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| Date | 10/03/2019 | Time | 9:00 a.m. – 9:30 a.m. |
| Location | <p>Please join the meeting from your computer, tablet or smartphone.</p> <p>https://global.gotomeeting.com/join/434199413</p> <p>Join the conference call: Join by phone (850) 413-1558 Conference ID: 8944561#</p> | | |
| Objective | Provide opportunity to address questions related to Chart of Account 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 any questions. The Florida PALM team remained on the line to give additional organization participants an opportunity to call in.

Wrap Up: Facilitated by Janice Jackson, Florida PALM

Ms. Jackson closed the meeting at 9:30 a.m. due to a lack of questions from participants.

The meeting concluded at 9:30 a.m.