Florida PALM

Planning, Accounting, and Ledger Management

CHIEF FINANCIAL OFFICER
Jimmy Patronis
FLORIDA DEPARTMENT OF FINANCIAL SERVICES

Executive Steering Committee

Department of Financial Services

January 24, 2024

Florida PALM
Planning, Accounting, and Ledger Management

ADMINISTRATIVE

TOMMY WERNER

Administrative
Budget

FY 2023-2024 Spend Plan Summary as of December 31, 2023				
Category	**Projected FYTD**	**Incurred FYTD**	**Released FYTD**	**Release Remaining**
FLAIR System Replacement	**$18,707,489**	**$18,490,232**	**$18,867,226**	**$376,994**
SSI Implementation Services	$12,089,900	$12,089,900		
Facilities and Maintenance	$207,846	$207,846		
Production Support	$4,497,068	$4,477,369		
Production Support Administration	$37,369	$14,205		
Oracle Software and Maintenance	$928,879	$907,640		
Project Administration	$110,147	$34,477		
ERP and OC Support Services	$836,280	$758,795		
QA Support Services	$0	$0		
IT Service Management	$0	$0	$2,000,000	$2,000,000
Contingency	$0	$0	$0	$0
DMS IV&V Transfer	$6,053,061	$6,053,061	$6,053,061	$0
Salaries & Benefits	$3,784,022	$3,181,912	$9,743,087	$6,561,175
HR Transfer and Risk Management Insurance	$19,614	$14,130	$32,587	$18,457
Total:	**$28,564,186**	**$27,739,335**	**$36,695,961**	**$8,956,626**

Administrative

Budget – Fiscal Year 24-25 Amended LBR

- $49.9M non-recurring budget request:
  - FLAIR System Replacement = $46.9M
    - SSI Contract = $38.6M
    - Administrative = $264K
    - Additional Lease Space = $416K*
    - Oracle = $2.5M
    - Support Services = $5.1M
  - IT Service Management – Remaining to be requested to revert and appropriate
  - Contingency = $3M
- $15.8M in recurring and IV&V Transfer budget

** To be updated with rate received on selected new space.*

Category	Original	Amended
FLAIR System Replacement	**$46,381,361**	**$46,896,881**
SSI Implementation Services (FP004)	$28,946,400	$28,946,400
Facilities and Maintenance (FP004)	$415,692	$415,692
Production Support (FP004)	$9,243,877	$9,243,877
Production Support Administration	$53,839	$53,839
Additional Facilities	$415,692	$415,692*
Oracle Software and Maintenance (FP005)	$2,535,861	$2,535,861
Project Administration	$210,000	$210,000
ERP and OC Support Services	$3,048,000	$3,361,920
QA Support Services	$1,512,000	$1,713,600
IT Service Management Implementation and Software	**$1,871,820**	**$0**
Contingency	**$1,500,000**	**$3,000,000**
DMS IV&V Transfer	**$6,053,061**	**$6,053,061**
Salaries & Benefits	**$9,054,805**	**$9,743,087**
HR Transfer and Risk Management Insurance	**$30,217**	**$32,587**
Total:	**$64,891,264**	**$65,725,616**

Administrative

Risks and Issues

- No new Risks or Issues have been opened or closed
- Three Risks with score of 6 or higher:
  - Risk 4 - Agencies' ability to adequately engage and participate may impact agency readiness
  - Risk 5 - The timing and efficiency of information sharing between enterprise partners and agencies, and the Project could impact the success of the Project
  - Risk 6 - The execution of contracts and procurement activities outside of the Project may impact Florida PALM implementation and agency readiness

Administrative
Schedule

Stage Gate	Critical Path Item	Status
SG2 - Ready to Begin System Testing **08/30/2024** Criteria: Design is at least 95% complete and Segment I Build is complete Approval Level: Project Director - ESC Awareness	Solution Design – Segment III (D641)	In Progress
	Process Models – Payroll (D639)	Complete
	Master Data Configuration Workbooks (D640)	Complete
	Updated Technical Architecture Design (D642)	In Progress
	Update Process Models – Financials – Segment III (I-WP101)	In Progress
	Build – Segment I (D646)	In Progress
	Solution Design – Segment IV (D644)	Future
	Update Process Models – Financials – Segment IV (I-WP101)	Future
	Environment Builds – System Test Environment	Future
SG4 – Agency Readiness **11/26/2025** Criteria: Agency Readiness Certifications have been received Approval Level: ESC	Training Build (I-WP110)	Future
	Role Mapping Worksheet (I-WP118)	Future
	Readiness Workplan (I-WP126)	Complete
	Agency Readiness Certification (I-WP128)	Future

Independent Verification and Validation (IV&V)

Content provided by
Public Consulting Group

IV&V Update

Project Management

- The IV&V Team is tracking the delayed tasks in the Florida PALM Project Schedule
  - The Florida PALM Project Schedule continues to experience a decrease in delayed tasks at 159. Of those tasks, 130 are on the critical path. Most of the delayed tasks were in the following deliverables:
    - D641 – Completion of Solution Design (Requirements) Segment III with 91 delayed tasks
    - D646 – Completion of Build Segment I with 19 delayed tasks
  - Both deliverables are on the critical path, representing 69% of the total delayed tasks, and are predecessors to Stage Gate 2: Ready to Begin System Testing Milestone, which has a date of 8/30/24
- In the Florida PALM Project Schedule with a status date of 1/10/24, the SPI was at .89, which means the Project is progressing at 89% of the planned pace
  - The IV&V Team will continue to monitor this area to determine if there is any risk to the Project's completion on time, in scope, and within budget

IV&V Update

Open Findings

- Finding 12 – Inconsistency in Requirements Traceability
  - Opened Issue in the IV&V September Monthly Report
  - All identified inconsistencies were corrected prior to acceptance of D636 – Completion of Solution Design (Requirements) Segment I
  - Additional cross-checks in place to mitigate future inconsistencies
  - Florida PALM IV&V Team has reviewed the traceability between the Requirements Traceability Matrix (RTM), D637 – Completion of Solution Design (Requirements) Segment II, and the requirements information in each of the Functional Designs (FDs)
    - The Florida PALM IV&V Team shared comments and questions from the review of D637 with the Florida PALM Project Team on 1/11/24 to provide them with an opportunity to address the comments and/or resolve the questions
    - The Florida PALM IV&V Team will schedule a follow-up discussion with the Florida PALM Project Team

