

Agency Sponsor



DESIGN MEETINGS

Be sure to "Favorite" this page. It is home to all meeting information and materials. During the Design Phase (May 2023 - May 2024) information will update regularly. Talk to your team and plan for the SMEs that should attend the [Design Workshops](#).

FIRST BIMONTHLY REPORT

The first Bimonthly Agency Readiness Status Report is due this month. Watch the [Tuesday Task Talk](#) and review the [Task Instructions](#) for help completing this task. Your Agency Liaison and RC are available to assist. The ESC will view all reports after submission and discuss during their September meeting.

READINESS WORKPLAN

Coming Soon! The Readiness Workplan is scheduled to release on September 11. Join the Florida PALM team in an Extended Task Talk on Thursday, September 14 to hear the updates and a preview of the 9 new fall tasks. Find the meeting information on the [Meetings & Workshops](#) page.

There are 158 new RW tasks that are scheduled through 2026 go live. Are your CCN members and SMEs ready? What questions do you have about the upcoming tasks?

UPCOMING MEETINGS

Payroll Wave Business Process Models Review

- **When:** September 18 and 19 (two-day meeting)
- **Purpose:** Review initial business process models alongside the Advisory Council
- **Audience:** In Person (up to 3) & Virtual option available; Business Liaison, Technical Liaison, Agency Liaison, and appropriate SMEs

Tech Town Hall

- **When:** September 18 or 19 - Pick **ONE** session to attend; these will be identical sessions
- **Purpose:** Engage agency IT staff by providing key design information & resources
- **Audience:** Technical Liaisons, Business Liaisons

Segment I Solution Design Workshops - Save the Date!

- **When:** October 3 and 4
- **Purpose:** Florida PALM will share final designs for Segment I
- **Audience:** Functional and Technical CCN and SMEs

AGENCY ENGAGEMENT IDEAS

Agencies are sharing new and unique approaches they are taking to engage their teams. A few examples are:

- creating an internal executive steering committee
- expanding the CCN internally, involving other offices or divisions, statewide
- scheduling consistent & actionable meetings
- setting measurable responsibilities with key CCN and leadership positions

How have you further engaged your team with Florida PALM? We would love to hear your ideas.

Share them at your next Readiness Touch Point or send them in to FloridaPALM@MyFloridaCFO.com.

RESOURCES FOR YOU

- Decipher how to read a business process model by viewing this [video](#)!
- Florida PALM Overview [video](#) on the About Us page. This a great tool for change management.
- Understand the Design Phase better by listening to PALMcast [Episode 11](#)!



PALMcast