

Date	09/24/2019	Time	1:30 – 4:30 p.m.
Location	Department of Children and Families 1317 Winewood Boulevard, Building 4 Tallahassee, Florida 32308 Organizations located outside of Tallahassee may participate via GoToMeeting. Contact FloridaPALM@MyFloridaCFO.com for virtual meeting information.		
Objective	Chart of Accounts Design Working Meeting Session #1		
Invitees	Representatives from all Florida organizations and other key stakeholders		
Attachments / Related Documents	N/A		

Topic	Facilitator	Allotted Time
Welcome and Opening Remarks	Janice Jackson	1:30 – 1:45 p.m. (15 mins)
Chart of Accounts Design Recap Overview	LaVondria Norton Binoy Saha	1:45 – 2:00 p.m. (15 mins)
ChartField Deep Dive	LaVondria Norton Binoy Saha	2:00 – 3:00 p.m. (60 mins)
BREAK (15 Minutes)		
ChartField Deep Dive <i>continued</i>	LaVondria Norton Binoy Saha	3:15 – 4:15 p.m. (60 mins)
Meeting Wrap Up and Next Steps	Janice Jackson	4:15 – 4:30 p.m. (15 mins)