



**Minutes for the
Florida Engineers Management Corporation
Board of Directors Conference Call
Thursday, January 19, 2017 at 10 a.m.
FBPE Board Office**

A. Call to Order, Roll Call, Determination of Quorum, and Address Absences

Mr. Goddeau called the meeting to order. Ms. Raybon called roll.

Board Members Present:

Donald Goddeau, P.E., Chair
Steve Kowkabany, P.E., Vice Chair
Jeff Arey, P.E.
Barney Bishop, Public Member
John Stewart, Public Member

Board Members Absent:

Kimberlee DeBosier, P.E.
Shannon LaRocque, P.E.

Staff Present:

Zana Raybon, FEMC President, FBPE Executive Director
John Rimes, FEMC Vice President
Michele Morris, FEMC Treasurer, FBPE Controller
Rebecca Sammons, FEMC Secretary, FBPE Assistant Executive Director

B. Introduction of guests or visitors.

Allison McDonald, DBPR
Anthony Fiorillo, P.E., FBPE Chair
Kevin Fleming, P.E., FBPE Vice Chair

C. Approval of the Agenda.

Upon motion by Mr. Arey, seconded by Mr. Stewart, to approve the agenda, the motion passed.

D. Chair's Report

Mr. Goddeau welcomed Mr. Fiorillo to the call as the new chair of FBPE and stated that he and Mr. Fiorillo will be meeting in Tallahassee in March to do the review of the FEMC President. Mr. Goddeau asked about holding the FEMC Board Ops meeting on March 8th instead of March 10th.

E. President's Report

Ms. Raybon stated that we are in the renewal period and it is going fine.

F. Vice President's Report

G. Treasurer's Report

H. Unfinished Business

#1. Revised FEMC Compensation Plan

Ms. Raybon reported on the revised FEMC Compensation Plan and the technical changes that were made, along with the timeline that was added.

Upon Motion by Mr. Bishop, seconded by Mr. Kowkabany, to accept the FEMC Compensation as presented, the motion passed.

#2. Proposed Rate Increase for Consultants

Ms. Raybon discussed the proposed rate increase for the consultants and how it would impact the budget. Discussion followed. Ms. Morris mentioned that the increase would be for new cases only.

Upon motion by Mr. Arey, seconded by Mr. Bishop, to approve the rate increase to \$200 for the consultants effective January 19, 2017 for new cases only, the motion passed.

Upon motion by Mr. Bishop, seconded Mr. Stewart, to amend the budget in the amount of \$32,696, the motion passed.

#3. Insurance Summary

Ms. Morris mentioned that at the December Board meeting the reason for the overage on the line item for insurance was due to the Cyber Insurance Policy. Ms. Morris stated that the Board asked for a summary of all the policies that we currently have and to see if our insurance agents would be able to attend the April Board meeting discuss the

FEMC policies. Discussion followed. Based on this recap, it was decided that there was no need for the insurance agents to appear at the April Board meeting.

- I. Old Business
- J. New Business
- K. Update from DBPR/FEMC Contract Monitor
- L. Community Involvement

Ms. Raybon discussed the Dream Big event on February 20th, the Tallahassee ASCE Banquet in February, FAMU-FSU Engineering Day and the ASCE Student Conference in March.

Ms. Raybon stated that the Board needs to address the absence to the two Board members. Discussion followed on procedures and policy for this issue.

Upon motion by Mr. Arey, seconded Mr. Bishop, to excuse the absence of Ms. LaRocque and to address the absence of Ms. DeBosier at a later date when staff determines the reason for her absence, the motion passed.

Mr. Goddeau asked staff to bring back to the Board the information about absences and what qualifies as an excused absence.

- M. Announcements
- N. Adjourn

**Next Regular Board Meeting: April 12, 2017 at 10am
Crowne Plaza Orlando Universal
Orlando, FL**