

Helpful Links

- Dashboard Snapshots
- Knowledge Center
- Florida PALM Workbook for FDC
- Readiness Workplan

FDC Status Report Dashboard

Reporting Period

May - June 2024

Agency Sponsor

Mark Tallent

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 = 16
- Duplicate Filled Role = 0
- 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 = 90.91%**
- Submitted Complete = 10
- Submitted Incomplete = 0
- Completed After Submission = 1

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 = 88.37%**
- Submitted On Time = 30
- Submitted Late = 4
- Pending Submission = 2

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 = 2
- Meetings Missed = 0

The dials above include an intuitive Green-Yellow-Red spectrum, where green indicates the measure is in a positive range, yellow represents that the gaps in expected results present an increasing risk to the agency, and red indicates that there are significant gaps in expected results that present an elevated risk level for the agency.

RW Tasks - Completed or Open Items

Project Impact	Critical Operational Element	Task ID	Task Name	Task Planned Start Date	Task Planned End Date	Agency Reported Task Progress	Agency Submission Date	Status Comment	Project Verification of Completion	Agency Corrected Submission Date
N/A	Data	514	Complete Data Readiness Analysis and Data Cleansing Activities for Segments I and II	01/29/24	04/12/24	50% - In Progress		We've updated the current data cleansing process, Assets, Revenues, Grants, General Ledgers. FDC F&A is currently deciding on contracting with someone to support and accelerate our data cleansing efforts, we will require more time to complete this task. We are also working with DFS on the FLAIR Master Balance File Cleanup. We have completed the A/R data cleansing (4/11).		
N/A	Processes	515	Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II	01/29/24	04/12/24	75% - Consolidating/Inputting Information for Submission		We have contracted with KPMG to assist with this task. We require TASK 328 to be completed. KPMG has completed meetings for the Business Process for Payroll, Account Management & Financial Reporting, Inter/Intraunit Transaction, Revenue Account, Contracts (3/25). KPMG is still working on narratives and flows at this point, and they just finished up an assessment with Acct Management and Financial reporting. This task will not be completed until KPMG finishes their process.		
N/A	Technology	519	Remediate Agency Business Systems based on Segment I	01/29/24	06/28/24	100% - Submitted	06/28/24	Pending/More likely not going to meet the deadline based on the amount of remediation efforts, and David Eskin even reconfirmed it during last PALM Monthly Touchpoint meeting with Vince (3/1), we are still assessing the remediation efforts, and schedule meetings with David Eskin assess any BRD for any/all of the business systems pertaining to Segment I. Met with our FL PALM Business Analyst 4/19/24 and he and the team on working on prioritizing the remediation efforts and will be taking the lead on this task. Updated to 50% per the Project Manager on 4/24/24.	Submission Complete	06/28/24
Direct	Data	513	Complete Configuration Workbooks for Segments I and II	02/12/24	05/13/24	100% - Submitted	07/09/24	FL PALM assist with loading the Asset Management piece and this task is now complete.	Submission Complete	
N/A	People	524	Complete and Submit End User Readiness Survey Analysis	04/15/24	06/14/24	100% - Submitted	06/13/24		Submission Complete	
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				
N/A	Technology	528	Update Agency Business System Documentation for Segment III	04/15/24	07/12/24	100% - Submitted	07/15/24			
Indirect	Technology	530	Update Florida PALM Interface Inventory for Segment III	04/15/24	07/12/24	100% - Submitted	07/12/24			
N/A	Data	526	Complete Data Readiness Analysis and Data Cleansing Activities for Segment III	04/29/24	07/12/24	50% - In Progress				
Indirect	Technology	529	Update Florida PALM Conversion Inventory for Segment III	04/29/24	07/12/24	100% - Submitted	07/10/24			
N/A	Technology	531	Remediate Agency Business Systems based on Segment II	04/29/24	09/27/24	50% - In Progress				
N/A	N/A	532	Submit Bimonthly Agency Readiness Status Report	05/01/24	05/13/24	100% - Submitted	05/13/24	Due to power outages caused by the storm - this task is being submitted late.	Submission Complete	
N/A	N/A	533	Manage Agency Specific Implementation Schedule, Risks and Issues	05/01/24	06/28/24	100% - Submitted	06/26/24			

