

3 CORE.NV Project Workstream Status Review

Table 3-1 below provides a high-level overview of the CORE.NV Project workstreams for January 2024 and a look ahead to the upcoming activities for February 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 the first reporting period in January, 2025, the FIN team meetings included: the Wells Fargo meeting, Go-live meetings, Daily Conversion Check-In Calls, JVD Tool meeting/review, BOVR Demo, Cutover Meetings, MD/Open PV discussion with SCO. On-Call for CGI Conversion needs, Request and get assistance with new ADV 4 sign in (help desk ticket, discussion with SCO, Form completion (SCO) Testing and Validation: Fixed Asset Validation, DAWN Testing, CR Validation, PO Validation, MD Validation, Actuals Review/Validation, Identified PV Type 2,3,4 & solutioned conversion, RC/INV issue identified with solutions being worked, Corrected failed transactions. Go-Live Preparation and Support: WAR room activities, Prep for Go Live, Go Live Support as requested, Focused on Go Live tasks, Assist with the different Chats and Questions, Assist with Interface question and assist different dept on testing interfaces, Update team Go-Live (A4) tools as change happens. Tools and Documentation: Review/Proof JVD/Vendor Tools, SCO Cheat Sheets Tools, Created Budget Override List, Continued A4 Tool creations, BOVR Solution Demo Prep & Presentation Miscellaneous: Set up comms for Budget override	Upcoming activities for the next 30 days include CGI Providing P1A Hypercare Support - Month 2, OPM Work to support and resolve Jira incident tickets, following Phase 1A Go-Live Joint (CGI and OPM) NDOT Cost Accounting continued collaboration NDOT Agreements continued collaboration NDOT Budget continued collaboration NDOT Accounts Receivable continued collaboration.