IV&V Update

Open Findings

- Finding 13 – People First Vendor unable to participate in design discussion
  - Change Order was signed on 12/18/23
  - People First is working on the re-engagement process and with the Florida PALM Project Team to schedule design discussions
    - One planning meeting has been conducted with the Florida PALM Project Team and People First since the Change Order was executed
  - The IV&V Team will monitor potential impacts on the Florida PALM Project as meetings between the Florida PALM Project Team and People First continue

IV&V Update

Functional Design and Development

- Segment I Development
  - Development has started on the first 52 functional designs that are part of build Segment I
  - As of 1/12/23, 13 of the 16 application designs planned for completion by 1/12/24 have been drafted
  - IV&V will monitor progress on drafting the application designs (including the functional design, technical design, and unit test results) to determine if there is any risk to the timely completion of the build segment
- Segment II Design Workshops
  - Sessions were well attended by agencies; the agencies asked detailed questions and provided specific examples of agency business processes or activities
  - Provided demonstration of the system or screenshots of the system when possible
  - Several follow-up items were identified
- Segment III Design
  - 31 of the 41 functional designs targeted for team manager review by 1/12/24 have been reviewed. There are a total of 88 functional designs associated with Segment III.
  - The team manager review is thorough and historically has taken longer than expected
  - The Florida PALM IV&V Team will monitor to determine if there is a risk to completion of Segment III based on delays in team manager approval

IV&V Update

Organizational Change Management

- The Florida PALM Project Team has launched the Florida PALM Knowledge Center, designed to serve as a central hub for information on the design of the Florida PALM Project
  - Readiness Coordinators are actively demonstrating and encouraging the use of the tool/hub in monthly calls, especially in preparing for Design Workshops – for increased readiness, questions, and involvement
  - The Florida PALM IV&V Team will monitor agencies' feedback on using the Knowledge Center and recommended documentation needs
- The Florida PALM Project Team continues to prepare for and facilitate in-person and virtual readiness touchpoint meetings to improve communication and engagement with the agencies
  - Meetings are engaging, informative, and a good information and feedback exchange source. In January, Readiness Coordinators are actively encouraging Design Workshop registration and review.
  - Changes in the format/style of the Readiness touchpoints to be more "agency-led" are yielding more interaction and agency ownership of tasks and status. Meetings collect valuable feedback and suggestions.
  - The Florida PALM IV&V Team will continue to assess the changes the Florida PALM Project Team and the Readiness Coordination Team are implementing to improve Agency Readiness activities and communications.
  - The Florida PALM IV&V Team will also review how agencies respond to these changes by monitoring and assessing factors such as meeting engagement, open exchange of information and risks, and participation in tasks and activities to support PALM readiness.

Readiness and Implementation

Nikki Klein, Angie Robertson,
Stacey Terry

Agency Readiness Activities

We are here

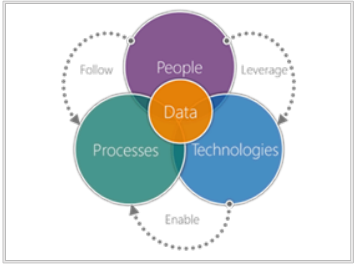
Fiscal Year 2023/2024												
Readiness Task	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
AGENCY CURRENT STATE ANALYSIS												
Complete Reports Inventory	4/3-7/28											
Update Current State Agency Business System Inventory and Documentation		3/13-10/27										
Document Current Agency Business Processes			7/31-12/15									
AGENCY TRANSFORMATION PLANNING												
Create Agency Specific Project Charter				10/2-12/15			Ongoing management and update					
Create Agency Specific Implementation Schedule				10/9-12/15								
Create Agency Specific Risks and Issues Management Plan				10/9-12/15								
Create Workforce Readiness Plan				10/16-12/15								
Update Workforce Readiness Plan												6/17-8/2
Review Payroll Wave Business Process Models					11/6-1/26							
Identify Future Florida PALM End Users								1/16-3/1				
AGENCY & ENTERPRISE SYSTEM BUILD												
Update Agency Business System Documentation for Segment I					10/30-1/12							
Update Agency Business System Documentation for Segment II								1/29-4/12				
Update Agency Business System Documentation for Segment III											4/29-7/12	
Update Florida PALM Interface Inventory for Segment I					10/30-1/12							
Update Florida PALM Interface Inventory for Segment II								1/29-4/12				
Update Florida PALM Interface Inventory for Segment III											4/29-7/12	
Complete Configuration Workbooks for Segments I and II								1/29-3/29				
Complete Configuration Workbooks for Segment III										4/29-5/31		
Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II								1/29-4/12				
Identify Change Impacts and Update Agency Business Process Documentation for Segment III											4/29-7/12	
Update Florida PALM Conversion Inventory for Segment II								1/29-4/12				
Update Florida PALM Conversion Inventory for Segment III											4/29-7/12	
Remediate Agency Business Systems Based on Segment I									1/29-6/28			
Remediate Agency Business Systems Based on Segment II											4/29-9/27	
Complete Data Readiness Analysis and Data Cleansing Activities for Segments I and II								1/29-4/12				
Complete Data Readiness Analysis and Data Cleansing Activities for Segment III											4/29-7/12	
AGENCY & ENTERPRISE TESTING												
Create Agency Specific User Acceptance Testing Plan												6/17-12/13
AGENCY TRAINING AND GO LIVE READINESS												
AGENCY UTILIZATION OF FLORIDA PALM												

