DOH 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

Robert Herron

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 = 18

• Duplicate Filled Role = 0

• Vacant Role = 0

RW Task Completeness:

Score = 84.63%

• Submitted Complete = 27

• Submitted Incomplete = 2

• Completed After Submission = 12

RW Task Timeliness:

Score = 98.99%

• Submitted On Time = 65

• Submitted Late = 1

• Pending Submission = 1

Meeting Participation:

• Meetings Attended = 5

• 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	519	Remediate Agency Business Systems based on Segment I	01/29/24	06/28/24	Pending Resubmission	06/14/24	Our Agency cannot reflect our remediation as 100% due to following reasons: 1) Interface files have updates based on questions or corrections asked to the PALM team, thus interface file is not finalized. 2) Some questions asked about the interfaces from Segment I for remediation are crucial and many technical decisions are made based on the answers provided by PALM 3) Part of remediation and data dependencies are contingent on Segment IV and recap in October	Submission Incomplete	
N/A	Technology	531	Remediate Agency Business Systems based on Segment II	04/29/24	10/04/24	Pending Resubmission		Our Agency cannot reflect our remediation as 100% due to following reasons: 1) Some questions asked about the interfaces are crucial and many technical decisions are made based on the answers provided by PALM 2) Part of remediation and data dependencies are contingent on Segment IV and recap in November. technical team is now deciphering information and meeting with ABS systems to give this information. 3) Coding to reflect and make changes has started but will not complete by 9/27 now 10/4		
Direct	Data	541-A	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	09/03/24	We will not use agency specific Project Costing configurations	Submission Complete	09/16/24
Direct	Data	541-B	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	09/03/24	This is completed after conversation with the PALM team.	Submission Complete	09/25/24
N/A	Data	542	Complete Data Readiness Analysis and Data Cleansing Activities for Segment IV	07/22/24	10/18/24	100% - Submitted	10/17/24		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	10/17/24	Completed the missing fields and resubmitted.	Submission Incomplete	10/30/24
N/A	Technology	544	Update Agency Business System Documentation for Segment IV	07/22/24	10/18/24	100% - Submitted	10/17/24		Submission Complete	
Direct	Technology	545-A	Update and Finalize Florida PALM Conversion Inventory for Segment IV	07/22/24	10/18/24	100% - Submitted	10/17/24		Submission Complete	
Direct	Technology	546	Update Florida PALM Interface Inventory for Segment IV	07/22/24	10/18/24	100% - Submitted	10/17/24		Submission Complete	
N/A	Technology	547	Remediate Agency Business Systems based on Segment III	07/22/24	12/13/24					
Direct	People	549	Submit Training Survey	08/12/24	09/20/24	100% - Submitted	09/09/24		Submission Complete	10/02/24
Indirect	People	536-B	Create Agency Specific User Acceptance Testing Plan	08/19/24	10/11/24	100% - Submitted	10/10/24		Submission Complete	
Direct	Data	541-C	Complete Configuration Workbooks for Segment IV	08/26/24	10/04/24	100% - Submitted	10/01/24		Submission Complete	
N/A	N/A	551	Submit Bimonthly Agency Readiness Status Report	08/30/24	09/11/24	100% - Submitted	09/09/24		Submission Complete	
N/A	N/A	552	Manage Agency Specific Implementation Schedule, Risks and Issues	08/30/24	10/31/24	100% - Submitted	10/29/24		N/A	
Direct	Technology	550-B	Participate in Technical Meeting to Receive Credentials and Access	09/03/24	09/13/24	100% - Submitted	09/03/24		N/A	
Indirect	Technology	553	Prepare for Interface Testing	09/16/24	10/18/24	100% - Submitted	10/17/24		Submission Complete	

