


RW Task Timeliness

Direct Impact Task Timeliness



Direct Impact Task Timeliness:


Score = 99.74%

Submitted On Time = 38

Submitted Late = 1

Pending Submission = 0

Other Task Timeliness



Other Task Timeliness:

Score = 96.67%


Submitted On Time = 63

Submitted Late = 9

Pending Submission = 0

RW Task Completeness

Direct Impact Task Completeness



Direct Task Completeness:


Score = 87.84%

Submitted Complete = 23

Submitted Incomplete = 1

Completed After Submission = 13

Other Task Completeness



Other Task Completeness:

Score = 92.67%

Submitted Complete = 39

Submitted Incomplete = 0

Completed After Submission = 6

The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

The RW Task Completeness dials reflect the completeness of your agency's task submissions based on the task rubric. Calculations of task completeness includes all RW Tasks since RW 512.

Change Champion Network:

Unique Filled Role = 7

Duplicate Filled Role = 6

Vacant Role = 1

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

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
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	05/02/25	100% - Submitted	05/02/25	May 2: The final pdf compiled with attachments is saved to this row. Separate files are archived on our DMS Teams site and can be provided upon request.	Submission Complete	
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	05/02/25	100% - Submitted	04/25/25	April 25: Updated the SAC table to include an OIT-Unit option. Report shows that this task is completed to date. May 2: Per our discussion we have updated some of the new lines inserted for Task 560 on Tuesday, April 29. However, to fully review and complete the additional information we will need more time and request the deadline be pushed back to next Friday, May 9, 2025. DMS will continue to address completion as quickly as possible. May 6: Edits complete. Task resubmitted.	Submission Complete	05/06/25
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	100% - Submitted	05/27/25	Jan 24: Agency Training Plan Survey submitted. May 27: Final DMS Training Plan approved by the Agency Sponsor. Plan and associated files are attached to this row.	Submission Complete	
Direct	Technology	576	Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing	01/06/25	07/25/25	75% - Consolidating/Inputting Information for Submission		04-09-25: Addendum readiness columns complete for all interface testing.		
Direct	People	579	Confirm UAT SMEs	04/14/25	05/02/25	100% - Submitted	04/25/25	May 6: Errors corrected. Resubmitted.	Submission Complete	05/06/25
N/A	N/A	599	Submit Bimonthly Agency Readiness Status Report	05/01/25	05/12/25	100% - Submitted	05/07/25	May 7: Conducted an Agency Sponsor dashboard review on May 6. Dashboard confirmed and approved May 7.	Submission Complete	
Indirect	Technology	578	Confirm Identity Provider for Florida PALM	05/05/25	05/23/25	100% - Submitted	05/20/25	Submitted task early for review on May 20.	Submission Complete	
Direct	Data	571	Complete Data Cleansing Based on Mock Conversion 2	05/12/25	06/20/25	100% - Submitted	06/20/25		Task Closed - Submission Incomplete	
Direct	Data	657	Submit Updated Configuration Workbooks	05/19/25	06/20/25	100% - Submitted	06/20/25		Submission Complete	
Direct	Data	659	Update Conversion Field Mapping	05/19/25	06/20/25	100% - Submitted	06/20/25		Submission Complete	
Direct	People	573-A	Complete and Submit End User Role Mapping Worksheet for UAT.	05/19/25	06/20/25	100% - Submitted	06/20/25		Submission Complete	
Indirect	Processes	574	Prepare Documentation for User Acceptance Testing	06/02/25	08/08/25	50% - In Progress				
Direct	Data	657-A	Submit Updated Configuration Workbooks - Agency Supplier Record	06/09/25	06/27/25	100% - Submitted	06/27/25		Submission Complete	
N/A	People	610	Update Authorized Smartsheet Users	06/23/25	07/11/25	75% - Consolidating/Inputting Information for			N/A	

Submission									
Direct	Technology	591	Confirm IDP Configuration for Florida PALM	06/23/25	07/11/25	100% - Submitted	06/25/25	06-25-25: Testing complete with both DMS SAMs - Goldie McCloud and Michael Tribble. UAT SMEs have been added to the Active Directory group.	
Indirect	N/A	593	Update Agency Readiness Certification #1	06/23/25	07/18/25	100% - Submitted	07/09/25	07-07-25: DMS Agency Sponsor dashboard review meeting with Agency Liaison and Change Management Liaison. Agency Liaison is preparing an Executive brief on DMS Readiness to date - including Enterprise Partners status.	
N/A	N/A	611	Submit Bimonthly Agency Readiness Status Report	07/01/25	07/10/25	100% - Submitted	07/09/25	07-07-25: DMS Agency Sponsor dashboard review meeting with Agency Liaison and Change Management Liaison.	

