

<b>Date</b>	09/11/2019	<b>Time</b>	1:30 – 4:30 p.m.
<b>Location</b>	Winewood Complex, Building 4 Tallahassee, Florida 32308  Agencies located outside of Tallahassee may participate online via GoToMeeting. Contact <a href="mailto:FloridaPALM@MyFloridaCFO.com">FloridaPALM@MyFloridaCFO.com</a> for virtual meeting information.		
<b>Objective</b>	Chart of Accounts (COA) Design Kickoff		
<b>Invitees</b>	Representatives from all Florida agencies and other key stakeholders		
<b>Attachments / Related Documents</b>	N/A		

<b>Topic</b>	<b>Facilitator(s)</b>	<b>Allotted Time</b>
Welcome and Opening Remarks	Janice Jackson Scott Fennell	1:30 – 1:45 p.m. (15 mins)
Chart of Accounts Design Overview	Janice Jackson Binoy Saha	1:45 – 2:30 p.m. (45 mins)
Proposed Chart of Accounts Design	Binoy Saha LaVondria Norton Robert Hicks	2:30 – 3:15 p.m. (45 mins)
<b>Break (15 Minutes)</b>		
Proposed Chart of Accounts Design <i>continued</i>	Binoy Saha LaVondria Norton Robert Hicks	3:30 – 4:15 p.m. (45 mins)
Meeting Wrap Up	Janice Jackson	4:15 – 4:30 p.m. (15 mins)