



**Minutes for the
Florida Engineers Management Corporation
Board of Directors Meeting
Tuesday, October 8, 2024
Beginning at 9 a.m. or soon thereafter
Via video conference
Tallahassee, FL**

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

Ms. Lory called the meeting to order. Ms. Sammons called roll.

Board Members Present:

Satya Lory, P.E., Chair
Safiya Brea, P.E., Vice Chair
Edward Gonzalez, P.E.
Art Nordlinger, P.E.
Barney Bishop, Public Member
Michael Lessne, Public Member

Board Members Absent:

Mark Tumeo, PhD., 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.

Dylan Albergo, P.E., FBPE Chair
Denise Ramsey, P.E., FBPE Vice Chair

C. Approval of the Agenda.

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

D. Approval of the Consent Agenda.

Upon motion by Ms. Brea, seconded by Mr. Gonzalez, to excuse the absence of Ms. Lory at the August 2024 FEMC Board meeting, the motion passed.

Upon motion by Ms. Brea, seconded by Mr. Gonzalez, to approve the amended consent agenda, the motion passed.

#1. Minutes of the FEMC Board Meeting held on June 19,2024

Approved under consent agenda.

#2. Minutes of the FEMC Board Meeting held on August 27, 2024

Approved as amended under consent agenda.

#3. Minutes of the FEMC Board Operations Committee Meeting held on September 4, 2024

Approved under consent agenda.

#4. 23-24 FEMC Annual Report

Approved under consent agenda.

#5. 23-24 4th Qtr FEMC Report

Approved under consent agenda.

#6. Turnover Schedule & Independent Contractor Listing

Approved under consent agenda.

#7. FEMC Observers for FBPE Meetings for 2024

Approved under consent agenda.

#8. Non-Compliance Report

Approved under consent agenda.

#9. 300 Day Report

Approved under consent agenda.

#10. Open Case Report

Approved under consent agenda.

#11. Profile of legal cases by year

Approved under consent agenda.

a) Cases open for 1 year plus

b) Total open cases by year

E. Chair's Report

#1. Appoint Nominations Committee (per By-Laws – Chair and Vice Chair required to be on the committee)

Ms. Lory stated that the committee would consist of the chair and vice chair per FEMC By-Laws and appointed Mr. Gonzalez to the committee.

F. President's Report

#1. Update on Renewal

Ms. Raybon provided an update on renewal.

#2. 2024 FBPE/FEMC Meeting Calendar

Provided for informational purposes.

#3. 2025 FBPE/FEMC Meeting Calendar

Provided for informational purposes.

#4. FEMC Observers for FBPE Meetings in 2025

Ms. Raybon stated that we need volunteers to observe the FBPE meetings in 2025. The board members volunteered for the following months:

February:

April: Ms. Lory

June: Ms. Brea

August:

October:
December:

G. Vice President's Report

H. Treasurer's Report

#1. Variable Income Statement as of August 31, 2024, (Preliminary statement as of September 30, 2024, will be sent out prior to the meeting)

Ms. Morris presented the Variable Income Statement.

#2. Comparative Income Statement as of August 31, 2024, (Preliminary statement as of September 30, 2024, will be sent out prior to the meeting)

Ms. Morris presented the Comparative Income Statement.

I. Unfinished Business

J. Old Business

#1. IT Audit Report Follow up

- a. Disposal of hard drives on old computers
- b. Implement full disk encryption of all laptops and other portable devices
- c. Establish cybersecurity event response and recovery plan

Staff discussed the items from the IT Audit that were outstanding and how each item had been handled. This item is now complete.

Staff was asked to send the talking points about the increase in funding to the board members for their information.

K. New Business

L. Update from DBPR/FEMC Contract Monitor

M. Community Involvement

N. Announcements

O. Adjourn

Next Board Meeting: December 11, 2024 at 1pm
Holiday Inn Tallahassee East Capitol - Universities

2003 Apalachee Parkway
Tallahassee, FL 32301