Helpful Links

- Dashboard Snapshots
- Knowledge Center
- Florida PALM Workbook for JAC
- Readiness Workplan

JAC 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

Alton L. "Rip" Colvin, Jr.

RW Task Timeliness

RW Task Completeness

Direct Impact Task Timeliness

Other Task Timeliness

Direct Impact Task Completeness

Other Task Completeness

Direct Impact Task Timeliness:

Score = 92.55%

- Submitted On Time = 46
- Submitted Late = 9
- Pending Submission = 0

Other Task Timeliness:

Score = 87.48%

- Submitted On Time = 80
- Submitted Late = 23
- Pending Submission = 0

Direct Task Completeness:

Score = 78.89%

- Submitted Complete = 32
- Submitted Incomplete = 7
- Completed After Submission = 15

Other Task Completeness:

Score = 82.27%

- Submitted Complete = 47
- Submitted Incomplete = 6
- Completed After Submission = 22

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.

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

Change Champion Network:

- Unique Filled Role = 13
- Duplicate Filled Role = 2
- 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**	PMO	Submission Complete	
Direct	Data	**713**	Confirm Supplier Records	04/20/26	05/22/26	100% - Submitted	**05/22/26**	CCN	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**	CCN	Task Closed - Submission Incomplete	
N/A	N/A	**677**	Submit Bimonthly Agency Readiness Status Report	05/01/26	05/11/26	100% - Submitted	**05/07/26**	PMO	Submission Complete	
Indirect	N/A	**678**	Submit Monthly Progress Report - Testing, Training	05/01/26	05/29/26	100% - Submitted	**05/28/26**	PMO	Task Closed - Submission Incomplete	
Indirect	Data	**699**	Maintain Configuration and Conversion Workbooks	05/01/26	05/29/26	100% - Submitted	**05/28/26**	CCN	Submission Complete	
Indirect	People	**700**	Maintain Role Mapping Worksheet	05/01/26	05/29/26	100% - Submitted	**05/29/26**	PMO	Task Closed - Submission Incomplete	
N/A	Processes	**602**	Update Agency Business Process Documentation	05/04/26	10/30/26	25% - Beginning Initial Internal Meetings and Information Gathering		PMO		
N/A	People	**604**	Create Agency-Specific Learning Materials to Support End Users	05/04/26	10/30/26	25% - Beginning Initial Internal Meetings and Information Gathering		PMO		
Direct	Data	**701**	Submit Configuration and Conversion Workbooks	06/01/26	06/17/26	100% - Submitted	**06/17/26**		Submission Complete	
Direct	People	**702**	Submit Role Mapping Worksheet	06/01/26	06/26/26	100% - Submitted	**06/26/26**		Submission Complete	
Indirect	N/A	**679**	Submit Monthly Progress Report - Testing, Training	06/01/26	06/30/26	100% - Submitted	**06/30/26**		Submission Complete	
Indirect	N/A	**619**	Update Agency Readiness Certification #3	06/22/26	07/10/26	75% - Consolidating/Inputting Information for Submission				
Indirect	Technology	**586**	Create Agency Deployment Plan and Cutover Checklist to Prepare for Go-Live	06/29/26	09/11/26	25% - Beginning Initial Internal Meetings and Information Gathering				
N/A	N/A	**680**	Submit Bimonthly Agency Readiness Status Report	07/01/26	07/10/26	100% - Submitted	**07/10/26**			07/10/26
Indirect	N/A	**681**	Submit Monthly Progress Report - Testing, Training, Cutover	07/01/26	07/31/26					
Indirect	Data	**703**	Maintain Configuration and Conversion Workbooks	07/01/26	07/31/26					
Indirect	People	**704**	Maintain Role Mapping Worksheet	07/01/26	08/21/26					

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.

JAC 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	07/07/26		Deployment/Cutover	Data Warehouse Reporting	Increasin	6 (High/Medium)	Standard reports in PALM do not provide all reporting required by JAC & JROs.	JAC is actively testing and entering tickets via ServiceNow to document issues in	If DWBI fails to meet JAC reporting requirements, JAC would need to develop	New risk for July 2026 reporting

