

In accordance with Proviso language for FY 21/22, the Florida PALM Project is providing an update, as provided by agencies<sup>1</sup>, on the progress and cost of each system interface and agency application remediation tasks required for deployment of Florida PALM functionality scheduled through December 31, 2023.

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<sup>1</sup> Status reports submitted by agencies at the time of the Florida PALM Proviso report submission.

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## Agency for Health Care Administration

<b>Agency Sponsor:</b>	<i>Julie Madden, Deputy Secretary</i>	<b>Submitted by:</b>	<i>Michael Murphy, Agency Liaison</i>
<b>Status Report Period:</b>	<i>September 1 – September 31, 2021</i>	<b>Submitted on:</b>	<i>10/08/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September 2021, AHCA completed the following activities related to system interfaces and agency business system remediation:

- TRNG40 - User Support Labs, after extensive work with Division of Treasury staff, to resolve our CMS operational issues, we determined that there was no need to register for the labs,
- SPON59 - Project Status Reporting, submitted on-time,
- SPON60 - Change Champion Network and Super Users, staff appointments made and roster submitted on-time,
- SPON61 - Legislative Budget Request for Florida PALM Activities, submitted early, on 9/20/2021,
- SPON62 – Monthly status report submitted on-time,
- TECH119 – Create Interface Connection Inventory, AHCA IT staff met with Financial Services’ contractor, to identify potential connections relevant to all agency financial systems,
- TECH120 – Begin Reviewing and Confirming Planned Conversions, AHCA IT staff met with Financial Services’ contractor, to identify potential data conversions relevant to all agency financial systems,
- FUNC52 - Submit Agency Business Systems Analysis for Financials Wave, Agency Liaison met with financial functional Subject Matter Experts, Stakeholders and Super Users. Held 42 individual AHCA sessions, to date, which were organized around the business process model types,
- AHCA has participated in the Module Workgroup meetings in September.
- AHCA had 21 staff members investing portions of their FTE time, to support the Florida PALM Project. An additional OPS staff member worked part-time on the Agency’s efforts, in the month of September.
- Agency activities are on schedule for on-time completion.

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Assessing the Interface and Data Conversion catalogs in relationship to our assessment of the PALM Business Process Models and AHCA's functional needs.	August 2020	February 2024	TBD	\$9,204.96	\$23,876.17	This effort includes the review of PALM interfaces and data sets, against existing business system needs and the assessment of future interface needs resulting from PALM business process models.

## **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
SUNFOCUS/Bureau of Financial Services Enterprise System (BFSES)	TBD	TBD	TBD	0.00	0.00	No activity or determination on remediation as of September 2021
Financial Accounting Business System (FABS)	TBD	TBD	TBD	0.00	0.00	No activity or determination on remediation as of September 2021
Florida Medicare and Medicaid Information System / Florida FX	TBD	TBD	TBD	0.00	0.00	No activity or determination on remediation as of September 2021

## Agency for Persons with Disabilities

<b>Agency Sponsor:</b>	<i>David Dobbs, Chief of Staff</i>	<b>Submitted by:</b>	<i>Rose Salinas, Deputy Director Budget, Planning, &amp; Administration</i>
<b>Status Report Period:</b>	<i>September 1-30, 2021</i>	<b>Submitted on:</b>	<i>10/10/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of August, APD completed the following activities related to system interfaces and agency business system remediation:

- **FUNC41**      **Begin Agency Business Systems Analysis for the Financials Wave**
- **TECH117**    **Begin Sharing and Reviewing Interface Layouts**
- **TECH118**    **Begin Sharing and Reviewing Conversion Layouts**
- **SPON59**      **Provide Agency Update for Project Status Reporting**
- **SPON60**      **Review and Confirm Change Champion Network and Super Users**
- **Continued work on upcoming PALM assignments**

APD has 8 staff that work some portion of their time on PALM activities.  
Agency activities are on schedule for timely completion.

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
<p>The following interfaces will also be utilized by the agency, but are not tied to a specific business system:</p> <p>API004*</p> <p>API010*</p> <p>GLI001*</p> <p>GLI016*</p> <p>GLI035</p>	5/1/2021	TBD		<u>\$1,050</u>	\$2,100	<b>During the past month, APD continued mapping current C6700TR1 interface data elements to the sources within the PALM Standard files.</b>

## **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
<p>Financial Accounting System (FAS) and APD Financial Recon System – These business systems utilize the following interfaces:</p> <p>API031</p> <p>API109</p> <p>GLI002</p> <p>GLI030</p> <p>GLI033</p> <p>GLI051</p> <p>KKI009</p>	5/1/2021	TBD		\$1,050	\$4,200	<b>Continuing research of PALM Standard interface files for use in direct conversion.</b>

## Department of Agriculture and Consumer Services

<b>Agency Sponsor:</b>	<i>Matthew Van Name, Assistant Commissioner</i>	<b>Submitted by:</b>	<i>Thomas Poucher, Policy and Budget Director</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/06/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, FDACS worked on numerous MRW tasks and activities including:

FUNC41 Begin Agency Business Systems Analysis for the Financials Wave (Complete)  
 FUNC51 Identify Statutory Requirements that will Prohibit Adoption of the Standardized Business Processes (In progress)  
 FUNC52 Submit Agency Business Systems Analysis for Financials Wave (In progress)  
 TECH117 Begin Sharing and Reviewing Interface Layouts (Complete)  
 TECH118 Begin Sharing and Reviewing Conversion Layouts (Complete)  
 TECH119 Create Interface Connection Inventory (Complete)  
 TECH120 Begin Reviewing and Confirming Planned Conversions (Complete)  
 TRNG40 Register and Monitor Participation in User Support (Complete)  
 SPON59 Provide Agency Update for Project Status Reporting (Complete)  
 SPON60 Review and Confirm Change Champion Network and Super Users (Complete)  
 SPON61 Provide Legislative Budget Request for Florida PALM Activities (Complete)

Several members of the team attended Tuesday Task Talk and Module Workgroups this month.

There are 10 FTE members of the Palm Change Champion Network. Four staff augmentation positions have been filled and onboarded. Additionally, 1 PPMO representative and 40 division representatives comprise the FDACS project team.

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
API020 - Outbound Supplier Data (Financial)	10/1/2020	4/30/2021			\$1008	Updated interface file layouts received. Cycle 2 testing: 11/10/20, 01/13/21, 1/21/21, 02/11/21
API109 - Outbound Supplier Crosswalk (Financials)						Prepare for Cycle 1 Testing Summer 2023.
ARI020 - Outbound Returned Items Data (CMS)	5/7/2021		07/19/2021		\$112	5/7/2021 - 5/17/2021 Complete



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
CMI004 – Outbound Bank Deposit Transactions (CMS)	10/1/2020	4/30/2021	07/21/2021		\$856	<p>Interface file layouts received.</p> <p>Cycle 2 testing: 11/10/20, 02/08/21 Interface file layouts received.</p> <p>Cycle 2 testing: 11/10/20, 02/08/21, 3/09/21, 3/23/21, 5/5/2021 - 05/24/2021, 07/15/2021</p> <p>Issues found with data. Palm is working on a new file.</p> <p>New File received with format error – sent file back.</p> <p>The file without errors was received successfully on July 21 2021. Complete.</p>
GLI001 - Outbound ChartField Values (Financials)	4/1/2021				\$192	Prepare for Cycle 1 Testing Summer 2023.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI002 - Outbound Actuals Extract (Financials)						Prepare for Cycle 1 Testing Summer 2023.
GLI006 - Inbound Journal Entry (Inbound) (Financials)						Prepare for Cycle 1 Testing Summer 2023.
GLI016 – Outbound COA Crosswalk Extract (CMS)	10/20/2020	3/31/2021	07/19/2021		\$496	Interface file layouts received. Cycle 2 testing: 11/10/20, 12/7/20, 02/09/21, 5/7/2021 - 5/17/2021 Complete.
GLI017 - Outbound Combo Code Extract (Financials)	4/1/2021				\$240	Prepare for Cycle 1 Testing Summer 2023.
GLI030 - Outbound Account Descriptions (Financials)	4/1/2021				\$240	Prepare for Cycle 1 Testing Summer 2023.
GLI031 - Outbound Tree Extract (Financials)	4/1/2021				\$240	Prepare for Cycle 1 Testing Summer 2023.
GLI033 - Outbound Master Balance (Financials)	4/1/2021				\$240	Prepare for Cycle 1 Testing Summer 2023.
GLI035 - Outbound Transaction History (Financials)	4/1/2021				\$240	Prepare for Cycle 1 Testing Summer 2023.
GLI051 - Outbound Detail GL Journal (Financials)	4/1/2021				\$240	Prepare for Cycle 1 Testing Summer 2023.
KKI009 - Outbound Budget Extract (Financials)	4/1/2021				\$240	Prepare for Cycle 1 Testing Summer 2023.

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost – FYTD	Comments
Request for Division directors to select representatives from their own divisions to meet with Agency's Change Champion team.	11/1/2020	11/13/2020	11/13/2020		\$336	Completed. Each division director assigned 2 or more people to assist in the Palm migration.
Agency Change Champion team to create and send a survey for the division representatives to provide information regarding their applications.	12/2/2020	12/10/2020	12/2/2020		\$480	Completed. Survey created and sent. Data compiled for review during division meetings.
Agency Change Champion team detailed survey for the division representatives to provide detailed information regarding their applications.	2/22/2021	4/1/2021	3/31/2021		\$168	Completed - Survey sent 3/3/21. Results due back on 3/12/21.

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost – FYTD	Comments
Division breakout sessions with Agency Change Champion team.	12/1/2020	6/30/2021			\$8680	Analysis of current business systems and remediation discussions. Marketing – 2/4/2021 FAV – 2/5/2021, 04/06/2021 Plant Industries – 2/9/2021, 5/06/2021, 06/10/2021 FNW – 2/12/2021, 5/03/2021, 06/09/2021 AES – 04/29/2021 Licensing – 05/07/2021 Food Safety – 05/13/2021 CS – 06/07/2021
Revenue (REV)	10/1/2020				\$288	Widen the deposit number field to accommodate the new defined width. Updated database. Retrieve the “returned items” file, code will need to be added to intake the new file.

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost – FYTD	Comments
Disbursements	2/1/2021					Evaluating system and in discussions with divisions.
Inventory	2/1/2021					Evaluating system and in discussions with divisions
Purchasing/Contracts (AIMS)	2/1/2021					Evaluating system and in discussions with divisions
Budgeting	2/1/2021					Evaluating system and in discussions with divisions
Financial Management	2/1/2021					Evaluating system and in discussions with divisions
Four staff augmentation resources onboarded	9/1/2021	9/15/2021	9/15/2021	\$11,236	\$11,236	Contractor setup, security trainings, authorizations, privileges, FDACS familiarization.
System and Application Research (TECH119)	9/1/2021	10/1/2021	9/30/2021	\$16,854	\$16,854	Interfaces in and out of the FDACS Revenue system
Review User Manuals and Documentation (TECH119)	9/1/2021	10/1/2021	9/30/2021	\$16,854	\$16,854	For the Revenue system and associated processes.

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost – FYTD	Comments
Business Process Analysis (FUNC52)	9/7/2021	1/7/2022		\$11,236	\$11,236	Business process analysis of the current state.

## Department of Business and Professional Regulation

<b>Agency Sponsor:</b>	<i>Thomas Philpot, Chief of Staff</i>	<b>Submitted by:</b>	<i>Lynn Smith, Planning and Budgeting Administrator</i>
<b>Status Report Period:</b>	<i>September 1 - 30, 2021</i>	<b>Submitted on:</b>	<i>10/11/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, the Department of Business and Professional Regulation completed the following activities related to system interfaces and agency business system remediation:

- FUNC51 – IDENTIFY STATUTORY REQUIREMENTS THAT WILL PROHIBIT ADOPTION OF THE STANDARDIZED BUSINESS PROCESS MODELS
- SPON60 – REVIEW AND CONFIRM CHANGE CHAMPION NETWORK AND SUPER USERS
- SPON61 – PROVIDE LEGISLATIVE BUDGET REQUEST FOR FLORIDA PALM ACTIVITIES
- FUNC52, TECH117, 118, 119 & 120 – began work on all of these.
- Participated in Tuesday Task Talks and Module Kickoffs and Workgroups for Accounts Payable, Accounts Receivable, General Ledger and Assets
- Internal discussions/meetings/preparation for Financials Wave
- Worked with Solution Center on CMS issues
- Bulk of September was devoted to Legislative Budget Request and other LBR-related activities.

There were 7 FTE involved in FL PALM activities during September.

## 2 – AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
<b>AMI002, 003, 004, 006 &amp; 008</b> <b>API001, 002, 004, 006, 010, 020, 021, 024, 025, 027, 028, 031, 109, 122, 123, 124, 125</b> <b>GLI001, 002, 006, 010, 012, 017, 018, 020, 031, 051, 059, 060</b> <b>KKI001, 008, 009, 016, 017</b> <b>POI001, 002, 003</b>	TBD	TBD	TBD	0	0	Not much progress. September was consumed by LBR and other LBR-related activities, finishing statewide financial statements and completing agency internal financial statements.



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FLAIR@BPR and Back End Database	3/1/2021	TBD	TBD	0	0	The FLAIR @ BPR internal database, or a potential replacement, will need to be modified for internal use once FL PALM goes live. FLAIR@BPR is an integral tool in managing disbursement and revenue activity. We have been in internal discussions to have a similar tool available once the FL PALM Financials wave goes live on 7/1/2024. Because there is no sandbox or training environment available in FL PALM yet we have no idea how much more or less work will be required to continue with current processes, or if the level of work will stay the same. Most of DBPR's interfaces are conducted by pulling data from the FLAIR data tables at DFS through FLAIR@BPR, and most of the discussions we have regarding the same functionality within FL PALM are purely academic without a training environment. We are keeping this system in Section 2 because it does currently interface with FLAIR as an information repository.

