CORE.NV Project
August Status Report

September 10, 2024

CGI

Agenda

- Executive Summary

- August Project Deliverable Summary

- 90-Day Look Ahead

- Risks Heat Map and Risks Register

- Timeline View

- CORE.NV Project Accomplishments

- Appendix – Supporting Artifacts

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Executive Summary

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Status Date	9/10/2024	**Reporting Period**	8/1/2024 – 8/31/2024

Overall Status	🟨	Schedule, Resources, Scope, and Risks categories associated with go-live date of 12/31/24 are being mitigated.
Schedule	🟨	Program Increment (PI) 4 is underway. Work on Cost Accounting will be extended into PI 5.
Resources	🟨	CGI onboarded additional senior resources to help with Conversion, Budgets, and Cost Accounting.
Scope	🟨	Changes on COA and Budgeting are being mitigated.
Risks	🟨	The teams are monitoring and mitigating multiple high-priority risks.
Issues	🟩	Monitoring Advantage 2 stability.
Budget	🟩	No change to planned budget.

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🟩 Green = On schedule   🟨 Yellow = Delayed   🟥 Red = Significant blockers

August Project Deliverable Status

Deliverable / Work Product	Status	Percent Complete	Invoice Period	Current Status
July Monthly Status Report #10	Delivered	100%	8/2024	✓ Approved
EUT Monthly Progress Report July	Delivered	100%	8/2024	✓ Approved
PI3 Completion Report	Delivered	100%	8/2024	✓ Approved
P1B PI2 Completion Report Addendum	Delivered	100%	8/2024	✓ Approved
P1A Training Support – Months 1 and 2	Delivered	100%	8/2024	✓ Approved
P1B Train-the-Trainer Training Materials	Delivered	100%	9/2024	✓ In Review
P1A FIN Performance Test Plan	Delivered	100%	9/2024	✓ In Review

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90-Day Look Ahead
Deliverables/Work Products/Milestones

CORE.NV

September 2024

- August Monthly Status Report #11 submission – 9/4/2024
- P1B Train-the-Trainer Training Materials – submission - 9/4/2024
- P1B Training Support – Month 1 – submission – 9/13/2024
- EUT Monthly Progress Report – August – submission - 9/12/2024

October 2024

- September Monthly Status Report #12 submission – 10/2/2024
- PI4 Completion Report submission – 10/8/2024
- EUT Monthly Progress Report – September – submission - 10/10/2024
- P1A Implementation Assessment Document submission – 10/10/2024
- P1A FIN Readiness Assessment Checklist submission – 10/23/2024

