

<b>Date</b>	11/01/2017	<b>Time</b>	2 - 4 p.m.
<b>Location</b>	Department of Revenue Building 2, Room 1250 2450 Shumard Oak Boulevard Tallahassee, Florida 32399		
<b>Objective</b>	November 1, 2017 Executive Steering Committee Meeting		
<b>Invitees</b>	<p><b>Executive Steering Committee:</b>                  Ryan West (DFS), Chair; Tanner Collins (DFS); David DiSalvo (DMS); Rosalyn (Roz) Ingram (DMS); Maria Johnson (DOR); Mike Jones (EOG); Cynthia Kelly (EOG); Robin Kinsey (DFS); Rachael Lieblick (DFS); Angie Martin (DFS); Kimberly McMurray (DCF); Robin Naitove (FDOT); Jennifer Reeves (DFS); Danta White (DFS); Bob Wilson (DEP)</p> <p><b>Speakers:</b>                  Brian Eppig (Grant Thornton); Janice Jackson (DFS); Deana Metcalf (DFS); Melissa Turner (DFS)</p>		

<b>Topic</b>	<b>Facilitator</b>	<b>Allotted Time</b>
Roll Call and Opening Remarks	Chair West	2 – 2:05 p.m. (5 mins)
Review of September 27, 2017 Meeting Minutes	Melissa Turner	2:05 – 2:10 p.m. (5 mins)
Florida PALM Project Update <ul style="list-style-type: none"> <li>• Budget</li> <li>• Risks and Issues</li> <li>• Schedule</li> <li>• Scope</li> </ul>	Melissa Turner Janice Jackson Deana Metcalf	2:10 – 3:40 p.m. (90 mins)
Independent Verification and Validation Assessment	Brian Eppig	3:40 – 3:50 p.m. (10 mins)
Upcoming Activities	Melissa Turner	3:50 – 3:55 p.m. (5 mins)
New Business/Open Discussion	Melissa Turner	3:55 – 4 p.m. (5 mins)
Adjourn	Melissa Turner	4 p.m.