

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, 2022.

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## Agency for Health Care Administration

<b>Agency Sponsor:</b>	<i>Julie Madden, Deputy Secretary for Operations</i>	<b>Submitted by:</b>	<i>Michael Murphy, Agency Liaison</i>
<b>Status Report Period:</b>	<i>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October, AHCA completed and worked on the following tasks:

- SPON61 - Completed Legislative Budget Request for Florida PALM Activities prior to due date,
- AHCA has participated in the Module Workgroup meetings in September,
- SPON62 – Completed Agency Update for Project Status Reporting submitted on-time,
- Monthly Touchpoint Meeting – Completed on 10/29/2021
- TECH119 – Worked on the Interface Connection Inventory by continuing AHCA IT staff efforts in meeting with Financial Services' contractor, to identify potential connections relevant to all agency financial systems,
- TECH120 – Worked on Reviewing and Confirming Planned Conversions, by continuing AHCA IT staff efforts in meeting with Financial Services' contractor, to identify potential connections relevant to all agency financial systems,
- FUNC52 - Worked on Document what business function your agency business system performs that Florida PALM will not perform, by participating in internal agency work group meetings, PALM workgroup meetings and CCN and SMEs evaluating the available materials,
- FUNC53 - Worked on Identify Any Obstacles Prohibiting the Adoption of GL, AP, PO, AR, Billing, and CM modules, by reviewing assignment task with CCN team and schedule workgroup meetings to complete the assignment,
- TECH121 - Worked on the Florida PALM Technical Inventory Workbook, documenting your agency's Interface Connection Inventory (TECH119), Conversion Inventory (TECH120), and Agency Business System Analysis (FUNC52), by participating in internal agency work group meetings, PALM workgroup meetings and CCN and SMEs evaluating the available materials,
- 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.
- All 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	\$7,645.16	\$31,521.33	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 October 2021
Financial Accounting Business System (FABS)	TBD	TBD	TBD	0.00	0.00	No activity or determination on remediation as of October 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>October 1-31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

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

- **TECH119**      **Create Interface Connection Inventory**
- **TECH120**    **Begin Reviewing and Confirming Planned Conversions**
- **SPON61**      **Provide Legislative Budget Request for Florida PALM Activities**
- **SPON62**      **Provide Agency Update for Project Status Reporting**
- **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	<p><b>During the past month, APD continued mapping current C6700TR1 interface data elements to the sources within the PALM Standard files.</b></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	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	<p><b>Continuing research of PALM Standard interface files for use in direct conversion.</b></p>

## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

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

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)  
 TECH121 Technical Inventory Workbook (In progress)  
 SPON62 Provide Agency Update for Project Status Reporting for September (Completed)  
 FUNC53 Identify Obstacles Prohibiting Adoption of GL, AP, PO, AR, BI, CM (In Progress)  
 SPON64 Provide Agency Update for Project Status Reporting for September (In Progress)

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 are part of the FDACS project team. 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
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 (completed)	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>
GLI016 – Outbound COA Crosswalk Extract (CMS)	10/20/2020	3/31/2021	07/19/2021		\$496	<p>Interface file layouts received.</p> <p>Cycle 2 testing: 11/10/20, 12/7/20, 02/09/21, 5/7/2021 - 5/17/2021 Complete.</p>



Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Technical Inventory Workbook (TECH121)	10/4/2021	1/7/2022		\$40,079	\$40,079	Technical analysis of the interfaces for current state.
Per Task Talk, 10/26/2021: Include the Interface Connection Inventory listed for the TECH119 and TECH121 tasks. The following are from TECH119, there are none for TECH121 so far.						
						Short Description
API020						Purchasing/Contracts (AIMS), Disbursements, CATS
API024						AIMS/Disbursements
API031						AIMS/Disbursements
API109						Purchasing/Contracts (AIMS), Disbursements, CATS
ARI020						No Agency Business System for requested connection
CM1004						Revenue
GLI001						Revenue, Disbursements, Inventory, Purchasing/Contracts (AIMS), Budgeting, Financial Management
GLI002						Financial Management (FMS)
GLI006						Revenue, Disbursements, Inventory, Purchasing/Contracts (AIMS), Budgeting, Financial Management

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI017						Revenue, Disbursements, Inventory, Purchasing/Contracts (AIMS), Budgeting, Financial Management
GLI031						Revenue, Disbursements, Inventory, Purchasing/Contracts (AIMS), Budgeting, Financial Management
GLI051						Revenue, Disbursements, Inventory, Purchasing/Contracts (AIMS), Budgeting, Financial Management
KKI009						Financial Management (FMS)

### **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
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

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost – FYTD	Comments
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.
Business Process Analysis (FUNC52)	9/7/2021	1/7/2022		\$21,581	\$32,817	Business process analysis of the current state continues.
Identify Obstacles Prohibiting Adoption of GL, AP, PO, AR, BI, CM (FUNC53)	10/25/21	11/12/21				Continue to participate in webinars and have begun the planning for identification with SMEs.
Per Task Talk, 10/26/2021: Include the Agency Business Systems listed for TECH119 and FUNC52 tasks. The following are from TECH119, there are none for FUNC52 so far.						
Department of Agriculture and Consumer Services						
E-Commerce						
Final Orders						
Financial Information System (FIS)						
Financial Management Reporting (previously Cash Report)						
Financial Management (FMS)						
Florida Automated Nutrition System						
Food Safety Information						

