

FloridaPALM

Planning, Accounting, and Ledger Management



Task Release Date	Task ID	Critical Operational Element	Task Name	Task Description
12/09/22	324	Data	Complete FLAIR Data Elements Inventory	Complete and submit the FLAIR Data Elements Inventory documenting data elements your agency currently uses and how they are being used.
01/17/23	325	Processes	Complete Data Security and Access Survey	Complete and submit the Data Security and Access Survey to inform how you currently manage data security and user access.
01/17/23	326	Technology	Update Current Agency Business Systems	Review and update the current Agency Business Systems. Record the technical design for each system.
01/17/23	327	Data	Complete Reports Inventory	Complete and submit the Reports Inventory documenting all agency FLAIR reports.
01/17/23	328	Processes	Document Current Agency Business Processes	Document and submit current agency fiscal and payroll processes, and any agency business systems engaged in the processes.
05/22/23	329	People	Update CCN and Project Contacts	Review, update and confirm Change Champion Network (primary and Subject Matter Experts) and other support contacts.
05/22/23		People	Update Authorized Sheet Users	Review, update and confirm authorized users to all Florida TMS systems.
05/22/23		N/A	Submit Monthly Agency Report	Agency Sponsor to confirm a monthly report, in the Project, to the Agency to provide a summary of the impact of the project on the Agency's operations.
09/11/23	500		Create Agency Specific Risks and Issues Management Plan	Create or update a plan to identify and manage agency specific risks and issues related to the Florida PALM implementation.
09/11/23	501	People	Create Workforce Readiness Plan	Develop an implementation plan that includes agency specific tasks to successfully implement your agency.
09/11/23	502	N/A	Create Agency Specific Risks and Issues Management Plan	Create or update a plan to identify and manage agency specific risks and issues related to the Florida PALM implementation.
09/11/23	503	People	Create Workforce Readiness Plan	Develop an implementation plan that includes agency specific tasks to successfully implement your agency.

THURSDAY Task Talk

Hosted by your favorite Florida PALM RC's

MAY 2, 2024



Agenda

- ▶ Task 526 - Complete Data Readiness Analysis and Data Cleansing Activities for Segment III
- ▶ Task 529 - Update Florida PALM Conversion Inventory for Segment III
- ▶ Task 531 - Remediate Agency Business Systems based on Segment II
- ▶ Task 532 - Submit Bimonthly Agency Readiness Status Report
- ▶ Task 533 - Manage Agency-specific Implementation Schedule, Risks and Issues



Task 526 - Complete Data Readiness Analysis and Data Cleansing Activities for Segment III

Task Due July 12, 2024

Automation Forms Connections Dynamic View **DEMO Conversion Inventory & Data Readiness** ☆

Grid View Filter Arial 10 B I U S A

Data Type	Florida PALM Conversion(s)	Primary Source System(s)	Conversion Needed	Agency Data Outside of Primary Source System(s)	Agency Maintained Data Source	Data Readiness Evaluation	Data Cleansing Plan	Current-State Data Readiness Status	Comments
Suppliers	APC001 - Suppliers Conversion	Statewide Vendor File / FRS / EFT File / PYRL / W9 / MFMP	No	No		Not Applicable	Not Applicable	Not Applicable	
Accounts Receivable	ARC002 - Open Accounts Receivable Conversion	FLAIR	Yes	No		Cleansing Needed	In Progress	Data Cleanup Required - In Progress 50%	
Contracts	CTC001 - Contracts Conversion	FLAIR	Yes	No		Cleansing Needed	Complete	Data Clean Up Complete and Being Monitored for Conversion	

- [Agency Data Readiness Guide](#) has been updated to include Segment III data types
- **Milestone:** Certify Data Readiness For Mock Conversion (RW Task 555 - 9/30/2024)



