EOG Status Report Dashboard

Helpful Links

- Dashboard Snapshots
- Knowledge Center
- Florida PALM Workbook for EOG
- Readiness Workplan

Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.

Reporting Period

September - October 2025

Agency Sponsor

Dawn Hanson

RW Task Timeliness

Direct Impact Task Timeliness

Direct Impact Task Timeliness:

Score = 100%

- Submitted On Time = 46
- Submitted Late = 0
- Pending Submission = 0

Other Task Timeliness

Other Task Timeliness:

Score = 99.5%

- Submitted On Time = 79
- Submitted Late = 1
- Pending Submission = 0

The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

RW Task Completeness

Direct Impact Task Completeness

Direct Task Completeness:

Score = 94.00%

- Submitted Complete = 37
- Submitted Incomplete = 2
- Completed After Submission = 6

Other Task Completeness

Other Task Completeness:

Score = 98.87%

- Submitted Complete = 47
- Submitted Incomplete = 0
- Completed After Submission = 6

The RW Task Completeness dials reflect the completeness of your agency's task submissions based on the task rubric. Calculations of task completeness includes all RW Tasks since RW 512.

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

Change Champion Network:

- Unique Filled Role = 3
- Duplicate Filled Role = 12
- Vacant Role = 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
Indirect	Processes	**574**	Prepare Documentation for User Acceptance Testing	06/02/25	12/19/25	100% - Submitted	**08/05/25**		Submission Complete	
Direct	People	**573-B**	Complete and Submit End User Role Mapping Worksheet for remaining End Users.	07/14/25	12/19/25					
Direct	Data	**587-A**	Complete Data Cleansing Based on Mock Conversion 3	08/11/25	11/07/25					
Direct	Data	**587-B**	Complete Data Cleansing Based on Mock Conversion 3 – APC001 Suppliers	08/11/25	10/17/25	100% - Submitted	**08/27/25**	Confirmed DEM completion 8/27/2025. Confirmed EOG completion 9/9/2025.	Submission Complete	
Direct	Data	**587-C**	Complete Data Cleansing Based on Mock Conversion 3 – PCC001 Projects	08/11/25	10/29/25	100% - Submitted	**10/16/25**	Confirmed DEM completion 10/16/2025.		
Direct	Data	**661**	Update Conversion Field Mapping	08/11/25	11/05/25	100% - Submitted	**11/03/25**	Confirmed DEM completion 11/3/2025.	Submission Complete	
Direct	Data	**662**	Submit Updated Configuration Workbooks	08/11/25	11/05/25	100% - Submitted	**11/03/25**	Confirmed DEM completion 11/3/2025.		
N/A	N/A	**617**	Submit Bimonthly Agency Readiness Status Report	08/29/25	09/10/25	100% - Submitted	**09/04/25**		Submission Complete	
Indirect	N/A	**664**	Submit Monthly Progress Report - Testing	09/02/25	09/30/25	100% - Submitted	**09/30/25**		Submission Complete	
Direct	Data	**662-A**	Submit Updated Configuration Workbooks - State Program Selection for Budget Allotments	09/15/25	10/29/25	100% - Submitted	**10/03/25**		Submission Complete	
Indirect	N/A	**665**	Submit Monthly Progress Report - Testing	10/01/25	10/31/25	100% - Submitted	**10/29/25**		Submission Complete	
N/A	People	**666**	Share Florida PALM Updates	10/13/25	10/24/25	100% - Submitted	**10/16/25**		Submission Complete	
N/A	N/A	**627**	Submit Bimonthly Agency Readiness Status Report	11/03/25	11/10/25	100% - Submitted	**11/04/25**			11/05/25
Indirect	N/A	**667**	Submit Monthly Progress Report - Testing	11/03/25	11/25/25					

Agency Reported

The Risks, Issues, and Assumptions tables below display only items that were marked confirmed and were opened/logged, closed/resolved or active during the reporting period.

EOG Risks

Status	Date Opened	Date Closed	Primary Risk Category	Risk Title	Trend	Risk Rating	Background	Monitor/Mitigation Plan/Resolution	Impact if Risk Becomes an Issue	Reporting Period Comments for Sep. - Oct. 2025
Open and Monitoring	10/31/23		Staffing/Resource Availal	Limited Staff	Stable	9 (High/High)	The EOG has limited staff and technical/training resources.	EOG will monitor transactions and will use UAT for training. It should be noted that on boarding temporary additional staff may not be the most effective method to handle additional workload, as the same individuals that are participating in UAT, training, and	Efficiency and accuracy of transactions will be hindered.	Reviewed. No changes to risk level required.

