



Minutes

FEMC Board Operations Committee Conference Call

Thursday, May 4, 2017

Beginning at 10am or soon thereafter

Tallahassee, Florida

A. Call to Order, Roll Call

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

Committee Members Present:

Donald Goddeau, P.E., Chair

Steve Kowkabany, P.E, Vice Chair

Anthony Fiorillo, P.E., S.I., FBPE Chair

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

Guests Present:

Kevin Fleming, P.E., FBPE Vice Chair

Allison McDonald, DBPR

B. Approval of Agenda

Upon motion by Mr. Kowkabany, seconded by Mr. Goddeau, to approve the agenda, the motion passed.

C. Approval of Consent Agenda

(Items denoted with an asterisk are included in the Consent Agenda)

Upon motion by Mr. Kowkabany, seconded by Mr. Fiorillo, to approve the consent agenda, the motion passed.

#1. March 10, 2017 FEMC Board Ops Committee Minutes

Approved under consent agenda.

D. Chair's Report

E. President's Report

#1. Proposed changes to Contract – Re: Budget Amendments

Ms. Raybon reported on the meeting between FEMC staff and FEMC Board Member John Stewart with DBPR staff regarding the contract. Ms. Raybon mentioned that DBPR provided proposed language for the budget amendment section of the contract and that discussion followed regarding the language. DBPR asked FEMC to provide them (DBPR) with proposed language that would work for FEMC. Ms. Raybon mentioned that DBPR does not foresee any major changes to the contract based on the legislative session and the only change to the contract will be dealing with the budget amendment language. Discussion followed. Ms. Raybon stated that she would send the proposed language to the committee members.

#2. Proposed Changes to FEMC Procurement Policy

Ms. Raybon discussed the proposed changes to the procurement policy. Discussion followed on where the deviation clause should be in the policy. Ms. Sammons mentioned that we will need to make some minor changes to the policy based on the proposed changes to the DBPR/FEMC contract. The committee asked staff to bring the policy back to the June FEMC Board Operations meeting for review and make a recommendation to the Board at the June FEMC Board meeting.

#3. Proposed Policy on FEMC Attendance at Board Meetings

Ms. Raybon discussed the proposed policy. Discussion followed. Mr. Goddeau asked that language be added that states "the board recommend removal from office to the appointing authority." Staff will revise the policy and bring it back to the June Board Operations meeting.

F. Discussion of agenda for next meeting

- Changes to the Procurement Policy
- Proposed Policy on FEMC Attendance at Board Meetings
- DBPR/FEMC Contract

G. Unfinished Business

Mr. Goddeau asked if Ms. McDonald had any comments and she did not. Mr. Goddeau mentioned that we would need a copy of the proposed contract by May 25th in time for inclusion in the agenda for the June 2nd Board Ops meeting. Ms. McDonald stated that she would pass this information along to Mr. Cunningham.

H. New Business

I. Adjourn.

Meeting adjourned.