FDLE Status Report Dashboard

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

Reporting Period

May - June 2025

Agency Sponsor

Charlotte Fraser

RW Task Timeliness

Direct Impact Task Timeliness

Direct Impact Task Timeliness:

Score = 94.76%

- Submitted On Time = 33
- Submitted Late = 9
- Pending Submission = 0

Other Task Timeliness

Other Task Timeliness:

Score = 85.77%

- Submitted On Time = 57
- Submitted Late = 14
- Pending Submission = 1

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

RW Task Completeness

Direct Impact Task Completeness

Direct Task Completeness:

Score = 80.50%

- Submitted Complete = 30
- Submitted Incomplete = 3
- Completed After Submission = 7

Other Task Completeness

Other Task Completeness:

Score = 90.23%

- Submitted Complete = 38
- Submitted Incomplete = 0
- Completed After Submission = 6

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 = 5
- Duplicate Filled Role = 9
- Vacant Role = 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
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	05/02/25	100% - Submitted	05/01/25	Task Complete	Submission Complete	05/01/25
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	05/02/25	75% - Consolidating/Inputting Information for Submission		7/1/25 - work in progress		
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	100% - Submitted	05/29/25		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	50% - In Progress		Our Agency cannot reflect our remediation as 100% due to following reasons: 1) Some questions asked about the interfaces are crucial and many technical decisions are made based on the answers provided by PALM 2) Part of remediation and data dependencies were contingent on Segment IV and recap in November. Technical team is now deciphering information and meeting with ABS systems to give this information. 3) Coding to reflect and make changes has started but will not complete by – October'25 (Approx.) 12/6 Remediation Ongoing		
Direct	People	579	Confirm UAT SMEs	04/14/25	05/02/25	100% - Submitted	05/02/25		Submission Complete	
N/A	N/A	599	Submit Bimonthly Agency Readiness Status Report	05/01/25	05/12/25	100% - Submitted	05/12/25		Submission Complete	
Indirect	Technology	578	Confirm Identity Provider for Florida PALM	05/05/25	05/23/25	100% - Submitted	05/20/25		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		Task Closed - Submission Incomplete	
Direct	Data	659	Update Conversion Field Mapping	05/19/25	06/20/25	100% - Submitted	06/20/25		Task Closed - Submission Incomplete	
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	50% - In Progress				
Direct	Technology	591	Confirm IDP Configuration for Florida PALM	06/23/25	07/11/25	50% - In Progress				
Indirect	N/A	593	Update Agency Readiness Certification #1	06/23/25	07/18/25	25% - Beginning Initial Internal Meetings and Information Gathering				
N/A	N/A	611	Submit Bimonthly Agency Readiness	07/01/25	07/10/25	100% - Submitted	07/09/25			

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.

FDLE Risks

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
Open and Monitoring	02/01/25		Interface	Going live in July 2026 which is fiscal year-end, presents new challenges that need to be considered and addressed, as well as months of upfront work.	Increasing	9 (High/High)	Yearend in FLAIR is extremely complex and time consuming. Trying to learn an entirely new system as well as complete financial statement duties at the same could prove problematic.	Work through the challenges going live at this time will present.	None for now	07/02/25: No Change
Open and Monitoring	05/16/24		Interface	That we will be unable to do life-to-date tracking and trend analysis for data that is in both FLAIR and PALM.	Stable	4 (Medium/Medium)	Many of our budget and grant tasks required life-to-date tracking and research.	Develop crosswalk methodology if the new Data Warehouse will not provide this capability.	None for now	07/02/25: No Change
Open and Monitoring	08/07/24		Interface	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)	Increasing	4 (Medium/Medium)	There was no information about DW	Will address once PALM begins working on the Data Warehouse 05/07 : Waiting for the DW instance access	Cost: This will delay the project timelines for custom reporting Schedule: The tasks on the Project's critical path, including the go live date, could be impacted by additions of scope. Scope: Could increase or decrease scope based on incorrect assumptions.	07/02/25: No Change
Open and Monitoring	09/04/24		Interface	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.	Increasing	4 (Medium/Medium)	waiting for the updates	Pursue more information /direction from the PALM team. Further delay may impact our ability to meet downstream activities for example UAT.	Scope : Mitigate the Interface Errors Cost : Development time may increase Schedule : Implementation timeline will be affected	07/02/25: No Change
Open and Monitoring	10/31/24		Interface	The Configuration Review and Update task during UAT poses a potential risk. Changes could affect the UAT timelines and outcomes.	Increasing	4 (Medium/Medium)	Pause the risk as of now	Paused	Paused	07/02/25: No Change

FDLE Issues

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

FDLE Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for March - April 2025
Technology Data	PALM will not change the identified Chart of Accounts structure between now and go-live.	Logged	07/01/23	Agency business systems	07/02/25: Assumptions still valid
Data	PALM will provide similar funtionality 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	07/02/25: Assumptions still valid
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	07/02/25: Assumptions still valid
Data	PALM transactional data will be moved to Palm Warehouse on daily basis. We assume that this will stay for indefinite time in Warehouse.	Logged	07/02/25	All agency business systems	07/02/25: Newly added, please clarify if our understanding is inline with PALM Project Team.

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]

FDLE Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2025	Charlotte Fraser	charlottefraser@fdle.state.fl.us	07/08/25
March - April 2025	Charlotte Fraser	charlottefraser@fdle.state.fl.us	05/12/25
January - February 2025	Charlotte Fraser	charlottefraser@fdle.state.fl.us	03/07/25