

**Helpful Links**

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- Readiness Workplan

# FWC Status Report Dashboard

**Reporting Period**

November - December 2024

**Agency Sponsor**

Jessica Crawford

*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 = 8
- Duplicate Filled Role = 8
- 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 = 96.72%**
- Submitted Complete = 51
- Submitted Incomplete = 0
- Completed After Submission = 7

**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 = 96.59%**
- Submitted On Time = 73
- Submitted Late = 9
- 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 = 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	07/30/24	We do not have any agency business systems associated with Segment 3.	Submission Complete	07/30/24
Direct	Data	555-A	Complete Data Cleansing Based on Mock Conversion 1 - Projects (PCC001)	10/07/24	11/22/24	100% - Submitted	11/22/24		Submission Complete	
N/A	Technology	561	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25	75% - Consolidating/Inputting Information for Submission				
Direct	Data	555-B	Complete Data Cleansing Based on Mock Conversion 1 (CTC001, GMC001, and PCC002)	10/28/24	11/22/24	100% - Submitted	11/22/24	11/25/24: Agency instructed to submit task w/o PCC002. PCC002 portion will be marked N/A due to receiving data late; CTC001 and GMC001 are complete. We just received our Agency data for PCC002 on 11/22/2024.	Submission Complete	
N/A	N/A	562	Submit Bimonthly Agency Readiness Status Report	11/01/24	11/12/24	100% - Submitted	11/06/24		Submission Complete	
N/A	N/A	563	Manage Agency Specific Implementation Schedule, Risks and Issues	11/01/24	12/27/24	100% - Submitted	12/27/24		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	12/09/24	POC001 is done but AMC001 is still in process. I expect it to be complete on 12/9 or 12/10. AMC001 was completed on 12/9.	Submission Complete	
Direct	Technology	557	Confirm Interface Inventory for Cycle 2 Interface Testing	11/18/24	12/13/24	100% - Submitted	12/12/24		Submission Complete	
N/A	Technology	558	Update Agency Business System Documentation	11/18/24	01/10/25	100% - Submitted	01/08/25		Submission Complete	
Direct	Data	567-A	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/09/24		Submission Complete	
Direct	Data	567-B	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/12/24		Submission Complete	01/08/25
Direct	Data	567-C	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/14/24		Submission Complete	12/18/24
Direct	Data	567-D	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/14/24		Submission Complete	12/16/24
Direct	Data	567-E	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/16/24		Submission Complete	12/16/24
Direct	Data	567-G	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/19/24	We did a few things wrong the Location worksheet. We are correcting those which will allow the area id worksheet to be completed successfully. We will most likely be submitting on 12/17.	Submission Complete	
Direct	Data	567-H	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/12/24		Submission Complete	
Direct	Data	567-I	Share, Review, and Update Configuration Workbooks	11/18/24	12/13/24	100% - Submitted	12/12/24		Submission Complete	
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	01/31/25	75% - Consolidating/Inputting Information for Submission				
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	01/31/25	75% - Consolidating/Inputting Information for Submission				
Indirect	People	564	Update Future Florida PALM Users	12/09/24	01/10/25	100% - Submitted	01/10/25		Submission Complete	
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	03/28/25	50% - In Progress				
Direct	Data	567-J	Share, Review, and Update Configuration Workbooks	12/18/24	01/17/25	50% - In Progress				
Direct	Data	567-P	Share, Review, and Update Configuration Workbooks	12/18/24	01/17/25	50% - In Progress				
Direct	Data	558-A	Submit Data Field Mapping	12/18/24	01/31/25	50% - In Progress				

