

Date	03/02/2023	Time	2:00 – 4:00 p.m.
Location	Department of Financial Services, Division of Workers' Compensation 1579 Summit Lake Dr Room 115 Tallahassee, Florida 32317		
Objective	Executive Steering Committee Meeting Minutes		
Attendees	<p>Executive Steering Committee: Steven Fielder, Chair (DFS); James Grant (FDS); Hunter Jones (FWC); Mike Jones (EOG); Matt Kirkland (DOE); Angie Martin (DFS); Mark Merry (DFS); Tomy Mollas (DMS); Robin Naitove (FDOT); Cliff Nilson (DMS); Jennifer Pelham (DFS); Shannon Segers (DOR); Christina Smith (EOG); Lynn Smith (DBPR); Scott Stewart (DFS); Dan Zimmerman (DEP)</p> <p>Speakers: Sean Buchanan (DFS); Jimmy Cox (DFS); Steven Fielder (DFS)</p>		
Attachments/ Related Documents	SSI Contract, Attachment 1 Statement of Work		

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

Opening Remarks and Roll Call: Facilitated by Steven Fielder, Chair

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

Presentation: Facilitated by Jimmy Cox

Mr. Jimmy Cox concluded the review of Attachment 1 Statement of Work including the updates based on feedback from the previous review meeting. Mr. Cox also reviewed additions due to feedback in Attachment 6 Definitions and the Contract proper.

This concluded the ESC review of Attachment 1 Statement of Work, and Attachment 6 Definitions.

Action Items:

- Project team will send the ESC the reviewed and updated copies of Attachments 1 and 6
- The Project team will ensure IV&V Assessment and the Project's response is shared with the ESC

Next Meeting: Facilitated by Steven Fielder

The next meeting is scheduled for March 27. The meeting adjourned at 3:00 p.m.