

State of Nevada

CORE.NV Project Weekly Status Report

Week Ending: October 18, 2024



Content	Purpose - to communicate the following:
CORE.NV Project Dashboard	<ul style="list-style-type: none">• CORE.NV Project Roadmap• CORE.NV Project strategic milestones and timeline update• CORE.NV Project Status Review<ul style="list-style-type: none">Updates on completed milestones and performance against planStatus of in progress activitiesRisk level associated with meeting upcoming target milestone dates and risk rationale
Workstream Status Review	<ul style="list-style-type: none">• Review at-risk and critical workstream statuses• Discuss workstream level risks of significant scope or severity
OCM Status Review	<ul style="list-style-type: none">• Review at-risk and critical workstream statuses• Discuss workstream level risks of significant scope or severity
CORE.NV Project-Level Risks and Issues	<ul style="list-style-type: none">• Issues currently impacting, risks anticipated to impact, and the corresponding mitigating actions in place
CORE.NV Project-Level Action Items	<ul style="list-style-type: none">• Actions requested of the executive leadership team to support
CORE.NV Project-Level Decisions	<ul style="list-style-type: none">• Decisions requiring input from the executive leadership team
Appendix	<ul style="list-style-type: none">• Overall CORE.NV Project Health Working Status



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Week Ending: October 18, 2024



CORE.NV Project Roadmap



Milestones Projected to End This Reporting Period

WBS	Task Name	Start Date	Finish Date	% Complete
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Project Status Review

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For this reporting period, important discussions continued regarding an overall vision for Phase 2, the functionality and features included, and the work that will be necessary. In addition, discussions around the Governance Plan, the failure to gain approval from the Governor's Office, and what that will mean for the Office of Project Management (OPM) in terms of staffing and resubmitting their budget proposal to include needed resources. Both Instructor Led Training (ILT) courses and End User Acceptance Testing (EUAT) are proceeding according to schedule. Report discovery/development are progressing well with less than 30 reports now remaining. Data conversion work also continues to progress with blockers being steadily removed. Risks, issues, and decisions continue to be well documented and updates are regularly being added in terms of status and strategies for handling them.

FIN

Completed Week 2 - EUAT testing with Security rolls

Wells Fargo meetings continued with payroll testing completed successfully

Script work continues in preparation for Beta testers

SCO will cease AP and RB transactions in Advantage 2 as of 12/13/24 COB

- SCO will prep and key the potential Work Programs for submittal 12/13

Testing has been going very well. Shout out to the whole team for making this successful!

- Minimal bugs have been found

Recap: Chart of Accounts has been fully loaded in MA1

Conversion had 540 non-Exec. Budgets in the table and have converted 98% of them

- Number to decrease as we complete Mock installs

Payroll Process - Huge Wins

- For the short term, STO will be manually transmitting the file to Wells Fargo
- IFT210 & IFT004 (interfaces) have been established to transfer the files back from Wells Fargo
- Next week plan to have a sample printing of the check

HRM

- Wrapping up VCC and VCM (1 wrap up meeting left).
- Completing and testing 35 scripts. Already loaded into JIRA with steps.
- Successfully test payroll and created first check!
- Secured backups for Parallel Pay.

TECH

Infrastructure: SMTP Decision entered for email notifications; SSO: complete Outlying Agencies; SFTP: Build & Test User Names & SSH Keys (will continue thru 5.4).
Interfaces: Final blockers removed next week for ITF005; Tiger Team meetings commence for NDOT ITF work. (4) Temp Interfaces created, (3) Outbound Interfaces in analysis.
Reports: Continuing requirements analysis with SMEs for different agencies while building reports; (2) reports in Progress, (1) in Code Review; (1) Completed- (28) Reports Total needed for Jan 1.
Conversion: Continued support of CGI by providing exports as needed. (2 exports coming this sprint for Mock 2&3 prep)
DW: Removing blockers daily, including block from "Review" to "Done"; Separated P1B (NDOT) tasks into a new Kanban Board
UAT: Conducting EUAT & IUAT; Continue script writing incrementally as needed and validate scripts prior to running them

OCM

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This Weeks Accomplishments and In-Progress:

Communications:

1. Oct Newsletter – in process
2. Sunset FAQs/Comm Reminder - in process, finalizing Friday, targeting push Monday, 10-21
3. EUAT Weekly Surveys – ongoing weekly surveys. Two weeks of survey reviews were very positive for all categories; proctor support, overall feeling of testing, experience with new solution, navigation comfort, signing on/test scripts/JIRA/issue reporting and whether they believe it will boost their productivity!
4. 6-Month SP review – in process Engaging with OPM leads over the next week.