November 2024

- October Monthly Status Report #13 submission – 11/4/2024
- P1A FIN UAT Support Month 1 – 11/4/2024
- P1A FIN Cutover Plan and Checklist submission – 11/6/2024
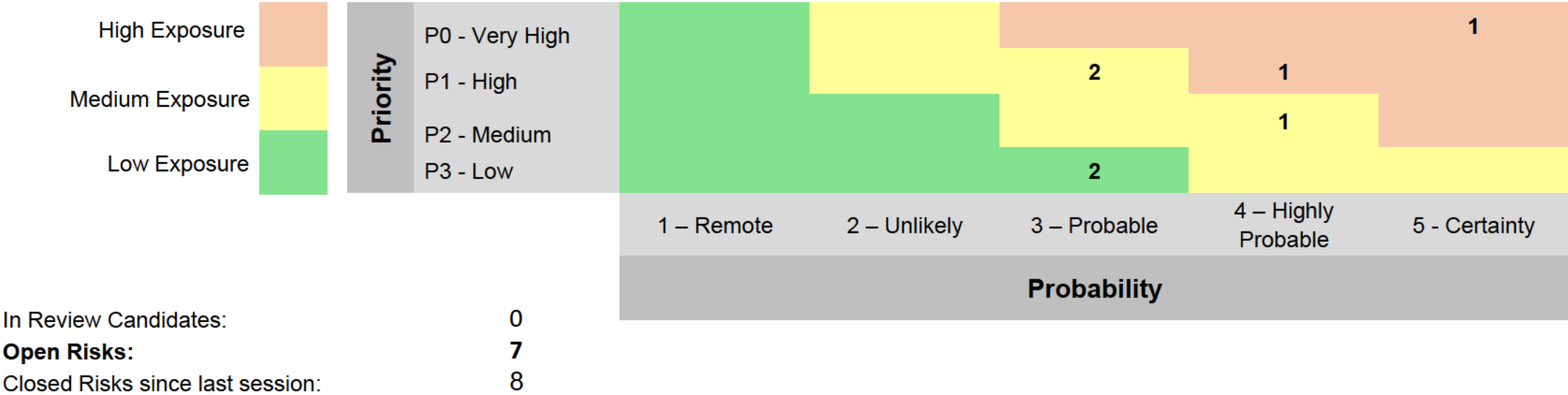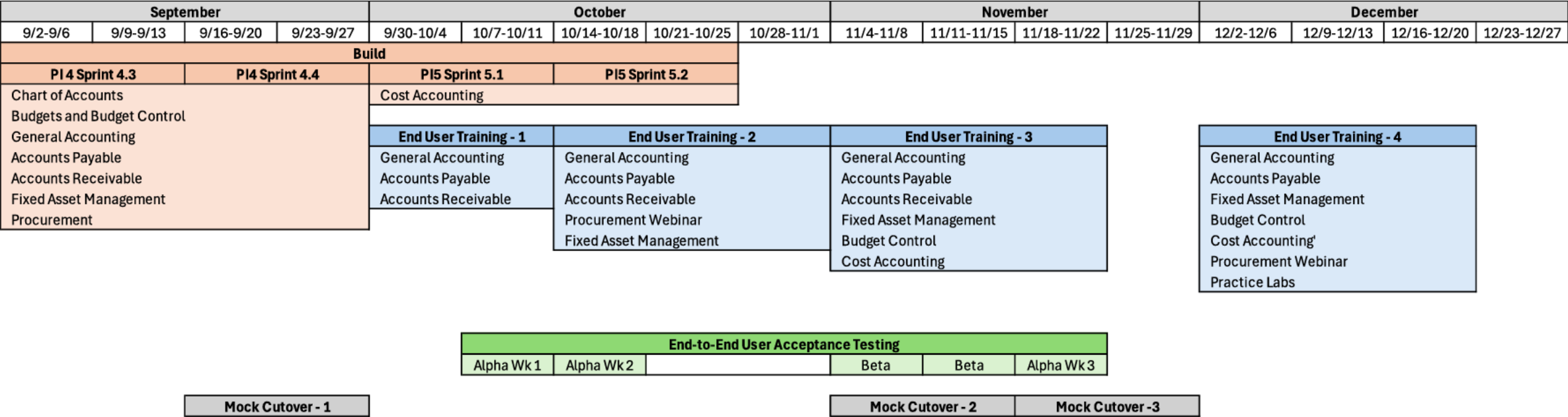- EUT Monthly Progress Report – October –submission - 11/14/2024

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Risks Heat Map

Project Risks are logged and maintained in Jira. Heat Map metrics are as of 9/6/2024.

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Metrics and Heat Map

	High Exposure				
	Medium Exposure				
	Low Exposure				

Priority

Priority	1 – Remote	2 – Unlikely	3 – Probable	4 – Highly Probable	5 - Certainty
P0 - Very High					1
P1 - High			2	1	
P2 - Medium				1	
P3 - Low			2		

Probability

In Review Candidates:	0
Open Risks:	**7**
Closed Risks since last session:	8

Timeline View – Build, Training, Testing

September				October					November				December			
9/2-9/6	9/9-9/13	9/16-9/20	9/23-9/27	9/30-10/4	10/7-10/11	10/14-10/18	10/21-10/25	10/28-11/1	11/4-11/8	11/11-11/15	11/18-11/22	11/25-11/29	12/2-12/6	12/9-12/13	12/16-12/20	12/23-12/27

