FDLE Status Report Dashboard

Readiness Workplan Tasks

100%

0%

- 🔵 Completed
- 🔵 Submitted Late
- 🔵 Pending Submission
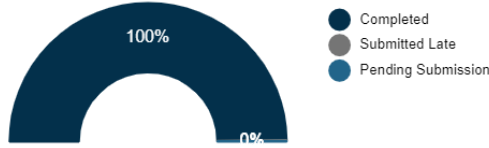
Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.

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 = 5

• Submitted Late = 0

• Pending Submission = 0

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.

Change Champion Network:

• Unique Filled Role = 2

• Duplicate Filled Role = 11

• Vacant Role = 1

The Change Champion Network dial reflects the completeness of your CCN makeup.

Participation:

• Meetings Attended = 5

• Meetings Missed = 0

The Participation dial reflects your agency's attendance at Project-led meetings.

Implementation:

• Training = TBD

Current-State:

Cataloged Business Processes = 0

• Related Business Systems = 0

• Related Reports = 0

• **Documentation Status:**

- Complete = 0 Partial = 0 Not Started = 0

Implementation:

• Role Mapping = TBD

Current-State:

Cataloged Business Systems = 21

• **Criticality:**

- High = 0 Med = 0 Low = 0 None = 1

• **Documentation Status:**

- Complete = 0 Partial = 1 Not Started = 0

Cataloged Interfaces = 0

- Inbound Interfaces = 0

- Outbound Interfaces = 0

Implementation:

• Interfaces = TBD

Current-State:

Unique FLAIR Data Elements = 73

• **Associated Unique Uses = 193**

- Continued Use - Yes = 21

- Continued Use - No = 154

• **Associated Business Systems = 6**

Cataloged Reports = 116

• **Criticality:**

- High = 89 Med = 14 Low = 42 None = 21

Implementation:

• Conversions = TBD

• Configurations = TBD

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.

FDLE Risks

Critical Operational Elements	Risk Description	Status	Risk Rating	Mitigation/Response Strategy	Reporting Period Comments or Updates	Date of Status Change	Owner / Coordinator
Data	That we will be unable to do life-to-date tracking and trend analysis for data that is in both FLAIR and PALM.	Open	4 (Medium/Medium)	Develop crosswalk methodology if the new Data Warehouse will not provide this capability			Mike Moore
People	If funding is not approved we will be unable to hire technical and project management staff.	Open	3 (High/Low)	LBR requests have been submitted for funding to hire staff required to complete the project.			Becky Bezemek / Charlotte Fraser
Technology	Development and Test instances of effected agency business systems are not available	Open	3 (High/Low)	Agency will provide development and test instances for all effected agency business systems.			Andrew Gutsch

FDLE Issues

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

FDLE 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	The agency will be approved for funding to support readiness activities.	Logged	07/01/23	Office of Information and Technology Systems Office of Financial Management Agency business systems	Request for administered funds submitted in addition to LBR request
Technology Data	PALM will not change the Chart of Accounts structure between now and go-live	Logged	07/01/23	Agency business systems	

FDLE 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 Processes	Updated all Financial Mangement supervisors on PALM implementation timeline, upcoming Design Workshops, current and upcoming PALM tasks.	08/23/23	Office of Financial Management Agency business systems	Ensure updated and information is shared with the core support team.	Relayed that PALM activities will be increasing in the near future.

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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FDLE Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
July - August 2023	Charlotte Fraser	charlottefraser@fdle.state.fl.us	09/11/23