



**Agenda**  
**Board Member Training**  
**Florida Engineers Management Corporation &**  
**The Florida Board of Professional Engineers**  
**Wednesday, June 17, 2015 beginning at 10:00 a.m.**  
**The Shores Resort & Spa**  
**Daytona Beach, Florida**

- A. Call to Order
- B. Board Structure & Miscellaneous – Zana Raybon, President and Executive Director
  - #1. FEMC Board Organization and Structure – Section 471.038, F.S.
  - #2. FBPE Board Organization and Structure – Section 471.007, F.S.
  - #3. NCEES
  - #4. NCEES Exam Administration Contract
- C. Finance
  - #1. Travel Reimbursement
  - #2. Corporate Filing Status
  - #3. Budget
- D. Assistant Attorney General Larry Harris, Board Counsel, Attorney General’s Office
  - #1. Government in the Sunshine – Chapters 119 and 286, F.S., Florida Constitution
  - #2. Rulemaking – Chapter 120, F.S.
  - #3. Responsibilities as Board Members

E. Legal Investigation and Prosecution– John Rimes, Esquire, Prosecuting Attorney

#1. Pre-Probable Cause – Sections 455.225, 455.224, 455.227, 455.2277, 455.228, Chapter 471, F.S., and Rule 120.60, F.A.C.

#2. Post Probable Cause – Chapter 120, F.S.

#3. Final Order Compliance – Section 471.033(1) (k), F.S.

F. Applications & Licensure – Rebecca Sammons, Assistant Executive Director

#1. Overview of Applications and Application Process

#2. IT Update

#3. Records Management

G. Adjourn.