

Project Team:	Florida PALM Reporting and Data Services
Period:	October 1, 2022 – December 31, 2022
Submission Date:	January 10, 2023

1 - PROJECT STATUS OVERVIEW WITH KEY HIGHLIGHTS

A. Overview of reporting activities for the current period:

During the second quarter of the fiscal year 2022-23, the Project continued support for CMS Wave and planning activities for Financials Wave and Payroll Wave, and completed activities required by Proviso. A summary of these activities is provided below:

CMS Wave (Production Support and Operations)

- Additional [end user learning tools](#) were published, including videos and a graphic for WorkCenters and homepage customization.
- The Project continued activities to improve automation of the Treasury bank reconciliation processes and activities to support Treasury to implement an external application to manage investments. Efforts are on-going with Treasury and the Division of Accounting and Auditing to meet their information needs for cash balances per the bank, cash balances per the Florida PALM general ledger and differences in these balances (e.g., issued payments that have not yet cleared the bank, unverified bank deposits).

Financials Wave and Payroll Wave

- The Project completed the series of Personalized Agency Working Sessions with all 35 agencies. Working sessions ranging from a half day to three days per agency were held during the period September to December 2022. An overview of the results of these working sessions is planned for Spring 2023.
- The Project held three checkpoints with agencies on October 3, 31, and November 28, 2022. These checkpoints included Project and agency observations from completed Personalized Agency Working Sessions and offered opportunities for participants to ask questions. Several agencies (e.g., Department of State, Florida Department of Law Enforcement, Fish and Wildlife Conservation Commission, Florida Department of Transportation, Department of Education, and the Florida Department of Highway Safety and Motor Vehicles) shared highlights from their experience to support other agencies. Meeting materials and video recordings are available on the [Florida PALM Website](#).
- During the period August through November 2022, Gartner, Inc. completed an assessment for a Data Warehouse (DW) and Business Intelligence (BI) solution and provided a report, the [Florida PALM Data Warehouse Assessment](#). The report identifies their top three recommended solutions for DW and BI and a comparison of the pros and cons of each option. Gartner presented the recommendations at the Executive Steering Committee on December 12. Meeting materials and video recordings are available on the [Florida PALM Website](#).
- The Project published a [Reporting Assessment](#) to highlight expectations for the reporting solution and describe completed and on-going activities for mapping Florida PALM and legacy reports and data.
- The Project shared an updated [Readiness Workplan](#) (RW) and instructions for a new task - [324: Complete FLAIR Data Elements Inventory](#). Guidance for this task was provided as part of the [Tuesday Task Talk](#) on December 13. Agencies are asked to analyze and document how their agency (as a whole or each division) uses 70 FLAIR data elements. The completed analysis will provide useful feedback for the Project and prepare agencies for future tasks and change management activities. Agency responses are due by March 31, 2023.

2 – PROJECT PROGRESS

Implementation (design, build, and test) activities are on hold for Financials and Payroll Waves.