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FLAIR@BPR and associated databases.	TBD	TBD				Not much progress. September was consumed by LBR and other LBR-related activities, finishing statewide financial statements and completing agency internal financial statements.
Access Control Management	TBD	TBD				See above
AIMS/Disbursements	TBD	TBD				See above
Electronic Data Submission (EDS) System	TBD	TBD				See above
Payroll Web App	TBD	TBD				See above
PCUpload thru ENTIRE Connection Software (includes PCUpload Revenue and the screen scraper program)	TBD	TBD				See above
TR21_22 Approp Release Recon	TBD	TBD				See above

## Department of Children and Families

<b>Agency Sponsor:</b>	<i>Tony Lloyd, Assistant Secretary for Administration</i>	<b>Submitted by:</b>	<i>Matthew Christovich, DCF PALM Project Manager</i>
<b>Status Report Period:</b>	<i>September 1, 2021 – September 31, 2021</i>	<b>Submitted on:</b>	<i>3/9/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, DCF had one (1) FTE dedicated to directing the execution of PALM tasks and completed the following activities related to system interfaces and agency business system remediation:

- DCF suspended work on the Central Wave Interfaces in May 2021 per the ESC Meeting announcement that the Central Wave would be co-terminated with the Departmental Wave as the Financials Wave.
- DCF is currently analyzing our business system needs for the Financials, Payroll, and Expansion Waves.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Journal Spreadsheet Upload	4/1/21	4/30/21	4/30/21	\$0	\$0	Completed.
GLI016 - Outbound COA Crosswalk Extract	4/30/2020	10/31/2020	11/13/2020	\$0	\$0	Testing completed 11/13/2020.
API002 - Inbound Voucher Load	4/6/21	Suspended	Suspended	\$0	\$0	Work Suspended 5/15 per PALM Team.
API006 - Inbound Payment Cancellation	4/6/21	Suspended	Suspended	\$0	\$0	Work Suspended 5/15 per PALM Team.
GLI030 - Outbound Account Description File	4/1/21	Suspended	Suspended	\$0	\$0	Work Suspended 5/15 per PALM Team.
GLI033 - Outbound Master Balance	4/1/21	Suspended	Suspended	\$0	\$0	Work Suspended 5/15 per PALM Team.
GLI035 - Outbound Transaction History	4/1/21	Suspended	Suspended	\$0	\$0	Work Suspended 5/15 per PALM Team.

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
Currently DCF has not identified any applications for remediation related to Financials Wave.						

## Department of Citrus

<b>Agency Sponsor:</b>	Christine Marion, Deputy Executive Director	<b>Submitted by:</b>	Christine Marion
<b>Status Report Period:</b>	September 1 – September 30, 2021	<b>Submitted on:</b>	09/29/2021

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, Citrus completed the following activities related to system interfaces and agency business system remediation:

- Voucher Printing Interface – need to take a deeper dive to see if this can be replaced with a PALM feature
- Touchpoint Update W/ Readiness Coordinator – Merlene/Kim 9/28/2021
- Provided Query Writer for: Soloman, Marion, Pittzer, Shulnes, and K Anderson
- General Ledger Module training – Kim 9/28/2021
- Touchpoint Update W/ Readiness Coordinator – Merlene/Kim 9/28/2021

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Voucher Printing Interface	10/31/2021	07/01/2023	NA	NA	NA	need to take a deeper dive to see if this can be replaced with a PALM feature

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
<insert business system task 1>	<insert>	<insert>	<insert>	<insert>	<insert>	<insert>

## Department of Economic Opportunity

<b>Agency Sponsor:</b>	<i>Will Currie, CFO</i>	<b>Submitted by:</b>	<i>Garrick Wright, Agency Liaison</i>
<b>Status Report Period:</b>	<i>September 1 - 30</i>	<b>Submitted on:</b>	<i>October 12, 2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, DEO completed the following activities related to system interfaces and agency business system remediation:

- FTE Count worked on PALM activities: 8 staff
- Discussed Payroll Implementation Timeline
- Participated in Tuesday Task Talks
- Participated in Touchpoint meetings

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
API002	Thu 4/1/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
API004	Thu 4/1/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
API006	Thu 4/1/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
API010	Thu 4/1/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
API015	Mon 4/5/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
API020	Mon 4/5/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
API021	Mon 4/5/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
API024	Mon 4/5/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
API031	Wed 4/7/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
API109	Wed 4/7/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
API122	Wed 4/7/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
API123	Wed 4/7/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
ARI012	Mon 4/12/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
ARI020	Mon 4/12/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
CMI004	Mon 4/12/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
CMI013	Mon 4/12/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI010	Wed 4/14/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
GLI011	Wed 4/14/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
GLI016	Wed 4/14/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI046	Wed 4/14/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.
GLI047	Wed 4/14/21	TBD				Based on the change in implementation approach to combine Central and Departmental into the Financials Wave for 2024, DEO is working to adjust the planned finish dates.

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
N/A						

## Department of Elder Affairs

<b>Agency Sponsor:</b>	<i>Laura Anderson, Chief Financial Officer</i>	<b>Submitted by:</b>	<i>Ciera Cason, Accounting Supervisor</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/08/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September 2021, DOEA completed the following activities related to system interfaces and agency business system remediation:

DOEA does not utilize internal business systems that require the development of interfaces for Florida PALM. DOEA continues to analyze internal business processes and activities related to Central, Departmental, and Payroll FLAIR. Internal reporting needs are also being identified for analysis. If our comparative analysis of the current internal business needs (to include process workflows and reporting requirements) to the known capabilities of Florida PALM reveals there is a need for additional funding to ensure an efficient and successful transition, DOEA will submit a legislative budget request for the applicable fiscal year.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A						

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A						

## Division of Emergency Management

<b>Agency Sponsor:</b>	Mark Mahoney, Fiscal Mgmt Adm.	<b>Submitted by:</b>	Karen Peyton-OMC II
<b>Status Report Period:</b>	September 1 – September 30, 2021	<b>Submitted on:</b>	10/04/2021

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, FDEM completed the following activities related to system interfaces and agency business system remediation:

- **Review of PALM offerings and Planning for new timeline**

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
API004 Outbound Payment Extract	03/2021	Central ingest point for FDEM has been completed. Awaiting new timeline and connection wave	Awaiting further timeline instructions from Florida PALM			Central Ingest point/ Reduced amount of requested modifications after meeting with PALM Staff  *Central ingest point refers to the FDEM central ingest for its applications and not Central Wave

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
API122 Outbound Payment Extract Web Service	03/2021	Central ingest point for FDEM has been completed. Awaiting new timeline and connection wave	Awaiting further timeline instructions from Florida PALM			Central Ingest point/ Reduced amount of requested modifications after meeting with PALM Staff  *Central ingest point refers to the FDEM central ingest for its applications and not Central Wave
API123 Outbound Voucher Accounting Detail Web Service	03/2021	Central ingest point for FDEM has been completed. Awaiting new timeline and connection wave	Awaiting further timeline instructions from Florida PALM			Central Ingest point/ Reduced amount of requested modifications after meeting with PALM Staff  *Central ingest point refers to the FDEM central ingest for its applications and not Central Wave

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Axiom Voucher System	03/2021	Central ingest point for FDEM has been completed. Awaiting new timeline and connection wave	Awaiting further timeline instructions from Florida PALM			Application connects to FDEM central ingest point for Florida PALM Offerings



Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FOCUS	03/2021	Central ingest point for FDEM has been completed. Awaiting new timeline and connection wave	Awaiting further timeline instructions from Florida PALM			Application connects to FDEM central ingest point for Florida PALM Offerings
Financial Dashboard	03/2021	Central ingest point for FDEM has been completed. Awaiting new timeline and connection wave	Awaiting further timeline instructions from Florida PALM			Application connects to FDEM central ingest point for Florida PALM Offerings
GMS	04/2021	Central ingest point for FDEM has been completed. Awaiting new timeline and connection wave	Awaiting further timeline instructions from Florida PALM			Cloud Hosted application. This application will be connected directly and not use the Central Ingest point for FDEM. This item is AZURE hosted

## Department of Environmental Protection

<b>Agency Sponsor:</b>	Darinda McLaughlin	<b>Submitted by:</b>	Lydia Griffin
<b>Status Report Period:</b>	September 1 – September 30, 2021	<b>Submitted on:</b>	10/8/2021

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month, DEP worked on or completed the following activities related to system interfaces and agency business system remediation:

These Florida PALM Master Readiness Workplan tasks required interface preparation work for the agency:

1. TECH117 - Share conversion layouts in preparation build and unit test for conversion extracts, COMPLETED
2. TECH119 – Create Interface Connection Inventory, COMPLETED

These Florida PALM Master Readiness Workplan tasks required business system remediation preparation work for the agency:

1. FUNC41 - Begin Agency Business Systems Analysis for the Financials Wave, COMPLETED
3. TECH118 - Share conversion layouts in preparation build and unit test for conversion extracts, COMPLETED
4. TECH120 – Begin reviewing and confirming planned conversions, COMPLETED

DEP's approach to assessing impacts to their business systems involves any potential changes to reports, interfaces, conversions, and business processes.

These DEP staff are dedicated to supporting the project. Darinda McLaughlin, Lydia Griffin, Angie Tutton, Maria Laycock, Stuart Myers, Steve Waters, John Fortier, Melissa Warner, Brady Schmidt, Dan Zimmerman, Phil Harman

**DEP will be continue working on the assigned MRW tasks per the current information provided and pending the anticipated approval of Financial Wave by the project steering committee.**

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Monthly interface coordination, documentation creation, and agency communication for Financial Wave interfaces. Tasks are listed here.	7/1/2020	6/30/2024		2,575.00	6,695.00	Contracted Project Management support for list of MRW tasks listed in the section 1 – status overview.
TECH117 - Begin Sharing and Reviewing Interface Layouts	7/30/2021	10/01/2021	09/30/2021			
TECH119 - Create Interface Connection Inventory	8/30/2021	10/01/2021	09/30/2021			

## **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Monthly coordination, documentation creation, and agency communication for business system remediation for Financial Wave. Tasks are listed here.	7/1/2020	6/30/2024		2,678.00	8,343.00	Contracted Project Management support for list of MRW tasks listed in the section 1 – status overview.
FUNC41 - Begin Agency Business Systems Analysis for the Financials Wave	7/26/2021	9/03/2021				
TECH118 - Share conversion layouts in preparation build and unit test for conversion extracts	7/30/2021	10/01/2021	09/30/2021			
TECH120 – Begin reviewing and confirming planned conversions	8/30/2021	10/01/2021	09/30/2021			

## Department of Financial Services

<b>Agency Sponsor:</b>	<i>Scott Fennell, Deputy Chief Financial Officer</i>	<b>Submitted by:</b>	<i>Jennifer Reeves</i>
<b>Status Report Period:</b>	<i>September 1 – September 31, 2021</i>	<b>Submitted on:</b>	<i>2021-10-08</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

As of the month of September 2021, DFS completed the following activities related to system interfaces and agency business system remediation:

During the month of September there were 130 FTE's that contributed on a part-time basis to the project.

#### **Financials Wave**

1. DFS agency business system owners, and support teams gathered and documented technical, business, and process interface requirements.
2. DFS representatives (division points of contact and subject matter experts) participated in the Florida PALM Module Workgroups and reviewed published resources to understand the planned functionality and begin identifying expected agency impacts.
3. Agency business system teams are working on TECH117 - Begin Sharing and Reviewing Interface Layouts, TECH119 - Create Interface Connection Inventory, and TECH 121 - Submit Florida PALM Technical Inventory Workbook.
4. OIT continued working on the FLAIR – FL PALM Replacement Operational Work Plan, specifically, the Spend Plan, Project Schedule, Assumptions document, Work Breakdown Structure, and Work Breakdown Structure dictionary.

## 2 - AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
<b>Financials Wave</b>						
PTDP - API002 Inbound Voucher Load	12/23/20	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
PTDP – API109 Outbound IRS TIN Match	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
PTDP – API020 Outbound Supplier Data	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
UPMIS – API002 Inbound Voucher Load	01/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
UPMIS – API006 Inbound Payment Cancellation	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
UPMIS – API109 Outbound Supplier Crosswalk	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
UPMIS – API023 Outbound Stale Payments File to Unclaimed Property	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
UPMIS – API020 Outbound Supplier Data	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
UPMIS – API004 Outbound Payment Extract	01/0/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
UPMIS – API015 Inbound Supplier Load	01/19/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
UPMIS – API024 Outbound Voucher Status	01/19/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
W9 – API016 Inbound W9 System Updates	01/19/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
W9 – API019 Outbound W-9 System Data	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
SPIA – API004 Outbound Payment Extract	01/19/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
SPIA – API122 Outbound Payment Extract Web Service	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
SPIA – API109 Outbound Supplier Crosswalk	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
CODA – GLI001 Outbound ChartField Values	03/04/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes

### **3 - AGENCY APPLICATION REMEDIATION PROGRESS\***

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
CDs	08/10/20	07/08/21	07/08/21	\$0.00	\$731.50	Complete for CMS Wave
SPIA	04/20/20	07/08/21	07/08/21	\$0.00	\$635.25	Complete for CMS Wave
CAP	08/10/20	07/08/21	07/08/21	\$0.00	\$0.00	Complete for CMS Wave
Origami	10/01/20	07/08/21	07/08/21	\$0.00	\$0.00	Complete for CMS Wave
UPMIS	11/23/20	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
PTDP	11/23/20	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
FLAIR – FL PALM Transition	07/01/21	06/30/22		\$72,968.00	\$227,966.75	Worked on interface remediation, FY 21-22 Operational Work Plan, and IW transition.
W9 System	01/19/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes
CODA	01/19/21	07/15/22		\$0.00	\$0.00	Reviewing interface layouts and business processes

\*Costs listed in section three (3) include the costs listed in section two (2) and do not include project costs not directly attributable to interface or remediation work (i.e., general project knowledge transfer).