Agency Reported

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

DMS Risks											
Sheet Name	Status	Date Opened	Date Closed	Risk Category	Risk Title	Trend	Risk Rating	Background	Monitor/Mitigation Plan/Resolution	Impact if Risk Becomes an Issue	Reporting Period Comments for May - June 2025
DMS Risks	Open and Mitigating	02/19/25		Business Process Change Training User Acceptance Testing	User Acceptance Testing (UAT) Failure To Ensure Successful End User Training	Increasing	9 (High/High)	Current scheduled readiness tasks require agencies to have created their testing and training plan for all business processes without knowing or seeing the manual procedures in PALM to perform the business process transaction. Under this situation, DMS is unable to create a detailed enough test and training to ensure successful end user training.	Feb 19: Based on discussions with PALM in the touchpoint meeting, PALM will create "process steps" that will provide the needed detail to create the UAT tests and End User Training. UAT success will be dependent on PALM publishing the "process steps" in time to be utilized by the agencies for UAT plans. The success of end-user training and testing for PALM at any state agency is contingent of having detailed instructions of the steps to perform for each Business Process, also called a User Manual. Currently, the "process steps" are not available. Based on the PALM project timeline and need for accurate, uniform information as the basis of testing the training, the PALM Team will need provide these "Process Steps" in the form of a user manual for the Tier 1 and Tier 2 's Business Process before testing and training scripts can be created.	This will negatively impact the validity of testing DMS business processes in the new PALM system and conduct lucrative End User Training. Not having the Business Process steps available in early enough time to allow state agencies to create test scripts and training courses, creates a HIGH risk of failure to UAT.	No change. Continuing to monitor.
DMS Risks	Open and Monitoring	04/09/25		Interface Post Implementation Staffing/Resource Availability User Acceptance Testing	Interfaces and Possible Redevelopment	Stable	9 (High/High)	Interfaces Late discovery of defects, requirements changes, or any other event that could cause redevelopment for DMS could strain resources on the DMS team.	Weekly internal technical meetings to review and address. Recommend PALM establish a cutoff date to any changes to fields and interface layouts. Interface testing readiness is crucial to DMS success.	Changes will negatively affect the interface reliability.	No change. Continuing to monitor. As UAT and Interface testing gets closer, the risk increases.
DMS Risks	Open and Monitoring	05/01/25		Deployment/Cutover Staffing/Resource Availability User Acceptance Testing	UAT SME Online Timing Dilemma	Stable	9 (High/High)	In planning for the SME UAT (ONLINE) time period from late August through October 2025, several DMS SME's that specialize in budget activities like LBRs and preparing the Schedule 1 report will not be available for testing before September 16th, 2025.	In mitigation discussions now. May be able to "divide and conquer" using different groups / teams.	This will negatively affect the Online UAT activities.	No change. Continuing to monitor. Relying on PALM to schedule time slots and assist with mitigation.
DMS Risks	Open and Monitoring	10/09/24		User Acceptance Testing	Developing Test Plans Prior to System Availability	Increasing	6 (Medium/High)	Developing test plans before the system is available will limit test coverage.	Have test environment available prior to UAT execution. Oct 23: UAT Plan currently in development to address this. Waiting on PALM to provide more info. Dec 18: No change. Continuing to monitor. Feb 19: No change. Continuing to monitor and address via tasks.	This will negatively impact the validity of testing DMS business operations in the new PALM system.	No change. Continuing to monitor. Moving forward and developing a general UAT and Training Plan - with the understanding that it may change.
DMS Risks	Open and Mitigating	04/27/23		Staffing/Resource Availability Training User Acceptance Testing	PALM and Statutorily Required Tasks Overlap	Stable	6 (High/Medium)	Timeline and Resources. There are multiple overlapping Palm tasks with due dates that utilize the same personnel resources as statutorily required	Complete the tasks early or ask for a later due date. Most PALM tasks completed early - some still in progress. Year end required tasks complete.	This will negatively impact the testing and training tasks prior to GoLive.	Staff aug is partially addressing this risk from a technical perspective. However, this does little to relieve over taxed staff as they do fiscal year close out and attempt to complete

