

Department of Juvenile Justice

UAT Engagement Plan

For

Florida PALM Financials, Payroll, and Data
Warehouse/Business Intelligence

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Overview

The Department of Juvenile Justice (DJJ) User Acceptance Testing (UAT) Engagement Plan reflects DJJ's steadfast commitment in preparing its people, processes, technology and data to transition from the Florida Accounting Information Resources (FLAIR) to the Florida Planning, Accounting, and Ledger Management (PALM) system.

The plan builds on the DJJ's UAT plan and framework used to conduct the PALM user acceptance testing guided by the experience gained by our subject matter experts (SMEs) and end users through early and continued exposure to testing PALM. Impacted staff across DJJ's bureaus and program areas have remained actively engaged in testing, training, and other readiness activities since the commencement of UAT in February 2026. With its structured approach to validating agency business processes from end-to-end, end user participation, and proactive risk management, DJJ is on track to complete testing activities.

The UAT framework includes collaboration among DJJ's sponsors, SMEs, PALM administrators, agency liaison, UAT Coordinator, business and technical liaisons, and agency business system owners to identify appropriate activities and test scenarios, and to develop and execute agency-specific test cases that validate end-to-end business processes. The collaboration also extends to documenting test experiences and preparing the broader end user groups for the transition.

Information learned and gathered during UAT is being used to improve agency-specific business processes, training, job aids, communications, workflow documentation, reporting readiness, and post go-live support. The UAT experience helps the cutover planning and agency hypercare activities. In addition, post-UAT training and hands-on practice are planned to enhance end user knowledge, confidence, proficiency, and improve PALM adoption while reducing operational risks. This would result in a desirable engagement outcome of a high-performing workforce that understands not only how to complete transactions in Florida PALM, but how their work functions fit into the updated end-to-end processes, agency business systems, reporting requirements, enterprise responsibilities, and internal controls.

User Engagement Approach

The engagement approach is centered on informed participation, hands-on testing, and sustained communication with end users and supporting teams. The agency is engaging staff through a coordinated model that includes leadership oversight, subject matter expert guidance, agency-led testing activities, and direct involvement by end users who will rely on Florida PALM to perform their job functions upon go-live. This approach is designed to build user understanding and trust that reinforce training and increases confidence in the end users ability to perform critical financial, payroll, reporting, and related business functions in Florida PALM.

DJJ has employed a three-phase approach to engage users. In the first phase, the SMEs and business process owners began participating in UAT in February 2026. Assisted by Florida PALM experts during a two-month project-hosted UAT, the SMEs learned and gained the necessary exposure and knowledge to test, document, refine business process documentation, develop training content, and provide informal training for the broader end users. This method enables the SMEs and PALM administrators to effectively facilitate the end-user UAT participation with practical guidance. In the second phase, the SMEs and business process owners provide informal training to end users and facilitate their UAT participation. In the third and final phase, both the SMEs and end users will rerun all UAT test cases (user stories) after the expected UAT environment refresh in August 2026.

PALM users are engaged according to their business role, security assignment, and impacted agency business system. The engagement includes pre-UAT, navigating the Florida PALM Knowledge Center, test demonstrations, hands-on testing, agency-hosted sessions, surveys, and targeted communications. The communications establish awareness, clarify expectations, reinforce learning and identify gaps. Feedback from surveys and UAT activities are incorporated into revised materials for future engagement.

Testing Scope

- Testing and validating:
 - All agency business processes from end-to-end, including processes that integrate with DJJ agency business systems and other enterprise systems (People First, MFMP, Docufree, Contract Tracking System, Human Resource Employment System, Information Resource Request, etc.).
 - Florida PALM functionality, interfaces, agency-specific configurations, security, data, reporting, and end-to-end business processes needed to sustain DJJ operations.
 - Business system remediation.
- Developing end user training and education materials.
- Providing end users exposure to and practice in Florida PALM.

DJJ's testing activities are aligned to the broader Florida PALM UAT approach, which emphasizes end-to-end validation across people, processes, technology, and data. This provides a complete view of readiness by confirming processes can be performed, technology functions as expected, required data and reports are reliable, and users understand how to complete and support their work.