Segment I Design Workshops

Segment II Design Workshops

Segment III Design Workshops

Segment IV Design Workshops

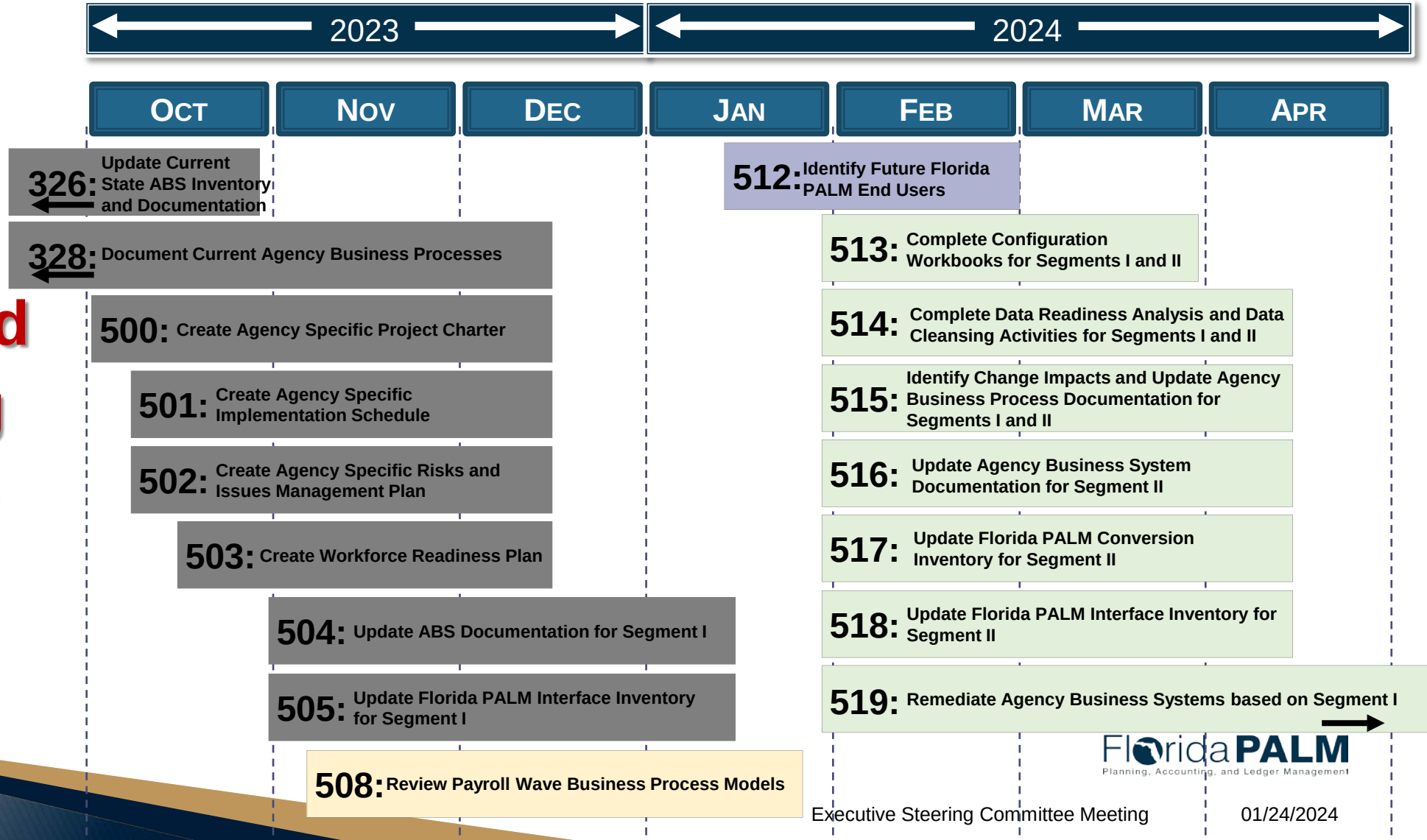


Key Milestones

- Oct. '24 - Ready for Mock Conversion
- Dec. '24 - Ready for Interface Testing
- June '25 - Ready for Full Integration Testing
- Nov. '25 – Agency Readiness Certification
- Jan. '26 – Go Live

Readiness and Implementation

Current and Upcoming RW Tasks



Readiness and Implementation

Technical Readiness

Task 504 – Update Agency Business System Documentation for Segment I
Task 505 – Update Florida PALM Interface Inventory for Segment I

- October 30, 2023 – January 12, 2024
- Technical team joined agency touchpoints in December
- Iterative process – updates will be made after each design segment
- 24 agencies have selected standard interfaces
  - 38 Inbound
  - 100 Outbound

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

November – December 2023 Reporting Period

- General Observations
- Risks
- Issues
- Assumptions
- Readiness Activities
- Upcoming Report Changes

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

General Observations

- Submission:
  - Two agencies submitted after the due date
  - Sign off for six agencies was by other than Sponsor - two were backup Sponsors
- New RW Tasks Section provides helpful snapshot of agencies task workload for the reporting period

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

Risks

Summary of Agency Risks Reported		Risk Probability		
		Low = 1	Medium = 2	High = 3
Risk Impact Rating	Low = 1	*Score = 1* 5 (+1)	*Score = 2* 5 (+1)	*Score = 3* 1 (+1)
	Medium = 2	*Score = 2* 11 (-2)	*Score = 4* 49 (+11)	*Score = 6* 19 (+5)
	High = 3	*Score = 3* 20 (+1)	*Score = 6* 46 (+10)	*Score = 9* 44 (+4)

Risk Metric	Prior Report	Current Report
Agencies Reporting	31	33
Open Risks	168	200
Closed Risks	10	14
Risks Scored 6+	90	119*

**Increase can be attributed to completion of RW Task 502 – Create Agency Specific Risks and Issues Management Plan*

- Nature of New Risks:
  - Turnover / Availability of Staff / Workload
  - Lack of Stakeholder / CCN Involvement *(specifically Technical and PM)*
  - Incomplete Current State Tasks
  - System functionality
  - Filling Vacancies
  - Ability to Crosswalk Old to New Data Elements (COA)

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

Issues

- Nature of Issues:
  - Closed issues included:
    - Filling of positions
    - Access to COA / Account information
    - Completion of tasks / assignments
    - Funding availability for FY 23/24
  - Remaining and new issues include:
    - Timeliness of completing tasks
    - Vendor not providing documentation
    - Understanding future functionality
    - Available resources (SMEs, CCN)
    - Vendor support including technical documentation

Issue Metric	Prior Report	Current Report
Agencies Reporting	22	24
Open Issues	39	60
Closed Issues	6	19
Issues Scored Critical or High	36	50

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

Assumptions

- Nature of New / Changed Assumptions:
  - Addition of resources – Leveraging of administered funds
  - Technology approach
  - System functionality
  - Extended assumption that funds will be available in FY 24/25

Assumptions Metric	Prior Report	Current Report
Agencies Reporting	27	29
Assumptions Logged	104	114

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

Readiness Activities

- 24 agencies reported 400 activities since the last reporting period
- Includes:
  - New websites / intranet pages dedicated to Florida PALM
  - Data clean up – specifically FACTS and FLAIR Data Elements
  - Pre-meetings before BPMs and Workshops and debriefs afterwards
- Some agencies are not reporting any “agency-specific” activities
- Activities reported do not need to include work around completing task instructions or remediation

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

Upcoming Report Changes

- CCN and Participation Dials moved to the top
- Updated RW Task dial
- New RW Task Project verification status – Complete or Incomplete

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

Upcoming Report Changes

CCN Composition

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

Change Champion Network:

- Unique Filled Role = 6
- Duplicate Filled Role = 5
- Vacant Role = 3

RW Task Timeliness

The Readiness Workplan Tasks dial reflects the timeliness of your agency's submission of all RW tasks to date.

