

**Helpful Links**

- Dashboard Snapshots
- Knowledge Center
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- Readiness Workplan

# FDLE Status Report Dashboard

**Reporting Period**

July - August 2024

**Agency Sponsor**

Charlotte Fraser

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

**CCN Composition**



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

**Change Champion Network:**

- Unique Filled Role = 7
- Duplicate Filled Role = 9
- Vacant Role = 0

**RW Task Completeness**



The Readiness Workplan Tasks Completeness dial reflects the completeness of your agency's submission of RW tasks, starting with RW Task 512.

**RW Task Completeness:**

- Score = 86.09%**
- Submitted Complete = 19
  - Submitted Incomplete = 1
  - Completed After Submission = 3

**RW Task Timeliness**



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

**RW Task Timeliness:**

- Score = 89.04%**
- Submitted On Time = 42
  - Submitted Late = 5
  - Pending Submission = 3

**Project-led Meeting Participation**



The Participation dial reflects your agency's attendance at Project-led meetings during the current reporting period.

**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	Technology	519	Remediate Agency Business Systems based on Segment I	01/29/24	06/28/24	50% - In Progress		6/21 – Updated Task in Smartsheet; we WILL NOT meet the task due date because only half of the ABS are remediated. 6.28.24: Remediation on-going 7/8 – Progress Unchanged		
N/A	Processes	527	Identify Change Impacts and Update Agency Business Process Documentation for Segment III	04/15/24	07/12/24	75% - Consolidating/Inputting Information for Submission		6/21 – Reminders sent to SME's; Requested final submission by COB 6/28 7/8 – Updating spreadsheet. 7/19 – Working on outliers 8/27 – Reminder sent with deadline		
N/A	Technology	528	Update Agency Business System Documentation for Segment III	04/15/24	07/12/24	100% - Submitted	07/18/24	Task complete	Submission Complete	
Indirect	Technology	530	Update Florida PALM Interface Inventory for Segment III	04/15/24	07/12/24	50% - In Progress		Assigning and analyzing information for the task.		
N/A	Data	526	Complete Data Readiness Analysis and Data Cleansing Activities for Segment III	04/29/24	07/12/24	100% - Submitted	08/20/24	Task complete	Submission Complete	
Indirect	Technology	529	Update Florida PALM Conversion Inventory for Segment III	04/29/24	07/12/24	100% - Submitted	07/18/24	Task resubmitted.	Submission Complete	08/16/24
N/A	Technology	531	Remediate Agency Business Systems based on Segment II	04/29/24	09/27/24	50% - In Progress		Assigning and analyzing information for the task.		
N/A	People	535	Update Workforce Readiness Plan	06/17/24	08/02/24	Pending Resubmission	08/02/24	Task Complete	Submission Incomplete	
Indirect	People	536-A	Create Agency Specific User Acceptance Testing Plan	06/17/24	08/16/24	100% - Submitted	08/16/24	Task Complete	Submission Complete	
N/A	People	537	Update Authorized Smartsheet Users	06/24/24	07/12/24	100% - Submitted	06/24/24	Task Complete	Submission Complete	
N/A	N/A	538	Submit Bimonthly Agency Readiness Status Report	07/01/24	07/12/24	100% - Submitted	07/10/24	Task Complete	Submission Complete	
N/A	N/A	539	Manage Agency Specific Implementation Schedule, Risks and Issues	07/01/24	08/29/24	100% - Submitted	08/18/24	Task Complete	N/A	
N/A	People	540	Share Florida PALM Updates	07/15/24	07/26/24	100% - Submitted	07/17/24	Task Complete	Submission Complete	
Direct	Data	541-A	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	09/06/24	Task Complete		
Direct	Data	541-B	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	25% - Beginning Initial Internal Meetings and Information Gathering		Reminders Sent 8.16.24		
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				
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	100% - Submitted	09/03/24	Task Complete		09/04/24
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	Task Complete	Submission Complete	
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	08/16/24	Task Complete	Submission Complete	08/16/24

