

**Helpful Links**

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

# DEM Status Report Dashboard

**Reporting Period**

November - December 2025

**Agency Sponsor**

Jeremy Smith

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

## 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 = 99.55%

- Submitted On Time = 42
- Submitted Late = 2
- Pending Submission = 0

**Other Task Timeliness:**

Score = 97.74%

- Submitted On Time = 72
- Submitted Late = 12
- Pending Submission = 0

**Direct Task Completeness:**

Score = 95.35%

- Submitted Complete = 41
- Submitted Incomplete = 2
- Completed After Submission = 0

**Other Task Completeness:**

Score = 98.21%

- Submitted Complete = 55
- Submitted Incomplete = 1
- Completed After Submission = 0

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:**

- Unique Filled Role = 5
- Duplicate Filled Role = 10
- Vacant Role = 0

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

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 |
|----------------|------------------------------|---------|-------------------------------------------------------------|-------------------------|-----------------------|-------------------------------|------------------------|----------------|-------------------------------------|----------------------------------|
| Indirect       | Processes                    | 574     | Prepare Documentation for User Acceptance Testing           | 06/02/25                | 01/09/26              | 100% - Submitted              | 01/05/26               |                |                                     |                                  |
| Direct         | People                       | 573-B   | Complete and Submit End User Role Mapping Worksheet.        | 07/14/25                | 12/19/25              | 100% - Submitted              | 12/18/25               |                | Task Closed - Submission Incomplete |                                  |
| N/A            | N/A                          | 627     | Submit Bimonthly Agency Readiness Status Report             | 11/03/25                | 11/10/25              | 100% - Submitted              | 11/13/25               |                | Task Closed - Submission Incomplete |                                  |
| Indirect       | N/A                          | 667     | Submit Monthly Progress Report - Testing                    | 11/03/25                | 11/25/25              | 100% - Submitted              | 11/24/25               |                | Submission Complete                 |                                  |
| Indirect       | N/A                          | 668     | Submit Monthly Progress Report - Testing                    | 12/01/25                | 12/30/25              | 100% - Submitted              | 12/30/25               |                | Submission Complete                 |                                  |
| Direct         | Technology                   | 592     | Agency IdP SMEs Add End Users to Agency's Identity Provider | 12/08/25                | 01/09/26              | 100% - Submitted              | 01/08/26               |                |                                     |                                  |
| Indirect       | People                       | 688     | Update UAT Plan                                             | 12/08/25                | 01/09/26              | 100% - Submitted              | 01/08/26               |                |                                     |                                  |
| Indirect       | N/A                          | 606     | Update Agency Readiness Certification #2                    | 12/15/25                | 01/09/26              |                               |                        |                |                                     |                                  |
| N/A            | N/A                          | 671     | Submit Bimonthly Agency Readiness Status Report             | 12/29/25                | 01/14/26              | 100% - Submitted              | 01/09/26               |                |                                     |                                  |
| Indirect       | N/A                          | 669     | Submit Monthly Progress Report - Testing                    | 01/05/26                | 01/30/26              |                               |                        |                |                                     |                                  |

## 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.

### DEM 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 for Nov. - Dec. 2025 |
|---------------------|-------------|-------------|------------------------|-----------------------------------------------------------|------------|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------------------------|
| Open and Mitigating | 05/21/25    |             | Agency Business System | Interface need fulfillment                                | Stable     | 6 (High/Medium)   | If the PALM interfaces do not cover all required data elements as currently engaged by DEMES to FLAIR connections, then either the elements will need to be accessed via the data warehouse or DEMES will need to be changed to interact correctly with the new PALM structure | DEMES development assets have been onboarded to the PALM project to project any issues that may arise and attempt to port all elements of PALM on top of the FLAIR structure | Cost will be added to the DEMES development project.    | No change from previous month                  |
| Open and Mitigating | 06/20/25    |             | Agency Business System | New Interfaces Required due to changing ABS functionality | Increasing | 4 (Medium/Medium) | If there is no way to ask for new interface connections to our ABS starting now moving into the future then any new (or overlooked) functionality that requires an interface connection not initially                                                                          | If new interface needs arise, email our Readiness Coordinator and technical coordinator with the new need and what new interface is requested.                               | Wasted Development Dollars, decreased ABS functionality | No change from previous month                  |

