

**Helpful Links**

- Dashboard Snapshots
- Florida PALM Resources
- Florida PALM Workbook for FDLE
- Readiness Workplan

# FDLE Status Report Dashboard

**Reporting Period**

March - April 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.

**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 Timeliness**



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

**Project-led Meeting Participation**



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

**Change Champion Network:**

- Unique Filled Role = 4
- Duplicate Filled Role = 9
- Vacant Role = 1

**RW Task Completeness:**

- Score = 80.00%**
- Submitted Complete = 4
  - Submitted Incomplete = 1
  - Completed After Submission = 0

**RW Task Timeliness:**

- Score = 96.88%**
- Submitted On Time = 28
  - Submitted Late = 0
  - Pending Submission = 2

**Meeting Participation:**

- Meetings Attended = 7
- 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 |
|----------------|------------------------------|---------|--|-------------------------|-----------------------|---|------------------------|---|------------------------------------|----------------------------------|
| Direct         | Data                         | 513     | Complete Configuration Workbooks for Segments I and II   | 02/12/24                | 05/13/24              | 100% - Submitted  | 05/13/24               |   |                                    |                                  |
| N/A            | Data                         | 514     | Complete Data Readiness Analysis and Data Cleansing Activities for Segments I and II           | 01/29/24                | 04/12/24              | 75% - Consolidating/Inputting Information for Submission            |                        | Remediation in progress.  |                                    |                                  |
| 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  | 04/12/24               | Remediation in progress.  | Submission Incomplete              |                                  |
| N/A            | Technology                   | 516     | Update Agency Business System Documentation for Segment II                                     | 01/29/24                | 04/12/24              | 75% - Consolidating/Inputting Information for Submission            |                        | Remediation in progress.  |                                    |                                  |
| Indirect       | Technology                   | 517     | Update Florida PALM Conversion Inventory for Segment II  | 01/29/24                | 04/12/24              | 100% - Submitted  | 04/12/24               |   | Submission Complete                |                                  |
| Indirect       | Technology                   | 518     | Update Florida PALM Interface Inventory for Segment II   | 01/29/24                | 04/12/24              | 100% - Submitted  | 04/12/24               |   | Submission Complete                |                                  |
| N/A            | Technology                   | 519     | Remediate Agency Business Systems based on Segment I   | 01/29/24                | 06/28/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |
| N/A            | N/A                          | 521     | Submit Bimonthly Agency Readiness Status Report  | 03/01/24                | 03/11/24              | 100% - Submitted  | 03/11/24               |   |                                    |                                  |
| N/A            | N/A                          | 522     | Manage Agency Specific Implementation Schedule, Risks and Issues                               | 03/01/24                | 04/30/24              | 100% - Submitted  | 04/30/24               | Task complete   |                                    |                                  |
| N/A            | People                       | 523     | Share Florida PALM Updates   | 04/08/24                | 04/19/24              | 100% - Submitted  | 04/19/24               |   | Submission Complete                |                                  |
| N/A            | People                       | 524     | Complete and Submit End User Readiness Survey Analysis   | 04/15/24                | 06/14/24              | 75% - Consolidating/Inputting Information for Submission            |                        | Survey administered; closes on 5.10.24. Survey reminder sent. Survey extended by a day due to office closure on 5/10. Reminder sent to staff. |                                    |                                  |
| N/A            | Data                         | 526     | Complete Data Readiness Analysis and Data Cleansing Activities for Segment III                 | 04/29/24                | 07/12/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |
| N/A            | Processes                    | 527     | Identify Change Impacts and Update Agency Business Process Documentation for Segment III       | 04/15/24                | 07/12/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |
| N/A            | Technology                   | 528     | Update Agency Business System Documentation for Segment III                                    | 04/15/24                | 07/12/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |
| Indirect       | Technology                   | 529     | Update Florida PALM Conversion Inventory for Segment III                                       | 04/29/24                | 07/12/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |
| Indirect       | Technology                   | 530     | Update Florida PALM Interface Inventory for Segment III  | 04/15/24                | 07/12/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |
| N/A            | Technology                   | 531     | Remediate Agency Business Systems based on Segment II  | 04/29/24                | 09/27/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |
| N/A            | N/A                          | 532     | Submit Bimonthly Agency Readiness Status Report  | 05/01/24                | 05/13/24              | 100% - Submitted  | 05/08/24               | Task complete   |                                    |                                  |
| N/A            | N/A                          | 533     | Manage Agency Specific Implementation Schedule, Risks and Issues                               | 05/01/24                | 06/28/24              | 25% - Beginning Initial Internal Meetings and Information Gathering |                        | Assigning and analyzing information for the task.   |                                    |                                  |

