



**Minutes for the
Florida Engineers Management Corporation
Board of Directors Meeting
Wednesday, October 7, 2020
Beginning at 10 a.m. or soon thereafter
Via video conference**

A. Call to Order

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

B. Roll Call, Determination of Quorum, and Address Absences

Board Members Present:

Steve Kowkabany, P.E., Chair
Art Nordlinger, P.E., Vice Chair
Barney Bishop, Public Member
Safiya Brea, P.E.
Donald Goddeau, P.E.
Satya Lory, P.E.
John Stewart, Public Member

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

C. Introduction of guests or visitors.

Babu Varghese, P.E., S.I., FBPE Chair
Kevin Fleming, P.E., FBPE Vice Chair

D. Approval of the Agenda.

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

E. Approval of the Consent Agenda.

Mr. Goddeau would like to pull the 2019-2020 FEMC Annual Report from the consent agenda because he has some questions.

Upon motion by Mr. Bishop, seconded by Mr. Goddeau, to approve amended consent agenda, the motion passed.

#1. Minutes of the FEMC Finance Committee Meeting held on April 21, 2020

Approved under consent agenda.

#2. Minutes of the FEMC Board Operations Committee Meeting held on May 5, 2020

Approved under consent agenda.

#3. Minutes of the FEMC Finance Committee Meeting held on May 8, 2020

Approved under consent agenda.

#4. Minutes of the FEMC Board Operations Committee Meeting held on June 5, 2020

Approved under consent agenda.

#5. Minutes of the FEMC Finance Committee Meeting held on June 8, 2020

Approved under consent agenda.

#6. Minutes of the FEMC Board Meeting held on June 9, 2020

Approved under consent agenda.

#7. Minutes of the FEMC Finance Committee Meeting held on July 1, 2020

Approved under consent agenda.

#8. Minutes of the FEMC Finance Committee Meeting held on July 20, 2020

Approved under consent agenda.

#9. Minutes of the FEMC Board Meeting held on July 20, 2020

Approved under consent agenda.

#10. Minutes of the FEMC Board Meeting held on August 24, 2020

Approved under consent agenda.

#11. Minutes of the FEMC Finance Committee Meeting held on September 21, 2020

Approved under consent agenda.

#12. FEMC Observers for FBPE Meetings for 2020

Approved under consent agenda.

#13. 19-20 FEMC Annual Report—PULLED FROM CONSENT AGENDA

#14. Turnover Schedule & Independent Contractor Listing

Approved under consent agenda.

#15. Non-Compliance Report

Approved under consent agenda.

#16. 300 Day Report

Approved under consent agenda.

#17. Open Case Report

Approved under consent agenda.

#18. Profile of legal cases by year

- a) Cases open for 1 year plus
- b) Total open cases by year

Approved under consent agenda.

F. Chair's Report

#1. Appoint Nominations Committee

Mr. Kowkabany stated that the committee would consist of the chair and vice chair per FEMC by-laws.

Mr. Kowkabany thanked the Finance Committee for all their hard work this year.

G. President's Report

#1. Renewal Update

Ms. Raybon stated that renewal is on target for opening November 2nd and staff has been in contact with DBPR about renewal.

#2. Renew Central Update

Ms. Raybon asked Ms. Sarah Blair to provide an update to the board about Renew Central. Discussion followed

#3. FEMC Observers for FBPE Meetings for 2021

Ms. Raybon stated that Ms. Sammons will contact the board members about observing a PE Board meeting after the 2021 calendar is finalized.

#4. 2020 FBPE/FEMC Meeting Calendar

Provided for informational purposes

#5. 2021 FBPE/FEMC Meeting Calendar

Provided for informational purposes

#6. 2019-2020 FEMC Annual Report

Mr. Goddeau had some questions about the report and whether FEMC should mention the data breach in the report. Discussion followed.

H. Vice President's Report

I. Treasurer's Report

#1. Variable Income Statement as of August 31, 2020

Ms. Morris discussed the variable income statement as of August 31, 2020.

#2. Comparative Income Statement as of August 31, 2020

Ms. Morris discussed the variable income statement as of August 31, 2020.

#3. 2020-2021 FEMC Budget with possible reduction

Ms. Morris discussed the budget with the new proposed reduction. Discussion followed.

Ms. Morris stated that she will remove the explanations on the side of the budget before it is sent to DBPR.

Upon motion by Mr. Bishop, seconded by Mr. Stewart, to approve the amended budget with the reduction and provide it to DBPR if FEMC is asked to reduce the budget, the motion passed.

J. Unfinished Business

K. Old Business

Ms. Brea asked about scheduling board member training virtually. Ms. Raybon stated that staff will investigate this and report back at the next meeting.

L. New Business

#1. Discussion on FEMC Observer Compliance Statement

Mr. Goddeau asked about this statement and where it came from. Discussion followed.

The board decided that the statement should be simple and along the lines of what we had originally just modified.

M. Update from DBPR/FEMC Contract Monitor

N. Community Involvement

O. Announcements

P. Adjourn