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
lists, JV process & review, Budget Query, Gen Acctg, Gen Nav, Acc Pay, EFT File Comparison, EFT File Review. For the second reporting period, activities included SCO Help Desk Ticket Support: Assisted with ticket resolution and re-routing. Managed spreadsheet entries. As of 1/10/25, 102 tickets routed to OPM, 38 resolved, 23 re-routed, 8 needed triage, 20 in progress, 13 not started. Assigned to help desk for Go Live Assistance. Budget Override UAT: Worked on solutions and reporting. Collected contacts for Budget Override list and access review. Delegated staff to assist onsite. Discussions on how Budget Overrides will function, including security level requirements and approver lists. War Room Efforts: Daily briefings for Go Live War Room. Assisted with interface issues, prepaid tuition, unclaimed property payments, and larger meetings with agencies. Internal Meetings: NDOT CA/Agreement/Budget/Planning Meeting to discuss next steps. Internal planning meeting for NDOT CA, discussing program data, master works data cleanse, and project level data. Release Management Discussion on future-state business process and Jira workflows. Enhancement Request Meeting to establish processing procedures. Vendor Services meeting to resolve process questions. Job Aid Review: Completed review for 5 additional job aids. Assisted with various issues including JVDs, CRs, BQs, APEBs, BGA90s, BGR91s. Reviewed BQ Formulas. Report Solutions: Worked on SABA Report solutions and updates. Created first cross-walk proposal for NDOT COA. Additional Tasks: Check Verification: Special checks not posting. Governor's Directive: Oversight of hand-typed checks	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
through workflow to physical printing. CIP Program Assistance: Assisted with issues around reading/interpreting ADV4 against NPAS transactions. During the third reporting period, work focused on managing Jira tickets and moving them through the workflow. Supporting the FIN Team with Jira Help Desk Tickets, including technical assistance and meetings with users to walk through ADV4. Follow-up on Help Desk tickets. FIN team taking over the OPM box and creation of tickets. Cost Accounting meetings: planning, notes, and action items. Coordination and back-up duties for NDOT Cost Accounting, Agreements, and Budget meetings. NDOT Cost Accounting and Agreements meetings resumed. Prepare for and facilitate NDOT Budget Control Meeting. Attend Master Agreement Meeting and support as needed. Support the NDOT interface Double Payment Issue. Job Aid Review: Generate Positive Pay Batch Job Printing, Hand Typed Checks, Worklist, Workflow, Approvals script & video. Transactions Report review - "Kitchen Sink" set-up. Crafting Job Aid for Realized Funding. Trial Balance Report Support. Override report creation/development. SABA report testing, BOVR report testing and support/assistance. AR NDOT review. NDOT COA Table comparison/review. NEBS Work Program Interface prep work/review. Facilitated the Vendor Services N/A Issue on VCUST. Draft Comms for JVD. Determination to have agencies sign new form to allow SCO to push BOVR transactions on behalf of agencies. Demo schedule being created for Phase 1B. Supporting NPAS solutions.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Working towards handing over more functionality ownership to SCO. During the fourth reporting period, work included actively managing Help Desk tickets triage, resolving and assigning Help Desk/JIRA tickets accordingly. The team has been facilitating discussions on JIRA Settlement File payments to VOYA and Child Support, and providing technical assistance for Jira Help Desk Tickets. NDOT: The team has been working closely with NDOT on coordination around Org conversion requirements, attending meetings, facilitating discussions, and monitoring progress on action items. Meetings: The team has participated in Cost Accounting meetings, Master Agreement meetings, Budget Control meetings, and other coordination meetings. Training: The team has been involved in Advantage Academy Training, reviewing training materials, and assisting with training-related queries. Support: The team has provided support for budget override production support, communication assistance for JVD issues, transaction cancellation assistance, bank account issue resolution, BOVR solutions, SABA report review, and user support. Other: The team has also been involved in daily incident triage, reviewing questions on ILT Course Question Collection Doc, attending discussion groups on testing strategy, and preparing for demos. For the fifth and last reporting period for the month of January 2025, the FIN project team was actively engaged in various support, coordination, and review activities. They provided	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
ongoing support to the FIN Team with Jira Help Desk Tickets and assisted the DAWN team with a COA presentation issue. Additionally, they worked with NDOT to review the FDOT ORG structure to facilitate a crosswalk and mapped COA tables for FDOT to CORE.NV. 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 1/31/25. They also coordinated and backed up duties related to weekly NDOT Cost Accounting, Agreements, and Budget meetings, including taking notes and logging decisions. The team prepped, organized, moderated, and presented at the NDOT Budget Control meeting, attended the Master Agreement Meeting to provide support as needed, and participated in various other meetings such as Budget Meetings, stand-ups, Cash Reconciliation, and OPM Staff Meetings. For reporting and troubleshooting, the team assisted the Reporting team with STO Reports and collaborated on SABA, BOVR, and Kitchen Sink reports. They also worked on the overall mass report from ADV4 to assist with BSR, IBR, and Job report type information. Additionally, they provided interface troubleshooting and support for ITF004 and worked with CGI conversion to ensure RPT date updates were accurate in SH1.	
HRM	
During the first reporting period, testing and validation included the completion of DAWN 12 to DAWN 19 testing Completed Reports Testing Finished interface validation Requirements and Data Analysis: Gathered requirements for NDOT benefits	Upcoming Activities for the HRM team include: CGI Personnel Management Course Agenda & Guide - SME Review Personnel Management Course - ILT Materials Delivery Personnel Management Course - Recording Delivery Designs

