

Florida **PALM**

Planning, Accounting, and Ledger Management



Executive Steering Committee Meeting

Department of Revenue
Building 2, Room 1250
May 24, 2017



Roll Call and Opening Remarks

Facilitator: Robert (Budd) Kneip, Chair



Review of Meeting Minutes

Facilitator: Melissa Turner



Review of Meeting Minutes

- ▶ February 22, 2017
- ▶ May 10, 2017



Florida PALM Project Update

Facilitators: Eric Adair & Melissa Turner



FloridaPALM
Planning, Accounting, and Ledger Management

Florida PALM Project Update

Budget

FY 2016-2017 Spend Plan Summary As of April 30, 2017

Category	Projected	Incurred	Remaining Balance	% Remaining
Salaries and Benefits	\$2,888,550.00	\$2,047,842.06	\$840,707.94	29%
Special Category	\$3,572,105.00	\$2,625,123.61	\$946,981.39	27%
Risk Management Insurance	\$3,504.00	\$3,504.00	-	0%
DMS Transfer	\$8,387.00	\$8,387.00	-	0%
Total	\$6,472,546.00	\$4,684,856.67	\$1,787,689.33	28%



Florida PALM Project Update

Risks and Issues

- ▶ Closed three risks since the last ESC meeting:
 - Two OCM risks related to communications
 - One PMO risk related to contracted resources
- ▶ Risks with high probability and impact will continue to be shared via monthly status reports and discussed (if necessary or as requested) with the ESC



Florida PALM Project Update

Schedule (SSI ITN)

9

Evaluation Activities (1/25/2017 – 4/17/2017)

- ▶ BPS Support Services Contractor review of DD2 reports **(Complete)**
- ▶ Administrative review of replies **(Complete)**
- ▶ Evaluation Team begin review of replies **(Complete)**
- ▶ Respondents conduct software demonstrations and team presentations **(Complete)**
- ▶ Evaluators complete scoring **(Complete)**
- ▶ Scores are compiled to establish competitive range **(In progress)**



Florida PALM Project Update

Schedule (SSI ITN)

Negotiation Activities (4/18/2017 – 2/20/2018)

- ▶ Appoint negotiators (***Not Started***)
- ▶ Support negotiator strategy sessions
- ▶ Conduct negotiations
- ▶ Post Intent to Award
- ▶ Execute contract



Florida PALM Project Update

Scope (DDI Readiness Activities)

- ▶ Continued knowledge transfer to Project team on Level 2 Standardized Business Process Models
- ▶ Continued executing activities identified in the OCM Pre-SSI Strategic Plan
- ▶ Continued evaluating Project Support Tools
- ▶ Conducted working sessions with DFS leadership to discuss several technical areas
- ▶ Updated project management documentation and delivered Project team training



Florida PALM Project Update

Scope – Data Management Plan (DMP)

- ▶ Review and discuss edits to the DMP Document
- ▶ Discuss the plan for reviewing:
 - Attachment A - Florida PALM Architecture Principles
 - Attachment B - FLAIR/CMS Current-State Interfaces
 - Attachment C - General Appropriations Act (GAA) DMP Requirements Traceability
 - Attachment D - FLAIR and CMS Conceptual Data Models



Voting Actions

Facilitator: Melissa Turner



Voting Actions

- ▶ Approval of the Pre-DDI Data Management Plan (excluding attachments)



Independent Verification & Validation (IV&V) Assessment

Facilitator: Brian Eppig



IV&V Assessment

Results – April 2017

- ▶ IV&V evaluation focused on DDI readiness
 - Project continuing to improve internal operations
 - Functional Tracks continuing to execute activities as planned; OCM, SDS, BPS

Overall Pre-DDI Execution Assessment Status
Green



IV&V Assessment

Upcoming Focus

- ▶ Focus on DDI Readiness (within OIT, Treasury, A&A)
 - Synchronization between FLAIR/CMS and PALM
 - Data
 - Interfaces
 - Procedures
 - Staffing



Upcoming Activities

Facilitator: Melissa Turner



Upcoming Activities

- ▶ Support SSI ITN
- ▶ Execute DDI readiness activities across tracks
- ▶ Conduct FY 17-18 Planning Activities (schedule, resources, spend plan, and risk brainstorming)
- ▶ Collect initial Agency profile data (Part 1)
- ▶ Obtain ESC approval of the DMP attachments



New Business & Open Discussion

Facilitator: Melissa Turner



Next Meeting

To Be Confirmed:

Wednesday, June 28, 2017
Building 2, Room 1250



Contact Information

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