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FDLE Status Report Dashboard

Reporting Period

May - June 2026

Agency Sponsor

Mike Moore

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

RW Task Timeliness

Direct Impact Task Timeliness



Direct Impact Task Timeliness:
Score = 95.79%

- Submitted On Time = 47
- Submitted Late = 10
- Pending Submission = 0

Other Task Timeliness



Other Task Timeliness:
Score = 89.22%

- Submitted On Time = 88
- Submitted Late = 15
- Pending Submission = 0

RW Task Completeness

Direct Impact Task Completeness



Direct Task Completeness:
Score = 87.68%

- Submitted Complete = 46
- Submitted Incomplete = 4
- Completed After Submission = 6

Other Task Completeness



Other Task Completeness:
Score = 91.33%

- Submitted Complete = 65
- Submitted Incomplete = 1
- Completed After Submission = 9

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	06/04/26	Submitted on 6/4/26	Submission Complete	06/04/26
Direct	Data	713	Confirm Supplier Records	04/20/26	05/22/26	100% - Submitted	05/22/26	Submitted on 5/22/26 to Secure File Share	Submission Complete	
Direct	Data	698	Complete Data Cleansing in Preparation for Dry Run 2	04/20/26	06/17/26	100% - Submitted	06/17/26	Submitted on 6/17/26	Submission Complete	
N/A	N/A	677	Submit Bimonthly Agency Readiness Status Report	05/01/26	05/11/26	100% - Submitted	05/11/26	Completed 5/11/26	Submission Complete	
Indirect	N/A	678	Submit Monthly Progress Report - Testing, Training	05/01/26	05/29/26	100% - Submitted	05/29/26	Submitted on 5/29/26	Submission Complete	
Indirect	Data	699	Maintain Configuration and Conversion Workbooks	05/01/26	05/29/26	100% - Submitted	05/29/26	Submitted on - 5/29/26	Submission Complete	
Indirect	People	700	Maintain Role Mapping Worksheet	05/01/26	05/29/26	100% - Submitted	05/29/26	Task submitted on 5/29/26 - SOD Conflicts with Contractors and Asset Mgmt. Team. Submitting exception request to A&A.	Submission Complete	05/29/26
N/A	Processes	602	Update Agency Business Process Documentation	05/04/26	10/30/26	50% - In Progress		Working it now - 6/23/26		
N/A	People	604	Create Agency-Specific Learning Materials to Support End Users	05/04/26	10/30/26	50% - In Progress		Working it now - 6/23/26		
Direct	Data	701	Submit Configuration and Conversion Workbooks	06/01/26	06/17/26	100% - Submitted	06/17/26	Submitted on 6/17/26	Task Closed - Submission Incomplete	
Direct	People	702	Submit Role Mapping Worksheet	06/01/26	06/26/26	100% - Submitted	06/26/26	SOD conflicts approved and attached to role mapping worksheet.	Submission Complete	
Indirect	N/A	679	Submit Monthly Progress Report - Testing, Training	06/01/26	06/30/26	100% - Submitted	06/30/26	Submitted on 6/30/26	Submission Complete	
Indirect	N/A	619	Update Agency Readiness Certification #3	06/22/26	07/10/26	100% - Submitted	07/10/26	Submitted on 7/10/26		07/10/26
Indirect	Technology	586	Create Agency Deployment Plan and Cutover Checklist to Prepare for Go-Live	06/29/26	09/11/26	50% - In Progress				
N/A	N/A	680	Submit Bimonthly Agency Readiness Status Report	07/01/26	07/10/26	100% - Submitted	07/10/26	Submitted on 7/10/26		
Indirect	N/A	681	Submit Monthly Progress Report - Testing, Training, Cutover	07/01/26	07/31/26	25% - Beginning Initial Internal Meetings and Information Gathering				
Indirect	Data	703	Maintain Configuration and Conversion Workbooks	07/01/26	07/31/26	25% - Beginning Initial Internal Meetings and Information Gathering				
Indirect	People	704	Maintain Role Mapping Worksheet	07/01/26	08/21/26	25% - Beginning Initial Internal Meetings and Information Gathering				

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.

