

Date	01/23/2019	Time	2 - 4 p.m.
Location	Department of Revenue 2450 Shummard Oak Boulevard Building 2, Room 1250 Tallahassee, Florida 32399		
Objective	January 23, 2019 Executive Steering Committee Meeting		
Invitees	<p>Executive Steering Committee: Ryan West (DFS), Chair; Carlton Bassett (DFS); David DiSalvo (DMS); Renee Hermeling (DFS); Rosalyn (Roz) Ingram (DMS); Maria Johnson (DOR); Mike Jones (EOG); Cynthia Kelly (EOG); Angie Martin (DFS); Tanya McCarty (DFS); Darinda McLaughlin (DEP); Kimberly McMurray (DCF); Mark Merry (DFS); Robin Naitove (FDOT); Danta White (DFS)</p> <p>Speakers: Mark Fairbank (ISG); Paul Lavery (Accenture); Melissa Turner (DFS)</p>		

Topic	Facilitator	Allotted Time
Roll Call and Opening Remarks	Chair West	2:00 – 2:05 p.m. (5 mins)
Review of November 28, 2018 Meeting Minutes	Melissa Turner	2:05 – 2:10 p.m. (5 mins)
Florida PALM Project Update <ul style="list-style-type: none"> • Risks and Issues • Budget • Schedule • Scope 	Paul Lavery Melissa Turner	2:10 – 3:00 p.m. (50 mins)
Independent Verification and Validation Assessment	Mark Fairbank	3:00 – 3:15 p.m. (15 mins)
Upcoming Activities	Melissa Turner	3:15 – 3:30 p.m. (15 mins)
New Business/Open Discussion	Melissa Turner	3:30 – 3:55 p.m. (25 mins)
Adjourn	Melissa Turner	4 p.m.