JAC 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

Alton L. "Rip" Colvin, Jr.

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 = 12
- Duplicate Filled Role = 4
- Vacant Role = 0

RW Task Completeness:

Score = 76.50%
- Submitted Complete = 20
- Submitted Incomplete = 3
- Completed After Submission = 17

RW Task Timeliness:

Score = 79.28%
- Submitted On Time = 39
- Submitted Late = 24
- Pending Submission = 4

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
	People	328	Document Current Agency Business Processes	07/31/23	12/15/23	50% - In Progress		04/30/2024 Anticipate that this task will be complete by 08/01/2024	N/A	
N/A	Processes	515	Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II	01/29/24	04/12/24	50% - In Progress		06/14/2024 - We hope to have the first part of Tasks 515 and 527 complete by 07/12/2024.		
N/A	Processes	527	Identify Change Impacts and Update Agency Business Process Documentation for Segment III	04/15/24	07/12/24	50% - In Progress		Dependent on completion of Tasks 328 and 515		
N/A	Technology	531	Remediate Agency Business Systems based on Segment II	04/29/24	10/04/24	100% - Submitted	07/09/24	11/12: updates complete. -dlt 10/16/2024: Update selections for BOMs due to 10/15/2024 touchpoint where shared intent to remediate BOMS for GoLive and plan for interfaces, connectivity, etc. 10/16/2024, Selections remain unchanged. Task remains incomplete. -dlt 07/10/2024 - the new plan is to make the Revenue ABS obsolete and use a spreadsheet upload.	Submission Complete	10/24/24
Direct	Data	541-A	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	10/17/24		Submission Complete	
Direct	Data	541-B	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	10/17/24		Submission Complete	11/07/24
N/A	Data	542	Complete Data Readiness Analysis and Data Cleansing Activities for Segment IV	07/22/24	10/18/24	100% - Submitted	10/15/24		Submission Complete	
N/A	Processes	543	Identify Change Impacts and Update Agency Business Process Documentation for Segment IV	07/22/24	10/18/24	50% - In Progress				
N/A	Technology	544	Update Agency Business System Documentation for Segment IV	07/22/24	10/18/24	100% - Submitted	09/20/24		Submission Complete	10/24/24
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	09/20/24		Submission Complete	10/24/24
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	09/03/24		Submission Complete	10/09/24
Indirect	People	536-B	Create Agency Specific User Acceptance Testing Plan	08/19/24	10/11/24	100% - Submitted	10/01/24		Submission Complete	11/07/24
Direct	Data	541-C	Complete Configuration Workbooks for Segment IV	08/26/24	10/04/24	100% - Submitted	10/17/24	Speedkey sheet in Secure File share requires updates. Please review Task Verification form for details. -dlt, 11/6/2024	Submission Complete	11/07/24
N/A	N/A	551	Submit Bimonthly Agency Readiness Status Report	08/30/24	09/11/24	100% - Submitted	09/11/24		Submission Complete	
N/A	N/A	552	Manage Agency Specific Implementation Schedule, Risks and Issues	08/30/24	10/31/24	100% - Submitted	11/08/24		N/A	
Direct	Technology	550-B	Participate in Technical Meeting to Receive Credentials and Access	09/03/24	09/13/24	100% - Submitted	09/13/24		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	09/23/24		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	The revisions needed have already been completed upon initial submission.	Submission Incomplete	11/08/24
Direct	Data	555-A	Complete Data Cleansing Based on Mock Conversion 1 - Projects (PCC001)	10/07/24	11/22/24	100% - Submitted	10/17/24		Submission Incomplete	11/04/24
N/A	People	559	Share Florida PALM Updates	10/14/24	10/25/24	100% - Submitted	10/25/24		Submission	11/04/24

										Incomplete
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	**11/08/24**		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 = 237

• Business Process Groupings = 12/13

Identified Subject Matter Experts = 31

• SMEs by Business Process Grouping

- Account Mgmt. and Financial Reporting = 4
- Accounts Receivable = 2
- Asset Accounting and Mgmt. = 0
- Banking = 3
- Budget Mgmt. and Cash Control = 3
- Contracts Mgmt. = 2
- Disbursements Mgmt. = 14
- Grants Mgmt. = 1
- Inter/IntraUnit Transactions = 14
- Payroll Mgmt. = 10
- Projects Mgmt. = 1
- Revenue Accounting = 3
- System Access and Controls = 2

Role Mapping = TBD

Training = TBD

Processes

The sequence of procedures to accomplish a business objective.