Readiness Workplan Tasks:

Score = 82.35%

- Submitted On Time = 11
- Submitted Late = 4
- Pending Submission = 2

Project-led Meeting Participation

The Participation dial reflects your agency's attendance at Project-led meetings.

Meeting Participation:

- Meetings Attended = 3
- Meetings Missed = 1

RW Tasks - Completed or Open Items

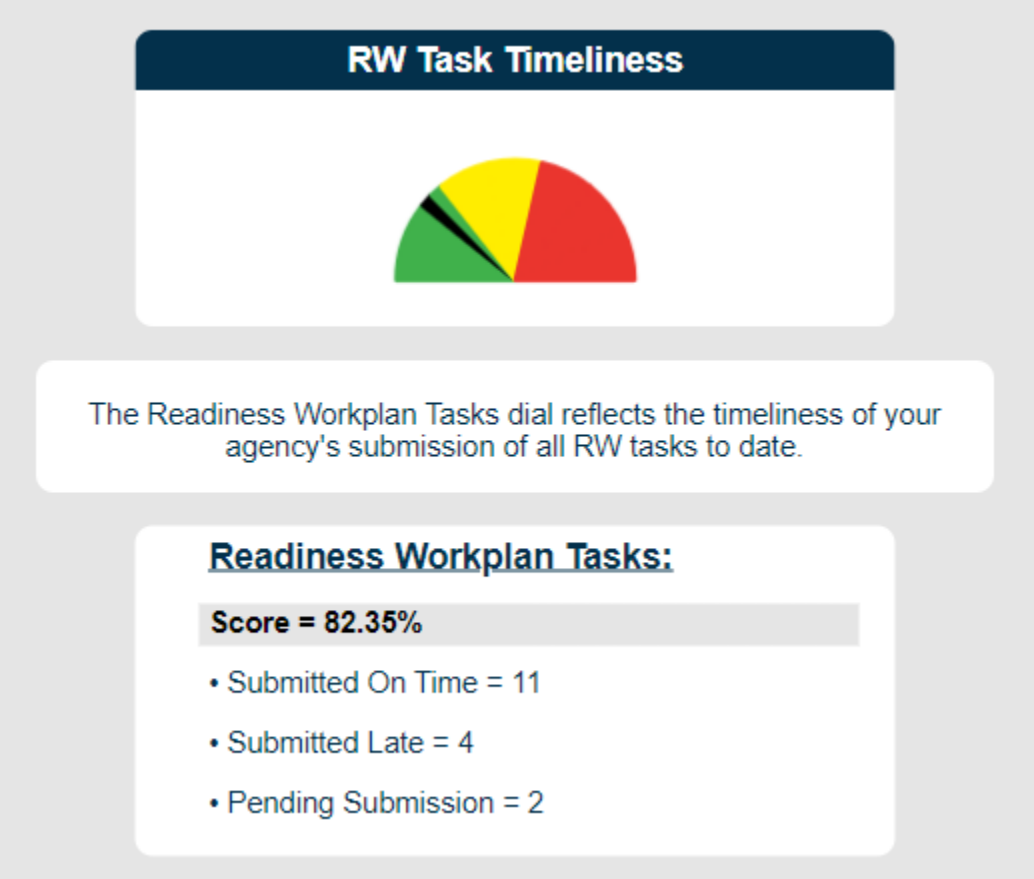
Critical Operational Element	Task ID	Task Name	Task Planned Start Date (dates subject to change)	Task Planned End Date (dates subject to change)	Agency Reported Task Progress	Agency Submission Date	Status Comments	Project Verification of Completion
Technology	326	Update Current State Agency Business System Inventory and Documentation	03/13/23	10/27/23	75% - Consolidating/Inputting Information for Submission		Finishing current-state documentation on agency business systems.	
People	328	Document Current Agency Business Processes	07/31/23	12/15/23	100% - Submitted in Requested Format	12/01/23		Submission Complete
N/A	500	Create Agency Specific Project Charter	10/02/23	12/15/23	100% - Submitted in Requested Format	12/16/23		Submission Incomplete

Readiness and Implementation

Bimonthly Agency Readiness Status Reports

Upcoming Report Changes

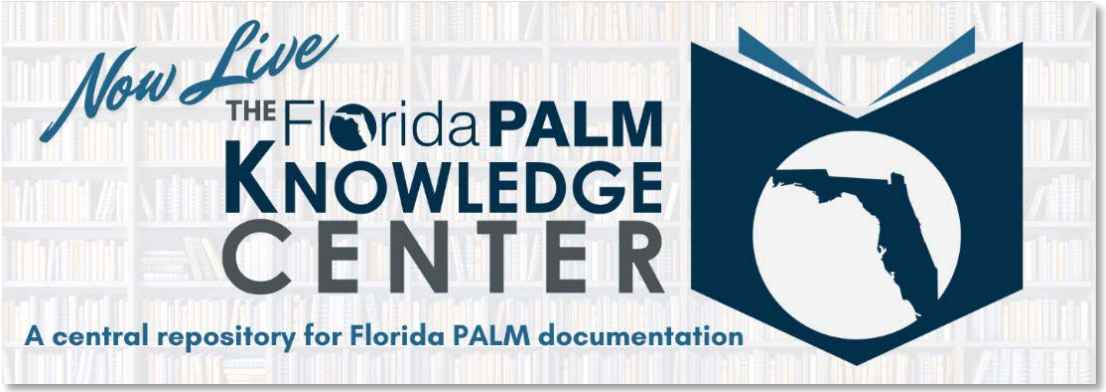
- RW Task Timeliness Dial
  - Green/Yellow/Red
  - To show timeliness of RW tasks
    - 100% when submitted on time
    - 10% reduction each week past due
  - Based on a calculated average
    - Green – 100% - 80%
    - Yellow – 79% - 50%
    - Red – 49% - 0%