| 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.  |
| <b>Implementation:</b><br><b>Planned Florida PALM End Users = 40</b><br>• Business Process Groupings = 13/13<br><b>Role Mapping = TBD</b><br><b>Training = TBD</b> | <b>Current-State:</b><br><b>Cataloged Business Processes = 276</b><br>• Related Business Systems = 14<br>• Related Reports = 59<br>• <b>Documentation Status:</b><br>- Complete = 206 Partial = 36 Not Started = 36<br><br><b>Implementation:</b><br><b>Impacted Agency Business Processes = 276</b><br>• Related Business Process Groupings = 12<br>- Planned Spreadsheet Uploads = 3<br>• <b>Level of Impact: People Changes</b><br>- High = 21 Medium = 80 Low = 28 None = 9 Uncertain = 6<br>• <b>Level of Impact: Processes Changes</b><br>- High = 57 Medium = 57 Low = 15 None = 7 Uncertain = 8<br>• <b>Level of Impact: Technology Changes</b><br>- High = 62 Medium = 22 Low = 12 None = 38 Uncertain = 7<br>• <b>Level of Impact: Data Changes</b><br>- High = 81 Medium = 34 Low = 5 None = 10 Uncertain = 9<br>• <b>Segments I &amp; II Documentation Update Status</b><br>- Not Started = 116 In Progress = 2 Complete = 0 | <b>Current-State:</b><br><b>Cataloged Business Systems = 21</b><br>• <b>Criticality:</b><br>- High = 14 Med = 0 Low = 0 None = 7<br>• <b>Documentation Status:</b><br>- Complete = 2 Partial = 10 Not Started = 7<br><br><b>Cataloged Interfaces = 46</b><br>- Inbound Interfaces = 24<br>- Outbound Interfaces = 22<br><br><b>Implementation:</b><br><b>Business Systems Planned for Integration = 16</b><br>• <b>Segment I - Documentation Updates:</b><br>- Complete = 0 Updating = 0 Evaluating = 3 Not Started = 0 Not Needed = 13<br>• <b>Segment II - Documentation Updates:</b><br>- Complete = 0 Updating = 0 Evaluating = 3 Not Started = 0 Not Needed = 13<br><br><b>Planned Interfaces = 3</b><br>- Inbound Interfaces = 0<br>- Outbound Interfaces = 0 | <b>Current-State:</b><br><b>Unique FLAIR Data Elements = 73</b><br>• <b>Associated Unique Uses = 193</b><br>- Continued Use - Yes = 68<br>- Continued Use - No = 108<br>• <b>Associated Business Systems = 11</b><br><b>Cataloged Reports = 123</b><br>• <b>Criticality:</b><br>- High = 97 Med = 14 Low = 45 None = 22<br><br><b>Implementation:</b><br><b>Configuration Workbooks</b><br>• <b>Segments I &amp; II</b><br>- Started = 4 Not Started = 5<br><br><b>Conversions &amp; Data Readiness</b><br>• Conversions Needed = 3<br>• Agency Data Outside of Primary Source System(s) = 0<br>• <b>Data Readiness/Cleansing Status:</b><br>- Complete = 1 In Progress = 1 Not Started = 1 Not Applicable 0<br><br><b>Reports = TBD</b> |