Direct	People	549	Submit Training Survey	08/12/24	09/20/24	100% - Submitted	08/16/24	Task Complete	Submission Complete	
Indirect	People	536-B	Create Agency Specific User Acceptance Testing Plan	08/19/24	10/11/24	50% - In Progress				
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	08/27/24		Submission Complete	
N/A	N/A	551	Submit Bimonthly Agency Readiness Status Report	08/30/24	09/11/24	100% - Submitted	09/09/24	Task Complete		
N/A	N/A	552	Manage Agency Specific Implementation Schedule, Risks and Issues	08/30/24	10/31/24	75% - Consolidating/Inputting Information for Submission			N/A	
Direct	Technology	550-B	Participate in Technical Meeting to Receive Credentials and Access	09/03/24	09/13/24	100% - Submitted	09/05/24		N/A	

People	Processes	Technology	Data
<p>The staff and stakeholders affected by your agency's transition to Florida PALM.</p> <p><b>Implementation:</b></p> <p><b>Planned Florida PALM End Users = 40</b></p> <ul style="list-style-type: none"> <li>Business Process Groupings = 13/13</li> </ul> <p><b>Identified Subject Matter Experts = 22</b></p> <ul style="list-style-type: none"> <li><b>SMEs by Business Process Grouping</b></li> <li>Account Mgmt. and Financial Reporting = 1</li> <li>Accounts Receivable = 6</li> <li>Asset Accounting and Mgmt. = 3</li> <li>Banking = 1</li> <li>Budget Mgmt. and Cash Control = 8</li> <li>Contracts Mgmt. = 5</li> <li>Disbursements Mgmt. = 7</li> <li>Grants Mgmt. = 2</li> <li>Inter/IntraUnit Transactions = 8</li> <li>Payroll Mgmt. = 5</li> <li>Projects Mgmt. = 3</li> <li>Revenue Accounting = 1</li> <li>System Access and Controls = 0</li> </ul> <p><b>Role Mapping = TBD</b></p> <p><b>Training = TBD</b></p>	<p>The sequence of procedures to accomplish a business objective.</p> <p><b>Current-State:</b></p> <p><b>Cataloged Business Processes = 243</b></p> <ul style="list-style-type: none"> <li>Related Business Systems = 14</li> <li>Related Reports = 65</li> </ul> <p><b>Documentation Status:</b></p> <ul style="list-style-type: none"> <li>Complete = 205 Partial = 22 Not Started = 16</li> </ul> <p><b>Implementation:</b></p> <p><b>Impacted Agency Business Processes = 243</b></p> <ul style="list-style-type: none"> <li>Related Business Process Groupings = 12</li> <li>Planned Spreadsheet Uploads = 2</li> </ul> <ul style="list-style-type: none"> <li><b>Level of Impact: People Changes</b></li> <li>High = 36 Medium = 79 Low = 28 None = 9 Uncertain = 69</li> <li><b>Level of Impact: Processes Changes</b></li> <li>High = 75 Medium = 57 Low = 14 None = 7 Uncertain = 69</li> <li><b>Level of Impact: Technology Changes</b></li> <li>High = 74 Medium = 25 Low = 13 None = 42 Uncertain = 68</li> <li><b>Level of Impact: Data Changes</b></li> <li>High = 92 Medium = 37 Low = 8 None = 11 Uncertain = 72</li> </ul> <p><b>Segments I &amp; II Documentation Update Status</b></p> <ul style="list-style-type: none"> <li>Not Started = 92 In Progress = 2 Complete = 75</li> </ul> <p><b>Segment III Documentation Update Status</b></p> <ul style="list-style-type: none"> <li>Not Started = 32 In Progress = 0 Complete = 116</li> </ul>	<p>The applications or tools used to process, track, or report on financial operations.