

Date	10/15/2019	Time	3:00 p.m. – 3:30 p.m.
Location	<p>Please join the meeting from your computer, tablet or smartphone.</p> <p>https://global.gotomeeting.com/join/629814869</p> <p>Join the conference call: Join by phone (850) 413-1558 Conference ID: 904272#</p>		
Objective	Provide opportunity to address questions related to Chart of Account (COA) Design Sessions #1 and #2.		
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 agency. Ms. Jackson provided an overview of the agenda, which included an open forum for questions related to ChartField Design and Budget Structure Design.

Open Forum: Facilitated by Janice Jackson, Florida PALM

A participant with the Department of Financial Services asked about specific fields shown during a system demonstration provided in COA Session #2 on Budget Structure Design. Mr. Binoy Saha, Florida PALM, provided an explanation of the budget overview screen where budget balances are displayed. Office hour participants had no further questions.

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 3:30 p.m.