Date | Time | Location | Objective | Invitees | Other Speakers |
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09/14/2016 | 2 – 4 p.m. | Department of Revenue Building 1, Room 1220/1221 2450 Shumard Oak Boulevard Tallahassee, Florida 32399 | September 14, 2016 Executive Steering Committee Meeting | Robert (Budd) Kneip (DFS), Chair; Tanner Collins (DFS); David DiSalvo (DMS); Rosalyn (Roz) Ingram (DMS); Maria Johnson (DOR); Mike Jones (EOG); Cynthia Kelly (EOG); Robin Kinsey (DFS); Rachael Lieblick (DFS); Angie Martin (DFS); Kimberly McMurray (DCF); Robin Naitove (FDOT); Jennifer Reeves Foster (DFS); Danta White (DFS); Bob Wilson (DEP) | Danielle Kosberg (DFS), Angie Robertson (DFS), Melissa Turner (DFS) |

**Topic** | **Facilitator** | **Allotted Time**
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Roll Call and Opening Remarks | Chair Kneip | 2 – 2:05 p.m. (5 mins)
Review of August 2016 Meeting Minutes | Melissa Turner | 2:05 – 2:15 p.m. (10 mins)
Florida PALM Project Update
  - Scope
  - Schedule
  - Budget
  - Risks and Issues | Danielle Kosberg Angie Robertson Melissa Turner | 2:15 – 3:45 p.m. (90 mins)
Upcoming Activities | Melissa Turner | 3:45 – 3:50 p.m. (5 mins)
New Business/Open Discussion | Melissa Turner | 3:50 – 4 p.m. (10 mins)
Adjourn | Chair Kneip | 4 p.m.