Direct	Technology	**554**	Participate in Connectivity Testing for Cycle 1 Interface Testing	09/16/24	10/04/24	100% - Submitted	**09/23/24**			Submission Complete	09/25/24
Direct	Data	**541-D**	Complete Configuration Workbooks for Segment IV - General Ledger (GL)	10/07/24	11/01/24	100% - Submitted	**10/29/24**			Submission Complete	
Direct	Data	**555-A**	Complete Data Cleansing Based on Mock Conversion 1 - Projects (PCC001)	10/07/24	11/22/24						
N/A	People	**559**	Share Florida PALM Updates	10/14/24	10/25/24	100% - Submitted	**10/23/24**			Submission Complete	
N/A	Technology	**561**	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25						
Direct	Data	**555-B**	Complete Data Cleansing Based on Mock Conversion 1 (CTC001, GMC001, and PCC002)	10/28/24	11/22/24						
N/A	N/A	**562**	Submit Bimonthly Agency Readiness Status Report	11/01/24	11/12/24	100% - Submitted	**11/03/24**			Submission Complete	
N/A	N/A	**563**	Manage Agency Specific Implementation Schedule, Risks and Issues	11/01/24	12/27/24						
Direct	Data	**555-C**	Complete Data Cleansing Based on Mock Conversion 1 (AMC001 and POC001)	11/08/24	12/06/24						

People

The staff and stakeholders affected by your agency's transition to Florida PALM.

Implementation:

Planned Florida PALM End Users = 457

• Business Process Groupings = 12/13

Identified Subject Matter Experts = 18

• SMEs by Business Process Grouping

- Account Mgmt. and Financial Reporting = 2

- Accounts Receivable = 1

- Asset Accounting and Mgmt. = 2

- Banking = 1

- Budget Mgmt. and Cash Control = 5

- Contracts Mgmt. = 2

- Disbursements Mgmt. = 4

- Grants Mgmt. = 2

- Inter/IntraUnit Transactions = 2

- Payroll Mgmt. = 4

- Projects Mgmt. = 1

- Revenue Accounting = 4

- System Access and Controls = 1

Role Mapping = TBD

Training = TBD

Processes

The sequence of procedures to accomplish a business objective.

Current-State:

Cataloged Business Processes = 62

• Related Business Systems = 17

• Related Reports = 27

• Documentation Status:

- Complete = 62 Partial = 0 Not Started = 0

Implementation:

Impacted Agency Business Processes = 62

• Related Business Process Groupings = 13

• Planned Spreadsheet Uploads = 3

• **Level of Impact: People Changes**

- High = 62 Medium = 0 Low = 0 None = 0 Uncertain = 0

• **Level of Impact: Processes Changes**

- High = 62 Medium = 0 Low = 0 None = 0 Uncertain = 0

• **Level of Impact: Technology Changes**

- High = 47 Medium = 0 Low = 0 None = 15 Uncertain = 0

• **Level of Impact: Data Changes**

- High = 62 Medium = 0 Low = 0 None = 0 Uncertain = 0

• **Segments I & II Documentation Update Status**

- Not Started = 0 In Progress = 0 Complete = 62

• **Segment III Documentation Update Status**

- Not Started = 0 In Progress = 0 Complete = 62

Technology

The applications or tools used to process, track, or report on financial operations.

Current-State:

Cataloged Business Systems = 58

• Criticality:

- High = 58 Med = 0 Low = 0 None = 0

• Documentation Status:

- Complete = 58 Partial = 0 Not Started = 0

Cataloged Interfaces = 39

- Inbound Interfaces = 21

- Outbound Interfaces = 15

Implementation:

Business Systems Planned for Integration = 53

• **Segment I - Documentation Updates:**

- Complete = 50 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 0

• **Segment II - Documentation Updates:**

- Complete = 46 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 4

• **Segment III - Documentation Updates:**

- Complete = 48 Updating = 1 Evaluating = 1 Not Started = 0 Not Needed = 0

Planned Interfaces = 32

- Inbound Interfaces = 7

- Outbound Interfaces = 21

Data

Information used in or produced from an agency's financial business operations.

