

Date	11/17/2021	Time	2:00 – 4:00 p.m.
Location	Department of Children and Families		
Objective	November 17, 2021 Executive Steering Committee Meeting Minutes		
Attendees	<p>Executive Steering Committee: Scott Fennell, Chair (DFS); Nancy Anderson (DFS); Jimmy Cox (DMS); Gody Farrill (AHCA); James Grant (FDS); Laurie Grasel (EOG); Renee Hermeling (DFS); Don Hurst (DFS); Maria Johnson (DOR); Mike Jones (EOG); Tony Lloyd (DCF); Angie Martin (DFS); Darinda McLaughlin (DEP); Mark Merry (DFS); Robin Naitove (FDOT); Cliff Nilson (DMS); Jennifer Pelham (DFS)</p> <p>Speakers: Sean Buchanan (DFS); Chair Scott Fennell (DFS); Melissa Turner (DFS)</p>		
Attachments/ Related Documents	<ul style="list-style-type: none"> Amendment 6, Attachments 1 (Statement of Work), Attachment 2 (Payment Schedule), 14 (Optional Services) 		

Meeting audio is available on <https://myfloridacfo.com/floridapalm/oversight>.

Roll Call: Facilitated by Scott Fennell (DFS)

Mr. Scott Fennell called the meeting to order at 2:00 p.m. with a roll call of the Executive Steering Committee (ESC) members. Twelve of the 17 members were present.

Presentation: Facilitated by Sean Buchanan (DFS); Scott Fennell (DFS); Melissa Turner (DFS)

The meeting began publicly by addressing questions related to the Amendment 6 document and attachment 14. A portion of the meeting was shaded to discuss the confidential information in attachments 1 and 2. The meeting resumed publicly before adjourning. The action items resulting from the meeting include:

- Clarify the systems for modification under Department’s responsibilities in attachment 1
- Update the term ‘work-around’ in attachment 1 to focus on business process
- Reshare attachments with ESC suggested edits prior to a voting action

Next Meeting: Facilitated by Melissa Turner (DFS)

The next meeting will be held virtually and is scheduled for November 29. The meeting adjourned at 2:56 p.m.