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EOG Status Report Dashboard

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

Reporting Period

May - June 2026

Agency Sponsor

Dawn Hanson

RW Task Timeliness

Direct Impact Task Timeliness

Other Task Timeliness

Direct Impact Task Timeliness:

Score = 100%

Submitted On Time = 56

Submitted Late = 0

Pending Submission = 0

RW Task Completeness

Direct Impact Task Completeness

Other Task Completeness

Direct Task Completeness:

Score = 93.27%

Submitted Complete = 46

Submitted Incomplete = 3

Completed After Submission = 6

Other Task Completeness:

Score = 97.95%

Submitted Complete = 67

Submitted Incomplete = 1

Completed After Submission = 5

The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

The RW Task Completeness dials reflect the completeness of your agency's task submissions based on the task rubric. Calculations of task completeness includes all RW Tasks since RW 512.

Change Champion Network:

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

Unique Filled Role = 3

Duplicate Filled Role = 12

Vacant Role = 0

The dials above 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.

RW Tasks - Completed or Open Items										
Project Impact	Critical Operational Element	Task ID	Task Name	Task Planned Start Date	Task Planned End Date	Agency Reported Task Progress	Agency Submission Date	Status Comment	Project Verification of Completion	Agency Corrected Submission Date
N/A	People	607	Update Training Plan	04/06/26	06/05/26	100% - Submitted	06/02/26		Submission Complete	
Direct	Data	713	Confirm Supplier Records	04/20/26	05/22/26	100% - Submitted	05/13/26		Submission Complete	
Direct	Data	698	Complete Data Cleansing in Preparation for Dry Run 2	04/20/26	06/17/26	100% - Submitted	06/16/26		Submission Complete	
N/A	N/A	677	Submit Bimonthly Agency Readiness Status Report	05/01/26	05/11/26	100% - Submitted	05/07/26		Submission Complete	
Indirect	N/A	678	Submit Monthly Progress Report - Testing, Training	05/01/26	05/29/26	100% - Submitted	05/28/26		Submission Complete	
Indirect	Data	699	Maintain Configuration and Conversion Workbooks	05/01/26	05/29/26	100% - Submitted	05/28/26		Task Closed - Submission Incomplete	
Indirect	People	700	Maintain Role Mapping Worksheet	05/01/26	05/29/26	100% - Submitted	05/27/26		Submission Complete	
N/A	Processes	602	Update Agency Business Process Documentation	05/04/26	10/30/26					
N/A	People	604	Create Agency-Specific Learning Materials to Support End Users	05/04/26	10/30/26					
Direct	Data	701	Submit Configuration and Conversion Workbooks	06/01/26	06/17/26	100% - Submitted	06/16/26		Task Closed - Submission Incomplete	
Direct	People	702	Submit Role Mapping Worksheet	06/01/26	06/26/26	100% - Submitted	06/25/26		Submission Complete	
Indirect	N/A	679	Submit Monthly Progress Report - Testing, Training	06/01/26	06/30/26	100% - Submitted	06/30/26			
Indirect	N/A	619	Update Agency Readiness Certification #3	06/22/26	07/10/26					
Indirect	Technology	586	Create Agency Deployment Plan and Cutover Checklist to Prepare for Go-Live	06/29/26	09/11/26					
N/A	N/A	680	Submit Bimonthly Agency Readiness Status Report	07/01/26	07/10/26	100% - Submitted	06/30/26			

Agency Reported

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

EOG Risks										
Status	Date Opened	Date Closed	Primary Risk Category	Risk Title	Trend	Risk Rating	Background	Monitor/Mitigation Plan/Resolution	Impact if Risk Becomes an Issue	Reporting Period Comments
Open and Monitoring	10/31/23		Staffing/Resource Availa	Limited Staff	Stable	9 (High/High)	The EOG has limited staff and technical/training resources.	EOG will monitor transactions and will use UAT for training. It should be noted that on boarding temporary additional staff may not be the most effective method to handle additional workload, as	Efficiency and accuracy of transactions will be hindered.	No changes.