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost – FYTD	Comments
Fruit & Vegetable Commodity Cost System						
Fuel Card Billing						
Payroll Accounting Reporting (previously Employee Earnings System)						
Property Systems (Strategic Asset Tracking System / Remedy)						
Purchasing/Contracts (AIMS), Disbursements, CATS						
Regulatory Lifecycle Management System						
Revenue						
Revenue Online Collection						
Revenue Processing Receipts Accounting System						
Revenue, Disbursements, Inventory, Purchasing/Contracts (AIMS), Budgeting, Financial Management						
Revenue, Disbursements, Purchasing, Contracts, Payroll Accounting, Inventory						

## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/09/2021</i>

### 1 - STATUS OVERVIEW

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

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

- FUNC52, TECH117, 118, 119 & 120 – working on all of these.
- Participated in Tuesday Task Talks and Module Kickoffs and Workgroups
- Internal discussions/meetings/preparation for Financials Wave
- Worked with Solution Center on CMS issues

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

### 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 due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.

FLAIR@BPR and Back End Database	3/1/2021	TBD	TBD	0	0	<p>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.</p>
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### **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 due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.
Access Control Management	TBD	TBD				Not much progress due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.
AIMS/Disbursements	TBD	TBD				Not much progress due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.
Electronic Data Submission (EDS) System	TBD	TBD				Not much progress due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Payroll Web App	TBD	TBD				Not much progress due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.
PCUpload thru ENTIRE Connection Software (includes PCUpload Revenue and the screen scraper program)	TBD	TBD				Not much progress due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.
TR21_22 Approp Release Recon	TBD	TBD				Not much progress due to preparation and participation in FL PALM workgroup sessions, clean-up of statewide financial statements and internal financial statements.



## 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>October 1, 2021 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October, 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 is currently participating in the Module Workgroups and 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
N/a	N/a	N/a	N/a	N/a	N/a	Interface needs for the Financials Wave are currently being determined.

### **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
Application remediation needs for the Financials wave are currently being determined.						

## Department of Citrus

<b>Agency Sponsor:</b>	<i>Christine Marion, Deputy Exec Director</i>	<b>Submitted by:</b>	<i>Christine Marion, Deputy Exec Dir</i>
<b>Status Report Period:</b>	<i>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/08/21</i>

### 1 - STATUS OVERVIEW

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

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

- Attended webinars for General Ledger, Accounts Payable/Purchase Order, Accounts Receivable, Billings, Cash Management
- Attended Touchpoint Meeting
- Reviewed Financial Wave Modules

### 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
None Identified						

### 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
None Identified						

## Department of Economic Opportunity

<b>Agency Sponsor:</b>	<i>Tisha Womack, Interim CFO</i>	<b>Submitted by:</b>	<i>Garrick Wright, Agency Liaison</i>
<b>Status Report Period:</b>	<i>October 1 - 31</i>	<b>Submitted on:</b>	<i>November 16, 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
- Participated in the following meetings / workgroups:
  - User Support Labs
  - Tuesday Task Talks
  - Accounts Payable/Purchasing Module Workgroup
  - General Ledger Module Workgroup
  - Accounts Receivable/Billing/Cash Management Module Workgroup
  - Asset Management Module Workgroup
  - Agency Touchpoints including Florida PALM Functional and Technical Architects

## **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.
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.

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
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.
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.

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	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.
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.

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
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.
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.

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
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.
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.



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	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.
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.

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
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.
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.

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
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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October 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>	<i>Mark Mahoney, Fiscal Mgmt Adm.</i>	<b>Submitted by:</b>	<i>Karen Peyton-OMC II</i>
<b>Status Report Period:</b>	<i>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/09/2021</i>

### 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
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

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
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 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>	October 1 – October 31, 2021	<b>Submitted on:</b>	11/8/2021

### **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:

- TECH121 - Complete and submit the Florida PALM Technical Inventory Workbook, documenting your agency's Interface Connection Inventory (TECH119), Conversion Inventory (TECH120), and Agency Business System Analysis (FUNC52); Due: January 7, 2021; Status = In Progress

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

- FUNC53 - Identify Any Obstacles Prohibiting the Adoption of General Ledger, Accounts Payable and Purchase Order, and Accounts Receivable, Billing, and Cash Management Modules Functionality; Due: November 12, 2021; Status = In Progress
- FUNC52 - Submit Agency Business Systems Analysis for the Financials Wave; Due: January 7, 2022; Status = In Progress

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, Teresa Johnson, Angie Tutton, Maria Laycock, Stuart Myers, Steve Waters, John Fortier, Brady Schmidt, Dan Zimmerman, Phil Harman

## 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.	7/01/2020	6/30/2024		2,060.00	8,755.00	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	9/30/2021			
TECH119 - Create Interface Connection Inventory	8/30/2021	10/01/2021	9/30/2021			
TECH121 - Submit Florida PALM Technical Inventory Workbook	10/04/2021	1/07/2022		1,442.00	1,442.00	

## 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.	7/01/2020	6/30/2024		2,060.00	10,403.00	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	8/26/2021			
TECH118 - Share conversion layouts in preparation build and unit test for conversion extracts	7/30/2021	10/01/2021	9/30/2021			

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
TECH120 – Begin reviewing and confirming planned conversions	8/30/2021	10/01/2021	9/30/2021			
FUNC53 - Identify Any Obstacles Prohibiting the Adoption of General Ledger, Accounts Payable and Purchase Order, and Accounts Receivable, Billing, and Cash Management Modules Functionality	10/25/2021	11/12/2021				
FUNC52 - Submit Agency Business Systems Analysis for the Financials Wave	9/07/2021	1/07/2022				

## Department of Financial Services

<b>Agency Sponsor:</b>	<i>Scott Fennell, Deputy Chief Financial Officer</i>	<b>Submitted by:</b>	<i>Tanya McCarty</i>
<b>Status Report Period:</b>	<i>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>2021-11-10</i>

## 1 - STATUS OVERVIEW

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

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

During the month of October there were 114 FTE's that contributed on a part-time basis to the project.