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
change Followed up on tables listed in 2x not found in 4x Ran comparisons in 2x, now working with Tech team to identify what data is needed in 4x Go-Live Preparation and Support: Assist with Go Live as needed Assisted with Conversion Issues Prepped for War Room and Go Live. For the second reporting period, Parallel Payroll Run: Data does not have to match; success if checks are produced. Identify differences in numbers. Discovery Workshop: Requirements gathering for evaluation schedule and grievances. Provided requested information. Working on requirements for NDOT benefit coding change. Meeting to walk through HR Advantage nightly cycles. Help Desk Training and Support: Spent the week in the War Room triaging and assigning Jira and OCIO tickets. Monitored incoming emails and responded with ticket creation or user guidance. Budget Override Testing: Assisted with testing. Reached out to recruitment team to start discussions. Training Series: Started BPA training series compiled in Udemy. Welfare Check Issue: Resolved $50,000 welfare check issue. Monitoring upcoming payments to verify successful transfer. Working with DHRM to resolve additional payments "hung up" during blackout period. Additional Assistance: HR Conversion Assistance: Provided minimal assistance with guidance and Adv 2x HR screenshots. For the third reporting period of the month of January 2025, the decision was made to move Payroll to Thursday, making Friday a troubleshooting day. Iteration 1 of Parallel Payroll in progress:	and Develops P1B EUT Course Materials: Personnel Administration Course Personnel Management Course Agenda & Guide - Level 1 Review Designs and Develops P1B EUT Course Materials: Payroll Administration Course Payroll Administration Course Agenda & Guide - SME Review Payroll Administration Course Agenda & Guide - Level 1 Review Designs and Develops P1B EUT Course Materials: Position Control Course Position Control Course Agenda & Guide - SME Review Position Control Course Agenda & Guide - Level 1 Review Position Control Course Agenda & Guide - Level 2 Review Position Control Course Agenda & Guide - Level 3 Review Position Control Course Agenda & Guide - Level 4 Review Position Control Course - Final ILT Materials Delivery Position Control Course - Recording Delivery Delivers P1B Training Support - Month 2 (Available to Answer Questions) Receives Container Deployment from ACDCS and Processes Basic Transactions - Package 8 - Week 31 Receives Container Deployment from ACDCS and Processes Basic Transactions - Week 32 Sets Up Batch Cycles in Prod Conducts PI-6 Sprint 6.5 Conducts PI-6 Technical Team Sprint 6.5 Conducts PI-6 Sprint 6.6 Conducts PI-6 Technical Team Sprint 6.6 Develops Phase PI6 Completion Report Submits Phase PI6 Completion Report Writes SIT Results for PI-6 Sprint 6.5 Logs SIT PI-6 Sprint 6.5 Configuration Issues and Retests Writes P1B Implementation Assessment Document Submits P1B Implementation Assessment Document Conducts PI-7 Sprint 7.1 Conducts PI-7 Technical Team Sprint 7.1 Sets Up Data for P1B Performance Testing - Online and Batch Executes P1B Performance Testing - Online and Batch

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
verifying configured and converted data, executing Online Checks for spot checks. Weekly SME discussions driving configuration/conversion decisions, now including parallel payroll questions. HRM Phase 1B Interfaces and reports meeting. EUAT Prep and meetings. Discovery Workshop requirements gathering and preparation. Identified HRM resources to lead the NEOGOV recruiting effort. Review of HR and Advantage nightly cycle runs. Creating a Spring HRM EUAT BPA Overview. HRM Training Materials Review. Follow-up on training questions. Interface 004 troubleshooting and repair initialization and tracking. Continued cleanup of DHRM missing and late transactions. Creation of NDOT requirements request document. EUAT Prep and Calendar Creation. For the fourth reporting period, the team has been preparing for the Discovery Workshop, gathering all necessary requirements and refining the schedule. This includes comprehensive planning and ensuring everything is in place for the workshop. The first iteration of Parallel Payroll went well. Our analysis shows that we processed 40k triggers and produced 18k checks. No checks were missed and only two minor errors were encountered. All major payments, including Child Support Payments, Voya, and PERS, have gone through successfully without any further issues. The team conducted several important meetings, including the HRM 1B Interfaces and reports meeting, EUAT Prep meetings, and follow-up meetings for training questions. We are also working through scheduling conflicts for Payroll Administration decisions. Our team has been reviewing HRM Training Materials and addressing	1 Conducts HRM Parallel Payroll Testing - Iteration 1 Provides P1B UAT Support - Month 1 Conducts Mock 1 OPM Personnel Management Course Agenda & Guide - Level 2 Review Personnel Management Course Agenda & Guide - Level 3 Review Personnel Management Course Agenda & Guide - Level 4 Review Payroll Administration Course Agenda & Guide - Level 2 Review Payroll Administration Course Agenda & Guide - Level 3 Review Payroll Administration Course Agenda & Guide - Level 4 Review Inputs P1B EUT Class Details into Registration System Opens P1B EUT Registration to State Employees (ILT Open Registration Iteration 1) Reviews and Returns Phase PI6 Completion Report Reviews and Approves SIT PI-6 Sprint 6.5 SIT Results Reviews and Returns P1B Implementation Assessment Document Writes Final P1B UAT Scripts Executes Final P1B UAT Scripts Joint (CGI and OPM) Hold PI-6 Sprint 5 Review Hold PI-6 Review Planning - PI7 Addresses OPM Comments on P1B Implementation Assessment Document.

