CORE.NV Project

January Status Report
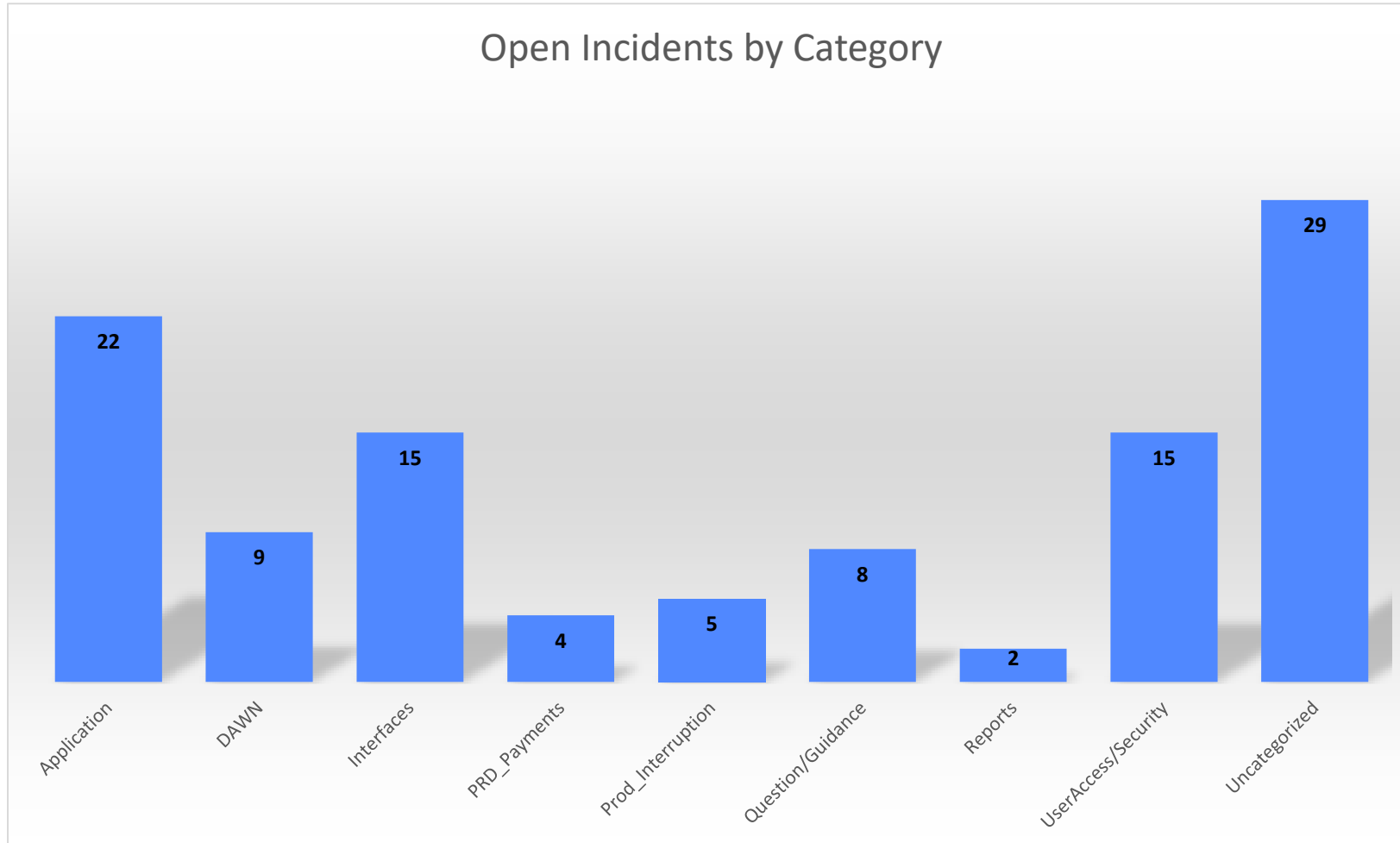
February 11, 2025

Agenda

- Production Operations

- Executive Summary

- Risks Heat Map and Risks Register

- Project Deliverable Summary

- 90-Day Look Ahead

- Accomplishments

- Questions?