								tasks during year end.	Dec 18: Key staff are required to do fiscal year end close out. Also required to participate in UAT and Training activities. Attempting to mitigate this risk with staff augmentation.		numerous direct impact PALM tasks. Despite numerous requests to move task due dates past the June/July fiscal year close out activity deadlines, PALM tasks are overlapping and interfering with those efforts.
DMS Risks	Open and Mitigating	04/26/23		Agency Business System Business Process Change Interface Conversion/Configuration	Delivering PALM Functionality Required for DMS Operations	Stable	6 (High/Medium)	Functionality, Will PALM deliver the functionality needed for DMS operations? Full implementation simultaneously with "FLAIR-end" seems risky with the current change solutions. The seen and unforeseen functionality and compatibility issues at CMS Wave implementation adversely impacted and even stopped certain critical business processes for agencies.	Develop a testing plan. Use the PALM Sandbox environment. Functionality assessment in progress. Sandbox environment is approved for a limited number of DMS employees. PALM is addressing this risk. June 20: PALM is requiring that agencies create and implement their own testing plans. That initiative is in planning. Oct 23: Implementation plan in development. UAT plan is in progress. Dec 18: Still evaluating interface requirements in light of new business requirements. UAT plan will address this and is in progress. Feb 19: In progress. Evaluating training needs and requirements.	This will negatively impact DMS business operations.	No change. Continuing to monitor.
MFMP Risks	Open and Monitoring	04/30/24		Business Process Change Interface Conversion/Configuration Deployment/Cutover	DFS Vendor Portal	Stable	6 (High/Medium)	On March 1, 2024, the Department of Financial Services (DFS), Division of Accounting and Auditing (A&A) team met with the MFMP program to discuss its vendor management initiative. This initiative includes analyzing existing vendor management business processes, determining improvements, and developing a data clean-up plan. DFS A&A also proposed a new vendor portal solution that will impact the vendor registration and master vendor data exchange between MFMP and Florida PALM. DFS issued a competitive solicitation in July 2024 for the new portal, executing a contract in mid-FY2024-25. The project has started before Florida PALM's July 2026 go-live date with a phased approach to full implementation by Florida PALM Go-Live. MFMP, Florida PALM, and DFS are discussing integration and interface requirements, including the master data vendor exchange. Launching a design, test, and implementation effort for a new DFS vendor portal parallel with MFMP's Florida PALM implementation activities and during the current build schedule presents significant risk the MFMP to Florida PALM integration and interface implementation.	MFMP and Florida PALM continue to design the master vendor data exchange based on MFMP and Florida PALM's existing requirements. MFMP will continue to work with DFS and Florida PALM on planning activities for the new vendor portal; however, based on the current lack of formal requirements, a defined implementation plan, timeline, etc., MFMP cannot begin building to support the new vendor portal at this time.	Failure to successfully integrate supplier records between MFMP, Florida PALM, and FLIPS would cause several critical issues within the Procure to Pay process in the State of Florida.	Escalated from a risk originally logged in April 2024 to an issue in June 2025.
MFMP Risks	Open and Monitoring	06/06/25		Interface Conversion/Configuration Deployment/Cutover	MFMP Florida PALM Testing Delays	Stable	6 (High/Medium)	Due to a lack of return data from Florida PALM mock testing, MyFloridaMarketPlace (MFMP) was unable to participate in Mock One testing and did not have Mock Two PALM conversion data until the end of May 2025 to begin evaluating. Florida PALM not returning Mock Two conversation data to MFMP until six business days before	The Department will continue to monitor timely completion of testing activities and openly communicate with the Florida PALM project when data return deadlines are not met. If these return deadlines continue to have delays, they may result in an overall delay in the MFMP and Florida PALM testing timelines.	Continued delays in receipt of testing data from Florida PALM to MFMP will hinder the Department's ability to complete testing activities that have a dependency on available Florida PALM testing return data.	New risk logged in May - June 2025 reporting period.