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
ongoing training questions. We are following up continuously to resolve any outstanding queries. The team resolved ITF004 and ITF005 issues related to Vendor Payments and Employees as Vendor data. We finalized the NDOT requirements document, created the NDOT Punch List, and are awaiting schedule confirmation from DHRM and GFO for training question discussions. We also prepared for EUAT and began recruitment discussions with CGI. Our team also reviewed HR and Advantage nightly cycle runs to ensure smooth operations and maintain high performance standards. For the fifth reporting period, the HRM project team has been actively engaged in various preparatory and review activities. They attended the State Trainer Forum and finalized topics for the Discovery Workshop, including Phase 1b. Additionally, they have been preparing for EUAT by gathering information and reviewing deliverables to ensure compliance with the Testing Strategy Version 1.3. In terms of testing and implementation, the team has been involved in nightly HR batch cycle reviews and meetings, as well as interfaces review and discussion. They have also finalized the EUAT Alpha and Beta testing schedule after input from DHRM and have been conducting research and self-education for Parallel Payroll testing. Furthermore, the team met with the HR Product Owner to determine outstanding action items for Go Live. They finalized the Vegas Beta testing list and started refining the Carson list. They also completed the fixes and testing/implementation of HRM interfaces (ITF004, 005) for production upload.	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Organizational Change Management (OCM)	
For the first reporting period, OCCM: 1. Reports Memo, Crosswalk, Job Aid – SENT 2. CORE.NV IS LIVE! Comm – SENT 3. Dec Newsletter – in prog 4. IFC Memo: SENT 5. Four new Job Aides based on WAR room output: Complete and on SP site - CORE.NV Manual Disbursement for Hand Typed Check - CORE.NV Manual Disbursement for Vendor Payment - CORE.NV Manual Disbursement for Wire Transfer - CORE.NV Wild Card Searches 6. State of the State to GO Memo: In Prog, pushing Jan 3 7. IFC Quarterly update – OCCM/Training Update: In Prog 8. Pulse/Satisfaction Survey – Complete, pushing end of Jan Upcoming Activities: CORE.NV is Live! Announcement Reminder – Monday Jan 6 January Newsletter – End of January Pulse/Satisfaction Survey – End of January P1A Retro – Jan 22 Change Agent Network Invite – pushing mid Jan.

During the second reporting period for January, 2025, accomplishments included: 1. Jan Newsletter – Initial review - in progress 2. Five new Job Aides based on WAR room output: Complete and on SP site on 1/13 -Cancel an AD or EFT Transaction -Check Reconciliation (CHREC) and Paid Check (PDCHK) Tables -Disbursement Printing Batch Job - Disbursement Request Modification (DRM) Transaction - Reprint a Disbursement 3. Pulse/Satisfaction Survey/Comms - finalizing for release 1/15 4. Budget Override job aid/video complete - target comms release 1/14 5. API Integration Assessment Survey/Comms - target release 1/15 Upcoming | The OCM team's upcoming 30-day lookout includes: 1. Pushing Tips and Tricks new SP section next week 2. Retro - Next Week 3. New CAN session and approach - Feb/March 4. Quarterly Leadership Session - targeting March, invites sending out in Feb 5. Pulse Survey - sending out to all end-users next week. |

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
Activities: Post Go-live Metrics Report January Newsletter – End of January P1A OCM Retro – Jan 22 Change Agent Network Invite – pushing to mid Jan.

For the third reporting period, accomplishments included: 1. API Integration Survey Released to IT Managers - 1/15 2. Multiple Communications Released -BofA WORKS Comms - Joint Procurement & OPM 1/15 -CORE.NV API Integration Survey Comms 1/15 -Reminder - SCO Immediate Attention Comms 1/17 -CORE.NV Budget Override Functional Implementation Next Steps Comms 1/16 -Multiple Budget Override Delegate No System Access email memos 1/17 - System Outage Comms draft - on hold - BOVR Processing Update - finalized draft for 1/21 3. Budget Override job aid/video finalized and posted to SharePoint 1/16 4. API Integration Assessment Survey/Comms - target release 1/15 5. OCM Retrospective Pre-Work request distributed to attendees Upcoming Activities: OCM Phase 1A Retrospective Session 1/22 Post Go-live Metrics Report - in progress January Newsletter – End of January Change Agent Network Preparation – 1/29 session Pulse Satisfaction Survey Preparation - in progress CORE.NV Tips & Tricks Comms planning - in progress.

