DEP 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

September - October 2024

Agency Sponsor

Darinda McLaughlin

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 = 23

• Duplicate Filled Role = 0

• Vacant Role = 0

RW Task Completeness:

Score = 100.00%

• Submitted Complete = 40

• Submitted Incomplete = 0

• Completed After Submission = 0

RW Task Timeliness:

Score = 98.99%

• Submitted On Time = 65

• Submitted Late = 1

• 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	531	Remediate Agency Business Systems based on Segment II	04/29/24	10/04/24	75% - Consolidating/Inputting Information for Submission		DEP's current remediation schedule is prioritized based on the agency business system (ABS) tier. DEP's ABS remediation schedule continues to be adjusted to allow for interface updates posted to the knowledge center. A completion date that correlates to the PALM deadline for the end of March 2025 is anticipated.		
Direct	Data	541-A	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	09/06/24		Submission Complete	
Direct	Data	541-B	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	09/06/24		Submission Complete	
N/A	Data	542	Complete Data Readiness Analysis and Data Cleansing Activities for Segment IV	07/22/24	10/18/24	100% - Submitted	10/18/24		Submission Complete	
N/A	Processes	543	Identify Change Impacts and Update Agency Business Process Documentation for Segment IV	07/22/24	10/18/24	100% - Submitted	10/18/24		Submission Complete	
N/A	Technology	544	Update Agency Business System Documentation for Segment IV	07/22/24	10/18/24	100% - Submitted	10/18/24		Submission Complete	
Direct	Technology	545-A	Update and Finalize Florida PALM Conversion Inventory for Segment IV	07/22/24	10/18/24	100% - Submitted	10/18/24		Submission Complete	
Direct	Technology	546	Update Florida PALM Interface Inventory for Segment IV	07/22/24	10/18/24	100% - Submitted	10/18/24		Submission Complete	
N/A	Technology	547	Remediate Agency Business Systems based on Segment III	07/22/24	12/13/24	50% - In Progress				
Direct	People	549	Submit Training Survey	08/12/24	09/20/24	100% - Submitted	09/20/24		Submission Complete	
Indirect	People	536-B	Create Agency Specific User Acceptance Testing Plan	08/19/24	10/11/24	100% - Submitted	10/11/24		Submission Complete	
Direct	Data	541-C	Complete Configuration Workbooks for Segment IV	08/26/24	10/04/24	100% - Submitted	10/04/24		Submission Complete	
N/A	N/A	551	Submit Bimonthly Agency Readiness Status Report	08/30/24	09/11/24	100% - Submitted	09/06/24		Submission Complete	
N/A	N/A	552	Manage Agency Specific Implementation Schedule, Risks and Issues	08/30/24	10/31/24	100% - Submitted	10/30/24		N/A	
Direct	Technology	550-B	Participate in Technical Meeting to Receive Credentials and Access	09/03/24	09/13/24	100% - Submitted	09/09/24		N/A	
Indirect	Technology	553	Prepare for Interface Testing	09/16/24	10/18/24	100% - Submitted	10/18/24		Submission Complete	
Direct	Technology	554	Participate in Connectivity Testing for Cycle 1 Interface Testing	09/16/24	10/04/24	100% - Submitted	09/24/24		Submission Complete	
Direct	Data	541-D	Complete Configuration Workbooks for Segment IV - General Ledger (GL)	10/07/24	11/01/24	100% - Submitted	11/01/24		Submission Complete	
Direct	Data	555-A	Complete Data Cleansing Based on Mock Conversion 1 - Projects (PCC001)	10/07/24	11/22/24	50% - In Progress				
N/A	People	559	Share Florida PALM Updates	10/14/24	10/25/24	100% - Submitted	10/25/24		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	50% - In Progress				
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	50% - In Progress				
Direct	Data	555-C	Complete Data Cleansing Based on Mock Conversion 1 (AMC001 and POC001)	11/08/24	12/06/24	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 = 148