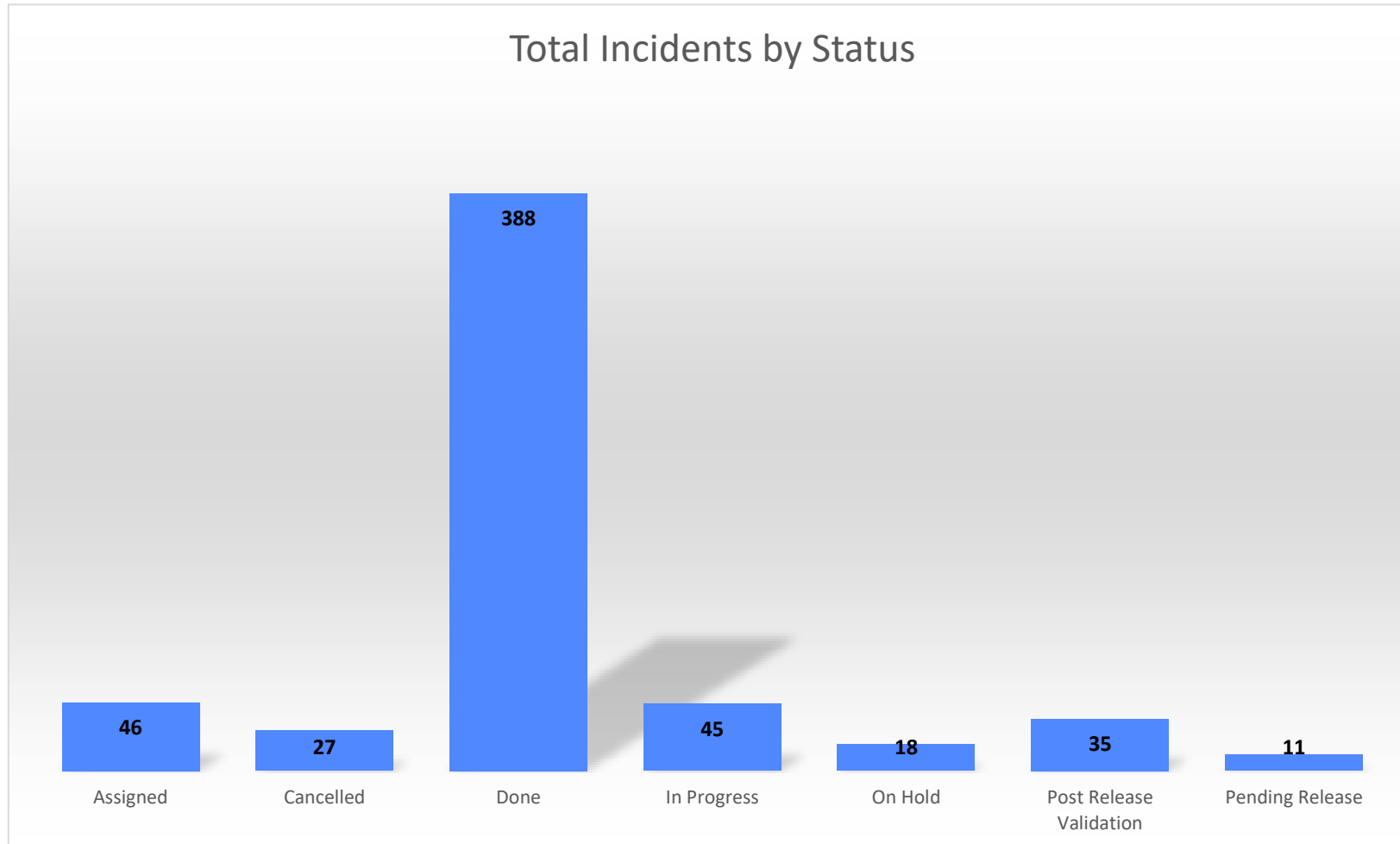- Appendix – Supporting Artifacts

Production Incidents

Open Incidents by Category

Category	Count
Application	22
DAWN	9
Interfaces	15
PRD_Payments	4
Prod_Interruption	5
Question/Guidance	8
Reports	2
UserAccess/Security	15
Uncategorized	29

