

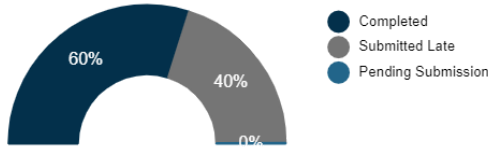
- Helpful Links**
- Dashboard Snapshots
  - Florida PALM Resources
  - Florida PALM Workbook for DBPR
  - Readiness Workplan

# DBPR Status Report Dashboard

**Reporting Period**  
July - August 2023

**Agency Sponsor**  
Tyler Russell

## Readiness Workplan Tasks



The Readiness Workplan Tasks dial reflects the timeliness of your agency's submission of all RW tasks to date.

### Readiness Workplan Tasks:

**Total Tasks = 5**

- Completed = 3
- Submitted Late = 2
- Pending Submission = 0

Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.

People	Processes	Technology	Data
The staff and stakeholders affected by your agency's transition to Florida PALM.	The sequence of procedures to accomplish a business objective.	The applications or tools used to process, track, or report on financial operations.	Information used in or produced from an agency's financial business operations.

The dials below include an intuitive Green-Yellow-Red spectrum, where green indicates the measure is in a positive range, yellow represents that the gaps in expected results present an increasing risk to the agency, and red indicates that there are significant gaps in expected results that present an elevated risk level for the agency.

<p><b>Change Champion Network:</b></p> <ul style="list-style-type: none"> <li>Unique Filled Role = 8</li> <li>Duplicate Filled Role = 3</li> <li>Vacant Role = 3</li> </ul> <p>The Change Champion Network dial reflects the completeness of your CCN makeup.</p>	<p><b>Current-State:</b></p> <p><b>Cataloged Business Processes = 0</b></p> <ul style="list-style-type: none"> <li>Related Business Systems = 0</li> <li>Related Reports = 0</li> </ul> <p><b>Documentation Status:</b></p> <ul style="list-style-type: none"> <li>Complete = 0 Partial = 0 Not Started = 0</li> </ul> <p><b>Implementation:</b></p> <ul style="list-style-type: none"> <li>Role Mapping = TBD</li> </ul>	<p><b>Current-State:</b></p> <p><b>Cataloged Business Systems = 15</b></p> <ul style="list-style-type: none"> <li><b>Criticality:</b></li> <li>High = 0 Med = 0 Low = 0 None = 0</li> </ul> <p><b>Documentation Status:</b></p> <ul style="list-style-type: none"> <li>Complete = 0 Partial = 0 Not Started = 0</li> </ul> <p><b>Cataloged Interfaces = 0</b></p> <ul style="list-style-type: none"> <li>Inbound Interfaces = 0</li> <li>Outbound Interfaces = 0</li> </ul> <p><b>Implementation:</b></p> <ul style="list-style-type: none"> <li>Interfaces = TBD</li> </ul>	<p><b>Current-State:</b></p> <p><b>Unique FLAIR Data Elements = 84</b></p> <ul style="list-style-type: none"> <li><b>Associated Unique Uses = 85</b></li> <li>Continued Use - Yes = 48</li> <li>Continued Use - No = 32</li> </ul> <p><b>Associated Business Systems = 37</b></p> <p><b>Cataloged Reports = 55</b></p> <ul style="list-style-type: none"> <li><b>Criticality:</b></li> <li>High = 20 Med = 19 Low = 15 None = 0</li> </ul> <p><b>Implementation:</b></p> <ul style="list-style-type: none"> <li>Conversions = TBD</li> <li>Configurations = TBD</li> </ul>
<p><b>Participation:</b></p> <ul style="list-style-type: none"> <li>Meetings Attended = 3</li> <li>Meetings Missed = 2</li> </ul> <p>The Participation dial reflects your agency's attendance at Project-led meetings.</p>	<p><b>Implementation:</b></p> <ul style="list-style-type: none"> <li>Training = TBD</li> </ul>		

## Agency Reported

The Risks, Issues, Assumptions and Readiness Activities tables below display only items that were opened/logged, closed/resolved or active during the reporting period.

### DBPR Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator

### DBPR Issues

Critical Operational Elements	Issue Description	Status	Priority	Resolution Plan	Reporting Period Comments or Updates	Planned or Actual Resolution Date	Owner / Coordinator

### DBPR Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments or Updates
People Processes Technology Data	Agency's Operational Work Plan will be approved and funds to implement work plan will be available	Logged	09/11/23	All users of Florida PALM	

### DBPR Agency-Specific Readiness Activities

Critical Operational Elements	Activity Description	Date(s)	Impacted Stakeholder(s) and/or System(s)	Objective	Reporting Period Comments or Updates
People	Florida PALM Advisory Council	7/19/2023	Sally Huggins	Attended monthly meeting as member of the Advisory Council	
People	Monthly Touchpoint	7/21/23	Sally Huggins	Monthly touchpoint with Florida PALM readiness coordinator	
People	Executive Steering Committee	7/26/23	Lynn Smith	Attended monthly meeting as member of the ESC	
People	Florida PALM Advisory Council	8/16/23	Sally Huggins	Attended monthly meeting as member of the Advisory Council	
People	Monthly Touchpoint	8/18/23	Tyler Russell, Chief of Staff; Sally Huggins; Mindy Heindl	Monthly touchpoint with Florida PALM readiness coordinator	
People	Executive Steering Committee	8/23/23	Lynn Smith	Attended monthly meeting as member of the ESC	
People Processes Technology Data	Operational Work Plan	7/31/23	All stakeholders and systems	Submission of Operational Work Plan to the Office of Policy & Budget	
People Processes Technology Data	Segment I Business Process Model Review Financials Wave 30.3 Enter & Process Vouchers	8/14/23	All Disbursements Management users	Participated in business process model reviews for Disbursements Management	John Mounts & Sally Huggins attended
People Processes Technology Data	Segment I BPMR AMFR/Budget Mgmt/Cash Control Financials Wave 10.1 Set Up & Maintain Chart of Accounts & 20.1 Enter & Process Budget Journals	8/15/23	All Financial Reporting, Budget Management & Cash Control users	Participated in business process model reviews for Budget Management	John Mounts & Sally Huggins attended
People Processes Technology Data	Tuesday Task Talk	8/29/23	Tyler Russell, Lynn Smith, Sally Huggins	Listened to Tuesday Task Talk related to Task 331	Sally Huggins listened to the webinar on 9/8/23
People Processes Technology Data	Task 328 - Reports Inventory	7/28/23	All Users	Completed Task 328 Reports Inventory	
People Processes Technology Data	Task 198 - Provide Agency Update for Project Status Reporting	7/10/23	Sally Huggins	Completed June 2023 Agency Status Report	

#### Agency Sponsor Confirmation

As Agency Sponsor, I understand my role and responsibility for monitoring and reporting on my agency's readiness status. I have reviewed and confirmed the accuracy of my agency's readiness status as reflected in this dashboard.

Agency Sponsor Name:

Confirm \*

Submit

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#### DBPR Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
July - August 2023	Tyler Russell	tyler.russell@myfloridalicense.com	09/13/23