Testing is designed as user stories transform into actionable test cases to cover daily, weekly, monthly, quarterly, annual, and ad hoc activities. The design include high-risk and non-routine scenarios such as month-end and year-end close, carry forward and certified forward, exception

handling, high-volume processing, and cross-organizational workflows. In addition, the test cases cover agency-specific elements such as Chart of Accounts values, SpeedKeys, Combination Edits, security roles, reports, queries, interfaces, impacted agency business systems, and enterprise business systems.

Roles and Responsibilities

Table 1 below indicates the roles and responsibilities of DJJ staff, for ensuring successful completion of UAT and effective stakeholder engagement with Florida PALM.

Table 1: Agency UAT Roles and Responsibilities

Role	Responsibility	Resources
Agency Sponsor	• Certify readiness to participate in UAT. • Regularly monitor agency UAT progress. • Monitor agency risks, issues, and mitigation plans and communicate them to the Project. • Request, provide and assign appropriate resources as needed, and remove obstacles to successfully complete UAT activities.	Dodie Garye Gregory Davis (Backup)
Agency Liaison	• Collaborate closely with UAT Coordinator and provide updates to the Agency Sponsor. • Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	Sarah Lewis Jessica Bowling (Backup)
Business Liaison	• Identify and confirm all agency business processes to be tested. • Confirm the creation of User Stories and updated documentation for processes and procedures. • Ensure that end-to-end testing of agency business processes is conducted. • Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	Stephanie Holmes Mary Taylor (Backup)
Technical Liaison	• Identify and confirm all agency business systems to be tested. • Confirm agency business systems are ready for full integration testing. • Coordinate agency business system remediation as needed, based on the results of testing.	Nithiya Muthupillai Mark Shubrick (Backup)

Role	Responsibility	Resources
	Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	
Project Management Liaison	- Capture and track both Project- and internal agency-driven UAT activities and maintain awareness of progress and due dates. - Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	Godfrey Ekata Darron Toston (Backup)
Change Management Liaison	- Develop and maintain UAT communication plan - Support the identification and tracking of agency UAT participants. - Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	Javin Vance Pamela Coleman (Backup)
Training Liaison	- Identify and track agency UAT participants. - Support agency hosted UAT sessions with end users. - Coordinate or lead the agency training material development. - Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	Colette Antozzi Sharan Cohen (Backup)
UAT Coordinator	- Track and confirm testing progress. - Lead the Testing Error Triage Team. - Serve as the primary point of contact with the Florida PALM Project team for reporting progress, discussing testing issues, ensuring coordination of agency efforts with the overall UAT timeline.	Godfrey Ekata
Testing Error Triage Team	- Meet regularly to review progress and discuss upcoming activities. - Review testing errors to determine resolution or need for escalation.	Pamela White, Sharan Cohen, Evelyn (Kay) Jacobs, Mary Taylor, Nithiya Muthupillai, Jalesa Lake, Jessica Bowling, Godfrey Ekata
Subject Matter Experts <i>(Assigned per Business)</i>	- Support UAT planning (e.g., user stories/script development, agency-specific materials development). - Participate as first end users in UAT.	Jalesa Lake, Benjamin Warrick, Jessica Bowling Marcia L. Haye, Eduardo Sanchez, Pamela

Role	Responsibility	Resources
<i>Process Grouping)</i>	• Conduct agency hosted UAT session with end users. • Serve as primary point of contact for end user business process, data, and technical questions. • Support agency training material development. • Report testing errors and testing progress to UAT Coordinator. • Support end user understanding during UAT and after go-live. • Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	Coleman, Jacqueline Davis, Lona Hart-Blount, Evelyn (Kay) Jacobs, Nicholas Presley, Dawn Spann, Mary Taylor, Letetia Wiley Pamela White, Marlon Portillo Stephanie Holmes, Sharan Cohen, Lorna Jackson, David Robinson, LaTasha Burke
Security Access Manager	• Perform and track role assignment changes for SMEs and end users during UAT. • Report agency-specific Florida PALM risks and issues to Agency Sponsor and UAT Coordinator and support mitigation strategies or resolutions.	Chelsea Pompey Eduardo Sanchez Mary Taylor
Identity Provider Subject Matter Expert	• Add end users to the active directory (or applicable tool) for access to UAT. • Maintain active directory for access throughout UAT (adding new end users or removing end users as needed).	Babatunde Shofolu Michael Kerney
File Manager	• Serve as the primary point of contact for interface testing. • Access the Florida PALM Managed File Transfer (MFT) site to send and receive files between the agency and Florida PALM.	Sharon Long, Nithiya Muthupillai, Mark Shubrick, Pamela White
Batch Error Contact	• Serve as the primary point of contact for batch errors or change in batch process timing.	Eduardo Sanchez
End Users	• Practice related job processes. • Confirm end user role assignment(s). • Report testing errors and testing progress to SME or UAT Coordinator, as appropriate.	Please reference Appendix A.