* Data as of 2/7/25 10:00am PT
* Data has been updated to consolidate categories

Production Incidents

Total Incidents by Status

Status	Count
Assigned	46
Cancelled	27
Done	388
In Progress	45
On Hold	18
Post Release Validation	35
Pending Release	11

* Data as of 2/7/25 10:00am PT
* Data has been updated to consolidate statuses

Executive Summary

CORE.NV

Status Date	02/11/2025	Reporting Period	1/1/2025 – 1/31/2025

Overall Status	🟨	Schedule, Resources, Scope, and Risks categories associated with go-live date of 6/30/24 are being mitigated.
Schedule	🟨	Program Increment (PI) 7 planning is scheduled week of February 17th
Resources	🟨	CGI is monitoring resources and making staff adjustments as needed.
Scope	🟩	Change request to implement Neo-Gov is in process.
Risks	🟨	The teams are monitoring and mitigating multiple high-priority risks.
Issues	🟩	Monitoring Advantage 2 stability.
Budget	🟩	No change to planned budget.

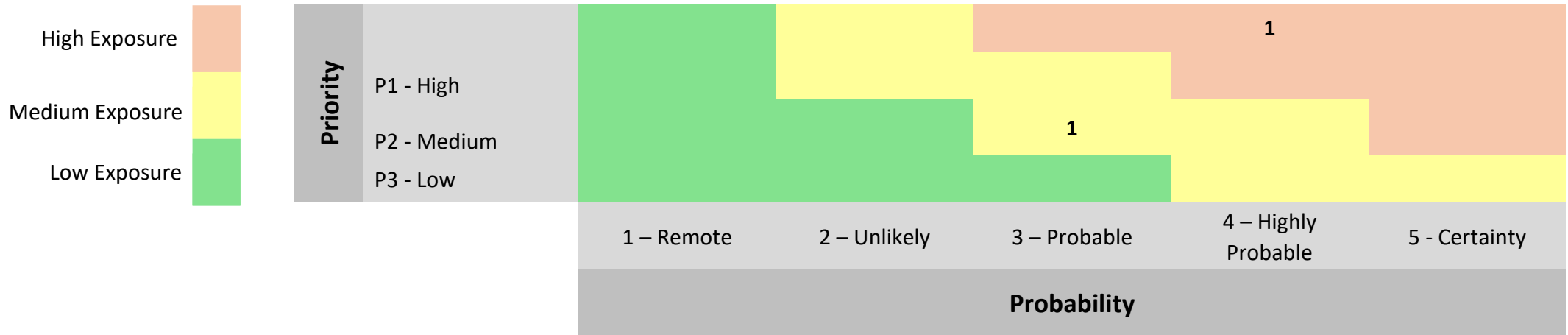🟩 *Green = On schedule*   🟨 *Yellow = Delayed*   🟥 *Red = Significant blockers*

Risks Heat Map

Project Risks are Logged and Maintained in Jira. Heat Map metrics are as of 02/06/2025.

Metrics and Heat Map

High Exposure

Medium Exposure

Low Exposure

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

Probability

In Review Candidates:	0
Open Risks:	**2**
Closed Risks since last session:	0

Risks Register

Project Risks are logged and maintained in Jira. Table was pulled 02/06/2025.

