JAC Status Report Dashboard

Readiness Workplan Tasks

- Completed
- Submitted Late
- Pending Submission

80%
0%
20%

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

The Readiness Workplan Tasks dial reflects the timeliness of your agency's submission of all RW tasks to date.

Readiness Workplan Tasks:

Total Tasks = 5

• Completed = 4

• Submitted Late = 0

• Pending Submission = 1

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.

The dials below 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.

Change Champion Network:

• Unique Filled Role = 5

• Duplicate Filled Role = 5

• Vacant Role = 4

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

Participation:

• Meetings Attended = 4

• Meetings Missed = 1

The Participation dial reflects your agency's attendance at Project-led meetings.

Implementation:

• Training = TBD

Current-State:

Cataloged Business Processes = 0

• Related Business Systems = 0

• Related Reports = 0

• **Documentation Status:**

- Complete = 0 Partial = 0 Not Started = 0

Implementation:

• Role Mapping = TBD

Current-State:

Cataloged Business Systems = 7

• **Criticality:**

- High = 0 Med = 0 Low = 0 None = 0

• **Documentation Status:**

- Complete = 0 Partial = 0 Not Started = 0

Cataloged Interfaces = 0

- Inbound Interfaces = 0

- Outbound Interfaces = 0

Implementation:

• Interfaces = TBD

Current-State:

Unique FLAIR Data Elements = 97

• **Associated Unique Uses = 97**

- Continued Use - Yes = 68

- Continued Use - No = 1

• **Associated Business Systems = 5**

Cataloged Reports = 1

• **Criticality:**

- High = 1 Med = 0 Low = 0 None = 0

Implementation:

• Conversions = TBD

• Configurations = TBD

Agency Reported

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

JAC Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
Data	The access to data must be segregated by each Judicial-Related Office (JRO) to ensure that JROs can only see their information. This is critical to protect indigent defendants' rights and the defense's trial strategies.	Open	9 (High/High)	The agency has been discussing mitigation options with the PALM team.			Rip Colvin, Executive Director
People	Poor acceptance by Judicial Related Organizations (JROs)	Open	6 (High/Medium)	The agency is preparing a change management plan			Rip Colvin, Executive Director
Technology	Org code updates may not be established and implemented which will allow correct reporting especially for grants and projects	Open	3 (High/Low)	The agency is initiating discussions with internal partners to create a new org code structure with a goal of implementing on July 1, 2024			Rip Colvin, Executive Director
Technology	External business system (BOMS) may not be updated with proper accounting fields for integration with PALM	Open	3 (High/Low)	The agency needs to engage the business system vendor to discuss new chartfields once the agency has additional technical information			Rip Colvin, Executive Director
Data	Data my not be sufficiently cleansed at Go-Live	Open	2 (Medium/Low)	The agency is preparing a plan for Data Cleansing			Rip Colvin, Executive Director

JAC Issues

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

JAC 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 agency will be able to access the available Administered Funds to support readiness activities	Logged	09/01/23	All processes and systems	The agency is preparing a work plan to be able to assess costs of needed resources

JAC Agency-Specific Readiness Activities

Critical Operational Elements	Activity Description	Date(s)	Impacted Stakeholder(s) and/or System(s)	Objective	Reporting Period Comments or Updates
People	Continuously communicated PALM activities via newsletters, Commission Meeting Minutes, Executive Director Reports, etc	Multiple	All agency employees	To provide affected employees with up-to-date information regarding Agency activities regarding PALM	
People Processes Technology Data	Hired an agency a PALM Project coordinator to coordinate all activities of the Agency	08/29/2023	Agency administrative Staff	To better coordinate and document agency activities	

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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JAC Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
July - August 2023	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	09/11/23