Readiness and Implementation

Agency Readiness Engagement in 2024

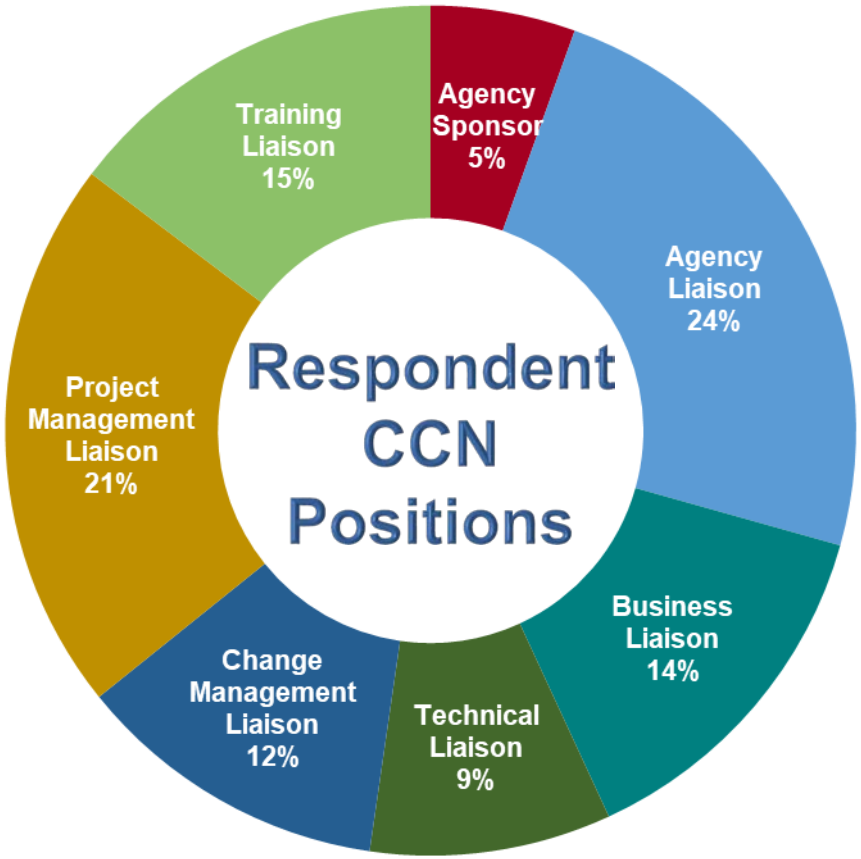
- Welcoming the New Year:
  - Launch of the Knowledge Center
  - In-person Agency Readiness Touchpoints
  - Continuing PALMcast series on Organizational Change Management
  - CCN Town Hall – February 29th
  - Sponsor Summit in the spring



Readiness and Implementation

CCN Pulse Check January 2024

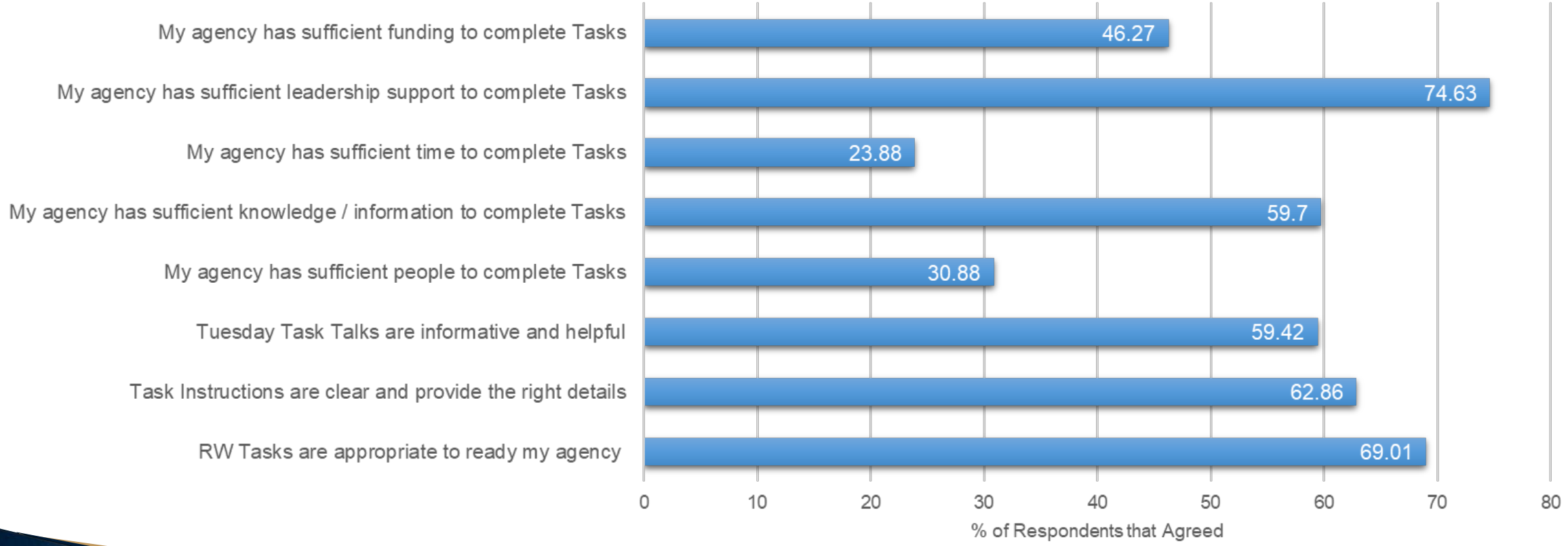
- ***Purpose***: Hear from agency CCN members about their perspective on:
  - Readiness Workplan Tasks
  - Agency Readiness Engagement
- Sent to All CCN Members
- Two Weeks to Complete
- Overall Response Rate of 23.65%
  - Greatest representation was by Agency Liaisons and Project Management Liaisons
  - Lowest represented were Agency Sponsors and Technical Liaisons
- >64% served <u>2 or less</u> years in the role