Build

PI 4 Sprint 4.3	PI4 Sprint 4.4	PI5 Sprint 5.1	PI5 Sprint 5.2

Build tasks:
- Chart of Accounts
- Budgets and Budget Control
- General Accounting
- Accounts Payable
- Accounts Receivable
- Fixed Asset Management
- Procurement

Cost Accounting

End User Training - 1
- General Accounting
- Accounts Payable
- Accounts Receivable

End User Training - 2
- General Accounting
- Accounts Payable
- Accounts Receivable
- Procurement Webinar
- Fixed Asset Management

End User Training - 3
- General Accounting
- Accounts Payable
- Accounts Receivable
- Fixed Asset Management
- Budget Control
- Cost Accounting

End User Training - 4
- General Accounting
- Accounts Payable
- Fixed Asset Management
- Budget Control
- Cost Accounting'
- Procurement Webinar
- Practice Labs

End-to-End User Acceptance Testing

Alpha Wk 1	Alpha Wk 2		Beta	Beta	Alpha Wk 3

Mock Cutover - 1

Mock Cutover - 2 **Mock Cutover -3**

CORE.NV Project Accomplishments

- Final General Accounting build meeting was completed

- Vendor/Customer data decision finalized

- HRM IUAT conducted

- Test scripts for Position Control, Personnel Management, and Payroll drafted

- SSO strategy decision finalized

- OCM team conducted CORE.NV Quarterly Stakeholder September Event with OPM project leadership

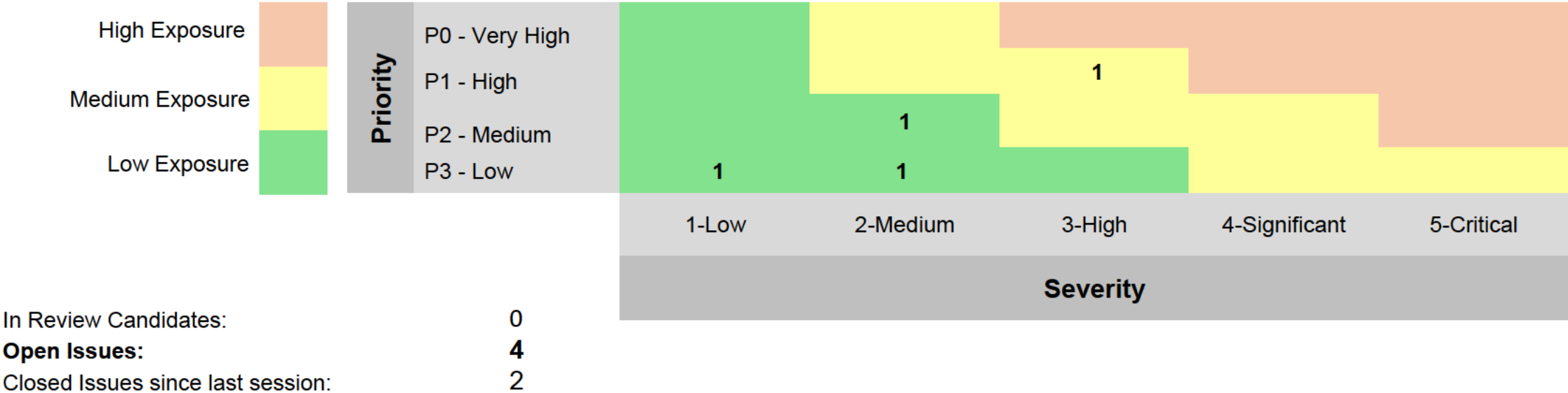# Questions?