OCM:

1. Get Ready Nevada Campaign - in process
 - a. Two-pager, "Ask Me" Poster, Quick Reference Guide and Video Demo in finalization stages. Team will determine best practice of delivery methods next week.
2. Change Impact Survey – Sent on 10/16. Responses as of today indicate just under 10% completion. Of those responses, most feel the most noticeable and immediate positive impacts for your agency are the modernized business processes and the ease of use followed by efficiency and the fact it is now one system. Over 86% feel confident that their agency will be able to handle the workflow changes in shifting to the CORE.NV system. Many gave us insight to their current BPA practices and what will be changing. This will enable OCM to address these in future communications/comm activities and target specific agencies to mitigate any resistance.
3. OCM/Training metrics - in process. The team will analyze all metrics in the first week of November and present to leadership the second week of November. (repeat every month)

Upcoming Activities:

- Oct 21: Sunset Reminder and FAQs push
- Oct 24: CORE.NV Newsletter
- Week of Nov 11: Change Agent Network Session

Training

Accomplishments

- 1. EUT continuing (14 courses (GA, AP, AR) completed (248 seats)
- 2. Training Materials Final: AP, AR, GA, Fixed Asset, Cost Accounting, Budget Control & Procurement; in development: Budget Query & Payments Videos and Job Aids
- 3. Las Vegas Training Room tested and ready for training

Ongoing

- 1. Monitoring end-user training registration
- 2. Review and validation of FIN Functional End-User List (Goal: identify unregistered end-users for future planning)
- 3. Targeted ILT End-User Registration Communication Strategy in place
- 4. Equipment Prep & Management, Training Materials Prep & Management

Upcoming

- 1. FIN End-user Course Registrations pivot; adding additional courses from the standby list
- 2. Agency Specific Course content adjustments based on on-going discovery (AR, PV/PVE, & Procurement) Available to end-users by mid-November
- 3. Course Recordings on track for delivery to SCO by NOV 1
- 4. GFO training schedule in process (JAN 2025)
- 5. ADV 2.1 to CORE.NV Log-in Process



Unresolved Risks & Issues

Risks

Issue key	Summary	Assignee	Due date	Priority	Status
CORENV-1242	State resources available for Cost Accounting data upload worksheets	[REDACTED]		P3 - Low	Open - In Progress
CORENV-1247	State resources available for Accounts Receivable data upload worksheets			P3 - Low	Open - In Progress
CORENV-2929	Number of Reports needed for the January 2025 Phase 1A go-live date will likely exceed the TECH team's capacity	[REDACTED]		P2 - Medium	Open - In Progress
CORENV-3502	Data Warehouse/Legacy Databases work needed for Phase 1A Go Live could exceed the capacity of the Tech team			P1 - High	Open - In Progress
CORENV-6010	Parallel Payroll being pushed out to mid December			P1 - High	Open - In Progress
CORENV-6322	CR Conversion- 540 fy 23 Non-Exec budgets Loading concern			P2 - Medium	Candidate
CORENV-6513	Due to the somewhat unstable nature of Advantage 2.0, critical resources may be required to be pulled off of the Core.NV Project to troubleshoot and fix defects.			P2 - Medium	Candidate

Issues

Issue key	Summary	Assignee	Due date	Priority	Status
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Action Items

Closed This Week

Description	Owner	Due Date	Comments
Follow up with [redacted] on Critical Path information	[redacted]	10/17/24	
Connect with [redacted] and [redacted] regarding Risk COREN-6010. Ask for update comment in Jira.	[redacted]	10/16/24	

Open But Due

Description	Owner	Due Date	Comments
Draft CR for Debt Collection Module	[redacted]	10/18/24	CGI Demoed the Module for OPM and stakeholders week of 9/23. CGI team is following up on pricing. Shifted due date to 10/18
Meet with [redacted] to review OPM Tech Jira Backlog to ensure progress will be tracked.	[redacted]	08/21/24	I followed up in the SoS meeting with [redacted] on the OPM Tech JIRA backlog to ensure we're on track for Phase 1-A and 1-B. [redacted] confirmed that all known work for Phase 1-A is in the backlog and they're currently working to capture Phase 1-B items.
Review updating CORENV-3209	[redacted]	06/20/24	Issue was rewored to focus on the use of Core.NV Project resources for Advantage 2.0 troubleshooting and repair.
Schedule Agile Metrics (schedule forecasting) review meeting	[redacted]	06/14/24	Include [redacted], [redacted], [redacted], [redacted] as Optional
Test Biweekly Team Leads Deck link before next session	[redacted]	07/18/24	