Readiness and Implementation

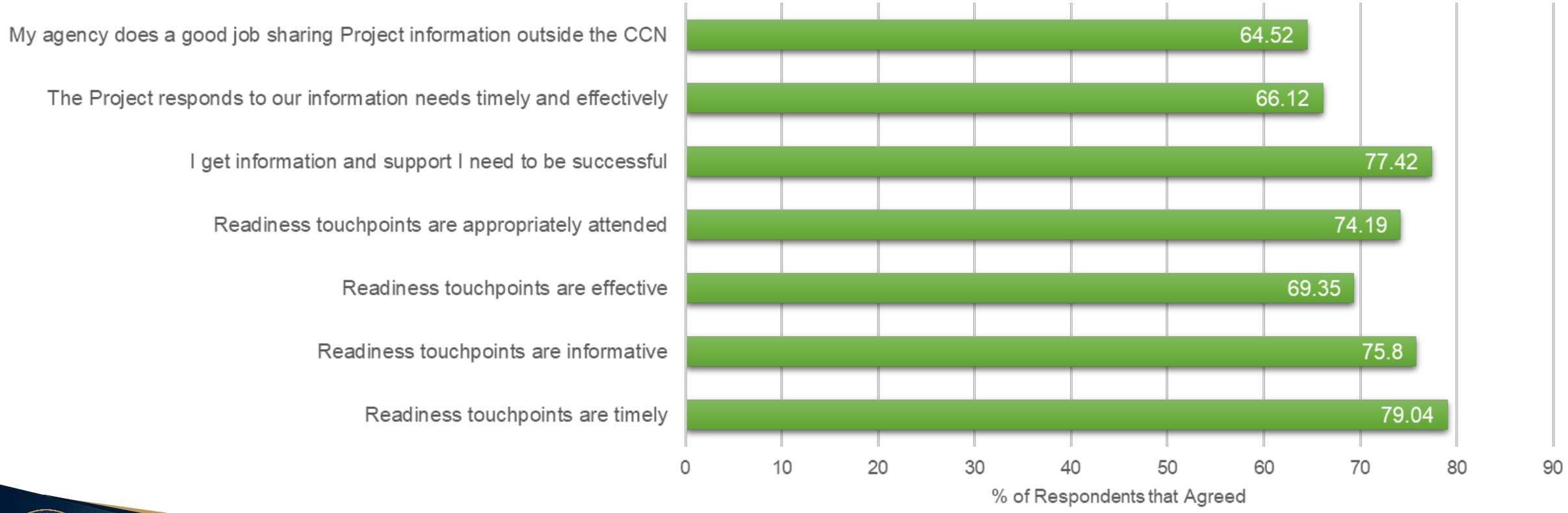
CCN Pulse Check January 2024

Readiness Workplan



Readiness and Implementation
CCN Pulse Check January 2024

Agency Readiness Engagement



Readiness and Implementation

Implementation Activities

Requirements Traceability Matrix

May 2023 - May 2024

- Review/Update RTM Segment I ●
- Review/Update RTM Segment II ●
- Review/Update RTM Segment III ◕
- Review/Update RTM Segment IV ○
- Review/Update RTM DW/BI ○

RICEFW Inventory

May 2023 - May 2024

- Review/Update RICEFW Segment I ●
- Review/Update RICEFW Segment II ●
- Review/Update RICEFW Segment III ◕
- Review/Update RICEFW Segment IV ○
- Review/Update RICEFW DW/BI ○

Business Process Models

May 2023 - May 2024

- Create Payroll BPMs ●
- Advisory Council Review – Payroll BPMs ●
- ESC Approval – Payroll BPMs ●
- Update Financials BPMs by Segment ◑

Configuration Workbooks

May - December 2023

- Define & Load Non-Agency Configuration ●
- Create Agency Configuration Workbook Templates ●

Functional Design Specifications

May 2023 - September 2024

- FD Segment I ●
- FD Segment II ●
- FD Segment III ◕
- FD Segment IV ○
- DW/BI Segment ○

Security Roles Matrix

May - July 2024

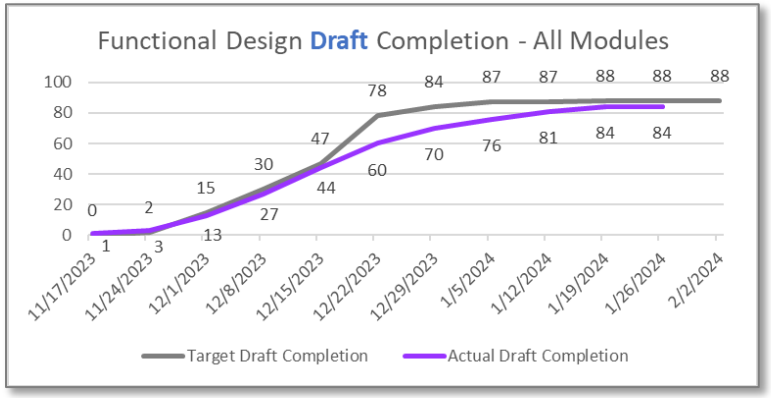
- Define Security Roles Matrix ○

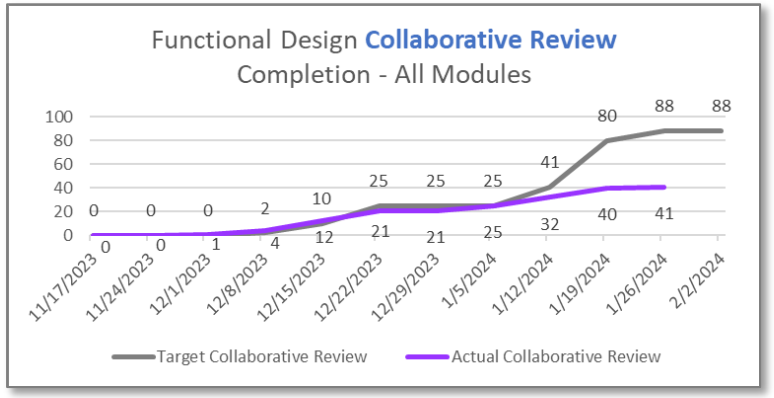
Key

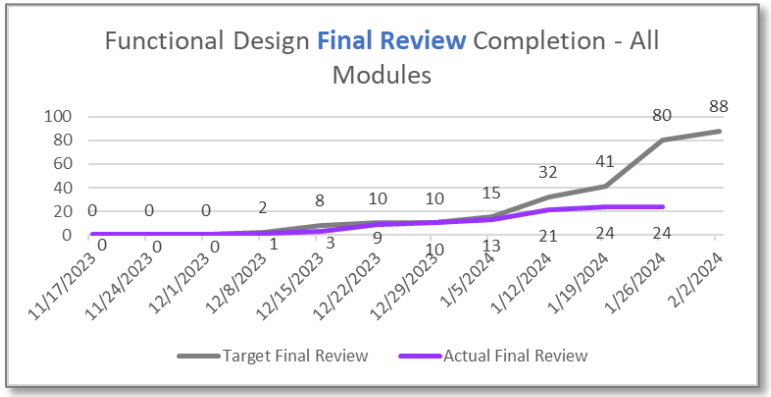
○ Not Started ◔ Partial Progress ◑ Progressing ◕ Substantial Progress ● Complete