Appendix – Supporting Artifacts
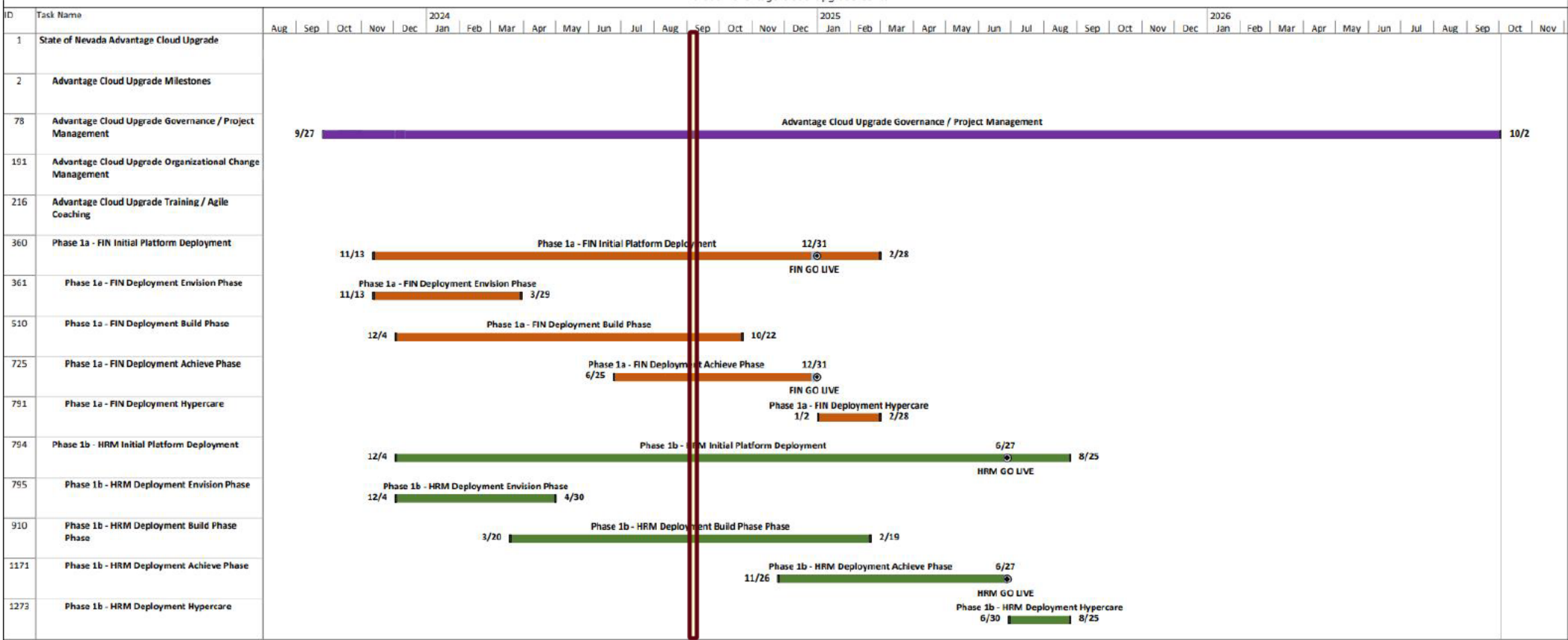
Timeline
August Workstream Summary
90 Day Look Ahead

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Issues Heat Map

Project Issues are logged and maintained in Jira. Heat Map metrics are as of 9/10/2024.

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Metrics and Heat Map

		1-Low	2-Medium	3-High	4-Significant	5-Critical
High Exposure	P0 - Very High					
	P1 - High			1		
Medium Exposure	P2 - Medium		1			
Low Exposure	P3 - Low	1	1			
		Severity				

In Review Candidates: 0

Open Issues: **4**

Closed Issues since last session: 2

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High Level Status

CGI Project Management Office

The PMO focused on August deliverables to fulfill fiscal year requirements, schedule management activities, and PMO operations.

- CGI PMO onboarded and offboarded CGI project staff for the project:
  - Onboards (3)
    - Phase 2 Support (1)
    - FIN Cost Accounting SME (1)
    - OCM Training Developer (1)
  - Offboards (1)
    - Tech Developer (1)
- We continue to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.