Risk #	Description	Status	Response Status	Priority	Probability	Severity
██████	████████████████████████████ ████████████████████ ███████████████	███████ ██████	██████	████████	█████████	████████
██████	███████████████████████████ █████	██████ ██████	██████	██████████	██████████	██████

January Project Deliverable Status

Deliverable / Work Product	Status	Percent Complete	Invoice Period	Current Status
P1A Performance Test Execution Results	Delivered	100%	1/2025	✓ Approved
P1A Readiness Assessment	Delivered	100%	1/2025	✓ Approved
P1A Achieve Stage Complete	Delivered	100%	1/2025	✓ Approved
P1A Hypercare Support – Month 1	Delivered	100%	1/2025	✓ Approved
Monthly Progress Report - December	Delivered	100%	1/2025	✓ Approved
EUT Monthly Progress Report - December	Delivered	100%	1/2025	✓ Approved
Monthly Status Report #14	Delivered	100%	1/2025	✓ Approved
Monthly Status Report #15	Delivered	95%	2/2025	✓ In Review

90-Day Look Ahead*
Deliverables/Work Products/Milestones

CORE.NV

February 2025

- Monthly Status Report #16 – Submission 2/4/2025
- P1B Implementation Assessment Document – Submission 2/19/2025
- PI6 Completion Report – Submission 2/25/2025
- P1A Hypercare Support Month 2 - 2/28/2025
- P1B Training Support Month 2 - 2/28/2025

March 2025

- Monthly Status Report #17 – Submission 3/4/2025
- P1B Build Stage Complete – 3/11/2025
- P1B UAT Support Month 1 – 3/17/2025
- P1B Performance Test Execution Month 1 – 3/28/2025
- P1B Training Support Month 3 – 3/31/2025

April 2025

- Monthly Status Report #18 – Submission 4/2/2025
- EUT Monthly Progress Report March – Submission 4/10/2025
- P1B UAT Support Month 2 – 4/18/2025
- P1B Performance Test Execution Month 2 – 4/18/2025
- P1B Cutover Plan and Checklist - Submission 4/29/2025

* Dates are subject to P1B schedule updates, which are in progress.

CGI

Financial (FIN) Advantage 4 Accomplishments

- The focus for the Financial team was to provide support for the January 1 go-live. The team traveled to Carson City, NV to provide on-site support for the start of the Hypercare period

  - Provided on-site support for OPM, SCO, STO, and DOA during the first two weeks of go-live

  - Created job-aids for AP processes as needed

  - Made needed adjustments to nightly cycle (timing/sequence of jobs)

  - Managed troubleshooting Jira tickets submitted post go-live and made necessary updates in production to resolve

  - Supported conversion team

  - Supported requested updates related to user access and workflow

  - Assisted in installing new workflows for budget override transactions

Human Resource Management (HRM) Advantage 4 Accomplishments

- The HRM team's focus was the execution of the first iteration of Parallel Payroll testing:
  - The first two weeks of the month were spent validating configuration and conversion
  - The last half of the month was spent doing iterative testing utilizing the Preliminary functionality to execute multiple Gross To Net (GTN) runs to find, document, analyze and mitigate differences
    - Successfully converted and validated tables required for Parallel Payroll
    - Successfully completed Preliminary GTN runs (total population) as part of Parallel Payroll Iteration 1
    - Identified 13 differences in deductions and pay processing as part of Parallel Payroll Iteration 1

Questions?

Appendix – Supporting Artifacts*

Timeline
January Workstream Summary
90 Day Look Ahead

*Artifacts content is subject to change, pending approval of Monthly Status Report.

