DOR 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

November - December 2024

Agency Sponsor

Clark Rogers

CCN Composition	RW Task Completeness	RW Task Timeliness	Project-led Meeting Participation

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

The Readiness Workplan Tasks Completeness dial reflects the completeness of your agency's submission of RW tasks, starting with RW Task 512.

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

The Participation dial reflects your agency's attendance at Project-led meetings during the current reporting period.

Change Champion Network:

• Unique Filled Role = 17

• Duplicate Filled Role = 0

• Vacant Role = 0

RW Task Completeness:

Score = 81.73%

• Submitted Complete = 33

• Submitted Incomplete = 2

• Completed After Submission = 17

RW Task Timeliness:

Score = 90.12%

• Submitted On Time = 63

• Submitted Late = 18

• Pending Submission = 1

Meeting Participation:

• Meetings Attended = 6

• 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	547	Remediate Agency Business Systems based on Segment III	07/22/24	12/13/24	100% - Submitted	12/13/24		Submission Complete	
Direct	Data	555-A	Complete Data Cleansing Based on Mock Conversion 1 - Projects (PCC001)	10/07/24	11/22/24	100% - Submitted	11/07/24		Submission Complete	
N/A	Technology	561	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25	50% - In Progress				
Direct	Data	555-B	Complete Data Cleansing Based on Mock Conversion 1 (CTC001, GMC001, and PCC002)	10/28/24	11/22/24	100% - Submitted	01/03/25		Submission Complete	01/06/25
N/A	N/A	562	Submit Bimonthly Agency Readiness Status Report	11/01/24	11/12/24	100% - Submitted	11/08/24		Submission Complete	
N/A	N/A	563	Manage Agency Specific Implementation Schedule, Risks and Issues	11/01/24	12/27/24	100% - Submitted	01/03/25		Submission Complete	
Direct	Data	555-C	Complete Data Cleansing Based on Mock Conversion 1 (AMC001 and POC001)	11/08/24	12/06/24	100% - Submitted	01/07/25			
Direct	Technology	557	Confirm Interface Inventory for Cycle 2 Interface Testing	11/18/24	12/13/24	100% - Submitted	12/18/24		Submission Incomplete	01/03/25
N/A	Technology	558	Update Agency Business System Documentation	11/18/24	01/10/25	100% - Submitted	01/09/25			
Direct	Data	567-A	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/13/24		Submission Complete	01/07/25
Direct	Data	567-B	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/19/24		Submission Complete	12/27/24
Direct	Data	567-C	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/13/24		Submission Complete	
Direct	Data	567-D	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/13/24		Submission Complete	12/17/24
Direct	Data	567-E	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/13/24		Submission Complete	
Direct	Data	567-G	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/17/24		Submission Complete	
Direct	Data	567-H	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/13/24		Submission Complete	
Direct	Data	567-I	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	01/10/25	1. While configuring the org security, we have also listed Agencywide. 2. We are using multiple field criteria within the same rule, with unique sequence number. In doing so, the Security Rule is showing red.		
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	01/31/25	25% - Beginning Initial Internal Meetings and Information Gathering				
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	01/31/25	25% - Beginning Initial Internal Meetings and Information Gathering				
Indirect	People	564	Update Future Florida PALM Users	12/09/24	01/10/25	50% - In Progress				
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	03/28/25	25% - Beginning Initial Internal Meetings and Information Gathering				
Direct	Data	567-J	Share, Review, and Update Configuration Workbooks	12/18/24	01/17/25	25% - Beginning Initial Internal Meetings and Information Gathering				
Direct	Data	567-P	Share, Review, and Update Configuration Workbooks	12/18/24	01/17/25	50% - In Progress				
Direct	Data	658-A	Submit Data Field Mapping	12/18/24	01/31/25	25% - Beginning Initial Internal				

						Initial Internal Meetings and Information Gathering			
Direct	Data	658-B	Submit Data Field Mapping	12/18/24	01/31/25	25% - Beginning Initial Internal Meetings and Information Gathering			
N/A	N/A	569	Submit Bimonthly Agency Readiness Status Report	12/30/24	01/10/25	100% - Submitted	**01/09/25**	Submission Complete	01/13/25
N/A	N/A	570	Manage Agency Specific Implementation Schedule, Risks and Issues	12/30/24	02/28/25	50% - In Progress			
Direct	Data	658-C	Submit Data Field Mapping	01/06/25	01/31/25	25% - Beginning Initial Internal Meetings and Information Gathering			
Indirect	Technology	576	Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing	01/06/25	03/28/25	25% - Beginning Initial Internal Meetings and Information Gathering			

People	**Processes**	**Technology**	**Data**
The staff and stakeholders affected by your agency's transition to Florida PALM.	The sequence of procedures to accomplish a business objective.	The applications or tools used to process, track, or report on financial operations.	Information used in or produced from an agency's financial business operations.

