FSDB Status Report Dashboard

Helpful Links

- 🔗 Dashboard Snapshots
- 🔗 Knowledge Center
- 🔗 Florida PALM Workbook for FSDB
- 🔗 Readiness Workplan

Reporting Period

May - June 2024

Agency Sponsor

Tracie Snow

CCN Composition

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

Change Champion Network:

- Unique Filled Role = 4
- Duplicate Filled Role = 12
- 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 = 85.00%

- Submitted Complete = 10
- Submitted Incomplete = 0
- Completed After Submission = 6

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 = 97.22%

- Submitted On Time = 30
- Submitted Late = 6
- Pending Submission = 0

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 = 1
- Meetings Missed = 0

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

RW Tasks - Completed or Open Items

Project Impact	Critical Operational Element	Task ID	Task Name	Task Planned Start Date	Task Planned End Date	Agency Reported Task Progress	Agency Submission Date	Status Comment	Project Verification of Completion	Agency Corrected Submission Date
N/A	Technology	519	Remediate Agency Business Systems based on Segment I	01/29/24	06/28/24	100% - Submitted	04/03/24	NA- We do not use interfaces to FLAIR and will not need them for PALM	Submission Complete	
Direct	Data	513	Complete Configuration Workbooks for Segments I and II	02/12/24	05/13/24	100% - Submitted	04/10/24	We will not need agency specific configurations	Submission Complete	05/10/24
N/A	People	524	Complete and Submit End User Readiness Survey Analysis	04/15/24	06/14/24	100% - Submitted	06/18/24		Submission Complete	
N/A	Processes	527	Identify Change Impacts and Update Agency Business Process Documentation for Segment III	04/15/24	07/12/24	100% - Submitted	07/03/24	We use FLAIR directly and do not have agency interfaces	Submission Complete	
N/A	Technology	528	Update Agency Business System Documentation for Segment III	04/15/24	07/12/24	100% - Submitted	07/03/24	We use FLAIR directly and do not have agency interfaces	Submission Complete	
Indirect	Technology	530	Update Florida PALM Interface Inventory for Segment III	04/15/24	07/12/24	100% - Submitted	07/03/24	We use FLAIR directly and do not have agency interfaces	Submission Complete	
N/A	Data	526	Complete Data Readiness Analysis and Data Cleansing Activities for Segment III	04/29/24	07/12/24	100% - Submitted	07/03/24	We use FLAIR directly and do not have agency interfaces	Submission Complete	
Indirect	Technology	529	Update Florida PALM Conversion Inventory for Segment III	04/29/24	07/12/24	100% - Submitted	07/03/24	We use FLAIR directly and do not have agency interfaces	Submission Complete	
N/A	Technology	531	Remediate Agency Business Systems based on Segment II	04/29/24	09/27/24	100% - Submitted	07/03/24	We use FLAIR directly and do not have agency interfaces		
N/A	N/A	532	Submit Bimonthly Agency Readiness Status Report	05/01/24	05/13/24	100% - Submitted	05/15/24		Submission Complete	
N/A	N/A	533	Manage Agency Specific Implementation Schedule, Risks and Issues	05/01/24	06/28/24	100% - Submitted	07/03/24			
N/A	People	534	Update CCN and Project Contacts	06/03/24	06/14/24	100% - Submitted	06/06/24		Submission Complete	06/06/24
N/A	People	535	Update Workforce Readiness Plan	06/17/24	08/02/24	100% - Submitted	07/03/24		Submission Incomplete	
Indirect	People	536-A	Create Agency Specific User Acceptance Testing Plan	06/17/24	08/16/24					
N/A	People	537	Update Authorized Smartsheet Users	06/24/24	07/12/24	100% - Submitted	07/03/24		Submission Complete	
N/A	N/A	538	Submit Bimonthly Agency Readiness Status Report	07/01/24	07/12/24	100% - Submitted	07/11/24		Submission Complete	
N/A	N/A	539	Manage Agency Specific Implementation Schedule, Risks and Issues	07/01/24	08/29/24					

People

The staff and stakeholders affected by your agency's transition to Florida PALM.

