

Date	09/26/2019	Time	9:00 a.m. – 12:00 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	9:00 – 9:15 a.m. (15 mins)
Chart of Accounts Design Recap Overview	LaVondria Norton Binoy Saha	9:15 – 9:30 a.m. (15 mins)
ChartField Deep Dive	LaVondria Norton Binoy Saha	9:30 – 10:30 a.m. (60 mins)
BREAK (15 Minutes)		
ChartField Deep Dive <i>continued</i>	LaVondria Norton Binoy Saha	10:45 – 11:45 a.m. (60 mins)
Meeting Wrap Up and Next Steps	Janice Jackson	11:45 – 12:00 p.m. (15 mins)