

Helpful Links

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

DVA Status Report Dashboard

Reporting Period

January - February 2025

Agency Sponsor

AI Carter

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 = 92.67%

- Submitted On Time = 27
- Submitted Late = 2
- Pending Resubmission = 1

Other Task Timeliness:

Score = 76%

- Submitted On Time = 39
- Submitted Late = 19
- Pending Resubmission = 6

Direct Task Completeness:

Score = 90.00%

- Submitted Complete = 20
- Submitted Incomplete = 1
- Completed After Submission = 7

Other Task Completeness:

Score = 82.29%

- Submitted Complete = 25
- Submitted Incomplete = 4
- Completed After Submission = 6

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 = 8
- Duplicate Filled Role = 13
- 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	Processes	515	Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II	01/29/24	04/12/24	Pending Resubmission	06/28/24	1/16/2025: task remains incomplete. Address items noted in verification form for completion. -dlit ETA by July 2024 - RFQ in process RC comment: as of 8/20, task remains incomplete via review with E. RiceMorgan. Anticipate completion by end of December 2024. VACO Analyst Jose Gutierrez working through Business processes.	Submission Incomplete	01/15/25
N/A	Processes	527	Identify Change Impacts and Update Agency Business Process Documentation for Segment III	04/15/24	07/12/24	Pending Resubmission	07/12/24	Remains incomplete. 1. Mark None where spreadsheet uploads are not identified. 2. Complete process documentation updates for Segments I, II, and III. -dlit, 11/6/2024	Submission Incomplete	09/19/24
N/A	N/A	539	Manage Agency Specific Implementation Schedule, Risks and Issues	07/01/24	08/29/24	75% - Consolidating/Inputting Information for Submission		Agency continues to work through risk issues and issues. Procurement progressing. Vendor listing provided and interviews scheduled with vendors. Vendor (VACO) selected and integration has begun. Vendor attended meetings and duties outlined and implementation schedule updated. SOPs to be completed by end of December 2025. Nov 6, 2024: Agency continues to work through its SOPs to ensure procedures and processes marry with those in PALM. Simultaneously we continue to work through tasks and attend workshops and UAT requirements while performing hurricane recovery operations and nursing home inspections/assessments and Legislative Budget action items. Having a much smaller administrative staff than other Agencies makes meeting suspenses challenging. 3/7/2025: Agency continues to struggle with uploading segment III and IV resource codes, ensuring they align with the Agencies structure. Also, Agency continues to work through the transition of existing SOP's to reflect perceived operations in PALM. Agency timelines continue to shift as we try to maintain day-to-day operations and meet PALM requirements. As communicated in the latest ESC amendment 12 meeting, Agencies will have to determine where they will assume risks. Agency is currently working through that process.	N/A	
N/A	Processes	543	Identify Change Impacts and Update Agency Business Process Documentation for Segment IV	07/22/24	10/18/24	75% - Consolidating/Inputting Information for Submission				
N/A	Technology	544	Update Agency Business System Documentation for Segment IV	07/22/24	10/18/24	25% - Beginning Initial Internal Meetings and Information Gathering				
Direct	Technology	546	Update Florida PALM Interface Inventory for Segment IV	07/22/24	10/18/24	75% - Consolidating/Inputting Information for Submission				

N/A	Technology	547	Remediate Agency Business Systems based on Segment III	07/22/24	12/13/24	Information for Submission 75% - Consolidating/Inputting Information for Submission			
N/A	N/A	552	Manage Agency Specific Implementation Schedule, Risks and Issues	08/30/24	10/31/24	50% - In Progress	3/7/2025: Agency continues to work through project requirements despite being plagued by personnel shortfalls. The Agency does not have the internal financial resources to hire more qualified contract personnel and currently, none that meet experience requirements are available and the Agency does not have the resources to train a vendor to assist the Agency while simultaneously performing PALM Tasks and day-to-day operations.	N/A	
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	25% - Beginning Initial Internal Meetings and Information Gathering			
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	01/08/25		Submission Complete
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	25% - Beginning Initial Internal Meetings and Information Gathering			
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-P	Share, Review, and Update Configuration Workbooks	12/18/24	02/14/25	100% - Submitted	01/16/25		Submission Complete
Direct	Data	658-A	Submit Data Field Mapping	12/18/24	02/14/25	100% - Submitted	02/13/25		Submission Complete 02/17/25
Direct	Data	658-B	Submit Data Field Mapping	12/18/24	02/14/25	100% - Submitted	01/27/25		Submission Complete
N/A	N/A	569	Submit Bimonthly Agency Readiness Status Report	12/30/24	01/10/25	100% - Submitted	01/13/25		Submission Complete 01/13/25
N/A	N/A	570	Manage Agency Specific Implementation Schedule, Risks and Issues	12/30/24	02/28/25	100% - Submitted	03/05/25	Florida PALM: Agency did not submit. Task required to be close as reporting period has ended.	Not Submitted
Direct	Data	658-C	Submit Data Field Mapping	01/06/25	02/14/25	100% - Submitted	02/13/25		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	25% - Beginning Initial Internal Meetings and Information Gathering			
Direct	Data	567-Q	Share, Review, and Update Configuration Workbooks	01/27/25	02/21/25	100% - Submitted	02/17/25		Submission Complete
N/A	People	582	Share Florida PALM Updates	01/27/25	02/07/25	100% - Submitted	01/30/25		Submission Complete
N/A	People	584	Update Authorized Smartsheet Users	01/27/25	02/07/25	100% - Submitted	01/30/25		N/A
Direct	Data	658-D	Submit Data Field Mapping	02/03/25	03/14/25	100% - Submitted	03/06/25		
N/A	N/A	589	Submit Bimonthly Agency Readiness Status Report	02/28/25	03/10/25	100% - Submitted	03/07/25		Submission Complete
N/A	N/A	590	Manage Agency Specific Implementation Schedule, Risks and Issues	02/28/25	04/30/25				
Direct	Data	567-L	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	25% - Beginning Initial Internal Meetings and Information Gathering			
Direct	Data	567-M	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	25% - Beginning Initial Internal Meetings and Information Gathering			

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.
Implementation: Planned Florida PALM End Users = 62 • Business Process Groupings = 12/13 Identified Subject Matter Experts = 8	Implementation: Impacted Agency Business Processes = 118 • Related Business Process Groupings = 9/13 • Planned Spreadsheet Uploads = 2	Implementation: Business Systems Planned for Integration = 2 Planned Interfaces = 2 - Inbound Interfaces = 1 - Outbound Interfaces = 1	Implementation: Configuration • Commitment Control (KK) - Budget Allotments - Control Option = Option # 2 - Track with 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 - 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

Conversion

• **Optional Conversions**

- Accounts Receivable = Not 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.

DVA Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator

DVA Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator

DVA Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates

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 *

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DVA Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
January - February 2025	ALFRED D. CARTER	al.carter@fdva.fl.gov	03/07/25