

Date	12/08/2021	Time	2:00 – 4:00 p.m.
Location	Department of Children and Families		
Objective	December 8, 2021 Executive Steering Committee Meeting Minutes		
Attendees	<p>Executive Steering Committee: Scott Fennell, Chair (DFS); Nancy Anderson (DFS); Jimmy Cox (DMS); Cody Farrill (AHCA); James Grant (DFS); Laurie Grasel (EOG); Renee Hermeling (DFS); Don Hurst (DFS); Maria Johnson (DOR); Mike Jones (EOG); Tony Lloyd (DCF); Angie Martin (DFS); Darinda McLaughlin (DEP); Mark Merry (DFS); Robin Naitove (FDOT); Cliff Nilson (DMS); Jennifer Pelham (DFS)</p> <p>Speakers: Matt Cole (Accenture); Tanner Collins (DFS); Chair Scott Fennell (DFS); Jason Shiver (DFS); Melissa Turner (DFS); Tommy Werner (DFS)</p>		
Attachments/ Related Documents	<ul style="list-style-type: none"> • Presentation • Amendment 6 Attachments 1, 8 		

Meeting audio is available on <https://myfloridacfo.com/floridapalm/oversight>.

Roll Call: Facilitated by Scott Fennell (DFS)

Mr. Scott Fennell called the meeting to order at 2:00 p.m. with a roll call of the Executive Steering Committee (ESC) members. Fourteen of the 17 members were present, creating a quorum.

Presentation: Facilitated by Matt Cole (Accenture); Tanner Collins (DFS); Chair Scott Fennell (DFS); Jason Shiver (DFS); Melissa Turner (DFS); Tommy Werner (DFS)

The action items resulting from the meeting include:

- Follow up with identified members regarding Disaster Recovery questions
- Follow up with identified members with the timeline for configuration activities

Voting Action: Facilitated by Scott Fennell (DFS)

Mr. Fennell introduced the voting action for the Amendment 6 document and attachments 1 (Statement of Work), 2 (Payment Schedule), 6 (Definitions), 8 (Deliverable Acceptance Criteria), 10 (Service Level Agreement), 13 (Shared Source Code), and 14 (Optional Services). Mr. Fennell asked if there was a request for public comment. Being none, he conducted the vote for the approval of Amendment 6 documents. The ESC members unanimously approved all Amendment 6 documents.

Next Meeting: Facilitated by Melissa Turner (DFS)

The next meeting will be held virtually and is scheduled for January 26. The meeting adjourned at 3:39 p.m.