User Story Testing Progress

DJJ's user story testing provides a practical means to confirm staff can complete required business functions in Florida PALM using realistic scenarios and agency-relevant context. The agency's user stories cover all applicable business process groupings, which allow testers to validate related work activities in a way that reflects future operations in PALM.

User stories are converted into test cases which include test steps. As of July 31, 2026, DJJ has recorded 426 user stories or 759 test cases that have been validated in PALM UAT with a 96% completion rate. Agency staff remain actively engaged in testing, documenting outcomes, identifying needed follow-up, and reinforcing lessons learned through the testing process. This supports both readiness validation and the development of stronger agency-specific training and support materials. Table 2 below depicts DJJ's user story testing progress.

Table 2: User Story Testing Progress

Number of Activities	Unique Number of User Stories	Number of Successfully Tested Unique User Stories	Number of Times the User Stories Have Been Tested	Status Comments
Account Management and Financial Reporting (AMFR)				
86	82	82	118	On track to complete
Accounts Receivable (AR)				
37	35	35	62	On track to complete
Asset Accounting and Management (AAM)				
79	78	34	35	On track to complete
Banking (BK)				
9	9	5	6	On track to complete
Budget Management and Cash Control (BM/CC)				
95	86	86	102	On track to complete
Contracts Management (CT)				
15	14	0	0	Not able to test due to staff re-organization. We plan to complete this testing after the UAT Refresh in August 2026.
Disbursements Management (DM)				
101	86	86	137	On track to complete
Data Warehouse/Business Intelligence (DW/BI)				
9	9	1	3	Not able to test fully due to staff shortage. We plan to complete this testing after the UAT Refresh in August 2026.
Grants Management (GM)				
9	8	8	9	On track to complete

Number of Activities	Unique Number of User Stories	Number of Successfully Tested Unique User Stories	Number of Times the User Stories Have Been Tested	Status Comments
Inter/IntraUnit Transactions (IU)				
88	76	76	106	On track to complete
Payroll Management (PR)				
104	97	97	186	On track to complete
Projects Management (PM)				
57	53	25	34	On track to complete
Revenue Accounting (RA)				
3	2	2	4	On track to complete
System Access and Controls (SAC)				
3	3	2	4	On track to complete

Agency Business System (ABS) Testing Progress

DJJ has continued to engage in agency business system testing for end-to-end validation of business processes that rely on interfaces for interactions between Florida PALM and the ABS. The interfaces refer to data exchanges between Florida PALM and external business systems. ABS testing confirms our technology, process, and data dependencies are understood and appropriately managed before go-live. Cycle 3 interface testing has presented certain timing challenges, which are being managed through established escalation processes. Table 3 below shows the ABS testing progress.

Table 3: Agency Business System Testing Progress

Business System Name	Cycle 3 Status (Not Started, In Progress, Complete)	End User Testing Needed (Y/N)	Status of End User Testing (Not Started, In Progress, Complete)	Planned or Actual Completion Date of End User Testing
Accounts Receivable Management System (ARMS)	In Progress	Y	In Progress	10/23/2026
Contract Tracking System (CTS)	In Progress	Y	In Progress	10/23/2026
Docufree - Axiom Pro	Complete	Y	Complete	7/10/2026
HRDB2 (People First data extracts)	In Progress	N	Complete	7/1/2026
Human Resource Employment System (HRES)	In Progress	Y	In Progress	10/31/2026
Information Resource Request (IRR)	In Progress	Y	Complete	7/1/2026
Separation Notification System	In Progress	Y	In Progress	10/23/2026
Strategic	In Progress	Y	In Progress	10/23/2026

End User Testing

DJJ's end user testing is designed to ensure staff across the agency's bureaus, program areas, and business units have meaningful opportunities to evaluate, learn and practice PALM job functions in the UAT environment. End user participation supports both process validation and organizational change readiness by allowing staff to gain hands-on experience, confirm role assignments, identify questions, build confidence, and provide feedback before go-live. DJJ views end user engagement as one of the most important readiness activities because it anchors the technical implementation of Florida PALM to the daily work of agency employees.

