FDC Status Report Dashboard

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

CCN Composition	RW Task Completeness	RW Task Timeliness	Project-led Meeting Participation
The Change Champion Network dial reflects the completeness of your CCN makeup.	The Readiness Workplan Tasks Completeness dial reflects the completeness of your agency's submission of RW tasks, starting with RW Task 512.	The Readiness Workplan Tasks Timeliness dial reflect the timeliness of your agency's submission of all RW tasks to date.	The Participation dial reflects your agency's attendance at Project-led meetings during the current reporting period.

Change Champion Network:

• Unique Filled Role = 16

• Duplicate Filled Role = 0

• Vacant Role = 0

RW Task Completeness:

Score = 94.17%

• Submitted Complete = 22

• Submitted Incomplete = 0

• Completed After Submission = 2

RW Task Timeliness:

Score = 87.84%

• Submitted On Time = 40

• Submitted Late = 8

• Pending Submission = 2

Meeting Participation:

• Meetings Attended = 10

• Meetings Missed = 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	Data	514	Complete Data Readiness Analysis and Data Cleansing Activities for Segments I and II	01/29/24	04/12/24	50% - In Progress		We've updated the current data cleansing process, Assets, Revenues, Grants, General Ledgers. FDC F&A is currently deciding on contracting with someone to support and accelerate our data cleansing efforts, we will require more time to complete this task. We are also working with DFS on the FLAIR Master Balance File Cleanup. We have completed the A/R data cleansing (4/11). Currently (8/1/24) working on submitting an RFQ to procure a staff aug position to assist with the FLAIR data cleanup efforts for this task. RFQ-25-013 expected to be released 8/27/24.		
N/A	Processes	527	Identify Change Impacts and Update Agency Business Process Documentation for Segment III	04/15/24	07/12/24	100% - Submitted	07/22/24	See attachments for detail analysis. Planned completion date is 8/10/24.	Submission Complete	08/16/24
N/A	Technology	528	Update Agency Business System Documentation for Segment III	04/15/24	07/12/24	100% - Submitted	07/15/24		Submission Complete	
Indirect	Technology	530	Update Florida PALM Interface Inventory for Segment III	04/15/24	07/12/24	100% - Submitted	07/12/24		Submission Complete	
N/A	Data	526	Complete Data Readiness Analysis and Data Cleansing Activities for Segment III	04/29/24	07/12/24	50% - In Progress		Currently (8/1/24) working on submitting an RFQ to procure a staff aug position to assist with the FLAIR data cleanup efforts for this task. RFQ-25-013 expected to be released 8/27/24.		
Indirect	Technology	529	Update Florida PALM Conversion Inventory for Segment III	04/29/24	07/12/24	100% - Submitted	07/10/24		Submission Complete	
N/A	Technology	531	Remediate Agency Business Systems based on Segment II	04/29/24	09/27/24	50% - In Progress				
N/A	People	535	Update Workforce Readiness Plan	06/17/24	08/02/24	100% - Submitted	08/21/24		Submission Complete	
Indirect	People	536-A	Create Agency Specific User Acceptance Testing Plan	06/17/24	08/16/24	100% - Submitted	08/16/24		Submission Complete	
N/A	People	537	Update Authorized Smartsheet Users	06/24/24	07/12/24	100% - Submitted	07/10/24		Submission Complete	
N/A	N/A	538	Submit Bimonthly Agency Readiness Status Report	07/01/24	07/12/24	100% - Submitted	07/09/24		Submission Complete	
N/A	N/A	539	Manage Agency Specific Implementation Schedule, Risks and Issues	07/01/24	08/29/24	100% - Submitted	08/23/24		N/A	
N/A	People	540	Share Florida PALM Updates	07/15/24	07/26/24	100% - Submitted	07/18/24		Submission Complete	
Direct	Data	541-A	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	08/30/24		Submission Complete	
N/A	Data	542	Complete Data Readiness Analysis and Data Cleansing Activities for Segment IV	07/22/24	10/18/24	25% - Beginning Initial Internal Meetings and Information Gathering		Currently (8/1/24) working on submitting an RFQ to procure a staff aug position to assist with the FLAIR data cleanup efforts for this task.		
N/A	Processes	543	Identify Change Impacts and Update Agency Business Process Documentation for Segment IV	07/22/24	10/18/24	25% - Beginning Initial Internal Meetings and Information Gathering				
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	545-A	Update and Finalize Florida PALM Conversion Inventory for Segment IV	07/22/24	10/18/24	25% - Beginning Initial Internal Meetings and Information Gathering				
Direct	Technology	545-B	Update and Finalize Florida PALM Conversion Inventory for Segment IV - Projects (PCC001)	07/22/24	08/23/24	100% - Submitted	08/23/24	Provided the completed spreadsheet to Vince Cicco 8/21/24, because I don't have access to the Secure site anymore	Submission Complete	