Assigned This Week

Description	Owner	Due Date	Comments
Add an update comment for Issue CORENV-4583	[redacted]	10/23/24	Include recommendation of Closing Issue and opening as a monitored R
Add an update comment for Risk CORENV-2929	[redacted]	10/23/24	As of Oct 16, 2024 , the Snowflake issue was resolved in a meeting with @ [redacted] & @ [redacted] . All reports needed in P1A are def and scheduled for Sprints 5.2 and 5,3. At this point we can lower the Risk Severity to 2 and probability to 3, but until the newly trained developers start coding reports with no problems, I want to keep this Risk open slight smiling face
Add an update comment for Risk CORENV-3209	[redacted]	10/24/24	
Add update comment for Issue CORENV-6364; recommend closing as Issue and opening as Risk for monitoring	[redacted]	10/24/24	
Follow up with [redacted] on Risk CORENV-3502	[redacted]	10/24/24	

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Add an update comment for Risk CORENV-3209	[redacted]	10/24/24	
Add update comment for Issue CORENV-6364; recommend closing as Issue and opening as Risk for monitoring	[redacted]	10/24/24	
Follow up with [redacted] on Risk CORENV-3502	[redacted]	10/24/24	
Follow up with [redacted] on Issue COREN-4583 (recommending closing and opening new Risk)	[redacted]	10/24/24	
Give [redacted] heads up on being assigned to new Decision CORENV-6442; add update comment based on OCIO's feedback	[redacted]	10/24/24	



Decisions

Issue key	Summary	Assignee	Status	Resolution	Priority	Due date
CORENV-6317	DECISION: Need CGI Conversion to update their Vendor conversion coding and reload all previously converted employees		Cancelled	Won't Do	P2 - Medium	
CORENV-6364	DECISION: Supreme Court would like to log in to ADV 4.x without SSO		In Review		P1 - High	
CORENV-6442	DECISION: Need a formal decision to confirm OCIO request regarding SMTP		In Review		P2 - Medium	

Project Health Assessment Rubric

	Project Health Status Categorizations		
Project Health Assessment Area	Green	Amber	Red
Scope:	<p>All criteria below are being met:</p> <ul style="list-style-type: none">The scope is well-defined.The scope has not been changed outside of the original scope definition or any scope changes made are not expected to impact the current overall schedule or budget. <p><i>If scope re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined scope.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are one or more areas of scope that have yet to be fully defined, but they are not expected to impact the current overall schedule and/or budget.The scope has not been changed outside of the original scope definition or any scope changes made are expected to have no, or minimal, impact to the current overall schedule or budget, and will not impact the critical path.	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are areas of scope that have yet to be fully defined, and these unknowns are expected to impact the current overall schedule and/or budget.The scope has been changed outside of the original scope definition and any such scope changes are expected to impact the current overall schedule or budget and/or critical path.
Schedule:	<p>All criteria below are being met:</p> <ul style="list-style-type: none">The schedule and critical path are well-defined.The schedule is progressing as planned, with all critical path milestones and deadlines being met. <p><i>If schedule re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined schedule.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are areas of the schedule that have yet to be fully defined, but the critical path is well-defined.The schedule is not progressing as planned but, all critical path milestones and deadlines are currently being met and are expected to continue to be met.	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are areas of the critical path schedule that have yet to be fully defined.The schedule is not progressing as planned and critical path milestones and deadlines are not being met and/or are expected to not be met.
Cost:	<p>All criteria below are being met:</p> <ul style="list-style-type: none">The budget is well-defined.Budget funds have been allocated as needed.The budget is being expended as required. <p><i>If budget re-baselining has occurred, status may return to this categorization—provided that the above criteria is met for the re-baselined budget.</i></p>	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are areas of the budget that have yet to be fully defined, but estimated funds that will be needed are available.Funds needed are exceeding originally budgeted funds and it is impacting the current overall schedule but, not the critical path.The short-term budget is being over-expended but, spending is expected to remain within the overall long-term budget.	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are areas of the budget that have yet to be fully defined and estimated funds needed are not expected to be available.Budget funds are not being allocated as needed and this is impacting the critical path.The budget is being over-expended per the original planned budget and spending is expected to exceed the overall budget (including any contingency funds).
Resources:	<p>All criteria below are being met:</p> <ul style="list-style-type: none">All needed resources have been identified.All identified resources have been allocated.There are no overallocated resources.	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are needed resources that have yet to be fully identified, but it is not expected to impact the current overall schedule and/or budget.There are identified resources that have yet to be allocated, but they are not expected to impact the current overall schedule and/or budget.There are resources that are overallocated, but these are not expected to impact the current overall schedule and/or budget.	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none">There are needed resources that have yet to be fully identified and this is impacting, or is expected to impact, the current overall schedule and/or budget.There are identified resources that have yet to be allocated and they are impacting, or are expected to impact, the current overall schedule and/or budget.There are allocated resources that are overallocated and it is impacting, or is expected to impact, the current overall schedule and/or budget.

