

Date	07/24/2019	Time	2:00 – 4:00 p.m.
Location	House of Representatives Knott Committee Room 116 402 South Monroe Street Tallahassee, Florida 32399		
Objective	July 24, 2019 Executive Steering Committee Meeting		
Invitees	Executive Steering Committee: Ryan West (DFS), Chair; Carlton Bassett (DFS); Jimmy Cox (DMS); Renee Hermeling (DFS); Rosalyn (Roz) Ingram (DMS); Maria Johnson (DOR); Mike Jones (EOG); Tony Lloyd (DCF); Angie Martin (DFS); Tanya McCarty (DFS); Darinda McLaughlin (DEP); Mark Merry (DFS); Robin Naitove (FDOT); Renee Tondee (EOG); Danta White (DFS) Speakers: Mark Fairbank (ISG); Angie Robertson (DFS); Melissa Turner (DFS)		

Topic	Facilitator	Allotted Time
Roll Call and Opening Remarks	Chair West	2:00 – 2:05 p.m. (5 mins)
Review of July 17, 2019 Meeting Minutes	Melissa Turner	2:05 – 2:10 p.m. (5 mins)
Florida PALM Project Update <ul style="list-style-type: none"> • Scope - Major Project Deliverables • Scope – Requirements Confirmation 	Angie Robertson Melissa Turner	2:10 – 2:55 p.m. (45 mins)
Independent Verification and Validation Assessment	Mark Fairbank	2:55 – 3:10 p.m. (15 mins)
Voting Actions (including public comment) <ul style="list-style-type: none"> • Standardized Business Process Models • Process and Transaction Mapping Analysis • Decision 128: Approval of new or cancelled requirements based on Solution Analysis and Design activities 	Chair West	3:10 – 3:40 p.m. (30 min)
Upcoming Activities	Melissa Turner	3:40 – 3:55 p.m. (15 mins)
Adjourn	Melissa Turner	4:00 p.m.