									due to a technical issue.			
Direct	Technology	546	Update Florida PALM Interface Inventory for Segment IV	07/22/24	10/18/24	25% - Beginning Initial Internal Meetings and Information Gathering						
N/A	Technology	547	Remediate Agency Business Systems based on Segment III	07/22/24	12/13/24	25% - Beginning Initial Internal Meetings and Information Gathering						
Direct	Technology	548	Identify and Confirm File Managers	08/06/24	08/16/24	100% - Submitted	08/14/24			Submission Complete		
Direct	People	549	Submit Training Survey	08/12/24	09/20/24	50% - In Progress						
Indirect	People	536-B	Create Agency Specific User Acceptance Testing Plan	08/19/24	10/11/24	25% - Beginning Initial Internal Meetings and Information Gathering						
Direct	Data	541-C	Complete Configuration Workbooks for Segment IV	08/26/24	09/27/24	25% - Beginning Initial Internal Meetings and Information Gathering						
Direct	Technology	550-A	Provide Public IP Address and Select Technical Meeting Time	08/26/24	08/30/24	100% - Submitted	08/30/24			Submission Complete		
N/A	N/A	551	Submit Bimonthly Agency Readiness Status Report	08/30/24	09/11/24	100% - Submitted	09/11/24					
N/A	N/A	552	Manage Agency Specific Implementation Schedule, Risks and Issues	08/30/24	10/31/24	25% - Beginning Initial Internal Meetings and Information Gathering				N/A		
Direct	Technology	550-B	Participate in Technical Meeting to Receive Credentials and Access	09/03/24	09/13/24	100% - Submitted	09/10/24		Testing was completed today and verified.	N/A		

People

The staff and stakeholders affected by your agency's transition to Florida PALM.

Implementation:

Planned Florida PALM End Users = 126

• Business Process Groupings = 13/13

Identified Subject Matter Experts = 49

• SMEs by Business Process Grouping

- Account Mgmt. and Financial Reporting = 6

- Accounts Receivable = 3

- Asset Accounting and Mgmt. = 4

- Banking = 3

- Budget Mgmt. and Cash Control = 8

- Contracts Mgmt. = 3

- Disbursements Mgmt. = 15

- Grants Mgmt. = 3

- Inter/IntraUnit Transactions = 6

- Payroll Mgmt. = 13

- Projects Mgmt. = 14

- Revenue Accounting = 3

- System Access and Controls = 1

Role Mapping = TBD

Training = TBD

Processes

The sequence of procedures to accomplish a business objective.

Current-State:

Cataloged Business Processes = 156

• Related Business Systems = 13

• Related Reports = 46

• Documentation Status:

- Complete = 156 Partial = 0 Not Started = 0

Implementation:

Impacted Agency Business Processes = 156

• Related Business Process Groupings = 12

- Planned Spreadsheet Uploads = 2

• Level of Impact: People Changes

- High = 1 Medium = 7 Low = 83 None = 10 Uncertain = 0

• Level of Impact: Processes Changes

- High = 89 Medium = 0 Low = 3 None = 9 Uncertain = 0

• Level of Impact: Technology Changes

- High = 89 Medium = 0 Low = 1 None = 11 Uncertain = 0

• Level of Impact: Data Changes

- High = 87 Medium = 0 Low = 3 None = 11 Uncertain = 0

• Segments I & II Documentation Update Status

- Not Started = 0 In Progress = 0 Complete = 91

• Segment III Documentation Update Status

- Not Started = 0 In Progress = 0 Complete = 96

Technology

The applications or tools used to process, track, or report on financial operations.