## Department of Juvenile Justice

<b>Agency Sponsor:</b>	<i>Heather DiGiacomo, Chief of Staff</i>	<b>Submitted by:</b>	<i>Olu B. Oyewole, Interim Chief Information Officer</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/08/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September 2021, Department of Juvenile Justice completed the following activities related to system interfaces and agency business system remediation:

- Three staff are working on activities related to system interfaces and agency business system remediation
- FUNC41, FUNC52, TECH117, TECH118, TECH 120, TECH 121 – Analyzing the agency systems from IT perspective. Waiting on the F&A to study the PALM impacts by interviewing the business units.
- Attended General ledger and Accounts payable module meetings.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
TBD (Will be updated based on FUNC52 analysis)						

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FLAIR@DJJ						



Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Contract Tracking System						
Cost of care – Invoice and Receipt processing						
Admin Payroll						
HRES						

## Department of Legal Affairs

<b>Agency Sponsor:</b>	<i>Richard Martin, Chief of Staff</i>	<b>Submitted by:</b>	<i>Sabrina Donovan</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/07/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September 2021, DLA completed the following activities related to system interfaces and agency business system remediation:

- We completed MRW tasks due during the month.
- Participated in workgroup kick-off meetings
- Agency interfaces and business system reviewed for the new Financials Wave.
- DLA has seven staff assigned part-time to the Florida PALM project.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
AMI002-Inbound Asset Transfer and Disposal Request	10/01/2021	06/30/2023				
AMI003 – Outbound Asset Extract	10/01/2021	06/30/2023				
AMI004 – Outbound Asset Physical Inventory Extract	10/01/2021	06/30/2023				
AMI002-Inbound Asset Transfer and Disposal Request	10/01/2021	06/30/2023				
AMI003-Outbound Asset Extract	10/01/2021	06/30/2023				

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
AMI004-Outbound Asset Physical Inventory Extract	10/01/2021	06/30/2023				
AMI006-Inbound Asset Additions, Adjustments and Physical Updates	10/01/2021	06/30/2023				
AMI008-Inbound Asset Physical Inventory Load	10/01/2021	06/30/2023				
API002-Inbound Voucher Load	10/01/2021	06/30/2023				
API004-Outbound Payment Extract	10/01/2021	06/30/2023				
API006-Inbound Payment Cancellation	10/01/2021	06/30/2023				
API010-Outbound Payment Remittance Advice Data	10/01/2021	06/30/2023				
API010-Outbound Payment Remittance Advice Data	10/01/2021	06/30/2023				
API010-Outbound Payment Remittance Advice Data	10/01/2021	06/30/2023				
API020-Outbound Supplier Data	10/01/2021	06/30/2023				
API020-Outbound Supplier Data	10/01/2021	06/30/2023				
API021-Outbound Authorized Bank Titles	10/01/2021	06/30/2023				
API027-Inbound Voucher Delete Web Service	10/01/2021	06/30/2023				
API028-Inbound Voucher Web Service	10/01/2021	06/30/2023				

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
API109-Outbound Supplier Crosswalk	10/01/2021	06/30/2023				
API122-Outbound Payment Extract Web Service	10/01/2021	06/30/2023				
API124-Inbound SpeedChart	10/01/2021	06/30/2023				
API125-Outbound SpeedChart	10/01/2021	06/30/2023				
ARI002-Outbound Customer Data	10/01/2021	06/30/2023				
ARI007-Inbound Deposit Data	10/01/2021	06/30/2023				
ARI009-Inbound Customer Data	10/01/2021	06/30/2023				
ARI011-Inbound AR Data	10/01/2021	06/30/2023				
ARI024-Outbound AR and Deposit Data	10/01/2021	06/30/2023				
BII001-Inbound Billing Data	10/01/2021	06/30/2023				
CMI004-Outbound Bank Deposit Transactions	10/01/2021	06/30/2023				

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Access/SQL	10/01/2021	06/30/2023				
eGrants	10/01/2021	06/30/2023				

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
SQL Reporting	10/01/2021	06/30/2023				
SQL Reporting, Reconciliation	10/01/2021	06/30/2023				
SQL Reporting, VANext	10/01/2021	06/30/2023				
Microsoft Dynamics Contract Reporting	05/01/2021	06/30/2023				
Microsoft Dynamics Procurement	05/01/2021	06/30/2023				
Microsoft Dynamics Expense Reimbursement	05/01/2021	06/30/2023				
VANext	10/01/2021	06/30/2023				
SATS-FLAIR (Stategic Systems & Technology Corp)	10/01/2021	06/30/2023				

## Department of Military Affairs

<b>Agency Sponsor:</b>	<i>LTC Adam Curry, State Quartermaster</i>	<b>Submitted by:</b>	<i>Sylvia A. Sepulveda, Project Manager</i>
<b>Status Report Period:</b>	<i>September 1 – 30, 2021</i>	<b>Submitted on:</b>	<i>9/27/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September 2021, DMA (Department of Military Affairs) completed the following activities related to agency application remediation tasks, and agency business system remediation:

- SPON61 – Advised 0 LBR request required by DMA as no interface needs.
- SPON60 – Communicated updated Change Champion and Super User team.
- DMA Accounting PALM Stakeholders attended all Tuesday Task Talks for Financials Wave which will launch July 2024.
- Attended all scheduled Module Workgroups including representation by DMA Purchasing/Contracting moving to PALM, date TBD by Tallahassee PALM Team.
- Advised DMA HR of Payroll moving to PALM in the near future, dated TBD, and asked for representation for Payroll training prior to People First payroll converted to Florida PALM.
- DMA Accounting successfully processed Deposits, Investment and Disinvestments in PALM.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A						

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A						

## Department of Management Services

<b>Agency Sponsor:</b>	<i>Katie Parrish</i>	<b>Submitted by:</b>	<i>Carlene Smith</i>
<b>Status Report Period:</b>	<i>September 1 - 30, 2021</i>	<b>Submitted on:</b>	<i>10-11-2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, the Department of Management Services (DMS) completed the following activities related to system interfaces and agency business system remediation.

#### **DMS**

- Number of FTEs supporting transition to Florida PALM (full-time or part-time basis): 11 (10 FTE, 1 staff augmentation resource). The staff augmentation positions will be assisting with process mapping, process improvement, data cleansing, Oracle Financials, and other needs.
- FMS staff have attended several Module Workgroup sessions.
- The FMS Chief continues to analyze current staff duties and realigning where appropriate to ensure a smooth transition for PALM and for compliance activities.
- The FMS team is concerned about inefficient processing of wires, electronic funds transfer (EFT), and Automated Clearing House (ACH) transactions due to these electronic funds missing vital information regarding the sender of the funds to properly and timely apply payment. Without this information, payments have been mistakenly misapplied, which has caused services, such as telephone services, to be incorrectly terminated. Upon notification of the termination, FMS along with the division has researched the issue and correctly applied the payment and re-instated those services for a fee that was borne by DMS.
- FRS and DSGI continue to coordinate with the Department of Revenue (DOR) liaisons regarding FRS and DSGI deposit transactions received through EFT.
- DMS Agency Liaison continues to provide updates to the Readiness Workplan Tasks via the DMS PALM Teams Channel and internal dashboard.
- FMS staff continue to provide training for DMS staff related to basic accounting and PALM.
- FMS staff monthly meeting with Florida PALM was held on September 20th

#### **People First:**

- Number of FTEs supporting transition to Florida PALM (full-time or part-time basis): 6 FTE. Additional resources include Service Provider IT staff.
- People First monthly meeting with Florida PALM was held on September 16th. Discussions focused on applicable interfaces for the People First/Florida PALM technical workbook.
- Internal planning meetings continued, focusing on the design impact on the People First system and to continue analysis of applicable Florida PALM interface files.
- People First has submitted an LBR request for FY 22/23 for the Financials and Payroll Waves.

#### **STMS:**

- Number of FTEs supporting transition to Florida PALM: 3 Staff Aug resources.
- STMS monthly meeting with Florida PALM was held on September 21st. Discussions focused on the STMS/Florida PALM technical workbook, integration capabilities and applicable interface files.
- Internal planning meetings continued, focusing on the design impact on the STMS system and to continue analysis of applicable Florida PALM interface files.
- STMS has submitted an LBR request for FY 22/23 for the Financials Wave.

#### **FRS:**

- Number of FTEs supporting transition to Florida PALM (full-time or part-time basis): 10 (7 FTE, 3 Contractors).

#### CMS Wave (July 1, 2021)

- Met with Treasury and Department of Revenue (DOR) on September 13th and September 16th to discuss the issues Retirement and FMS have experienced due to the change to the DOR deposit process since the implementation of the CMS Wave in July. The change in process is causing a discrepancy in the deposit number used on the accounting entries that DOR posts in PALM and the deposit number that Retirement posts in FLAIR. DOR provided two sample files which break down the daily deposits to match the way the deposits are being loaded into PALM.
- Retirement is reviewing these sample files to determine whether they can be used to automate the FLAIR correcting entries which are currently being created manually.
- A follow-up meeting with Treasury and DOR is scheduled for October 14th.

#### Financials Wave (July 1, 2024)

- Met with the PALM Interface Team on September 22nd. The PALM team provided a walkthrough of the Technical Workbook of Interface Offerings and a walkthrough of Process Flow 30.1.2 Import FRS Suppliers, which is specific to Retirement. Our next monthly meeting is scheduled for October 27th.
- Attended several Module Workgroup sessions. Applicable Division team members are participating in the Accounts Payable, General Ledger, and Accounts Receivable/Cash Management workgroups.



- Outstanding items: (1) At the April 28th meeting, FRS requested pay stub information, such as gross pay and year-to-date deductions, be printed on the warrant stub as is currently done by FLAIR. Per the PALM Interface team, there is currently no plan to include this information on the warrant stub. The PALM Interface team is not sure they can accommodate this request, but they will discuss and research internally. (2) The PALM Team is also going to follow up with us on how (or if) the retired payroll payments are impacted by the prompt payment requirements in PALM, whether they are considered confidential, and whether they will be included in transparency reporting.

**MFMP:**

- Number of FTEs supporting transition to Florida PALM (full-time or part-time basis): 5 FTE
- The MFMP and PALM teams met on September 28th to discuss MFMP alignment with the PALM timeline, and the next steps of MFMP next generation implementation. The teams discussed more conceptual approaches and ideas for ensuring communication is maintained across both program functions given the inter-related nature of the projects. The teams also began planning for re-starting technical interface discussions to prepare for the PALM financials wave.
- MFMP presented an overview of the next generation implementation schedule and system enhancements during the PALM Executive Steering Committee meeting on September 22nd.

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI030 - Outbound Account Description File						MFMP: Will not begin building connection until FY22-23
API004 - Outbound Payment Extract						MFMP: Will not begin building connection until FY22-23
API024 - Outbound Voucher Status						MFMP: Will not begin building connection until FY22-23
API002 –Inbound Voucher Load	09/03/20	TBD	TBD	N/A	N/A	FRS: PALM-related tasks are captured within the Division's IT Roadmap funding.
API004 –Outbound Payment Extract	09/03/20	TBD	TBD	N/A	N/A	FRS: PALM-related tasks are captured within the Division's IT Roadmap funding.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
API006 –Inbound Payment Cancellation	TBD	TBD	TBD	N/A	N/A	FRS: PALM-related tasks are captured within the Division's IT Roadmap funding.
API015 –Inbound Supplier Load	TBD	TBD	TBD	N/A	N/A	FRS: PALM Team has determined that this interface will not be needed until a later wave.
API020 – Outbound Supplier Data	TBD	TBD	TBD	N/A	N/A	FRS: PALM-related tasks are captured within the Division's IT Roadmap funding.
API021 –Outbound Authorized Bank Titles	09/03/20	TBD	TBD	N/A	N/A	FRS: PALM-related tasks are captured within the Division's IT Roadmap funding.
API025 –Outbound Outstanding Warrant Data	TBD	TBD	TBD	N/A	N/A	FRS: PALM-related tasks are captured within the Division's IT Roadmap funding.
API038 –Outbound FRS Retiree Information	TBD	TBD	TBD	N/A	N/A	FRS: FRS: PALM Team has determined that this interface will not be need until a later wave.
API109 – Outbound Supplier Crosswalk	TBD	TBD	TBD	N/A	N/A	FRS: PALM-related tasks are captured within the Division's IT Roadmap funding.
GLI030 - Outbound Account Description File Layout	N/A	N/A	N/A	N/A	\$9,140.99	PF: With this shift to the financials wave, this file is no longer valid. However, if Payroll is not brought into the Financials wave this file may be required to bridge the gap from Financials to Payroll.
GLI030 – Outbound Account Descriptions	N/A	N/A	N/A	N/A	N/A	STMS: With the combined financials wave this file will no longer be applicable for STMS.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
API004 – Outbound Payment Extract	09/08/20	01/31/22	TBD	N/A	\$107.50	STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.
API024 – Outbound Voucher Status	09/08/20	01/31/22	TBD	N/A	\$215.00	STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
DMS	N/A	N/A	N/A	\$0	\$0	N/A
People First	09/04/20	TBD	TBD	\$2,649.79	\$51,063.83	Team continues to review impacts and plan for the financials and payroll waves (where applicable).
STMS	09/08/20	TBD	TBD	\$3,342.50	\$10,716.88	Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
FRS	09/03/20	TBD	N/A	\$0	\$0	CMS Wave impact is limited to making minor modifications to 1 existing FLAIR transaction interface file. Unanticipated CMS Wave remediation is discussed in Section 1, above. Financials Wave impact is limited to interfaces described in Section 2, above.
MFMP						MFMP will be transitioning to its next generation system and will not require remediation.

