



**Minutes for the
Florida Engineers Management Corporation
Board of Directors Meeting
Tuesday, October 7, 2025
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. Brea called the meeting to order. Ms. Sammons called roll.

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

Board Members Present:

Safiya Brea, P.E., Chair
Edward Gonzalez, P.E.
Satya Lory, P.E.
Art Nordlinger, P.E.
David Mica, Public Member
Michael Lessne, Public Member

Board Members Absent:

Mark Tumeo, PhD., P.E., Vice 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

Upon motion by Ms. Lory, seconded by Mr. Lessne, to excuse the absence of Dr. Tumeo, the motion passed.

C. Introduction of guests or visitors.

Denise Ramsey, P.E., FBPE Chair
James Gonzalez, Public Member, FBPE Vice Chair

D. Approval of the Agenda.

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

E. Approval of the Consent Agenda.

Upon motion by Ms. Lory, seconded by Mr. Lessne, to approve the consent agenda, the motion passed.

#1. Minutes of the FEMC Board Operations Committee Meeting held on June 6, 2025

Approved under consent agenda.

#2. Minutes of the FEMC Board Meeting held on June 11, 2025

Approved under consent agenda.

#3. Minutes of the FEMC Board Meeting held on August 26, 2025

Approved under consent agenda.

#4. 24-25 4th Qtr FEMC Report

Approved under consent agenda.

#5. 24-25 FEMC Annual Report

Approved under consent agenda.

#6. FEMC Observers for FBPE Meetings for 2025

Approved under consent agenda.

#7. Turnover Schedule & Independent Contractor Listing

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

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

Approved under consent agenda.

E. Chair's Report

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

Ms. Brea stated that the committee would consist of the chair and vice chair per FEMC by-laws and appointed Mr. Lessne to the committee.

F. President's Report

#1. Discussion on changing to Flexible Leave Policy

Ms. Raybon presented the proposed change to the leave policy for FEMC staff.

The board discussed a new leave policy where employees are expected to take a minimum of 15 days per year, which includes holidays, and receive a lump sum payment before switching to a flexible policy. Ms. Brea raised questions about carryover limits and payment at termination, which Ms. Raybon clarified as having no carryover and a one-time payout before switching to the flexible policy. The board also addressed concerns about employees taking all their leave early in the year and later needing extended medical leave, with Ms. Raybon confirming that employees would not be penalized for using their leave and could take time off as needed.

The board discussed transitioning to a flex policy for leave time, with approximately \$157,000 in accrued leave that needs to be addressed. Ms. Raybon and Ms. Morris explained that while FEMC has the budget to pay out the leave, they prefer to give it to employees who have earned it rather than returning it to the state. The board debated potential issues like employees using up all their leave and then getting sick, with Ms. Ramsey sharing that her company handles such situations as performance issues. The board considered splitting the payout over time rather than doing it all at once, and Mr.

Lessne suggested reviewing the decision later if budget constraints arise, particularly given the upcoming \$200,000 computer system purchase.

The board discussed updates to a leave policy, focusing on clarifying the maximum amount of paid leave employees can accumulate. Staff agreed to add a section specifying that there is no leave carryover from year to year and to establish a maximum paid leave amount, likely around 6 weeks. The policy will be reviewed again in December with these proposed changes.

#2. 2025 FBPE/FEMC Meeting Calendar

Provided for informational purposes.

#3. 2026 FBPE/FEMC Meeting Calendar

Provided for informational purposes.

#4. FEMC Observers for FBPE Meetings in 2026

Ms. Raybon stated that we need volunteers to observe the FBPE meetings in 2026.

G. Vice President's Report

H. Treasurer's Report

#1. Variable Income Statement as of August 31, 2025, (Preliminary statement as of September 30, 2025, will be sent out prior to the meeting)

Ms. Morris presented the Variable Income Statement.

#2. Comparative Income Statement as of August 31, 2025, (Preliminary statement as of September 30, 2025, will be sent out prior to the meeting)

Ms. Morris presented the Comparative Income Statement.

I. Unfinished Business

J. Old Business

Ms. Raybon provided updates on recent staff changes, including the resignation of an employee who filed a complaint with the Florida Commission on Human Relations, and the termination of another employee due to medical issues and lack of work. Ms. Raybon stated that two new employees were hired: Ajeenah McCurdy as the new FE Licensure specialist and Alexis Brown as the administrative assistant for the office.

- K. New Business
- L. Update from DBPR/FEMC Contract Monitor
- M. Community Involvement
- N. Announcements
- O. Adjourn

Next Board Meeting: December 10, 2025, at 1 pm
Holiday Inn Tallahassee East Capitol - Universities
2003 Apalachee Parkway
Tallahassee, FL 32301