Current-State:

Cataloged Business Systems = 26

• Criticality:

- High = 11 Med = 6 Low = 5 None = 4

• Documentation Status:

- Complete = 13 Partial = 11 Not Started = 1

Cataloged Interfaces = 33

- Inbound Interfaces = 30

- Outbound Interfaces = 3

Implementation:

Business Systems Planned for Integration = 14

• Segment I - Documentation Updates:

- Complete = 0 Updating = 0 Evaluating = 0 Not Started = 1 Not Needed = 8

• Segment II - Documentation Updates:

- Complete = 2 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 7

• Segment III - Documentation Updates:

- Complete = 3 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 6

Planned Interfaces = 2

- Inbound Interfaces = -2

- Outbound Interfaces = 2

Data

Information used in or produced from an agency's financial business operations.

Current-State:

Unique FLAIR Data Elements = 73

• Associated Unique Uses = 222

- Continued Use - Yes = 183

- Continued Use - No = 10

• Associated Business Systems = 2

Cataloged Reports = 234

• Criticality:

- High = 211 Med = 11 Low = 2 None = 11

Implementation:

Segments I & II Planned Configurations = 6

• Accounts Receivable (AR)

- Planned Distribution Codes = 1

• Asset Management (AM)

- Planned Location Codes = 4701

- Planned Associated Area ID's = None

• Commitment Control (KK)

- Planned Option = Option # 1 - Track with Budget

• General Ledger (GL)

- Planned Budgetary Value Combo Edits = 158

- Planned Local Funds = None

- Planned Organization ID's = 2615

- Planned OA1's = 248

- Planned OA2's = None

Segment IV Planned Configurations

- Started = 1 Not Started = 1

Conversions & Data Readiness

• Conversions Needed = 9

• Agency Data Outside of Primary Source System(s) = 0

• Data Readiness/Cleansing Status:

- Complete = 1 In Progress = 4 Not Started = 0 Not Applicable 0

Reports = 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.

FDC Risks

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

FDC Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
People Processes Technology	Not having a backup for newly created agency business systems	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Crosstrain staff to ensure adequate backup. Cross training will be completed during the project to ensure operational resiliency.	The Planned or Actual Resolution Date is extended to 06/30/2025 to provide 6 months of readiness prior to the current Project Production date – January 2026.	06/30/25	David Eskin, Finance and Accounting/Systems Reporting
Technology Data	We may have some basic Functional and Technical Documentation on BARS (Requirements), but not enough to build a new system	Closed	High - Impacts the ability of the agency to meet deadlines or milestones	Accessing the Requirement specification from The Development team of BARS, to assist the impact in order to move the implementation of the new BARS System. Awaiting a meeting with PALM Technical Team. .	Management is currently discussing this solution plan	08/30/24	Erica Starling, Financial Administrator
People Processes	Lack of Clear Instructions and Frequent Changes in Task Guidance	Open	High - Impacts the ability of the agency to meet deadlines or milestones	To minimize frequent changes in task instructions. Consistent guidance fosters stability and improves overall performance.	TBD	01/06/26	Erica Starling, Financial Administrator
People Processes Technology Data	Lack of Resource Capacity for Data analysis	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Currently requesting an RFQ for an additional staff aug position with FLAIR data experience.	Draft has been sent to manaagement	12/31/24	Erica Starling, Financial Administrator
Processes Technology	UAT Test Scripts and Future State Work Processes	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Add an OIT BA to the agency team to assist with mapping future state work processes to Palm and write test scenarios. The F&A team leads will review, revise, approve, and use the test scripts in UAT.	Discussed with F&A leads. Submitted request to PMO.	09/30/24	Renita Lovell, OIT PM

FDC 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	There will be sufficient engagement by resources knowledgeable about agency business processes and technical capabilities.	Logged	07/31/23	All agency business systems and CCN roles	FDC's Organizational Change Management (OCM) Lead was onboarded and started working 05/06/2024.
People Processes Technology	FDC's Change Champion Network will continue to attend workshops, working sessions, meetings, and other forums for collaboration to ensure the continued functionality of inbound and outbound interface points between the two agencies.	Logged	07/31/23	All agency business systems and CCN roles	Currently still relevant.
People Processes Technology	FDC will understand and document our current state technical architecture and business systems and modify to integrate with the financial management solution.	Logged	07/31/23	All agency business systems and CCN roles	Continually updating, as needed.
Technology Data	It is assumed that data in FLAIR will exist in a new field in PALM except for fields that are discontinued. For the discontinued fields, it is assumed that PALM project team will communicate the names of the discontinued fields and will be shared as the data dictionary is updated for each Palm Design Segment.	Logged	04/22/24	All agency business systems and the remediation of agency business systems.	