</p> <p><b>Current-State:</b></p> <p><b>Cataloged Business Systems = 21</b></p> <ul style="list-style-type: none"> <li><b>Criticality:</b></li> <li>High = 14 Med = 0 Low = 0 None = 7</li> </ul> <p><b>Documentation Status:</b></p> <ul style="list-style-type: none"> <li>Complete = 2 Partial = 10 Not Started = 7</li> </ul> <p><b>Cataloged Interfaces = 46</b></p> <ul style="list-style-type: none"> <li>Inbound Interfaces = 24</li> <li>Outbound Interfaces = 22</li> </ul> <p><b>Implementation:</b></p> <p><b>Business Systems Planned for Integration = 16</b></p> <ul style="list-style-type: none"> <li><b>Segment I - Documentation Updates:</b></li> <li>Complete = 7 Updating = 1 Evaluating = 0 Not Started = 0 Not Needed = 8</li> <li><b>Segment II - Documentation Updates:</b></li> <li>Complete = 7 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 9</li> <li><b>Segment III - Documentation Updates:</b></li> <li>Complete = 7 Updating = 1 Evaluating = 0 Not Started = 0 Not Needed = 8</li> </ul> <p><b>Planned Interfaces = 6</b></p> <ul style="list-style-type: none"> <li>Inbound Interfaces = 2</li> <li>Outbound Interfaces = 1</li> </ul>	<p>Information used in or produced from an agency's financial business operations.</p> <p><b>Current-State:</b></p> <p><b>Unique FLAIR Data Elements = 73</b></p> <ul style="list-style-type: none"> <li><b>Associated Unique Uses = 193</b></li> <li>Continued Use - Yes = 68</li> <li>Continued Use - No = 108</li> <li><b>Associated Business Systems = 11</b></li> <li><b>Cataloged Reports = 123</b></li> <li><b>Criticality:</b></li> <li>High = 97 Med = 14 Low = 45 None = 22</li> </ul> <p><b>Implementation:</b></p> <p><b>Segments I &amp; II Planned Configurations = 8/9</b></p> <ul style="list-style-type: none"> <li><b>Accounts Receivable (AR)</b></li> <li>Planned Distribution Codes = 2</li> <li><b>Asset Management (AM)</b></li> <li>Planned Location Codes = 19</li> <li>Planned Associated Area ID's = 57</li> <li><b>Commitment Control (KK)</b></li> <li>Planned Option = Option # 1 - Track with Budget</li> <li><b>General Ledger (GL)</b></li> <li>Planned Budgetary Value Combo Edits = 440</li> <li>Planned Local Funds = None</li> <li>Planned Organization ID's = 250</li> <li>Planned OA1's = 30</li> <li>Planned OA2's = 83</li> </ul> <p><b>Segment IV Planned Configurations</b></p> <ul style="list-style-type: none"> <li>Started = 2 Not Started = 0</li> </ul> <p><b>Conversions &amp; Data Readiness</b></p> <ul style="list-style-type: none"> <li>Conversions Needed = 10</li> <li>Agency Data Outside of Primary Source System(s) = 0</li> <li><b>Data Readiness/Cleansing Status:</b></li> <li>Complete = 3 In Progress = 0 Not Started = 0 Not Applicable 3</li> </ul> <p><b>Reports = TBD</b></p>

## 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.

FDLE Risks							
Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
Technology	Connectivity Testing is starting in August 2024 and we do not have any information on it.	Open	6 (Medium/High)	We are waiting to get more information from the PALM Project.	7/22/24: New Risk	07/22/24	Anik Datta
Data	That we will be unable to do life-to-date tracking and trend analysis for data that is in both FLAIR and PALM.	Open	4 (Medium/Medium)	Develop crosswalk methodology if the new Data Warehouse will not provide this capability.	None 5/16/24: Still pending 7/22/24: No Change 8/19/24: No Change	05/16/24	Mike Moore
Processes	Specifications for how to crosswalk GL and object codes to account in PALM needed for system remediation.	Open	4 (Medium/Medium)	Once information is relayed from PALM, we will have to analyze how this will affect remediation of RAMS.	5/2/24: - Risk split into two parts. The first half is closed 7/22/24: No Change 8/19/24: Meeting scheduled for 9/5	05/02/24	Terri Speed