N/A	People	534	Update CCN and Project Contacts	06/03/24	06/14/24	100% - Submitted	06/14/24		Submission Complete
N/A	People	535	Update Workforce Readiness Plan	06/17/24	08/02/24	25% - Beginning Initial Internal Meetings and Information Gathering			
Indirect	People	536-A	Create Agency Specific User Acceptance Testing Plan	06/17/24	08/16/24	25% - Beginning Initial Internal Meetings and Information Gathering			
N/A	People	537	Update Authorized Smartsheet Users	06/24/24	07/12/24	100% - Submitted	07/10/24		
N/A	N/A	538	Submit Bimonthly Agency Readiness Status Report	07/01/24	07/12/24	100% - Submitted	07/09/24		Submission Complete
N/A	N/A	539	Manage Agency Specific Implementation Schedule, Risks and Issues	07/01/24	08/29/24	25% - Beginning Initial Internal Meetings and Information Gathering			
N/A	People	540	Share Florida PALM Updates	07/15/24	07/26/24	75% - Consolidating/Inputting Information for Submission			

People	Processes	Technology	Data
<p>The staff and stakeholders affected by your agency's transition to Florida PALM.</p> <p>Implementation:</p> <p>Planned Florida PALM End Users = 128</p> <ul style="list-style-type: none"> Business Process Groupings = 13/13 <p>Identified Subject Matter Experts = 49</p> <ul style="list-style-type: none"> SMEs by Business Process Grouping Account Mgmt. and Financial Reporting = 5 Accounts Receivable = 4 Asset Accounting and Mgmt. = 4 Banking = 4 Budget Mgmt. and Cash Control = 9 Contracts Mgmt. = 3 Disbursements Mgmt. = 15 Grants Mgmt. = 4 Inter/IntraUnit Transactions = 5 Payroll Mgmt. = 13 Projects Mgmt. = 13 Revenue Accounting = 4 System Access and Controls = 1 <p>Role Mapping = TBD</p> <p>Training = TBD</p>	<p>The sequence of procedures to accomplish a business objective.</p> <p>Current-State:</p> <p>Cataloged Business Processes = 156</p> <ul style="list-style-type: none"> Related Business Systems = 13 Related Reports = 46 <p>Documentation Status:</p> <ul style="list-style-type: none"> Complete = 156 Partial = 0 Not Started = 0 <p>Implementation:</p> <p>Impacted Agency Business Processes = 156</p> <ul style="list-style-type: none"> Related Business Process Groupings = 12 Planned Spreadsheet Uploads = 2 <ul style="list-style-type: none"> Level of Impact: People Changes - High = 0 Medium = 0 Low = 44 None = 0 Uncertain = 0 Level of Impact: Processes Changes - High = 44 Medium = 0 Low = 0 None = 0 Uncertain = 0 Level of Impact: Technology Changes - High = 44 Medium = 0 Low = 0 None = 0 Uncertain = 0 Level of Impact: Data Changes - High = 43 Medium = 0 Low = 0 None = 0 Uncertain = 0 <p>Segments I & II Documentation Update Status</p> <ul style="list-style-type: none"> - Not Started = 0 In Progress = 0 Complete = 0 	<p>The applications or tools used to process, track, or report on financial operations.</p> <p>Current-State:</p> <p>Cataloged Business Systems = 26</p> <ul style="list-style-type: none"> Criticality: - High = 11 Med = 6 Low = 5 None = 4 <p>Documentation Status:</p> <ul style="list-style-type: none"> - Complete = 13 Partial = 11 Not Started = 1 <p>Cataloged Interfaces = 33</p> <ul style="list-style-type: none"> Inbound Interfaces = 30 Outbound Interfaces = 3 <p>Implementation:</p> <p>Business Systems Planned for Integration = 14</p> <ul style="list-style-type: none"> Segment I - Documentation Updates: - Complete = 0 Updating = 0 Evaluating = 0 Not Started = 1 Not Needed = 7 Segment II - Documentation Updates: - Complete = 2 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 6 <p>Planned Interfaces = 1</p> <ul style="list-style-type: none"> Inbound Interfaces = -2 Outbound Interfaces = 1 	<p>Information used in or produced from an agency's financial business operations.</p> <p>Current-State:</p> <p>Unique FLAIR Data Elements = 73</p> <ul style="list-style-type: none"> Associated Unique Uses = 222 - Continued Use - Yes = 183 - Continued Use - No = 10 Associated Business Systems = 2 Cataloged Reports = 0 Criticality: - High = 0 Med = 0 Low = 0 None = 0 <p>Implementation:</p> <p>Segments I & II Planned Configurations = 6</p> <ul style="list-style-type: none"> Accounts Receivable (AR) - Planned Distribution Codes = 1 Asset Management (AM) - Planned Location Codes = 1628 - Planned Associated Area ID's = None Commitment Control (KK) - Planned Option = Option # 1 - Track with Budget General Ledger (GL) - Planned Budgetary Value Combo Edits = 158 - Planned Local Funds = None - Planned Organization ID's = 2615 - Planned OA1's = 248 - Planned OA2's = None <p>Conversions & Data Readiness</p> <ul style="list-style-type: none"> Conversions Needed = 5 Agency Data Outside of Primary Source System(s) = 0 Data Readiness/Cleansing Status: - Complete = 1 In Progress = 4 Not Started = 0 Not Applicable 0 <p>Reports = TBD</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.

