

Date	12/05/2019	Time	2:00 – 4:00 p.m.
Location	Department of Revenue 2450 Shumard Oak Boulevard Building 2, Room 1250 Tallahassee, Florida 32311		
Objective	December 5, 2019 Executive Steering Committee Meeting		
Invitees	<p>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)</p> <p>Speakers: Matt Cole (Accenture); Mark Fairbank (ISG); Scott Fennell (DFS); Angie Robertson (DFS); Melissa Turner (DFS); Ryan West (DFS)</p>		

Topic	Facilitator	Allotted Time
Roll Call and Opening Remarks	Chair West	2:00 – 2:05 p.m. (5 mins)
Review of October 23, 2019 Meeting Minutes	Melissa Turner	2:05 – 2:10 p.m. (5 mins)
Florida PALM Project Updates <ul style="list-style-type: none"> • Risks and Issues • Budget • Schedule • Scope 	Matt Cole Scott Fennell Angie Robertson Melissa Turner	2:10 – 3:25 p.m. (75 mins)
Independent Verification and Validation Assessment	Mark Fairbank	3:25 – 3:40 p.m. (15 mins)
Upcoming Activities	Melissa Turner	3:40 – 3:55 p.m. (15 mins)
Adjourn	Melissa Turner	4:00 p.m.