Current-State:

Unique FLAIR Data Elements = 629

• **Associated Unique Uses = 646**

- Continued Use - Yes = 0

- Continued Use - No = 0

• **Associated Business Systems = 1**

Cataloged Reports = 653

• Criticality:

- High = 947 Med = 0 Low = 0 None = 0

Implementation:

Segments I & II Planned Configurations = 6/9

• **Accounts Receivable (AR)**

- Planned Distribution Codes = 96

• **Asset Management (AM)**

- Planned Location Codes = 356

- Planned Associated Area ID's = None

• **Commitment Control (KK)**

- Planned Option = Option # 1 - Track with Budget

• **General Ledger (GL)**

- Planned Budgetary Value Combo Edits = 4529

- Planned Local Funds = None

- Planned Organization ID's = 10620

- Planned OA1's = 2830

- 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 = 6 In Progress = 0 Not Started = 0 Not Applicable 1

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.

DOH Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
Technology	Lack of Testing Environment: Subject matter experts can determine the processes needed, document those processes, and train staff within a sandbox environment prior to go live. Subject matter experts can also start working through processes and identify gaps for the staff and determine additional training requirements.	Open	9 (High/High)	DOH has raised this risk to PALM Project. The delivery of test environment is scheduled in April 2025. Upon delivery of this we will remove the risk.	Lack of testing environment for Financials and Payroll wave. Reviewed risk and agency continues to monitor this risk. Updated: 06/14/2024	02/14/22	PALM & DOH
Processes	Awaiting confirmation and finalized	Open	9 (High/High)	Pre-design and design activities based on calculated	As the requirements,	02/14/22	PALM & DOH