Table 4: End User Testing by Business Process Grouping

Planned or Actual Number of End Users Performing Testing	Anticipated Time Commitment	End User Organization(s) or Agency Business System	Planned or Actual Dates for End Users to Perform Testing (Start and End Dates)
Account Management and Financial Reporting (AMFR)			
9	1 hour per week	Budget	February 2026 through September 30, 2026
10	1 hour per week	Finance and Accounting	February 2026 through September 30, 2026
Accounts Receivables (AR)			
8	1 hour per week	Budget	February 2026 through September 30, 2026
9	1 hour per week	Finance and Accounting	February 2026 through September 30, 2026
Asset Accounting and Management (AAM)			
1	1 hour per week	Admin	June 2026 through September 30, 2026
2	1 hour per week	Budget Office	June 2026 through September 30, 2026
1	1 hour per week	Finance & Accounting	June 2026 through September 30, 2026
5	1 hour per week	General Services	June 2026 through September 30, 2026
1	1 hour per week	Residential Central	June 2026 through September 30, 2026
3	1 hour per week	Residential HQ	June 2026 through September 30, 2026
1	1 hour per week	Residential NE	June 2026 through September 30, 2026
1	1 hour per week	Residential NW	June 2026 through September 30, 2026

Planned or Actual Number of End Users Performing Testing	Anticipated Time Commitment	End User Organization(s) or Agency Business System	Planned or Actual Dates for End Users to Perform Testing (Start and End Dates)
1	1 hour per week	Residential South	June 2026 through September 30, 2026
Banking (BK)			
4	5 hours in total	Finance and Accounting	February 2026 through September 30, 2026
Budget Management and Cash Control (BM/CC)			
7	2-4 hours per week	Budget	February 2026 through September 30, 2026
9	2-4 hours per week	Finance and Accounting	February 2026 through September 30, 2026
2	1 hour every other week	Detention	July 2026 through September 30, 2026
1	1 hour every other week	Detention Central	July 2026 through September 30, 2026
1	1 hour every other week	Detention North	July 2026 through September 30, 2026
1	1 hour every other week	Detention South	July 2026 through September 30, 2026
4	1 hour every other week	General Services	July 2026 through September 30, 2026
1	1 hour every other week	Health Services	July 2026 through September 30, 2026
6	1 hour every other week	Prevention	July 2026 through September 30, 2026
7	1 hour every other week	Probation	July 2026 through September 30, 2026
1	1 hour every other week	Residential Central	July 2026 through September 30, 2026
1	1 hour every other week	Residential HQ	July 2026 through September 30, 2026
1	1 hour every other week	Residential NE	July 2026 through September 30, 2026
Contracts Management (CT)			
6	2-4 hours per week	FACTS	July 2026 through September 30, 2026
Disbursements Management (DM)			
42	4 hours per week	Finance and Accounting, Budget, and General Services	February 2026 through September 30, 2026
13	1 hour every other week	Program Areas	July 2026 through September 30, 2026

Planned or Actual Number of End Users Performing Testing	Anticipated Time Commitment	End User Organization(s) or Agency Business System	Planned or Actual Dates for End Users to Perform Testing (Start and End Dates)
Data Warehouse/Business Intelligence (DW/BI)			
37	1-2 hours per week	Finance and Accounting, Budget, General Services, Information Technology, and Human Resources	February 2026 through September 30, 2026
13	1 hour per month	Program Areas	July 2026 through September 30, 2026
Grants Management (GM)			
4	2-4 hours per week	FACTS	July 2026 through September 30, 2026
Inter/IntraUnit Transactions (IU)			
20	1 hour every week	Finance and Accounting and Budget	February 2026 through September 30, 2026
14	1 hour every week	Budget	February 2026 through September 30, 2026
Payroll Management (PR)			
27	2-5 hours when payroll posts in UAT	Human Resources	February 2026 through September 30, 2026
Projects Management (PM)			
12	2 hours per week	Budget and General Services	February 2026 through September 30, 2026
2	1 hour per month	Program Areas	July 2026 through September 30, 2026
Revenue Accounting (RA)			
3	1 hour per month	Budget	February 2026 through September 30, 2026
2	1 hour per month	Finance and Accounting	February 2026 through September 30, 2026
System Access and Controls (SAC)			
23	1 hour every other week	Finance and Accounting, Budget, and General Services	February 2026 through September 30, 2026