## Division of Administrative Hearings

<b>Agency Sponsor:</b>	<i>Brian Newman, Deputy chief Judge and Executive Director</i>	<b>Submitted by:</b>	<i>Debbie Frost, Accounting Services Administrator</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>09/30/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, DOAH completed the following activities related to system interfaces and agency business system remediation:

**N/A, DOAH does not have any planned interfaces for the Financials Wave.**

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A	N/A	N/A	N/A	N/A	N/A	N/A

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A	N/A	N/A	N/A	N/A	N/A	N/A

## Department of Education

<b>Agency Sponsor:</b>	<i>Suzanne Pridgeon, Deputy Commissioner, Finance and Operations</i>	<b>Submitted by:</b>	<i>Sasa Stefanovic, Deputy Comptroller</i>
<b>Status Report Period:</b>	<i>09/01/2021 – 09/30/2021</i>	<b>Submitted on:</b>	<i>10/21/2021</i>

### 1 - STATUS OVERVIEW

#### A. Overview of Agency progress during reporting period:

During this month, Florida Department of Education (FDOE) completed the following activities related to system interfaces and agency business system remediation:

### 2 – AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
API002	05/03/2021	05/21/2021	05/18/21	TBD	TBD	Completed

### 3 – AGENCY APPLICATION REMEDIATION PROGRESS

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
SAMAS Database	TBD	TBD	N/A	N/A		This is a database used by the systems listed; required effort would be accounted in systems' remediation effort.

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Non-DTI supported applications: Rehabilitation Information Management System.Net (RIMS) & other effort from DBS and OEL.	TBD	TBD	N/A	\$0.00	\$922.62	
DTI supported applications: McKay & OSP Scholarship Payment Processing (MSPP), FLAGS, PARS, Outstanding Warrants, F024 McKayHelper. <ul style="list-style-type: none"> <li>- Identify processes &amp; other activities</li> <li>- End user support – PALM system access</li> </ul>	TBD	TBD	N/A	\$568.00	\$16,082.87	

Note: Resetting the planned start and end dates to 'TBD' per new PLAM implementation approach. New dates will be added at a later time.

## Department of Health

<b>Agency Sponsor:</b>	<i>Robert Herron, Division Director - Administration</i>	<b>Submitted by:</b>	<i>Terri Mulkey, Chief – Finance and Accounting</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/04/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, the Department of Health completed the following activities related to Master Readiness Workplan:

- FUNC41 Begin Agency Business Systems Analysis for the Financials Wave – Started September 3, 2021.
- TRNG40 Register and Monitor Participation in User Support Labs – Completed September 10, 2021.
- SPON59 Provide Agency Update for Project Status Reporting – Completed September 3, 2021.
- SPON60 Review and Confirm Change Champion Network and Super Users – Completed September 21, 2021.

Currently, the Bureau of Finance and Accounting is in the process of reclassing a position to a Senior IT Business Consultant to fulfill the role of Project Manager for the Florida PALM Project.

DOH has completed a Statement of Work and a Request For Quote for a consultant to assess all current agency business systems, complete an analysis and prepare a report of the requirements and timeline to complete remediation of all necessary systems. The consultant chosen for the project is KPMG and the first meeting is scheduled for October 5, 2021. In addition, the Budget staff has submitted a PALM Release Budget Amendment for 25% of the \$410,419 which was appropriated to the agency for FY 2021-2022.

Robert Herron, Terri Mulkey and John Carter began meetings with the Program Areas regarding agency business system remediation for Florida PALM on February 23, 2021. These meetings will continue with each Program Area until all systems have been evaluated for remediation. All Program Area agency business system remediation meetings were completed on March 23, 2021; however, DOH is currently collecting information related to agency business systems which have been created at the county health departments to determine impacts. The county health departments completed the agency business system survey and based on the information collected, there are no agency business systems in the CHDs which require remediation for PALM. The number of FTEs working on the Florida PALM project is 12 at this time; however, there is currently not an FTE 100% dedicated to the Florida PALM project. The staff who are working on the project are completing tasks in addition to other administrative duties and responsibilities.



## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
API004	TBD	TBD	TBD	NA	NA	
API010	TBD	TBD	TBD	NA	NA	
API020	TBD	TBD	TBD	NA	NA	
API021	TBD	TBD	TBD	NA	NA	
API024	TBD	TBD	TBD	NA	NA	
API031	TBD	TBD	TBD	NA	NA	
API109	TBD	TBD	TBD	NA	NA	
GLI001	TBD	TBD	TBD	NA	NA	
GLI002	TBD	TBD	TBD	NA	NA	
GLI006	TBD	TBD	TBD	NA	NA	
GLI017	TBD	TBD	TBD	NA	NA	
GLI030	TBD	TBD	TBD	NA	NA	
GLI031	TBD	TBD	TBD	NA	NA	
GLI033	TBD	TBD	TBD	NA	NA	
GLI035	TBD	TBD	TBD	NA	NA	
GLI051	TBD	TBD	TBD	NA	NA	
KKI009	TBD	TBD	TBD	NA	NA	

### 3 – AGENCY APPLICATION REMEDIATION PROGRESS

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
DOH Financial Information System	TBD	TBD	TBD	NA	NA	Remediation in progress 04.01.21
Journal Transfer 3	TBD	TBD	TBD	NA	NA	Remediation in progress 04.01.21

## Department of Lottery

<b>Agency Sponsor:</b>	<i>Curtis Barker, Interim CFO</i>	<b>Submitted by:</b>	<i>Brittany Perry, Accounting Manager</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/11/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, the Florida Lottery completed the following activities related to system interfaces and agency business system remediation:

- We have 7 FTE's supporting FL Palm on a part time basis.
- The Lottery has been involved in the Accounts Payable, Accounts Receivable, & General Ledger workshops that are being offered by PALM.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Prize Payment System						
Accounts Receivable System						
Lottery Accounting System						

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A						

## Department of Revenue

<b>Agency Sponsor:</b>	<i>Clark Rogers, Chief of Staff</i>	<b>Submitted by:</b>	<i>Shannon Segers, Director of Financial Management</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/06/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, DOR worked on the following activities related to system interfaces and agency business system remediation:

- FUNC41 – Begin Agency Business Systems Analysis for The Financials: DOR completed the task September 3.
- FUNC52 – Submit Agency Business Systems Analysis for The Financials Wave: Based on the review completed in FUNC41 and FUNC51, DOR is reviewing the ABS analysis in the Technical Workbook. The Technical Workbook will be submitted to the Florida PALM team in 2022.
- SPON60 – Review and Confirm Change Champion Network and Super Users: DOR has updated our list of Change Champion Network members and super users. The spreadsheet was returned September 29.
- SPON61 – Provide Legislative Budget Request for Florida PALM Activities: DOR's response was returned September 23.
- TECH117 & TECH118 – Begin Sharing and Reviewing Interface and Conversion Layouts: DOR is reviewing the layouts to prepare to complete the Interface Connection Inventory. The Technical Workbook will be submitted to the Florida PALM team in 2022.
- TECH119 – Create Interface Connection Inventory: DOR is completing the Interface Connection Inventory. DOR is reviewing the Inbound and Outbound FLAIR files to determine if needed. The Technical Workbook will be submitted to the Florida PALM team in 2022.
- TECH120 – Begin Reviewing and Confirming Planned Conversions: DOR is reviewing the conversions provided by Florida PALM. The Technical Workbook will be submitted to the Florida PALM team in 2022.
- TRNG40 – Register and Monitor Participation in User Support Labs: DOR has attended the User Support Labs offered by the Florida PALM project team.

There were 70 members on the Department of Revenue project team in September 2021.

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
CMS Wave Remediation Activities	7/20/21	9/17/21		\$0.00	\$31,584.00	
API002 Interface Design	1/18/21	TBD				Development for Financials Wave is on hold.
API026 Interface Design	1/18/21	TBD				Development for Financials Wave is on hold.

## **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
RABIT (Revenue Accounting and Budget Information Tool) System Remediation – Design for Financials Wave	10/2/20	TBD		\$2,068.00	\$2,068.00	Review of the interface file layouts is in progress.
Financial Information Cost Allocation System (FICAS) System Remediation – Design for Financials Wave	10/2/20	TBD		\$6,862.00	\$7,966.50	Review of the interface file layouts is in progress.
SUNTAX (System for Unified Taxation) System Remediation – Design for Financials Wave	10/2/20	TBD		\$1,410.00	\$1,410.00	Review of the interface file layouts is in progress.

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Revenue Accounting Distribution System (RADS) System Remediation – Design for Financials Wave	10/2/20	TBD		\$0.00	\$0.00	Review of the interface file layouts is in progress.

## Department of State

<b>Agency Sponsor:</b>	Jennifer Kennedy- Assistant Secretary/Chief of Staff	<b>Submitted by:</b>	Antonio Murphy-Director of Administration
<b>Status Report Period:</b>	September 1 – September 30, 2021	<b>Submitted on:</b>	09/27/2021

### 1 - STATUS OVERVIEW

#### A. Overview of Agency progress during reporting period:

- NA -The agency has no interfaces that will be used with PALM

### 2 – AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A	N/A	N/A	N/A	N/A	N/A	N/A

### 3 – AGENCY APPLICATION REMEDIATION PROGRESS

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A	N/A	N/A	N/A	N/A	N/A	N/A

## Executive Office of the Governor

<b>Agency Sponsor:</b>	<i>Hanson, Dawn; Director of Administration</i>	<b>Submitted by:</b>	<i>Sasso, Kelley; Director of Finance and Accounting</i>
<b>Status Report Period:</b>	<i>September 1, 2021 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/07/2021</i>

### 1 - STATUS OVERVIEW

#### A. Overview of Agency progress during reporting period:

During the month of September, EOG (excluding DEM and LAS/PBS) completed the following activities related to system interfaces and agency business system remediation:

- n/a – EOG (excluding DEM and LAS/PBS) does not have any system interfaces or business systems that require remediation at this time.

During the month of September LAS/PBS completed the following activities related to system interfaces and agency business system remediation:

- **General Ledger Kickoff:** attended 1<sup>st</sup> meeting on 9/16; reviewed materials before meeting
- **Tentative, Carry/Certified Forward, Reversions Process:** completed research and documentation of FCO review and reversion process (including Sept. 30<sup>th</sup> Operating Reversion) to gain a better understanding of detail involved and completed questions for Erika on first Operating Reversion process; started research and documentation of FCO review and reversion process to gain a thorough understanding of detail involved
- **Interface status** (new Technical Workbook) - *received feedback from Rob on comments sent for the latest version of Technical Workbook of interfaces*
- **Interfaces:** attended meeting with Rob to learn about the use of a new PALM technical workbook for LAS/PBS interfaces – *reviewed and responded to the latest version and sent comments to Rob*
- **Business Process Flow 20.3 Perform Budget Close:** attended meeting with Rob to discuss revisions to his changes to move the First Operating Reversion from OPB to PALM – waiting for updated version

LASPBS has stopped working on PALM interfaces since the Financial (Central) Wave has been postponed to 2024.



## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM Financials Wave	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumu lative Cost - FYTD	Progress/Comments
KKI001 (ALTR) – Inbound Budget Journal <ul style="list-style-type: none"> <li>Budget Load</li> <li>Adjustments to Budget</li> <li>Carry Forward – June (OP)</li> <li>Carry Forward – Sept (FCO)</li> <li>February Reversions (FCO)</li> </ul>	Interface review: 02/20 – 10/20  Build: 11/20  Internal Testing: 03/21	       <del>Internal Testing: 06/21</del>	Interface Review: 10/14/2020  Build: 03/21			Reviewed Interface. Collapsed KKI003, KKI006, KKI007 into KKI001.  Internal Testing – On hold
KKI002 – Inbound Apropriation Budget Ledger Reconciliation <ul style="list-style-type: none"> <li>Daily Reconciliation FLAIR/LAS/PBS</li> </ul>	Review: 04/16/20 Build: 11/20 Internal Testing: 03/21	       <del>Internal Testing: 06/21</del>	Review: 10/2020 Build: 03/21			Reviewed Interface. Build complete Internal Testing – On hold

Interface Modification for Florida PALM Financials Wave	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumu lative Cost - FYTD	Progress/Comments
KKI005 – Outbound Tentative Reversion Balances <ul style="list-style-type: none"> <li>Sept 30 Reversions (OP)</li> </ul> KKI005 – Outbound Tentative Reversion Balances	Review: 08/15/20 – 10/20  Build: 02/21 Internal Testing: 04/21	<del>Internal Testing: 06/21</del>	Review: 10/28/2 020  Build: 04/21			Reviewed Interface. Build complete Internal Testing – On hold
GLI001 - Outbound Chartfield Values	Review: 08/15/2020		Review: 10/21/2020			Reviewed Interface Waiting on PALM for chartfields.
GLI004 – Inbound Budgetary Code Values	Reviewed: 08/15/2020 Build: 02/21 Internal Testing: 04/21	<del>Internal Testing: 06/21</del>	Reviewed: 10/28/2020  Build: 04/21			Reviewed Interface. Build complete. Internal Testing – On hold .
<del>GLI007 – Outbound Trial Balance</del> <ul style="list-style-type: none"> <li><del>PDF Report</del></li> </ul>	08/15/2020	10/31/2020	10/09/2020 .			<del>PALM should be able to replace this functionality</del>
<del>GLI016 – Outbound COA Crosswalk Extract</del>	08/15/2020	10/31/2020	10/28/2020			<del>Not needed.</del>

