Roll Call and Opening Remarks

Facilitator: Robert (Budd) Kneip, Chair
Review of May 24, 2017 Meeting Minutes

Facilitator: Melissa Turner
Florida PALM Project Update

Facilitators: Eric Adair & Melissa Turner
## Florida PALM Project Update
### Budget – FY 2016-17 Spend Plan

### FY 2016-2017 Spend Plan Summary

*As of May 31, 2017*

<table>
<thead>
<tr>
<th>Category</th>
<th>Projected</th>
<th>Incurred</th>
<th>Remaining Balance</th>
<th>% Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and Benefits</td>
<td>$2,888,550.00</td>
<td>$2,282,519.96</td>
<td>$606,030.04</td>
<td>21%</td>
</tr>
<tr>
<td>Special Category</td>
<td>$3,572,105.00</td>
<td>$2,905,688.60</td>
<td>$666,416.40</td>
<td>19%</td>
</tr>
<tr>
<td>Risk Management Insurance</td>
<td>$3,504.00</td>
<td>$3,504.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td>DMS Transfer</td>
<td>$8,387.00</td>
<td>$8,387.00</td>
<td>$0.00</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$6,472,546.00</strong></td>
<td><strong>$5,200,099.56</strong></td>
<td><strong>$1,272,446.44</strong></td>
<td><strong>20%</strong></td>
</tr>
</tbody>
</table>
Florida PALM Project Update
Budget – General Appropriations Act (2017)

- Authorizes 51 positions and recurring salary and benefits of $5.9M
- Appropriates special category funds of $21.8M with $18.1M in reserve
- Authorizes the Department to:
  - Complete the competitive procurement and contract award for the SSI
  - Award a multi-year contract, which must align with the scope and cost not to exceed as identified in Option 3 of the FLAIR Study
  - Submit budget amendments for funds placed in reserve
Florida PALM Project Update
Budget – General Appropriations Act (2017)

- Authorizes that the release of funds may be requested through budget amendment along with:
  - A detailed operational work plan
  - Spending plan
  - A copy of the SSI contract approved by the CFO
- Specifies funds of $600,000 for IV&V services
- Requires monthly project status reporting to the House, Senate, and Governor’s Office
Florida PALM Project Update
Budget – General Appropriations Act (2017)

- Initial draft of any statutory changes to implement Florida PALM
  - Directs development with ESC
  - Requires submission of ESC recommendations to the House, Senate, and Governor’s Office by June 1, 2018
Florida PALM Project Update

Budget – Implementing Bill (2017)

- Florida PALM shall:
  - Include replacement of Central FLAIR, Departmental FLAIR, Payroll, Information Warehouse, and select components of CMS
  - Not include duplication of other FFMIS system functionality or agency business processes related to functions included in People First, MFMP, or LAS/PBS
- FLAIR Study shall be taken into consideration with regard to cost and implementation data
- Support a 15-member ESC governance structure
Florida PALM Project Update
Risks and Issues

Since the last ESC meeting:

- Opened one risk related to data management
- Closed one risk related to DMP feedback timing and created issue
- Risks and issues 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


- 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 (Complete)
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

- Completed 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
- Continued planning FY 2017/18 activities
Review and discuss edits to the DMP

Attachments:
- 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
- Attachments:
  - Attachment A - Florida PALM Architecture Principles
  - Attachment B - FLAIRE/CMS Current-State Interfaces
  - Attachment C - General Appropriations Act (GAA) DMP Requirements Traceability
  - Attachment D - FLAIRE and CMS Conceptual Data Models
Independent Verification & Validation (IV&V) Assessment

Facilitator: Brian Eppig
IV&V Assessment
Results – June 2017

- IV&V evaluation focused on DDI readiness
  - Functional Tracks continuing to execute activities as planned; OCM, SDS, BPS
  - Project beginning to plan activities for upcoming fiscal year

Overall Pre-DDI Execution Assessment Status
Yellow – Delay in start of negotiations
IV&V Assessment
Upcoming Focus

- Planning for upcoming fiscal year
- Focus on DDI Readiness
  - OIT
  - Treasury
  - A&A
  - PALM Project
Upcoming Activities
Facilitator: Melissa Turner
Upcoming Activities

- Support SSI ITN
- Execute DDI readiness activities across tracks
- Complete FY 2017-18 Planning Activities (schedule, resources, spend plan, and risk brainstorming)
- Obtain approval for Decision 96 (Major Project Deliverables for FY 2017-18).
New Business & Open Discussion
Facilitator: Melissa Turner
Next Meeting

To Be Confirmed:
Wednesday, July 26, 2017
Building 2, Room 1250
Contact Information

FloridaPALM@myfloridacfo.com

myfloridacfo.com/FloridaPALM