Design Phase – Segment I

Financials Wave design work is divided into four segments, with completion planned for June 2024. Each Segment includes the business process models and functional design specifications for Financials Wave specific work units, including reports, interfaces, and conversions.

Information was shared with agencies and enterprise partners in two forums: Business Process Model Reviews and Design Workshops. These all-agency review sessions and workshops covered the Segment I topics: Chart of Accounts; Budget Journals; and Vouchers. Meeting materials (presentations, supplemental documents, and meeting video recordings), a video on "How Read a Business Process Model", and an agency guide to preparing for design workshops are available on the Florida PALM website.

The Project published a Smartsheet dashboard on the Florida PALM website which includes the Interfaces Catalog, Conversions Catalog, Reports Catalog, and the Data Dictionary (for production). The Catalogs continue to include CMS Wave information but were updated to include Segment I interfaces and reports. No conversion designs were completed in Segment I. Interface file layouts and sample data files were added to the Interfaces Catalog. Mock-up report samples were added to the Reports Catalog.

A video was published on the Florida PALM website to provide guidance on "How to Read Flat File Interface Layout". This brief video provides a walk-through of the interface file tabs, and columns within the layout.

Future Segments

Information applicable to future Segments will be shared based on the schedule below:

Segment II – November 2023 - January 2024
Segment III – February - April 2024
Segment IV – May - July 2024

Multiple engagements are planned for each Segment, including Business Process Model reviews and Design Workshops. More information will be shared and added to the meetings calendar and the Design Meeting page on the Florida PALM website.

Florida PALM is working on a Knowledge Center which will serve as the central repository of information for agencies and enterprise partners on Florida PALM design and functionality details. This resource will be shared, when complete, to provide easy access to information, including the resources shared in each segment (e.g., reports, interfaces, business process models).

Payroll Wave

In September 2023, the Project shared the business process models for all payroll business processes on the Florida PALM website and met with agencies to discuss the planned designs. Meeting materials (presentations, business process models, and meeting video recordings) are available on the Florida PALM website.

Data Warehouse

Data Warehouse design activities are planned to begin in January 2024.

Agency Readiness

In August 2023, PALMCast #11 – The Design Phase was posted on the website. The Florida PALM Executive Project Sponsor, Project Director, and Deputy Project Director discussed the implementation timeline, engagement activities including information about Design Workshops and what agencies should be doing to be ready.

In September 2023, the Project released an updated Readiness Workplan (RW) with agency tasks through implementation and conducted an extended Task Talk to preview the information and take agency questions. An RW and Task Tracker Job Aid was also published to support use of the updated resources. These materials are available on the Agency Readiness page of the Florida PALM website.

The Project held a Technical Town Hall in September 2023 that was tailored for agency technical subject matter experts. The objectives were to provide an overview of the implementation timeline, expectations for agency readiness and remediation, and an overview of technical expectations. Topics included data cleansing, conversions, interfaces, reporting, and the Data Warehouse solution. Presentation materials and a recording of this meeting are available on the Florida PALM website.

Agency Readiness, continued

Agencies continue to work on the current state analysis tasks. Understanding current state will provide a foundation for future Project activities, especially related to completion of agency configuration workbooks, data cleansing and preparing for conversions, and selecting and testing interfaces. The following tasks were active during the period:

- Task 326 – Update Current State Agency Business Systems Inventory and Documentation was started in March 2023 and is due October 27, 2023. During September, an addendum was issued to this task to expand the information gathered and provided about agency business systems.
- Task 327 – Complete Reports Inventory was started in April 2023 and completed in July 2023.
- Task 328 – Document Current Agency Business Processes was started in July 2023, and is due December 15, 2023.

Production Support

Production Support completed activities for PeopleTools upgrades and a simplified process for disinvestment journals. These topics are included as part of the Production Support Round Table meeting in October 2023.

FLP_GL_JOURNAL_OVER_100_LINES, a new query, was published (available based on role) to support exporting journal information with 100 or more lines.

Transform Florida Together