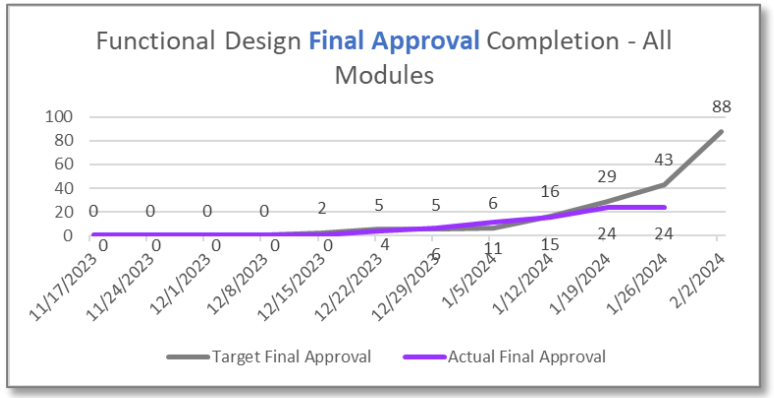
Readiness and Implementation

Implementation Activities









Segment III Functional Designs

- 4 drafts are outstanding due to various decision dependencies
- Collaborative and Final Review trailing behind due to outstanding design decisions, holiday catch up, and/or agency sessions
- 2/2/2024 completion date remains the target

Segment III Functional Design Status

(as of 1/19/2024)

Readiness and Implementation

Implementation Activities

Application Development

December 2023 – July 2025

- Build/Review Segment I
- Build/Review Segment II
- Build/Review Segment III
- Build/Review Segment IV
- Build/Review DW/BI Segment

Requirements Traceability Matrix

December 2023 - July 2025

- Review/Update RTM Segment I
- Review/Update RTM Segment II
- Review/Update RTM Segment III
- Review/Update RTM Segment IV
- Review/Update RTM DW/BI

Test Planning

November 2023 - July 2024

- Project Testing Plan (i.e., System Test)
- UAT Plan

Deployment Planning

January 2024 - April 2024

- Deployment Strategy

Manage Technical Architecture

January 2024 - March 2024

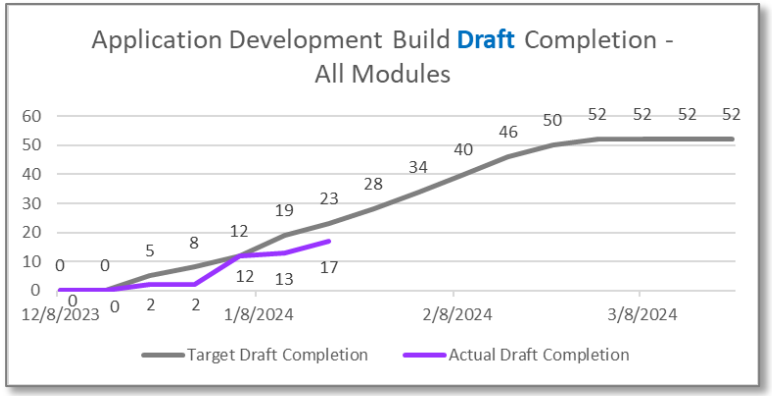
- Updated Technical Architecture Design

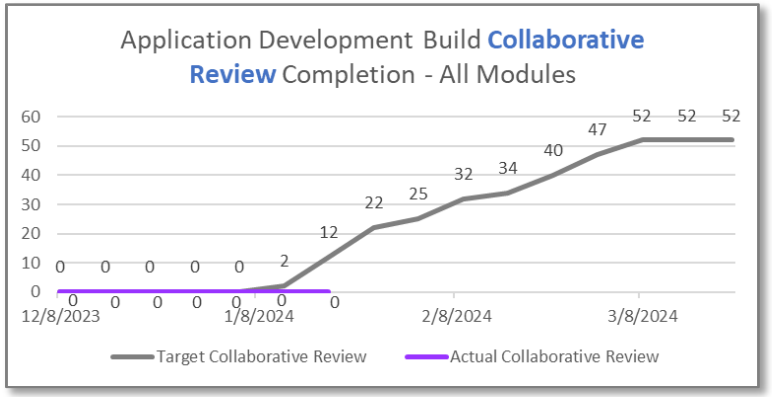
Key

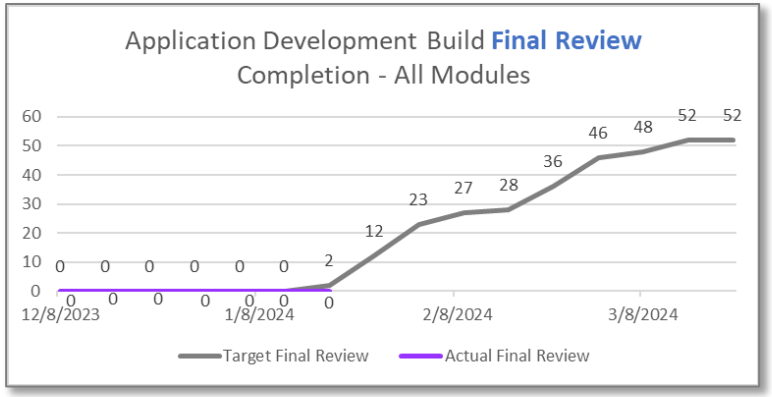
Not Started | Partial Progress | Progressing | Substantial Progress | Complete

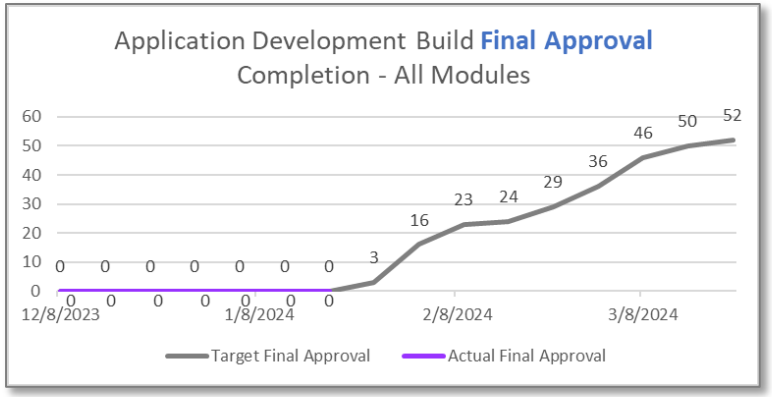
Readiness and Implementation

Implementation Activities









Segment I App Dev Build

- 22 drafts in progress
- 17 drafts in Collaborative Review; targeting catch up over the next several weeks
- Several App Dev build items are impacted by recent design decision changes; revisions underway as applicable

