

From: [Florida PALM](#)
To: [Florida PALM](#)
Subject: March PALM Sponsor Message - Action: Analyze Resources Needed to Complete Agency FY22/23 Tasks to Transition to Florida PALM
Date: Monday, March 29, 2021 3:56:43 PM

Agency Sponsors:

I'm excited to share that User Acceptance Testing (UAT) began for the CMS Wave and we are progressing towards a July 2021 go-live. This is a major milestone for Florida PALM. We will have users in Florida PALM for the first time, comparing functionality to expected results and providing critical feedback. One of the areas that will be included in UAT is reporting. With the implementation of Florida PALM, users will login directly to Florida PALM and access information real-time instead of waiting for a report to run overnight. Reports can be scheduled and retrieved from Florida PALM for the appropriate agency processing and dissemination, but Florida PALM will not have the functionality of having reports emailed directly to a specific email address. One of the security features of Florida PALM is to restrict report access to only authenticated users, which eliminates vulnerabilities that could be introduced by Florida PALM emailing reports with protected data.

As we also plan for the 2024 implementations, now is the time to review resources needed to complete your FY 22–23 Florida PALM transition work. Your team should identify impacts to resources and internal business systems, anticipated interfaces needed at the Payroll and Departmental Wave go-lives, and impacts resulting from transitioning to the [Florida PALM Chart of Accounts values](#). The following resources are available to assist your team:

- [Master Readiness Workplan](#) (MRW) – *this includes a set of tasks your team can use to plan more detailed, internal agency work*
- [Standardized Business Process Models](#) and [Updates to the Standardized Business Process Models](#) – *all agencies helped to finalize an initial set of narratives and diagrams for how Florida PALM would work back in 2019; these were recently updated based on agency feedback and are a good framework your analysis*
- Catalog of Interface Offerings (via Smartsheet) – *access to this information is managed by the Project Team and has been given to your Change Champion Network*
- [Reports Catalog](#) – *this includes a listing of reports planned for implementation through 2024*

As your team considers resource needs for FY 22-23 in support of your agency's transition to Florida PALM in July 2024, it may be helpful to collaborate with other agencies. A list of Change Champion Network members from each agency is available on the [Florida PALM website](#) if you would like to contact each other directly. Last summer, we hosted a meeting to discuss agency budget requests for FY 21-22. I would be interested to get your feedback if we should repeat that activity as your team prepares for the FY22-22 budget request.

As a reminder, I ask that you promptly escalate any implementation concerns you have to me or our Project Director, Melissa Turner (melissa.turner@myfloridacfo.com), so that we can work together to mitigate and resolve. Thank you in advance for your dedication and

continued support of the Florida PALM Project.

If you have questions, please contact FloridaPALM@myfloridacfo.com.

Thank you,

~Scott

Scott Fennell, CPA

Deputy Chief Financial Officer - Operations
Office of Chief Financial Officer Jimmy Patronis
Florida Department of Financial Services
850.413.2908 scott.fennell@myfloridacfo.com

[Download](#) **CFO Patronis' Hurricane Financial Preparedness Toolkit**

Please note that Florida has a broad public records law. Most written communications to or from state officials regarding state business are considered to be public records and will be made available to the public and the media upon request. Therefore, your e-mail message may be subject to public disclosure.