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FDC Status Report Dashboard

Reporting Period
November - December 2025

Agency Sponsor
Mark Tallent

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 = 95.1%

- Submitted On Time = 41
- Submitted Late = 8
- Pending Submission = 0

Other Task Timeliness:

Score = 91.59%

- Submitted On Time = 70
- Submitted Late = 12
- Pending Submission = 2

Direct Task Completeness:

Score = 85.21%

- Submitted Complete = 36
- Submitted Incomplete = 5
- Completed After Submission = 7

Other Task Completeness:

Score = 95.00%

- Submitted Complete = 49
- Submitted Incomplete = 0
- 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 = 14
- Duplicate Filled Role = 0
- 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	Technology	561	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25	50% - In Progress		3/7/2025: Task-519 was marked 'Completed' based on the understanding of success criteria and readiness workplan at the time of task due date. With the increased clarity on success criteria recently we realized that some parts of this task are still in-progress. However based on the discussion with FL PALM project team we agreed to keep the status of those tasks unchanged, and FDC will continue to work on systems remediation activities. 10/28/25: Still waiting on all interfaces for Cycle 2 Testing to be sent.		
N/A	Technology	558	Update Agency Business System Documentation	11/18/24	01/10/25	50% - In Progress		This task cannot be completed. This is due to us not have the sufficient information from PALM to complete the remediation of our Agency Business Systems. We are still analyzing the data that they have provided, and will continue to work to complete this task. ETA Unknown. 3/7/2025: Task-504 and Task-544 were marked 'Completed' based on the understanding of success criteria and readiness workplan at the time of task due date. With the increased clarity on success criteria recently we realized that some parts of this task are still in-progress. However, based on the discussion with FL PALM project team we agreed to keep the status of those tasks unchanged, and FDC will continue to work on systems remediation activities. 10/28/25: Still waiting on all interfaces for Cycle 2 Testing to be sent.		
Indirect	Processes	574	Prepare Documentation for User Acceptance Testing	06/02/25	01/09/26	100% - Submitted	09/25/25	Based on our Touchpoint meeting 10/28/25, we are reducing our task progress back to 25% to re-evaluate the whole task. Updated to 75% on 12/29/25.		01/08/26
Direct	People	573-B	Complete and Submit End User Role Mapping Worksheet.	07/14/25	12/19/25	100% - Submitted	12/17/25		Submission Complete	
Direct	Data	587-A	Complete Data Cleansing Based on Mock Conversion 3	08/11/25	11/07/25	100% - Submitted	11/07/25		Submission Complete	
Direct	Data	661	Update Conversion Field Mapping	08/11/25	11/05/25	100% - Submitted	11/05/25		Submission Complete	
Direct	Data	662	Submit Updated Configuration Workbooks	08/11/25	11/05/25	100% - Submitted	11/04/25		Task Closed - Submission Incomplete	
N/A	N/A	627	Submit Bimonthly Agency Readiness Status Report	11/03/25	11/10/25	100% - Submitted	11/05/25		Submission Complete	
Indirect	N/A	667	Submit Monthly Progress Report -	11/03/25	11/25/25	100% - Submitted	11/24/25		Submission	

			Testing						Complete
Indirect	N/A	668	Submit Monthly Progress Report - Testing	12/01/25	12/30/25	100% - Submitted	12/17/25		Submission Complete
Direct	Technology	592	Agency IdP SMEs Add End Users to Agency's Identity Provider	12/08/25	01/09/26	100% - Submitted	12/29/25		
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	100% - Submitted	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	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.