FDC Risks							
Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
People Processes Technology Data	Data Analysis, and the downstream task (will make 1st year difficult) remediation of the data.	Open	9 (High/High)	Impact TASK 519, might not meet deadline (6/28). Need more data info (Data fields) involved with PALM to get a good understanding. Management is considering hiring a technical (programmers), to support the remediation efforts	PALM Interfaces are not a useful approach.	02/22/24	David Eskin

FDC Issues							
Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator

People Processes Technology	Not having a backup for newly created agency business systems	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Crosstrain staff to ensure adequate backup. Cross training will be completed during the project to ensure operational resiliency.	The Planned or Actual Resolution Date is extended to 06/30/2025 to provide 6 months of readiness prior to the current Project Production date – January 2026.	06/30/25	David Eskin, Finance and Accounting/Systems Reporting
People Processes	Lack of Clear Instructions and Frequent Changes in Task Guidance	Open	High - Impacts the ability of the agency to meet deadlines or milestones	To minimize frequent changes in task instructions. Consistent guidance fosters stability and improves overall performance.	TBD	01/06/26	Erica Starling, Financial Administrator

FDC Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates
People Processes Technology	There will be sufficient engagement by resources knowledgeable about agency business processes and technical capabilities.	Logged	07/31/23	All agency business systems and CCN roles	FDC's Organizational Change Management (OCM) Lead was onboarded and started working 05/06/2024.
People Processes Technology	FDC's Change Champion Network will continue to attend workshops, working sessions, meetings, and other forums for collaboration to ensure the continued functionality of inbound and outbound interface points between the two agencies.	Logged	07/31/23	All agency business systems and CCN roles	Currently still relevant.
People Processes Technology	FDC will understand and document our current state technical architecture and business systems and modify to integrate with the financial management solution.	Logged	07/31/23	All agency business systems and CCN roles	Continually updating, as needed.
People Processes Technology	FDC will understand and document our internal processes and modify them where possible to accommodate the financial management solution functionality.	Logged	07/31/23	All agency business systems and CCN roles	Currently still working on Task 328.
People Processes Technology	FDC Change Champion Network will assess the impact of Identify Change Impacts and Update Agency Current State Business Process.	Logged	02/16/24	All agency business systems and CCN roles	Should start working on TASK 515
Technology Data	It is assumed that data in FLAIR will exist in a new field in PALM except for fields that are discontinued. For the discontinued fields, it is assumed that PALM project team will communicate the names of the discontinued fields and will be shared as the data dictionary is updated for each Palm Design Segment.	Logged	04/22/24	All agency business systems and the remediation of agency business systems.	