Interface Modification for Florida PALM Financials Wave	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumu lative Cost - FYTD	Progress/Comments
<del>GLI017 – Outbound Code Extract</del>	08/15/2020	10/31/2020	10/28/2020			<del>Not needed.</del>
<del>GLI030 – Outbound Charfield Values Data</del>	08/15/2020	10/31/2020				<del>Received 09/02/2020. *not identified as an LAS/PBS interface.</del>
GLI031 – Outbound Tree Extract	Reviwed: 08/15/2020		Reviewed: 10/14/2020			New for LAS/PBS NEED the Tree Extract to identify changes within LAS/PBS
GLI071 – Outbound Disbursement Load ▪ Disbursement Load	Reviewed: 08/15/2020 Build: 11/20 Internal Testing: 03/21	<del>Internal Testing: 06/21</del>	Reviewed: 10/28/2020  Build: 03/21			Interface reiewed.  Build complete. Internal Testing – On hold
<b>Transparency Florida - Financial Wave</b>						
API004 – Outbound Payment Extract						– this file is currently sent to LAS/PBS <b>Financial Wave</b>
GLI015 – Outbound Cash Transaction and Balance Data						– this file is currently retrieved by LAS/PBS <b>Financial Wave</b>

Interface Modification for Florida PALM Financials Wave	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
GLI057 – Outbound Trust Fund Revenue and Cash Balance Information						– this file is currently retrieved by LAS/PBS  <b>Financial Wave</b>
KKI015 – Outbound Schedule of Allotment Balances						– this file is currently sent to LAS/PBS  <b>Financial Wave</b>
KKI016 – Outbound Budget and Cash Balance Data						– this file is currently retrieved by LAS/PBS  <b>Financial Wave</b>
KKI017 – Outbound Trust fund Disbursements						- Appropriation Ledger – this file is currently sent to LAS/PBS  <b>Financial Wave</b>

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
<b>Financial Wave - LAS/PBS</b>	01/2020	06/01/24				On hold
Appropriation Ledger Transfer – ALTR (YS#14814)	11/20	06/01/21				On hold

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Appropriation Ledger Reconciliation – ALBR (YS#14815)	11/20	06/01/21				On hold
Appropriation Ledger Posting Request – ALPR (YS#14852)	11/20	06/01/21				On hold
Tentatives and Sept 30 <sup>th</sup> Reversion – CFLR (YS#14816)	02/21	06/01/21				On hold
PALM Nightly Interface – (YS#14817)	02/21	06/01/21				On hold
File changes to Budget Entity File – (YS#14996)	11/20	11/2020	11/2020			Complete
File changes to EOG Code table – (YS#15003 and YS#15004)	11/20	11/2020	11/2020			Complete
Changes to BETX mainframe and web data entry transactions (YS#14997 YS#14998)	11/20	12/31/20	01/14/21			Complete
Changes to ECTX mainframe and web data entry transactions (YS#1415005 and YS#15010)	11/20	12/31/20	01/14/21			Complete
Changes to ECTR report mainframe and web (YS#15009 and YS#15010)	11/20	12/31/20	01/14/21			Complete

## Florida Commission on Offender Review, Florida Department of Corrections

<b>Agency Sponsor:</b>	<i>Mark Tallent/Gina Giacomo</i>	<b>Submitted by:</b>	<i>Erica Starling, Agency Liaison</i>
<b>Status Report Period:</b>	<i>September 1 – September 31, 2021</i>	<b>Submitted on:</b>	<i>10/7/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, FDC/FCOR completed the following activities related to system interfaces and agency business system remediation:

- FDC/FCOR is actively reviewing agency business systems that will interface or require remediation for Financials Wave.
- FDC/FCOR completed all required MRW tasks due in September as requested.
- FDC/FCOR has approximately 24 team members working part time on the project.
- FDC/FCOR is currently analyzing data needs to determine where interfaces are needed and where Florida PALM reporting functionality might be used.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
API004 API010 API020 API021 API024 API031 API109	09/21	TBD	TBD	N/A		We are currently attending and participating in the Workgroup Modules and analyzing data needs to determine where interfaces are needed and where Florida PALM reporting functionality might be used. Updated interfaces will be added as we finish our Connection Inventory for the Financials Wave, if applicable.

GLI001						
GLI002						
GLI017						
GLI031						
GLI051						
KKI009						

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Comments
BARS Replacement	2021	2024		0		
CDC Payroll	2022	2022		0		Awaiting information on Payroll Wave to determine if this is necessary.

## Florida Department of Law Enforcement

<b>Agency Sponsor:</b>	<i>Charlotte Fraser Research and Planning Administrator</i>	<b>Submitted by:</b>	<i>Charlotte Fraser Research and Planning Administrator</i>
<b>Status Report Period:</b>	<i>September 1 –30, 2021</i>	<b>Submitted on:</b>	<i>10/8/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

FDLE has been analyzing the systems impacted by the PALM project and started documenting application changes needed. The project team has developed project documentation, including Project Charter, Project Management Plan, Risk Assessment Model, and Project Schedule for the overall implementation, and a sub-project schedule for each application affected by the PALM project. The project team is now monitoring and controlling the agency-specific project deliverables. The procurement of the required software/hardware for creating the development (DEV) and test environments has been completed. FDLE has provisioned the DEV Environment, created database schemas, and integrated batch jobs on the DEV process server consumed by RAMS. FDLE participates in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files to retire RAMS.

FDLE began reviewing interface and conversion files to determine which ones would be needed for agency business systems. Change champion network members and Super Users have been attending the module workgroup meetings offered by PALM.

- FTEs
  - Full-time: 2
  - Part-time: 26
- Contractors
  - Part-time: 8



## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Revenue Accounting Management System (RAMS)	1/4/2021	6/30/2024		\$2,010	\$4,662	<p>RAMS is an Oracle ERP Financials modules-based Accounts Receivable system. RAMS interacts with multiple internal (CWCS/SHIELD/ FALCON/FES) and external applications (DOR/DFS) to maintain customer information, manage billing and payments. RAMS distributes invoices by mail as well as FTP process. RAMS also maintains basic collections data necessary for processing past due payments.</p> <p>After detailed risk analysis, the project leadership has decided to migrate accounts receivable activities and invoice generation to PALM and retire RAMS. One of the main interests is the capability is to still be able to accept credit cards and electronic payments and interface these payments with PALM when we transition.</p> <p><b>Progress:</b> RAMS application has multiple standard and custom processes, as well as custom code components. We have analyzed and strategized the RAMS migration approach, including how long to retain RAMS before interfacing FDLE applications with PALM. We have reviewed the catalog of conversion for the financial wave. We have procured hardware/software needed for standing up a parallel track for PALM changes. FDLE completed provisioning of the development (DEV) servers and the creation of database/schemas. FDLE completed integrating batch jobs on the DEV process server consumed by RAMS. Currently, FDLE participates in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files to retire RAMS.</p>

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Civil Workflow Control System (CWCS)	1/4/2021	6/30/2024		\$1,200	\$4,400	<p>CWCS is an FDLE system to serve qualified agencies with fingerprint based criminal background checks on applicants for employment and licensing. Currently, CWCS uses RAMS for invoice generation and CCSservice for credit card payments. When RAMS is retired, then CWCS needs to communicate with PALM directly for invoice generation as well as for processing payments related to these invoices. CWCS will also need to maintain all of its customer data in PALM. Different transaction types ex: Credit Memo (CM), Debit Memo (DM), invoice type, receipts type specifically to identify CWCS transactions will need to be maintained in PALM directly. CWCS file format will need to be updated for integrating with PALM.</p> <p><b>Progress:</b> Specification for the current file format has been developed. AS-IS business process modeling for invoice generation is in progress. The file format will need to be updated when PALM releases the specification. We analyzed and strategized the RAMS migration approach, including how long to retain RAMS before interfacing with CWCS with PALM. We have procured hardware/software needed for standing up a parallel track for PALM changes. FDLE completed provisioning of the development server and the creation of CWCS database. FDLE completed integrating CWCS batch jobs on the DEV process server consumed by RAMS. Currently, FDLE participates in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files.</p>

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FALCON	1/4/2021	6/30/2024		\$3,472	\$8,456	<p>Using FALCON, an FDLE system, users perform tasks related to the management of applicant type fingerprints retained by FDLE when organizations submit criminal history background check requests. Similar to CWCS, FALCON uses RAMS for invoice generation and for processing payments related to these invoices. When RAMS is retired, then FALCON needs to communicate with PALM directly for invoice generation. FALCON will also need to maintain all of its customer data in PALM. Different transaction types ex: CM, DM, invoice type, receipts type specifically to identify FALCON transactions need to be maintained in PALM directly. FALCON file format will need to be updated for integrating with PALM.</p> <p><b>Progress:</b> The AS-IS business process modeling for invoice generation is in progress. The file format will need to be updated when PALM releases the specification. We analyzed and strategized the RAMS migration approach, including how long to retain RAMS before interfacing with FALCON with PALM. Also, we procured hardware/software needed for standing up a parallel track for PALM changes. FDLE completed provisioning of the development server and the creation of FALCON database/schemas. FDLE completed integrating FALCON batch jobs on the DEV process server consumed by RAMS. Currently, FDLE participates in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files.</p>

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
SHIELD	1/4/2021	6/30/2024		\$1,200	\$4,400	<p>SHIELD provides the public with batched access to Florida criminal history information. SHIELD allows customers to submit a batch of criminal history requests. Currently SHIELD uses RAMS for invoice generation and also for processing payments related to these invoices. SHIELD also sends daily payments files which are imported as Miscellaneous receipts in RAMS. These have to be interfaced directly to RAMS. When RAMS is retired, then SHIELD needs to communicate with PALM directly for invoice generation. SHIELD will also need to maintain all of its customer data in PALM. Different transaction types ex: CM, DM, invoice type, receipts type specifically to identify SHIELD transactions need to be maintained in PALM directly. The SHIELD file format will need to be updated for integrating with PALM.</p> <p><b>Progress:</b> AS-IS business process modeling for invoice generation is in progress. Specification for the file format has been developed. The file format will need to be updated when PALM releases the specification. We have analyzed and strategized the RAMS migration approach, including how long to retain RAMS before interfacing with SHIELD with PALM. Also, we procured hardware/software needed for standing up a parallel track for PALM changes. FDLE completed provisioning of the development server and the creation of SHIELD database. FDLE completed integrating SHIELD batch jobs on the DEV process server consumed by RAMS. Currently, FDLE participates in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files.</p>

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Electronic Payment (ePay)	1/4/2021	6/30/2024		\$1,200	\$2,885	<p>EPay is an FDLE enterprise web-based application capable of accepting credit card payments for any internal system and is currently being used for invoice payments from gun dealers. EPay interacts with RAMS for invoice lookups and credit card payments. When RAMS is retired, then ePay will need to communicate with PALM for receipt generation and invoice applications. The FES file format will need to be updated for integrating with PALM.</p> <p><b>Progress:</b> AS-IS business process modeling is in progress. The outbound file format to RAMS has been developed. The file format will need to be updated when PALM releases the specification. We have analyzed and strategized the RAMS migration approach, including how long to retain RAMS before interfacing with ePay with PALM. Also, we procured hardware/software needed for standing up a parallel track for PALM changes. Currently, FDLE is integrating ePay batch jobs on the DEV process server and database schemas to generate the batch files consumed by RAMS. In addition, FDLE participates in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files.</p>

### 3 — AGENCY APPLICATION REMEDIATION PROGRESS

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Subgrant Information Management Online (SIMON) /Amplifund (Grants Management)	1/5/2021	4/1/2024		\$	\$887.50	<p>SIMON is an agency specific statewide system used to provide start-to-finish management for most of FDLE's pass-through grants and related sub-awards. FDLE is planning to sunset SIMON and move to the cloud-based solution called Amplifund. SIMON imports FLAIR encumbrances, payments, and statewide vendors. It also generates NCD files which are uploaded to FLAIR using Entire Connection.</p> <p><b>Progress:</b> The project team has developed AS-IS process models. Since Sep 2020, SIMON has been reconfigured to pull files from Web FOCUS instead of MRE. We have reviewed the catalog of conversion for the financial wave. ITS and OFM team met multiple times to discuss the FLAIR-FACTS integration. They are currently reviewing the inbound and outbound files to identify the required fields for FLAIR-FACTS integration.</p>

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Jasper Reports	1/5/2021	4/1/2024		\$0	\$0	<p>Jasper and Open Reports are query tools used by FDLE for accessing tables within our RAMS system, as well as property, payroll, and FLAIR databases. They are used for reporting and analytical purposes. When RAMS is retired, then this system will no longer be needed as the needed queries can be rewritten within PALM. All other queries should also be able to be reproduced in PALM as well.</p> <p><b>Progress:</b> Both of these systems will need to be retained to perform historical queries once PALM goes live. All new information will be queried directly from PALM. Open Reports queries are being translated in Jasper so that Open Reports can be retired.</p>

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Firearm Eligibility System (FES)	1/5/2021	6/30/2024		\$1,200	\$5,680	<p>The Firearm Eligibility System (FES) is a web-based application for Federal Firearm Licensees (FFL) to submit firearm background check transactions. Currently FES uses RAMS for invoice generation and EPay for credit card payments. When RAMS is retired, then FES needs to communicate with PALM directly for invoice generation and also for processing credit card payments related to these invoices. FES will also need to maintain all of its customer data in PALM. Different transaction types ex: CM, DM, invoice type, receipts type specifically to identify FES transactions need to be maintained in PALM directly. The FES file format will need to be updated for integrating with PALM.</p> <p><b>Progress:</b> The AS-IS business process modeling for invoice generation is in progress. Specification for the file format has been developed. We have analyzed and strategized the RAMS migration approach, including how long to retain RAMS before interfacing with FES with PALM. Also, we procured hardware/software needed for standing up a parallel track for PALM changes. FDLE completed integrating FES batch jobs on the DEV process server consumed by RAMS. Currently, FDLE participates in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files.</p>



Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Credit Card Service (CCService)	1/5/2021	6/30/2024		\$0	\$1,642.50	<p>CCService is a web-based interface for collecting payments from CCHInet/SHIELD/CAPS/CWCS and Firearm dealers (FES). CCService communicates with CyberSource and RAMS for FES invoice payments through credit card payments processors. When RAMS is retired, then CCService will need to communicate with PALM for AR functionalities. The CCService file format will need to be updated for integrating with PALM.</p> <p><b>Progress:</b> AS-IS business process modeling is in progress. The file format will need to be updated when PALM releases the specification. We have analyzed and strategized the RAMS migration approach, including how long to retain RAMS before interfacing with CC Service with PALM. Also, we procured hardware/software needed for standing up a parallel track for PALM changes. FDLE completed provisioning of the development server and the creation of CC Service database.</p>

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FDLE Payment – Interface Gateway (Potential Application)	1/5/2021	6/30/2024		\$0	\$0	<p>When RAMS is retired, FDLE will have to design and implement a new gateway system for centralized access to PALM. This will avoid the need to have various applications such as CWCS, FALCON, CCSservice directly interface with PALM.</p> <p><b>Progress:</b> Not started; once PALM specification for invoice generation is available, FDLE may initiate this subproject.</p>
SATS (Strategic Asset Tracking System)	1/5/2021	6/30/2024		\$2,556	\$3,995	<p>SATS is an application for tracking FDLE's property. The system also provides the capability for reconciling property with FLAIR. The file format for SATS will need to be updated when PALM releases the specification.</p> <p><b>Progress:</b> AS-IS business process modeling is in progress. A meeting with SATS vendor was completed to brief the upcoming changes to the system. Also, we reviewed the catalog of conversion for the Financials wave. Once PALM releases the specification, vendor will start making changes to the system.</p>

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Member Assigned Resource Tracking System (MARTS)	1/5/2021	6/30/2024		\$1200.00	\$2,642.50	<p>MARTS is an FDLE web-based application which imports cell phone call detail, sends verifications to members, and pays vendor invoices.</p> <p><b>Progress:</b> AS-IS business process modeling is in progress. The outbound file format to FLAIR has been developed. The file format will need to be updated when PALM releases the specification. Provisioning of servers is in progress.</p>
Active Directory (AD)	1/1/2021	6/30/2021		0.00	0.00	<p>AD is an application for user account access and credentials used to sign into multiple applications (including PALM).</p> <p><b>Progress:</b> FDLE completed access testing on both test and production systems. Authorized members were able to sign into PALM this month when the system went live.</p>

## Florida Department of Transportation

<b>Agency Sponsor:</b>	<i>Robin M. Naitove, Comptroller</i>	<b>Submitted by:</b>	<i>Lisa L. Evans, Agency Liaison</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/7/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September 2021, FDOT completed the following activities related to system interfaces and agency business system remediation for the FDOT PALM System Transition (FPST):

- Continued remediation efforts in the following summary work areas for the Financials Implementation Wave:
  - Decouple and recouple Financials Wave computing assets to reference a single source of data.
    - Completed assessment of computing assets with 78 assets identified as impacted.
    - As of September 2021, decoupling and recoupling for 28 of these computing assets have been completed, 3 computing assets have been identified as no longer being needed, and 1 computing asset has been identified as being replaced by Florida PALM.
  - Conduct impact analyses of required computing asset changes for the Florida PALM Chart of Accounts.
    - Extended the Mapping of FLAIR Data Elements and Florida PALM ChartFields to include FDOT financial related tables. As of September 2021, there are 172 separate data references for Florida PALM ChartFields.
    - The building and deployment of remediation infrastructure is underway for the adoption of the Florida PALM Chart of Accounts. 18 data tables have been designed to replace the existing tables facilitating the current FLAIR interfaces.
    - A solution for the Department's Transportation Vendor Information (TVI) application has been identified.
    - Pursuing outstanding questions from the General Ledger and PO/AP Module Workgroups regarding the tree structures for Organization, Fund, and Account; legacy functionality related to the use of Expansion Set; and the use of Supplier for one-time-payment options.
  - Review impact of Florida PALM interface layouts and file definitions on the Department's existing 113 FLAIR interfaces.
    - As of September 2021, interfaces from the Catalog of Interface Offerings and supporting files layouts are being reviewed for 19 of the Department's existing interfaces. Plans are to sunset 18 interfaces prior to the

implementation of the Financials Wave, with an additional 8 interfaces sunset as part of the implementation plan in July 2024.

- Reviewing published interface layouts for the Standard Business Process Models, to include:
  - Set Up and Maintain Chart of Accounts
  - Enter and Process Journals
  - Set Up and Maintain Suppliers
  - Enter and Process Vouchers
  - Process Payments
  - Manage Payments
  - Acquire and Setup Assets
  - Deploy and Maintain Assets
  - Enter and Maintain Receivables
  - Deposit and Apply Receipts
  - Enter and Process Budget Journals
  - Establish and Maintain Encumbrances
  - Monitor Trust Fund Cash Balances
  - Manage Project and Grant ChartField Values
  
- Continued the review of the Department's financial related computing assets, and as of September 2021 there are a total of 1,285 assets that are not impacted by the new statewide Chart of Accounts or the adoption of the Florida PALM Standardized Business Process Model. The status of the Florida PALM impacted computing assets, including the assets sunset as part of the FPST efforts, is shown below:

Computing Asset Impact Counts for PALM Implementation			
Inventory Type	Financials Computing Assets that Remain PALM Impacted	Computing Assets Remediated as of September 2021	Computing Assets Sunset during FPST
Application:	160	0	22
Automated Job/Process:	396	0	55
Interface:	113	0	1
Report:	773	0	114

Total:	1,442	0	192
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As a reminder, we will continue prioritizing the applications with the highest business capability risk and that will create the Department's accounting transactions within the Florida PALM solution.

- The status of the remediation of the Department's current FLAIR interfaces is shown below:

Florida PALM Financials Interface Progress Lifecycle	Identified Financials Interfaces for FDOT PALM	FLAIR Interfaces Traced to PALM Interfaces	PALM Detail Layouts in Process	Develop Remediation Plan	Execute Remediation Plan	Verify Remediation	PALM System User Acceptance
	113	69	45	26	18	0	0

- The FPST Legislative Budget Request (LBR) for Fiscal Year 2022-23 was submitted in September 2021. FDOT requested \$4.5 million to continue the Department's transition efforts to the Florida PALM solution. The request includes the impact of the \$1 million decreased funding level for Fiscal Year 2021-22 remediation.
- Addressed the following remediation related Master Readiness Workplan (MRW) tasks:
  - TECH119: (Create Interface Connection Inventory): Completed review of current FLAIR interfaces and identified those that will be sunset prior to, or because of, Florida PALM implementation. Initial selection of required Florida PALM interfaces from the Catalog of Interface Offerings has been completed. Additional analysis will take place as part of MRW Task TECH121.
  - TECH120: (Begin Reviewing and Confirming Planned Conversions): Initial selection of required Florida PALM conversions has been completed. Additional analysis will take place as part of MRW Task TECH121.
  - FUNC52: (Submit Agency Business Systems Analysis for Financials Wave): Listing of applications and automated processes have been finalized for the Agency Business System Review. Task FUNC52 is currently underway and is

on target to be completed by 1/7/2022.

- The staffing resources supporting the remediation analysis for Florida PALM on a full-time or part-time basis for Fiscal Year 2021-22 are:
  - Internal FTEs: 2 full-time and 12 part-time.
  - Contracted staff augmentation: 7 full-time and 9 part-time.

As additional tasks are assigned, the number of staffing resources supporting FDOT's transition to Florida PALM will be updated accordingly.
- Outstanding action items for the Florida PALM Team include:
  - Review of planned Financials Wave process changes for cash checking for Trust Funds at the Budget Entity level (or other chart fields) for disbursement transactions.
  - Resolution of Chart of Accounts questions regarding the use of tree structures, speed charts and speed types, and the use of Suppliers for one-time payments.
- The list of FDOT interfaces with the current FLAIR system for Florida PALM Implementation Waves is shown below in Section 2. The FPST computing asset remediation efforts are included for the four summary work areas for the Financials Implementation Wave and are listed below in Sections 3. This effort relates to the Chart of Accounts, transactional, master balance, account description, and cross walk data highlighted in the Catalog of Interface Offerings. The planned start, planned finish, and actual finish dates will be provided based on the FPST project schedule. Actual costs are included for those computing assets in Sections 2 and 3 where remediation work has begun.

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.C5500TR1.D AILY.PRIORYR(+1)	09/1/2021	06/30/2024				No additional analysis or remediation is required. Interface will be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.
OOC.FTP.C5500TR1.M ONTHLY(+1)	09/1/2021	06/30/2024				No additional analysis or remediation is required. Interface will be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.C5500TR1.D AILY(+1)	09/1/2021	06/30/2024				No additional analysis or remediation is required. Interface with be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.
OOC.FTP.C5500MB1.Y EARLY(+1)	09/1/2021	06/30/2024				No additional analysis or remediation is required. Interface with be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.
OOC.FTP.C5500MB1. MONTHLY(+1)	09/1/2021	06/30/2024				No additional analysis or remediation is required. Interface with be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.
OOC.FTP.C5500MB1.D AILY(+1)	09/1/2021	06/30/2024				No additional analysis or remediation is required. Interface with be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.
OOC.FTP.C5500AD1.D AILY(+1)	07/01/2021	07/01/2023		\$3,216.00	\$3,546.42	Financials Wave: inbound to FDOT. Review underway for end-state solution. GLI001, GLI018, and GLI031 are currently mapped to impacted computing assets requiring Chart of Accounts data values.