UAT Engagement Risks

DJJ recognizes that testing and validating the Florida PALM system include risks, dependencies, and continued management. The agency's approach is to identify these items early, assess their potential impact, and manage them through established governance, reporting, coordination, and

mitigation processes as contained in *DJJ's Risk Management Plan*. The plan documents processes, tools, and procedures used to manage and control risk events that could have a negative impact on PALM UAT and implementation.

DJJ activated the plan, creating a Risk Register where risks are logged and maintained; constituting a risk management team with members from all bureaus, program areas, and agency leadership; and using the tools prescribed in the plan to prioritize and manage all identified risks. The Risk Register can be provided upon request, and a Risk Log is also available in Smartsheet.

All PALM users are encouraged to report suspected risk(s) to the risk management team. The team meets bi-weekly to manage the risks by identifying, assessing, and mitigating potential issues that could impact UAT, compromise quality, or damage user confidence. The detailed processes for managing all risks end-to-end are contained in the risk management plan.

Appendix A

Table 5: UAT End User List

Office/Bureau/Section	Business Process Grouping(s)	Position #	Position Title	First Name	Last Name	Headquarters / Primary Office Location / City
Budget Office	Account Management & Financial Reporting Budget Management & Cash Control Contracts Management Data Warehouse/Business Intelligence Disbursements Management Grants Management Inter/IntraUnit Transactions Payroll Management Project Management System Access and Controls	039256	BUDGET ANALYST B-SES	ANTHONY	THOMAS	Tallahassee
	Account Management & Financial Reporting Accounts Receivable Budget Management & Cash Control Contracts Management Data Warehouse/Business Intelligence Disbursements Management Grants Management Inter/IntraUnit Transactions Payroll Management Project Management Revenue Accounting System Access and Controls	080054	DJJ OPERATIONS CONSULTANT SES	BEN	WARRICK	Tallahassee
	Account Management & Financial Reporting Budget Management & Cash Control Contracts Management Disbursements Management Inter/IntraUnit Transactions Payroll Management	060071	BUDGET ANALYST B-SES	DAVID	BROWN	Tallahassee
	Account Management & Financial Reporting Budget Management & Cash Control Contracts Management Disbursements Management Grants Management Inter/IntraUnit Transactions	066395	BUDGET ANALYST B-SES	DEBBIE	CAMPA	Tallahassee

Office/Bureau/Section	Business Process Grouping(s)	Position #	Position Title	First Name	Last Name	Headquarters / Primary Office Location / City
	Payroll Management Projects Management					
	Account Management & Financial Reporting Accounts Receivable Asset Accounting & Management Budget Management & Cash Control Contracts Management Data Warehouse/Business Intelligence Disbursements Management Grants Management Inter/IntraUnit Transactions Payroll Management Projects Management Revenue Accounting System Access and Controls	080052	Chief of Budget	DESHAWN	BYRD	Tallahassee
	Account Management & Financial Reporting Accounts Receivable Budget Management & Cash Control Contracts Management Data Warehouse/Business Intelligence Disbursements Management Grants Management Inter/IntraUnit Transactions Payroll Management Projects Management Revenue Accounting System Access and Controls	063850	DJJ Operations Consultant – SES (Deputy Chief of Budget)	JALESA	LAKE	Tallahassee
	Account Management & Financial Reporting Accounts Receivable Asset Accounting & Management Budget Management & Cash Control Contracts Management Data Warehouse/Business Intelligence Disbursements Management Grants Management Inter/IntraUnit Transactions Payroll Management Projects Management Revenue Accounting System Access and Controls	900794	OPS PALM Administrator	JESSICA	BOWLING	Tallahassee

