

Date	07/13/2022	Time	2:00 – 4:00 p.m.
Location	Department of Financial Services Division of Workers' Compensation		
Objective	Executive Steering Committee Meeting Minutes		
Attendees	<p>Executive Steering Committee: Cody Farrill (AHCA); Steven Fielder, Chair (DFS); James Grant (FDS); Laurie Grasel (EOG); Charlotte Jerrett (FWC); Mike Jones (EOG); Angie Martin (DFS); Mark Merry (DFS); Robin Naitove (FDOT); Cliff Nilson (DMS); Katie Parrish (DMS); Jennifer Pelham (DFS); Shannon Segers (DOR); Lynn Smith (DBPR); Warren Sponholtz (DEP); Scott Stewart (DFS)</p> <p>Speakers: Steven Fielder (DFS); Carolyn Hicks (DFS); Deana Metcalf (DFS); Jennifer Reeves (DFS)</p>		
Attachments/ Related Documents	Presentation		

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

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

Mr. Steven Fielder called the meeting to order at 2:00 p.m. with a roll call of the Executive Steering Committee (ESC) members. Fourteen members were present. Mr. Fielder welcomed new members Charlotte Jerrett (FWC), Shannon Segers (DOR), Lynn Smith (DPBR) and Warren Sponholtz (DEP).

Presentation: Facilitated by Chair Steven Fielder (DFS), Carolyn Hicks (DFS), Deana Metcalf (DFS), Jennifer Reeves (DFS)

A presentation was shared by Ms. Carolyn Hicks, Ms. Deana Metcalf and Ms. Jennifer Reeves on CMS remediation, month and year end closing activities, requirements review, IW Study, Personalized Agency Working Sessions and the Project Schedule. Highlights include:

- Cash balances between Florida PALM with FLAIR have been reconciled with minimal difference remaining
- All CMS remediation incidents opened before June 30, 2022 have been resolved
- June month-end closing is on schedule to close by July 20
- Central FLAIR successfully closed and reopened on schedule
- A review of system and business requirements will take place beginning fall 2022
- In-person, Personalized Agency Working Sessions will begin in September 2022 with a kickoff meeting being held on July 19
- Procurement for an Information Warehouse study is underway for analysis of replacement of integration into Florida PALM

- The Project's final Schedule will be codified in Amendment 8 with inputs from the Requirements Review, Personalized Agency Working Session, the IW Study and lessons learned from the CMS Wave.

Following the presentation, the IV&V team gave their assessment on Project activities from the last two months.

No action items resulted from the meeting.

Next Meeting: Facilitated by Jimmy Cox (DFS)

The next meeting is scheduled for August 24. The meeting adjourned at 4:04 p.m.