Implementation:

Planned Florida PALM End Users = 11

- Business Process Groupings = 13/13

Identified Subject Matter Experts = 5

- **SMEs by Business Process Grouping**
- Account Mgmt. and Financial Reporting = 2
- Accounts Receivable = 2
- Asset Accounting and Mgmt. = 2
- Banking = 2
- Budget Mgmt. and Cash Control = 2
- Contracts Mgmt. = 2

Processes

The sequence of procedures to accomplish a business objective.

Current-State:

Cataloged Business Processes = 7

- Related Business Systems = 1
- Related Reports = 65
- **Documentation Status:**
- Complete = 7 Partial = 0 Not Started = 0

Implementation:

Impacted Agency Business Processes = 7

- Related Business Process Groupings = 7
- Planned Spreadsheet Uploads = 0

Technology

The applications or tools used to process, track, or report on financial operations.

Current-State:

Cataloged Business Systems = 1

- **Criticality:**
- High = 0 Med = 0 Low = 0 None = 1
- **Documentation Status:**
- Complete = 0 Partial = 0 Not Started = 0

Cataloged Interfaces = 0

- Inbound Interfaces = 0
- Outbound Interfaces = 0

Implementation:

Data

Information used in or produced from an agency's financial business operations.

Current-State:

Unique FLAIR Data Elements = 70

- **Associated Unique Uses = 70**
- Continued Use - Yes = 47
- Continued Use - No = 1
- **Associated Business Systems = 1**

Cataloged Reports = 64

- **Criticality:**
- High = 42 Med = 24 Low = 0 None = 0

Implementation:

- Disbursements Mgmt. = 2

- Grants Mgmt. = 2

- Inter/IntraUnit Transactions = 2

- Payroll Mgmt. = 5

- Projects Mgmt. = 2

- Revenue Accounting = 2

- System Access and Controls = 2

Role Mapping = TBD

Training = TBD

• **Level of Impact: People Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Level of Impact: Processes Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Level of Impact: Technology Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Level of Impact: Data Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Segments I & II Documentation Update Status**

- Not Started = 0 In Progress = 0 Complete = 7

Business Systems Planned for Integration = 0

• **Segment I - Documentation Updates:**

- Complete = 0 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 0

• **Segment II - Documentation Updates:**

- Complete = 0 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 0

Planned Interfaces = 0

- Inbound Interfaces = 0

- Outbound Interfaces = 0

Segments I & II Planned Configurations = 7/9

• **Accounts Receivable (AR)**

- Planned Distribution Codes = 1

• **Asset Management (AM)**

- Planned Location Codes = 56

- Planned Associated Area ID's = 1

• **Commitment Control (KK)**

- Planned Option = Option # 1 - Track with Budget

• **General Ledger (GL)**

- Planned Budgetary Value Combo Edits = 78

- Planned Local Funds = None

- Planned Organization ID's = 87

- Planned OA1's = 87

- Planned OA2's = None

Conversions & Data Readiness

• Conversions Needed = 7

• Agency Data Outside of Primary Source System(s) = 0

• **Data Readiness/Cleansing Status:**

- Complete = 7 In Progress = 0 Not Started = 0 Not Applicable 0

Reports = TBD

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.

FSDB Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
Data	Loss of FLAIR EO field	Open	4 (Medium/Medium)	Mitigation seems unlikely since PALM will not have an equivalent EO field that we used for grant reporting. Some off system method of tracking data for reporting will be needed.	NA	01/30/24	J wester
Processes	Loss of On Demand payments	Open	4 (Medium/Medium)	It is unknown what can take the place of on demand payments.	NA	01/30/24	J wester

FSDB Issues

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

FSDB Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates

FSDB Agency-Specific Readiness Activities

Critical Operational Elements	Activity Description	Date(s)	Impacted Stakeholder(s) and/or System(s)	Objective	Reporting Period Comments or Updates

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

FSDB Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2024	Tracie C. Snow	snowt@fsdbk12.org	07/11/24
March - April 2024	Tracie C. Snow	snowt@fsdbk12.org	05/15/24
January - February 2024	Tracie C. Snow	snowt@fsdbk12.org	03/18/24