								<p>the planned start of Florida PALM's Interface Cycle Two Testing (June 2025) presents significant risk with the two programs being unable to evaluate possible errors and valid or invalid failure reasons until shortly before the start of Cycle Two testing. Mock One and Two testing was intended to begin exploring conversion results and troubleshooting issues that arise prior to the start of Cycle Two Testing.</p> <p>Based on these events and according to Florida PALM's current timeline, this puts MFMP a full cycle behind in testing efforts from the Florida PALM data perspective. MFMP has continued to complete all system and integration design, build, and test activities in its timeline that it has control over; however, any testing requiring data from Florida PALM is behind the anticipated schedule. Although these testing efforts can be completed during Cycle Two testing, this requires several activities to occur later in the cycle than originally anticipated, introducing risk on both sides of the project to meet the completion dates in preparation for User Acceptance Testing, End-to-End testing, and Go-Live Dry-Run testing.</p>			
STMS Risks	Open and Monitoring	11/06/23		Deployment/Cutover Staffing/Resource Availability Training	Timeline. Competing deadlines immediately prior to go-live.	Stable	4 (Medium/Medium)	<p>Timeline. Competing deadlines immediately prior to go-live. Fiscal accountants and other users will be trying to learn PALM as well as changes to departmental and enterprise systems affected by PALM implementation, at the same time. The STMS Team, as well as other system owners, may need to make late changes while also trying to train end users.</p>	Identify impacted users and trainings that will be offered, to coordinate a DMS training schedule. Meetings with PALM.	Unable to meet timelines to go-live.	Delay in start of integration testing by 8 business days. 6/11/25 -> 6/20/25
STMS Risks	Closed	05/01/25	06/20/25	Conversion/Configuration User Acceptance Testing	Data needs for unit testing.	Stable	4 (Medium/Medium)	<p>Expanded data samples have been requested from PALM for unit testing:</p> <ol style="list-style-type: none"> 1. GLI001 2. SDI008 3. GLI017 4. PCI001 	STMS team has been manually creating sample data for testing. PALM has provided GLI001 and SDI008 samples for testing.	Data validation errors.	Risk closed, as files were received 6/20/25 as integration testing begins.
STMS Risks	Open and Monitoring	05/01/25		Business Process Change Interface	API133 - new interface	Increasing	4 (Medium/Medium)	<p>New interface for voucher errors likely to be used by STMS. This will provide error messages for vouchers.</p>	Initial meeting with PALM 5/1/25 to discuss interface. Continue to review the interface and determine the impact to STMS.	Possible delay in schedule with adding a new interface.	The interface for API133 will be ready in September 2025
DMS Risks	Open and Monitoring	04/21/23		Training User Acceptance Testing	Sandbox Function	Stable	4 (Medium/Medium)	<p>Functionality. Will Agencies have enough time to work in the sandbox environment to ensure their respective divisions can test and see if the current work they perform in FLAIR can be achieved in the PALM Environment? If time is limited and a required field is missing, will there be enough time for it to be fixed and re-tested prior to the January 2026 go live date?</p>	<p>Roll out sandbox test capabilities as sections are completed for Agencies to test.</p> <p>Sandbox environment is not secure for testing - PALM needs to work on true test environment.</p> <p>Sandbox status has not changed. PALM is addressing this risk.</p>	This remains a risk until UAT goes into production.	<p>No change to this risk. Relying on PALM to resolve the Sandbox environment and associated security risk.</p> <p>For internal DMS remediation, a Training Plan is in development that includes LMS modules designed to address each business process performed at DMS that is associated with PALM.</p>
DMS Risks	Open and Monitoring	06/30/25		Identity Provider (IdP)	Testing Environment Access	Stable	4 (Medium/Medium)	<p>In reference to Task 591 - Confirm IdP Configuration for Florida PALM, both DMS SAMS successfully logged in to test access. However, loading of the page and the search function was excessively delayed. This may cause backlog issues in the UAT environment during testing activities. This</p>	The Project has acknowledged this potential risk and will keep DMS informed re: mitigation.	This may cause backlog issues in the UAT environment during DMS PALM testing activities.	Relying on PALM to report back on improvement and / or mitigation.

