

### Helpful Links

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

# DOS Status Report Dashboard

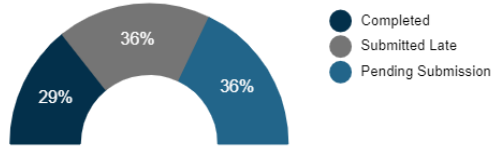
### Reporting Period

November - December 2023

### Agency Sponsor

Jennifer Kennedy

### Readiness Workplan Tasks



- Completed
- Submitted Late
- Pending Submission

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

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

### Readiness Workplan Tasks:

**Total Tasks = 14**

- Completed = 4
- Submitted Late = 5
- Pending Submission = 5

### RW Tasks - Completed or Open Items

Critical Operational Element	Task ID	Task Name	Task Planned Start Date (dates subject to change)	Task Planned End Date (dates subject to change)	Agency Reported Task Progress	Agency Completion Date	Status Comment
People	328	Document Current Agency Business Processes	07/31/23	12/15/23	100% - Completed in Requested Format	12/21/23	
N/A	500	Create Agency Specific Project Charter	10/02/23	12/15/23			
N/A	501	Create Agency Specific Implementation Schedule	10/09/23	12/15/23			
N/A	502	Create Agency Specific Risks and Issues Management Plan	10/09/23	12/15/23			
People	503	Create Workforce Readiness Plan	10/16/23	12/15/23			
Technology	504	Update Agency Business System Documentation for Segment I	10/30/23	01/12/24			
Technology	505	Update Florida PALM Interface Inventory for Segment I	10/30/23	01/12/24			
N/A	506	Submit Bimonthly Agency Readiness Status Report	11/01/23	11/13/23	100% - Completed in Requested Format	11/09/23	
N/A	507	Manage Agency Specific Implementation Schedule, Risks and Issues	11/01/23	12/27/23			
N/A	509	Submit Bimonthly Agency Readiness Status Report	12/28/23	01/12/24			

### People

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

### Processes

The sequence of procedures to accomplish a business objective.

### Technology

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

### Data

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

The dials below 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.

### Change Champion Network:

- Unique Filled Role = 8
- Duplicate Filled Role = 4
- Vacant Role = 2



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

### Participation:

- Meetings Attended = 2
- Meetings Missed = 2



The Participation dial reflects your agency's attendance at Project-led meetings.

### Implementation:

- Training = TBD

### Current-State:

**Cataloged Business Processes = 10**

- Related Business Systems = 1
- Related Reports = 21
- Documentation Status:**
- Complete = 7 Partial = 2 Not Started = 1

### Implementation:

- Role Mapping = TBD

### Current-State:

**Cataloged Business Systems = 2**

- Criticality:**
- High = 1 Med = 0 Low = 0 None = 1
- Documentation Status:**
- Complete = 0 Partial = 0 Not Started = 2

**Cataloged Interfaces = 0**

- Inbound Interfaces = 0
- Outbound Interfaces = 0

### Implementation:

**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:**
- TBD
- Segment III - Documentation Updates:**
- TBD
- Segment IV - Documentation Updates:**
- TBD

**Planned Interfaces = 0**

- Inbound Interfaces = 0
- Outbound Interfaces = 0
- Spreadsheet Uploads = 0

### Current-State:

**Unique FLAIR Data Elements = 67**

- Associated Unique Uses = 138**
- Continued Use - Yes = 0
- Continued Use - No = 0
- Associated Business Systems = 2**
- Cataloged Reports = 241**
- Criticality:**
- High = 0 Med = 0 Low = 1 None = 0

### Implementation:

- Conversions = TBD
- Configurations = 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.

### DOS Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
People	Current staff have little knowledge of the details of current Access Database being used to extract transaction data.	Open	6 (Medium/High)	Department currently exploring options for hiring staff with extensive Access experience to fill knowledge gaps.	The Department has received Administered funds for the purposes of preparations for Florida PALM. These funds are intended to be used for hiring a project manager and consultant to assist with agency efforts. The Department is currently in the solicitation process to hire contracted Project Manager.	01/12/24	Antonio Murphy

#### DOS Issues

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

#### DOS Assumptions

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

#### DOS 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

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#### DOS Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
November - December 2023	Jennifer Kennedy	antonio.murphy@dos.myflorida.com	01/12/24
September - October 2023	Jennifer Kennedy	antonio.murphy@dos.myflorida.com	11/09/23
July - August 2023	Jennifer Kennedy	antonio.murphy@dos.myflorida.com	09/08/23