



**FLORIDA ADMINISTRATION SERVICES MEETING**  
**December 8, 2023**  
**9:00 a.m. – 10:30 a.m.**  
**Florida Department of Highway Safety and Motor Vehicles**

**Opening Remarks**

Introductions

Mark Merry

**Department of Financial Services**

Florida PALM

- Project Update

Angie Robertson

**Department of Transportation**

- Reconciliation Practices of Accounting Transactions

Thomas 'Tommy' Lemacks

**Department of Management Services**

- Classification Modernization Project

Constance Brock

**Roundtable Topics**

Mark Merry

- 2024 FASM Meetings
- Electronic W2
- AA Memo #11 – 2023 Calendar Year-End Information
- Vendor Assignments
- CFO Memo #24 – FLAIR Batch Uploads
- Training Opportunities
- Teams vs. GoTo Agency Access Poll
- *Survey Response Requests:*
- Workiva Updates – What to Expect
- Agency Interface Updates for Florida PALM
- Advance Payment Approval Process Update
- PCard Processing Timelines & Impacts
- Employee Retention & Engagement

**Open Floor**

**Adjourn**