## 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              |
| Processes                     | Lack of understanding and process for granting and rescinding PALM access to the entire agency workforce who would need to access salary documents previously housed in Employee Information Center (EIC). | Open   | 6 (Medium/High)   | Mitigate this risk.  | Researching how to best resolve.   | 04/29/24              | Terri Speed                      |
| Processes Technology          | The new "Account" COA field will be replacing the GL and Object codes.   | Closed | 6 (High/Medium)   | Once information is relayed from PALM, we will have to analyze how this will affect remediation of RAMS.                                       | Review and crosswalk Accounts provided for Revenue and Expenditure   | 04/26/24              | Terri Speed / Ajay Katta         |
| People                        | Onboarding new resources continues to be a challenge, despite having the funding to support the role(s)  | Open   | 6 (High/Medium)   | Risk ACCEPTANCE.   | Owner will continue to follow up with Department background process team. 4/26/24 AK: PALM Program Manager and RAMS Functional Consultant have been on boarded, Project Manager background check completed and awaiting joining on 5/6/24. RAMS Technical Consultant selection completed and background check paperwork in progress. | 04/26/24              | Andrew Gutsch                    |
| 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   | 07/01/23              | Mike Moore                       |
| Technology                    | Development and Test instances of affected agency business systems are not available.  | Closed | 3 (High/Low)      | Agency will provide development and test instances for all affected agency business systems.   | Monitoring 4/26/24 AK: PALM DEV and TEST instances have been created. This risk has been mitigated.  | 04/26/24              | Andrew Gutsch                    |
| People                        | If funding is not approved, we will be unable to hire/retain additional technical and project management staff.  | Closed | 3 (High/Low)      | LBR requests have been submitted for funding to hire/retain staff required to complete the project.  | Awaiting close of FY 24/25 legislative session. 4/26/24 AK: Funding has been approved for all of project management staff  | 04/26/24              | Becky Bezemek / Charlotte Fraser |
| 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.   | 10/31/23              | Terri Speed / Andrew Gutsch      |
| Processes Technology Data     | New hardware, hardware OS and EBS application upgrade will not be completed as planned   | Open   | 3 (High/Low)      | Coordinating with multiple teams and testing extensively on all the new instances to ensure upgrade project is completed.                      | Oracle EBS system (RAMS) hardware and software upgrade is work in progress   | 02/29/24              | Andrew Gutsch                    |
| People                        | RAMS PALM PM and ERP Technical Consultant not onboarded  | Open   | 3 (High/Low)      | PM background check completed and tentative start date is 5/6. Interviews for ERP Technical resource completed and waiting on background check | PALM work being managed by using existing resources  | 04/24/24              | Andrew Gutsch                    |

|                                   |   |      |                   |  |                                     |          |               |
|-----------------------------------|---|------|-------------------|--|-------------------------------------|----------|---------------|
| People<br>Processes<br>Technology | Current systems have high visibility and are available to end customers 24/7. There is no cutover plan to transition from current systems to PALM compliant systems in future on the day of PALM go-live. | Open | 2<br>(Medium/Low) | Project Manager will identify cutover schedule for all affected applications and provide detailed plans much before PALM go-live date. | Pending Project Manager being hired | 10/31/23 | Andrew Gutsch |
| People                            | New consultants and existing team do not have much knowledge of PALM and its impact.  | Open | 2<br>(Medium/Low) | Project Manager will need a plan to update everyone on PALM technical and functional features based on which teams can prepare.        | Pending Project Manager being hired | 10/31/23 | 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                     | Several Tasks were rejected | Open   | Low - All impacts not listed as Critical or High | Working to remediate the tasks. | Meeting with RC to clarify direction | 05/10/24                          | Angela Willis-Clay  |

### FDLE Assumptions

| Critical Operational Elements             | Assumption   | Status | Date Logged or Removed | Impacted Stakeholder(s) and/or System(s)   | Reporting Period Comments or Updates     |
|---|--|--------|------------------------|--|--|
| People<br>Processes<br>Technology<br>Data | The agency will be approved for funding to support readiness activities.   | Logged | 07/01/23               | Office of Information and Technology Systems<br>Office of Financial Management<br>Agency business systems                  | Pending FY 24/25 Legislative Session     |
| Technology<br>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<br>Office of Policy and Planning<br>All divisional/regional business liaisons<br>Management | Monitor information as provided by PALM. |
| People<br>Processes<br>Technology<br>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. |