• Business Process Groupings = 13/13

Identified Subject Matter Experts = 24

• SMEs by Business Process Grouping

- Account Mgmt. and Financial Reporting = 3

- Accounts Receivable = 2

- Asset Accounting and Mgmt. = 2

- Banking = 3

- Budget Mgmt. and Cash Control = 7

- Contracts Mgmt. = 3

- Disbursements Mgmt. = 5

- Grants Mgmt. = 1

- Inter/IntraUnit Transactions = 4

- Payroll Mgmt. = 4

- Projects Mgmt. = 2

- Revenue Accounting = 4

- System Access and Controls = 2

Role Mapping = TBD

Training = TBD

Processes

Current-State:

Cataloged Business Processes = 250

• Related Business Systems = 13

• Related Reports = 44

• Documentation Status:

- Complete = 250 Partial = 0 Not Started = 0

Implementation:

Impacted Agency Business Processes = 250

• Related Business Process Groupings = 11

- Planned Spreadsheet Uploads = 4

• Level of Impact: People Changes

- High = 0 Medium = 10 Low = 106 None = 134 Uncertain = 0

• Level of Impact: Processes Changes

- High = 13 Medium = 142 Low = 33 None = 62 Uncertain = 0

• Level of Impact: Technology Changes

- High = 6 Medium = 15 Low = 65 None = 164 Uncertain = 0

• Level of Impact: Data Changes

- High = 0 Medium = 149 Low = 56 None = 45 Uncertain = 0

• Segments I & II Documentation Update Status

- Not Started = 0 In Progress = 0 Complete = 136

• Segment III Documentation Update Status

- Not Started = 0 In Progress = 0 Complete = 34

Technology

Current-State:

Cataloged Business Systems = 44

• Criticality:

- High = 21 Med = 9 Low = 5 None = 9

• Documentation Status:

- Complete = 44 Partial = 0 Not Started = 0

Cataloged Interfaces = 67

- Inbound Interfaces = 57

- Outbound Interfaces = 10

Implementation:

Business Systems Planned for Integration = 30

• Segment I - Documentation Updates:

- Complete = 3 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 25

• Segment II - Documentation Updates:

- Complete = 10 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 18

• Segment III - Documentation Updates:

- Complete = 7 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 21

Planned Interfaces = 20

- Inbound Interfaces = 0

- Outbound Interfaces = 16

Data

Current-State:

Unique FLAIR Data Elements = 261

• Associated Unique Uses = 264

- Continued Use - Yes = 221

- Continued Use - No = 41

• Associated Business Systems = 35

Cataloged Reports = 391

• Criticality:

- High = 47 Med = 3 Low = 15 None = 31

Implementation:

Segments I & II Planned Configurations = 6/9

• Accounts Receivable (AR)

- Planned Distribution Codes = 118

• Asset Management (AM)

- Planned Location Codes = 343

- Planned Associated Area ID's = None

• Commitment Control (KK)

- Planned Option = Option # 1 - Track with Budget

• General Ledger (GL)

- Planned Budgetary Value Combo Edits = 1920

- Planned Local Funds = None

- Planned Organization ID's = 133

- Planned OA1's = 340

- Planned OA2's = None

Segment IV Planned Configurations

- Started = 2 Not Started = 0

Conversions & Data Readiness

• Conversions Needed = 11

• Agency Data Outside of Primary Source System(s) = 0

• Data Readiness/Cleansing Status:

- Complete = 7 In Progress = 0 Not Started = 0 Not Applicable 0

Reports = 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.