Office/Bureau/Section	Business Process Grouping(s)	Position #	Position Title	First Name	Last Name	Headquarters / Primary Office Location / City
	Account Management & Financial Reporting Budget Management & Cash Control Contracts Management Data Warehouse/Business Intelligence Disbursements Management Inter/IntraUnit Transactions Payroll Management Projects Management System Access and Controls	080056	BUDGET ANALYST B-SES	TENESHA	RILEY	Tallahassee
	Account Management & Financial Reporting Budget Management & Cash Control Contracts Management Disbursements Management Grants Management Payroll Management Projects Management	080058	BUDGET ANALYST B-SES	SOHIER	HANNAH	Tallahassee
Information Technology	Data Warehouse/Business Intelligence		Contractor	MARK	SHUBRICK	Tallahassee
			Contractor	NITHIYA	MUTHUPILLAI	Tallahassee
Detention	Budget Management & Cash Control Payroll Management	002529	OPERATIONS & MGMT CONSULTANT MGR - SES	JACK	FINLEY	Tallahassee
	Budget Management & Cash Control Payroll Management	039784	DJJ OPERATIONS CONSULTANT – SES	MARY	ANDERSON	Tallahassee
Detention - Central	Budget Management & Cash Control	080366	DJJ OPERATIONS CONSULTANT - SES	KAMEIKA	BLAKE	Tampa
Detention - North	Budget Management & Cash Control	081531	OPERATIONS & MGMT CONSULTANT MGR - SES	TRENEASIA	CONDY	Tallahassee
Detention - South	Budget Management & Cash Control	059258	DJJ OPERATIONS CONSULTANT - SES	CLAUDIA	OWEN	Ocala
Finance & Accounting	Disbursements Management Inter/IntraUnit Transactions	080640	ACCOUNTANT I	MARY	CARR	Tallahassee
	Disbursements Management	008564	ACCOUNTANT II	ANGELYCA	CLEMENTS	Tallahassee
	Disbursements Management	080649	ACCOUNTANT III	CARMEN	ALLEN	Tallahassee
	Accounts Receivable Data Warehouse/Business Intelligence System Access and Controls	064770	FINANCE AND ACCOUNTING DIRECTOR III – SES	CHELSEA	POMPEY	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080053	FINANCIAL SPECIALIST – SES	DAWN	SPANN	Tallahassee
	Accounts Receivable Disbursements Management Inter/IntraUnit Transactions System Access and Controls	08236	ACCOUNTING SERVICES ANALYST D	EDUARDO	SANCHEZ	Tallahassee
	Account Management & Financial Reporting	082336	FINANCE & ACCOUNTING DIRECTOR III – SES	EVELYN	JACOBS	Tallahassee

Office/Bureau/Section	Business Process Grouping(s)	Position #	Position Title	First Name	Last Name	Headquarters / Primary Office Location / City
	Budget Management & Cash Control Contracts Management Disbursements Management Grants Management System Access and Controls					
	Accounts Receivable Disbursements Management	080628	ACCOUNTANT III	FANTERICA	NELSON	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080152	SENIOR PROFESSIONAL ACCOUNTANT	GWENDOLYN	DAVIS	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080156	FINANCIAL SPECIALIST – SES	JACQUELINE	DAVIS	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	08164	ACCOUNTANT II	VACANT		Tallahassee
	Accounts Receivable Inter/IntraUnit Transactions	0899998	FINANCIAL SPECIALIST	JORDAN	MADISON	Tallahassee
	Disbursements Management	900816	OPS FINANCIAL SPECIALIST	KAREN	COOPER	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080162	ACCOUNTANT III	LAKISHA	GREEN	Tallahassee
	Account Management & Financial Reporting Accounts Receivable Banking Disbursements Management Revenue Accounting	046466	FINANCE & ACCOUNTING DIRECTOR III – SES	LETETIA	WILEY	Tallahassee
	Account Management & Financial Reporting Accounts Receivable Banking Disbursements Management Inter/IntraUnit Transactions Payroll Management	080160	GOVERNMENT OPERATIONS CONSULTANT III	LONA	HART-BLOUNT	Tallahassee
	Managing Customers and Receivables Collecting Funds and Recording Revenues Supporting DW/BI Reporting Needs	059075	CHIEF OF FINANCE AND ACCOUNTING	MARCIA	HAYE	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080640	ACCOUNTANT III	MARY	CARR	Tallahassee
	Accounting Management & Financial Reporting Disbursements Management Inter/IntraUnit Transactions	900795	OPS – PALM ADMINISTRATOR	MARY	TAYLOR	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080167	ACCOUNTANT II	MCKENZIE	GLOVER	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080172	FINANCIAL SPECIALIST – SES	NICHOLAS	PRESLEY	Tallahassee