FDC Agency-Specific Readiness Activities

Critical Operational Elements	Activity Description	Date(s)	Impacted Stakeholder(s) and/or System(s)	Objective	Reporting Period Comments or Updates
People	KPMG Weekly Meeting	05/01/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Weekly touchpoint meeting with KPMG who is currently mapping our business processes	
People	KPMG Data Cleanup Kickoff Meeting	05/01/24	Back Agency Sponsor, Agency Liaisons, Project Management Liaison and all identified CCN staff	Meeting to share and collect info related to the data cleanup activities required	
People	KPMG Meeting on Cash Reconciliation Mapping Process	05/01/24	Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and additional KPMG staff	Meeting to document the Cash Reconciliation process	
People	KPMG Meeting on HR Payroll Process Documentation Workshop	05/02/24	Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and additional KPMG staff	Meeting to document the HR Payroll process	
People	KPMG Meeting on Contracts Management Documentation Workshop	05/02/24	Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and additional KPMG staff	Meeting to document the Contracts Management process	
People	PALM Update Meeting	05/07/24	Agency Liaisons and the new Organizational Change Manager	Meeting to introduce new OCM to the team and to get her up to speed on FL PALM	
People	KPMG Meeting on CF Sweeps Process Documentation Workshop	05/07/24	Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and additional KPMG staff	Meeting to document the CF Sweeps process	
People	KPMG Meeting on Narrative Creation 3.6.09 Fixed Capital Outlay Projects	05/08/24	Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and additional KPMG staff	Meeting to document the narrative 3.6.09 Fixed Capital Outlay Projects process	
People	KPMG Weekly Meeting	05/08/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Weekly touchpoint meeting with KPMG who is currently mapping our business processes	
People	PALM Project Touch Base	05/09/24	Project Manager and Agency Liaison	Met to discuss a Smartsheet issue to get a task resolved and then discussed Project Managers remediation status	
Technology	PALM Project Touch Base	05/09/24	Project Manager and Agency Liaison	Met to discuss a Smartsheet issue to get a task resolved and then discussed Project Managers remediation status	
People	OCM Check-In and to discuss Task 524	05/13/24	Agency Liaison and OCM Lead	Meeting to give OCM Lead needed accesses and discussed Task 524	
People	KPMG Meeting on FLAIR Master File Cleanup Discussion	05/14/24	Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and additional KPMG staff	KPMG has been hired to assist with data cleanup efforts for FDC/FCOR and we had a checkpoint to go through KPMG's initial review	
People	KPMG Weekly Meeting	05/15/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Weekly touchpoint meeting with KPMG who is currently mapping our business processes	
People	KPMG Meeting on Payroll Sweeps and System Access & Controls Processes	05/16/24	Agency Liaisons, CCN staff, Business Analyst and additional KPMG staff	Meeting to discuss the Payroll Sweeps and System Access & Controls processes	
People	KPMG Meeting on Budget Release Postings Process Documentation Workshop	05/16/24	Backup Sponsor, Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and additional KPMG staff	Meeting to document the Budget Release Postings process	
People	KPMG Meeting on Budget Management and Cash Control Process Documentation Workshop	05/17/24	Backup Sponsor, Agency Liaisons, CCN staff, Project Management Liaison, Business Analyst and	Meeting to document the Budget Management and Cash Control	

