



**Minutes for the
Florida Engineers Management Corporation
Board of Directors Meeting
Tuesday, August 26, 2025 @ 10 am
Tallahassee, Florida
Via zoom**

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

Dr. Tumeo called the meeting to order. Ms. Sammons called the roll.

Board Members Present:

Safiya Brea, P.E., Chair
Mark Tumeo, PhD., P.E., Vice Chair
Edward Gonzalez, P.E.
Michael Lessne, Public Member
David Mica, Public Member

Board Members Absent:

Satya Lory, P.E., Chair
Art Nordlinger, P.E.

Staff Present:

Zana Raybon, FEMC President, FBPE Executive Director
John Rimes, FEMC Vice President
Michele Morris, FEMC Treasurer, FBPE Controller

Upon motion by Dr. Tumeo, seconded by Ms. Brea, the excuse the absences of Ms. Lory and Mr. Nordlinger, the motion passed.

B. Introduction of guests or visitors.

Denise Ramsey, P.E., FBPE Chair
James Gonzalez, FBPE Vice Chair
Allison Harrell, Thomas Howell Ferguson P.A CPAs

C. Approval of the Agenda.

Upon motion by Mr. Lessne, seconded by Dr. Tumeo, to approve the agenda, the motion passed.

D. Chair's Report

E. FEMC Audit Review and Approval – Presented by Thomas, Howell, Ferguson, P.A.

#1. Review of Audit by Thomas, Howell, Ferguson, P.A.

Ms. Harrell, the audit partner, presented the annual audit results for the corporation. Ms. Harrell explained that the audit provided an unmodified opinion, the highest level of assurance, and highlighted key financial highlights, including a decrease in net position due to renewal expenses. Ms. Harrell noted that the corporation adopted a new accounting pronouncement for compensated absences and discussed the process for estimating liabilities. Ms. Harrell also mentioned that there were no significant issues or noncompliance matters found during the audit. Ms. Brea asked about a minor accounting discrepancy, which Ms. Harrell clarified was immaterial and related to the capitalization of software. The conversation ended with a brief discussion about IT audits, where Ms. Harrell confirmed that no separate IT audit was performed, but certain IT-related financial reporting risks were assessed.

Upon motion by Mr. Lessne, seconded by Dr. Tumeo, to accept the audit, the motion passed unanimously.

F. President's Report

#1. Approval of Increase of FEMC Consultant Fees

Ms. Raybon discussed the memo about the increase in the FEMC consultant fees. The rate increase, requested by investigator Wendy Anderson, will add approximately \$28,000 to the budget and affect 12 engineers who perform technical reviews. The board confirmed they could afford the increase due to recent legislative funding, though they agreed to avoid frequent rate adjustments.

Upon by Dr. Tumeo, seconded by Mr. Lessne, to approve the request to increase the consultant fees as specified in the meeting materials, the motion passed.

#2. FEMC Staffing Update

Ms. Raybon provided an update on staffing challenges, including two employees on medical leave and a temporary employee covering a full-time position. Ms. Raybon discussed a situation involving an employee who resigned after filing a complaint with

the Florida Commission on Human Relations, claiming FEMC was not accommodating her request to work from home full-time. FEMC is being represented by an attorney, Kayla Platt from Rumberger Kirk, and is contesting the unemployment claim. Ms. Brea inquired about next steps and costs, which Ms. Raybon explained are within the budget. Mr. Lessne and Mr. Rimes emphasized the importance of confidentiality regarding attorney-client privileged communications.

G. Vice President's Report

H. Treasurer's Report

#1. Approval of Amended 25-26 FEMC Budget

Ms. Morris presented the amended 25-26 FEMC budget due to the increase in funding.

Ms. Morris discussed changes to the organization's leave policy, with plans to move from an accrual-based system to an unlimited PTO model with supervisor approval. The group reviewed the current accrued leave liability of approximately \$356,000 and proposed paying out up to \$170,000 to employees, effective November 1st, pending Board approval of new policies and procedures. The discussion clarified that while PTO would no longer accrue, there would still be limits on usage and requirements for medical documentation after three days of absence, with the current payout limit set at 348 hours.

The board discussed budget allocations and policy approvals, with Ms. Morris explaining that while they had an IT audit last year, they should include funding for another one every couple of years. Ms. Brea raised questions about the \$79,000 returned to the state, which Ms. Morris attributed to budgeting with a 5-10% cushion due to uncertainty about future funding. The group also discussed their efforts to secure funding for a new licensure system, with Ms. Raybon explaining that while they received \$200,000, it was less than initially requested and there were ongoing discussions with DBPR about implementation.

The board discussed challenges with DBPR's licensing system and a prohibition on implementing their own system for the next year. They agreed to focus on preparing a proposal with cost estimates and implementation details, which needs to be submitted before the line can be removed from the contract next year. Dr. Tumeo advised against predicting the outcome and suggested continuing to push forward, noting that progress has been made in getting DBPR to entertain the idea after years of resistance.

The meeting focused on budget adjustments, particularly regarding an IT audit. Ms. Morris proposed moving \$12,700-13,000 from accrued leave to cover the IT audit, which was approved by the group. The board discussed the mix of in-person and virtual board meetings, with a consensus to maintain a blend of both formats.

Upon motion by Dr. Tumeo, seconded by Mr. Lessne, to approve the amended budget with the stipulation that the monies for the IT audit will come from the accrued leave payout line under salaries, the motion passed unanimously.

- I. Unfinished Business
- J. New Business
- K. Announcements
- L. Adjourn.

**Next Board Meeting: October 7, 2025, at 9am (via Zoom)
December 10, 2025 at 1pm - Tallahassee**