FDLE 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	04/20/26		Agency Business System	If the EAP upgrade to Java 21 is delayed past July 2026, then there is a RISK that the DTS, AIM, and HRDB FDLE Business systems will not be ready for Go-live in January of 2027. (Ajay)	Increasing	6 (High/Medium)	FDLE is in the process of upgrading the EAP that affects DTS, AIM and HRDB Business Systems.	Monitoring for now - Will escalate to ORACLE if the JAVA upgrade fails.	The impact to the Agency will require manual loading and processing of data into PALM from these business systems.	Status on Java 21 upgrades. Core upgrade ok. End of July close.
Open and Monitoring	11/18/25		Interface	If the Interface file structure, file format/ layout and requirements change, then there is a Risk that this may lead to rework for agencies. (Ajay, Anik)	Increasing	4 (Medium/Medium)	The Project should provide ample advanced notice of any pending or possible interface file changes.	Cosmetic Changes can be done, but functional or structural changes will require resources to be extended.	If this Risk becomes an Issue, then the Impact to FDLE would be that remediation readiness hampered, delayed, and perhaps stalled.	In Cycle 3 testing for all interfaces except AMI004 & AMI008. No changes so far. GLI006 layout caused additional work to be triggered. Communication was resolved. Leave open unit Sept.
Open and Mitigating	07/10/26		User Acceptance Testing	There is a RISK that the PALM system will not provide similar functionality as ABS which is used for querying FLAIR and PYRL data so that we can retire those applications.	Stable	4 (Medium/Medium)	Several Modules, including AR & PayRole currently do not have sufficient reports to meet the needs of FDLE.	FDLE is compiling the reports needed and will escalate to the PALM Project team and or to the DWBI authors to request additional reports needed.	The impact will be that FDLE will be able to conduct business as usually without the required reports.	New Risk added
Open and Monitoring	09/23/25		Deployment/Cutover	There is a RISK that FDLE will not receive a Cut-over plan in time to plan the Agency's cut over from FLAIR to PALM. FDLE needs this plan at least 6 months prior to the PALM go live. This plan will help FDLE plan their Code Freeze. (Anik)	Stable	3 (High/Low)	Question sent to PALM Readiness Coordinator on 9/18/25:Can you please let FDLE ITS know when and how the PALM team is planning to cut over from FLAIR to PALM? It is my understanding that FDLE will need to coordinate this with the Interfaces to PALM. We would like to see a comprehensive plan on how the PALM system will be cutover from FLAIR, so FDLE can plan to cut over it's interfaced applications and business systems from FLAIR to PALM.	Appropriate cutover details will be shared in support of RW Task 586 Create Agency Deployment Plan and Cutover Checklist to Prepare for Go-Live. This is currently scheduled for January 2026, but will be rebaselined to publish in June/July of 2026 due to the go-live date change to January 2027. A partial plan was received from a EOC meeting held in April 26.	FDLE will not be able to go Live without Coordination with the PALM team providing a CUT OVER Plan from FLAIR to PALM.	Draft Cut-over plan received on 5/13-. Still need a detailed cut over Plan from PALM - Escalate.
Open and Monitoring	06/23/26		User Acceptance Testing	There is a RISK that major Functional Changes following the PeopleSoft People Tools will require extensive rework of UAT Stories, End 2 End Testing, Interfaces Testing and impact FDLE's Business Systems	Increasing	3 (High/Low)	An upgrade is planned to PeopleSoft PeopleTools (the core technology platform used to build, deploy, and maintain all PeopleSoft applications) as part of the UAT refresh in August 2026. If major functionality changes are included in as part of this upgrade, there is a RISK that UAT Stories, End 2 End Testing and Interfaces testing performed prior to the upgrade will need to be modified following this upgrade.	FDLE will need a list of the changes through "Release Notes" and will test these areas, FDLE may also need to perform regression testing based on the extent of the changes.	FDLE will be delayed and UAT, End 2 End, Business System and interface Testing that will impact Go Live in January of 2027.	Updated
Open and Monitoring	07/10/26		User Acceptance Testing	Since Confidential data is used in the UAT environment there is a Risk that the data can be breached.	Stable	3 (High/Low)	Opened as an assumption - Moved to a Risk since the Assumptions will no longer be relevant.	Monitor	High Impact if moved to an issue- This will stop PALM Project with a Data Breach.	Risk added again.
Open and Monitoring	05/26/26		Agency Business System	There is a RISK that the PALM HRDB updates for AIM may conflict with the PALM updates required by AIM.	Increasing	2 (Medium/Low)	It has already been specified that changes to the AIM system are required for PALM. These changes are planned to begin on 6/1. The AIM system may also need updates related to changes required for HRDB at the same time.	The ITS project manager will reach out to the AIM manager to determine what changes are need ed for the updates being made to the AIM system related to changes required for the PALM HRDB system. Once determined, the ITS PM and PALM PM will coordinate a schedule to allow AIM to make updates related to HRDB and PALM.	If this RISK becomes an Issue, the impact would be that the AIM application owner is not able to make the PALM updates for either HRDB or the information that is inputted indirectly into the AIM Tool from PALM.	Still a risk until next meeting.
Open and Monitoring	05/16/24		Post Implementation	FDLE will be unable to do life-to-date tracking and trend analysis for data that is in both FLAIR and PALM. (Mike)	Decreasing	1 (Low/Low)	Many of our budget and grant tasks required life-to-date tracking and research.	Develop crosswalk methodology if the new Data Warehouse will not provide this capability.	None for now	Needs more investigation for data on the PALM side.
Closed	11/18/25	05/11/26	Staffing/Resource Availa	There is a Risk that ITS resources may not be available to build out an Internal Data Warehouse for PALM reporting, if needed. (Anik)	Stable	1 (Low/Low)	FDLE is depending on the FL PALM project to provide a Data Warehouse with an Oracle BI reporting tool that will have the capabilities to meet	Monitoring to see if the Data Warehouse and Bi tools will meet the needs of FDLE. This will be closed or mitigated when we determine the data elements in the	If this Risk becomes an Issue, then the impact would be that FDLE would not have the required Reports and Queries to do	We will leave this open until we can verify that the DWBI can be used to build and replace the 22 queries used with FLAIR. Reviewed 4/23/26. (Closed on

