

<b>Date</b>	12/14/2022	<b>Time</b>	2:00 – 4:00 p.m.
<b>Location</b>	Department of Financial Services, Division of Workers' Compensation 1579 Summit Lake Drive Conference Room 115 Tallahassee, Florida 32317		
<b>Objective</b>	Executive Steering Committee Meeting Minutes		
<b>Attendees</b>	<p><b>Executive Steering Committee:</b>          Steven Fielder, Chair (DFS); <del>James Grant (FDS)</del>; Hunter Jones (FWC); Mike Jones (EOG); Matt Kirkland (DOE); Julie Madden (AHCA); 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><b>Speakers:</b> Jimmy Cox (DFS); Lou Estrada (Gartner); Steven Fielder (DFS); Nikki Klein (DFS); Tony Lloyd (DCF); Maggie Mickler (KPMG); Kimberly Nichols (PCG); Tommy Werner (DFS)</p>		
<b>Attachments/ Related Documents</b>	<a href="#">Presentation</a> <a href="#">PCR94: Simplify Disinvestment Journal</a> <a href="#">PCR95: Additional Treasury Enhancements</a>		

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. Sixteen members were present. Mr. Fielder welcomed Dan Zimmerman as the DEP representative.

**Presentation: Facilitated by Jimmy Cox, Lou Estrada, Steven Fielder, Nikki Klein, Tony Lloyd, Maggie Mickler, Kimberly Nichols, Tommy Werner**

Mr. Tommy Werner gave an update on risks, issues, and the budget. Ms. Nikki Klein gave an update on the progress of the Personalized Agency Working Sessions, checkpoint meetings, and upcoming agency follow-up.

Two guest speakers shared presentations on recently conducted projects for the state; Ms. Maggie Mickler, KPMG representative, presented the results of the compliance audit for the Division of Treasury and its cash management transactions in Florida PALM, and Mr. Lou Estrada, Gartner representative, presented the results of the information warehouse assessment.

The Independent Verification and Validation (IV&V) team gave their assessments on Project activities.

Mr. Tony Lloyd, Mr. Jimmy Cox, and Mr. Fielder gave an update on Project activities, including:

- PCR94 Simplify Disinvestment Journal to enhance user experience by greater efficiency. A voting action was held to approve PCR94.

- PCR95 Additional Treasury Enhancements including book to bank and the ability to reconcile warrants. A voting action was held to approve PCR95.
- Project and Grants response from the agency survey was shared, along with a recommended direction for the implementation of projects and grants functionality. The Advisory Council shared their support for the recommendation.
- SSI Contract Amendment 8 Attachment 10 – Service Level Agreement edits from the December 12 ESC meeting were reviewed. Following, the attachment was approved by the group for closing.

**Action Items:**

- Send members the Project and Grants survey review and recommendation.

**Next Meeting: Facilitated by Jimmy Cox**

The next meeting is scheduled for January 25. The meeting adjourned at 4:05 p.m.