#### Financials Wave

1. DFS agency business system owners, and support teams continue gathering and documenting technical, business, and process interface requirements.
2. ABS team is actively working on MRW – TECH 121 Submit FL PALM Technical Inventory Workbook. MRW - TECH119 - Create Interface Connection Inventory and MRW - TECH120 - Begin Reviewing and Confirming Planned Conversions and FUNC 52 – Submit Agency Business Systems Analysis for Financials Wave are rolled into TECH 121.
3. OIT continued working on the FLAIR – FL PALM Replacement Operational Work Plan.

## 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		\$234.00	\$234.00	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
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
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		\$630.00	\$630.00	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

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
SPIA – API004 Outbound Payment Extract	01/19/21	07/15/22		\$117.00	\$117.00	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	\$117.00	\$752.25	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
PTDP	11/23/20	07/15/22		\$234.00	\$234.00	Reviewing interface layouts and business 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
FLAIR – FL PALM Transition	07/01/21	06/30/22		\$77,062.50	\$323,103.50	Worked on interface remediation, FY 21-22 Operational Work Plan, and supported the FL PALM IW assessment.
EIC				\$117.00	\$117.00	Reviewing interface layouts and business processes
W9 System	01/19/21	07/15/22		\$630.00	\$630.00	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, Deputy Secretary &amp; Acting Chief of Staff</i>	<b>Submitted by:</b>	<i>Olu B. Oyewole, Interim Chief Information Officer</i>
<b>Status Report Period:</b>	<i>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/08/2021</i>

### 1 - STATUS OVERVIEW

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

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

- Multiple Staff are working on activities related to system interfaces and agency business system remediation
- IT AppsTeam provided an overview of the PALM Project and current FLAIR systems to Project Management Team (PMO).
- The PM has set up a Communications Plan and Internal DJJ Meetings to better facilitate responsiveness.
- SMEs have been identified for Finance & Accounting, Budget, and General Services
- Attended General Ledger, Accounts Payable, Asset Management sessions, Accounts Payable, Assets Kick-off and Task Talks.
- Attended the Monthly PALM Readiness Touchpoint Meeting.
- Attended the Production Support Roundtable meeting.

### 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 Finance & Accounting business requirements and PMO system analysis).						



### **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
TBD (Will be updated based on Finance & Accounting business requirements and PMO system analysis).						

## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/09/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October 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 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				
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				

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

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
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				
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 (Strategic Systems & Technology Corp)	10/01/2021	06/30/2023				

## Department of Military Affairs

<b>Agency Sponsor:</b>	LTC Adam Curry, State Quartermaster	<b>Submitted by:</b>	Sylvia A. Sepulveda, Project Manager
<b>Status Report Period:</b>	October 1 – 31, 2021	<b>Submitted on:</b>	11/05/2021

### 1 - STATUS OVERVIEW

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

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

Facilitated and Participated in the following:

- Accounts Payable/Purchasing Module Workgroup
- General Ledger Module Workgroup
- Accounts Receivable/Billing/Cash Management Module Workgroup
- Asset Management Module Workgroup
- Agency Touchpoints including Florida PALM Functional and Technical Architects

Distributed and Reviewed:

1. Business Process Model Flow and Narrative Video Walkthrough
2. Florida PALM Quarterly Reporting Update
3. Business Transformation Planning for DMA Financial Wave
4. Discussed DMA systems to be retired and retained.

### 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 <i>(completed)</i>	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>October 1 - 31, 2021</i>	<b>Submitted on:</b>	<i>11-08-2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October, 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 and plan to continue to attend the workshops.
- 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 have 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.
- The FMS team has been working with the PALM Solution Center on re-occurring issues mentioned above, as well as the daily deposit report being late at least one day each week and debit memo identification being the same for all debit memos.
- 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 October 21st. Discussions focused on finalizing Financial Wave interfaces that are applicable for the People First/Florida PALM integration. Minimal files from the Financials Wave will apply to People First. HCM files are TBD at this time and is where the heavy lift will be for the People First PALM integrations.
- 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 October 19th. 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 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 October 14th 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 began sending the two new daily files (AC421 and AC422) on October 22nd.
- Retirement has confirmed that these two new files can be used to automate the FLAIR correcting entries which are currently being created manually. Retirement began programming IRIS to create the FLAIR correcting entries with a target implementation date of November 29th. Estimated cost of this programming is \$8,698.50 (150 hours at \$57.99).
- Retirement will initiate a follow-up meeting with Treasury and DOR to discuss the results of the programming, testing and implementation.

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

- Attended several Modules 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 that 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 reschedule its monthly meeting to the first week of November to ensure all appropriate parties were engaged in more technical discussion of interface and conversion needs.

## **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.
GLI001 - Outbound Chart Field Values	11/1/21	TBD				PF: Only GLI001 and API021 will be used by People First as part of the Financials Wave. All other files will be part of the HCM implementation and the file layouts are TBD.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
API021 – Outbound Authorized Bank Titles	11/1/21	TBD				PF: Only GLI001 and API021 will be used by People First as part of the Financials Wave. All other files will be part of the HCM implementation and the file layouts are TBD.
API028/API002 Inbound Voucher (BOTH)	11/1/21	TBD				STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.
API123/API024 Outbound Voucher Detail (BOTH)	11/1/21	TBD		\$303.75	\$303.75	STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.
API122/API004 Outbound Payment Extract (BOTH)	11/1/21	TBD		\$151.88	\$151.88	STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.
API027 Inbound Voucher Delete (WS)	11/1/21	TBD		\$98.13	\$98.13	STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.
KKI008 Inbound Budget Precheck (WS)	11/1/21	TBD				STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
GLI012 Inbound Combo Edit (WS)	11/1/21	TBD				STMS: Team is currently reviewing and finalizing the design efforts. Team will continue discussing in the monthly meetings with the Florida PALM team.
API020 Outbound Vendor Data (FILE)	11/1/21	TBD		\$98.13	\$98.13	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	\$1,830.64	\$52,894.46	PF: Only GLI001 and API021 will be used by People First as part of the Financials Wave. All other files will be part of the HCM implementation and the file layouts are TBD.
STMS	09/08/20	TBD	TBD	\$1,107.50	\$11,824.38	STMS: 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>	Brian Newman, Deputy Chief Judge and Executive Director	<b>Submitted by:</b>	Patricia Kenyon, Operations Manager
<b>Status Report Period:</b>	October 1 – October 31, 2021	<b>Submitted on:</b>	11/10/2021