Office/Bureau/Section	Business Process Grouping(s)	Position #	Position Title	First Name	Last Name	Headquarters / Primary Office Location / City
	Disbursements Management Inter/IntraUnit Transactions	080154	FINANCE & ACCOUNTING DIRECTOR III – SES	PAMELA	COLEMAN	Tallahassee
	Account Management & Financial Reporting Budget Management & Cash Control Contracts Management Disbursements Management Inter/IntraUnit Transactions System Access and Controls	080166	ACCOUNTING SERVICES ANALYST D	PATRICK R	CRUZ	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	080161	ACCOUNTANT III	RICKY	YOUNG	Tallahassee
	Accounts Receivable Inter/IntraUnit Transactions	082347	ACCOUNTANT IV	ROBERT	SANDERS	Tallahassee
	Account Management & Financial Reporting Budget Management & Cash Control Contracts Management Disbursements Management System Access and Controls	080151	SENIOR PROFESSIONAL ACCOUNTANT	ROSA	MCCLLOUD	Tallahassee
	Disbursements Management	900817	OPS FINANCIAL SPECIALIST	SHAKERRA	BATTLES	Tallahassee
	Revenue Accounting	080170	ACCOUNTANT II	TERRENCE	TROUPE	Tallahassee
	Disbursements Management Inter/IntraUnit Transactions	017874	ACCOUNTANT II	TYRON	WOODS	Tallahassee
	Disbursements Management		OPS PALM	VANESSA	ABBASSI	Tallahassee
	Disbursements Management	055635	DJJ OPERATIONS SPECIALIST	OTIS	RAY	Tallahassee
General Services	Asset Accounting & Management	048871	GENERAL SERVICES SPECIALIST	AUGUSTUS	BEVERLEY	Tallahassee
	Asset Accounting & Management	032301	DJJ OPERATIONS CONSULTANT – SES	BRIAN	HARDESTY	Tallahassee
	Asset Accounting & Management System Access Controls	080133	DJJ OOPERATIONS MANAGER – SES	MARLON	PORTILLO	Tallahassee
	Asset Accounting & Management Budget Management & Cash Control Disbursements Management Projects Management System Access and Controls	080013	CHIEF OF GENERAL SERVICES	PAMELA	WHITE	Tallahassee
	Budget Management & Cash Control Disbursements Management Projects Management	002046	DJJ OPERATIONS MANAGER – SES	ROBERT	BASS	Tallahassee
	Asset Accounting & Management	080630	GENERAL SERVICES SPECIALIST	SAVION	WILLIAMS	Tallahassee
	Budget Management & Cash Control Disbursements Management	082610	ADMINISTRATIVE ASSISTANT III - SES	ANNETTE	BRADLEY	Tallahassee
Human Resources	Payroll Management	010557	Personnel Technician II/HR-SES	APRYL	WALKER	Tallahassee
		001265	HUMAN RESOURCE ANALYST /HR- SES	SATORA	GOMILLA	Tallahassee

