

Date	10/01/2019	Time	3:00 p.m. – 4:00 p.m.
Location	<p>Please join the meeting from your computer, tablet or smartphone.</p> <p>https://global.gotomeeting.com/join/426720717</p> <p>Join the conference call: Join by phone (850) 413-1558 Conference ID: 2235694#</p>		
Objective	Provide opportunity to address questions related to Chart of Accounts Design Session #1.		
Invitees	Representative from all Florida organizations and other key stakeholders.		
Attachments/ Related Documents	N/A		

Welcome: Facilitated by Janice Jackson, Florida PALM

Ms. Janice Jackson, Florida PALM, opened the office hour and welcomed participants. Participants introduced themselves by name and organization. Ms. Jackson provided an overview of the agenda, which included an open forum for questions related to Business Unit, budgetary ChartFields, organization-specific ChartFields, Account ChartField, and Project ChartField.

Open Forum: Facilitated by Janice Jackson, Florida PALM

Participants did not have questions on Business Unit, budgetary ChartFields, organization-specific ChartFields, or Account ChartField. Ms. Lisa Simpson, Department of Economic Opportunity, requested an update on a parking lot item from the Chart of Accounts (COA) sessions on a standard nomenclature for Project ChartField values where the value would begin with an acronym identifying the owning organization. Mr. Binoy Saha, Florida PALM, stated that this item was in discussion with Project leadership and noted that organizations expressed interest in this titling nomenclature in multiple sessions. Ms. Simpson asked when the parking lot items will be shared with organizations. Ms. Jackson responded that the timing and method of communication is still being discussed. Ms. Simpson requested a consolidated list of parking lot topics from all sessions. Ms. Jackson stated that a complete list would be compiled and provided based on the discussions around timing and method of communication.

Wrap Up: Facilitated by Janice Jackson, Florida PALM

Ms. Jackson closed the meeting by thanking participants and discussing upcoming COA sessions and office hours.

The meeting concluded at 4:00 p.m.