### 1 - STATUS OVERVIEW

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

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

**N/A, DOAH does not have any 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	<u>N/A</u>	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>10/01/2021 – 10/31/2021</i>	<b>Submitted on:</b>	<i>11/02/2021</i>

### **1 - STATUS OVERVIEW**

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

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

- TECH 119
- TECH 120

### **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	03/2023		TBD	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
SAMAS database & other business systems to retain after PALM goes live with Financial wave: Analysis underway	09/10/20	N/A	N/A	\$1,545.14	\$17,628.00	

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
Rehabilitation Information Management System.Net (RIMS): Analysis underway	09/10/20	N/A	N/A	\$112.32	\$898.56	
Client Rehabilitation Informational System (AWARE) and OEL activities: Analysis underway	09/10/20	N/A	N/A	\$ 272.76	\$340.95	



## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/04/2021</i>

### **1 - STATUS OVERVIEW**

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

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

- TECH119 Create Interface Connection Inventory – Completed October 1, 2021
- TECH120 Begin Reviewing and Confirming Planned Conversions – Completed October 1, 2021
- SPON61 Provide Legislative Budget Request for Florida PALM Activities – Completed October 4, 2021
- SPON62 Provide Agency Update for Project Status Reporting – Completed October 4, 2021

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. The KPMG Kickoff Meeting occurred on October 5, 2021 and two additional meetings were held with the firm to begin going over agency business systems to determine remediation efforts as well as risk assessments.

An Amended LBR was submitted to the DOH Budget Office on October 18, 2021 to request funding for a Project Manager, Business Process Consultant and three Application Development Analysts for the FY 2022-2023.

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>Sonja Guthrie, Project Manager</i>
<b>Status Report Period:</b>	<i>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/4/2021</i>

### 1 - STATUS OVERVIEW

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

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

- Submitted budget data to PALM team for staff aug LBR to conduct agency PALM tasks
- Completed the Agency Business Systems Analysis tab in the Technical Inventory Workbook
- Completed the Data Conversion tab in the Technical Inventory Workbook
- Appointed team members to review and complete the Interfaces Inventory tab in the Workbook
- Staff attended Module Workshops, Tuesday Task Talks and meetings with Readiness Coordinators
- Twenty-one (21) Lottery staff members are participating in PALM activities for the Agency on a part-time basis; no Agency staff are 100% allocated to this 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
List being developed						

### 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
Inventory Agency Business systems to determine necessary remediations 11/1/2021 12/31/2021						

## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>November 8, 2021</i>

### 1 - STATUS OVERVIEW

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

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

- **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.
- **FUNC53 – Identify Obstacles Prohibiting Adoption:** The DOR project team is meeting with the team members who attended the Module Workgroup sessions to discuss obstacles that might impact our implementation of the Financials Wave business processes provided by the Florida PALM team. DOR's response will be returned in November.
- **TECH121 – Submit Florida PALM Technical Inventory Workbook:** DOR is attending the Module Workgroup sessions and reviewing the interface offerings and data conversions that will be available in the Financials Wave of the transition to Florida PALM. The Technical Workbook will be submitted to the Florida PALM team in 2022.

There were 84 members on the Department of Revenue project team in October 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		\$5,123.00	\$36,707.00	

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
API002 Interface Design	1/18/21	TBD				Time frames will be provided with the DOR Technical Workbook in January 2022.
API026 Interface Design	1/18/21	TBD				Time frames will be provided with the DOR Technical Workbook in January 2022.

### **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	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			\$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		\$2,679.00	\$4,089.00	Review of the interface file layouts is in 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
Revenue Accounting Distribution System (RADS) System Remediation – Design for Financials Wave	10/2/20	TBD			\$0.00	Review of the interface file layouts is in progress.
CAMS (Child support Automated Management System) System Remediation – Design for Financials Wave	10/2/20	TBD		\$3,713.00	\$3,713.00	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>	October 1 – October 30, 2021	<b>Submitted on:</b>	10/27/2021

### 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>October 1, 2021 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### 1 - STATUS OVERVIEW

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

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

- **General Ledger Session I:** business process flows, etc. associated to LAS/PBS: GL1004 Inbound Budgetary Code values, GLI001 – Outbound Budgetary Code values, GLI031 – Outbound Tree Extract, GLI009 – Unreserved Fund Balances
- **Attended GL Workgroup Wrap up session on 10/28**
- Interface Status: completed combining Central Wave and Departmental Wave internal documents into one document for Financial Wave
- **Business Process Flow 20.3 Perform Budget Close:** re-reviewed updated version of latest suggested changes; sent 1 update and suggested changes; reviewed those changes and no other items
- **Business Process Flow 20.3 Perform Budget Close:** re-reviewed newest draft version and had meeting to discuss movement on steps, adding back references to FCO Certified Forward data/interfaces even though they are the Project Costing Module, and other items/comments
- Provided a spreadsheet dump (AL2R) of all FCO appropriations
- Continue to discuss the B-Level program components
- **Business Process Flow 20.1 Enter and Process Budget Journals:** re-reviewed and replied with no new comments
- Documented differences between Daily Disbursements (from Central) and Yearly Disbursements by Agency (Departmental); PALM is considering to combine into one interface (previously designed specifically for daily disbursements) GLI071