								the same individuals that are participating in UAT, training, and FLAIR work are also the same individuals that would be training onboarded new staff. Onboarding temporary new staff may place a greater work strain on current staff than none at all.		
Open and Monitoring	02/17/25		Staffing/Resource Availa	Limited Staff - Timing	Increasing	9 (High/High)	There are/will be many competing priorities for staff working on this project. Staff on the project serve in more than one capacity and time may not be fully dedicated to accounting and FL PALM work. Some of the FL PALM tasks coincide with some of the busiest times for financial/budget/accounting agency resources. The training period of July - October timeframe is the busiest of the fiscal year with most duties falling to a very limited number of individuals. The cutover and go-live for FL PALM: November, 2026- early 2027 is an elected official transition period. This timeframe affects the workload of all Administrative Services (PALM end user) staff. The cutover period will affect abilities to transact and to update payroll and personnel changes timely during the transition period December 2026/January 2027 time period.	The EOG will monitor staff workload, and will utilize UAT as a training period to be ready to support the incoming administration. The EOG will reach out to DFS (and PALM) and other enterprise agencies for assistance should we not be able to properly assist the incoming administration on important matters necessitating timely input and processing that cannot be accomplished in systems closed due to cutover.	Efficiency, pace, and timeliness of transactions will be hindered. Timely processing of payroll and personnel revisions and other financial transactions may not be accomplished during cutover.	No changes.
Open and Monitoring	12/31/24		Business Process Chang	DEM - Separation General	Stable	9 (High/High)	The Division of Emergency Management is physically and functionally separate from the Executive Office; however, the two entities share the same OLO/business unit. Risks exist surrounding data management, reporting, payments, transaction differentiation, and incorrect updates based on assumptions of shared/not shared data in DEM business systems.	The EOG and DEM have met with FL PALM to outline concerns and have requested additional meetings regarding pending inquiries. It was determined that many of the solutions initially discussed will not be able to be effectively implemented. We will continue to monitor and meet with the PALM team as the final design takes shape to determine the best methodologies for the differentiation of data. System configuration will be tested during UAT to determine what will be policy or procedure driven changes vs. what will require additional PALM knowledge or staff resources. As of current UAT status, EOG is unable to filter approval or other screens by budget entity, making it difficult to remove DEM from certain PALM views forcing use of various reports rather than workcenters.	Incorrect, inaccurate reporting; combined transactions and payments that will have to be re-vouchered; incorrect personnel inputting or approving transactions not related to the correct individual's roles/responsibilities	No changes. We will attempt to test during end to end testing.
Open and Monitoring	06/29/26		Deployment/Cutover	Cutover - Gubernatorial Transition	Increasing	9 (High/High)	The EOG Administration Office completes purchasing, accounting, general services, and personnel/payroll functions. The Gubernatorial Transition period is from November, 2026 to January, 2027. Primary responsibilities of the EOG Administration Office during this period are to assist incoming and outgoing EOG employees with all personnel transactions (PeopleFirst and payroll); to provide financial support in the form of agency budget management, research, and accounting; and purchasing/contracting for goods and services needed for the Executive Office, the Governor's Mansion (household expenses), Office of Policy and Budget, LASPBS Systems Design and	The EOG has requested notice for all enterprise system unavailability and is writing a mitigation plan. However, it is important to note that the agency cannot predict every future need during this time period.	The EOG Administrative office will not be able to properly support the needs of the incoming Governor and staff, as well as transition teams appointed by the Governor-Elect.	Newly reported.