FDC 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	06/25/25		Deployment/Cutover	Several readiness deliverables for agencies have been removed from the Florida PALM Program plan.	Stable	6 (Medium/High)	Newly added, on 6/25/2025	Risk Management Strategy: Mitigate 1. Analysis of the removed readiness workplan tasks which are still applicable to the agencies. 2. Agencies to add the applicable deliverables as part of agency specific activities. 3. Continue to progress these agency specific deliverables and ongoing monitoring. Target Closure Date: 2/28/2026	Fail to achieve the mandatory success measure of agency systems readiness for PALM Go-Live.	1/7/2026: Revised readiness workplan is expected by end of January/2026.
Open and Mitigating	12/04/24		Agency Business System	Unavailability of existing BARS reporting infrastructure will impact agency ability to generate user reports based on legacy/historical data.	Increasing	6 (High/Medium)	Archived Risk Id: 012/009	Risk Management Strategy : Mitigate 1. Work with FDC OIT on archival of BARS reporting solution, including database, UI and any platform components. 2. Archive BARS reporting solution, as the reporting tool for the legacy (FLAIR) information. Target Closure Date: 3/31/2027	Fail to achieve the mandatory success measure of agency systems readiness for PALM Go-Live.	1/7/2026: Currently archival of BARS is planned in March/2027, based on the PALM go-live in January/2027. Agency data analysis will continue based on Mock 4 data being available in February/2026, which is essential to build agency specific reports.
Open and Monitoring	12/04/24		User Acceptance Testing	The Testing phases in the Florida PALM project plan assumes right-at-first-time, therefore may not allow sufficient time for defect management and retest of fixes.	Increasing	6 (High/Medium)	Archived Risk Id: 014/011	Risk Mitigation Strategy: Reduction 1. Prepare the UAT testing team thoroughly, w.r.to Business processes, Configurations, User roles, PALM trainings, Test scripts. 2. Establish a communication channel with Florida PALM to get quick turnaround on the defect management. 3. Identify across-agency best practices for UAT planning and execution. 4. Continue to touch base with the Florida PALM team, and assess the impact due to the risk. Target Closure Date: 8/31/2026	Fail to achieve the mandatory success measure of User Acceptance Testing for PALM Go-Live.	1/7/2026: High level Testing schedule has been discussed in the PALM advisory council, which it still in the 'draft' stage. FL PALM project team is expected to share a detailed plan including schedule for defect fixes and implement Security Access module in the later part of the UAT.
Open and Mitigating	12/04/24		Business Process Change	Inadequate planning to identify specific process gaps and remediation planning may impact agency user readiness/adoption.	Stable	6 (High/Medium)	Archived Risk Id: 015/012	Risk Mitigation Strategy: Mitigate Action: Develop and Launch Pre-PALM Training Closing Activities. Closing Activity 1: Process Gap Analysis Closing Activity 2: Process Gap Remediation Target Closure Date: 12/30/2025 Paused Action: Develop and Launch Pre-PALM Training Closing Activities. Closing Activity 1: Process Gap Analysis Closing Activity 2: Process Gap Remediation Target Closure Date:	Fail to achieve the mandatory success measure Business Process readiness for PALM Go-Live.	1/7/2026: Agency will continue to finalize specific process gaps (change) based on the experiences in first part of the UAT.

