

**Helpful Links**

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# FDLE Status Report Dashboard

**Reporting Period**

November - December 2025

**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

## RW Task Completeness

**Direct Impact Task Timeliness**

**Other Task Timeliness**

**Direct Impact Task Completeness**

**Other Task Completeness**



**Direct Impact Task Timeliness:**

Score = 95.38%

- Submitted On Time = 41
- Submitted Late = 10
- Pending Submission = 0

**Other Task Timeliness:**

Score = 88.26%

- Submitted On Time = 69
- Submitted Late = 14
- Pending Submission = 1

**Direct Task Completeness:**

Score = 84.51%

- Submitted Complete = 40
- Submitted Incomplete = 3
- Completed After Submission = 8

**Other Task Completeness:**

Score = 92.46%

- Submitted Complete = 51
- Submitted Incomplete = 0
- Completed After Submission = 6

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 = 5
- Duplicate Filled Role = 9
- Vacant Role = 1

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	Processes	560	Submit Change Analysis Tool	12/09/24	05/02/25	75% - Consolidating/Inputting Information for Submission		10/10/25 - Delayed, FDLE New Target Goal of 12/19/25 with 573-B		
Indirect	Processes	574	Prepare Documentation for User Acceptance Testing	06/02/25	01/09/26	100% - Submitted	01/09/26	1/9/26 - Done		
Direct	People	573-B	Complete and Submit End User Role Mapping Worksheet.	07/14/25	12/19/25	100% - Submitted	12/19/25	Completed	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	11/07/25 - Validated Mock 3 Conversion Workbook was updated to reflect Data Cleansing Status.	Submission Complete	
Direct	Data	661	Update Conversion Field Mapping	08/11/25	11/05/25	100% - Submitted	11/05/25	10/28/25 On Track for 11/05/25 - All ok	Submission Complete	
Direct	Data	662	Submit Updated Configuration Workbooks	08/11/25	11/05/25	100% - Submitted	11/05/25	10/29/25- Configuration WB for AM, AR, CM, CM, GL, PC and org security rule verified complete 11/05 Completed SpeedKey and PR Funding worksheet.	Submission Complete	
N/A	N/A	627	Submit Bimonthly Agency Readiness Status Report	11/03/25	11/10/25	100% - Submitted	11/10/25	Submitted Sponsorship approval on 11/10/25.	Submission Complete	
Indirect	N/A	667	Submit Monthly Progress Report - Testing	11/03/25	11/25/25	100% - Submitted	11/19/25	11/20 - Updated Risks on 11/20/25.	Submission Complete	
Indirect	N/A	668	Submit Monthly Progress Report - Testing	12/01/25	12/30/25	100% - Submitted	12/29/25	Completed	Submission Complete	
Direct	Technology	592	Agency IdP SMEs Add End Users to Agency's Identity Provider	12/08/25	01/09/26	100% - Submitted	12/17/25	Completed on 12/17/25 Azure Enterprise Apps needs to be updated in FDLE UAT IdP Smart Sheet.	Submission Complete	
Indirect	People	688	Update UAT Plan	12/08/25	01/09/26	100% - Submitted	01/09/26	Done - 1/9/26	Submission Complete	
Indirect	N/A	606	Update Agency Readiness Certification #2	12/15/25	01/09/26	100% - Submitted	01/09/26	Done - 1/9/26	Submission Complete	
N/A	N/A	671	Submit Bimonthly Agency Readiness Status Report	12/29/25	01/14/26	100% - Submitted	01/14/26	1/6/26 - On Track for 1/14/26		01/15/26
Indirect	N/A	669	Submit Monthly Progress Report - Testing	01/05/26	01/30/26	50% - In Progress		1/6/26 - On track		
Direct	Data	597	Complete Data Cleansing Based on Mock Conversion 4	01/12/26	03/13/26	25% - Beginning Initial Internal Meetings and Information Gathering				
N/A	People	670	Share Florida PALM Updates	01/12/26	01/23/26	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 for Nov. - Dec. 2025
Open and Monitoring	11/18/25		Interface	Cycle 2 interface testing completes on December 19th and Axiom-Pro completes their QA and UAT in Mid-December. There is a RISK that Cycle 2 file fixes will be needed from FL PALM for Axiom-Pro after the FL PALM Cycle 2 testing has closed.	Increasing	6 (Medium/High)	AxiomPro is a 3rd party managed Agency business system, which is used by at least 9 different agencies.	There needs to be a buffer after Mid-December to allow for Cycle 2 file fixes that may come out of the AXIOM Q/A and UAT or add another FL PALM interface testing cycle.	The Impact if this Risk becomes an Issue is that critical bugs found in the Axiom-Pro QA and UAT may not be fixed by the FL PALM Cycle 2 interface team.	Update to Feb 2026
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.	Stable	4 (Medium/Medium)	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	12/18 - Reviewed and still applicable.
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.	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.	No changes so far..
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.	Increasing	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.	FDLE will not be able to go Live without Coordination with the PALM team providing a CUT OVER Plan from FLAIR to PALM.	12/18-Needed by June 2026
Open and Monitoring	09/04/24		Deployment/Cutover	There is 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 in order to have ITS code and Test error handling across Florida PALM functions including interfaces and online functionality.	Decreasing	2 (Medium/Low)	Waiting for the updates that are planned for Spring of 2026 according to the Question Log/Answer #0520	The project is developing a comprehensive Error Handling Matrix that will be released in early Spring next year (2026). This matrix will cover errors across Florida PALM functions including interfaces and online functionality.	Scope : Mitigate the Interface Errors Cost : Development time may increase Schedule : Implementation timeline will be affected	12/18 -Needed by June 2026
Closed	11/04/25	12/18/25	User Acceptance Testing	There is a RISK that confidential information is being used in the UAT environment and is not masked, scrubbed, encrypted or substituted	Increasing	2 (Medium/Low)	It is standard IT-Security practices not to use Production Data i.e. confidential data within a Test environment, even a UAT	If Production (Mock 3 and 4 data) is being used for testing purposes, then all confidential data should be masked, scrubbed,	If this Risk becomes an issue, then the State of Florida is risking confidential data being exposed if there is a breach of the UAT	Risk is no longer-Spoke to Matt Breeding regarding the Security.