							Support. Currently, PALM is coordinating with FLAIR and all enterprise systems used for personnel transactions, purchasing, etc or most/if not all systems to be unavailable for use during the periods of December 19,2027 - January 12, 2027. While we recognize that all systems and dates are not finalized, the risk of not being able to complete state business transactions in administrative areas during this time period will significantly affect the agency and incoming Governor and transition teams.			
Open and Monitoring	08/23/24		Business Process Change	DEM - Separation InterUnit Transactions	Stable	6 (Medium/High)	The Division of Emergency Management is physically and functionally separate from the Executive Office; however, the two entities share the same OLO/business unit. Detailed risk outlined in Risk Line 007 relates to payment management. In reviewing Segment IV -Inter-Unit transactions, we noted that all receiving transactions may be rolled together with no ability to discern 'ownership' of the transaction since only OLO/Business Unit is required. Sent suggestions to the PALM team requesting additional fields be mandatory. Also requested that search menus be available on each workcenter screen to filter out unneeded transactions to only those relevant to DEM or EOG.	The EOG has reported the issue and made suggestions to FL PALM as potential solutions. EOG will document errors (should they occur) to the project during UAT.	Incorrect transfers will be incorrectly approved or will not be approved, since staff will not know to whom the transfer belongs.	We have attempted a mitigation; however, will not be fully known if working until more transactions are processed.
Open and Monitoring	06/06/24		Training	Nomenclature	Stable	6 (Medium/High)	Nomenclature is changing in from FLAIR terms to PALM terms. Some fields in PALM are named the same as in FLAIR but with different meanings/uses. Examples are category, asset location, etc. This will primarily be a training challenge; however, there exists the risk that procedures, guidelines, data, queries, etc will be misinterpreted or not updated properly.	The EOG will work to highlight terminology/naming differences and provide documents to mitigate risk of confusion. Users are participating in prerequisite overview training.	Incorrect fields or incomplete transactions posted due to misinterpretation.	No changes.
Open and Monitoring	10/31/23		Business Process Change	Limited Staff - Roles and Workflow	Stable	6 (High/Medium)	FL PALM transactions are based on roles with an approval workflow. Because of EOG's limited staff, transactions requiring approvals will likely bottleneck with 1 or possibly 2 staff members. There are not enough appropriate staff available to assign unique backup processors and approvers.	The EOG has discussed this risk with FL PALM and communicated its inability to have role backups and the risk of transaction approval bottlenecks with so few individuals available to work on any given process. There exists the possibility for some transactions to utilize a spreadsheet upload of transactions rather than individual transaction approvals. DFS policies will most likely still require the spreadsheet upload to be reviewed and approved prior to upload. While this may mitigate some risks, the transactions will still bottleneck to one or two employees knowledgeable in the specific transactions. EOG will work with DFS to request roles that are currently unallowable due to separation of duty prohibitions.	Efficiency, pace, and timeliness of transactions will be hindered.	No changes.
Open and Monitoring	06/06/24		Business Process Change	DEM - Separation Warrant Management	Stable	6 (High/Medium)	The Division of Emergency Management is physically and functionally separate from the Executive Office; however, the two entities share the same OLO/business unit. Detailed risk outline in Risk Line 007 relates to	The EOG and DEM have met with FL PALM to outline concerns. We will reach out to the PALM team during configuration to determine at what level certain codes can be defaulted to ensure this does not happen. As long as the warrants do	If warrants combine, the entire warrant will need to be deleted and invoices re-vouchers. This is an efficiency and effectiveness issue that will need to be addressed.	No changes. We will attempt to test during end to end testing

