Data Management Approach

Overview

The data management approach describes expectations for agencies to analyze and manage data in preparation for Florida PALM implementation. Data management refers to agency activities for evaluating, managing and cleansing data in the Florida Accounting Information Resource (FLAIR) system and agency business systems. These activities should occur as part of normal agency operations and be performed on an on-going basis. Agencies have the best insight for evaluating the accuracy, completeness, and validity of their data. Data management for data in FLAIR and agency business systems, referred to as legacy data, is an essential part of agency readiness for Florida PALM implementation.

Data Expectations

Other approaches are available on the Florida PALM website to address expectations for Florida PALM data configuration, conversions and reporting. Overall, general expectations for data (in FLAIR or agency business systems) are summarized below:

- FLAIR information, such as organizational unit and asset location codes, represent agency-unique information that will be collected for use in Florida PALM via configuration workbooks. The Configuration Approach provides more information on these activities and agency expectations.
- FLAIR information, such as balances, suppliers and employees, will be translated and recorded in Florida PALM as part of the data conversion activities. In some circumstances, information maintained in agency business systems, such as asset records, may also be provided and recorded as part of the data conversion activities. The Conversion Approach provides more information on these activities and agency expectations.
- The Reporting Approach describes the replacement of the FLAIR Information Warehouse. Agencies will have access to FLAIR and Florida PALM information in a data warehouse which includes self-service reporting tools. Agencies will use the reporting tools and data warehouse to query legacy transaction history or run legacy reports.

Agency Activities

Agencies will be assigned future Florida PALM tasks through the Readiness Workplan and provided specific task instructions for data configuration and conversion. Resources available to support agency-directed activities to improve readiness for data tasks include the following:

- As part of Personalized Agency Working Sessions, agencies were provided a self-assessment guide to support agency evaluation of current operations, and identification of agency-specific business needs. This guide includes information and questions to support internal agency discussions and analysis. These discussions and analysis should include an understanding of how the agency currently uses FLAIR legacy data elements and values, and the types and uses of FLAIR legacy data in agency business systems. The agency should complete self-assessments to inventory current operations and identify specific data management issues that will require cleansing or other change management activities.
- Agencies should leverage legacy processes and tools to manage legacy data. The A&A Data Management Project website includes general guidance and updates.