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| Date | 05/22/2019 | Time | 2:00 – 4:00 p.m. |
| Location | Department of Revenue 2450 Shumard Oak Boulevard Building 2, Room 1250 Tallahassee, Florida 32399 | | |
| Objective | May 22, 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); Renee Tondee (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: Mark Fairbank (ISG); Scott Fennell (DFS); Paul Lavery (Accenture); Melissa Turner (DFS)</p> | | |

| Topic | Facilitator | Allotted Time |
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| Roll Call and Opening Remarks | Chair West | 2:00 – 2:05 p.m. (5 mins) |
| Review of February 27, 2019 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 | Scott Fennell Paul Lavery Melissa Turner | 2:10 – 3:10 p.m. (60 mins) |
| Independent Verification and Validation Assessment | Mark Fairbank | 3:10 – 3:30 p.m. (20 mins) |
| Upcoming Activities | Melissa Turner | 3:30 – 3:55 p.m. (25 mins) |
| Adjourn | Melissa Turner | 4:00 p.m. |