FDC 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	Meeting to discuss PALM Funding	07/03/24	Backup Project Sponsor, Agency Liaisons and OIT	Meeting to discuss PALM Funding with OIT & F&A staff for FDC/FCOR	
People	Task 527 Discussion	07/09/24	Agency Liaison and OCM Lead	Meeting to discuss Task 527 and debrief	
People	Meeting with Axiom Pro ABS vendor	07/09/24	Axiom Pro reps, Agency Liaisons, CCN staff, and FDC Project Manager	Meeting to discuss PALM progress for remediating Axiom Pro	
Technology	Meeting with Axiom Pro ABS vendor	07/09/24	Axiom Pro reps, Agency Liaisons, CCN staff, and FDC Project Manager	Meeting to discuss PALM progress for remediating Axiom Pro	
People	Task 530 - Interface Meeting	07/11/24	Agency Liaisons, CCN staff, and FDC Project Manager	Meeting to discuss current interface selections for Task 530	
People	Impact Analysis Survey Assistance: Change Agent Support	07/11/24	OCM Lead	Met with anyone who needed assistance with the Impact Analysis Survey for FL PALM Task 527	
Technology	Task 530 - Interface Meeting	07/11/24	Agency Liaisons, CCN staff, and FDC Project Manager	Meeting to discuss current interface selections for Task 530	
People	Impact Analysis Survey Assistance: Change Agent Support	07/12/24	OCM Lead	Met with anyone who needed assistance with the Impact Analysis Survey for FL PALM Task 527	
People	Task 527 Debrief	07/12/24	Agency Liaisons	Met to debrief about Task 527 and to get a status	
People	Update our Position & Role Catalog	07/12/24	Agency Liaisons and CCN staff	Meeting to discuss updates needed to the Position & Role Catalog	
People	Meet and Greet with newest FDC FL PALM Team Member – Thomas Watz, Business Analyst	07/17/24	FDC Project Manager and Agency Liaison	Met to get to know the newest FDC FL PALM Team Member	
People	Task 527 – Change Impact Analysis Survey Meeting	07/17/24	Agency Liaisons and CCN staff	Met to provide guidance on how to respond to the OCM Lead on Task 527	
People	Updates to Smart Sheet	07/19/24	Agency Liaison and OCM Lead	Meeting to discuss updates needed to Smartsheet	
People	Meeting with Axiom Pro ABS vendor	07/19/24	Axiom Pro reps, Agency Liaisons, CCN staff, and FDC Project Manager Team	Meeting to discuss PALM progress for remediating Axiom Pro	
Technology	Meeting with Axiom Pro ABS vendor	07/19/24	Axiom Pro reps, Agency Liaisons, CCN staff, and FDC Project Manager Team	Meeting to discuss PALM progress for remediating Axiom Pro	
People	Meeting to request a new FL PALM RFQ for a staff Aug position	07/22/24	Agency Liaisons and CCN staff	To discuss the education/criteria requirements needed for the new RFQ to assist with the FLAIR data analysis	
People	Met with Stakeholders for Asset Management to discuss task	07/22/24	Agency Liaisons, OCM Lead and all identified CCN staff	To provide guidance on the completion of Task 527	
People	Met with Strategic Systems Inventory Scanner vendor	07/22/24	Vendor, Agency Liaisons, CCN staff, FDC Project Manager Team	Meeting to discuss PALM progress for remediating Bar Scanners	
Technology	Met with Strategic Systems Inventory Scanner vendor	07/22/24	Vendor, Agency Liaisons, CCN staff, FDC Project Manager Team	Meeting to discuss PALM progress for remediating Bar Scanners	
People	Meeting with Axiom Pro ABS vendor	07/26/24	Axiom Pro reps, Agency Liaisons, CCN staff, and FDC Project Manager Team	Meeting to discuss PALM progress for remediating Axiom Pro	