CGI

High Level Status

Legend: - Overall Project Timeline | - P1A Financial Management | - P1B Financial Management NDOT | - P1B Human Resource Management

State of Nevada Advantage Cloud Upgrade — 8/1 to 10/2

Advantage Cloud Upgrade Governance / Project Management — 9/27 to 10/2

Phase 1 - FIN and HRM Platform Deployments — 11/13 to 8/25
- FIN GO LIVE
- HRM GO LIVE

P1A - FIN Initial Platform Deployment — 11/13 to 1/3
- FIN GO LIVE

P1A - FIN Deployment Envision Stage — 11/13 to 4/5

P1A - FIN Deployment Build Stage — 12/4 to 12/19

P1A - FIN Deployment Achieve Stage — 8/2 to 1/3
- FIN GO LIVE

P1A Deployment Hypercare — 1/2 to 2/28

P1B - HRM Initial Platform Deployment — 12/4 to 6/27
- HRM GO LIVE

P1B FIN NDOT Deployment — 10/15 to 6/27

P1B - HRM Deployment Envision Stage — 12/4 to 4/30

P1B - HRM Deployment Build Stage — 4/16 to 3/11

P1B - HRM Deployment Achieve Stage — 12/24 to 6/27
- HRM GO LIVE

P1B Deployment Hypercare — 6/30 to 8/25

CGI Project Management Office

The PMO focused on January deliverables to fulfill contractual requirements, schedule management activities, and PMO operations. We received approval to postpone the delivery of the December monthly status report to allow the teams to focus on go-live and Hypercare support. PMO continues to work on P1B schedule updates and defining P1B NDOT deliverables.

PMO Operations

- The following January project deliverables CGI PMO onboarded and offboarded CGI project staff for the project:
  - Onboards (3)
    - Transition Operations Support (3)
  - Offboards (1)
    - OCM Lead – Backfill, in progress.
- We continue to collect fingerprinting documentation and background checks. Identification badges are in process for the newest onboards.
- PM Governance is working on refining the Issues, Risks, and Decision processes within Jira. Leveraging user-story nomenclature to define our requirements. Berry Dunn and CGI PMO completed an initial refinement of the decision process, which will be reviewed by PM Governance. The update focused on clarifying roles and responsibilities, workflow efficiency, and adjusting decision issue types for improved visibility.

Schedule Management & Deliverables

- The following January project deliverables were submitted or approved by OPM:
  - P1A Readiness Assessment – 1/1/2025
  - P1A Achieve Stage Complete – 1/6/2025
  - Monthly Status Report Month 15 – Submission 1/21/2025
  - EUT Monthly Progress Report – December – Approval 1/8/2025
  - P1A Performance Test Execution Results – Approval 1/3/2025
  - P1A Hypercare Support – Month 1 – Approval 1/31/2025
- The following Deliverables are Delayed:
  - P1B Performance Test Plan – Submission delayed as the teams work to refine the P1B schedule.

Scope Management

- The following Change Requests were submitted or are in progress:
  - CR015 – NeoGov LMS change request in progress. CGI is working on alignment with the vendor based on feedback from OPM on initial proposal.
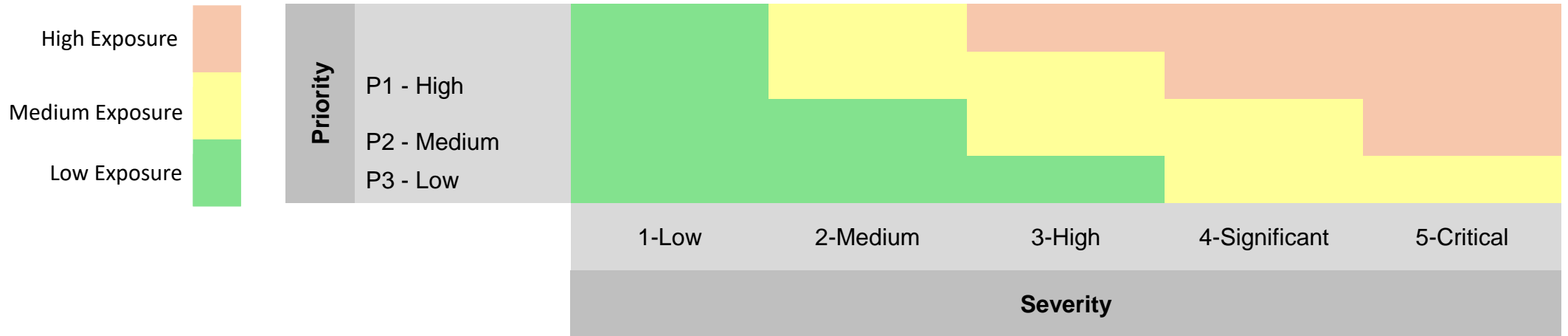 - CR019 – Debt Collection Module on hold.