Current-State:

Cataloged Business Processes = 121

• Related Business Systems = 1

• Related Reports = 35

• Documentation Status:

- Complete = 47 Partial = 9 Not Started = 72

Implementation:

Impacted Agency Business Processes = 121

• Related Business Process Groupings = 10

- Planned Spreadsheet Uploads = 0

• Level of Impact: People Changes

- High = 7 Medium = 3 Low = 5 None = 35 Uncertain = 0

• Level of Impact: Processes Changes

- High = 21 Medium = 8 Low = 16 None = 5 Uncertain = 0

• Level of Impact: Technology Changes

- High = 6 Medium = 2 Low = 3 None = 39 Uncertain = 0

• Level of Impact: Data Changes

- High = 19 Medium = 5 Low = 16 None = 9 Uncertain = 0

• Segments I & II Documentation Update Status

- Not Started = 126 In Progress = 0 Complete = 0

• Segment III Documentation Update Status

Not Started = 126 In Progress = 0 Complete =

Technology

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

Current-State:

Cataloged Business Systems = 11

• Criticality:

- High = 9 Med = 1 Low = 0 None = 1

• Documentation Status:

- Complete = 8 Partial = 0 Not Started = 1

Cataloged Interfaces = 5

- Inbound Interfaces = 4

- Outbound Interfaces = 1

Implementation:

Business Systems Planned for Integration = 9

• Segment I - Documentation Updates:

- Complete = 6 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 0

• Segment II - Documentation Updates:

- Complete = 1 Updating = 0 Evaluating = 1 Not Started = 0 Not Needed = 6

• Segment III - Documentation Updates:

- Complete = 7 Updating = 0 Evaluating = 1 Not Started = 0 Not Needed = 0

Planned Interfaces = 5

- Inbound Interfaces = 1

- Outbound Interfaces = 4

Data

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

Current-State:

Unique FLAIR Data Elements = 97

• Associated Unique Uses = 97

- Continued Use - Yes = 68

- Continued Use - No = 1

• Associated Business Systems = 5

Cataloged Reports = 134

• Criticality:

- High = 59 Med = 55 Low = 20 None = 1

Implementation:

Segments I & II Planned Configurations = 6/9

• Accounts Receivable (AR)

- Planned Distribution Codes = 24

• Asset Management (AM)

- Planned Location Codes = None

- Planned Associated Area ID's = None

• Commitment Control (KK)

- Planned Option = Option # 1 - Track with Budget

• General Ledger (GL)

- Planned Budgetary Value Combo Edits = 1370

- Planned Local Funds = None

- Planned Organization ID's = 175

- Planned OA1's = 67

- Planned OA2's = 180

Segment IV Planned Configurations

- Started = 2 Not Started = 0

Conversions & Data Readiness

• Conversions Needed = 5

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

• Data Readiness/Cleansing Status:

- Complete = 0 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.

JAC Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
People	Low acceptance by Judicial Related Organizations (JROs)	Open	6 (High/Medium)	Mitigate: The agency is preparing a change management plan. Additionally, the agency has started a series of meetings to involve the JROs and keep them informed of the project progress and current status.	The survey indicated high understanding and awareness.	06/28/24	Rip Colvin, Executive Director
Technology	External business system (BOMS) may not be updated with proper accounting fields for integration with PALM	Open	6 (High/Medium)	Avoid: The agency needs to engage the business system vendor to discuss new chartfields once the agency has additional technical information	JAC is working on the Contract, Operational Work Plan, and negotiations with the Vendor	06/28/24	Kathy LaCorte
Data	The access to data must be segregated by each Judicial-Related Office (JRO) to ensure that JROs can only see their information. This is critical to protect indigent defendants' rights and the defense's trial strategies.	Open	6 (High/Medium)	Transfer: The agency has been discussing mitigation options with the PALM team.	We had an excellent meeting with the Florida PALM team on 02/19/2024. We believe they understand our concerns and will work toward a resultion.	06/28/24	Rip Colvin, Executive Director