Category	Activity	Date	Stakeholders	Description	Notes
Technology	Meeting with Axiom Pro ABS vendor	07/26/24	Axiom Pro reps, Agency Liaisons, CCN staff, and FDC Project Manager Team	Meeting to discuss PALM progress for remediating Axiom Pro	
People	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	07/30/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
Technology	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	07/30/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
People	Meeting to Discuss FL PALM Major Changes (Data and Technology Readiness)	07/31/24	OCM Lead, Agency Liaisons and FDC FL PALM Team	Meeting to discuss the readiness efforts for data and technology	
People	BARS and Axiom Pro Demo for the FDC FL PALM Team	07/31/24	Agency Liaisons and FDC FL PALM Team	Meeting to provide the FDC FL PALM Team with demos of FDC's agency business systems (BARS & Axiom Pro)	
Technology	Meeting to Discuss FL PALM Major Changes (Data and Technology Readiness)	07/31/24	OCM Lead, Agency Liaisons and FDC FL PALM Team	Meeting to discuss the readiness efforts for data and technology	
Technology	BARS and Axiom Pro Demo for the FDC FL PALM Team	07/31/24	Agency Liaisons and FDC FL PALM Team	Meeting to provide the FDC FL PALM Team with demos of FDC's agency business systems (BARS & Axiom Pro)	
Data	FDC Local Funds	07/31/24	FLAIR	Data Cleansing and conversion required for the file.	During year-end financial reporting activities, we worked on consolidating the EBTF funds into the main fund for reporting purposes.
People	Discuss Task 541-A, Task 545-B & Debrief on Project Costing Workshops	08/01/24	Backup Agency Sponsor, FDC FL PALM Project Team and CCN staff	Meeting to walk through the task instructions for Task 541-A, Task 545-B and to debrief on the Project Costing workshops	
People	Discussion on Location IDs for Asset Management	08/02/24	FDC FL PALM Team, Agency Liaisons and CCN staff	Meeting to discuss an issue with the Location IDs for Asset Management	
People	Meeting to discuss the Business Requirements Document (BRD) for FL PALM Integration	08/06/24	FDC FL PALM Team and Agency Liaisons	Met to discuss the BRD the FDC FL PALM Team is creating	
People	Meeting to discuss FL PALM printing, posters, etc.	08/06/24	Backup Agency Sponsor, Agency Liaisons, and OCM Lead	To discuss which posters we like to use for change management	
Technology	Meeting to discuss the Business Requirements Document (BRD) for FL PALM Integration	08/06/24	FDC FL PALM Team and Agency Liaisons	Met to discuss the BRD the FDC FL PALM Team is creating	
People	Meeting to discuss the Business Requirements Document (BRD) for FL PALM	08/07/24	FDC FL PALM Team and Agency Liaisons	Met to discuss the BRD the FDC FL PALM Team is creating	
Technology	Meeting to discuss the Business Requirements Document (BRD) for FL PALM	08/07/24	FDC FL PALM Team and Agency Liaisons	Met to discuss the BRD the FDC FL PALM Team is creating	
People	FDC Leadership Meeting	08/08/24	FDC Backup Agency Sponsor, FDC Leadership Team and OCM Lead	To meet to discuss the strategy, provide PALM updates and to share stakeholder information on the OCM Leads plans for FDC	
People	Task 541-A Working Session	08/09/24	Backup Agency Sponsor, FDC FL PALM Project Team and CCN staff	Meeting to walk through the task instructions for Task 541-A and Task 545-B	
People	Discussion on Task 536-A	08/12/24	Agency Liaison and FDC FL PLAM Team	To discuss some open items on Task 536-A for FDC/FCOR	
People	Axiom Pro Conversion Planning	08/12/24	FDC FL PALM Team and CCN staff	Meeting to discuss the conversion of the voucher currently in Axiom Pro to the API031 interface	
People	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	08/12/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
Technology	Discussion on Task 536-A	08/12/24	Agency Liaison and FDC FL PLAM Team	To discuss some open items on Task 536-A for FDC/FCOR	
Technology	Axiom Pro Conversion Planning	08/12/24	FDC FL PALM Team and CCN staff	Meeting to discuss the conversion of the voucher currently in Axiom Pro to the API031 interface	
Technology	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	08/12/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
People	Impact Analysis on Budget Management and Cash Control Meeting	08/14/24	OCM Lead and specified CCN staff	OCM Lead met with the Budget Office to discuss the Impact Analysis of Task 515 regarding Process Model 20.1 Enter and Process Budget Journals	
People	UAT Test Plans	08/19/24	Agency Liaisons, FDC FL PALM Team and CCN staff	Meeting to discuss UAT Test Plans and Task 536-A, 536-B & Task 536-C	
People	Task 549 Review & Discussion	08/19/24	Agency Liaisons	Meeting to discuss Task 549 and our approach for pushing the task out to the SMEs	
Technology	UAT Test Plans	08/19/24	Agency Liaisons, FDC FL PALM Team and CCN staff	Meeting to discuss UAT Test Plans and Task 536-A, 536-B & Task 536-C	
Technology	Task 549 Review & Discussion	08/19/24	Agency Liaisons	Meeting to discuss Task 549 and our approach for pushing the task out to the SMEs	
People	Meeting to discuss SMEs List and Processes associated to FCOR for FL PALM	08/20/24	FDC FL PALM Team and Agency Liaisons	Met to discuss the SMEs list and processes associated too FCOR for BRDs	
People	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	08/21/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
Technology	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	08/21/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
People	Task 549 Internal Discussion	08/22/24	Backup Agency Sponsor, Agency Liaisons, FDC FL PALM Project Team and CCN staff	Meeting to discuss Task 549 and discuss assigning task to the SME and set deadline for completion	
Technology	Task 549 Internal Discussion	08/22/24	Backup Agency Sponsor, Agency Liaisons, FDC FL PALM Project Team and CCN staff	Meeting to discuss Task 549 and discuss assigning task to the SME and set deadline for completion	
People	Project Costing Task Meeting	08/23/24	Agency Liaison and CCN staff	Meeting to discuss completion of the Project Costing task for FDC	
People	CCN PALM Monthly Standing Meeting	08/23/24	Agency Sponsors, Agency Liaisons, Project Management Liaison and all identified CCN staff	Monthly standing meeting to discuss where we stand on the project and to engage all CCN staff	
People	Budget & OpenGov Meeting	08/26/24	Agency Liaison, FDC FL PALM Project Team and CCN staff	Meeting to discuss the remediation for the Agency Business System called OpenGov for FDC	
Technology	Budget & OpenGov Meeting	08/26/24	Agency Liaison, FDC FL PALM Project Team and CCN staff	Meeting to discuss the remediation for the Agency Business System called OpenGov for FDC	
People	Task 549 Review & Discussion	08/29/24	Agency Liaison, OCM Lead	Meeting to discuss Task 549 and to assign

