

Helpful Links

- Dashboard Snapshots
- Knowledge Center
- Florida PALM Workbook for DEM
- Readiness Workplan

DEM Status Report Dashboard

Reporting Period

January - February 2025

Agency Sponsor

Jeremy Smith

Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.

RW Task Timeliness

RW Task Completeness

Direct Impact Task Timeliness

Other Task Timeliness

Direct Impact Task Completeness

Other Task Completeness



Direct Impact Task Timeliness:

Score = 99.35%

- Submitted On Time = 29
- Submitted Late = 2
- Pending Resubmission = 0

Other Task Timeliness:

Score = 97.38%

- Submitted On Time = 54
- Submitted Late = 10
- Pending Resubmission = 0

Direct Task Completeness:

Score = 100.00%

- Submitted Complete = 30
- Submitted Incomplete = 0
- Completed After Submission = 0

Other Task Completeness:

Score = 100.00%

- Submitted Complete = 39
- Submitted Incomplete = 0
- Completed After Submission = 0

The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

The RW Task Completeness dials reflect the completeness of your agency's task submissions based on the task rubric. Calculations of task completeness includes all RW Tasks since RW 512.

The Change Champion Network composition reflects the completeness of your CCN makeup.

CCN Composition



Change Champion Network:

- Unique Filled Role = 10
- Duplicate Filled Role = 10
- Vacant Role = 0

The dials above include an intuitive Green-Yellow-Red spectrum, where green indicates the measure is in a positive range, yellow represents that the gaps in expected results present an increasing risk to the agency, and red indicates that there are significant gaps in expected results that present an elevated risk level for the agency.

RW Tasks - Completed or Open Items

Project Impact	Critical Operational Element	Task ID	Task Name	Task Planned Start Date	Task Planned End Date	Agency Reported Task Progress	Agency Submission Date	Status Comment	Project Verification of Completion	Agency Corrected Submission Date
N/A	Technology	561	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25	75% - Consolidating/Inputting Information for Submission				
N/A	Technology	558	Update Agency Business System Documentation	11/18/24	01/10/25	100% - Submitted	01/09/25		Submission Complete	
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	04/11/25	100% - Submitted	01/30/25		Submission Complete	
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	04/11/25	50% - In Progress				
Indirect	People	564	Update Future Florida PALM Users	12/09/24	01/10/25	100% - Submitted	01/09/25		Submission Complete	
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	50% - In Progress				
Direct	Data	567-J	Share, Review, and Update Configuration Workbooks	12/18/24	01/17/25	100% - Submitted	01/15/25		Submission Complete	
Direct	Data	567-K	Share, Review, and Update Configuration Workbooks	12/18/24	01/17/25	100% - Submitted	01/15/25		Submission Complete	
Direct	Data	567-P	Share, Review, and Update Configuration Workbooks	12/18/24	02/14/25	100% - Submitted	01/15/25		Submission Complete	
Direct	Data	658-A	Submit Data Field Mapping	12/18/24	02/14/25	100% - Submitted	01/28/25		Submission Complete	
Direct	Data	658-B	Submit Data Field Mapping	12/18/24	02/14/25	100% - Submitted	01/28/25		Submission Complete	
N/A	N/A	569	Submit Bimonthly Agency Readiness Status Report	12/30/24	01/10/25	100% - Submitted	01/09/25		Submission Complete	
N/A	N/A	570	Manage Agency Specific Implementation Schedule, Risks and Issues	12/30/24	02/28/25	100% - Submitted	02/28/25		Submission Complete	
Direct	Data	658-C	Submit Data Field Mapping	01/06/25	02/14/25	100% - Submitted	01/28/25		Submission Complete	
Indirect	Technology	576	Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing	01/06/25	07/25/25	75% - Consolidating/Inputting Information for Submission				
Direct	Data	567-Q	Share, Review, and Update Configuration Workbooks	01/27/25	02/21/25	100% - Submitted	02/20/25		Submission Complete	
N/A	People	582	Share Florida PALM Updates	01/27/25	02/07/25	100% - Submitted	02/12/25		Submission Complete	
N/A	People	584	Update Authorized Smartsheet Users	01/27/25	02/07/25	100% - Submitted	02/05/25		N/A	
Direct	Data	658-D	Submit Data Field Mapping	02/03/25	03/14/25	100% - Submitted	03/04/25			
N/A	N/A	589	Submit Bimonthly Agency Readiness Status Report	02/28/25	03/10/25	100% - Submitted	03/10/25		Submission Complete	
N/A	N/A	590	Manage Agency Specific Implementation Schedule, Risks and Issues	02/28/25	04/30/25	25% - Beginning Initial Internal Meetings and Information Gathering				
Direct	Data	567-L	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	75% - Consolidating/Inputting Information for Submission				
Direct	Data	567-M	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	75% - Consolidating/Inputting Information for				