Open and Mitigating	12/04/24		Staffing/Resource Availa	Competing priorities for SMEs leading to limited bandwidth availability, may impact timely completion and quality of FDC/ FCOR PALM project deliverables, including data cleanup, configurations, process mapping & remediation, Trainings, agency systems remediations, and UAT preparation & execution.	Increasing	6 (High/Medium)	Archived Risk Id: 017/014	06/30/2026 Risk Mitigation Strategy: Mitigate 1. Identify the areas where it needs the SMEs bandwidth. 2. Come out with a plan to support FDC PALM project with required SMEs bandwidth. Target Closure Date: 12/31/2026	Fail to achieve the mandatory success measure User Acceptance Testing, User training and People readiness for PALM Go-Live.	1/7/2026: Agency is currently able to manage the increased volume of activities with the existing resources by prioritizing their workplan.
Open and Mitigating	12/04/24		Staffing/Resource Availa	Unavailability of IT resources with required skillset may impact timely remediations of agency business systems.	Increasing	6 (High/Medium)	Archived Risk Id: 010/007	Risk Management Strategy: Mitigate 1. Identify the High level solution for Agency Business System (ABS) remediation. 2. Finalize the Architectural design and technology stack identification. 3. Conclude the resources/ roles required for ABS remediation. 4. Onboard the required resources, complete the IT development activities to ensure readiness for E2E interface testing/ UAT Target Closure Date: 3/31/2026	Fail to achieve the mandatory success measure of agency systems readiness for PALM Go-Live.	1/7/2026: Limited "Technology lead" bandwidth in the current team which is impacting the pace of the development activities. Therefore started working with agency OIT executive leadership to onboard additional/ shared bandwidth.
Open and Mitigating	06/25/25		Deployment/Cutover	Lack of clear guidelines from the Florida PALM Program on preparing for Cutover activities and setting up Operations support for the agencies.	Stable	6 (High/Medium)	Newly added, on 6/25/2025	Risk Management Strategy: Mitigate 1. Identify the agency specific cutover activities for the agency systems and readiness activities to prepare for operations support. 2. Add the agency specific cutover activities and operations support preparation to agency plan. 3. Continue to progress on the agency specific plan and ongoing monitoring Target Closure Date: 11/30/2026	Fail to achieve the mandatory success measure of agency systems readiness for PALM Go-Live.	1/7/2026: FL PALM project team presented a high level draft plan, which indicated the deployment/ cutover period, and more information is expected to be made available by June/2026
Open and Mitigating	12/04/24		Training	Unavailability of Florida PALM system training and Demo sessions early in the project phase may result in insufficient time given to agency user readiness/ adoption.	Stable	4 (Medium/Medium)	Archived Risk Id: 013/010	Risk Management Strategy: Reduction Action: Develop and Launch to PALM Superusers the pre] PALM 4-Part training series. Training 1.1: Orientation to PALM Business Process Groups. Training 1.2: Orientation to PALM Modules. Training 1.3: Orientation to PALM Business Process Models. Training 1.4: Orientation to PALM Roles & Workflows. Target Closure Date:12/31/2026	Fail to achieve the mandatory success measure of agency systems readiness for PALM Go-Live.	1/7/2026: Currently working with DMS to assign UAT pre-requisite trainings to the SMEs/ end-users.
Open and Monitoring	12/04/24		Role Mapping	Insufficient information on access security model and planning of changes to current user roles/responsibilities may impact agency user readiness/ adoption.	Stable	4 (Medium/Medium)	Archived Risk Id: 016/013	Risk Mitigation Strategy: Mitigate 1. Read & understand the access security model and role definition, published by FL PALM. 2. Map the current business teams to the appropriate user role. 3. Identify the users for whom role/ responsibility are changed. 4. Provide required support to the users to adapt to their changed role. Target Closure Date: 12/30/2026	Fail to achieve the mandatory success measure User Acceptance Testing and Go-Live Readiness for PALM Go-Live.	1/7/2026: Agency completed the role mapping for all SMEs/ end-users based on the current understanding of documentations from the FL PALM project team. This may need to be revisited based on the experiences from the first part of UAT.

FDC 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
Open	01/30/25		Critical - Impacts the abil	Agency Business System	Unavailability of PALM Data Warehouse and technical specifications (File format, Data dictionary) affecting the remediation activities for the agency based system.	Archived Issue Id: 007/006	1. Setup new database, to remediate 12 agency business systems/ tools, depends on the PALM Data Warehouse for data. 2. Design the new database, and subsequently plan for the user reporting	02/28/26	1/7/2026: Cycle 2 Testing for all agency managed interfaces are completed; however delayed receipt of a few interfaces impacted Cycle 2 Testing of 3rd party managed Agency business systems. Ongoing discussion with FL PALM project team for needed support and remediate timeline challenges.