					SCHEDULE FOR 2024 w/PALM GL		
Processes Data	FDLE has good number of reports that will need to be created based on PALM objects. PALM will have "some" reports but not all that is needed.	Open	4 (Medium/Medium)	Request PALM team to provide the similar functionality of those reports / report name.	6/25/24: - Project has begun the RFP process for staff augmentation. Resource Needs: 2-BA's and 1-SA 7/2/24: - Still Pending 7/22/24: - No Change 8/19/24: Will update by 8/22/24	06/25/24	Anik Datta
Processes Data	Information is needed related to the data warehouse for PALM	Open	4 (Medium/Medium)	FDLE is depending on the PALM project to provide FDLE project team information regarding the data warehouse. Mitigate this risk	6/25/24: - Reached out to our RC's for any available information. 7/22/24: - No Change 8/19/24: Will update by 8/22/24	06/25/24	Anik Datta
People	FDLE needs of a couple of Business Analysts to support the UAT process. Once selected the background process may hinder onboarding resources quickly.	Open	4 (Medium/Medium)	We are currently crafting RFP in support of those resources.	7/8/24: - New risk. RFP has not been posted 7/22/24: - No Change 8/19/24: SOW ready, needed to review but will be posted this week.	07/08/24	Mike More
Processes Data	Early visibility of Data Warehouse & Report Query Builder will help us to decide the future scope of custom reports for data validation (well before interface testing)	Open	4 (Medium/Medium)	Will address once PALM begins working on the Data Warehouse	8/7/24 New Risk	08/07/24	Anik Datta
Technology Data	These details required to initiate the further discussion with FDLE OSA/network/windows team for establishing the connectivity with PALM system.	Open	4 (Medium/Medium)	PALM meeting is needed to gain clarity on the requirements for connectivity.	8/7/24 New Risk	08/07/24	Anik Datta
People Processes Technology	FDLE needs to meet with the PALM-GL team to clarify several outstanding questions.	Open	4 (Medium/Medium)	Meeting schedule for late September	8/19.24 New Risk	08/19/24	Anik Datta
Processes Technology	FDLE needs more details related to the upcoming task "Change Analysis" outlined in the Agency Implementation Roadmap, that is scheduled to commence in mid-October.	Open	4 (Medium/Medium)	Pursue more information /direction from the PALM team.	9.4.24 New Risk	09/04/24	Anik Datta
Processes Technology Data	FDLE is in need of a comprehensive list of anticipated errors and warnings that may occur in relation to interface interactions and report parameters inputs.	Open	4 (Medium/Medium)	Pursue more information /direction from the PALM team. Further delay may impact our ability to meet downstream activities for example UAT.	9.4.24 New Risk	09/04/24	Anik Datta
Processes Technology Data	The Technical Testing Town Hall postponement to November may affect our Interface Testing schedule for 2025. This delay will impact how FDLE prepares for testing.	Open	4 (Medium/Medium)	Accept the risk.	9.4.24 New Risk	09/04/24	Anik Datta
Technology Data	FDLE uses Object code for various purposes. PALM is replacing this with Account. As a result it will be challenging to reconcile RAMS with PALM and get details at transaction type level.	Open	3 (High/Low)	New chart of accounts and transaction types have to be setup to fulfill PALM and FDLE accounting requirements.	Analyzing PALM account codes provided to determine if additional fields need to be utilized. 5/16/24: Still pending 7/22/24: No Change 8/19/24: No Change	05/16/24	Terri Speed / Andrew Gutsch