People	Processes	Technology	Data
The staff and stakeholders affected by your agency's transition to Florida PALM.	The sequence of procedures to accomplish a business objective.	The applications or tools used to process, track, or report on financial operations.	Information used in or produced from an agency's financial business operations.
<p>Implementation:</p> <p>Planned Florida PALM End Users = 36</p> <ul style="list-style-type: none"> Business Process Groupings = 13/13 <p>Identified Subject Matter Experts = 16</p>	<p>Implementation:</p> <p>Impacted Agency Business Processes = 41</p> <ul style="list-style-type: none"> Related Business Process Groupings = 12/13 Planned Spreadsheet Uploads = 3 	<p>Implementation:</p> <p>Business Systems Planned for Integration = 5</p> <p>Planned Interfaces = 11</p> <ul style="list-style-type: none"> Inbound Interfaces = 4 Outbound Interfaces = 7 	<p>Implementation:</p> <p>Configuration</p> <ul style="list-style-type: none"> Commitment Control (KK) <ul style="list-style-type: none"> Budget Allotments - Control Option = Option # 3 - Track without Budget Account ChartField Tier Selection = Account Tier #2: Groupings Organization ChartField Translation Tree Selection = Translation Tree #2: Agency-Defined Tree Org Security Rule = Agency Defined Optional ChartFields <ul style="list-style-type: none"> OA1 = To Be Configured OA2 = Not To Be Configured PC Category = To Be Configured PC Subcategory = To Be Configured PC Source Type = To Be Configured <p>Conversion</p> <ul style="list-style-type: none"> Optional Conversions <ul style="list-style-type: none"> Accounts Receivable = Needed Assets = Needed Contracts = Needed Customers = Not Needed Encumbrances = Needed Grants = Needed Projects = Needed Projects Balances = Needed

Agency Reported

The Risks, Issues, and Assumptions tables below display only items that were marked confirmed and were opened/logged, closed/resolved or active during the reporting period.