### 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                                     |
|---|--|----------|--|--|--|
| Data                                      | PALM Configuration Discussion  | 04/26/24 | Office of Financial Management   | Discuss org, OA1 and OA2 configurations and possible revisions   | Five members attended for two hours.                                     |
| People<br>Data                            | RW Task 524 - End User Survey Meeting  | 04/24/24 | Office of Financial Management   | Discuss End User Survey  | Three members attended for thirty minutes.                               |
| People<br>Processes<br>Data               | Internal Agency Status Meeting   | 03/11/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.   | Six members attended for thirty minutes.                                 |
| People<br>Processes<br>Data               | Internal Agency Status Meeting   | 03/19/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.   | Six members attended for thirty minutes.                                 |
| People<br>Processes<br>Data               | Internal Agency Status Meeting   | 04/02/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.   | Six members attended for thirty minutes.                                 |
| People<br>Processes<br>Data               | Internal Agency Status Meeting   | 04/29/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Recurring bi-monthly internal status meeting to discuss project updates, upcoming tasks and tasks due dates.   | Seven members attended for thirty minutes.                               |
| People<br>Processes<br>Data               | Segment III Design Workshop: Disbursement Management   | 03/27/24 | Office of Financial Management<br>Office of Information Technology<br>Services | To review the updates and discuss the changes to better prepare FDLE.  | Nine members attended for eight hours.                                   |
| People<br>Processes<br>Data               | Segment III Design Workshop: Asset Accounting and Management   | 03/28/24 | Office of Financial Management   | To review the updates and discuss the changes to better prepare FDLE.  | Four members attended for eight hours.                                   |
| People<br>Processes<br>Data               | Segment III Design Workshop: Account Management and Financial Reporting; Budget Management and Cash Control  | 04/04/24 | Office of Financial Management   | To review the updates and discuss the changes to better prepare FDLE.  | Ten members attended for eight hours.                                    |
| People<br>Processes<br>Data               | RW Task 515 - Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II | 04/05/24 | Office of Financial Management   | Discuss the instructions and review the spreadsheets to ensure the task is done correctly.   | Eleven members attended for thirty minutes.                              |
| People<br>Processes<br>Technology<br>Data | PALM Data Day  | 03/26/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Provide overviews of data resources, discuss actionable steps towards agency data readiness, and set expectations for the future of data related activities.   | Nine members attended for eight hours. Three members attended virtually. |
| People<br>Processes<br>Technology<br>Data | Segment III Design Workshop: Revenue Accounting and Accounts Receivable                                      | 04/03/24 | Office of Financial Management<br>Office of Information Technology<br>Services | To review the updates and discuss the changes to better prepare FDLE.  | Five members attended for eight hours.                                   |
| People<br>Processes<br>Technology<br>Data | Production Support Round Table   | 04/23/24 | Office of Financial Management<br>Office of Information Technology<br>Services | This Round Table will provide an opportunity for Security Access Managers (SAMs) and Identity Providers (IDPs) subject matter experts to meet the Florida PALM Production Support Team, gain insight into their current support roles and ask questions. | Seven members attended for one hour.                                     |
| People<br>Technology<br>Data              | March FDLE/PALM Readiness Touchpoint Meeting   | 03/20/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Recurring monthly Florida PALM Readiness touchpoint meeting between FDLE's Change Champion Network (CCN), Subject Matter Experts (SME), and our Readiness Coordinator, Kim York and Alise Fields   | Eight members attended for one hour.                                     |
| People<br>Technology<br>Data              | April FDLE/PALM Readiness Touchpoint Meeting   | 04/25/24 | Office of Financial Management<br>Office of Information Technology<br>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.   | Ten members attended for one hour.                                       |
| People<br>Technology<br>Data              | Thursday Task Talk -   | 03/07/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Discuss the instructions and review the spreadsheets to ensure the task is done correctly.   | Seven members attended for thirty minutes.                               |
| People<br>Technology<br>Data              | Thursday Taks Talk - Configuration Workshop Updates  | 03/14/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Discuss the instructions and review the spreadsheets to ensure the task is done correctly.   | Seven members attended for thirty minutes.                               |
| People<br>Technology<br>Data              | Thursday Taks Talk - Configuration Workshop Updates  | 03/21/24 | Office of Financial Management<br>Office of Information Technology<br>Services | Discuss the instructions and review the spreadsheets to ensure the task is done correctly.   | Seven members attended for thirty minutes.                               |

