



FX EXECUTIVE STEERING COMMITTEE

Meeting Summary



Meeting Information

Meeting Name:	FX Executive Steering Committee
Date:	August 28, 2020
Time:	10:00 a.m. – 12:00 p.m. (2 hours)
Location:	Virtual – GoTo Webinar Meeting
Meeting Objective:	August 28, 2020 FX Executive Steering Committee
Related Documents:	August 28, 2020 FX Executive Steering Committee Meeting Materials
Voting Action(s):	Decision 288 – Integration Services / Integration Platform (IS/IP) Design, Development and Implementation (DDI): Workstream A

ESC Members

T	NAME	ORGANIZATION/ROLE	T	NAME	ORGANIZATION/ROLE
T	James (JC) Miller	AHCA / Chief Strategic Officer & Executive Sponsor	T	Austin Noll	Florida Healthy Kids Corporation / Chief Operating Officer
T	Beth Kidder	AHCA / Deputy Secretary for Medicaid	T	Cassandra Pasley	Department of Health / Medical Quality Assurance Director
T	Damon Rich	AHCA / Chief of Medicaid Recipient and Provider Assistance		TBA	DOEA
T	Molly McKinstry	AHCA / Deputy Secretary for Health Quality Assurance	T	Lorena Fulcher	Agency for Persons with Disabilities / Chief of Consumer Supports
T	Nikole Helvey	AHCA / Chief of Health Info & Policy Analysis	T	Matthew McCarville	Department of Management Services / State Chief Data Officer
T	Scott Ward	AHCA / Director of Information Technology	T	Patricia Medlock	Department of Children and Families / Assistant Secretary (Child Welfare)
T	Stephanie Scanlon	AHCA / Chief Financial Officer	T	Scott Fennell	DFS / Deputy Chief Financial Officer, Operations
				Taylor Hatch	DCF / Assistant Secretary (Economic Self Sufficiency)

T = Attended via teleconference.

Action Item(s)

OWNER	DESCRIPTION	STATUS
Mike Magnuson	Send calendar holds to the ESC Members for the tentative dates for the next few FX ESC meetings to the Committee members.	Completed



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<p><u>Roll Call and Opening Remarks</u> James (JC) Miller introduced himself as the Executive Sponsor for the FX Program and the Chairperson of the Executive Steering Committee (ESC) and called the meeting to order at 10:00 am. Mr. Miller then proceeded with a roll call of the FX ESC members. Thirteen of the fifteen members were present. Mr. Miller then yielded the floor to FX Director, Mike Magnuson.</p>	James (JC) Miller
<p><u>Review of 7/31 FX Meeting Minutes</u> Mr. Magnuson greeted the Committee members and provided a brief overview of the topics on the agenda for this meeting. Mr. Magnuson then began the discussion to approve the minutes from the July 31, 2020 FX ESC Meeting.</p> <p>Mr. Magnuson explained the procedure the Committee would follow to approve the previous meeting’s minutes at this meeting and future FX ESC meetings.</p> <p>Mr. Magnuson asked the FX ESC members if they had any comments on or revisions to the July 31 meeting minutes distributed via email one week prior to the meeting. FX ESC Members did not provide any comments or request revisions be made to the July 31 meeting minutes at this time.</p> <p>Mr. Magnuson noted that committee members could provide feedback or request revisions for the July 31 meeting minutes until COB Monday, August 31, 2020, when they will posted to the public-facing FX Website.</p>	Mike Magnuson
<p><u>FX Program Updates</u> Mr. Magnuson provided FX Program updates and explained the revisions to the FX Roadmap that had been made since the July 31 FX ESC meeting. Mr. Magnuson reviewed the cumulative funding estimates for planned contracts through FY 27/28, and the FX budget as of 8/13/2020 through FY19/20. Mr. Magnuson explained that the Legislative Budget Request (LBR) for the 2021 Florida Legislative Session, supporting Phases one through three of the FX Program, was still being developed. Following these updates, Mr. Magnuson yielded the floor to Peter Wall.</p>	Mike Magnuson
<p><u>Independent Verification and Validation (IV&V) Assessment</u> Peter Wall thanked Mr. Magnuson and the FX ESC members and introduced himself as the NTT Data Project Manager for the FX Independent Verification and Validation (IV&V) Assessment Team.</p> <p>Mr. Wall provided an overview of the IV&V User Acceptance Testing (UAT) Assessment using the July 2020 IV&V Report. Mr. Wall explained that the data in the report, also referred to as a “dashboard”, is derived from checklists used by the IV&V Project Team throughout the assessment to track different aspects of the project such as the schedule, risks, and issues. Following his presentation, Mr. Wall paused for questions from the FX ESC members before returning the floor to Mr. Magnuson.</p>	Peter Wall