FDLE Issues									
Status	Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments
Closed	03/24/26	06/15/26	High - Impacts the ability	Staffing/Resource Availa	Business Analyst Resource no longer with FDLE.	A Business Analyst no longer works at FDLE and left on 2/9/26.	Until a new Business Analyst is hired, the FDLE PALM Program Manager is taking on the additional Tasks.	06/30/26	New BA hired on 6/5/26
Open	05/07/26		High - Impacts the ability	User Acceptance Testing	Constant changes in the Knowledge Center, Topics & Activities and updates to the PALM UAT System causes rework for the Agency.	With limited resources within FDLE. Constant changes to the UAT Stories, Test Cases, related to Topics & Activities is not obtainable.	On going changes will require FDLE to revamp existing UAT Stories during the Data Refresh in August. Also, for the Conversion and Configuration changes FDLE is making updates the last week of each month.	11/06/26	Updated on 7/9
Open	05/26/26		High - Impacts the ability	Interface	Function of GLI006 file GL approvals are not consistent and Knowledge Center Documentation is not consistent with the function of GLI006.	Initially, FDLE was under the understanding that since GLI006 was an uploaded interface file that would have auto approvals to be posted. FDLE met with the GLI006 Developer on and learned that this was the only interface that required approvals before posting. On 5/19/26 - GLI006 file processed from ABS skipped the two-step verification and posted in GL.	5/19 UAT0013105 - GLI006 file processed from ABS skipped the two-step verification and posted in GL. 5/19 UAT0013132 - ABS not Valid code but listed in https://myfloridacfofflorida.com 5/15 UAT001293- GL transactions not picked up in Batch process, 4/23 UAT0011790 - Discovered two-step approval process needed for GLI006.	05/29/26	Doc still needs to be updated.
Open	05/26/26		High - Impacts the ability	Interface	Updates to API031 - Not posted to UAT Communications. (STEVE)	API0031 - The main fix was for some vouchers missing payment records. Other fixes included missing Service dates and missing Basis Dates for some records.	E-mail sent back to Interface Manager - Thank you for the personal attention. I looked on the KC for this information and didn't see anything. Maybe I missed it. I believe a few other Agencies experienced this problem and would recommend this be added to the UAT Communication within the KC as well. Looks like it fixed these two issues found in the Known Issues & Enhancement List for All Agency UAT - Smartsheet.com UAT0010797 Accounts Payable Issue API031 - Field Basis Date is not populating on API031 until the following day. Closed 04/03/26 05/21/26 UAT0012068 Accounts Payable Issue API031 is not picking up all updates for voucher and payment details. Open 05/17/26	05/29/26	Need to Review and see if this is still an issue? Retesting of API031 to continue week of 6/15/26.
Open	07/10/26		High - Impacts the ability	Interface	The PALM Project Team has not provided a detailed list of anticipated errors and warnings that may occur in relation to interface interactions and report parameters input. At this point, if FDLE does not get this list before the end of July, they ITS will not be able to code and Test error handling across Florida PALM functions including interfaces and online functionality.	A RISK that FDLE will not receive a comprehensive list early enough of anticipated errors and warnings that may occur in relation to interface interactions and report parameters input. This is needed at least 6 months prior to go live to have ITS code and Test error handling across Florida PALM functions including interfaces and online functionality. (RISK was opened on 9/4/24)	FDLE has escalated this several times and will need to handle Error messages in Production on an ad hock basis in order to be ready for the go-live in January.	07/31/26	Need a list before the End of July.
Open	07/09/26		Low - All impacts not liste	User Acceptance Testing	FDLE User Story Activity Coverage was not screened properly before publishing.	There is an Issue that the additional Topic and Activities https://app.smartsheet.com were not screened properly and will require unnecessary work by FDLE to rule out Activities that very few if any Florida PALM agencies will perform.	The Impact to the Agency is that FDLE will need to review and revise the FDLE User Story Activity Coverage sheet to rule out Unnecessary Activities, that should have been screened by the PALM Project Team prior to publication.	10/30/26	Attach examples.