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
Technology	requirements, process flows, configurations, and interfaces so DOH can calculate work effort on remediation and develop project timelines for completion of necessary tasks.			assumptions.	interfaces, process flows, and updates to interfaces files and reports come to us in Segments; Review, process changes and remediation are fragmented. Reviewed risk and agency continues to monitor this risk. Updated: 06/14/2024		
People Processes Technology Data	Payroll Design Sessions are scheduled to complete / finalize by the PALM project in July-October 2024 (Segment IV). Agencies may not have enough time to understand and implement change of processes, requirements, interface files.	Open	9 (High/High)	Pre-design and design activities based on assumptions. Our most complex business operations are based on Payroll design and requirements. This gives us on 12 months to remediate some of Department's key applications.	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	04/30/24	PALM & DOH
Processes	Agency is unable to determine how the Trial Balance, Schedule of Allotment Balances, year-end closing processes and Schedule I processes will be completed with the Account field which combines the current FLAIR General Ledger Code and Object Code.	Open	9 (High/High)	DOH would like to review the envisioned example of a Trial Balance and speed key. DOH would like to see the account field values and an explanation of how the account field enables us to record the current level of information. Meeting set up with DFS the week of 4/29 and 05/06	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	04/30/24	PALM & DOH
Processes	The intention is for DFS to setup all of our organization codes and they have to route through their team for an approval process as well.	Open	9 (High/High)	Work with PALM and DFS to set up a successful Service Level Expectation.	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	08/16/23	PALM & DOH
Technology	Lack of prototype system. Agency would like a demo of the overall process in the PALM to better understand how the processes would start and end.	Open	9 (High/High)	DOH would like to see a prototype system, actual screens so SME's can figure out the processes.	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	08/21/23	PALM & DOH
Processes	DOH currently uses multiple RDS and existing reports in preparation of Federal Grant Reporting. DOH is concerned how the agency will generate Grant Reporting within PALM.	Open	9 (High/High)	Review and understanding of Grant Reporting functionality within PALM	Within the realm of financial audit, we need to show financial documents in support of financial activity. This is the need that we have identified at our agency. Reviewed & Updated: 06/14/2024	08/23/23	PALM & DOH
Processes	PALM eliminating the IBI field for DOH	Open	9 (High/High)	Department recognizes and has addressed this risk with the PALM Project team. Department is waiting for further guidance from the PALM project team.	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	02/14/22	PALM & DOH
People Processes Technology	The training timeframe given will not be enough time for us to create and launch agency specific trainings. End users won't have time to take them before go live either.	Open	9 (High/High)	We have to be trained by PALM, train our trainers or area SMEs, and build agency specific trainings (on top of the trainings we'll have to update due to the impacts of PALM)	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	09/25/23	PALM & DOH
Technology	Lack of Training: The training needs to be specific to the State of Florida implementation, including specific Chart of Accounts ChartField values as well as other configured elements. In addition, there also needs to be technical related training for interfacing methods, data access for the IW, and remediation techniques	Open	6 (High/Medium)	DOH can create DOH's specific training. SPM team is part of PALM Readiness updates and is attending all PALM meetings.	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	02/14/22	PALM & DOH
Processes	With the implementation of PALM there will be many enterprise processes that are overseen by one agency that will impact all agencies. One example of this is DFS. DFS oversees areas such as Vendor Relations, Auditing, Financial Statements and New Account Codes. DFS will solely establish processes that will impact the successful implementation of PALM at the agency level based on these processes in relation to PALM being provided prior to implementation.	Open	6 (High/Medium)	DFS publishes the processes well in advance for DOH has time to adapt and modify current processes.	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	10/18/23	PALM & DOH
People Processes	Enterprise entities like AG/IG's offices or Agencies like DMS, DFS may present new processes / changes at or close to Go-Live or during Hypercare, that may present more work on the Agency. For example, auditing of payments and the increased number of returns and possibly hold up of payments all while transitioning and learning how to work within PALM. Back in 2019 when we went live with the Statewide Travel Management System (STMS), our trips were sampled for audit and returned by DFS increased from approximately 0-2 trips returned per month to 34 trips returned in April 2019 and 197 trips returned in May 2019. Once these trips were returned, we had to review the return and clear up the issue with the returns which meant coordinating with each traveler for each trip returned. This was very time consuming and a struggle to learn a new system and deal with the influx in sampled trips being returned.	Open	6 (High/Medium)	DOH would like to know if there are any new processes and changes that are discussed at Enterprise level that will impact DOH	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	02/21/24	PALM & DOH
Processes	Payroll Reallocation Voucher Adjustment: • How will we complete payroll reallocations for a voucher that posted in FLAIR in November or December 2025 when PRP is to process in January 2026 using the PALM data? • How will FIRS or CHDs edit or correct any vouchers between July-Dec 2025 when we go to PALM Jan 2026? • If only the balances are rolling over to PALM, then what about the voucher details? This is specific for Payroll Reallocation, but this will be true for all Vouchers.	Open	4 (Medium/Mediu	DOH needs to know how this will work in PALM	Reviewed risk and agency continues to monitor this risk. Reviewed: 06/14/2024	10/18/23	PALM & DOH

DOH Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator
Technology	Changes to PALM website and PALM Production: Our agency is taking a lot of effort to educate and train technical and non-technical staff. Constant changes disrupts processes and it takes time to find the same information and retrain staff. For e.g., our technical staff was well versed in accessing Smartsheet for interface and reports for creating our DOH warehouse.	Open	High - Impacts the ability of the agency to meet deadlines or milestones	Retrain staff		10/31/24	Sheetal Shidhaye Terri Mulkey

DOH 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	PALM will provide solution and remediation of enterprise applications i.e., STMS, PeopleFirst, etc.	Logged	06/28/23	All DOH systems	PALM Project has identified all impacted enterprise applications.
People Processes Technology Data	PALM will maintain the project "On schedule"	Logged	06/28/23	All DOH systems	DOH PALM team relies on PALM Project schedule and plans deliverables and tasks accordingly. Resource allocation is also heavily based on PALM schedule.
People Processes	Enterprise entities like AG/IG's office, or Agencies like DMS, DFS will not add changes or new processes at Go-Live or during PALM HyperCare period	Logged	02/14/24	DOH staff	DOH PALM team has addressed this with the RC in our Readiness Meeting