FDLE 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	09/08/25		High - Impacts the ability	Deployment/Cutover	The task "Update Reports Inventory" is missing from the new 'Agency Implementation Roadmap.' There is no visibility of the Data Warehouse reporting tool in the current roadmap.	This RISK was opened up on 2/17/25 and we have yet to receive updates as to when the Data Warehouse work will be started and completed.	FDLE is analyzing the reports needed and mapping them over to the PALM equivalent through the information provided within the Knowledge Center. FDLE was informed that the Data Warehouse and BI will be ready for full UAT starting on 2/2/26 along with documentation to support and build out the DW queries. FDLE has 22 queries that need to be analyzed and compared to the PALM queries. Awaiting DWBI on 2/2/26.	03/27/26	Awaiting access to FULL UAT to Verify pre-built queries from the DWBI.	
Open	01/09/26		High - Impacts the ability	Interface	Test file issues provided by PALM team with API031 & AMI004 are not allowing FDLE to complete Cycle 2 Interface Testing by 12/19/25.	A working test file from PALM to test API031 was not ready until 11/14/25. This delay caused the functional testing with Axiom-Pro to be delayed and is now targeted to complete in February 2026. A working test file from PALM to test AMI004 was not ready until 12/19/25. AMI008 is dependent on AMI004, causing AMI008 Interface testing to be delayed.	FDLE is working with the Vendors and Cycle 2 Test Teams to complete the functional testing of Interfaces API031 and AMI008. A timeline issue has been documented related to these delays.	02/27/26	Issue added	
Open	01/09/26		High - Impacts the ability	Interface	Delays in developing and testing	Dependent on Issue #4 Axiom-Pro	Working with Cycle 2 Test Teams and Vendors	02/27/26	Issue added	

				end-to-end integration test scenarios.	External vendors, will need to complete functional testing prior to developing end-to-end integration test scenarios.	to complete the functional testing before the End 2 End integration testing scenarios are to be developed jointly with FDLE.
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### FDLE 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 Data	PALM will not change the identified Chart of Accounts structure between now and go-live.	Logged	07/01/23	Agency business systems	12/18- After Full UAT starts will revisit.
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	12/18-Revisit after Full UAT Start
People Processes Technology Data	PALM will provide significant time to test and practice specific transactions before go-live in a dedicated testing environment (UAT).	Logged	10/31/23	All agency business systems	12/18-Awaiting full UAT start.
Data	PALM transactional data will be moved to Palm Warehouse on daily basis. We assume that this will stay for indefinite time in Warehouse.	Logged	07/02/25	All agency business systems	12/18-Revisit after Full UAT Start
Processes Technology Data	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	12/18-Needed 6 months prior to cut over.
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	12/18- On going Assumption

### 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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### FDLE Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
November - December 2025	Mike Moore	mikemoore@fdle.state.fl.us	01/15/26
September - October 2025	Mike Moore	mikemoore@fdle.state.fl.us	11/10/25
July - August 2025	Mike Moore	mikemoore@fdle.state.fl.us	09/10/25
May - June 2025	Charlotte Fraser	charlottefraser@fdle.state.fl.us	07/08/25
March - April 2025	Charlotte Fraser	charlottefraser@fdle.state.fl.us	05/12/25
January - February 2025	Charlotte Fraser	charlottefraser@fdle.state.fl.us	03/07/25