For the fourth reporting period, Comms/OCM activities included: Vendor Payment comm pushing today letting end users know all payment have been received BOVR Job Aid and Comm - SENT New BOVR Job Aid update (added an extra step) and video - in prog New Comm for rejected BOVR and what to do - | |

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
in prog, pushing today Tips and Tricks on SP – in prog, should be completed on SP site next week Jan Newsletter – in prog, pushing end of next week API Integration Survey Reminder – Sent! Raw data will send to tech team end of next week when survey closes Pulse/Satisfaction Survey – Pushing Jan 30 New Transaction Cancellation Job Aid and Comm – sending to targeted list Friday and placing on SP CAN Redesign – in prog SNOW Report Analysis – in prog Release Management onto SP – in prog, currently understanding the validity on placing on SP Upcoming: Rescheduling OCM Retro New draft of new CAN Process for Phase 1B Pulse/Satisfaction Survey - Jan 30 Tips and Tricks new SP tab - comm pushing next week. For the fifth and final reporting period, OCCM: 1. BOVR Updated Job Aid - sending this coming Monday to targeted group and placed on SP site 2. Tips and Tricks SP Section - NEW- announcing next week with memo 3. EFT Check Job Aid - New, placed on SP site. Will include in the Tips and Tricks Announcement comm next week 4. MD comm - send this morning to end-users 5. Pulse/Satisfaction Survey - complete, pushing after Tips and Tricks push next week 6. EC Thank You - Pushed 1/30 7. Jan Newsletter - Pushed 1/30 and placed on SP site 8. January metrics - finalizing today 9. New CAN approach - finalizing next week 10. OCM Retro - next week 11. Release Management notes - now posted on SP site 12. HRM P1B End-User list - Finalizing 13. New Job Aid Request - "How to Manage your Worklists" - discovery in progress.	
TRAINING	

Workstream Status Review

Current Month Status	Next Month Upcoming Activities
During the first week of this reporting period, and the first week of Go-Live Phase 1A, 1. CGI and BD on site at OPM 2. CGI Lead Trainer onsite at OCIO for service desk assistance 3. Phase 1b HRM planning with CGI counterpart throughout the week 4. Discussion of platform for retrospective Review 1. Provided for review Phase 1b HRM slide deck template Upcoming 1. Training retrospective January 13th with CGI, BD, and SCO 2. State Trainer Forum January 15th; topic: Phase 1a retrospective with state trainers. During the second week of this reporting period, activities included: 1. CGI and BD on site at OPM 2. CGI Lead Trainer onsite at SCO for assistance 3. Phase 1B HRM planning with CGI counterpart throughout the week 4. Prep FIN retrospectives for training team and State Trainer Forum Review: 1. Remaining FIN Job Aids 2. Budget Override Job Aid and Video Upcoming: 1. Training retrospective January 13th with CGI, BD, and SCO 2. State Trainer Forum January 15th; topic: Phase 1A retrospective with state trainers. For the third week of this reporting period, activities included: 1. FIN Phase 1A Training Retrospective 2. Created administrative tracking document for HRM Phase 1B 3. Met with NDOT on Phase 1B training delivery; working on meeting notes to send back to NDOT; waiting on updated list of end-users to plan number of days/trainings 4. HRM ILT Course Outline Review (in process) 5. HRM Phase 1B End-User List (in process) 6. Phase 1B State Trainers – met with staff provided by DHRM to assist	For the upcoming 30 day outlook: 1. Position Control ILT Review Process: 2/3/2025 - currently being reviewed by OPM HRM team due 2/5 2. NDOT Phase 1B training plan/NDOT Training Room Reservation - scheduling meeting with NDOT to discuss training; waiting on NDOT FIN end-user updated list to determine number of courses 3. NVeLearn: Fixed Assets Management, Receiver Scenarios, Procurement, Fixed Asset Full Course, and Budget Control - since GFO training was cancelled, they will be required to take the NVeLearn courses which has set these on a fast track for completion. 4. 30 Day - scheduling courses on NEATS; drafting OCM comm for Registration Save the Date; continuing to review ILT course guides; working with OPM HRM team on proactively identifying job aids.