Risks:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All known risks have been documented. All identified risks have mitigation plans in place. Mitigation plans for all risks have been communicated, a risk owner has been assigned, and the plans are regularly evaluated and assessed. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are documented risks that do not have mitigation plans in place but are not expected to impact the current overall schedule and/or budget. There are mitigation plans that are not effectively assisting to avoid the correlating risks but are not expected to impact the current overall schedule and/or budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are known risks that have not yet been documented and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are documented risks that do not have mitigation plans in place, and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are mitigation plans that are not effectively assisting to avoid the associated risks and they are impacting, or are expected to impact, the current overall schedule and/or budget.
Issues:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All known issues have been documented. All identified issues have resolution plans in place. Resolution plans for all issues have been communicated, an issue owner has been assigned, actionable steps to resolve the issue have been articulated, and a resolution target date has been established. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are documented issues that do not have resolution plans in place, but they are not expected to impact the current overall schedule and/or budget. There are resolution plans that are not effectively assisting to resolve the associated issue, but they are not expected to impact the current overall schedule and/or budget. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are known issues that have not been documented and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are documented issues that do not have remediation plans in place, and they are impacting, or are expected to impact, the current overall schedule and/or budget. There are remediation plans that are not effectively assisting to remedy the correlating issues and they are impacting, or are expected to impact, the current overall schedule and/or budget.
Quality:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All quality standards and requirements for solution configuration and documentation deliverables are well-defined and communicated. All quality standards and requirements for solution configuration and documentation deliverables are being assessed and measured, documented, and are being met. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are quality standards and requirements for solution configuration and/or documentation deliverables that are not well-defined, but they are not impacting the overall quality of the related items and/or end user satisfaction. There are quality standards and requirements for solution configuration and/or documentation deliverables that are not being met but are able to be remedied without impacting the current overall schedule, budget, and/or end user satisfaction. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are quality standards and requirements for solution configuration and/or documentation deliverables that are not well-defined and they are impacting the overall quality of the related items and/or end user satisfaction. There are quality standards and requirements for solution configuration and/or documentation deliverables that are not being met and they are impacting the current overall schedule, budget, and/or end user satisfaction.
OCM:	<p>All criteria below are being met:</p> <ul style="list-style-type: none"> All involved, impacted, and interested parties have been identified and documented. All involved, impacted, and interested parties are being engaged according to the established Project Communications Plan in order to complete project work and prepare them to use the new solution. No involved, impacted, and interested parties are showing resistance to and/or dissatisfaction with the CORE.NV Project and/or the new solution. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are a few involved, impacted, and/or interested parties that are not being fully engaged with as needed to complete project work and/or prepare them to use the new solution. There are involved, impacted, and/or interested parties that are showing resistance to and/or dissatisfaction with the CORE.NV Project and/or the new solution, but this resistance/dissatisfaction is being addressed and managed. 	<p>One or more of the below circumstances is occurring:</p> <ul style="list-style-type: none"> There are numerous involved, impacted, and/or interested parties that are not being engaged with at all, and as needed to complete project work and/or prepare them to use the new solution. There are numerous involved, impacted, and/or interested parties that are showing strong resistance to and/or complete dissatisfaction with the CORE.NV Project and/or the new solution and this resistance/dissatisfaction is not being addressed and managed.