|                        |  |          |   |  |  |
|------------------------|--|----------|---|--|--|
| People Technology Data | Thursday Task Talk - Task 523: Share Florida PALM Updates  | 04/11/24 | Office of Financial Management<br>Office of Information Technology Services | Discuss the instructions and review the spreadsheets to ensure the task is done correctly.   | Seven members attended for thirty minutes.   |
| People Technology Data | Thursday Task Talk - Task 524, 527, 528, and 530   | 04/18/24 | Office of Financial Management<br>Office of Information Technology Services | Discuss the instructions and review the spreadsheets to ensure the task is done correctly.   | Seven members attended for thirty minutes.   |
| People Technology Data | Thursday Task Talk - Knowledge Center Resources, Mindful Task Management and Reaching Key Milestones | 04/25/24 | Office of Financial Management<br>Office of Information Technology Services | Discuss the instructions and review the spreadsheets to ensure the task is done correctly.   | Seven members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 03/05/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 03/12/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 03/19/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 04/02/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 04/09/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 04/16/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 04/23/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Weekly Internal PALM Meeting   | 04/29/24 | Office of Financial Management  | Project Manager and Agency Liaisons discuss updates for tasks, segments, BPMs, etc.  | Three members attended for thirty minutes.   |
| People                 | Advisory Council   | 03/25/24 | Office of Financial Management  | Recurring monthly meeting to participate in discussions on agenda item it issues referred to the council.                                | Three members attended for two hours.  |
| People                 | Advisory Council   | 04/09/24 | Office of Financial Management  | Recurring monthly meeting to participate in discussions on agenda item it issues referred to the council.                                | Two members attended for one hours.  |
| People                 | Florida PALM Accounts Receivable and Revenue Accounting  | 04/03/24 | Office of Financial Management<br>Office of Information Technology Services | Reviewed information related to below:<br>50.1 Set Up and Maintain Customer<br>60.1 Enter and Maintain Receivables<br>60.2.2 AR Deposits | Seven members from both ITS and OFM teams attended these meetings.   |
| People Processes       | ITS PALM Documentation   | 04/29/24 | Office of Financial Management<br>Office of Information Technology Services | Discuss project documentation and needed IT updates.   | Four members attended for one hour.  |
| People Processes       | FDLE Smartsheet Worksheet Clean Up   | 03/22/24 | Office of Financial Management  | Discussion with both RC's regarding Smartsheet   | One member attended for an hour.   |
| People Technology      | Upgrade of Oracle EBS Application and Hardware   | 04/24/24 | Office of Information Technology Services                                   | To upgrade -<br>* Oracle EBS application from R12.2.9 to R12.2.12.<br>* Hardware OS from RHEL7 to RHEL8<br>* Replace existing Hardware   | Upgrade of application and hardware will enable FDLE to work on latest version of application for all PALM related software customizations and also ensure work is done on supported hardware with necessary licenses. |

#### 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: |
|--------------------------|----------------------|----------------------------------|--------------------|
| 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           |
| November - December 2023 | Charlotte Fraser     | charlottefraser@fdle.state.fl.us | 01/12/24           |
| September - October 2023 | Mike Moore           | mikemoore@fdle.state.fl.us       | 11/13/23           |
| July - August 2023       | Charlotte Fraser     | charlottefraser@fdle.state.fl.us | 09/11/23           |