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with training; gave overview of what they will be doing; set expectations of time on-site at OPM; went over timeline for Phase 1B 7. Phase 1B State Trainer Forum Plan & Schedule – due to post go-live activities, this was pushed 2 weeks out. Will be doing a Phase 1A training retrospective. 8. On-boarding NDOT State Trainers – NDOT providing list of SMEs for training Review 1. NVeLearn in review – Fixed Assets Management and Receiver Scenarios 2. NVeLearn in progress – Procurement, Fixed Assets (full course) and Budget Control Upcoming 1. GFO specific training January 23 & 24 and January 28 and 29 Ongoing 1. HRM Phase 1B content discussions; spoke with OPM HRM group regarding training content and targeted audience. 2. HRM Phase 1B training schedule. For the fourth week of this reporting period, activities were as follows: 1. Prepped for GFO Trainings, but due to circumstances out of the team's control, these trainings were cancelled, and participants will need to take the courses through NVeLearn; in-person will not be rescheduled. 2. Retrospective action items – Streamlining sign-in process (will Beta test on EUAT Testers), Accommodations Request Form, In-Training Question tracking Review 1. NVeLearn in review – Procurement 2. NVeLearn in progress –Fixed Assets (full course) and Budget Control Upcoming 1. State Trainer Forum – January 29th 2. NDOT Phase 1B training plan and schedule 3. HRM Phase 1B training schedule 4. HRM Phase 1B content. For the fifth and final week of this reporting period, activities	

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included: 1. HRM Phase 1B End-User List (in process) - working with CGI analyst to combine lists to include user emails; this list will also assist in identifying the number of trainings each course will need 2. State Trainer Forum Phase 1A Retrospective - 16 State Trainers and FIN/HRM OPM Functional in attendance; reviewed Training Team retrospective; gained insight and additional comments from attendees 3. Reserved ILT locations in LV & Carson City OPM - booked LV and CC training locations; need to book NDOT training location for FIN 1B trainings.	
TECH	
For the first reporting period for January, 2025, all interfaces have completed validation except ITF243 and 3 others which will resume testing in January due to resources being out of office. (ITF061 - DOA IET From Fleetanywhere, ITF018 - SCO Accounts Payable To NCIS, and ITF009 - SCO Payment Voucher from BOA WORKS). DAWN: Dawn is live in production, though 3 small issues reported on Dec 31 remain open and in progress. Reports: RPT033 (Budget Status Report) and RPT198 (Budget Override) will not be available in production on Jan 2. RPT033 is wrapping up and RPT198 may not be needed depending on the Budget Override process changes being implemented. Most reports are currently undergoing final validation. During the second reporting period, this week has been fully dedicated to Post Go-Live support. While the majority of overall issues were with end user access due to a pre-existing issue	For the upcoming 30 days of activities: - 6.6 Sprint Planning - PI7 Planning - Wrap up Hypercare Incidents - Discussion with Tech team to understand needs from other teams for planned P1B work - Set meetings with other teams to gather information / set up touchpoints for planned P1B work - Identify Agency SMEs for all P1B Interfaces & reports - Continue P1B reports analysis - Continue/ revisit FIN reports that were pushed to April & July 2025 - Complete & Present plan for HRDW - Continue work on FDOT DW.

Current Month Status	Next Month Upcoming Activities
with Active Directory, we have experienced several relatively small issues that have been remediated within 1-2 business days. Interfaces: One agency's nightly cycle schedule caused some transactions to be missed, as the files were loaded after the nightly upload deadline. As a result, the file upload deadline was updated to make accommodations, and some additional fixes to other interfaces were made as well. Reports: Replication issues recurred this week, and an additional fix needed for the Budget Status Report (BSR) requires a container update that will be made the week of Jan 13, with a target completion/ availability date for the report toward the end of January. Aside from the BSR, most inquiries were asking for reports that had been discontinued by the agencies or had been replaced by a query in CORENV directly. These inquiries were handled by providing a job aid that explained the reports' current status and how to get to the needed information. Data Warehouse: There were a modest number of reported issues with DAWN access, many of which were related to the need for agencies to update the URL in hard-coded applications that speak to DAWN. There were some reports of mismatching values, many of which were attributed to timing issues. Security: There have been issues reported and mitigated related to users who had access to areas in CORENV they could not access in Advantage 2 as well as a few reports of the reverse experience. All issues were expediently addressed. Overall, the majority of true technical issues reported were easily manageable and quickly mitigated. For the third reporting period. all team members have been	