FDLE Issues							
Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
Processes	Tasks 514 - 516 were rejected by the PALM project team	Closed	Low - All impacts not listed as Critical or High	Working to remediate the tasks. Remediation is ongoing for Task 514 and Task 516 Task 515 is being updated in Smartsheet Task 515 is 100% Complete and Submitted	All tasks associated with this issue has been resubmitted and accepted by PALM.	08/02/24	Angela Willis-Clay
Processes	There is no cutover plan to transition from current systems to PALM compliant systems in future on the day of PALM go-live.	Open	Low - All impacts not listed as Critical or High	New PM onboarded and will develop cutover schedule for all affected applications and provide detailed plans much before PALM go-live date	6/21/24: Ongoing	12/31/25	Anik Datta

FDLE 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 approved for funding to support readiness activities.	Logged	07/01/23	Office of Information and Technology Systems Office of Financial Management Agency business systems	Pending FY 24/25 Legislative Session	
Technology Data	PALM will not change the identified Chart of Accounts structure between now and go-live.	Logged	07/01/23	Agency business systems	Monitor information as provided by PALM.	
Data	PALM will provide similar functionality as ABS Open Reports which is used for querying FLAIR and PYRL data so that we can retire those applications.	Logged	09/01/23	Office of Financial Management Office of Policy and Planning All divisional/regional business liaisons Management	Monitor information as provided by PALM.	
People Processes Technology Data	PALM will provide significant time to test and practice specific transactions before go-live in a dedicated testing environment (UAT).	Logged	10/31/23	All agency business systems	Monitor information as provided by PALM.	
Technology Data	FDLE assumes all PALM reports WILL match 1:1 with current FLAIR reports	Logged	08/19/24	Office of Information and Technology Systems Office of Financial Management	Monitor information as provided by PALM.	

FDLE 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 Processes	PALM - Project Documentation Review	07/02/24	Office of Financial Management Office of Information Technology Services	Review and update project documentation	Four members attended for two hours.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	07/02/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	PALM Internal Agency Status Meeting	07/08/24	Office of Financial Management Office of Information Technology Services	Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.	Seven members attended for thirty minutes.
Processes	OFM RAMS Bi-Weekly Meeting -	07/09/24	Office of Financial Management	Weekly meeting to stay abreast of business	Eight members attended for two hours.