Issues Heat Map

Project Issues are logged and maintained in Jira. Heat Map metrics were pulled 2/6/2025.

Metrics and Heat Map

High Exposure

Medium Exposure

Low Exposure

Priority		1-Low	2-Medium	3-High	4-Significant	5-Critical
	P1 - High					
	P2 - Medium					
	P3 - Low					

Severity

In Review Candidates: 0

Open Issues: **0**

Closed Issues since last session: 1

Project Decisions

Project Issues are logged and maintained in Jira. Figures were pulled on 2/6/2025.

In Review Candidates: 1
Newly Approved Decisions: **0**

Decision #	Description	Status	Priority
▓▓▓▓▓▓	▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓▓ ▓▓▓▓	▓▓▓▓	▓▓▓▓▓

Financial (FIN) Advantage 4

The focus for the Financial team was to provide support for the January 1 go-live. The team traveled to Carson City, NV, and provided on-site support for OPM and other areas such as Purchasing, SCO, and STO during the first two weeks after go-live. This also began the Hypercare period.

- Accounts Payable:
    o   Provided on-site support for SCO during the first two weeks of go-live.
    o   Created job-aids for AP processes as needed.
    o   Made needed adjustments to nightly cycle (timing/sequence of jobs).
    o   Made updates to ███████████████████████████
    o   Supported troubleshooting Jira tickets submitted post go-live and made necessary updates in production to resolve.
    o   Supported conversion team for Check Reconciliation updates (check numbers, current/prior year conversion of disbursements.

- General Accounting:
    o   Provided on-site support for STO during the first two weeks of go-live.
    o   Supported requested updates related to Deposit Reconciliation process.
    o   Supported troubleshooting Jira tickets submitted post-go-live and make necessary updates in production to resolve.

- Security & Workflow:
    o   Provided on-site support for Security & Workflow during go-live.
    o   Supported requested updates related to user access and workflow.
    o   Assisted in installing new workflows for budget override transactions.
    o   Supported troubleshooting Jira tickets submitted post-go-live and make necessary updates in production to resolve.

- Security & Workflow:
  - Provided on-site support for Security & Workflow during go-live.
  - Supported requested updates related to user access and workflow.
  - Assisted in installing new workflows for budget override transactions.
  - Supported troubleshooting Jira tickets submitted post-go-live and make necessary updates in production to resolve.

- Fixed Assets:
  - Provided on-site support for STO during the first two weeks of go-live.
  - Supported troubleshooting Jira tickets submitted post-go-live and make necessary updates in production to resolve.
  - Supported any additional changes or troubleshoot configurations needed for final conversion efforts.

- Procurement:
  - Provided on-site support for STO during the first two weeks of go-live.
  - Supported the troubleshooting Jira tickets submitted post-go-live and made necessary updates in production to resolve.
  - Supported any additional changes or troubleshoot configurations needed for final conversion efforts.

Blockers with Resolution Plan:
  - None

Human Resource Management (HRM) Advantage 4

This month, the HRM team's focus was supporting all efforts surrounding the first iteration of Parallel Payroll. The first two weeks of the month were spent validating configuration and conversion. The last half of the month was spent doing iterative testing utilizing the Preliminary functionality to execute multiple Gross To Net (GTN) runs to find, document, analyze and mitigate differences. The other big focus was supporting the Technical, EUAT and Training teams as they turn their focus from Phase 1A to Phase 1B for forms, reports, interfaces and training. We have also started to map out our approach to Phase 2 workshops.