- **Tentative, Carry/Certified Forward, Reversions Process:** continued discussions internally and with PALM representatives.
- **Began Web PALM Chartfield Values Data Load:** Create new LAS/PBS transaction for Interface GLI001 – Outbound Budgetary Code Values; added back the Organization Code File (for Transparency Florida) to the draft requirements and yellow sheet
- **Interface RCTX:** Add new PALM fields to RCF; began testing
- Continue to respond to Robs emails/meetings as necessary –
  - Action Item from meeting: sent old Interface Package spreadsheet showing Transparency Florida interfaces broken out and Expenditure data interfaces broken out
  - Action Item from meeting: sent document of differences between Daily Disbursements (from Central) and Yearly Disbursements by Agency (Departmental); PALM is considering to combine into one interface (previously designed specifically for daily disbursements); PALM stated they may be able to share GLI071 interface with a different Run Control
  - Received call from Erika about PALM proposed statutory change to 216.201(1) – Appropriations, undisbursed balances; followed up with Mike and Rob – this has been placed on hold by PALM to do more research and Rob stated that it would NOT affect the Tentative process (amounts) that PALM will send LAS/PBS
  - Sent active BE/PC Compatibility records to Rob (spreadsheet of those is GAA and LAS/PBS report listing of table)
  - Business Process Flow 20.3.2 (Cert Fwd)
  - Reviewed and edited 3 of the Financial Wave Interfaces and Descriptions and had a brief discussion with Rob about the confusion
  - Provided samples of dataset for Approved Carry/Cert Forward to FLAIR
  - Attended PALM meeting on 10/15 to discuss status

## 2 – AGENCY SYSTEM INTERFACE PROGRESS

Interface Modification for Florida PALM Financial Wave	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	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
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: 10/28/2020  Build: 04/21	Reviewed Interface. Build complete Internal Testing – On hold

Interface Modification for Florida PALM Financial Wave	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Progress/Comments
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:</del> 06/24	Reviewed: 10/28/2020  Build: 04/21	Reviewed Interface. Build complete. Internal Testing – On hold .
<del>GLI007 – Outbound Trial Balance</del> ● <del>PDF Report</del>	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>
<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 <b>NEED the Tree Extract to identify changes within LAS/PBS</b>

Interface Modification for Florida PALM Financial Wave	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Progress/Comments
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 reviewed.  Build complete. Internal Testing – On hold
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>
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)	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
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

Agency Business System Remediation Task	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Progress/Comments
<b>YS#15036</b> (XRCF - PALM): add new PALM fields to file to be used/displayed in RCT transactions	11/21	02/22		In Progress
<b>New - YS#15177</b> (PALM Chartfields Interface): create new PALM title interface for Account (GL/Object), Revenue Category, and DFS Organization	11/21	02/22		Need information from PALM
<b>YS#15037</b> (RCTX - PALM): display new PALM fields to the screen on view/edit	11/21	02/22		In Process
<b>YS#15038</b> (Web RCTX - PALM): display new PALM fields to the page on Code Detail panel	11/21	02/22		In Process

## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October, 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 October 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 API125 ARI002 ARI024 POI002 GLI001 GLI002 GLI017 GLI031 GLI051 KKI009	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.

### **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>Terri Speed Financial Administrator</i>
<b>Status Report Period:</b>	<i>October 1 –31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October, the Florida Department of Law Enforcement completed the following activities related to system interfaces and agency business system remediation:

- 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 participated in the AR/Billing/Cash Management module workshop to analyze the changes needed for batch files to retire RAMS. FDLE analyzes the Asset Management interfaces.
- FDLE has been 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.
- Two full-time and 23 part-time employees have worked on the PALM project this month. Eight Part-time contractors have participated as well.

## 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	6/30/2023		\$7,704	\$12,366	<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</p>

						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.
Civil Workflow Control System (CWCS)	1/4/2021	6/30/2023		\$400	\$4,800	<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</p>

						module workshop to analyze the changes needed for batch files.
FALCON	1/4/2021	6/30/2023		\$400	\$8,856	<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>

SHIELD	1/4/2021	6/30/2023		\$400	\$4,800	<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>
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Electronic Payment (ePay)	1/4/2021	6/30/2023		\$400	\$3,285	<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>
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### 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	6/30/2023		\$0.00	\$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>
Firearm Eligibility System (FES)	1/5/2021	6/30/2023		\$400	\$6,080	<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</p>