Current Month Status	Next Month Upcoming Activities
focused on Hypercare issue resolution / Post Go-Live support. Interfaces: The team is working through issues that stem from processes that differ in Advantage 4 from how they were handled in Advantage 2. Reports: The container update needed for the Budget Status Report (BSR) was pushed out a week, which will in turn push out the report delivery date likely into February. The Service Desk inquiries for reports have slowed considerably, allowing the team to focus on Phase 1B reports and analysis of FIN reports that were pushed out from Phase 1A. Data Warehouse: There were several (approximately 15) tickets related to the DAWN BSR (different from the ADV4 BSR) and a fix for those issues was implemented on Jan 17. We are reaching out to the ticket originators to verify the fix. Additionally, a small handful related to the IBR report were resolved with a fix that was implemented on Jan 16th, and we are following up with those issue originators as well. Security: The majority of this week's issues have involved the BOVR changes that were implemented mid-week, and we expect those to be resolved early next week. Overall, the majority of true technical issues reported were easily manageable and quickly mitigated. However, there is a need to review and refine the current incident management process so that we have better quality tickets being submitted in order to eliminate churn in the process.	
For the fourth reporting period, most team members have been focused on Hypercare issue resolution/Post Go-Live support. Interfaces: The team is working through various issues to ensure that files load and process on time, which helps to	

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Current Month Status	**Next Month Upcoming Activities**
negate issues where data is not found in ADV4, or DAWN, or not available in a timely manner. Focus is on a fix that was causing time sheets to be rejected, resulting in potential missing paychecks for one agency. A larger team met to discuss discovery and process for coding the P1B interfaces and will meet regularly until tickets are ready to code. CGI was provided with 5 Interfaces of the 20 that they are contracted to build, to begin work on . Reports: The container update needed for the Budget Status Report (BSR) was pushed out one week, which will likely push out the report delivery date into February. The Service Desk inquiries for reports have slowed considerably, allowing the team to focus on Phase 1B reports and analysis of FIN reports that were pushed out from Phase 1A. Data Warehouse: End users have been contacted for the 30+ tickets related to the DAWN BSR (different from the ADV4 BSR), IBR, and other reports. 20 of those tickets were confirmed as fixed by end users and closed. FDOT work is dependent on functional cost accounting work being completed, so that is temporarily on hold; For HRDW work, the team is proposing utilizing OOB reporting rather than bringing the DB to link to ADV4. Security: Security has officially been moved to the Functional side, as the work is all configuration-based, so reporting on that area will no longer appear here. Overall, the majority of the true technical issues reported are manageable and quickly mitigated with a only few urgent exceptions related to payroll and vendor payments. During the fifth reporting period, most team members continued to be focused on Hypercare issue resolution/Post Go-Live	

Workstream Status Review	
Current Month Status	**Next Month Upcoming Activities**
support. Interfaces: The team continues to work through various issues to ensure that files load and process on time, which helps to negate issues where data is not found in ADV4, or DAWN, or not available in a timely manner. Issues with the Legacy system are causing one NDOT interface to not load, but this is a critical, heads-down effort to correct. Reports: The container update needed for the Budget Status Report (BSR) was pushed out again, which will push out the report delivery date into late February. The Service Desk inquiries for reports have continued to slow, allowing the team to focus on Phase 1B reports and analysis of FIN reports that were pushed out from Phase 1A. Data Warehouse: 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, the majority 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.	

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)	Another Adv2 Cycle may need to be run to update EFTs.	The EFTs that were processed on 20 December have not been posted to DAWN nor do they seem to have been completed in Adv2. We may need another cycle run to complete these although exploring other options.
2)	With the potential for Advantage 2.0 to fail, and the need for critical Core.NV Project resources to be pulled from 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**
	None identified yet.	None identified yet.

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)	Schedule joint meeting to discuss Phase 2 schedule tracking.	This needs to be reassigned.
2)	Provide ▮▮▮▮▮▮ with information on percentage of work for Hyper-care verses Phase 1B deliver.	None identified yet.