								note appears in the comments column of the DMS UAT IdP Smartsheet.			
DMS Risks	Open and Monitoring	05/01/25		Deployment/Cutover	Act of God/ office closure during cut over.	Stable	3 (High/Low)	If an Act of God (Pandemic, Hurricane, Tornado, Snow, etc.) were to cause office closures during the deployment/cutover from FLAIR to PALM there would be great risk to accurate, timely participation.	Key staff in financial wave roles will be identified and included in coop planning for any disasters that occur in the cutover timeframe.	If risk becomes an issue COOP Plan must be activated.	No change. Continuing to monitor. Some of the PALM SMEs are also involved in the COOP Plan.
STMS Risks	Open and Mitigating	11/06/23		Interface	Interface. Inability to design flat file transfer process.	Decreasing	2 (Medium/Low)	Concern about flat file data loading and transfer of files.	Provide information about when and where flat file data will be provided and how it will be accessed. Meetings with PALM continue.	Failure to receive file transfers.	6/20/25 - Initial Integration Testing for files has been received and loaded into STMS for GLI001, GLI017, SDI008, and PCI001.
STMS Risks	Open and Mitigating	12/19/23		Business Process Change Interface Training	Functionality. Inability to design user interface to accommodate Speed Keys instead of Expansion Options	Decreasing	2 (Medium/Low)	Concern about design and process changes with speed keys.	Provide information about the Speed Key interface, as well as training about how agencies will be using it in PALM. Provide training about how Speed Keys will be used by travelers to communicate billing information to Fiscal Accountants. Meetings with PALM continue. CCN and Enterprise Partners are currently collaborating. Close to resolution; will review next cycle.	Training issues with end users.	6/26/25 - Integration testing of ELIs will begin 6/27/25 to use speed keys to generate financial coding of expenses.
MFMP Risks	Open and Monitoring	05/01/24		Staffing/Resource Availability	Project Staff Turnover	Stable	2 (Medium/Low)	Over time, the Florida PALM project team has encountered staff turnover. This can present risk associated with knowledge transfer, or lack thereof, between the existing resource and their successor. New project staff must be informed and prepared to continue open integration and interface design decisions. Delayed or incomplete knowledge transfers for the successor may delay design decisions, thus risking the implementation of the MFMP to Florida PALM integration according to the existing timeline.	MFMP will work with Florida PALM to assist in expediting any knowledge transfer incoming successors require to mitigate delays in design decisions	Insufficient transfer of knowledge can result in delays in design decision making, putting the implementation timeline or quality of design efforts at risk.	No May - June 2025 update.
STMS Risks	Open and Mitigating	11/06/23		Interface Conversion/Configuration Staffing/Resource Availability Training	Functionality. Inability to design new STMS user interface for creating vouchers	Decreasing	1 (Low/Low)	Concern about creating UI for vouchers.	Provide training in PALM for creating vouchers so that we can attempt to replicate the process and minimize confusion for users in both systems. Provide information about flat files with information required to build vouchers in STMS and confidently pass combo edit checks using the PALM Combo Edit Check API. Meetings with PALM continue.	Training issues with end users.	Design and development under way for STMS vouchers.

DMS Issues										
Sheet Name	Status	Date Opened	Date Closed	Issue Category	Issue Title	Priority	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for May - June 2025
DMS Issues	Open	02/19/25		Role Mapping Training User Acceptance Testing	Risk of User Acceptance Testing (UAT) Failure	High - Impacts the ability of the agency to meet deadlines or milestones	Current scheduled readiness tasks require agencies to have created their testing and training plan for all business processes without knowing or seeing the manual procedures in PALM to perform the business process transaction. Under this situation, DMS is unable to create a detailed enough test and training to ensure successful end user training.	Based on discussions with PALM in the touchpoint meeting, PALM will create "process steps" that will provide the needed detail to create the UAT tests. UAT success will be depended on PALM publishing the "process steps" in time to be utilized by the agencies for UAT plans.	07/30/25	DMS is proceeding with UAT and Training planning. Slight revisions are anticipated after PALM releases the basic process steps and conducts SME / End User UAT Training sessions. DMS participated in the DFS-hosted UAT Prerequisite Agency Collaboration and is utilizing the materials created as a result. In addition, a Training Plan is in development that includes LMS modules designed to address each business process performed at DMS that is associated with PALM.