FDLE Assumptions					
Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for May - June 2026
Data	PALM will provide similar functionality as ABS which is used for querying FLAIR and PYRL data so that we can retire those applications.	Logged	09/01/23	Office of Financial Management Office of Policy and Planning All divisional/regional business liaisons Management	Still waiting for payroll data- Need to dig into DWBI deeper. Slowly discover concerns with DWBI.Move to a Risk.
Data	We assume that the report data will stay for indefinite time in Warehouse.	Logged	07/02/25	All agency business systems	Leave open Move to a Risk.
Processes	FDLE assumes that the PALM Team will provide a comprehensive Cut-over plan from FLAIR to PALM.	Logged	09/09/25	All agency business systems	Included as a RISK
Technology	Data				

Processes Technology	If Confidential data is used in the UAT environment, then it is assumed that the PALM Security Team has taken the appropriate steps to protect this information.	Logged	11/05/25	All PALM Agencies	Leave open until UAT is completed. Move to a Risk.	
People Technology	Processes Data	FDLE assumes that the Florida PALM Project Team has implemented a Service Level Agreement (SLA) tracking process for the UAT Service Desk to ensure that all UAT service tickets — including incident reports and service requests — are handled within the agreed performance parameters.	Logged	05/07/26	All PALM Agencies	Sending to IV&V for follow-up.

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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FDLE Status Report Confirmation			
Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2026	Mike Moore	mikemoore@fdle.state.fl.us	07/10/26
March - April 2026	Mike Moore	mikemoore@fdle.state.fl.us	05/11/26
January - February 2026	Mike Moore	mikemoore@fdle.state.fl.us	03/10/26