Office/Bureau/Section	Business Process Grouping(s)	Position #	Position Title	First Name	Last Name	Headquarters / Primary Office Location / City
		046997	HUMAN RESOURCE ANALYST /HR-SES	ASHLEE	WILLIAMS	Tallahassee
		080022	PERSONNEL SERVICES SPECIALIST/HR – SES	DAVID	ROBINSON	Tallahassee
		066392	DJJ OPERATIONS CONSULTANT – SES	KEISHA	KYLER	Tallahassee
		080021	PERSONNEL SERVICES SPECIALIST/HR – SES	LATASHA	BURKE	Tallahassee
		080815	PERSONNEL SERVICES SPECIALIST/HR – SES	LORNA	JACKSON	Tallahassee
		080091	HUMAN RESOURCE CONSULTANT/HR – SES	SHARAN	COHEN	Tallahassee
		080012	CHIEF OF HUMAN RESOURCES	STEPHANIE	HOLMES	
Prevention	Grants Management	081914	DJJ OPERATIONS MANAGER SES	CAMEKA	GARNER	Tallahassee
	Budget Management & Cash Control Grants Management Payroll Management Projects Management	900752	DJJ OPERATIONS COORDINATOR	CHERYL	HOWARD	Tallahassee
	Grants Management	080658	DJJ OPERATIONS CONSULTANT - SES	DASIA	POWELL	Tallahassee
	Contracts Management	002656	OPERATIONS & MGMT CONSULTANT MGR – SES	MARSHA	JACKSON	Tallahassee
	Budget Management & Cash Control Payroll Management Projects Management	053754	DJJ OPERATIONS COORDINATOR	MELANEY	ROSIER	Tallahassee
	Budget Management & Cash Control Contracts Management	080171	DJJ OPERATIONS CONSULTANT – SES	TAMISHA	JENKINS	Tallahassee
	Budget Management & Cash Control Contracts Management	023707	DJJ OPERATIONS COORDINATOR	TAMMATHA	TISBY	Tallahassee
	Budget Management & Cash Control Contracts Management	082854	DJJ OPERATIONS COORDINATOR	SHAKAYLA	NIXON	Tallahassee
Probation	Budget Management & Cash Control Contracts Management Disbursements Management Grants Management Payroll	046261	DJJ OPERATIONS MANAGER SES	DANIEL	SEAVEY	Tallahassee
		000393	DJJ OPERATIONS CONSULTANT - SES	KURNESHA	ROSS	Tallahassee
		002642	DJJ OPERATIONS COORDINATOR	PATTY	TAFF	Tallahassee
	Budget Management & Cash Controls Disbursements Management	002642	DJJ OPERATIONS COORDINATOR	MICHELLE	MCKNIGHT	Tallahassee
	Budget Management & Cash Controls Disbursements Management	80061545	DJJ OPERATIONS COORDINATOR	VANESSA	MACCLEOD	Tallahassee
Residential - Central	Asset Accounting & Management	064967	DJJ OPERATIONS COORDINATOR	CINDY	GATLIN	Lakeland
	Budget Management & Cash Controls Disbursements Management	082306	ADMINISTRATIVE ASSISTANT II – SES	LORI	KACZMAREK	Tallahassee

Office/Bureau/Section	Business Process Grouping(s)	Position #	Position Title	First Name	Last Name	Headquarters / Primary Office Location / City
Residential - HQ	Asset Accounting & Management Budget Management & Cash Control Contracts Management	000884	CHIEF OF CONTRACT DEVELOPMENT & PLANNING	LAURA	HOLDEN	Tallahassee
	Asset Accounting & Management Budget Management & Cash Control Contracts Management	056921	DJJ OPERATIONS CONSULTANT - SES	NATOSHA	GRAVES	Remote
	Contracts Management	002622	DJJ OPERATIONS ANALYST	JACQUELINE	WOODHAM	Marianna
	Budget Management & Cash Control Disbursements Management	038706	ADMINISTRATIVE ASSISTANT III - SES	MOLLY	LYONS	Tallahassee
Residential - NE	Asset Accounting & Management	082293	DJJ OPERATIONS COORDINATOR	DARREL	STAFFORD	Jacksonville
	Budget Management & Cash Control Disbursements Management	082046	ADMINISTRATIVE ASSISTANT II	ANN	HAMILTON-CLARK	Jacksonville
Residential - NW	Asset Accounting & Management	042078	GOVERNMENT OPERATIONS CONSULTANT II	KELVIN	SANDERS	Tallahassee
	Budget Management & Cash Control Disbursements Management	056793	ADMINISTRATIVE ASSISTANT II - SES	DILEASHA	SMITH	Lakeland
Residential - South	Asset Accounting & Management	080069	DJJ OPERATIONS COORDINATOR	FRANK	DONNELLY	St. Petersburg
	Budget Management & Cash Control Disbursements Management	082013	ADMINISTRATIVE ASSISTANT II	VICTORIA	HOPPENWORTH	Arcadia