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
D.UTP.C550000.CARR YFWD	09/16/2021	07/01/2023				Financials Wave: outbound to Florida PALM. Confirmed with the Florida PALM Team that the Department will use KKI012 for the interface. Process is also dependent on Central FLAIR interface Master Balance (yearly) and Departmental interfaces Accounts Payable Subsidiary (Daily) and Encumbrance Subsidiary (Daily). Review of data attribute mapping is underway using KKI001 interface. Plans are to review the Florida PALM functionality during the Commitment Control Module Workgroup(s) to determine if the interface can be replaced by online transactions.
GLI016 Outbound COA Crosswalk	10/18/2021	07/01/2023				CMS and Financials Wave: inbound to FDOT. The COA Crosswalk is required to translate existing FDOT data values to Florida PALM COA values for the Carry Forward Application and additional remediation efforts. Remediation will begin in October 2021 with the review of the data interface received from the Florida PALM Team.
OOC.FTP.PAYDATA.A WARD	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
OOC.FTP.PAYDATA.A WARDS	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.PAYDATA.BI WEEK	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
OOC.FTP.PAYDATA.C ANX	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
OOC.FTP.PAYDATA.C JIP	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
OOC.FTP.PAYDATA.C LASSC	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOO.FTP.PAYDATA.O NDEMAND	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
OOO.FTP.PAYDATA.S UPP	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
FLAIR Information Warehouse (IW) – table: ALLPYMT	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: ALLTRN	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: ATOPYMT;	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: CASHTRN	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FLAIR Information Warehouse (IW) – table: CMPTBALS;	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: DISBTRN	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: INVTRN	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: PCRDDL;	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: PYRLEMPR;	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: PYRLSDTL	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: TRNHIST	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FLAIR Information Warehouse (IW) – table: VENDTRN	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
FLAIR Information Warehouse (IW) – table: VENDHIST	TBD	07/01/2023				Scheduling is dependent on the addition of MRW tasks for the Project's scope expansion to include the replacement of the Information Warehouse (IW) system in the Financials Wave.
OOO.FTP.BATCHERR	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Batch errors from the previous nightly processing and is dependent on the error handling methodology for the Florida PALM solution. Assume remediation effort will begin with the Interface Office Hours.
OOO.FTP.D5500AB1.D AILY	11/15/2021	07/01/2023				Financials Wave: inbound to FDOT. Available Balance data and is dependent on the Commitment Control Module Workgroups.
OOO.FTP.D5500AC1.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Account Control (Security) data. Plans are to review the Florida PALM Reports Catalog to determine feasibility of reporting replacement of interface. Assume remediation effort will begin with the Interface Office Hours.
OOO.FTP.D5500AP1.D AILY	07/01/2021	07/01/2023			\$572.47	Financials Wave: inbound to FDOT. Accounts Payable Subsidiary (Daily). Reviewing new API122 - Outbound Payment Extract Web Service interface to determine feasibility in replacing existing AP1 functionality.
OOO.FTP.D5500AP1.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.D5500AR1.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation
OOC.FTP.D5500CG1.D AILY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500CI1.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT for use in the processing of the Department's construction and consultant engineering payment requests. Remediation effort is dependent on the Accounts Payable Module Workgroup(s) and Interface Office Hours.
OOC.FTP.D5500CI2.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT for use in the processing of the Department's construction and consultant engineering payment requests. Remediation effort is dependent on the Accounts Payable Module Workgroup(s) and Interface Office Hours.
OOC.FTP.D5500CO1.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT for use in the processing of the Department's construction and consultant engineering payment requests. Remediation effort is dependent on the Accounts Payable Module Workgroup(s) and Interface Office Hours.
OOC.FTP.D5500CO1. MONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500COA	09/01/2021	06/30/2024				No additional analysis or remediation is required. Interface will be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.D5500COU	09/01/2021	06/30/2024				No additional analysis or remediation is required. Interface will be sunset with the implementation of the Florida PALM Financials Wave and will not be included in cycle testing during Summer 2023.
OOC.FTP.D5500EN1.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Encumbrance Subsidiary (Daily). PO001 - Outbound Encumbrance Extract is currently mapped as the functional replacement. Remediation efforts are dependent on the completion of the AP/PO Module Workgroup(s) and the Interface Office Hours.
OOC.FTP.D5500EN1.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave: implementation.
OOC.FTP.D5500EX1.D AILY	08/15/2022	07/30/2023				Financials Wave: inbound to FDOT. Expansion Option (Daily). GLI031 - Outbound Tree Extract is currently mapped as the functional replacement. Remediation efforts are dependent on the completion of the General Ledger Module Workgroup(s) and the Interface Office Hours.
OOC.FTP.D5500EX1.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500EX2.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Expansion Set (Daily). GLI031 - Outbound Tree Extract is currently mapped as the functional replacement. Remediation efforts are dependent on the completion of the General Ledger Module Workgroup(s) and the Interface Office Hours.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.D5500EX2.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500MA1.D AILY	11/15/2021	07/1/2023				Financials Wave: inbound to FDOT. Master File (Daily). End State Solution replacements GLI002 and KKI009 require confirmation based on the Commitment Control Module Workgroup(s) and Interface Office Hours.
OOC.FTP.D5500MA1.D AILY.YEAREND	09/01/2021	08/31//2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500MA1. MONTHLY	11/15/2021	07/1/2023				Financials Wave: inbound to FDOT. Master File (Monthly). End State Solution replacements GLI002 and KKI009 require confirmation based on the Commitment Control Module Workgroup(s) and Interface Office Hours.
OOC.FTP.D5500MA1. MONTHLY.YEAREND	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PJ1.D AILY	08/15/2022	07/01/2023		\$2,880.00	\$2,880.00	Financials Wave: inbound to FDOT. Project Information (Daily). PCI001 - Outbound Project Information Extract is currently mapped as the functional replacement. Remediation efforts are dependent on the completion of the Project / Grant Module Workgroup(s) and the Interface Office Hours.
OOC.FTP.D5500PJ1.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PJA	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PJU	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.D5500PR1.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Property Master (Daily). Remediation efforts are dependent on the completion of the Assets Module Workgroup(s) and the Interface Office Hours.
OOC.FTP.D5500PR1.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PR2.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Property History (Daily). Remediation efforts are dependent on the completion of the Assets Module Workgroup(s) and the Interface Office Hours.
OOC.FTP.D5500PR2.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PR4.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Property Pending (Daily). Remediation efforts are dependent on the completion of the Assets Module Workgroup(s) and the Interface Office Hours.
OOC.FTP.D5500PR4.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PR9.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500TL1.D AILY	07/01/2021	07/01/2023			\$820.84	Financials Wave: inbound to FDOT. FLAIR Title File (Daily). Reviewing new GLI001 – Outbound ChartField Values Data interface to determine new layout, structure, and fields.
OOC.FTP.D5500TL1.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.D5500TR2.D AILY	07/01/2021	07/01/2023		\$328.49	\$9,265.41	Financials Wave: inbound to FDOT. Transaction Detail (Daily). Review of layouts GLI051, GLI001, GLI031, API004, API031, ARI024, AMI003, GLI002, and POI001 are underway to address the required interface for the Department's daily journals and supporting accounting entries to be processed in Florida PALM.
OOC.FTP.D5500TR2.M ONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500VC1.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Client Vendor File relating to single payment vouchers. Layouts API024, API031, API123, API020, API021, and API109 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
OOC.FTP.D5500VE1.D AILY	08/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Employee Vendor File. Layouts API021 and API109 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
OOC.FTP.D5500VS1.N EW.DAILY	07/01//2021	07/01/2023		\$1,224.00	\$14,965.87	Financials Wave: inbound to FDOT. Regular Vendor File: Reviewing new API020 - Outbound Supplier Data File interface to determine new structure and fields.
CAP – Script External Categories (SCRIPTECAT)	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
CAP - Approve Disbursement Corrections	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts API002, API027, API028, API041, API124, GLI006, and GLI011 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
CAP - Approve General Accounting Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts, GLI006 and GLI011 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
CAP - Approve Journal Transfers	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process Layouts API002, API027, API028, API041, API124, ARI007, ARI010, ARI013, ARI023, GLI006, and GLI011 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
CAP -Approve Unencumbered Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts API002, API027, API028, API041, API124, ARI007, ARI010, ARI013, ARI023, GLI006, and GLI011 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Biweekly Payroll Transactions	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts API002, API027, API028, API041, API124, ARI007, ARI010, ARI013, ARI023, GLI006, and GLI011 are currently mapped to the interface. Confirmation is dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
CAP - Accounts Receivable Invoicing (ARI) Cash on Account Transactions Script	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts GLI006, GLI011, ARI007, ARI010, ARI013, and ARI023 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
Contract Funds Management (CFM) Transactions (CFM Script)	08/01/2021	07/01/2023		\$4,252.99	\$4,509.78	Financials Wave: outbound to FLAIR. Transaction scripting process. Review of layout POI003 is underway to address the required interface for the Department's encumbrances.
Electronic Estimate Disbursement (EED) Transactions	07/01/2021	07/01/2023		\$360.00	\$993.15	Financials Wave: outbound to FLAIR. Transaction scripting process. Review of layout API002 and API028 is underway to address the required interface for the Department's CITS and Site Manager payment voucher requests.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Indirect Project Correlations	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Review of layout PCI006 is currently underway to address legacy functionality for project correlations. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Indirect Project Cost Allocation automated processes can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.
Supplemental Payroll Transactions	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts GLI006, GLI011, API002, API027, API028, API041, and API124 are currently mapped to the required interface. Confirmation is dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
PCARD Voucher Summary Reports	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Scripting process that checks live FLAIR data to augment reports. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
CAP - Project Cost Redistribution (PCR) Transactions Script	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts GLI006 and GLI011 are currently mapped to this interface. Confirmation is dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Project Cost Redistribution automated process can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.
Property Management Report System (PMRS) Transactions	07/01/2021	07/01/2023			\$3,690.00	Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts AMI002, AMI006, AMI007, and AMI008 are currently mapped to this interface. Additional remediation efforts are dependent on the completion of the Assets Module Workgroup(s) and the Interface Office Hours.
Prior Period Indicator (PPI) Update Access Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
Project Correlations	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Review of layout PCI006 is currently underway to address legacy functionality for project correlations. Remediation efforts are dependent on the completion of the Commitment Control and Project/Grant Module Workgroups and the Interface Office Hours.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Property Pending Delete Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Remediation efforts are dependent on the completion of the Assets Module Workgroup(s) and the Interface Office Hours.
Reset Generic Profiles Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
Receipts Processing System (RPS) Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts GLI006 and GLI011 are currently mapped to this interface. Confirmation is dependent on the completion of the Accounts Receivable/Billing/Cash Management Module Workgroup(s) and the Interface Office Hours.
Toll Redistribution Project Correlations	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Toll Redistribution automated process can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.
View Live User Profiles	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
CAP - Voucher Print	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Scripting process to print vouchers for previous business day. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
Warrant Cancellations	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts API002, API027, API028, API041, API124, ARI007, ARI010, ARI013, ARI023, GLI006, and GLI011 are currently mapped to the required interface. Remediation efforts are dependent on the completion of the Module Workgroups and the Interface Office Hours.
CFM - Closed Encumbrance Lines Deletion Script	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts POI002 and POI003 are currently mapped to this interface. Remediation efforts are dependent on the completion of the PO Module Workgroup(s) and the Interface Office Hours.
RDS Payroll	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
TR58 Transactions (On Demand and Monthly) - Payroll	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Transaction scripting process. Layouts API002, API027, API028, API041, API124, GLI006, and GLI011 are currently mapped to the interface. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.
Project Cost Management (PCM) - OOC.FOCUS.CNTL (PCMOC005)	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006 and GLI011 are currently mapped to this interface. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Indirect Project Cost Allocation automated processes can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.
Payroll - OOC Report Caster\Bi-Weekly\PYRLJOB4	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006 and GLI011 are currently mapped to this interface. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Payroll Distribution automated process can be replaced as well as the availability of Payroll Interface Offerings currently targeted for 10/3/2022.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Project Cost Management (PCM) - ISQAANDC.SCHED.PROD.JCLIMO(PCMOC003)	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006 and GLI011 are currently mapped to this interface. Dependent on the error handling methodology for the Florida PALM solution. Assume remediation effort will begin with the Interface Office Hours.
Materials and Supplies Inventory (MSI) - OOC.LIB.CNTL(MSIRE P01)	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006 and GLI011 are currently mapped to this interface. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Cost Distribution automated processes can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.
Mobile Equipment (MEQ) - OOC.LIB.CNTL(MEQR EP01)	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006 and GLI011 are currently mapped to this interface. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Cost Distribution automated processes can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.
Tolls Redistribution - OOC Report Caster\Toll Redistribution	TBD	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006 and GLI011 are currently mapped to this interface. Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Toll Redistribution automated process can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Contract Funds Management (CFM) - OOC Report Caster\Year-End\TR60 Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006, GLI011, POI002, and POI003 are currently mapped to this interface. Remediation efforts are dependent on the completion of the PO and General Ledger Module Workgroup(s) and the Interface Office Hours.
Contract Funds Management (CFM) - OOC Report Caster\Year-End\CFMYearEnd\TR60 Rebatches Transactions	08/15/2022	07/01/2023				Financials Wave: outbound to FLAIR. Batch file transactions. Layouts GLI006, GLI011, POI002, and POI003 are currently mapped to this interface. Remediation efforts are dependent on the completion of the PO and General Ledger Module Workgroup(s) and the Interface Office Hours.
OOO.FTP.SAMASTRN.DAT	08/15/2022	07/01/2023				All daily batch transactions for the Department. Outbound to FLAIR. Remediation efforts are dependent on the completion of all Module Workgroups and the Interface Office Hours.
CAP - Encumbered Payables Approvals	08/15/2022	07/01/2023				Script file of TR80s that are done once a year (Year-end "July") for Workmen's Compensation and Re-Employment taxes (Payroll Office). Layouts API002, API027, API028, API041, and API124, are currently mapped to the required interface. Remediation efforts are dependent on the completion of the AP Module Workgroup(s) and the Interface Office Hours.
TR20/21 Ad-Hoc Scripting	08/15/2022	07/01/2023				Budget transactions for the Department. Outbound to FLAIR. Layout KK1001 is currently mapped to the required interface. Remediation efforts are dependent on the completion of the Commitment Control Module Workgroup(s) and the Interface Office Hours.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
PCMOC105 - Dual Year Indirect Detail and Summary by day	TBD	07/01/2023				Dependent on the review of the Perform Allocations functionality within the General Ledger Module Work Group(s) to determine if the Department's Indirect Project Cost Allocation automated processes can be replaced as well as the completion of the Interface Office Hours currently scheduled for 08/15/2022.
ReportCaster - Submit Batch Error FLAIR	08/15/2022	07/01/2023				Batch Error Management (BEM) correcting transactions. Outbound to FLAIR. Dependent on the error handling methodology for the Florida PALM solution. Assume remediation effort will begin with the Interface Office Hours.
Contract Funds Management (CFM) FACTS Batch	08/15/2022	07/01/2023				Used to transmit contract information to FACTS FTP (mfntftp.fldfs.com) daily. This information is then used to setup Project/Contract correlations in FLAIR. Layout GMI001 is currently mapped to this interface. Remediation efforts are dependent on the completion of the PO Module Workgroup(s) and the Interface Office Hours.
CAP - FACTS Error File	08/15/2022	07/01/2023				Retrieves the latest batch error file from FACTS FTP and places the file on the FDOT network. Dependent on the error handling methodology for the Florida PALM solution. Assume remediation effort will begin with the Interface Office Hours.
ReportCaster - CFM Year End TR61 Creation	08/15/2022	07/01/2023				Remediation efforts are dependent on the completion of the PO and General Ledger Module Workgroup(s) and the Interface Office Hours.

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Downstream Financial Planning and Analysis computing assets	07/01/2021	06/30/2023	08/19/2021		\$20,681.54	All 406 tasks scheduled for FY2021-22 have been completed.
Financials Wave computing assets decouple and recouple	06/15/2021	06/30/2022		\$9,806.66	\$30,152.33	Reviewed and assessed computing assets with direct links to FLAIR interfaces to identify which ones could be Decoupled/Recoupled, with 28 computing assets completed as of September 2021. Efforts are on schedule to complete the decouple/recouple by 06/30/2022.
Florida PALM Chart of Accounts computing asset impact analyses	06/15/2021	06/30/2022		\$22,365.40	\$114,336.56	Building and deployment of the Chart of Accounts remediation infrastructure has begun. Final deployment is pending the resolution of outstanding questions from the General Ledger and Accounts Payable Module Workgroups.
Florida PALM interface layouts and file definition computing asset impacts	07/01/2021	07/1/2023		\$24,814.92	\$34,821.40	As of September 2021, there are 229 separate instances of Florida PALM interfaces and supporting file layout mapped to the Department's required interfaces.