Critical Operational Elements	Risk Description	Status	Priority	Mitigation Strategy	Reporting Period Comments or Updates	Date	Owner / Coordinator
People	Availability of staff to work on the project/Limited qualified staff	Open	6 (High/Medium)	Mitigate: The agency is looking at ways to supplement current staff.	The agency has 5 Technical Writers working. We plan on adding additional staff to assist in completing other tasks.	07/10/24	JAC Directors
People Processes Technology Data	Funding insufficient for project costs	Open	6 (High/Medium)	Mitigate: The agency will continue to look at projected costs and request needed funding	The legislature granted our FY 2024-2025 request in the GAA. We are considering our needs for FY 2025-26	06/28/24	Rip Colvin, Executive Director
Technology	Org code updates may not be established and implemented which will allow correct reporting especially for grants and projects	Open	3 (High/Low)	Mitigate: The agency is initiating discussions with internal partners to create a new org code structure with a goal of implementing on July 1, 2025	Our plan has been submitted; we will monitor.	06/28/24	Dina Kamen
Processes Technology	Delays in PALM information will create delays in remediating our processes	Open	3 (High/Low)	Accept: The agency will continue to monitor information received	No new comments	07/10/24	JAC Directors
Data	Data my not be sufficiently cleansed at Go-Live	Open	2 (Medium/Low)	Avoid; The agency is preparing a plan for Data Cleansing. DFS stepped back from the data cleansing process they started and won't rec	The agency plans on hiring an OPS to perform data cleansing. DFS stepped back from the data cleansing process that had started and won't restart it until after the new year. This is delaying our process too.	07/10/24	Nona McCall
Processes	Downtime during transition	Open	2 (Medium/Low)	Mitigate: The agency will create a plan to minimize this risk such as front loading work in December 2025.	Item to create a plan added to the Agency's Implementation Plan for August 2025.	06/28/24	Dina Kamen and Jamie Johnson
People Processes	Replacement or major upgrade of PeopleFirst involving the same team members as the PALM Project	Open	2 (Medium/Low)	Mitigate: The agency will review all available information regarding this potential new contract and then plan accordingly.	At this time the People First is focusing on the PALM Project.	08/27/24	Jamie Johnson
Data	Data may not be sufficiently cleansed at go-live due to the JACs inability to adjust FLAIR records which are no longer active in FLAIR. DFS manages these records, and there is not guidance on how DFS will eliminate these records prior to go-live.	Open	2 (Medium/Low)	Transfer: The agency will continue to discuss this issue with DFS staff and react to their guidance	DFS stepped back from the data cleansing process that had started and will not restart it until after the new year. This is delaying our process, too.	07/10/24	Nona McCall
Processes	PALM fails to integrate properly with other state-owned systems such as PeopleFirst, STMS, and PCard Works	Open	2 (Medium/Low)	Accept: The agency will continue to monitor information being received from the PALM team and other agencies.		07/10/24	Nona McCall

JAC Issues

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

JAC 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	The agency will have sufficient funding in FY 2023-2024 and receive funds via the LBR process for FY 2024-2025.	Logged	09/01/23	All processes and systems	The FY 2024-25 amended LBR request was included in the GAA. We are hopefully that this amount will be sufficient to cover FY 2024-25 costs.
People Processes Technology	Program governance will provide timely decisions and issue resolution	Logged	11/13/23	All stakeholders	The agency continues to monitor those decisions for which we need more information
People Processes Technology Data	Project teams will have access to the appropriate management, staff and related Program stakeholders (internal and external) and other resources as required and as needed without delay	Logged	11/13/23	All stakeholders	The agency sponsor has made it clear that this is a priority project. Additionally, the agency is looking into acquiring contracted or OPS staff to assist with the workload
People Processes Technology Data	Stakeholder input will be provided in a timely manner so as to not impede the progress of the Project	Logged	11/13/23	All stakeholders	The agency sponsor has made it clear that this is a priority project.