DEM Risks							
Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
Processes Data	If life to date balances are not transferred either as a datum or as a concept between FLAIR grant tracking and PALM project costing then a system of balance tracking processes will need to be built to managed life to date reporting, meaning process complexity will be added to the Finance team	Open	6 (Medium/High)	The FDEM Finance team is building it's reporting effectiveness to increase the agility of building reporting structures to the necessary level to meet this challenge	No Change	10/31/24	Michael Braun
Technology Data	If the PALM interfaces do not cover all required data elements as currently engaged by DEMES to FLAIR connections, then either the elements will need to be accessed via the data warehouse or DEMES will need to be changed to interact correctly with the new PALM structure, meaning cost will be added to the DEMES development project.	Open	6 (High/Medium)	DEMES development assets have been onboarded to the PALM project to project any issues that may arise and attempt to port all elements of PALM on top of the FLAIR structure	No Change	10/31/24	Michael Braun
People Processes Data	EOG and DEM interfaces and elements are under the same OLO umbrella. Could lead to increased lead time in access aspects of processes or reporting confusion when summarizing agency workload	Open	2 (Medium/Low)	Working directly with Kelley Sasso in EOG to put process agreements in place.	Still need to monitor, reduced probability due to good relationship with EOG/Kelley Sasso	08/28/24	Michael Braun
Processes Technology	If the payroll processes built in PALM cannot support the needs of the FDEM Payroll team, then the payroll system currently managed by FDEM IT may need continuing support meaning the Payroll process may become more complex/expensive	Open	2 (Medium/Low)	Highlighting Payroll within UAT as an important module with downstream impact so we can quickly close or escalate this risk	No Change	10/31/24	Michael Braun
Processes Technology	Many projects related to DEM incidents are built by an enterprise business system Florida PA. If the Florida PA development team is not aware of the inbound and outbound Project information interface needs the process of creating projects related to an incident may become more complex	Open	1 (Low/Low)	Will socialize with Florida PA users and then the poc for those users to ensure the appropriate interface conversation is had	Discussions Begun with Florida PA development Team, Civix, and internal FDEM Management team.	08/01/24	Michael Braun
Processes Data	If stale funds are carried over into the project costing module then the day to day operation of project accounting will increase in complexity meaning the project costing module will create less value for the accounting team	Open	1 (Low/Low)	The budget team in the finance bureau has been tasked with clearing stale funds/project ids out of our system	No Change	10/31/24	Michael Braun
People	If PALM is seen as creating work or uncertainty then the finance team will be unwilling to explore further functionality, meaning the FDEM agency may have trouble with accounting post PALM launch	Open	1 (Low/Low)	Communication about PALM including changes and updates is ongoing, frequent and positively positioned	No Change	10/31/24	Michael Braun
Technology	If FLAIR shuts down before PALM goes live then our business processes will be delayed,	Open	1 (Low/Low)	Request more information from Felecia	No Change	12/26/24	Michael Braun

meaning we may lose effectiveness on PALM rollout as well as day to day business execution

DEM Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
Data	CSFA and ALN values not recognized from FACTS. See Mock Conversion 1 for specifics Grants & Contracts in FACTS affected, 31086 should be active.	Open	Low - All impacts not listed as Critical or High	Discuss the specific expectations with a technical contact	Need to Review Mock Conversion 2 to see if changes were effective	12/17/24	Michael Braun

DEM Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates
People Processes Technology Data	The Division will be able to process all financial activity in order to adequately report to our grantors and all requestors to continue to assist in financial management of the Division's missions and objectives	Logged	09/06/23	FDEM	No change.
Technology Data	Connecting to interfaces within PALM will be supported by a request process that is not difficult to navigate AFTER launch	Logged	10/31/24	DEMES; FDEM IT; Slalom Development Team	No change.
Processes	There will be a process to change, add, remove speedkeys after launch. The knowledge center is up to date on exceptions and speedkey expectations.	Logged	10/31/24	Finance;	No change.
Data	The PALM Data Warehouse will be accessible by appropriate agency staff for self service reporting	Logged	10/31/24	DEMES; FDEM IT; Slalom Development Team; Finance	No change.
Processes Data	Project information and OA1 & 2 can be added to PALM if needed for data conversion post Configuration	Logged	02/28/25	Finance	Newly Added
Processes	Budget Year Close will be either done in FLAIR or easily managed in PALM post cutover 6/1/26	Logged	02/28/25	Finance	Newly Added
Processes Technology	FLAIR Shutdown will occur roughly 2 weeks before PALM go-live	Removed	02/28/25	Finance; DEMES	Removed

Agency Sponsor Confirmation

As Agency Sponsor, I understand my role and responsibility for monitoring and reporting on my agency's readiness status. I have reviewed and confirmed the accuracy of my agency's readiness status as reflected in this dashboard.

Agency Sponsor Name: *

Confirm *

Submit

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DEM Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
January - February 2025	Jeremy W. Smith	jeremy.smith@em.myflorida.com	03/06/25