|                     |          |  |                         |                                        |            |                |                                                                                                                                                                                                                                                                                               |                                                                                                                                                                       |                                                                                                            |                               |
|---------------------|----------|--|-------------------------|----------------------------------------|------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|-------------------------------|
|                     |          |  |                         |                                        |            |                | listed will be impossible                                                                                                                                                                                                                                                                     |                                                                                                                                                                       |                                                                                                            |                               |
| Open and Monitoring | 05/21/25 |  | Interface               | EOG/DEM Interface relationship         | Stable     | 2 (Medium/Low) | EOG and DEM interfaces and elements are under the same OLO umbrella.                                                                                                                                                                                                                          | Working directly with Kelley Sasso in EOG to put process agreements in place.                                                                                         | Increased lead time in access aspects of processes or reporting confusion when summarizing agency workload | No change from previous month |
| Open and Mitigating | 05/21/25 |  | Agency Business System  | PA Payment Process                     | Increasing | 2 (Low/Medium) | Many projects related to DEM incidents are built by an enterprise business system Florida PA. If the Florida PA development team is not aware of the inbound and outbound Project information interface needs the process of creating projects related to an incident may become more complex | Will socialize with Florida PA users and then the poc for those users to ensure the appropriate interface conversation is had                                         | IT spend will be used to upgrade Florida PA or create a secondary process/system for data movement         | No change from previous month |
| Open and Monitoring | 05/21/25 |  | Post Implementation     | Need PALM Promoters                    | Stable     | 2 (Low/Medium) | If PALM is seen as creating work or uncertainty then the finance team will be unwilling to explore further functionality                                                                                                                                                                      | Communication about PALM including changes and updates is ongoing, frequent and positively positioned                                                                 | The FDEM agency Will have trouble with accounting post PALM launch                                         | No change from previous month |
| Open and Monitoring | 06/20/25 |  | Interface               | Backend Report Information             | Stable     | 2 (Low/Medium) | If no information is released about how reports are created using interface data then the teams building ABS functionality from reports will be unable to replicate report information in the regular exports and a manual process will need to be used                                       | Monitoring the Knowledge Center to determine if new information is released                                                                                           | Inclusion of a manual process and person hour requirements in ABS updates                                  | No change from previous month |
| Open and Monitoring | 05/21/25 |  | Business Process Chang  | Payroll Process                        | Increasing | 1 (Low/Low)    | If the payroll processes built in PALM cannot support the needs of the FDEM Payroll team, then the payroll system currently managed by FDEM IT may need continuing support meaning the Payroll process may become more complex/expensive                                                      | Highlighting Payroll within UAT as an important module with downstream impact so we can quickly close or escalate this risk                                           | We cannot sunset the Payroll system and we may require IT spend to update                                  | No change from previous month |
| Open and Mitigating | 05/21/25 |  | Conversion/Configurator | Grant LTD balances                     | Stable     | 1 (Low/Low)    | If life to date balances are not transferred either as a datum or as a concept between FLAIR grant tracking and PALM project costing then a system of balance tracking processes will need to be built to managed life to date reporting                                                      | The FDEM Finance team is building it's reporting effectiveness to increase the agility of building reporting structures to the necessary level to meet this challenge | Process complexity will be added to the Finance team                                                       | No change from previous month |
| Open and Mitigating | 05/21/25 |  | Conversion/Configurator | Fund Data Freshness                    | Stable     | 1 (Low/Low)    | If stale funds are carried over into the project costing module then the day to day operation of project accounting will increase in complexity                                                                                                                                               | The budget team in the finance bureau has been tasked with clearing stale funds/project ids out of our system                                                         | Project costing module will create less value for the accounting team                                      | No change from previous month |
| Open and Monitoring | 05/21/25 |  | Deployment/Cutover      | FLAIR to PALM shutdown around Year End | Stable     | 1 (Low/Low)    | If FLAIR shuts down before PALM goes live then our business processes will be delayed                                                                                                                                                                                                         | Request more information from Felecia                                                                                                                                 | We will lose effectiveness on PALM rollout as well as day to day business execution                        | No change from previous month |

#### DEM Issues

| Status | Date Opened | Date Closed | Priority | Primary Issue Category | Issue Title | Background | Action Plan | Planned or Actual Resolution Date | Reporting Period Comments for Nov. - Dec. 2025 |
|--------|-------------|-------------|----------|------------------------|-------------|------------|-------------|-----------------------------------|------------------------------------------------|
|        |             |             |          |                        |             |            |             |                                   |                                                |

#### DEM Assumptions

| Critical Operational Elements    | Assumption                                                                                                                                                                                                           | Status | Date Logged or Removed | Impacted Stakeholder(s) and/or System(s)         | Reporting Period Comments for Nov. - Dec. 2025 |
|----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|------------------------|--------------------------------------------------|------------------------------------------------|
| People Processes Technology Data | The Division will be able to process all financial activity in order to adequately report to our grantors and all requestors to continue to assist in financial management of the Division's missions and objectives | Logged | 05/12/25               | FDEM                                             | No change from previous month                  |
| Technology Data                  | Connecting to interfaces within PALM will be supported by a request process that is not difficult to navigate AFTER launch                                                                                           | Logged | 05/12/25               | DEMES; FDEM IT; Slalom Development Team          | No change from previous month                  |
| Processes                        | There will be a process to change, add, remove speedkeys after launch. The knowledge center is up to date on exceptions and speedkey expectations.                                                                   | Logged | 05/12/25               | Finance;                                         | No change from previous month                  |
| Data                             | The PALM Data Warehouse will be accessible by appropriate agency staff for self service reporting                                                                                                                    | Logged | 05/12/25               | DEMES; FDEM IT; Slalom Development Team; Finance | No change from previous month                  |
| Processes Data                   | Project information and OA1 & 2 can be added to PALM if needed for data conversion post Configuration                                                                                                                | Logged | 05/12/25               | Finance                                          | No change from previous month                  |
| Processes Data                   | Grant LTD balances can be represented in the PALM General Ledger with representative entries balanced with a reporting element, and users will be able to access this information in the PALM Data Warehouse         | Logged | 05/12/25               | Finance                                          | No change from previous month                  |

### 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 \*

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### DEM Status Report Confirmation

| Reporting Period         | Agency Sponsor Name: | Confirmed By:                 | Confirmation Date: |
|--------------------------|----------------------|-------------------------------|--------------------|
| November - December 2025 | Jeremy W. Smith      | jeremy.smith@em.myflorida.com | 01/09/26           |
| September - October 2025 | Jeremy W. Smith      | jeremy.smith@em.myflorida.com | 11/12/25           |
| July - August 2025       | Jeremy W. Smith      | jeremy.smith@em.myflorida.com | 09/12/25           |
| May - June 2025          | Jeremy W. Smith      | jeremy.smith@em.myflorida.com | 07/10/25           |
| March - April 2025       | Jeremy W. Smith      | jeremy.smith@em.myflorida.com | 05/12/25           |
| January - February 2025  | Jeremy W. Smith      | jeremy.smith@em.myflorida.com | 03/06/25           |