MFMP Issues	Open	06/06/25	Business Process Change Interface Conversion/Configuration Deployment/Cutover Post Implementation	DFS Vendor Portal	High - Impacts the ability	<p>The Department was originally made aware in March 2024 of a new vendor portal project the Department of Financial Services (DFS) was pursuing to replace their current W9 portal and vendor electronic funds transfer (EFT) business process. After further discussions with DFS, the Department logged a risk for this vendor portal in April 2024, citing the concern that a new DFS vendor portal design, build, and test process operating parallel with MFMP and Florida PALM's implementation activities and during the current build schedule presents significant risk the MFMP to Florida PALM integration and interface implementation.</p> <p>Since that time, DFS completed a competitive solicitation and awarded a contract in December 2024 to begin their design, build, and test process. Up until that activity, and since that time, the Department has continually requested information from DFS on how supplier integrations between MFMP, Florida PALM, and the new DFS vendor portal are intended to function, with very few updates. Beginning on April 23, 2025, the Department attended bi-weekly design sessions with Florida PALM and DFS Accounting and Auditing (A&A) to better understand what is to be called the Florida Integrated Payment System (FLIPS) functional and technical requires so that the Department can ensure a successful integration between the two systems and Florida PALM. Based on previous knowledge and these discussions starting in April, there are two primary issues with FLIPS related to MFMP and Florida PALM's ability to be successful with a July 2026 Go Live:</p> <p>1. Timeline and Scope – MFMP and PALM have worked together to design and build the interface based on PALM's defined supplier interface requirements for over a year, with testing scheduled to begin in June 2025. During that time, no information was available allowing the two programs to design what FLIPS would require, and any designs or supplier integration models do not currently accommodate FLIPS as part of the process. Attempting to make an integration shift this late in the process is an issue that has resulted in increased scope and project cost, a shift in testing timelines that have already been planned out, and use of time already allocated to other Florida PALM – MFMP integration activities to instead redesign the supplier integration approach. Interface Cycle Two – Technical Testing is scheduled to begin on June 9, 2025, and extend through the end of October 2025. This means the Department and Florida PALM are</p>	<p>The Department will continue to meet with DFS A&A and Florida PALM to confirm business and functional requirements. Once those are confirmed, MFMP will make changes in VIP, AOD, and our interfaces to accommodate the changes in approach. MFMP will include these changes in its testing efforts to ensure everything is functioning as expected. Agency Customer education will be essential in mitigating this issue, emphasizing the importance of choosing the correct remittance address associated with their payments. Because this will present a moderate change in business process for customers, they should plan for this change prior to Florida PALM and FLIPS Go-Live.</p>	TBD	Escalated from a risk originally logged in April 2024 to an issue in June 2025.
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							2. Supplier Data Connection and Remit Information – As of June 5, 2025, less than one week before Interface Cycle 2 Technical Testing is scheduled to begin, it has been communicated to the Department by DFS A&A that they have decided the expectation is for MFMP to not send any supplier data to Florida PALM or FLIPS. DFS A&A intends on all supplier data responsible for direction of the payment process to originate from FLIPS and be sent over to Florida PALM for creation of a PALM Supplier ID. Florida PALM would then send remittance address information to MFMP for inclusion in the MFMP Vendor Information Portal (VIP) and Ariba On Demand (AOD). This introduces issues with connecting vendor records between all three enterprise systems, requiring remittance data to be applied in MFMP strictly at the Tax ID level because no unique identifier will be integrated between MFMP and Florida PALM prior to FLIPS sending			
STMS Issues	Open	10/01/24		Interface	GLI012 - Time out error when testing web service connection	High - Impacts the ability	PALM & STMS Teams are troubleshooting the connection issue. Multiple meetings have been scheduled. STMS provided the IPs to the sandboxes for whitelisting.	Provided the IPs to whitelist in 4/4/2025. STMS requested another session to confirm PALM is seeing connection attempts. If still an issue, STMS will request Salesforce assistance.	07/31/25	6/12/25 troubleshooting session. Determined OpenSSL needs to be installed to load certificate. Created a ticket with DMS Security for assistance.
DMS Issues	Open	01/15/25		Business Process Change Interface	MIP Interface Selections	Low - All impacts not listed as Critical or High	MIP interfaces selected may not be 100% remediated without testing.	Could be manually resolved with more manpower, but would want to make changes to interface selection and possibly the interfaces themselves to account for missing / unknown elements. Oct 23: Confirmed interfaces. MIP has updated and automated internal FLAIR reports. Next steps are in progress - id data fields that need to be integrated with MIP and PALM. Feb 19: Reconfirmed interface selections. Potential interfaces are selected, but may not be initially required.	07/15/25	This is being addressed via staff aug hires who are dedicated to interface testing and UAT planning. Specifically, they participated in the June 11 Interface Testing and Conversion Workshop, researching DMS ABS, and are deeply involved in Task 576.
DMS Issues	Open	08/21/24		Staffing/Resource Availability Training	End Users New to DMS and PALM	Low - All impacts not listed as Critical or High	The majority of the DMS End Users are new to DMS. An even larger percentage have held their current jobs at DMS for less than 5 years.	Consistent monitoring, training and follow up. Regular communication, meetings, and increased involvement in the project Readiness Workplan Tasks.	06/30/26	Consistent monitoring, training and follow up. Regular communication, meetings, and increased involvement in the project Readiness Workplan Tasks. The DMS PALM Teams site is updated several times a week with new hires and internal activities.
STMS Issues	Open	06/25/25		Interface	GLI017 - Change to	Low - All impacts not liste	STMS developed based	STMS team is making	07/18/25	Late notice of interface