DOH 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 Technology Data	FIRS Demo / Q&A Cadence	09/03/24	FIRS Team, BA, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology Data	CORTNE Cadence	09/04/24	CORTNE Team, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
Technology Data	DDD Technical Meeting	09/04/24	DDD Team, EAS, TL, PM, BA	Technical meeting between DOH PALM Team and DDD	
People Processes	DOH Core Meeting	09/04/24	Key Stakeholders and PM	• Monitor progress against project plan • Review and approves changes to project plans (resources, scope, goals, cost estimates) • Advise on project planning and implementation strategies • Make strategic decisions related to project deliverables prioritization and approvals • Review and suggest solutions for issues critical to project success • Assist in resolving project conflicts Assist and guide on resource allocation	Every core meeting has an Agenda. PM reviews PALM tasks, gives Project team updates and sets activities and tasks for coming weeks.
People	FIRS Status	09/05/24	Key Stakeholder and PM	Status update in the FIRS modules	
People Processes Technology Data	Meeting with CORTNE Team	09/05/24	CORTNE Team, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology Data	FIRS Demo / Q&A Cadence	09/09/24	FIRS Team, BA, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes	DOH PALM Executive Steering Committee	09/13/24	Key Stakeholders and PM	•Set expectation for the DOH PALM ESC meeting •Provide PALM Project Updates •Provide DOH PALM Updates	
People Processes Technology Data	FIRS Demo / Q&A Cadence	09/16/24	FIRS Team, BA, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
Technology Data	DDD Technical Meeting - Checkpoint	09/18/24	DDD Team, EAS, TL, PM, BA	Technical meeting between DOH PALM Team and DDD	
People Processes	DOH Core Meeting	09/18/24	Key Stakeholders and PM	• Monitor progress against project plan • Review and approves changes to project plans (resources, scope, goals, cost estimates) • Advise on project planning and implementation strategies • Make strategic decisions related to project deliverables prioritization and approvals • Review and suggest solutions for issues critical to project success • Assist in resolving project conflicts Assist and guide on resource allocation	Every core meeting has an Agenda. PM reviews PALM tasks, gives Project team updates and sets activities and tasks for coming weeks.
People Processes Technology Data	CORTNE Updates Meeting	09/20/24	CORTNE Team, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
Processes Technology Data	DOH PALM_Environmental Health Meeting	09/24/24	EH Team, BA, PM, TL	Create understanding between ABS team and DOH PALM team regarding Technical Solution for Remediation	
People	FIRS Status	10/02/24	Key Stakeholder and PM	Status update in the FIRS modules	
People Processes	DOH Core Meeting	10/02/24	Key Stakeholders and PM	• Monitor progress against project plan • Review and approves changes to project plans (resources, scope, goals, cost estimates) • Advise on project planning and implementation strategies • Make strategic decisions related to project deliverables prioritization and approvals • Review and suggest solutions for issues critical to project success • Assist in resolving project conflicts Assist and guide on resource allocation	Every core meeting has an Agenda. PM reviews PALM tasks, gives Project team updates and sets activities and tasks for coming weeks.
People Processes Technology Data	FIRS Demo / Q&A Cadence	10/03/24	FIRS Team, BA, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology Data	CORTNE Cadence	10/04/24	CORTNE Team, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
Technology Data	DDD Technical Meeting	10/04/24	DDD Team, EAS, TL, PM, BA	Technical meeting between DOH PALM Team and DDD	
Technology Data	EAS Cadence	10/08/24	EAS, PM, TL	Create understanding between EAS and DOH PALM team regarding Remediation	Weekly Meeting
People Processes	DOH Core Meeting	10/09/24	Key Stakeholders and PM	• Monitor progress against project plan • Review and approves changes to project plans (resources, scope, goals, cost estimates) • Advise on project planning and implementation strategies • Make strategic decisions related to project deliverables prioritization and approvals • Review and suggest solutions for issues critical to project success • Assist in resolving project conflicts	Every core meeting has an Agenda. PM reviews PALM tasks, gives Project team updates and sets activities and tasks for coming weeks.