						<p>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>
Credit Card Service (CCService)	1/5/2021	6/30/2023		\$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</p>

						the development server and the creation of CC Service database.
FDLE Payment – Interface Gateway (Potential Application)	1/5/2021	6/30/2023		\$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, CCService 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	6/30/2023		\$1,200	\$5,195	<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. FDLE is analyzing the interface specification for Asset Management.</p>
Member Assigned Resource Tracking System (MARTS)	1/5/2021	6/30/2023		\$1,200.00	\$3,842.50	<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>
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## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/8/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October 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.
    - Continued assessment of computing assets with 71 assets identified as impacted as of October 2021.
    - Decoupling and recoupling for 43 of these computing assets have been completed, 4 computing assets have been identified as no longer being needed, and 9 computing assets 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 October 2021, there are 172 separate data references for Florida PALM ChartFields.
    - The building and deployment of remediation infrastructure continued with the regeneration of source code for the ZUNIT01/CICTZ testing environment. Installation is underway for the new data tables for the adoption of the Florida PALM Chart of Accounts. The design of 30 data tables and 5 interfaces have been completed, with the creation of Web environments and benchmark testing targeted for November 2021.
    - A solution for the Department's Transportation Vendor Information (TVI) application has been identified and is pending confirmation with the business systems owner and completion of the Module Workgroups.
    - Reviewed with the Florida PALM Team 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 October 2021, interfaces from the Catalog of Interface Offerings and supporting files layouts are being reviewed for 39 of the Department's existing interfaces. Plans are to sunset 18 interfaces prior to the implementation of the Financials Wave, with an additional 9 interfaces sunset as part of the implementation plan in July 2024.
  - Analyzing the impact of the Chart of Accounts and Standardized Business Process Model adoption on the Department's Contract Funds Management (CFM) system. CFM executes the Department's funds approval process and maintains approximately \$12 billion in outstanding commitments. The review is targeting interfaces POI001, POI002, and POI003, as well as supporting computer program logic and internal data tables.
  - Reviewing inbound and outbound Florida PALM payment request interfaces for the Department's Electronic Estimates Disbursement (EED) system, targeting interfaces API002, API028, and API031 for the mapping of legacy data attributes. Approximately 96% of the Department's payment requests are via interfaces to the statewide accounting system, with \$4.5 billion annually interfaced using EED.
  - 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
    - Set Up and Maintain Customers
    - Enter and Maintain Bills
    - 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 October 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:	392	0	59
Interface:	113	0	1
Report:	773	0	114
Total:	1,438	0	196

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	74	72	27	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. In addition, the Department's FPST Fiscal Year

2021-22 budget amendment for the quarterly budget release was submitted on October 22, 2021, and is in legislative consultation as of November 8, 2021. It will be implemented at the end of the consultation period on 11/23/2021 if no formal objection is filed. To continue the Department's transition efforts to the Florida PALM solution, we were required to process multiple changes orders during November 2021 to shift funding between Purchase Orders to retain our existing resources. We will also need to process additional Funds Approvals and Purchase Orders at the close of November 2021 when the quarterly release is received.

- Addressed the following remediation related Master Readiness Workplan (MRW) tasks:
  - FUNC52: (Submit Agency Business Systems Analysis for Financials Wave): Listing of applications and automated processes have been finalized for the Agency Business System Review. Reviewing business system functionality in conjunction with Module Workgroup preparation and interface analysis. Task FUNC52 is currently underway and is on target to be completed by 1/7/2022.
  - TECH121: (Submit Agency Business Systems Analysis for Financials Wave): Required conversions are tentatively mapped to the Catalog of Conversion Offerings. Interface impact types are being mapped to the Catalog of Interface Offerings and will then be used to map the required interfaces to the impacted Business Systems and Automated Business Processes. Task TECH121 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 11 part-time.
  - Contracted staff augmentation: 7 full-time and 12 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 to review with the Florida PALM Team include:
  - Resolution of outstanding questions from the PO/AP and AR/Billing Module Workgroups.
  - Interfacing of encumbrance transactions without a Supplier designation to address FDOT's required functionality for memo encumbrances
  - Availability of an electronic invoice or outbound interface for use in billing funding partners (such as FHWA) within the Billing module.
  - Clarification of cost distribution functionality within the General Ledger module within the Florida PALM solution.
- 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 <i>(completed)</i>	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
OOC.FTP.C5500TR1.DAILY.PRIORYR(+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.C5500TR1.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.C5500TR1.DAILY(+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.YEARLY(+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.DAILY(+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.

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.C5500AD1.DAILY(+1)	07/01/2021	07/01/2023		\$16,350.00	\$19,896.42	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.
D.UTP.C550000.CAR RYFWD	09/16/2021	07/01/2023		\$151.70	\$151.70	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.AWARD	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.AWARDS	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
OOC.FTP.PAYDATA. BIWEEK	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. CANX	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. CJIP	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. CLASSC	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. ONDEMAND	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. SUPP	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
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.
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.

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: 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.
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. DAILY	11/15/2022	07/01/2023				Financials Wave: inbound to FDOT. Available Balance data and is dependent on the Commitment Control Module Workgroups.
OOO.FTP.D5500AC1. DAILY	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. DAILY	07/01/2022	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.

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.D5500AP1. MONTHLY	9/1/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500AR1. MONTHLY	9/1/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation
OOC.FTP.D5500CG1. DAILY	9/1/2021	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. DAILY	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	09/01/202 1	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. DAILY	08/15/202 2	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. MONTHLY	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave: implementation.
OOC.FTP.D5500EX1. DAILY	08/15/202 2	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. MONTHLY	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500EX2. DAILY	08/15/202 2	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.
OOC.FTP.D5500EX2. MONTHLY	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500MA1. DAILY	11/15/202 1	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.

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.D5500MA1. DAILY.YEAREND	09/01/202 1	08/31//2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500MA1. MONTHLY	11/15/202 1	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	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PJ1. DAILY	08/15/202 2	07/01/2023		\$5,960.96	\$8,840.96	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. MONTHLY	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PJA	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PJU	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PR1. DAILY	08/15/202 2	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. MONTHLY	09/01/202 1	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PR2. DAILY	08/15/202 2	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.



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.D5500PR2. MONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PR4. DAILY	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. MONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500PR9. MONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500TL1. DAILY	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. MONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500TR2. DAILY	07/01/2021	07/01/2023		\$7,311.17	\$16,576.58	Financials Wave: inbound to FDOT. Transaction Detail (Daily). Review of layouts GLI051, API031, ARI024, PCI001, 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. MONTHLY	09/01/2021	08/31/2022				Interface will be sunset prior to the Financials Wave implementation.
OOC.FTP.D5500VC1. DAILY	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.