			and CCN staff	completion of task to OCM Lead	
People	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	08/29/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
Technology	Task 549 Review & Discussion	08/29/24	Agency Liaison, OCM Lead and CCN staff	Meeting to discuss Task 549 and to assign completion of task to OCM Lead	
Technology	Weekly meeting with Agency Liaisons & FDC PALM Project Team Members	08/29/24	Agency Liaisons and FDC FL PALM Project Team Members	To discuss any outstanding or upcoming tasks and to discuss remediation efforts for FDC/FCOR	
People	Payroll Workshop Debrief	08/30/24	Backup Agency Sponsor, Agency Liaisons, FDC FL PALM Project Team and CCN staff	Meeting to debrief from the Payroll workshops and to discuss what we learned for FDC/FCOR	
People	Task 541-C Discussion Meeting	08/30/24	Backup Agency Sponsor, Agency Liaisons, FDC FL PALM Project Team and CCN staff	To finalize completion of this task and to assign to CCN staff to complete	
Processes	Continuous updates to desktop procedures library and documentation of our current state reports, agency business systems, and interfaces.	08/30/24	All business process owners in Finance and Accounting, Budget, Division of Administration, FMBC, Procurement, HR	To ensure our current state desktop procedures library is up to date and document our current state reports, business systems and interfaces	

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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FDC Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
July - August 2024	Mark Tallent	mark.tallent@fdc.myflorida.com	09/11/24
May - June 2024	Mark Tallent	mark.tallent@fdc.myflorida.com	07/09/24
March - April 2024	Mark Tallent	mark.tallent@fdc.myflorida.com	05/13/24
January - February 2024	Mark Tallent	mark.tallent@fdc.myflorida.com	03/07/24