				Assist and guide on resource allocation	
People Processes	Discuss Debit Memos Meeting	10/10/24	Key Stakeholders, SMEs, PM	Discussion on Debit Memo	
People Processes Technology Data	Meeting with CORTNE Team	10/11/24	CORTNE Team, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology Data	DOH PALM-CONMAN Checkpoint Meeting	10/16/24	CONMAN Team, BA, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology	Kick Off: Test Triage Team	10/16/24	Triage Team, PM	Conversation on Test Traige Team creation, tools needed, and meeting schedule moving forward.	
Technology Data	EAS Cadence	10/17/24	EAS, PM, TL	Create understanding between EAS and DOH PALM team regarding Remediation	Weekly Meeting
People Processes Technology Data	CORTNE Cadence	10/21/24	CORTNE Team, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology Data	Qlik-DOH PALM Cadence Meeting	10/21/24	Qlik Team, PM, TL, BA	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology Data	FIRS Demo / Q&A Cadence	10/22/24	FIRS Team, BA, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
Technology Data	EAS Cadence	10/23/24	EAS, PM, TL	Create understanding between EAS and DOH PALM team regarding Remediation	Weekly Meeting
Processes Technology Data	DOH PALM_MQA Meeting	10/23/24	MQA Team, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Technical Solution for Remediation	
Processes Technology Data	DOH PALM_RIMS Meeting	10/23/24	RIMS Team, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Technical Solution for Remediation	
People Processes	CJT and Cell Phone Bill Meeting	10/25/24	Key Stakeholders, PM	Discussion of CJT and Cell Phone Bill applications	
People Processes	Maintaining Org, OA1, etc Meeting	10/25/24	Key Stakeholders, PM	Discussion of Org and OA1	
People Processes Technology Data	Spending Plan and Budget Demo Meeting	10/25/24	FIRS Team, BA, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
People	Change Management & Training Liaison Forum	10/26/24	Training Liaison	To collaborate and understand how other agencies will handle training	PALM Collaboration Meeting at DCF
People Processes Technology Data	VPS - DOH PALM Remediation	10/28/24	VPS Team, BA, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes Technology Data	FIRS Demo / Q&A Cadence	10/29/24	FIRS Team, BA, PM, TL, Devs	Create understanding between ABS team and DOH PALM team regarding Remediation	
People Processes	DOH Core Meeting	10/30/24	Key Stakeholders and PM	• Monitor progress against project plan • Review and approves changes to project plans (resources, scope, goals, cost estimates) • Advise on project planning and implementation strategies • Make strategic decisions related to project deliverables prioritization and approvals • Review and suggest solutions for issues critical to project success • Assist in resolving project conflicts Assist and guide on resource allocation	Every core meeting has an Agenda. PM reviews PALM tasks, gives Project team updates and sets activities and tasks for coming weeks.
People Processes Technology Data	CORTNE Cadence	10/31/24	CORTNE Team, PM, TL	Create understanding between ABS team and DOH PALM team regarding Remediation	
People	PALM 4th Flyer Meeting	10/31/24	SPM Team, BA, PM	Discussion regarding next PALM newletter for DOH.	

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** *

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DOH Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 2024	Robert Herron	robert.herron@flhealth.gov	11/01/24
July - August 2024	Robert Herron	robert.herron@flhealth.gov	09/09/24
May - June 2024	Robert Herron	robert.herron@flhealth.gov	07/10/24
March - April 2024	Robert Herron	robert.herron@flhealth.gov	05/08/24
January - February 2024	Robert Herron	robert.herron@flhealth.gov	03/07/24