DMS Issues	Open	06/23/23	Interface	06/10/23 - Change to required fields (fund and category) on interface not communicated to STMS until 6/24/25.	LOW - All impacts not listed on the interfaces provided. Once integration files were received and reviewed 6/18/25, our team asked for clarification on 6/24/25. PALM team noted the field was not required, resulting in a change in coding for STMS. Any changes this late require coding and may impact testing timelines.	07/10/23	Later notice of interface changes requires development rework and may impact testing.

DMS Assumptions						
Sheet Name	Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for March - April 2025
DMS Assumptions	People Processes Technology Data	Decreased timeliness and staff familiarity with the new PALM system prior to go live. Unforeseen vacant positions in key role areas will have an effect on over utilization on staff not familiar with PALM in general.	Logged	09/07/23	All DMS PALM end users are impacted.	This is being remediated in the same manner as Issue 002: Consistent monitoring, training and follow up. Regular communication, meetings, and increased involvement in the project Readiness Workplan Tasks. The DMS PALM Teams site is updated several times a week with new hires and internal activities. In addition, a Training Plan is in development that includes LMS modules designed to address each business process performed at DMS that is associated with PALM.

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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DMS Status Report Confirmation			
Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2025	Lance Dyal	lance.dyal@dms.fl.gov	07/08/25
March - April 2025	Lance Dyal	lance.dyal@dms.fl.gov	05/07/25
January - February 2025	Lance Dyal	lance.dyal@dms.fl.gov	03/14/25
FRS Status Report Confirmation			
Reporting Period	Enterprise Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2025	Kathy Gould	kathy.gould@dms.fl.gov	07/07/25
March - April 2025	Kathy Gould	kathy.gould@dms.fl.gov	05/05/25
January - February 2025	Kathy Gould	kathy.gould@dms.fl.gov	03/14/25
MFMP Status Report Confirmation			
Reporting Period	Enterprise Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2025	Tyler Brown	tyler.brown@dms.fl.gov	06/25/25
March - April 2025	Tyler Brown	tyler.brown@dms.fl.gov	05/05/25
January - February 2025	Tyler Brown	tyler.brown@dms.fl.gov	03/03/25
PF Status Report Confirmation			
Reporting Period	Enterprise Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2025	Jesse Johnston	jesse.johnston@dms.fl.gov	07/02/25
March - April 2025	Tony Lloyd	tony.lloyd@dms.fl.gov	05/06/25
January - February 2025	Tony Lloyd	tony.lloyd@dms.fl.gov	03/09/25
STMS Status Report Confirmation			
Reporting Period	Enterprise Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2025	Casey Taylor	casey.taylor@dms.fl.gov	07/02/25
March - April 2025	Casey Taylor	casey.taylor@dms.fl.gov	05/02/25
January - February 2025	Casey Taylor	casey.taylor@dms.fl.gov	03/09/25