

Date	11/28/2018	Time	2 - 4 p.m.
Location	House of Representatives Knott Committee Room 116 402 South Monroe Street Tallahassee, Florida 32399		
Go-To-Meeting	Please join the meeting from your computer, tablet, or smartphone. https://global.gotomeeting.com/join/988869229 Join the conference call: (850) 413-1558 Conference ID: 4323483 First GoToMeeting? Let's do a quick system check: https://link.gotomeeting.com/system-check		
Objective	November 28, 2018 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: Carolyn Hicks (DFS); Mark Fairbank (ISG); Angie Robertson (DFS); 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 14, 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 	Carolyn Hicks Angie Robertson Melissa Turner	2:10 – 3:10 p.m. (60 mins)
Independent Verification and Validation Assessment	Mark Fairbank	3:10 – 3:20 p.m. (10 mins)
Voting Actions (including public comment) <ul style="list-style-type: none"> • Solution Analysis and Design Strategy • Organizational Readiness Strategy 	Chair West	3:20 – 3:30 (10 mins)

Topic	Facilitator	Allotted Time
<ul style="list-style-type: none"> Decion #103: Project [Phase] Kickoff Complete 		
Upcoming Activities	Melissa Turner	3:30 – 3:45 p.m. (15 mins)
New Business/Open Discussion	Melissa Turner	3:45 – 3:55 p.m. (10 mins)
Adjourn	Melissa Turner	4 p.m.