Segment I App Dev Build Status

(as of 1/19/2024)

Other

Jimmy Cox, Steven Fielder

Advisory Council Update

December Meeting

- Segment II Design Workshops - Stats

Workshop Topic	Total Attendees	No Attendees	One Attendee
1/10 – Disbursements Management (Payments)	162	2	7
1/11 – Asset Accounting and Management	119	2	7
1/12 – Disbursements Management (Encumbrances)	124	4	7
1/16 – Accounts Receivable	135	2	8
1/17 – System Access and Controls Grants Management and Contracts Management	155	4	8
1/18 – Account Management and Financial Reporting	153	1	7

Project Change Request

Voting PCR 109

- Project Change Request 109: Segment IV Financials Customizations and Requirement Updates
  - Attachment 5.1 Business Requirements
    - *Cancelled:*
      - 100.0170 – Provide ability to integrate with industry leading document management systems, to allow for storing and viewing of documents associated with information captured in the System. (preference is IBM FileNet P8).
    - *Added:*
      - 30.1024 (New) – Provide ability to validate ABA/routing numbers upon entry of supplier banking information against the Federal Reserve ABA Directory. (customization C99)
      - 30.1025 (New) – Provide ability to default an Asset Profile ID on asset related vouchers when a value is not provided. (customization C97)
      - 40.1001 (New) – Provide ability to select the appropriate transfer to Business Unit and/or Organization value on asset InterUnit transfers. (customization C98)
      - 100.0542 (New) – Provide ability to limit the size of online and interface file attachments. (customization C96)

Project Change Request

Voting PCR 109

- Project Change Request 109: Segment IV Financials Customizations and Requirement Updates
  - Attachment 5.1 Business Requirements
    - *Updated:*
      - 100.0367 (Current) – Provide functionality to distribute reports by a variety of methods including: Secure email with encryption and Printing.
      - 100.0367 (Revised) – Provide functionality to distribute reports by a variety of methods including: Email
      - 100.0487 (Current) – Provide ability to allow attachment of external files in Microsoft Office and/or PDF format as additional documentation or notes to Workflow events.
      - 100.0487 (Revised) – Provide ability to allow attachment of external files in Microsoft Office and/or PDF format as additional documentation.
    - *Updated How Met:*
      - TBD to Delivered: 100.0169, 100.0367, 100.0426 and 100.0487
      - TBD to Configuration: 60.1004, 100.086, 100.087, 100.0275, 100.0333 and 100.0336
      - TBD to Interface: 30.1020, 100.0053 and 100.0523

Project Change Request

Voting PCR 109

- Project Change Request 109: Segment IV Financials Customizations and Requirement Updates
  - Attachment 5.2 Customizations
    - *Added:*
      - *C96 – Attachment Size Validation (10 MBs) (requirement 100.0542)*
      - *C97 – Default Asset Profile ID (requirement 30.1025)*
      - *C98 – Asset InterUnit Transfer Security (requirement 40.1001)*
      - *C99 – Bank Routing Number Validation (requirement 30.1024)*
  - *Cost: Approval:* Requires ESC Approval (Vote)

Project Change Request

Voting PCR 110

- Project Change Request 110: Payroll Requirements Updates
  - Attachment 5.1 Business Requirements
    - *Cancelled:*
      - 200.1046 – Provide ability to send an interface containing employee health and life insurance data to Department of Management Services, Division of State Group Insurance.
      - 200.1052 – Provide ability to receive DROP Authorization data from Department of Management Services, Division of Retirement.
    - *Updated How Met from Extension to Delivered:*
      - 200.1027 – Provide ability to identify a payroll vendor or employee's information as confidential and exempt from public disclosure as outlined in Chapter 119, F.S. so that no one can view or report on the identity of that vendor or employee's information except individuals with proper security.
      - 200.1092 (Revised) – Provide the ability for a user to update tax balances to enable reporting of state taxes on Form W-2 as required by the IRS and each state when general deductions were used to deduct the state tax from the employees' pay.

Project Change Request

Voting PCR 110

- Project Change Request 110: Payroll Requirements Updates
  - Attachment 5.1 Business Requirements
    - *Updated:*
      - 200.1086 (Current) – Provide ability to create EFT banking file during pre-production payroll and send to the bank prior to confirmation of final payroll.
      - 200.1086 (Revised) – Provide ability to create EFT banking file to be sent to the bank after confirmation of payroll.
      - 200.1092 (Current) – Provide ability to report state taxes on Form W-2 as required by the IRS and each state when general deductions were used to deduct the state tax from the employees' pay.
      - 200.1092 (Revised) – Provide the ability for a user to update tax balances to enable reporting of state taxes on Form W-2 as required by the IRS and each state when general deductions were used to deduct the state tax from the employees' pay.

Project Change Request

Voting PCR 110

- Project Change Request 110: Payroll Requirements Updates
  - Attachment 5.2 Customizations
    - *Cancelled:*
      - C60 – Confidential Payroll and Employee Supplier Information
      - C62 – W-2 State Withholding Changes
  - *Cost: Approval:* Requires ESC Approval (Vote)

Project Change Requests

Credit Tracker

- Total Available Credits:
  - Current Balance: $1,312,522
  - New Balance if PCRs are Approved: $1,374,807

Enhancement	Source	Credit Change	Credit Balance
Segment IV Customizations	PCR #109	$ (121,750.00)	$ 1,190,772.00
Payroll Requirements Updates	PCR #110	$ 184,035.00	$ 1,374,807.00
		Total Remaining Credit:	**$ 1,374,807.00**

Project Change Requests

Voting Action

- Request for public comments
- Voting action for PCR 109
- Voting action for PCR 110

UPCOMING

JIMMY COX

Upcoming

- Production system upgrade – January 26 (this weekend)

- Segment III Business Process Models Review – February 12 & 13
- Florida PALM Town Hall – February 29
- Florida PALM Data Day – March 5

Next Monthly Meeting

February 28, 2024

Department of Children and Families

Florida PALM
Planning, Accounting, and Ledger Management

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