Scope Management:

- Change Requests
  - Discussion and estimates are being tallied for a NeoGov Change Request.

Schedule Management:

- The following Project deliverables scheduled for August were submitted to or approved by OPM:
  - July Monthly Status Report #10 – Approved 8/12/2024
  - EUT Monthly Progress Report July – Approved 8/15/2024
  - PI3 Completion Report – Approved 8/26/2024
  - P1B PI2 Completion Report Addendum – Approved 8/26/2024
  - P1A Training Support – Months 1 and 2 – Submitted 8/27/2024
  - P1B Train-the-Trainer Training Materials – Submitted 8/28/2024
  - P1A FIN Performance Test Plan – Submitted 8/28/2024

Organizational Change Management & Communication

The team's major accomplishments for August included:

- Finalized the CORE.NV change readiness survey (to be released in September).
- Developed the first draft of CORE.NV Agency Summary sheets, capturing key stakeholder information to inform future stakeholder analysis work.
- Finalized and sent the August edition of the CORE.NV Newsletter.
- Drafted and finalized a communications product to compose Chart of Accounts Campaigns, including memos, formatting of the CoA Introduction briefing, CoA video production, Cheat Sheet, and Quick Reference Guide. Additionally, developed the CoA page for the CORE.NV SharePoint site (to be released in September).
- Drafted and released a memo to Statewide Leadership on the sunsetting of legacy Advantage systems.
- Drafted quarterly memos on project updates to Statewide Leadership and All-State Employees (to be released in September).
- Continued to collect data to measure progress against determined OCM metrics (to be released in early September).
- Completed one new demo on Personnel Management for the CORE.NV SharePoint Microlearning library.
- Drafted and released the End-User Training (EUT) communications package, including a memo announcing open registration, EUT registration instructions, and Frequently Asked Questions. Resigned the EUT Training Page to easily display all resources to end-users.

Training

The team's major accomplishments for August included:

- Hosted the HRM State Trainer Workshop on 8/14/2024.
- Planned for and hosted a State Trainer Forum on 8/28/2024 for both FIN and HRM trainers.
- Finalize course calendar and registration logistics in preparation for opening of End-User Training (EUT) registration on 8/12/2024.
- Hosted a series of EUT office hours for State Employees to ask questions and get assistance for the EUT registration process.
- Assisted in developing responses to stakeholders regarding EUT registration.
- Adjusted the course calendar and approach when learning new information about stakeholder content learning needs.
- Developed, and submitted for State review, the following course materials: General Accounting, Accounts Payable, Cost Accounting, and Fixed Assets Management.
- Continued to research and develop content for the Budget Control and Procurement webinar.

Technical Advantage 4

The Technical team focused on Conversions and Development of Interfaces, Reports, and Forms for FIN during this month. Also supported testing of SSO option for the state of Nevada.

The team's major accomplishments for August included:

- FIN – Conversion:
  - Latest Updates to COA Crosswalks are complete.
  - Significant progress in the development of Budgets and Open Items conversion.
  - Vendor Conversion updates prioritized. A new approach to maintain compatibility with legacy systems from different agencies has been approved. The Required changes will be addressed in 4.3.
- HRM – Conversion:
  - Progress made on ███████████████ conversion.
- FIN – Interfaces:
  - Development of about 6 Interfaces completed.
- FIN – Reports:
  - A CGI Reports SME travelled to Carson City to provide training to the State Report Developers.
  - All outstanding issues with Power BI and ██████████████ Set up were resolved, allowing State Developers to proceed with report development.
  - Development for 5 reports has been completed.
- FIN – Forms
  - The Development of Invoice forms as per the state's requirements started and in progress.
- The State has decided to implement SSO with the MS Office 365 Portal. CGI supported the State in setting up the configuration and POC was successfully tested.

