



**FLORIDA ADMINISTRATION SERVICES MEETING**  
**March 29, 2024**  
**9:00 a.m. – 11:00 a.m.**  
**Florida Lottery**

**Opening Remarks**

Introductions Mark Merry

**Department of Financial Services**

Director's Office Renée Hermeling

- Month-End Close
- Revolving Fund Retirement & FLAIR Processes
- Timesheet Approval

Office of Florida Financial Education Anne Rabon

- Agency Transformation Project Update

Bureau of Financial Reporting Mark Merry

- ACFR – Published
- Schedule of Expenditures of Federal Awards – Published
- Statewide Financial Reporting Workshop – Scheduled
- Statewide Federal Awards Workshop – Scheduled
- DFS Fiscal Year-End Workshop – Scheduled
- DFS Debt Collection Workshop – Scheduled

**Roundtable Topics** Mark Merry

- Year-End Activities and Ways to Improve
- Classification Modernization Project Update
- Florida PALM Readiness
- DFS Website Updates – Stay Tuned!
- Financial Reporting Training Needs
- PC Uploads and Batch Jobs

**Open Floor**

**Adjourn**