								FLAIR work are also the same individuals that would be training onboarded new staff. Onboarding temporary new staff may place a greater work strain on current staff than none at all.		
Open and Monitoring	02/17/25		Staffing/Resource Availal	Limited Staff - Timing	Increasing	9 (High/High)	There are/will be many competing priorities for staff working on this project. Staff on the project serve in more than one capacity and time may not be fully dedicated to accounting and FL PALM work. Some of the FL PALM tasks coincide with some of the busiest times for financial/budget/accounti agency resources. The training period of July - October timeframe is the busiest of the fiscal year with most duties falling to a very limited number of individuals. The cutover and go-live for FL PALM: November, 2026- early 2027 is an elected official transition period. This timeframe affects the workload of all Administrative Services (PALM end user) staff. The cutover period may affect abilities to transact and to update payroll and personnel changes timely during the transition period December 2026/January 2027 time period.	The EOG will monitor staff workload, and will utilize UAT as a training period to be ready to support the incoming administration. The EOG will reach out to DFS (and PALM) and other enterprise agencies for assistance should we not be able to properly assist the incoming administration on important matters necessitating timely input and processing that cannot be accomplished in systems closed due to cutover.	Efficiency, pace, and timeliness of transactions will be hindered. Timely processing of payroll and personnel revisions and other financial transactions may not be accomplished during cutover.	Reviewed. Updated to increasing risk due to the change in go live date to January, 2027.
Open and Monitoring	12/31/24		Business Process Chang	DEM - Separation General	Stable	9 (High/High)	The Division of Emergency Management is physically and functionally separate from the Executive Office; however, the two entities share the same OLO/business unit. Risks exist surrounding data management, reporting, payments, transaction differentiation, and incorrect updates based on assumptions of shared/not shared data in DEM business systems.	The EOG and DEM have met with FL PALM to outline concerns and have requested additional meetings regarding pending inquiries. It was determined that many of the solutions initially discussed will not be able to be effectively implemented. We will continue to monitor and meet with the PALM team as the final design takes shape to determine the best methodologies for the differentiation of data. System configuration will be tested during UAT to determine what will be policy or procedure driven changes vs. what will require additional PALM knowledge or staff resources.	Incorrect, inaccurate reporting; combined transactions and payments that will have to be re-vouchered; incorrect personnel inputting or approving transactions not related to the correct individual's roles/responsibilities	Reviewed. No changes to risk level required.
Open and Monitoring	08/23/24		Business Process Chang	DEM - Separation InterUnit Transactions	Stable	6 (Medium/High)	The Division of Emergency Management is physically and functionally separate from the Executive Office; however, the two entities share the same OLO/business unit. Detailed risk outlined in Risk Line 007 relates to payment management. In reviewing Segment IV -Inter-Unit transactions, we noted that all receiving transactions may be rolled together with no ability to discern 'ownership' of the transaction since only OLO/Business Unit is required. Sent suggestions to the PALM team requesting additional fields be mandatory. Also requested that search menus be available on each workcenter screen to filter out unneeded transactions to only those relevant to DEM or EOG.	The EOG has reported the issue and made suggestions to FL PALM as potential solutions. EOG will document errors (should they occur) to the project during UAT.	Incorrect transfers will be incorrectly approved or will not be approved, since staff will not know to whom the transfer belongs.	Reviewed. No changes to risk level required.
Open and Monitoring	06/06/24		Training	Nomenclature	Stable	6 (Medium/High)	Nomenclature is changing in from FLAIR terms to PALM terms. Some fields in PALM are named the same as in FLAIR but with different meanings/uses. Examples are category, asset location, etc. This will primarily be a	The EOG will work to highlight terminology/naming differences and provide documents to mitigate risk of confusion. Users are participating in prerequisite overview training.	Incorrect fields or incomplete transactions posted due to misinterpretation.	Reviewed. No changes to risk level required.