DEP Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
People Processes Technology Data	Due to the staggered nature of Design Segment delivery, PALM requirement changes, and iterative updates to knowledge relating to PALM processes, the requirements gathering cannot be finalized. If the business owners are unable to confidently document change Impacts and change recommendations (requirements), there is a direct impact to remediation completion dates. This could affect downstream tasks such as internal ABS testing prior to PALM UAT and planned training.	Open	9 (High/High)	DEP needs to have sufficient knowledge of the changes to its financial systems, monitor changes to PALM requirements and functionality, and allow for adjustments to the implementation schedule for unplanned changes/updates to requirements and design.	The ambiguity can lead to misinterpretation or incorrect implementation of the new PALM interfaces. Additionally, there is the potential that previous design specifications could change as a result of subsequent discoveries in later design segments. Design reviews should be completed for all process areas after segment IV and the design summary. DEP is monitoring this risk.	11/15/24	Brady Schmidt & Steve Waters
Technology Data	Agency business system remediation dates estimated for CRA (May'25), FIN-Reports (TBD), ELFF (Apr'25) and Tier 3 Apps (TBD) are too close to or past the PALM UAT start date for any meaningful DEP Business System testing to be completed prior to UAT.	Open	9 (High/High)	DEP is working to prioritize all changes based on prioritization strategy for the portfolio of ABS applications scheduled for change. As change impacts are clarified and finalized, the remediation dates for these applications will be updated.	DEP will closely monitor progress on remediation of all ABS systems.	04/01/25	Steve Waters and Joseph Veretto