							payment management. In reviewing the hardcopy draft of new warrants, if the wrong payment handling code is selected by DEM, EOG will not be able to tell who the warrant belongs to since BE is not printed on the warrant.	not combine, we will be able to research to accomodate. If warrants combine, the entire warrant may need to be deleted and invoices re-vouchered. Noted during review of configuration values worksheet that DEM has been assigned 2 pmt handling codes. Also noted that ORIGIN will not work for differentiation since Works, MFMP, STMS are origins which both EOG and DEM use. We will review reports during early phases of UAT to seek a solution, since end to end UAT will not be available during the early testing periods. As of the latest UAT session, PALM is looking into the ability to make the 'separate payments' checkbox a defaulted value to avoid accidental combining of payments to shared supplier/vendors.		
Open and Monitoring	10/31/23		Training	Limited Staff - Processing Changes	Stable	2 (Medium/Low)	Due to limited staff and staff turnover, there exists a risk that relevant or important steps in a new or revised task will be missed or not completed.	The EOG will monitor staff workload and will utilize UAT as a training period for all staff. EOG will monitor reports and instructional/policy documents provided by the Department of Financial Services and the FL PALM team.	Inaccurate or incomplete data/reports may result (depending on the requirement).	No changes.
Open and Monitoring	10/31/23		Training	Statewide System Revisions/	Stable	2 (Medium/Low)	With the revision of interfaces for all Enterprise business systems, such as Works, STMS, and MFMP, and staff learning the updates to all new systems with FL PALM, it may be more difficult to pinpoint the source of errors in UAT and early implementation transaction processing.	EOG will monitor all tasks and attempt to report issues to all relevant parties.	Transactions will be incorrectly processed (or not processed timely) - inefficiencies in issue resolution.	No changes.
Open and Monitoring	10/31/23		Training	Attachments	Stable	1 (Low/Low)	Risks relate to attachments of documents in FL PALM. Staff will need training on what can and should be attached or redacted prior to attaching in FL PALM.	The EOG will outline as many processes as possible to mitigate risk of incorrectly attached documents, and will ensure that all staff attend training and have access to PALM resources when appropriate.	Incorrect/improper record keeping of documentation.	No changes.

EOG Issues										
Status	Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments	
Open	05/21/26		Low - All impacts not listed	Conversion/Configuration	Asset Conversion	EOG has many items recorded to the property master for inventory control purposes that are not and should not be capitalized. These items are input to FLAIR property file with an acquisition cost of \$0 (blank) and an MDC depreciation indicator of N. In previous conversion exercises, these items properly converted to PALM because even though the fund code was missing, the depreciation indicator = N (reference 8/11/2025 Mock 3 supplemental document for AMC001). In the current Dry Run 1 conversion exercise, this was revised to mandate a fund code must be present without other qualifiers. (reference AMC001 supplemental). Therefore, all records that are non-capital that converted on previous exercises have failed conversion in the current dry run 1 exercise.	This was reported as ticket UAT0013281. EOG has been advised that this is issue is being evaluated as to the feasibility of allowing the conversion to occur systematically. If this does not happen, EOG will have to manually create FLAIR TR16 accounting records for over 700 records. There is no DFS batch available for this. This will significantly affect workload on an already strained small staff.	01/12/27	Added due to shortened window for FLAIR update should PALM not make these records available during conversion.	

EOG Assumptions						
Critical Operational Elements	Assumption			Status	Date Logged or Removed	Reporting Period Comments for May - June 2026
People Processes Technology Data	EOG assumes that FL PALM will provide adequate in-person training and will assist in workflows where there is insufficient staff for approvals.			Logged	04/18/25	Administrative Services No change.
People Processes	EOG assumes that while processor roles cannot approve			Logged	04/18/25	Administrative Services No change.

Technology	Data	his/her own transactions, the processor can also be assigned an approver role, so that in all cases, staff can function as backup processors or approvers.				
People	Processes	EOG assumes that ALL transactions and functions will be available for User Acceptance Testing to allow for full learning opportunities will prior to system go-live.	Logged	04/18/25	Administrative Services	No change.
Technology	Data					
People	Processes	EOG assumes that during cutover, if statewide HRM and FLAIR/PYRL is not available during cutover, DFS will still be able to provide necessary adjustments for payroll when timeliness is critical.	Logged	10/29/25	Administrative Services	No change.
Technology	Data					
People	Processes	EOG assume that during cutover, if purchasing/procure to pay systems are unavailable, that DFS will provide mechanism for payment of necessary goods and services to allow continuance of agency critical operations.	Logged	01/13/26	Administrative Services	No change.
Technology	Data					

Agency Sponsor Confirmation

Fields marked with an asterisk (*) are required.

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 *

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EOG Status Report Confirmation			
Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2026	Dawn Hanson	dawn.hanson@eog.myflorida.com	06/30/26
March - April 2026	Dawn Hanson	dawn.hanson@eog.myflorida.com	05/07/26
January - February 2026	Dawn Hanson	dawn.hanson@eog.myflorida.com	03/05/26