



Minutes

FEMC Board Operations Committee Conference Call Friday, May 8, 2020 at 10am or soon thereafter Tallahassee, Florida

A. Call to Order, Roll Call

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

Board Members Present:

Steve Kowkabany, P.E., Chair
Art Nordlinger, P.E., Vice Chair
Babu Varghese, P.E., S.I., FBPE Chair

Staff Present:

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

Guests Present:

Kevin Fleming, P.E., FBPE Vice Chair

B. Approval of Agenda

Upon motion by Mr. Nordlinger, seconded by Mr. Varghese, to approve the agenda, the motion passed.

C. Chair's Report

#1. Discussion on scheduling FEMC President's annual review

Mr. Kowkabany discussed the evaluation of the President and that he would get with the FBPE Chair to schedule a time. Mr. Kowkabany asked Ms. Raybon to provide the chair's with the same matrix and documentation that was provided in 2019 this fiscal year. Mr. Kowkabany also mentioned that staff should still have evaluations done this year regardless of what happens with the budget.

D. President's Report

#1. Renewal Update

Ms. Raybon reported on the upcoming renewal and stated that there have been internal meetings to discuss renewal and staff has been and will continue to be in contact with DBPR about the 20-21 renewal.

Ms. Raybon mentioned that the PE board will need to look at the rule about reinstating a null and void license and the requirements of live CE hours in the light of the pandemic. Ms. Raybon also mentioned that there has been no further mention about the waiving of renewal fees. Discussion followed.

#2. Update on FEMC's activities relating to COVID-19

Ms. Raybon stated that staff is still working remotely and getting work done and applications are being reviewed and processed.

#3. Finance Committee Update

Ms. Raybon asked Mr. Bishop to give the update on the Finance Committee and address the possible budget cuts.

Mr. Bishop reported on the budget cut exercise that was done. Mr. Bishop discussed the three versions of the budget with the cuts based on the 10%, 15% and 20% exercise. Discussion followed on the possible cuts to the budget if FEMC is asked to reduce its budget.

#4. Discussion on possible budget cuts after COVID-19

E. Vice President's Report

F. Treasurer's Report

G. Discussion of agenda for next meeting

H. Unfinished Business

I. New Business

J. Adjourn.