JAC 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	Project Manager's Meeting	09/03/24	PMO's	A weekly meeting to plan the week	
People Processes Data	Technical Writer's meeting	09/03/24	Technical Writers	A weekly check in for the status of Business Processes	
People Processes Technology Data	Change Management	09/04/24	JAC Employees	SOW/RTM Validation session	
People Processes Data	Lead Technical Writer meeting	09/04/24	Technical Writers	A status update of all individual business processes	
People Processes Data	Lead Technical Writer meeting	09/04/24	Technical Writers	A status update of all individual business processes	
People Processes Data	Technical Writer's meeting	09/05/24	JAC Employees	Weekly meeting to discuss the progress of the current PUGS	
People Processes Technology	Vendor Contract	09/05/24	PALM Project	Operations finalizing RTM	
People Processes Technology Data	Vendor Contract	09/05/24	PALM Project	LBR for JAC PALM	
People Processes Technology	Vendor Contract Agreement	09/05/24	PALM Project	Review of proposed Vendor Contract Agreement	

Data					
People Processes Data	Technical Writer's meeting	09/05/24	JAC Employees	Weekly meeting to discuss the progress of the current PUGS	
People Processes Technology Data	CIP Contract Agreement	09/05/24	PALM Project	Review of proposed Vendor Contract Agreement	
People Processes Data	Technical Writer's meeting	09/05/24	JAC Employees	Weekly meeting to discuss the progress of the current PUGS	
People Processes Technology Data	PALM Materials	09/05/24	JAC Employees	A Countdown Timer is now on the JAC internal website	
People Processes Technology Data	Vendor Contract Agreement	09/05/24	PALM Project	Review of proposed Vendor Contract Agreement	
People Processes Data	Technical Writer's meeting	09/05/24	JAC Employees	Weekly meeting to discuss the progress of the current PUGS	
People Processes Technology Data	Vendor Contract Agreement	09/05/24	PALM Project Team	Review of proposed Vendor Contract Agreement	
People Processes Data	Technical Writer's meeting	09/06/24	JAC Employees	Weekly meeting to discuss the progress of the current PUGS	
People Processes Technology Data	Implementation Meeting	09/09/24	PALM Project Team	A meeting with Palm Project Backup to discuss the current week ahead	
People Processes Technology	CIP Contract Agreement	09/09/24	PALM Project Team	Review of proposed Vendor Contract Agreement	
People Processes Data	Lead Technical Writer meeting	09/09/24	Technical Writers	A status update of all individual business processes	
People Processes Technology Data	CIP Contract Agreement	09/10/24	PALM Project Team	Final review of proposed Vendor Contract Agreement	
People Processes Data	Technical Writer's meeting	09/11/24	JAC Employees	Weekly meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/12/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/13/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/16/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/17/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/18/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/19/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/20/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/23/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/24/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
People Processes	PMO Meeting	09/24/24	PMO's	Discuss new division of duties	
Processes Data	Daily Sum	09/25/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/26/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	09/27/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
People Processes	Change Management Meeting	09/30/24	PALM Project Team	To go over documents from our change management contractor	
Processes Data	Daily Sum	09/30/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
People Processes Technology Data	Weekly PALM Meeting	10/01/24	CCN	Meeting to discuss tasks and to provide updates on the status of FL PALM Implementation	
Processes Data	Daily Sum	10/01/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
People Processes	Weekly Team Meeting	10/02/24	Technical Writers	A meeting to discuss the status of the PUGS	
Processes Data	Daily Sum	10/02/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	10/03/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	10/04/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	10/07/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
People	PMO meeting	10/08/24	PALM Project, SMEs, CCN	To discuss the Communication Plan	
Processes Data	Daily Sum	10/08/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
People	PMO meeting	10/09/24	PALM Project, SMEs, CCN	To discuss the Communication Plan	
Processes Data	Daily Sum	10/09/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	10/10/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	
Processes Data	Daily Sum	10/11/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS	