People

Implementation:

Planned Florida PALM End Users = 100

• Business Process Groupings = 12/13

Identified Subject Matter Experts = 48

Processes

Implementation:

Impacted Agency Business Processes = 209

• Related Business Process Groupings = 11/13

• Planned Spreadsheet Uploads = 5

Technology

Implementation:

Business Systems Planned for Integration = 25

Planned Interfaces = 20

- Inbound Interfaces = 5

- Outbound Interfaces = 15

Data

Implementation:

Configuration

• Commitment Control (KK)

- Budget Allotments - Control Option = TBD

- Account ChartField Tier Selection = TBD

- Organization ChartField Translation Tree Selection = TBD

• Org Security Rule = TBD

• Optional ChartFields

- OA1 = To Be Configured

- OA2 = To Be Configured

- PC Category = To Be Configured

- PC Subcategory = To Be Configured

- PC Source Type = Not To Be Configured

Conversion

• Optional Conversions

- Accounts Receivable = Not Needed

- Assets = Needed

- Contracts = Not Needed

- Customers = Not Needed

- Encumbrances = Needed

- Grants = Needed

- Projects = Needed

- Projects Balances = Needed

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.

DOR Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
People	Natural Gas project #006277 for GTA has an implementation date of January 2026, same time as PALM financials wave implementation date, and could create a resource issue.	Open	4 (Medium/Medium)	Plan efficiently with the resources provided.	Continue monitoring risk. We plan to kick-off this project Fall 2024 to ensure we have sufficient time for all projects. Updated risk owner and backup.	11/02/23	Marsha Revell, GTA; Andrea Hunter, GTA, Backup Owner
Processes Data	DOR collects and distributes funds to 16 other state agencies. We are going to request that they provide the business unit specific ChartField values needed to effect those collections and distributions within PALM. Due to individual agency readiness activities, data from one or more of those agencies may not be available and could result in DOR not being able to collect and distribute their funds to them.	Open	4 (Medium/Medium)	Coordinate with other agencies to gather, confirm and validate ChartField data.	Discussed with DOR's Readiness Coordinator and other Florida PALM project staff during November 2023 Touchpoint meeting. As of October 2024, GTA is drafting emails and an Excel workbook to send to the 16 Agencies to request their Chart Field values.	11/02/23	Wynette Davis
Processes Data	All enterprise systems will be remediated and operating with PALM COA data in the test environment used for UAT so that agency business systems may be fully validated by processing actual data generated by normal business processes in the test environment.	Open	3 (High/Low)	Unable to mitigate at agency level; must be mitigated by the enterprise.	New Risk, also logged as an assumption.	06/28/24	Shannon Segers
Data	With Agency Reporting Systems like RABIT and FICAS retiring away, DOR will solely rely on PALM Reports and the proposed PALM Datawarehouse for all its reporting needs. Until the PALM Data warehouse is available, DOR is not sure whether it can meet its reporting needs. PALM Datawarehouse is proposed to	Open	2 (Medium/Low)	Unable to mitigate at agency level; must be mitigated by the enterprise.	New Risk	12/04/24	CCN Members

	be available in June 2025.						
People	The GTA E-services project may be conducted at the same time agency business system remediation is conducted.	Open	1 (Low/Low)	Plan efficiently with the resources provided. This project will begin in July 2024. Staff augmentation resources to support Florida PALM activities have been requested for FY24/25.	Continue monitoring risk. As of 10/28/24 DOR management has reprioritized IT projects to reallocated support to our four major, high-priority IT projects. This includes mandatory SAP upgrade, eFile and Pay, and Florida PALM.	10/17/23	David Potter, GTA - BTO

DOR Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
Data	Supplier ID not provided by PALM for DOR Vendors. DOR is not able to perform any test generate vouchers/distributions until that information is available.	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Supplier ID is a required field in Interface Files, and must be provided.	Issue opened Dec 2024. Waiting on the Vendor conversion to occur by Florida PALM team.	01/31/25	Deepak Haldiya, Wynette Davis

DOR Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates	Confirmed for November-December 2024
Data	New chart of account data from the configuration workbooks will be loaded by the Florida PALM Project Team into all enterprise business systems.	Logged	03/08/24	All agencies, all agency business systems.	Needed before UAT so that the new COA data may be utilized in UAT to validate agency business system remediations.	☑
Data	People First data will be cleansed and updated chart of accounts data will be available in a test environment for UAT.	Logged	04/12/24	All agencies, all business systems that use People First data.	Data cleansing needed and new COA data available for UAT. Also, old data must be purged from People First prior to first live payroll in PALM to avoid errors in payroll processing. 6/10/24: Requested funding information by program from Budget to create spreadsheet to load funding information into People First.	☑
Processes Data	All enterprise systems will be remediated and operating with PALM COA data in the test environment used for UAT so that agency business systems may be fully validated by processing actual data generated by normal business processes in the test environment.	Logged	06/28/24	All enterprise systems will be remediated and operating with PALM COA data in the test environment used for UAT so that agency business systems may be fully validated by processing actual data generated by normal business processes in the test environment.	This is necessary for agencies to fully validate the remediated agency business systems.	☑

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

DOR Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
November - December 2024	Clark M. Rogers	clark.rogers@floridarevenue.com	01/09/25
November - December 2024	Clark Rogers	lee.boatwright@floridarevenue.com	01/03/25
September - October 2024	Clark M. Rogers	clark.rogers@floridarevenue.com	11/08/24
July - August 2024	Clark M. Rogers	clark.rogers@floridarevenue.com	09/11/24
May - June 2024	Clark Rogers	shannon.segers@floridarevenue.com	07/12/24
March - April 2024	Clark Rogers	shannon.segers@floridarevenue.com	05/08/24
January - February 2024	Clark Rogers	shannon.segers@floridarevenue.com	03/08/24