Task 531 - Remediate Agency Business Systems based on Segment II

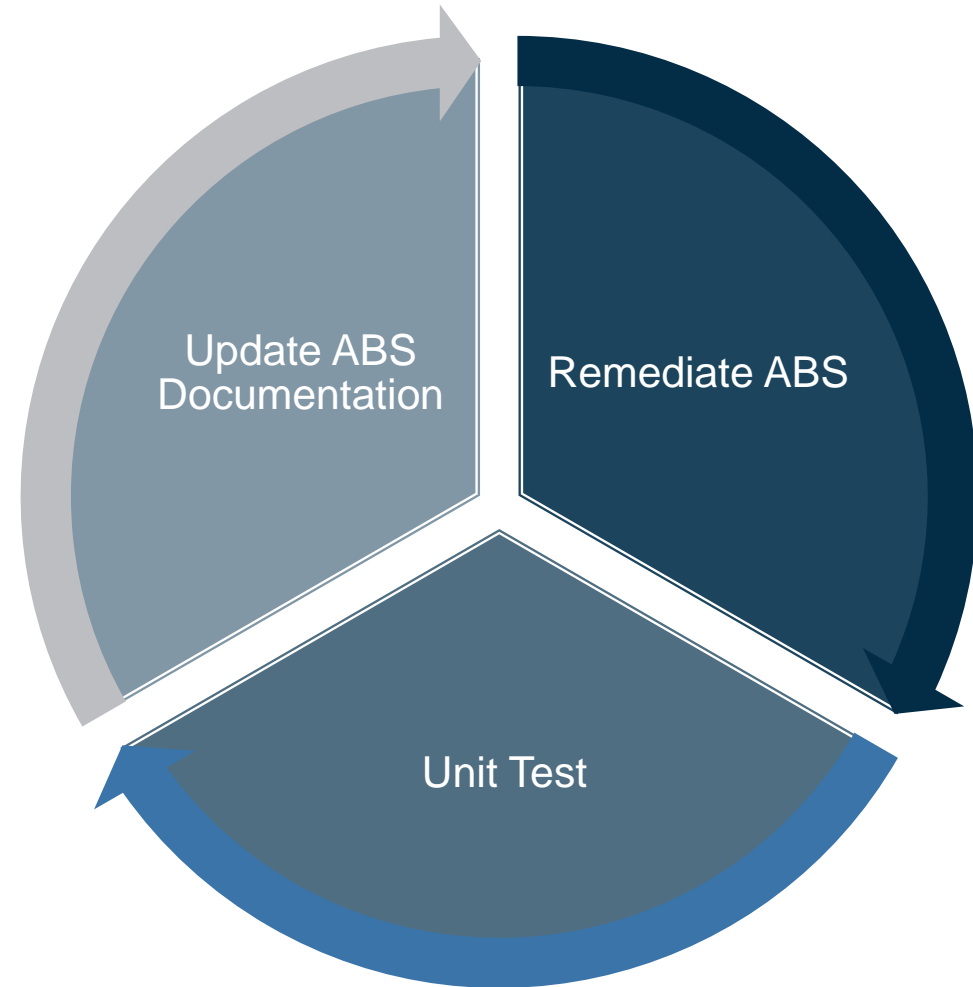
Task Due – September 27

- Review updates to your ABS documentation for RW Task 516, make additional updates if needed
- Don't forget about your ABS with indirect impacts
- Iterative approach

Resources:

- Knowledge Center
 - Business Process Models
 - Interface Layouts
 - Module Configurations
- Agency Specific Configurations

Milestone: Technical Interface Testing begins in January 2025



Task 532 - Submit Bimonthly Agency Readiness Status Report

Task Due May 10

Task 533 - Manage Agency-specific Implementation Schedule, Risks and Issues

Task Due June 28

Task Completion Rubric	
Task 532	Task 533
Agency Sponsor has reviewed, signed, and submitted the Bimonthly Agency Status Report.	Task tracker has been marked as 100% complete.
Task tracker has been marked as 100% complete.	



CONTACT INFORMATION

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