Environments

The team's major accomplishments for August included:

- Legacy Operations:
  - The team is clearing and managing NEATS and Data Warehouse Tickets.
  - Support for Data Warehouse Team.
  - NEATS upgrade testing in progress.
  - 12c to 19c Oracle Upgrade Testing is complete.
  - Ubuntu Server Testing is complete.
- Environments:
  - Container Deployments and Migrations:
    - Migration completed for ███████████████████████
      - Conversion from ██████
      - Configuration from ██████
  - ████████████████████ Deployed to all NPD environments.
- Delivered the Performance Test Plan draft and reviewed the document with OPM.

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Testing

The team's major accomplishments for August included:

- Provided support for FIN and HRM IUAT3 activities:
    - Real-time Teams support for EUAT testers.
    - Hosted Office Hour mtgs for EUAT testers.
    - Triaged Issues.
- The Test Automation team has created skeleton shells for 186 scripts. These scripts are being reviewed by CGI functional SMEs in preparation for the next phase of step writing.
- Refined the EUAT Readiness Checklist.

APM (Agile Project Management)

In August, Agile Project Management (APM) supported the execution of PI4 Sprints 1 and 2, enabling progress and alignment with program objectives. The focus being on backlog refinement, metrics-driven approach, and support of tracking Phase 1-A release ensured that the team remained aligned with program objectives and delivered value.

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Financial (FIN) Advantage 4

The team's major accomplishments for August included:

General Project Accomplishments

- Supported the CORE.NV FIN team in their IUAT activities, including testing, user access, and data security.
- Supported CGI Tech Interface ████████████████████.
- Completed the writing of ████████████████████████████████ end-to-end scripts.

Security & Workflow

- NDOT user IDs loaded into ████.
- Workflow Discussions kicked off for all functional areas.

Fixed Assets

- Completed the Fixed Asset configuration for the following:
  - Batch Jobs
  - FA Homepages and Business Roles
  - ████████ configurations for all FA transaction type.

Financial (FIN) Advantage 4

Procurement

- Finalized █████████████████████████ Tables; loaded them into ████
- Continued working with NDOT to finalize the Agreements for their Agreement Services group.
- Completed configuring the ██████ table.

Cost Accounting

- Worked with NDOT to create Cost Accounting Budget Build Out files for Transit Grants and Projects.
- Continued Cost Accounting configuration with NDOT to include a Project end-2-end demonstration.
- Developed solution to resolve an issue surrounding how Revenue and Expense budgets are updated when Cash Receipts are processed.

Accounts Receivable

- Worked with NDOT to review the converted Customer file █████████████████████ and determined that while cleanup is needed, it can wait until Phase 2 of the project.
- Determined that customer accounts will be loaded with the ██████ Billing Profile.

Account Payable

- Determined that the ability to print a Manual Disbursement is required after all. It was previously discussed that the MW was not used in 2.x to create a payment to a vendor.
- Determined that NDOT will change to plain check stock and will use the same basic check form as SCO.

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Human Resource Management (HRM) Advantage 4

In August, the HRM Configuration team continued to focus on the Build phase. SIT scripting has begun for the Labor Distribution functionality and is continuing for Personnel Management and Payroll. We prepared for and supported the second round of IUAT for HRM. We wrapped up PI4 Sprint 1 and 2. We have worked collaboratively with the State and CGI tech team to mitigate the conversion challenges that we were facing last month. We were made aware of some concerns that the State Tech team has on HRM interfaces and are working with them to mitigate these concerns before they are scheduled to start working on Phase 1B interfaces.

Our major accomplishments for August included:

- Completed the Cornerstone Demo for DHRM team.
- Completed PI4 planning.
- Completed PI3.
- Worked out a plan to use Jira to track open conversion questions via SubTasks to organize the support needed to keep conversion moving forward.
- Handed off 20 SIT scripts for IUAT testing.
- Hosted a Parallel Payroll information session.
- Completed PI4.1.
- Unblocked multiple stories to make great progress in PI4.
- Started SIT scripting for Labor Distribution.
- Made conversion decisions on Location, Payroll Number, Sub-Title, SPAR, Title Group, Labor Distribution Profile, and Employee Assignment.