			additional KPMG staff	
People	Discussion on Task 513 – Asset Management	05/20/24	Backup Agency Sponsor, Agency Liaisons, and all identified CCN staff	To discuss the strategy for completion of the Location Definition for Asset Management in the configuration workbook in Smartsheet for FDC for Task 513
People	Task 515 Discussion with KPMG	05/21/24	OCM, Agency Liaison, and KPMG Lead	Meeting to discuss the change impacts piece of Task 515 regarding KPMG Project Scope
People	Interface Selections for Task 530	05/21/24	Agency Liaison, Project Manager, and all identified CCN staff	To discuss Task 530 for completion of the interface selections for Segment III for FDC
Technology	Interface Selections for Task 530	05/21/24	Agency Liaison, Project Manager, and all identified CCN staff	To discuss Task 530 for completion of the interface selections for Segment III for FDC
People	KPMG Weekly Meeting	05/22/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Weekly touchpoint meeting with KPMG who is currently mapping our business processes
People	KPMG Meeting on FLAIR Master File Analysis Progress Update	05/24/24	Agency Liaison, Financial Reporting SMEs and KPMG staff	KPMG has been hired to assist with data cleanup efforts for FDC/FCOR and this meeting was to review the analysis process performed by KPMG staff
People	FL PALM FDC/FCOR End User Readiness Survey Question Review	05/29/24	Agency Liaisons and OCM Lead	Meeting to discuss the status of the FL PALM FDC/FCOR End User Readiness Survey
People	FL PALM Website Design Meeting	05/29/24	Agency Liaisons, OCM Lead and FDC Web Master	Meeting to discuss the status of the FL PALM FDC Website
People	KPMG Weekly Meeting	05/29/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Weekly touchpoint meeting with KPMG who is currently mapping our business processes
Technology	FL PALM Website Design Meeting	05/29/24	Agency Liaisons, OCM Lead and FDC Web Master	Meeting to discuss the status of the FL PALM FDC Website
People	KPMG Meeting to discuss the Position & Role Catalog	05/30/24	CCN staff, Business Analyst, and additional KPMG staff	Meeting to discuss the Position & Role Catalog
People	KPMG Meeting to discuss the Disbursement Position & Role Catalog	05/30/24	CCN staff, Business Analyst, and additional KPMG staff	Meeting to discuss the Disbursement Position & Role Catalog
People	KPMG Weekly Meeting	06/05/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Weekly touchpoint meeting with KPMG who is currently mapping our business processes
People	KPMG Meeting on Account Management & Financial Reporting Business Processes	06/06/24	CCN staff, Business Analyst, and additional KPMG staff	Meeting to discuss the Account Management & Financial Reporting documentation provided
People	Discussion on Task 513 – Org/Tree Discussion	06/10/24	Backup Agency Sponsor, Agency Liaisons, and all identified CCN staff	To discuss the strategy for completion of the Org/Tree discussion for FDC
People	KPMG Meeting on FLAIR Master File Analysis Progress Update	06/10/24	Agency Liaison, Financial Reporting SMEs and KPMG staff	KPMG has been hired to assist with data cleanup efforts for FDC/FCOR and this meeting was to review the analysis process performed by KPMG staff
People	Location ID Configuration Project – Task 513	06/11/24	Backup Agency Sponsor, Agency Liaisons, and all identified CCN staff	To discuss the strategy for completion of the Location Definition for Asset Management in the configuration workbook in Smartsheet for FDC for Task 513
People	Discussion on Task 513 – Org/Tree Discussion	06/11/24	Backup Agency Sponsor, Agency Liaisons, and all identified CCN staff	To discuss the strategy for completion of the Org/Tree discussion for FDC
People	KPMG Weekly Meeting	06/12/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Weekly touchpoint meeting with KPMG who is currently mapping our business processes
People	KPMG Meeting on FLAIR Master File Analysis Progress Update	06/12/24	Agency Liaison, Financial Reporting SMEs and KPMG staff	KPMG has been hired to assist with data cleanup efforts for FDC/FCOR and this meeting was to review the analysis process performed by KPMG staff
People	KPMG Touchpoint Meeting	06/13/24	Agency Liaison, and KPMG and additional KPMG staff	Touchpoint meeting with KPMG who is currently mapping our business processes so we could debrief on where we think everything is now
People	FL PALM FDC/FCOR End User Readiness Survey Results Review	06/13/24	Agency Liaisons and OCM Lead	Meeting to discuss the results of the FL PALM FDC/FCOR End User Readiness Survey
People	Location ID Configuration Project – Task 513	06/17/24	Backup Agency Sponsor, Agency Liaisons, and all identified CCN staff	To discuss the strategy for completion of the Location Definition for Asset Management in the configuration workbook in Smartsheet for FDC for Task 513
People	KPMG Meeting on FLAIR Master File Analysis Progress Update	06/20/24	Agency Liaison, Financial Reporting SMEs and KPMG staff	KPMG has been hired to assist with data cleanup efforts for FDC/FCOR and this meeting was to review the analysis process performed by KPMG staff
People	KPMG Meeting on FLAIR Master File Analysis Progress Update	06/21/24	Agency Liaison, Financial Reporting SMEs and KPMG staff	KPMG has been hired to assist with data cleanup efforts for FDC/FCOR and this meeting was to review the analysis process performed by KPMG staff
People	CCN PALM Monthly Standing Meeting	06/21/24	Agency Sponsors, Agency Liaisons, Project Management Liaison and all identified CCN staff	Monthly standing meeting to discuss where we stand on the project and to engage all CCN staff
People	KPMG Gap Analysis and PALM Transition Roadmap Walkthrough Meeting	06/25/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Meeting with KPMG who is currently mapping our business processes to walk through their Gap Analysis and PALM Transition Roadmap
People	Task 513 Discussion	06/25/24	Backup Agency Sponsor, Agency Liaisons, and all identified CCN staff	To discuss the strategy for completion of this task in the configuration workbook in Smartsheet for FDC for Task 513
People	PALM Project Meeting	06/25/24	Project Manager and Agency Liaisons	Meeting to discuss PALM UAT planning with the Project Manager for FDC/FCOR
Technology	KPMG Gap Analysis and PALM Transition Roadmap Walkthrough Meeting	06/25/24	Backup Project Sponsor, Agency Liaisons, CCN staff and Project Manager of KPMG and additional KPMG staff	Meeting with KPMG who is currently mapping our business processes to walk through their Gap Analysis and PALM Transition Roadmap
Technology	PALM Project Meeting	06/25/24	Project Manager and Agency Liaisons	Meeting to discuss PALM UAT planning with the Project Manager for FDC/FCOR