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.D5500VE1.DAILY	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.NEW.DAILY	07/01/2021	07/01/2023		\$5,450.00	\$20,415.87	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.
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.

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 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.
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			\$4,509.78	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		\$9,135.00	\$10,128.15	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 2	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.
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.

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

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
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.
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	10/01/2021	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.
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.
Project Cost Management (PCM) - ISQAANDC.SCHED.P ROD.JCLIMO(PCMOC 003)	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.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
Materials and Supplies Inventory (MSI) - OOC.LIB.CNTL(MSIR 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.
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.
Contract Funds Management (CFM) - OOC Report Caster\Year-End\TR60 Transactions	08/15/2022 2	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.



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\CFMYearEnd\TR60 Rebatch 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 .DATA	08/15/2022	07/01/2023		\$1,698.19	\$1,698.19	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 KKI001 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.
PCMO105 - 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.

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) FACTS Batch	08/15/2022	07/01/2023				Used to transmit contract information to FACTS FTP (mfnftp.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 (completed)	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		\$10,710.00	\$40,862.33	Reviewed and assessed computing assets with direct links to FLAIR interfaces to identify which ones could be Decoupled/Recoupled, with 43 computing assets completed as of October 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		\$33,364.31	\$147,700.87	Building and deployment of the Chart of Accounts remediation infrastructure has begun. Final deployment is pending the resolution of outstanding questions from the Accounts Payable Module Workgroups.

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
Florida PALM interface layouts and file definition computing asset impacts	07/01/2021	07/1/2023		\$18,394.33	\$53,215.73	As of October 2021, there are 235 separate instances of Florida PALM interfaces and supporting file layouts 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>October 01 – October 31, 2021</i>	<b>Submitted on:</b>	<i>November 02, 2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October, 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.
- TECH119 – Created interface connection inventory. Completed 10/01/21.
- TECH120 – Began reviewing and confirming planned conversions. Completed 10/01/21
- SPON61 - Provided Legislative Budget Request for Florida PALM Activities. Completed 10/08/21.
- SPON62 - Provided agency update for project status reporting. Completed 10/06/21
- Meetings & workshops- attended Tuesday talks and workshops for Accounts Payable, General Ledger, Accounts Receivable and Asset Management.

## **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	Interfaces in review
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	Interfaces in review

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	Interfaces in review
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	Interfaces in review

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
API020-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	Interfaces in review

### **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 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

### **1 - STATUS OVERVIEW**

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

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

- SPON62 - Provided Agency Update for Project Status Reporting
- SPON61 - Provided Legislative Budget Request for Florida PALM Activities
- FUNC53 – Began to identify Obstacles Prohibiting Adoption
- TECH121 – Continued working towards submitting Florida PALM Technical Inventory Workbook
- FUNC52 – Working to submit Agency Business Systems Analysis 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
						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		\$28,468.13	\$90,915.26	

## 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>October 1 – 31, 2021</i>	<b>Submitted on:</b>	<i>11/09/2021</i>

### **1 - STATUS OVERVIEW**

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

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

- Participated in multiple Workgroup meetings
- Reviewing Agency Business Systems to determine what interfaces are needed

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 (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FAME – API002	01/07/22	06/30/2023		\$702	\$702	Conducting weekly internal meetings through December to perform deep drive into current processes to complete Tech Workbook and prepare for Design phase

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FAME – API010	01/07/22	06/30/2023		\$702	\$702	Conducting weekly internal meetings through December to perform deep drive into current processes to complete Tech Workbook and prepare for Design phase
FAME – GLI006	01/07/22	06/30/2023				Participating in PALM Workgroups to verify appropriate interface is selected for ABS
FAME – GLI002	01/07/22	06/30/2023				Participating in PALM Workgroups to verify appropriate interface is selected for ABS
FAME – AMI002	01/07/22	06/30/2023				Participating in PALM Workgroups to verify appropriate interface is selected for ABS
FAME – AMI003	01/07/22	06/30/2023				Participating in PALM Workgroups to verify appropriate interface is selected for ABS
FAME – AMI004	01/07/22	06/30/2023				Participating in PALM Workgroups to verify appropriate interface is selected for ABS

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Progress/Comments
FAME – AMI006	01/07/22	06/30/2023				Participating in PALM Workgroups to verify appropriate interface is selected for ABS
FAME – AMI008	01/07/22	06/30/2023				Participating in PALM Workgroups to verify appropriate interface is selected for ABS
FRVIS – CMI013	10/12/2020	08/31/2021		\$1,274	\$13,598	Completed, continued maintenance

### **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
FAME	10/12/2020	06/30/2023				Determining Interfaces needed
Service NOW	09/01/2021	06/30/2023				Determining Interfaces needed
eVoucher						Participating in PALM Workgroups to determine functionality of printing vouchers and DFS auditing requirements

## 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>10/01/21-10/31/21</i>	<b>Submitted on:</b>	<i>11/16/21</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:

TECH120  
SPON61  
SPON62

### **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						None at present

## 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>October 1 – 31, 2021</i>	<b>Submitted on:</b>	<i>November 4, 2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of **October**, 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
- FUNC53; Identify Any Obstacles Prohibiting Adoption of AP, PO, GL, AR, BI & CM; In Process
- SPON60; Change Champion Network updated; Completed 10/11/2021
- 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 **October 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.
API024 – Outbound Voucher Status	02/1/2021	6/30/2023	n/a	n/a	n/a	Flat File for 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
API031 – Outbound Voucher Accounting Detail	02/1/2021	6/30/2023	n/a	n/a	n/a	Flat File 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.
API125 – Outbound SpeedChart	TBD	6/30/2023	n/a	n/a	n/a	Reviewing Design & Interface Guidelines.
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.