## Florida Department of Veterans' Affairs

<b>Agency Sponsor:</b>	<i>Alfred Carter, Chief of Staff</i>	<b>Submitted by:</b>	<i>Linda Rizzo, Director of Administration</i>
<b>Status Report Period:</b>	<i>September 01 – September 30, 2021</i>	<b>Submitted on:</b>	<i>October 06, 2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, the Department of Veterans' Affairs completed the following activities related to system interfaces and agency business system remediation:

- Include number of full-dedicated employees even those who are not dedicated full time Florida Palm (not OPS or Contractual) Currently eight FDVA staff members are dedicated to this project.
- FUNC41 – Began agency business systems analysis for the Financials wave. Completed 09/02/21.
- TECH117 – Began sharing and reviewing interface layouts with the team. Completed 09/23/21.
- TECH118 – Began sharing and reviewing conversion layouts with the team. Completed 09/23/21
- SPON59 – Provided agency update for project status reporting. Completed 9/03/21.
- SPON60 - Reviewed and confirmed Change Champion Network and Super users.
- Meetings & workshops- attended Tuesday talks and kickoffs for Accounts Payable, General Ledger and Accounts Receivable.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
AMI002-Inbound Asset Transfer and Disposal Request AMI003-Outbound Asset Extract AMI004-Outbound Asset Physical Inventory Extract AMI006-Inbound Asset Additions, Adjustments and Physical Updates AMI007-Inbound Asset Spreadsheet Upload AMI008-Inbound Asset Physical Inventory Load	09/01/2021	06/2024		\$0	\$0	TBD
KKI001- Inbound Budget Journal KKI008- Inbound Budget Pre-checking Web Service KKI009- Outbound Budget Extract KKI012- Inbound Budget Journal Spreadsheet Upload KKI016- Outbound Budget and Cash Balance Data KKI017- Outbound Trust Fund Disbursements - Appropriations Ledger	09/01/2021	06/2024		\$0	\$0	TBD

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI010-Outbound Interest Apportionment GLI011-Inbound Journal Spreadsheet Upload GMI001-Inbound Grant Data GMI002-Inbound FACTS Grant Data GMI003-Outbound Recipient Type Extract GMI004-Outbound Grant Receipt Details GMI005-Outbound Grant Information Extract GMI006-Outbound Grant Information Extract to FACTS	09/01/2021	06/2024		\$0	\$0	TBD
API001-Inbound Interface for Treasury Offset Program API002-Inbound Voucher Load API004-Outbound Payment Extract API006-Inbound Payment Cancellation API010-Outbound Payment Remittance Advice Data	09/01/2021	06/2024		\$0	\$0	TBD



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
AP1020-Outbound Supplier Data API021-Outbound Authorized Bank Titles API024-Outbound Voucher Status API025-Outbound Outstanding Warrant Data API027-Inbound Voucher Delete Web Service API028-Inbound Voucher Web Service API031-Outbound Voucher Accounting Detail API041-Inbound Voucher Spreadsheet Upload API109-Outbound Supplier Crosswalk API122-Outbound Payment Extract Web Service API123-Outbound Voucher Accounting Detail Web Service	09/01/2021	06/2024		\$0	\$0	TBD

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
N/A						

## Florida School of the Deaf and Blind

<b>Agency Sponsor:</b>	<i>Tracie C. Snow, President</i>	<b>Submitted by:</b>	<i>John F. Wester, Comptroller</i>
<b>Status Report Period:</b>	<i>08/01/21-08/31/21</i>	<b>Submitted on:</b>	<i>09/10/21</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, FSDB completed the following activities related to system interfaces and agency business system remediation:

FUNC41  
SPON59  
SPON60

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Cash Management System	02/2020	08/2021	07/2021	0	0	Completed

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
N/A	<insert>	<insert>	<insert>	<insert>	<insert>	None at present

## Florida Fish and Wildlife Conservation Commission

<b>Agency Sponsor:</b>	<i>Jennifer Fitzwater, Chief of Staff</i>	<b>Submitted by:</b>	<i>Laurie Kershaw, Agency Liaison</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/08/2021</i>

### **1 - STATUS OVERVIEW**

<b>A. Overview of Agency progress during reporting period:</b>
<p>During the month of September, FWC completed the following activities related to system interfaces and agency business system remediation:</p> <ul style="list-style-type: none"><li>• SPON59 - Provided Agency Update for Project Status Reporting</li><li>• SPON60 - Review and Confirm Change Champion Network and Super Users</li><li>• SPON61 - Provide Legislative Budget Request for Florida PALM Activities</li><li>• FUNC41 - Began Agency Business Systems Analysis for the Financials Wave</li><li>• FUNC52 - Submit Agency Business Systems Analysis for the Financials Wave</li><li>• TECH117 &amp; TECH118 - Began Sharing and Reviewing Interface and Conversion Layouts</li><li>• TECH119 – Began to create Interface Connection Inventory</li><li>• TECH120 - Began Reviewing and Confirming Planned Conversions</li></ul>

## **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
						FWC is currently analyzing agency business systems, interface needs, and the Florida PALM Catalog of Interface Offerings based on new implementation approach, combining the Central and Departmental Waves into the Financials Wave planned for 2024.

## **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FWC business systems for Florida PALM Implementation: FLINT, RMS and LaserFiche	07/01/2021	06/30/2022				

# Florida Highway Safety and Motor Vehicles

<b>Agency Sponsor:</b>	<i>Steve Burch, Bureau Chief</i>	<b>Submitted by:</b>	<i>Mike Alexander, Deputy Chief</i>
<b>Status Report Period:</b>	<i>September 1 – 30, 2021</i>	<b>Submitted on:</b>	<i>10/07/2021</i>

## 1 - STATUS OVERVIEW

### A. Overview of Agency progress during reporting period:

During the month of September, HSMV completed the following activities related to system interfaces and agency business system remediation:

- Shared and reviewed Interface and Conversion Layouts
- Submitted list of CCN and Super Users
- Began review of Tech Workbook and prepared for Workgroup Meetings

HSMV has five FTEs and two contractors working part-time on Florida PALM.

## 2 – AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FAME – GLI051	10/12/2020	06/30/2024		\$741	\$741	Attending workgroups and preparing Tech Workbooks
FLAIR@HSMV – GLI051	10/12/2020	06/30/2024		\$741	\$741	Attending workgroups and preparing Tech Workbooks
FRVIS – CMI013	10/12/2020	08/31/2021		\$2,106	\$12,324	Completed, continued maintenance

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FAME	10/12/2020	06/30/2024				Determining Interfaces needed
FLAIR@HSMV	10/12/2020	06/30/2024				Determining Interfaces needed
FRVIS	10/12/2020	08/31/2021				Completed
Service NOW	09/01/2021	06/30/2024				New Assess Management System

## Justice Administrative Commission

<b>Agency Sponsor:</b>	<i>Alton L. "Rip" Colvin, Jr., Executive Director</i>	<b>Submitted by:</b>	<i>Susie Kalous, Professional Accountant II</i>
<b>Status Report Period:</b>	<i>September 1 – 30, 2021</i>	<b>Submitted on:</b>	<i>October 8, 2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of **September**, activities related to system interfaces and agency business remediation for the Financial Wave are being reviewed. JAC will continue to communicate with the project.

- FUNC52; Submit Agency Business Systems Analysis for Financials Wave; In Process
- SPON61; Provide Legislative Budget Request for Florida PALM Activities; Completed 09/21/2021
- TECH119; Create Interface Connection Inventory; In Process
- TECH120; Begin Reviewing and Confirming Planned Conversions; In Process

With the implementation of the Financial Wave delayed until July 2024, JAC is anxious to test the segregated access controls when available so the offices are assured their information will not be available to other offices.

There were **15** employees (FTE) on the Justice Administrative Commission project team in **September 2021**.

## 2 – AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
API002 – Inbound Voucher Load	TBD	6/30/2023	n/a	n/a	n/a	Flat File, Web Service for CAATS.
API004 – Outbound Payment Extract	02/1/2021	6/30/2023	n/a	n/a	n/a	Flat File, Web Service for CAATS. Reviewing Design & Interface Guidelines.
API010 – Outbound Payment Remittance Advice Data	02/1/2021	6/30/2023	n/a	n/a	n/a	Flat File for BOMS. Planning to contact CIP to review & implement Interface.
API020 – Outbound Supplier Data	02/01/2021	6/30/2023	n/a	n/a	n/a	Flat File for CAATS. Reviewing Design & Interface Guidelines.
API028 – Inbound Voucher Web Service	TBD	6/30/2023	n/a	n/a	n/a	Flat File for CAATS. Reviewing Design & Interface Guidelines.
API041 – Voucher Spreadsheet Upload	TBD	6/30/2023	n/a	n/a	n/a	Flat File for CAATS. Reviewing Design & Interface Guidelines.
API109 – Outbound Supplier Crosswalk	02/01/2021	6/30/2023	n/a	n/a	n/a	Flat File for CAATS. Reviewing Design & Interface Guidelines.
API124 – Inbound Speedchart	TBD	6/30/2023	n/a	n/a	n/a	Flat File, Web Service for BOMS and CAATS. Reviewing Design & Interface Guidelines.



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI001 – Outbound Chart Field Values	02/01/2021	6/30/2023	n/a	n/a	n/a	Flat File, Web Service for CAATS. Reviewing Design & Interface Guidelines.
GLI016 – Outbound Chart of Accounts (COA) Crosswalk Extract Layout	02/05/2021	6/30/2023	n/a	n/a	n/a	Flat File, Web Service for CAATS. Reviewing Design & Interface Guidelines.

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
CAATS (Court Appointed Attorney Tracking System)	3/1/2021	6/30/2023	n/a	n/a	n/a	n/a
My JAC (JAC Online Billing System)	3/1/2021	6/30/2023	n/a	n/a	n/a	Not a direct interface, does have remediation work.
BOMS (Business Office Management System)	TBD	TBD	n/a	TBD	TBD	n/a
Mail Tracker	TBD	6/30/2023	n/a	n/a	n/a	n/a
TR30 Upload Program	TBD	6/30/2023	n/a	n/a	n/a	n/a
Due Process Reporting Tool	TBD	6/30/2023	n/a	n/a	n/a	n/a
Payroll Upload	TBD	6/30/2023	n/a	n/a	n/a	n/a

## Legislature

<b>Agency Sponsor:</b>	<i>Lisa Swindle</i>	<b>Submitted by:</b>	<i>Mike Mentillo, Program Manager</i>
<b>Status Report Period:</b>	<i>September 1 to September 30, 2021</i>	<b>Submitted on:</b>	<i>10/7/2021</i>

## 1 - STATUS OVERVIEW

### A. Overview of Agency progress during reporting period:

During September have tried to notify people in areas that may require an interfaces with PALM to attend the workshops being done between now and December. We also emailed out all the Approach documents. Explained that Approach documents are a plan for how the Project intends to complete all activities associated with a particular area of implementation. Asked functional areas to reflect on the approach documents in conjunction with MRW tasks to understand how best to plan for and complete agencies activities. Recommended that if their area did not have a specific approach document, to please review the Reports Catalog in the Reporting Approach (also used in the Interface Approach), and the Data Conversion Approach. We will have meetings to answer questions about what needs to be done and when. However, at this point it is more of a “warning” of worked to be done, schedule resources for the future. As more details become available we will work on developing more specifics about what and when things need to be done to be prepared for the Departmental Wave implementation of PALM in July 2024. LSS is working on the interface with the new electronic receipts vendor for the State (NIC). Two agency business systems are involved, the Legislature and the Lobbyist Registration systems.

## 2 – AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Travel System Interfaces: Data Files Transfers: Title Files Transaction Uploads: Disbursements A/P	TBD	On or Before July 2024	N/A	N/A	N//A	N/A

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Inventory System (LIM) Data File Transfers: Property Master File Transaction Uploads: Property Master File	10/6/2021	On or Before July 2024				Met with IT support and program personnel to discuss Approach and answer questions. They will monitor information available, try to attend workshops, and gather more specific information as it becomes available.
Voucher Print / Barcoding System Data File Transfers: Voucher Print File	TBD	On or Before July 2024				
Property Bar Code Scanning System Data File Transfers: Property Master File Transaction Uploads: Property Master File	10/6/2021	On or Before July 2024				Met with IT support and program personnel to discuss Approach and answer questions. They will monitor information available, try to attend workshops, and gather more specific information as it becomes available.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
HR / Payroll System Interfaces with DFS to provide payroll information Legislative employees and receives information which is then uploaded to record Legislative payroll. Data File Transfers: Personnel Information Benefits Information Hours Worked	TBD	On or Before July 2024				Scheduling meeting with program personnel to discuss Approach and answer questions.
OAG File Transfers Data File Transfers: Master File History File Central Accounting Title Files (Project ID)	TBD	On or Before July 2024				Emailed Approach documents to program personnel.
F & A Transactions Uploads: TR 20, TR 21, TR 22 TR 30 TR 51, TR 53, TR 58 TR 60, TR 80	TBD	On or Before July 2024				
Legislative Postage System Data File Transfer: Title File – Organization Codes	TBD	On or Before July 2024				

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Intra District Office Reporting Application – Senate Imports downloaded RDS reports and provides an email distribution of the reports to District Offices Uses Blue Zone printer session to transform RDS reports into a PC readable format.	TBD	On or Before July 2024				
Economic & Demographic Research Committee	TBD	On or Before July 2024				Email Approach Documents to program personnel

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Travel System	TBD	On or Before July 2024				
Voucher Print System	TBD	On or Before July 2024				
HR / Payroll System	TBD	On or Before July 2024				

## Public Service Commission

<b>Agency Sponsor:</b>	<i>Apryl Lynn, Deputy Executive Director - Administrative</i>	<b>Submitted by:</b>	<i>Katisha Mobley, Accountant IV</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>09/30/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of September, the Public Service Commission completed the following activities related to system interfaces and agency business system remediation:

- There are no system interfaces or system remediation activities associated with the PSC; however, there are 3 FTEs that are supporting the transition to Florida PALM on a part-time basis.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A						

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A						

## State Courts System

<b>Agency Sponsor:</b>	<i>Elisabeth Kiel, State Courts Administrator</i>	<b>Submitted by:</b>	<i>Jackie Knight, Chief of Finance &amp; Accounting</i>
<b>Status Report Period:</b>	<i>September 1 – September 30, 2021</i>	<b>Submitted on:</b>	<i>10/12/2021</i>

### **1 - STATUS OVERVIEW**

#### **A. Overview of Agency progress during reporting period:**

During the month of August, the SCS completed tasks and activities outlined in the MRW. We currently have 10 FTEs that are supporting the transition to FL PALM on an as needed basis. We have system interfaces and agency business systems for FL PALM for the Financial & Payroll waves.

### **2 – AGENCY SYSTEM INTERFACE PROGRESS**

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
						Staff at the SCS is currently working on interface transition processes

### **3 – AGENCY APPLICATION REMEDIATION PROGRESS**

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
N/A at this time						