Category	Risk Description	Status	Score	Mitigation	Notes	Date	Owner
Processes Technology Data	PALM reporting information is being provided in a staggered cadence, with many reports dependent on the outcome of the data warehouse design which will extend report definitions and mockup completion into 2025. There is a risk that agency reporting needs may not be identified until UAT. Delayed identification of reports needed for PALM could cause additional strain on agency remediation schedules and the ability to provide management reporting needs in time for go-live.	Open	9 (High/High)	DEP will continue to monitor and evaluate report formats as they are made available by PALM to integrate with the existing reporting systems in place for change and usability. Due to the late development and finalization of PALM reports, DEP will have to speculate on agency reporting needs that would not be covered by PALM.	This risk will be monitored as more information becomes available.	04/01/25	Steve Waters and Joseph Veretto
People Processes Technology	Loss of knowledge due to staff turnover.	Open	6 (High/Medium)	Ensure job-specific processes are properly documented, staff are cross trained and backups are trained on processes.	DEP has engaged the Division/District/Office staff throughout the department and is documenting key business processes to ensure knowledge sharing is continuing. Primary impacted sections have been working to ensure higher level staff are trained on day to day processes.	04/01/25	Lydia Griffin & Steve Waters
People Processes Technology Data	The finalization and end-to-end walkthroughs of the business processes and screen flows pertaining to PALM functionality were scheduled for early October through the Design Summary Workshops. These meetings were rescheduled to mid November. Since the business processes were staggered iteratively to the agencies with several missing pieces due to a design segmentation approach, and with high-level draft screenshots, there is little opportunity currently for agency personnel to have a walkthrough of the "end-to-end finalized business process workflows and screen flows" with finalized screen designs and functionality descriptions, which are now planned for November through the Design Summary Workshops or as and when PALM indicates that designs have been locked down. The agency has to understand these final designs and then finalize agency business systems and understand how the changes affect the inputs to, and outputs from, PALM, while understanding how defined reporting may be affected. There is a risk of delay to agency business system updates unless the final designs are submitted by PALM well in advance of UAT, to allow sufficient time for agency business system changes to occur and be tested prior to PALM UAT activities.	Open	6 (High/Medium)	PALM has added a 3 day Design Summary Workshop in November. DEP will monitor this risk and continue to seek details of what will be received in advance of and during the Design Summary Workshops from PALM.	The DEP PALM project team brought this to the attention of the PALM Readiness coordinator for review. DEP will attend and review the information provided at the Design Summary Workshops in November to understand the end to end processes or identify processes needing additional information. Risk monitoring will continue. The DEP PALM project team will also work closely with agency personnel to apprise them of changes to designed processes, workflow, procedures, screen flows and reports as they are confirmed and published by PALM to the knowledge center.	04/01/25	Bento Eyles and Steve Waters
Processes Technology Data	Due to the way PALM interface, report, and process catalog change entries are referenced by PALM in the version history notes, it is possible for agencies to miss specific changes made to the Interface file being referenced. The need to physically check every field for changes in the layout for changes that may have been made but not referenced in the Version history or the version history not having the change documented in a timely manner. The risk to the agency is that a specific change that is not referenced in the Version History or added after the fact may be missed by the agency during analysis of the changes to the Interface file and potentially cause errors during development of the data for the interface.	Open	6 (High/Medium)	DEP has requested to have a column added to the interface file layout with the change narrative and the date that the field was last changed. This would allow for field-level change log documentation and remove any potential human error due to interpretation of the Version History notes where there is another potential opportunity for human error to be introduced. DEP will manually monitor interfaces, reports, and processes on a routine basis to identify and record changes. Documented changes will have to be communicated timely to applicable agency staff as needed in order to reduce impacts to existing planned system and process changes.	DEP has brought this up at the PALM Touchpoint meeting with the Technical PALM liaison on 07/10/2024 and other occasions. DEP has implemented a routine review process to identify and record changes. PALM has added a column to the Interface Catalog in Knowledge Center to capture dates when revisions were made to the interface; however the risk remains at the data element specifications within the version updates.	04/01/25	Steve Waters and Joseph Veretto
Processes Technology Data	Based on preliminary information about PALM's mock conversion data and configuration processes, agencies will not have access to PALM data files until full UAT in July 2025. Therefore, DEP will have to create sample files or sample data sets to mimic PALM data to test agency business systems and reports. Waiting until July 2025 for full UAT training with PALM files could create testing and remediation delays that would coincide with PALM UAT and agency training efforts.	Open	6 (High/Medium)	DEP will establish a data strategy for testing based on the mock conversion and configuration data submitted to PALM. Additional mock files and data will have to be created where PALM does not have planned conversions. Sample test data will be created by using FLAIR data files mapped to PALM values. DEP will also establish testing scenarios and cases to ensure that transactions are posted correctly to the new Chart of Accounts and verifiable totals possible for new and old transactions based on reporting.	DEP will mimic PALM's data snapshot timing planned for use with the different UAT cycles.	04/01/25	Steve Waters and Bento Eyles
Processes Technology Data	Insufficient time allotted for the process updates or making assumptions without proper interface specifications and sample data can increase the risk of errors and inconsistencies.	Open	4 (Medium/Medium)	DEP will ensure sufficient documentation of business system processes and interfaces, as well as develop accurate sample data to ensure there is reduced risk of application errors. Testing applications thoroughly will mitigate this risk.	DEP has fully documented current state of the business systems and interfaces. DEP has synchronized updates with PALM design segments to ensure complete documentation.	04/01/25	Brady Schmidt
Processes Technology Data	Insufficient time to test PALM and agency business system processes due to shortened testing windows or unexpected changes to functionality is a risk to DEP. Potential changes to PALM testing windows due to project delays or delayed PALM functionality changes would limit the agencies' ability to timely verify processes through PALM and agency testing.	Open	4 (Medium/Medium)	DEP will continue to monitor PALM project schedule changes and potential impacts to agency remediation, testing, and training timelines. These agency activities will be scheduled as soon as possible to reduce potential resource issues from PALM and agency process changes.	DEP will closely monitor progress on any changes affecting impacts to remediation, testing and training activities and milestones.	04/01/25	Steve Waters and Bento Eyles

DEP Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
People Processes Technology Data	SME Process & Business System Knowledge	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Catalog Desktop Procedures, Document Business System functionality and interfaces.	FDEP Project Team continues to facilitate information gathering and identifying financial data impacts. The results will be used for future planning of PALM implementation.	07/01/25	Lydia Griffin, Steve Waters
People Processes Technology Data	Identifying changes to processes and business systems as a result of a staggered design segmentation approach which can potentially change designs after the fact. This approach is hindering the ability of key business and technical resources to reach a decision or agreement about impacts to agency business processes and systems.	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Identifying key requirements now while keeping an open mind to potential changes down the road and structurally delineating future state requirements into known vs. unknown may help in building incremental build components and requirements for agency business systems and processes.	FDEP Project team continues to share latest PALM designs with DAS, Division SMEs and CCN Leads to help them identify potential changes to business processes based on published Segment designs from the PALM project. Technical SMEs are also working to identify potential changes to systems based on everything currently published by PALM. Changed resolution date to 12/30/2024 on conclusion of Change Analysis phase of PALM.	12/30/24	Bento Eyles and Steve Waters