Major Accomplishments:

- Successfully completed Preliminary GTN runs as part of Parallel Payroll Iteration 1.
- Identified 13 differences in deductions and pay processing as part of Parallel Payroll Iteration 1.
- Outlined a schedule for EUAT.
- Outlined a potential schedule for Phase 2 Discovery Workshops that consider the same SMEs will also be heavily involved in EUAT.
- Supported the Phase 1A go-live and Hypercare effort.

Blockers with Resolution Plan:

- At least one HRM 2x table is not being fully extracted for conversion. State Tech resources are working with the CGI Tech resources to identify the issue and work on a resolution approach.
- The NEOGOV CR is not yet signed, this was supposed to be a 9-month implementation with an October 1, 2025, go-live date. The teams are working on final revisions to get signatures so this work can get started and complete as scheduled.

Technical Advantage 4

The Technical team successfully executed the go-live cutover for Phase 1A and travelled to Carson City, NV, to provide Hypercare support. The team focused on resolving several production issues and supporting the state during the Hypercare period.

Major Accomplishments:

- FIN – Conversion:
  - Executed Manual Disbursement corrections.
  - Completed deposit exception table conversion.
  - Executed Reporting Table updates.
  - Completed go-live Financial Cutover.
  - Development, Testing, and Validation of Open Balances and Prior Year Actuals and Disbursements is in progress.

- HRM – Conversion:
  - The Conversion of tables required for HRM Parallel Payroll is completed.
  - Support for HRM Parallel Payroll-1 and refinement of HRM Conversion Maps.

- FIN – Interfaces
  - Completed a special cycle executed in the daytime, to catch up on NDOT Interfaces that were paused during blackout period.
  - Post go-live support for Interface issues reported in Production for the interfaces like ███████████████████████████████ Interfaces.
  - Started the development of Phase 1B budget interfaces.

Environments and Legacy Operations

The Operations team continued to support NEATS and HR Data Warehouse tickets. Support for data conversion mapping transitioned to Phase 1B effort.

The Environments team provided ongoing support to the Tech Team for Phase 1A conversion efforts in January and conducted several walkthroughs for transition to Steady State on Environment, Release and Container Management.

Major Accomplishments:

- Legacy Operations:
    - Continue to support NEATS and HR Data Warehouse.
    - Supported HRM Conversion Mapping.
- Environment – FIN Conversion:
    - Refreshed Environments with Production backup: ███████████.
    - Deployed Interim ████████████████.
- Submitted Production Cutover Deliverable.
- Nightly Cycle:
    - Developed Interfaces were added to the Production Nightly Cycle.
    - Active monitoring during Hypercare.
    - Updated start time for Nightly Cycle is ██████████████████████, which provided 2 additional hours of application availability.
- Provided support for preparation and checklist for Phase 1a Conversion of Disbursements, Open Balances and Prior Year records.

Blockers with Resolution Plan:

- Production Environment encountered the following issues:
    - Users were intermittently kicked out of application and had application restart issues.
    - Root Cause Analysis report submitted along with walkthrough.

The Testing team is preparing for upcoming HRM EUAT activities with testing scheduled to start at the end of February. The team is actively working on the following:

- Preparing for the EUAT test environment.
- Creating HRM test scripts.
- Converting and validating data to be used for EUAT.
- Identifying the Beta group participants.

Major Accomplishments:

- Confirmed HRM EUAT testing schedule for both Alpha and Beta testing participants
- Confirmed HRM EUAT Alpha group participants.

Blockers with Resolution Plan:

- HRM Security Roles and Workflows might not be fully developed when EUAT begins. We will continue with EUAT as scheduled but will add an additional EUAT session for testers to test the Security Roles and Workflows when they are complete.