							will primarily be a training challenge; however, there exists the risk that procedures, guidelines, data, queries, etc will be misinterpreted or not updated properly.			
Open and Monitoring	10/31/23		Business Process Chang	Limited Staff - Roles and Workflow	Stable	6 (High/Medium)	FL PALM transactions are based on roles with an approval workflow. Because of EOG's limited staff, transactions requiring approvals will likely bottleneck with 1 or possibly 2 staff members. There are not enough appropriate staff available to assign unique backup processors and approvers.	The EOG has discussed this risk with FL PALM and communicated its inability to have role backups and the risk of transaction approval bottlenecks with so few individuals available to work on any given process. There exists the possibility for some transactions to utilize a spreadsheet upload of transactions rather than individual transaction approvals. DFS policies will most likely still require the spreadsheet upload to be reviewed and approved prior to upload. While this may mitigate some risks, the transactions will still bottleneck to one or two employees knowledgeable in the specific transactions. EOG will work with DFS to request roles that are currently unallowable due to separation of duty prohibitions.	Efficiency, pace, and timeliness of transactions will be hindered.	Reviewed. Language regarding working with DFS to request Separation of Duties approvals pursuant to DFS memo was added.
Open and Monitoring	06/06/24		Business Process Chang	DEM - Separation Warrant Management	Stable	6 (High/Medium)	The Division of Emergency Management is physically and functionally separate from the Executive Office; however, the two entities share the same OLO/business unit. Detailed risk outline in Risk Line 007 relates to payment management. In reviewing the hardcopy draft of new warrants, if the wrong payment handling code is selected by DEM, EOG will not be able to tell who the warrant belongs to since BE is not printed on the warrant.	The EOG and DEM have met with FL PALM to outline concerns. We will reach out to the PALM team during configuration to determine at what level certain codes can be defaulted to ensure this does not happen. As long as the warrants do not combine, we will be able to research to accomodate. If warrants combine, the entire warrant may need to be deleted and invoices re-vouchered. Noted during review of configuration values worksheet that DEM has been assigned 2 pmt handling codes. Also noted that ORIGIN will not work for differentiation since Works, MFMP, STMS are origins which both EOG and DEM use. We will review reports during early phases of UAT to seek a solution, since end to end UAT will not be available during the early testing periods.	If warrants combine, the entire warrant will need to be deleted and invoices re-vouchers. This is an efficiency and effectiveness issue that will need to be addressed.	Reviewed. No changes to risk level required.
Open and Monitoring	10/31/23		Training	Limited Staff - Processing Changes	Stable	2 (Medium/Low)	Due to limited staff and staff turnover, there exists a risk that relevant or important steps in a new or revised task will be missed or not completed.	The EOG will monitor staff workload and will utilize UAT as a training period for all staff. EOG will monitor reports and instructional/policy documents provided by the Department of Financial Services and the FL PALM team.	Inaccurate or incomplete data/reports may result (depending on the requirement).	Reviewed. No changes to risk level required.
Open and Monitoring	10/31/23		Training	Statewide System Revisions/	Stable	2 (Medium/Low)	With the revision of interfaces for all Enterprise business systems, such as Works, STMS, and MFMP, and staff learning the updates to all new systems with FL PALM, it may be more difficult to pinpoint the source of errors in UAT and early implementation transaction processing.	EOG will monitor all tasks and attempt to report issues to all relevant parties.	Transactions will be incorrectly processed (or not processed timely) - inefficiencies in issue resolution.	Reviewed. No changes to risk level required.
Open and Monitoring	10/31/23		Training	Attachments	Stable	1 (Low/Low)	Risks relate to attachments of documents in FL PALM. Staff will need training on what can and should be attached or redacted prior to attaching in FL PALM.	The EOG will outline as many processes as possible to mitigate risk of incorrectly attached documents, and will ensure that all staff attend training and have access to PALM resources when appropriate.	Incorrect/improper record keeping of documentation.	Reviewed. No changes to risk level required.

EOG Issues

Status	Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for Sep. - Oct. 2025

EOG Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for Sep. - Oct. 2025
People Processes Technology Data	EOG assumes that FL PALM will provide adequate in-person training and will assist in workflows where there is insufficient staff for approvals.	Logged	04/18/25	Administrative Services	Reviewed. No changes required.
People Processes Technology Data	EOG assumes that while processor roles cannot approve his/her own transactions, the processor can also be assigned an approver role, so that in all cases, staff can function as backup processors or approvers.	Logged	04/18/25	Administrative Services	Reviewed. No changes required.
People Processes Technology Data	EOG assumes that ALL transactions and functions will be available for User Acceptance Testing to allow for full learning opportunities will prior to system go-live.	Logged	04/18/25	Administrative Services	Reviewed. No changes required.
People Processes Technology Data	EOG assumes that during cutover, if statewide HRM and FLAIR/PYRL is not available during cutover, DFS will still be able to provide necessary adjustments for payroll when timeliness is critical.	Logged	10/29/25	Administrative Services	This is a new assumption based on the updated go-live date to January, 2027.

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

EOG Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 2025	Dawn Hanson	dawn.hanson@eog.myflorida.com	11/04/25
July - August 2025	Dawn Hanson	dawn.hanson@eog.myflorida.com	09/04/25
May - June 2025	Dawn Hanson	dawn.hanson@eog.myflorida.com	07/08/25
March - April 2025	Dawn Hanson	dawn.hanson@eog.myflorida.com	05/07/25
January - February 2025	Dawn Hanson	dawn.hanson@eog.myflorida.com	03/04/25