							<p>solution (CAIRS - Corrections Accounting Information Resource System) with appropriate reports.</p> <p>3. Remediate Agency based systems to integration to CAIRS and internal functional testing</p>	
Open	03/25/25	Critical - Impacts the abil	Agency Business System	Continued changes to the interface specifications by FL PALM due to ongoing system development, may require FDC PALM project team to rework on the solution for agency systems remediation, which could lead to agencies missing the interface testing milestone.	Archived Issue Id: 008/007	<p>Team to work on minimizing the impact due to this issue.</p> <ol style="list-style-type: none"> 1. Develop a scalable solution design with system level flexibility built-in. 2. Collaborate closely with the FL PALM interface team, and ensure the FDC PALM team is updated with the recent/ upcoming changes to the interface file structures. 3. Resolve the gaps in the agency system remediation solution. 4. Escalate in case the changes to interfaces are not feasible to be mitigated. 	02/28/26	1/7/2026: Ongoing discussion with FL PALM project team on resolving errors in the Outbound interface file (AMI004), which is essential for remediating Bar Code Scanning tool.
Open	10/01/25	Critical - Impacts the abil	Agency Business System	Timely remediation of the 3rd party managed agency systems (Axiom Pro and SSTC Bar Code Scanning tool) is impacted as (a) the vendor adopts a common remediation approach across agencies and (b) high dependency on technical specifications and sample interface files from State PALM.	FDC/ FCOR Risk Is: 007/ 008	<ol style="list-style-type: none"> 1. Vendor to refer FL PALM knowledge center to plan & design the system remediation. 2. Vendor to perform unit testing with the information provided by the FL PALM team. 3. FL PALM Team to make sizable and reliable sample/ test files available. 4. Vendor to perform exhaustive Technical Testing of the system integration (Cycle 2 - Testing) and complete defect fixes. 	02/28/26	1/7/2026: Delayed receipt of a few interfaces impacted Cycle 2 Testing of 3rd party managed Agency business systems. Ongoing discussion with FL PALM project team for needed support and remediate timeline challenges. Ongoing discussion with FL PALM project team on resolving errors in the Outbound interface file (AMI004), which is essential for remediating Bar Code Scanning tool.
Open	10/23/25	Critical - Impacts the abil	Agency Business System	Not having a comprehensive crosswalk for FLAIR data elements to PALM may impact agency systems remediation and its effectiveness.	FDC/ FCOR Risk Is: 012/ 012	<ol style="list-style-type: none"> 1. Identify the FLAIR data elements is required for the agency and prepare crosswalk, based on the available information. 2. Reach out to PALM for their support in validating and providing the data elements cross walk from FLAIR to PALM. 3. Agency to consider the crosswalk from PALM as the basis for internal systems remediation and agency internal activities. <p>Target Closure Date: 12/31/2026.</p>	12/31/26	1/7/2026: Discussion with FL PALM project team reveals that there is no direct crosswalk between FLAIR and PALM systems, even data elements with similar names may differ in context. Agency resumed the data analysis to identify PALM data requirements by referencing existing resources and Mock 4 data, which is expected to be available in February/2026.
Open	02/28/24	High - Impacts the ability	Deployment/Cutover	Lack of clear instructions and frequent changes to the Task guidelines from Florida PALM team impacts agency's ability to complete the tasks on time.	Archived Issue Id: 004/003	<ol style="list-style-type: none"> 1. To minimize frequent changes in task instructions. Consistent guidance fosters stability and improves overall performance. 2. Collaborate with Florida PALM team on the issues with the Smartsheets. 3. Continue to communicate with the FL PALM on the impacted delayed deliverables. 4. Re-prioritize/ reorganize the work in agencies to complete the deliverables with minimal impact possible. 	07/01/26	1/7/2026: FL PALM project team proposed a Testing schedule and plan, which is still in 'draft' state, which is used by the agency to finalize UAT plan. Any changes to the 'draft' Testing plan may have significant impact and rework and impact to the agency.
Open	07/31/24	High - Impacts the ability	Staffing/Resource Availail	Lack of resource capacity within FDC F&A team for Financial data analysis, impacting the timely data cleanup activities and ensure conversion readiness.	Archived Issue Id: 005/004	Onboard additional staff aug position with FLAIR data experience.	06/30/26	1/7/2026: Agency was able to complete majority of the data cleansing and data configuration activities with the current financial analysts. Team to continue working on data cleansing activities based on observations from Mock 4 conversion and experiences from UAT testing.
Open	08/31/24	High - Impacts the ability	Staffing/Resource Availail	Resource availability is limiting agency ability to progress on UAT preparation activities, e.g., UAT Test Plan, UAT Test Scripts, Future State Work Processes.	Archived Issue Id: 006/005	<ol style="list-style-type: none"> 1. Onboard additional OIT BA to assist with mapping future state work processes to PALM and write test scenarios. 2. The SMEs from F&A team will guide this OIT BA and will review, revise, approve, and use the test scripts in UAT. 3. OIT BA will guide the F&A team on the UAT process and support on Test Management and monitoring UAT progress. 4. Continue to monitor the effectiveness/ 	02/28/26	1/7/2026: FL PALM project team shared revised guidelines on UAT plan and User stories documentation in late November; however agency was able to complete the UAT plan and UAT documentation activities to the extent possible. FL PALM project team proposed a Testing schedule and plan, which is still in 'draft' state, and is used by the agency to finalize UAT plan. Any changes to the 'draft' Testing plan may have significant impact and rework and impact to the agency.