APM (Agile Project Management)

The Agile Project Management (APM) team led the broader team through a critical month of activities and accomplishments in January 2025, focusing on the Advantage platform go-live and subsequent support.
Major Accomplishments:

- Go-live Support & War-room Planning:

  o The team successfully supported the go-live process and established a war-room for effective planning, organization, and support during critical events.

- Incident & Release Management Transition:

  o The team streamlined incident and released transitions to the State, ensuring smooth and efficient operations.

- Release Planning & Reporting:

  o The team meticulously planned and reported on data points related to P1B releases, enabling informed decision-making and progress tracking.

- PI6 Review & Completion Report:

  o The team conducted a thorough review of P16 and compiled a comprehensive Completion Report, working collaboratively to gather all necessary information.

- PI7 Planning:

  o The team-initiated planning for P17, laying the groundwork for future success. The team has scheduled placeholders for upcoming events, determine and effective and efficient agenda positing the team to be successful in the event.

- Mural & Documentation:

  o The team initiated the Mural board for the upcoming PI7 planning event to maintain comprehensive documentation to facilitate collaboration, knowledge sharing, and project transparency.

- Schedule & Agenda:

  o The team effectively managed the schedule and agenda for various activities, ensuring timely execution and efficient resource allocation.

These accomplishments demonstrate the APM team's commitment to Agile principles, effective communication, and proactive project management, contributing significantly to the successful launch and support of the Advantage platform.

Blockers with Resolution Plan:

- None.

Organizational Change Management & Communication

Major Accomplishments:

- Revised and finalized the CORE.NV is Now Live communications memo.
- Crafted the CORE.NV Go-live Reminder communications memo.
- Drafted and finalized the Budget Override Function communication memo.
- Drafted the Budget Override4 Function Implementation Next Steps communications memo.
- Created and revised the CORE.NV Job Aid on Budget Override Workflow.
- Crafted, revised, and finalized the January Newsletter.
- Created small set of Change Agent Network (CAN) slides for email delivery.
- Restructured the SharePoint site with new sitemap format and content.
- Conducted SharePoint maintenance.
- Continued OCM/TECH Support cadence and restructured meeting approach for Phase 1B.
- Conducted stakeholder monthly maintenance to ensure CORE.NV stakeholder lists are up to date and accurate.
- Captured January 2025 metrics.
- Captured registered Phase 1A ADV4 users (873).
- Identified HRM users for Phase 1B (1222).
- Created and revised the Pulse Check Survey, along with writing an accompanying memo.
- Evaluated the status of FIN and HRM change impacts.
- Developed Agency Summary Sheets for Phase 1B, including the Top 15 spending agencies and other agencies with a significant role in Phase 1B.

Blockers with Resolution Plan:

- The CAN may not have the right level of membership to be effective. We continue to evaluate the membership list, along with the strategic approach, to determine the way forward for the CAN in 2025.

Major Accomplishments:

- Facilitated development of Phase 1B ILT training materials review schedule and ILT training schedule including reserving Las Vegas, Carson City, and NDOT training locations.
- Onboarded HRM State Trainer team.
- Created working plan for NDOT Phase 1B FIN training materials development/revision and ILT training schedule.
- Continued support of NVeLearn eLearning courses, ███.
- Reorganized the Training portion of the CORE.NV SharePoint site.
- Created and finalized the following CORE.NV Job Aids:
    - Manual Disbursement for Hand Typed Check
    - Manual Disbursement for Vendor Payment
    - Manual Disbursement for Wire Transfer
    - Wild Card Searches
    - Cancel an AD or EFT Transaction
    - Check ███████████████████████████████ Tables
    - Disbursement Printing Batch Job
    - Disbursement Request Modification (DRM) Transaction
    - Reprint a Disbursement
    - Transaction Cancellation – ████████████
    - Search for EFT

Blockers with Resolution Plan:

- GFO Phase 1A training was cancelled. GFO end-users will be directed to NVeLearn CORE.NV courses.