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
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>October 1 to October 30, 2021</i>	<b>Submitted on:</b>	<i>11/10/2021</i>

## 1 - STATUS OVERVIEW

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

Completed FUNC 53 by identifying areas where the Legislature functions differently than executive branch agencies and requires the system to allow for these differences. These are areas where FLAIR processing which restrict or requires executive branch agencies in some way that is not applicable to the legislative branch. These are only areas of potential problems and as they are addressed in FLAIR, we expect PALM will allow for them also. We continued to work on identifying and planning for agency interfaces and applications which will need to be mitigated for changes due to the implementation of PALM in 2024. Initially we had planned to be prepared prior to July 1, 2024, however, we learned that PALM anticipates Agencies testing interfaces in the summer of 2023, and so we are looking at adjusting our planned start dates accordingly. We will be sending out copies of this report to internal units involved with the application and interfaces listed below as a means of keeping them informed. LSS is working on the interface with the new electronic receipts vendor for the State (NIC). Two agency business systems are involved, the Legistore and the Lobbyist Registration systems.

## 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
Travel System Interfaces: Data Files Transfers: Title Files Transaction Uploads: Disbursements A/P	TBD Lisa Swindle	On or Before June 2023	N/A	N/A	N//A	PALM is thinking Agencies will be testing interfaces in the summer of 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	Comments
Inventory System (LIM) Data File Transfers: Property Master File Transaction Uploads: Property Master File	10/6/2021 Laura Brown Robert DelMonego Danny Cobb	On or Before June 2023				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 Lisa Swindle	On or Before June 2023				Depending on Document Retention capabilities this may no longer be necessary. Uses information from system report, so may be a reporting issue rather than an interface. However, our application may need to be updated for the changes in COA.
Property Bar Code Scanning System Data File Transfers: Property Master File Transaction Uploads: Property Master File	10/6/2021 Laura Brown Robert DelMonego Danny Cobb	On or Before June 2023				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.	TBD Barbara Gleason	On or Before June 2023				Scheduling meeting with program personnel to discuss Approach and answer questions.  Data File Transfers: Personnel Information Benefits Information Hours Worked
F & A Transactions Uploads: TR 20, TR 21, TR 22 TR 30 TR 51, TR 53, TR 58 TR 60, TR 80	N/A Lisa Swindle	On or Before July 2024				This is more a training issue, we are confident PALM will have functionality to input/upload transactions in mass other than by manual input from a computer.
Legislative Postage System Data File Transfer: Title File – Organization Codes	N/A Marsha Westcott					This is a report issue (not an interface. Currently run a title file report and send to unit. Not an Interface. May need some modification due to COA changes

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, distributes the reports to District Offices via email. Uses Blue Zone printer session to transform RDS reports into a PC readable format.	TBD Judy Buckner Robert DeIMone go Danny Cobb	On or Before June 2023				Internal application which utilizes a report download. More of a reporting issue than an interface. Application may need to be updated for changes to reports and COA.
Economic & Demographic Research Committee (EDR) Will interact with PALM independently for units needs not provided by OLS	N/A Wayne Money	On or Before July 2024				Unit needs access to Statewide information for State's Revenue Estimates with sufficient detail (Revenue object codes which are currently not on the COA).
LAS/PBS Will interact with PALM independently for units needs not provided by OLS	N/A ?	On or Before July 2024				Unit needs access to Statewide information – COA Changes, other information or access needs
OAG Will interact with PALM independently for units needs not provided by OLS	N/A Jennifer Blanca Tracy Matthew	On or Before July 2024				Unit needs access to Statewide information. Sufficient understanding of PALM to facilitate Auditing of the State

Interface Modification for Florida PALM	Planned Start Date	Planned Finish Date	Actual Finish Date (completed)	Cost for the Month	Cumulative Cost - FYTD	Comments
OPPAGA Will interact with PALM independently for units needs not provided by OLS	N/A PK Jameson	On or Before July 2024				Unit needs access to Statewide information. Sufficient understanding of PALM to facilitate mission

### 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 Lisa Swindle	On or Before June 2023				PALM projects testing of interfaces in the summer of 2023 (Image API)
Property inventory and fixed asset management system (LIM and bar code scanners to perform property inventory)	10/6/2021 Judy Buckner Robert DelMonego Danny Cobb	On or Before June 2023				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. (LIM)
HR / Payroll System	TBD Barbara Gleasman	On or Before June 2023				PALM projects testing of interfaces in the summer of 2023 (Highline)

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
Intra District Office Reporting Application – Senate Imports downloaded RDS reports and provides an email distribution to District Offices Uses Blue Zone printer	TBD Judy Buckner Robert DelMonego Danny Cobb	On or Before June 2023				Internal application which will require changes due to report and COA changes. (OLITS)
Voucher Print / Barcoding Data File Transfers: Voucher Print File	TBD Lisa Swindle	On or Before June 2023				. Application may need to be updated for the changes in COA (EFORMS).

## 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>October 1 – October 31, 2021</i>	<b>Submitted on:</b>	<i>11/02/2021</i>

### **1 - STATUS OVERVIEW**

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

During the month of October, 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>	Allison Sackett, State Courts Administrator	<b>Submitted by:</b>	Jackie Knight, Chief of Finance & Accounting
<b>Status Report Period:</b>	October 1 – October 31, 2021	<b>Submitted on:</b>	11/9/2021

### 1 - STATUS OVERVIEW

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

During the month of October, 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						