							Therefore, JAC planned to leverage DWBI for standardized reporting across JAC & JROs. To date in testing, DWBI reporting has been inconsistent, inaccurate, and unreliable.	testing that prevent JAC from relying on DWBI reporting.	a new agency business system, and staff a new team, to manage the database and reporting to meet JAC & JRO reporting requirements.	
Open and Monitoring	05/06/26		Deployment/Cutover	System Reliability	Increasing	4 (Medium/Medium	Ongoing changes to system, including its documentation, prevent agencies from truly learning the system and its functionality.	JAC has observed ongoing changes to system documentation, requiring constant reevaluation of approach, additional work to revise scenario workbooks, and revision to planned testing schedules + cadence. As a result, JAC continues to develop materials to support business user readiness for PALM go-live, but remains concerned whether there is sufficient time to prepare its workforce for go-live.	This directly impacts JAC's confidence in go-live and will influence JAC's final Certification response.	JAC validates documentation changes are still occurring during July 2026 reporting, causing rework and potentially missed project requirements.
Open and Monitoring	05/12/25		Post Implementation	Transfer of FLAIR IW data to PALM DW fails.	Stable	3 (High/Low)	The Florida PALM plan indicates that FLAIR IW data will be extracted and stored in PALM DW. If this process fails, the agency will be without historical data needed for reporting	As of March 2026, we will monitor the risk and updates from the Florida PALM team related to DW. In the future, we may need a more robust plan. At this time, JAC does not have a viable mitigation plan to address the risk.	The agency would be unable to access data to be able to complete reports using historical data. The Risk would elevate to an issue. At this time, JAC does not have a viable response plan if this were to become an issue, however JAC would be required to develop a plan to store and maintain large amounts of revenue and expenditure transaction data, along with a reporting tool to meet future data requests & requirements.	JAC believes this risk is still valid, but greater emphasis is on the output of DWBI reporting (JAC opening new risk July 2026) than data conversion. JAC to know more about data conversion following Dry Run 2 in late July.
Open and Monitoring	05/09/25		Agency Business System	Business Management Operations System (BOMS)	Decreasing	3 (High/Low)	JAC, and the Judicial Related Offices (JROs) JAC serves, utilize an external business system (BOMS) for core business functionality. BOMS requires substantial remediation efforts to meet PALM requirements, including system and process-based changes.	JAC formed an Advisory Council comprised of JRO leaders to work with the vendor on remediation activities. JAC will continue to assist the Advisory Council when requested regarding activities related to BOMS. to support the successful remediation of the system and associated processes.	If BOMS remediation is unsuccessful, substantial manual workarounds would need to be developed to continue core business operations across JAC and the JROs it serves.	JAC is communicating frequently with BOMS leads to monitor status and progress.
Open and Monitoring	05/06/26		Deployment/Cutover	Spreadsheet Upload Failures	Stable	3 (High/Low)	JAC has observed spreadsheet upload failures when testing across multiple BPGs	At this time, JAC is monitoring this risk. If not resolved by late summer 2026, JAC will have to develop a mitigation plan for data entry into PALM	There is a high degree of risk to JAC's business if this is not resolved with sufficient time to test prior to go live. JAC has planned heavily to use Spreadsheet upload in day-to-day business post go live. Users need ample time to test the upload feature set prior to go-live.	JAC has reduced the risk likelihood as staff have found viable workarounds to failures and/or inconsistencies in spreadsheet upload features during UAT.

JAC Issues

Status	Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments

JAC Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for May - June 2026
People Processes	Project teams will have access to the appropriate management, staff and related Program stakeholders (internal and external) and other resources as required and as needed without delays	Logged	05/09/25	All Stakeholders and Systems	Validated for July 2026
People Processes Technology	JAC will recieve requested funding throughout the duration of the PALM project lifecycle.	Logged	05/09/25	All JAC staff	Funded for FY26-27. Plan to submit an LBR for FY27-28
People Processes Technology	All JAC agency business system remediation projects that require direct interface with PALM will successfully achieve PALM and JAC requirements.	Logged	05/09/25	All JAC staff	Validated for July 2026
People Processes	DFS A&A will actively work to support the agencies to be as up to date as possible by the time FLAIR is shut down.	Logged	05/06/26	JAC + Vendors (Suppliers)	Validated for July 2026
People Processes Technology Data	Florida PALM will lock system & documentation changes prior to go live with sufficient time for agencies to develop final testing & cutover plans	Logged	05/06/26	JAC + JROs	Validated and Monitoring - see Risk Register.
People Processes	JAC will be supported by PALM Project, and the PALM Project team + DFS A&A will issue additional guidance for Agencies to follow.	Logged	07/07/26	JAC + JROs	New Assumption

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

JAC Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2026	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	07/10/26
March - April 2026	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	05/07/26
January - February 2026	Alton L. Colvin, Jr.	rip.colvin@justiceadmin.org	03/10/26