People	KPMG Wrap Up Meeting on FLAIR Master File Analysis	06/27/24	Agency Liaison, Financial Reporting SMEs and KPMG staff	Wrap up meeting on the Master File/Property File Cleanup by KPMG	
People	Task 519 Discussion	06/27/24	Agency Liaisons	To finalize completion of this task	
People	KPMG Meeting on FLAIR Master File/Property Analysis	06/28/24	Agency Liaisons, Financial Reporting SMEs and KPMG staff	Final meeting to discuss final product provided by KPMG on the data cleanup	
Processes	Continuous updates to desktop procedures library and documentation of our current state reports, agency business systems, and interfaces.	06/30/24	All business process owners in Finance and Accounting, Budget, Division of Administration, FMBC, Procurement, HR	To ensure our current state desktop procedures library is up to date and document our current state reports, business systems and interfaces	Current state completed by KPMG.
Processes	RFQ awarded funding to obtain consulting services.	06/30/24	Office of Information Technology and F&A	Inventory, catalog, and comprehensively document all existing business roles, business processes, and business technology involved in the operation of the Department's Office of Budget & Financial Management (Accounting, Budget, Disbursements, Finance, Revenue, and Reporting functions) and the Commission's Finance and Accounting Section. Analyze the functionality that will be delivered by Florida PALM during the Financials/Payroll Waves (TBD) and the Florida PALM Expansion Wave (TBD) and determine what gaps, if any, exist between functions the Department and the Commission currently maintain, and the functionality provided by Florida PALM during each Wave. Create a roadmap to address any identified gaps in functionality	KPMG started working from 02-06-2024 and are currently working on documenting Inventory, catalog and all the existing business roles, business process and business technology involved in the operation of FDC. KPMG completed 6/30/24.
Technology	RFQ awarded funding to obtain consulting services.	06/30/24	Office of Information Technology and F&A	Inventory, catalog, and comprehensively document all existing business roles, business processes, and business technology involved in the operation of the Department's Office of Budget & Financial Management (Accounting, Budget, Disbursements, Finance, Revenue, and Reporting functions). Analyze the functionality that will be delivered by Florida PALM during the Financials/Payroll Waves (TBD) and the Florida PALM Expansion Wave (TBD) and determine what gaps, if any, exist between functions the Department currently maintains, and the functionality provided by Florida PALM during each Wave. Create a roadmap to address any identified gaps in functionality	KPMG started working from 02-06-2024 and are currently working on documenting Inventory, catalog and all the existing business roles, business process and business technology involved in the operation of FDC.
Data	AMC001 - Asset & Property Conversion	06/30/24	FLAIR Users	Data Cleansing and conversion required for the file.	Projects: The Financial Reporting Section has begun deactivating all projects capitalized by Hurricanes Michael and Irma. Additionally, those projects capitalized in fiscal years 21-22, 22-23, and 23-24 will be deactivated. Pending identification of the rest of capital projects to be inactivated. The agency has projects since the 1980s that are not inactive. Building Number: Currently working on identify the missing building numbers. Location: Property currently working to update the missing locations.
Data	ARC001 - Customers Conversion	06/30/24	FLAIR Users	Data Cleansing and conversion required for the file.	Account Receivables: There are items from prior years that need to be addressed. All accounts receivables are handled outside the AR module. Data has been finalized to 100% and currently being maintained.
Data	GMC001 - Grants Conversion	06/30/24	FLAIR Users	Data Cleansing and conversion required for the file.	Grants: Continue analysis of pseudo grant data for proposing new coding and reporting to budget.
Data	OCA & Organization Code	06/30/24	FLAIR	Data Cleansing and conversion required for the file.	The OCAs no longer needed were inactivated and balances cleared from the Masters File.

Agency Sponsor Confirmation

As Agency Sponsor, I understand my role and responsibility for monitoring and reporting on my agency's readiness status. I have reviewed and confirmed the accuracy of my agency's readiness status as reflected in this dashboard.

Agency Sponsor Name: *

Confirm *

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FDC Status Report Confirmation

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