Processes Technology Data	BOMS Upgrade meeting	10/14/24	PALM Project, BOMS	Meeting to discuss the BOMS Web 2.0 Upgrade project		
Processes Data	Daily Sum	10/14/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
Processes Data	Daily Sum	10/15/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes	Weekly Team Meeting	10/16/24	Technical Writers	A meeting to discuss the status of the PUGS		
Processes	One on One meeting	10/16/24	Technical Writers	To discuss the status of the technical writer's PUGs		
Processes	One on One meeting	10/16/24	Technical Writers	To discuss the status of the technical writer's PUGs		
People Processes Technology Data	CIP Agreement Document Discussion	10/16/24	PALM Project, BOMS	Discuss, update and add to the CIP Agreement and Attachments Draft		
People Processes	Change Management	10/16/24	JAC & PALM	Meeting to discuss change management		
Processes Data	Daily Sum	10/16/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	CIP & JAC PALM Discussion	10/17/24	PALM Project, BOMS	CIP & JAC PALM Discussion		
Processes Data	Daily Sum	10/17/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	CIP Agreement Document Discussion	10/18/24	PALM Project, BOMS	Discussion of Phase I & Phase II of DRAFT Agreement		
Processes Data	Daily Sum	10/18/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	CIP Agreement Revisions	10/21/24	PALM Project, BOMS	Meeting to discuss the CIP Agreement DRAFT Document Revisions		
Processes Data	Daily Sum	10/21/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	Weekly PALM Meeting	10/22/24	CCN	Meeting to discuss tasks and to provide updates on the status of FL PALM Implementation		
Processes Data	Daily Sum	10/22/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes	Weekly Team Meeting	10/23/24	Technical Writers	A meeting to discuss the status of the PUGS		
Processes Data	Daily Sum	10/23/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes	Change Management	10/24/24	JAC & PALM	Meeting to discuss change management		
People Processes Technology Data	CIP & JAC PALM Discussion	10/24/24	PALM Project, BOMS	CIP & JAC PALM Discussion		
Processes Data	Daily Sum	10/24/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	Weekly Meeting	10/25/24	PMO, PALM Project	PMO Communication		
Processes Data	Daily Sum	10/25/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	Daily Touchpoint	10/28/24	Agency Sponsor, PMO's	A meeting to update the Agency Sponsor on the status of the PUGS and Tasks		
Processes Data	Daily Sum	10/28/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	Daily Touchpoint	10/29/24	Agency Sponsor, PMO's	A meeting to update the Agency Sponsor on the status of the PUGS and Tasks		
People Processes	Change Management	10/29/24	JAC & PALM	Meeting to discuss change management		
Processes Data	Daily Sum	10/29/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	Daily Touchpoint	10/30/24	Agency Sponsor, PMO's	A meeting to update the Agency Sponsor on the status of the PUGS and Tasks		
Processes Data	Daily Sum	10/30/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		
People Processes Technology Data	Daily Touchpoint	10/31/24	Agency Sponsor, PMO's	A meeting to update the Agency Sponsor on the status of the PUGS and Tasks		
People Processes Technology Data	CIP & JAC PALM Discussion	10/31/24	PALM Project, BOMS	CIP & JAC PALM Discussion		
People Processes	Change Management	10/31/24	JAC & PALM	Meeting to discuss change management		
Processes Data	Daily Sum	10/31/24	Technical Writers	Daily meeting to discuss the progress of the current PUGS		

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: *

JAC Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 2024	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	11/08/24
July - August 2024	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	09/11/24
May - June 2024	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	07/11/24
March - April 2024	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	05/03/24
January - February 2024	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	03/11/24