Technology	PALM Project		Office of Information Technology Services	processes and utilize this knowledge for designing changes for PALM.	
People Processes	Weekly Internal PALM Meeting	07/09/24	Office of Financial Management	Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.	Two members attended for thirty minutes.
People Processes	Thursday Task Talk	07/11/24	Office of Financial Management	Discuss the instructions and review the spreadsheets to ensure the task is done correctly.	Six members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	07/11/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	PALM DTS & MARTS Remediation	07/12/24	Office of Financial Management Office of Information Technology Services	Discussion on remediation of DTS and MARTS	Seven members attended for an hour.
People Processes	Weekly Internal PALM Meeting	07/16/24	Office of Financial Management	Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.	Two members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	07/16/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	PALM Task Review	07/17/24	Office of Financial Management Office of Information Technology Services	Review outstanding ITS tasks	Three members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	07/18/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	PALM Internal Agency Status Meeting	07/22/24	Office of Financial Management Office of Information Technology Services	Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.	Seven members attended for thirty minutes.
People Processes	Segment IV Workshop - Project Costing	07/23/24	Office of Financial Management	PALM Segment IV Design Workshop	Three members attended for eight hours.
People Processes Technology	Segment IV Workshop - Project Costing	07/24/24	Office of Financial Management	PALM Segment IV Design Workshop	Three members attended for eight hours.
People Processes Technology	Segment IV Design Workshop - Accounts Payable / Purchase Order	07/25/24	Office of Financial Management	PALM Segment IV Design Workshop	Nine members attended for eight hours.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	07/25/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	PALM - AMPLIFUND Discussion	07/29/24	Office of Financial Management Office of Information Technology Services	Discussion on Interfaces between AMPLIFUND , FACTS and PALM	Five members attended for one hour.
People Processes	PALM Internal Agency Status Meeting	07/29/24	Office of Financial Management Office of Information Technology Services	Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.	Seven members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	07/30/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Technology Data	July FDLE/PALM Readiness Touchpoint Meeting	07/31/24	Office of Financial Management Office of Information Technology Services	Recurring monthly Florida PALM Readiness touchpoint meeting between FDLE's Change Champion Network (CCN), Subject Matter Experts (SME), and our Readiness Coordinator Alise Fields	Eight members attended for one hour.
People Processes	Thursday Task Talk	08/01/24	Office of Financial Management	Discuss the instructions and review the spreadsheets to ensure the task is done correctly.	Six members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	08/01/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	08/06/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	Weekly Internal PALM Meeting	08/07/24	Office of Financial Management	Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.	Two members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	08/08/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	Thursday Task Talk	08/08/24	Office of Financial Management	Discuss the instructions and review the spreadsheets to ensure the task is done correctly.	Six members attended for thirty minutes.
People Processes	Mtg w/RC regarding Task 545-B	08/09/24	Office of Financial Management Office of Information Technology Services	Meeting to gain clarification on some aspects of Task 545-B	One member attended for thirty minutes
People Processes Technology	Segment IV Design Workshops - Inter/Intra Unit - Day 1	08/13/24	Office of Financial Management Office of Information Technology Services	Segment IV Intra/Inter Unit Workshop	Seventeen members attended for 8 hours each.
People Processes Technology	Segment IV Design Workshops - Inter/Intra Unit - Day 2	08/14/24	Office of Financial Management Office of Information Technology Services	Segment IV Intra/Inter Unit Workshop	Seventeen members attended for eight hours each.
People Processes Technology	Segment IV Design Workshops - Asset Management	08/15/24	Office of Financial Management	Segment IV Assets workshop	Four members attended for eight hours each.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	08/15/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes	PALM Internal Agency Status Meeting	08/19/24	Office of Financial Management Office of Information Technology Services	Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.	Nine members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	08/20/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Technology Data	July FDLE/PALM Readiness Touchpoint Meeting	08/21/24	Office of Financial Management Office of Information Technology Services	Recurring monthly Florida PALM Readiness touchpoint meeting between FDLE's Change Champion Network (CCN), Subject Matter Experts (SME), and our Readiness Coordinator Alise Fields	Eight members attended for one hour.
People Processes	Thursday Task Talk	08/22/24	Office of Financial Management	Discuss the instructions and review the spreadsheets to ensure the task is done correctly.	Six members attended for thirty minutes.
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	08/22/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.
People Processes Technology	Segment IV Design Workshops - Payroll Day 1	08/27/24	Office of Financial Management	Segment IV Assets workshop	Eight members attended for eight hours each.
People Processes	Segment IV Design Workshops - Payroll Day 2	08/28/24	Office of Financial Management	Segment IV Assets workshop	Eight members attended for eight hours each.

Technology					
Processes Technology	OFM RAMS Bi-Weekly Meeting - PALM Project	08/29/24	Office of Financial Management Office of Information Technology Services	Weekly meeting to stay abreast of business processes and utilize this knowledge for designing changes for PALM.	Eight members attended for two hours.

### 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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### FDLE Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
July - August 2024	Charlotte Fraser	charlottefraser@fdle.state.fl.us	09/09/24
May - June 2024	Charlotte Fraser	charlottefraser@fdle.state.fl.us	07/10/24
March - April 2024	Charlotte Fraser	charlottefraser@fdle.state.fl.us	05/08/24
January - February 2024	Charlotte Fraser	charlottefraser@fdle.state.fl.us	03/11/24





