DMA Status Report Dashboard

Readiness Workplan Tasks

85%

- Completed
- Submitted Late
- Pending Submission

14%
0%

Readiness Workplan Tasks:

Total Tasks = 7

• Completed = 6

• Submitted Late = 1

• Pending Submission = 0

Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.
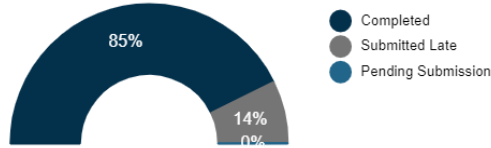
The Readiness Workplan Tasks dial reflects the timeliness of your agency's submission of all RW tasks to date.

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.

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 = 5

• Vacant Role = 2

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

Participation:

• Meetings Attended = 11

• Meetings Missed = 1

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

Implementation:

• Training = TBD

Current-State:

Cataloged Business Processes = 0

• Related Business Systems = 0

• Related Reports = 0

• **Documentation Status:**

- Complete = 0 Partial = 0 Not Started = 0

Implementation:

• Role Mapping = TBD

Current-State:

Cataloged Business Systems = 9

• **Criticality:**

- High = 6 Med = 3 Low = 0 None = 0

• **Documentation Status:**

- Complete = 2 Partial = 0 Not Started = 2

Cataloged Interfaces = 4

- Inbound Interfaces = 0

- Outbound Interfaces = 4

Implementation:

• Interfaces = TBD

Current-State:

Unique FLAIR Data Elements = 94

• **Associated Unique Uses = 97**

- Continued Use - Yes = 71

- Continued Use - No = 22

• **Associated Business Systems = 2**

Cataloged Reports = 48

• **Criticality:**

- High = 28 Med = 12 Low = 6 None = 1

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.

DMA Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
People	Replacing current F&A tracking system. May not be in place or compatible to perform testing with Florida PALM.	Open	9 (High/High)	Awaiting approval to move forward with project.	July/August	07/01/24	Jack McAlpine
Technology	Replacing current F&A tracking system. May not be in place or compatible to perform testing with Florida PALM.	Open	6 (High/Medium)	Awaiting approval and research information of possible products to purchase.	Sep/Oct	07/01/24	Brian Checchia

DMA Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
People	The agency F&A has 3 key staff resigned or accepted other positions.	Open	High - Impacts the ability of the agency to meet deadlines or milestones	The agency is actively recruiting for replacements.	July/August	10/06/23	Trixy Pacetti
People	The agency Purchasing Office has two (2) vacancies.	Open	High - Impacts the ability of the agency to meet deadlines or milestones	The agency is actively recruiting for replacements.	July/August	10/06/23	John Connor
People	The agency F&A has 2 Accountant positions to be fill. Recent termination and re-advertisement.	Open	High - Impacts the ability of the agency to meet deadlines or milestones	The agency is actively recruiting for replacements.	Sep/Oct	12/01/23	Trixy Pacetti
People	The F&A current accountant supervisor is on medical leave.	Open	High - Impacts the ability of the agency to meet	Once supervisor returns interviews can be conducted.	Sep/Oct	12/01/23	Trixy Pacetti

			deadlines or milestones				
People	The agency's Purchasing & Contracting office has 1 position to fill.	Open	High - Impacts the ability of the agency to meet deadlines or milestones	The agency is actively recruiting for position.	Sep/Oct	12/01/23	John Connor

DMA Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates
Technology	The agency has submitted an LBR for Project Manager to help manage implementation of Florida PALM and travel to Tallahassee for meetings.	Logged	09/01/23	All agency business systems	July/August
People Processes Data	The agency is expecting Florida PALM funding in the 3rd quarter of Fiscal Year 2023-24.	Logged	09/25/23	Agency stakeholder and systems processess.	Sep/Oct

DMA 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 Processes Data	HR and Accounting Service Analyst attended Segment 1 Design Workshop meeting (audio live)	10/3 & 4/23	Informational.	To ensure are unique processes are met.	Sep/Oct
People Processes Data	Agency Liaison listen to Segment 1 Design Workshop audio meeting.	10/5/23	Informational.	Awareness.	Sep/Oct
People Processes Technology Data	Follow-up meeting with DMA and DFS staff from Readiness Touchpoint meeting on 09/28/23	10/05/23	Possible additional process for our agency S.A.D. and FSG payroll.	To further discuss in depth process of Payroll for S.A.D. and FSG payroll.	Sep/Oct
People Processes Technology Data	Agency Liaison listen to recorded Tuesday Task Talk 501,502	10/11/23	Informational	To provide better understanding current task instructions.	Sep/Oct
People Processes Technology Data	Agency Liaison listen to recorded Tuesday Task Talk 503.	10/25/23	Information	To provide better understanding of task to be completed.	Sep/Oct
People	Tuesday Task Talk	9/6/23	Stay-Up-To-Date and familiarization in Smartsheet.	To provide training and understanding of upcoming task.	Jul/Aug
People	Updated CCN	9/6/23	Stay up to date.	To receive important information and updates from Florida PALM.	Jul/Aug
People Processes	Sent emails to agency sponsor.	9/8/23	Give access to dashboard.	To ensure agency sponsor is aware of DMA status within The Florida PALM and Smartsheet.	Jul/Aug

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

DMA Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 202	Adam Curry	timothy.j.smith53.nfg@army.mil	11/08/23
July - August 2023	Timothy Smith	timothy.j.smith53.nfg@army.mil	09/11/23