						productivity of the QA resources from OIT and make course-corrections, as required.		
Open	08/21/23		High - Impacts the ability Staffing/Resource Availal	Not having resource backup in the FDC F&A team for recently created agency systems, to ensure business continuity.	Archived Issue Id: 001/001	1. Crosstrain staff to ensure adequate backup. 2. Cross training to be completed during the PALM project to ensure operational resiliency.	12/31/26	1/7/2026: Continuing to monitor and reassess 6 months prior to Go-Live.

FDC Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period	Comments for Nov. - Dec. 2025
Technology	IT Infrastructure for the agency shall support the user access and continued use of Florida PALM system.	Logged	12/20/24	All users in agency financial functions.		No change this period.
Processes Technology	Required operations support team (both IT and F&A team) has been setup to support Florida PALM system access for the agency users, e.g. ongoing user access, user/ security roles assignments, access to data/ reports etc.	Logged	12/20/24	All users in agency financial functions.		No change this period.
People Processes Technology	There will be sufficient engagement by resources knowledgeable about agency business processes and technical capabilities.	Logged	07/31/23	All agency business systems and CCN roles		No change this period.
People Processes Technology	FDC's Change Champion Network will continue to attend workshops, working sessions, meetings, and other forums for collaboration to ensure the continued functionality of inbound and outbound interface points between the two agencies.	Logged	07/31/23	All agency business systems and CCN roles		No change this period.
People Processes Technology	FDC will understand and document our current state technical architecture and business systems and modify to integrate with the financial management solution.	Logged	07/31/23	All agency business systems and CCN roles		No change this period.
Technology Data	It is assumed that data in FLAIR will exist in a new field in PALM except for fields that are discontinued. For the discontinued fields, it is assumed that PALM project team will communicate the names of the discontinued fields and will be shared as the data dictionary is updated for each Palm Design Segment.	Logged	04/22/24	All agency business systems and the remediation of agency business systems.		No change this period.
People Processes Technology	Additional clarity required from Florida PALM team, for finalizing the FDC UAT plan	Logged	10/21/24	UAT Planning for user readiness for performing UAT		No change this period.
People Processes Technology	Florida PALM team will work closely with agency team to mitigate any challenges the agency may face to meet the strict cutover timeline.	Logged	12/20/24	All users in agency financial functions.		No change this period.
People Processes Technology	Agency team will receive required support (availability of Infrastructure and Florida PALM team) while performing the User Acceptance Testing and defect management.	Logged	12/20/24	All UAT Testers.		No change this period.
People Processes Technology Data	Enterprise systems shall be available for User Acceptance Testing including respective business processes.	Logged	12/20/24	All UAT Testers.		No change this period.
Technology	State PALM team to provide necessary support to the agency for Cycle-2 Technical Interface Testing	Logged	08/20/25	All agency business systems and the remediation of agency business systems.		No change this period.

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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FDC Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
November - December 2025	Mark Tallent	mark.tallent@fdc.myflorida.com	01/09/26
September - October 2025	Mark Tallent	mark.tallent@fdc.myflorida.com	11/05/25
July - August 2025	Mark Tallent	mark.tallent@fdc.myflorida.com	09/05/25
May - June 2025	Mark Tallent	mark.tallent@fdc.myflorida.com	07/10/25
March - April 2025	Mark Tallent	mark.tallent@fdc.myflorida.com	05/12/25
January - February 2025	Mark Tallent	mark.tallent@fdc.myflorida.com	03/07/25