

Project Team:	Florida PALM Reporting and Data Services
Period:	January 1, 2022 – March 31, 2022
Submission Date:	April 13, 2022

1 - PROJECT STATUS OVERVIEW WITH KEY HIGHLIGHTS

A. Overview of reporting activities for the current period:

During the third quarter of the fiscal year 2021-22, the Project focused on CMS Remediation activities including: reconciliation, resolving incident tickets, solution updates, training, and agency assistance. Activities related to reports and data include:

- The Project hosted a series of End User Learning Opportunities to review general and business process topics from the CMS Wave. The presentation materials and meeting recordings are available to users via the End User Training page of the [Florida PALM website](#). Topics include:
 - *Disinvestments* – This session reviewed specific reports needed to manage disinvestment processes. These reports include: Apportionment Report (GLR082); and Investment Activity Report (GLR083).
 - *Monitoring Deposits* – This session reviewed specific reports needed to manage deposit processes. These reports include: Deposits Report (ARR007); Reconciled Deposits (ARR020); Unreconciled Deposits (ARR021); and Debit Memo Report (ARR024).
 - *Road Map to Reports* – This session included general information for using Florida PALM reporting functionality. Guidance covered use of run control ID, process scheduler, process monitor, and report manager.
 - Other session topics: *Resources at Your Fingertips*; *Explaining the Chart of Accounts*; *Implementing Speedtypes*; and *Making Florida PALM Work for You*.
- In January 2022, the business process models were updated and published based on agency feedback during the Module Workgroup sessions held September through December 2021. The [Reports Catalog](#), available on the Florida PALM website, includes the reports available for CMS Wave, and planned for Financials Wave based on work completed to date.
- As part of the CCN Townhall in February 2022, the Project provided a general update for reports and data. Additionally, a guest speaker from the DFS Reconciliation and Reports section shared their experience using Florida PALM reports and queries. The materials and meeting recording are available on the [Florida PALM website](#).
- Additional resources are being developed to support agency use of Florida PALM reports and data:
 - Activities are in progress to develop a mapping of legacy reports to Florida PALM reports. Additional information will be provided to help users better understand how specific legacy reports were replaced.
 - Activities are in progress to develop definitions for data elements used for CMS Wave, and create a mapping of Florida PALM and legacy data elements collected from Central FLAIR and Departmental FLAIR. In December 2021, the Data Dictionary was updated to identify the related legacy data elements for the Florida PALM data elements used in the CMS conversions (e.g., outstanding warrants and balances).
 - The Project is updating and creating guidance, such as job aids and other learning tools, to support agency use of Florida PALM reports and data.

2 – PROJECT PROGRESS

The Project will resume work on the Financials Wave and Payroll Wave when the CMS Remediation activities are completed.