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<p><u>Voting Action (including public comment)</u></p> <ul style="list-style-type: none"> Decision 288 – IS/IP DDI: Workstream A Approval <p>Mr. Magnuson introduced Decision 288, Integration Services Integration Platform (IS/IP) Design, Development and Implementation (DDI): Workstream A Approval, to the FX ESC. Mr. Magnuson explained that Workstream A is the first of three major components of the integration platform. Mr. Magnuson then yielded the floor to Angel Garay.</p> <p>Mr. Garay introduced himself as the Team Lead of the IS/IP DDI project. Mr. Garay presented a quick-reference summary of Workstream A, detailing the various foundational components of the IS/IP infrastructure.</p> <p>Mr. Garay presented the Production Readiness Review (PRR) checklist summary to the FX ESC. The checklist summary provided details on the progress toward general readiness, technical infrastructure, testing, user provisioning, training, post implementation and post-operational readiness for the IS/IP portion of the FX project. Following the overview of the PRR, Mr. Garay opened the floor for questions from the Committee; there were no questions or comments at this time.</p> <p>Mr. Garay presented previews of the Application Lifestyle Management (ALM) and the Managed File Transfer Platforms, which are the major, tangible deliverables of Workstream A. Mr. Garay explained that Agency staff had been able to be a part of the design of both of these platforms to ensure the end product met the needs of the project. Following a brief overview of each of these platforms, Mr. Garay opened the floor to the FX ESC members for questions or comments; there were no questions or comments at this time.</p>	<p>Mike Magnuson Scott Ward/ Angel Garay</p>
<p><u>Voting Action (including public comment)</u></p> <ul style="list-style-type: none"> Decision 288 – IS/IP DDI: Workstream A Approval <p>Before proceeding with the voting action for Decision 288, Mr. Miller opened the floor for public comment; no public comments were made.</p> <p>Mr. Miller then proceeded with a roll call vote of the FX ESC members on Decision 288 – IS/IP DDI: Workstream A Approval. The twelve members present at the time of the vote unanimously approved Decision 288.</p> <p>Following the vote, Mr. Miller returned the floor to Mr. Magnuson for upcoming activities.</p> <p>Please Note: Due to a scheduling conflict, Patricia Medlock, who was present for roll call and the majority of the FX ESC meeting, was unable to participate in this voting action.</p>	<p>James (JC) Miller</p>
<p><u>Upcoming Activities</u></p> <p>Mr. Magnuson informed the members of the upcoming FX ESC activities and dates associated with each activity. Mr. Magnuson stated that the FX team would send calendar holds to the FX ESC members for upcoming meetings. Mr. Magnuson then returned the floor to Mr. Miller.</p>	<p>Mike Magnuson</p>
<p><u>Adjourn</u></p> <p>Mr. Miller adjourned the meeting at 11:21 a.m.</p>	<p>James (JC) Miller</p>

Note: "As we are in the statutory blackout period as described in section 287.057(23), F.S., due to competitive procurements relating to Florida Health Care Connections, we will not have any discussions with entities outside of the Agency, the SEAS Vendor, and the IV&V Vendor related to the scope, evaluation, or negotiation of those procurements."