



Minutes

FEMC Board Operations Committee Conference Call

Friday, March 8, 2019

Beginning at 10am or soon thereafter

Tallahassee, Florida

A. Call to Order, Roll Call

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

Committee Members Present:

Steve Kowkabany, P.E, Chair

Barney Bishop, Public Member, Vice Chair

Kenneth Todd, P.E., 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:

Babu Varghese, P.E., FBPE Vice Chair

Safiya Brea, P.E., FEMC Board Member

B. Approval of Agenda

Upon motion by Mr. Bishop, seconded by Mr. Todd, to approve the agenda, the motion passed.

C. Chair's Report

D. President's Report

#1. Renewal Update

Ms. Raybon reported that as of 3/7/19, 35,534 PE licenses and 5,356 Certificates of Authorization had been renewed. Discussion followed. Mr. Bishop mentioned that we may want to add an item to the talking points about FEMC having the highest online renewal rate per DBPR.

#2. Request to sponsor Student Summit at FES Conference

Ms. Raybon stated that in the past FEMC/FBPE has been a sponsor of the Student Summit at the FES Conference and she is asking for approval to be the title sponsor of the summit again this year. Ms. Raybon stated that the cost will be \$2500 and this is what we have paid in the past. Discussion followed.

Upon motion by Mr. Bishop, seconded by Mr. Todd, to approve the sponsorship of the Student Summit at the 2019 FES Conference, the motion passed.

#3. Employee Turnover Report/Independent Contractor Listing

Provided for informational purposes.

#4. Legislative update

Ms. Raybon updated the committee on the FES bills and the bills that DBPR has drafted and filed.

E. Vice President's Report

#1. Open Case Report

Provided for informational purposes.

#2. Non-Compliance Report

Provided for informational purposes.

#3. 300 Day report

Provided for informational purposes.

#4. Profile of legal cases by year

a) Cases open for 1 year plus

Provided for informational purposes.

b) Total open cases by year

Provided for informational purposes.

F. Treasurer's Report

#1. Variable Income Statement as of January 31, 2019

Ms. Morris went over the variable income statement.

#2. Comparative Income Statement as of January 31, 2019

Ms. Morris went over the comparative income statement.

#3. Proposed 2019-2020 FEMC Budget

Ms. Morris presented the proposed budgets for 2019-2020.

Upon motion by Mr. Todd, seconded by Mr. Bishop, to approved the proposed budget for 2019-2020 and present it to the full board for their review and approval, the motion passed.

#4. Finance Committee Update

Ms. Morris reported on the activities of the Finance Committee and mentioned that a reported would be given to the full board at the April 2019 board meeting. Discussion followed.

G. Discussion of agenda for next meeting

H. Unfinished Business

I. New Business

J. Adjourn.

Meeting adjourned.