Direct	Data	658-B	Submit Data Field Mapping	12/18/24	01/31/25	50% - In Progress			
N/A	N/A	569	Submit Bimonthly Agency Readiness Status Report	12/30/24	01/10/25	100% - Submitted	01/07/25	Jessica is out on maternity leave so our backup signed.	Submission Complete
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	50% - In Progress			
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.
<p><b>Implementation:</b></p> <p><b>Planned Florida PALM End Users = 148</b></p> <ul style="list-style-type: none"> <li>Business Process Groupings = 8/13</li> </ul> <p><b>Identified Subject Matter Experts = 13</b></p>	<p><b>Implementation:</b></p> <p><b>Impacted Agency Business Processes = 109</b></p> <ul style="list-style-type: none"> <li>Related Business Process Groupings = 11/13</li> <li>Planned Spreadsheet Uploads = 0</li> </ul>	<p><b>Implementation:</b></p> <p><b>Business Systems Planned for Integration = 5</b></p> <p><b>Planned Interfaces = 3</b></p> <ul style="list-style-type: none"> <li>Inbound Interfaces = 0</li> <li>Outbound Interfaces = 3</li> </ul>	<p><b>Implementation:</b></p> <p><b>Configuration</b></p> <ul style="list-style-type: none"> <li><b>Commitment Control (KK)</b></li> <li>Budget Allotments - Control Option = Option # 1 - Control</li> <li>Account ChartField Tier Selection = Account Tier #1: Highest</li> <li>Organization ChartField Translation Tree Selection = Translation Tree #2: Agency-Defined Tree</li> <li><b>Org Security Rule = Agencywide</b></li> <li><b>Optional ChartFields</b></li> <li>OA1 = To Be Configured</li> <li>OA2 = Not To Be Configured</li> <li>PC Category = To Be Configured</li> <li>PC Subcategory = To Be Configured</li> <li>PC Source Type = To Be Configured</li> </ul> <p><b>Conversion</b></p> <ul style="list-style-type: none"> <li><b>Optional Conversions</b></li> <li>Accounts Receivable = Not Needed</li> <li>Assets = Needed</li> <li>Contracts = Needed</li> <li>Customers = Not Needed</li> <li>Encumbrances = Needed</li> <li>Grants = Needed</li> <li>Projects = Needed</li> <li>Projects Balances = Needed</li> </ul>

## 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.

FWC Risks							
Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
People	Limited subject matter expert (SME) availability	Open	6 (Medium/High)	1. Identify any planned schedule issues 2. Obtain and include backup resources in activities	No change	11/06/23	Laurie Kershaw
People	Team Attrition	Open	6 (Medium/High)	1. Ensure sufficient cross training in all project activities 2. Establish and enforce adequate documentation standards	No change	11/06/23	Laurie Kershaw
Processes Data	There is no communication plan between PALM, Enterprise systems and the agencies. FWC is unable to accurately define impacts to processes and potentially agency business systems.	Open	6 (High/Medium)	1. FWC Analysis, design, and system remediation is being based on calculated assumptions		09/20/24	Laurie Kershaw
People	Resistance to change	Open	4 (Medium/Medium)	1. Include impacted stakeholders early in the process and often 2. Educate the reason for the change and impact	No change	11/06/23	Laurie Kershaw
Technology	PALM interfaces are not fully designed/documented, and currently defined interfaces are subject to change. FWC is unable to accurately define impacts to our systems without complete specifications on the interfaces.	Open	4 (Medium/Medium)	1. FWC Analysis and design is being based on calculated assumptions	We reduce the risk rating on this item since most of the interfaces have been designed.	11/06/23	Laurie Kershaw

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

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

### Agency Sponsor Confirmation

### FWC Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
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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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November - December 2024	Charlotte Jerrett	charlotte.jerrett@myfwc.com	01/07/25
September - October 2024	Jessica Crawford	jessica.crawford@myfwc.com	11/06/24
July - August 2024	Jessica Crawford	jessica.crawford@myfwc.com	09/04/24
May - June 2024	Jessica Crawford	jessica.crawford@myfwc.com	07/02/24
March - April 2024	Jessica Crawford	jessica.crawford@myfwc.com	05/08/24
January - February 2024	Jessica Crawford	jessica.crawford@myfwc.com	03/06/24