DEP Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates
People Processes Technology Data	SME Process & Business System Knowledge	Logged	11/13/23	Division/District/Office Business Systems remediation, processes and project management.	FDEP Project Team has facilitated information gathering and identifying financial data impacts. - DEP is conducting process reviews and SMEs are attending PALM Design reviews to gain knowledge of PALM processes. - SMEs are being tasked with documenting changes to the existing processes based on knowledge of PALM.
People Processes Technology Data	PALM Project Implementation Schedule	Logged	11/13/23	Division/District/Office Business Systems remediation, processes and project management.	In planning, the success of FDEP's implementation schedule is contingent upon the timely receipt of information from the PALM Project team.
People Processes Technology Data	DEP must receive the following to successfully complete system remediation: 1) ALL applicable PALM Design Segment tasks related to said applications is completed. i. Process specifications ii. Interface specifications iii. Configuration Workbooks iv. Conversions v. Report specifications 2) Data mapping with PALM design specifications and process requirements.	Logged	02/14/24	Division/District/Office Business Systems remediation, processes and project management, PALM Team	Discussed at the PALM Touchpoint meeting on 2/14/2024 and 3/13/2024 with PALM. - Agency shared that their remediation approach is based on phases, and the concern of having to do remediation re-work with major changes to occur after final design has been shared. - Monitoring of Design Segment updates is continuing, need confirmation that final screen designs will also be available to the agency as and when locked down by PALM. - DEP still awaiting additional detailed information from the project on enterprise system changes and report specifications.
People Processes Technology Data	The IV&V will review agency risks, issues and assumptions that have been documented in Smartsheet and address them with the PALM team as needed.	Logged	08/30/24	Division/District/Office Business Systems remediation, processes and project management.	DEP cannot be sure if the mitigation strategies for the PALM based risks and issues are adequate and/or if a risk has changed due to adjustments by PALM.

DEP 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	Business Process to User Roles Review	09/03/24	DEP PALM Core Team	Mapping and review Analysis of PALM Roles to Business Processes	9/3 - Completed
Processes Data	Revenue Object Code Analysis	09/04/24	DEP F&A Mgrs., Sponsor, DEP PALM Core Team	Reviewing the updated DFS and PALM revenue account codes	9/4 - Initial Review 9/19 - Completed
Processes Technology Data	PEAS and Payroll Accounting in PALM	09/04/24	DEP PALM Core Team, Sponsor, DEP DAS CCNs,	Review and plan for how to record PeopleFirst timesheet information in PALM	9/4 - Completed
Technology Data	FIN-GMS Remediation Planning	09/05/24	DEP PALM Core Team, Sponsor, DEP DAS CCNs, DEP F&A Mgrs.	Discuss additional remediation needs for FIN-GMS	9/5 - Completed
Processes Technology Data	Project and Project Balances Cleanup for PALM	09/06/24	DEP PALM Core Team, DEP F&A Mgrs	Discuss activities to clean up project ID information and balances in preparation for PALM testing and related activities	9/6 - Completed
Processes Technology Data	ELFF API002 - Inbound Voucher Load Review	09/09/24	DEP PALM Core Team, DEP F&A Mgrs	Review the PALM voucher load interface file for use in ELFF to confirm how file is created and fields that need to be added to ELFF to create the upload	9/9 - Initial Review 9/19 - Secondary Review Completed
Processes Data	PALM SpeedKey Planning	09/13/24	DEP PALM Core Team, Sponsor, DEP DAS CCNs, DEP F&A Mgrs., SMEs	Review the PALM Speedkey functionality and discuss how best to use them in PALM for a titling and use perspective	9/13 - Completed
Processes Data	DEP FCO Certification Forward Review	09/18/24	DEP PALM Core Team, DEP F&A Mgrs, Sponsor	Review and Discuss PALM's FCO certification forward process along with DEP's plan to record projects in PALM and submit certification forward requests	9/18 - Initial Review 10/2 - Completed
People Processes Technology Data	CCN Townhall Planning	09/19/24	DEP PALM Core Team	Plan content for CCN Townhall meeting	9/19 - Initial Review 10/21 - Completed
People Processes Technology Data	CRA Walkthrough for STCM Team	09/24/24	DEP PALM Core Team, OTIS, DEP F&A Mgrs	Walk through of the processes in CRA as they relate to STCM payments to resolve pending CRA remediation questions	9/24 - Completed
People Processes Technology Data	Contract Disbursements Process Review for PALM	10/01/24	DEP PALM Core Team, Sponsor, DEP DAS CCNs	Walk through of the current processes for setting up and paying different types of encumbrances in FLAIR and identifying how this will be handled in PALM	10/1 - Initial Review 10/28 - Final Review

