

Helpful Links

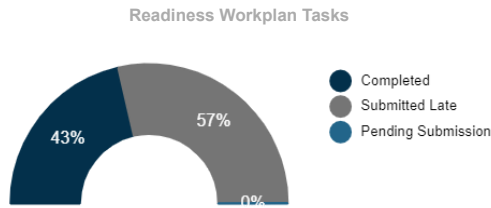
- [Dashboard Snapshots](#)
- [Florida PALM Resources](#)
- [Florida PALM Workbook for LEG](#)
- [Readiness Workplan](#)

LEG Status Report Dashboard

Reporting Period
September - October 2023

Agency Sponsor
Lisa Swindle

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 = 7

- Completed = 3
- Submitted Late = 4
- Pending Submission = 0

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 = 13
- Duplicate Filled Role = 8
- Vacant Role = 0



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

Participation:

- Meetings Attended = 13
- Meetings Missed = 0



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

Implementation:

- Training = TBD

Current-State:

Cataloged Business Processes = 35

- Related Business Systems = 2
- Related Reports = 17
- **Documentation Status:**
- Complete = 15 Partial = 10 Not Started = 5

Implementation:

- Role Mapping = TBD

Current-State:

Cataloged Business Systems = 15

- **Criticality:**
- High = 9 Med = 1 Low = 0 None = 1
- **Documentation Status:**
- Complete = 12 Partial = 0 Not Started = 0

Cataloged Interfaces = 9

- Inbound Interfaces = 3
- Outbound Interfaces = 5

Implementation:

- Interfaces = TBD

Current-State:

Unique FLAIR Data Elements = 77

- **Associated Unique Uses = 77**
- Continued Use - Yes = 12
- Continued Use - No = 0
- **Associated Business Systems = 1**

Cataloged Reports = 70

- **Criticality:**
- High = 41 Med = 23 Low = 6 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.

LEG Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator

LEG Issues

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

LEG Assumptions

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

LEG Agency-Specific Readiness Activities

Critical Operational Elements	Activity Description	Date(s)	Impacted Stakeholder(s) and/or System(s)	Objective	Reporting Period Comments or Updates
	Our Activities we need to accomplish during reporting period				
	Travel System	To be determined	ImageAPI/All Travelers & Finance and Accounting	To be able to use the travel system in Palm on January 1, 2026	
	HR System	To be determined	High Line/All employees/ HR staff	To be able to use the HR system with FI PALM on January 1, 2026	

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

LEG Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 2023	Lisa Swindle	swindle.lisa@leg.state.fl.us	11/09/23
July - August 2023	Lisa Swindle	swindle.lisa@leg.state.fl.us	09/01/23

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