People Processes Technology Data	Review PALM Testing and Training Plans	10/02/24	DEP PALM Core Team	Review PALM content and develop DEP plans	10/2 - Initial Review
People Processes Technology Data	PALM Financial Reporting and Year End Close Review	10/04/24	DEP PALM Core Team, Sponsor, DEP DAS Mgrs.	Review of the segment IV design sessions covering cash checking, financial year end processes, and speedkeys	10/4 - Completed
People Processes Technology Data	PALM Sprint Retrospective	10/07/24	DEP PALM Core Team, Sponsor, OTIS	Review all PALM related tasks completed during the sprint, and plan for the PALM related tasks for the upcoming sprint	9/16 - Completed 10/7 - Completed 10/28 - Completed
Technology Data	ARI010: Object Code Discussion	10/09/24	DEP PALM Core Team, OTIS	Discuss our open questions related to object codes in ARI010	10/9 - Complete
People Processes Technology Data	FIN Tax Design Review	10/16/24	DEP PALM Core Team, Sponsor, DEP DAS Mgrs.	Review of the Fin-TAX Design document	10/16 - Completed
People Processes Data	DEP - Payables & Retainage	10/21/24	DEP PALM Core Team, Sponsor, PALM	Discussion of DEP Payables and Retainage processes under PALM	10/21 - Completed
People Processes Technology Data	PALM Change Champion Network (CCN) Meeting	10/24/24	DEP PALM Core Team, Sponsor, DEP DAS Mgrs., DEP DAS CCNs	Share information about current PALM activities and updates to DEP processes with DEP CCNs	10/24 - Completed
Processes Technology Data	Test Case Tracking Discussion	10/28/24	DEP PALM Core Team	Discussion on what and how to track for test cases	10/28 - Initial Review
People Processes Technology Data	Discussion of mapping DEP and PALM Reports and Analysis	10/29/24	DEP PALM Core Team	Discussion of where content is stored and how to present the date to CCNs and Managers for further review	10/29 - Initial discussion
People Processes Technology Data	FIN-Rate Report Design Review	10/31/24	DEP PALM Core Team, Sponsor, DEP F&A Mgrs.	Review of FIN-Rate Report Design document	10/31 - Complete
People Processes Technology Data	FIN-TAX Review and follow-up	10/31/24	DEP PALM Core Team, Sponsor, DEP F&A Mgrs.	Review of FIN-TAX Design and follow-ups	10/31 - Complete

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

DEP Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 2024	Darinda McLaughlin	darinda.mclaughlin@floridadep.gov	11/08/24
July - August 2024	Darinda McLaughlin	darinda.mclaughlin@floridadep.gov	09/06/24
May - June 2024	Darinda McLaughlin	darinda.mclaughlin@floridadep.gov	07/12/24
March - April 2024	Darinda McLaughlin	darinda.mclaughlin@floridadep.gov	05/09/24
January - February 2024	Darinda McLaughlin	darinda.mclaughlin@floridadep.gov	03/11/24

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