



Minutes

FEMC Board Operations Committee Conference Call

Friday, March 9, 2018

Beginning at 10am or soon thereafter

Tallahassee, Florida

A. Call to Order, Roll Call

Mr. Goddeau called the meeting to order. Ms. Raybon called roll.

Committee Members Present:

Donald Goddeau, P.E., Chair

Steve Kowkabany, P.E, Vice Chair

Kenneth Todd, P.E., FBPE 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

Guests:

Kevin Fleming, P.E., FBPE Vice Chair

B. Approval of Agenda

Upon motion by Mr. Kowkabany, seconded by Mr. Todd, to approve the agenda, the motion passed.

C. Chair's Report

#1. Staggering the board member terms

Mr. Goddeau talked about the fact that there will be three board members whose terms expire in October 2018 and that he would like to know if these terms could be

staggered so we don't lose all three members at once. Mr. Rimes stated that per the statute that FEMC board members could not serve past their term dates unlike the FBPE board members who have a hold over clause. Discussion followed on this. Mr. Goddeau asked staff to review the by-laws in reference to this issue and bring any suggested changes to the April 2018 FEMC board meeting.

#2. Changing the makeup of Board Ops (to only include board chairs)

Mr. Goddeau stated that he asked that this item be on agenda as to discuss the possibility to revising the makeup of the board ops committee to just the chairs of the FEMC and FBPE board. Mr. Goddeau stated that sometimes it is hard to schedule an emergency meeting with all the parties and the requirement of noticing due to the Sunshine law. A discussion followed on the requirements of sunshine law and open meetings. The committee decided the makeup of board ops will remain the same.

D. President's Report

#1. Update on Proposed Budget Amendment rewrite to contract

Ms. Raybon stated that Mr. Morrison has emailed her and stated that DBPR was still looking at the proposed changes and may have a revision to the proposed changes.

#2. Discussion on the possibility of emailing licenses during renewal

Ms. Raybon mentioned that she would like to know if the committee would be ok with staff emailing licensees their renewal certificates. Ms. Raybon stated that this would result in a significant cost savings and there are several professions that email their licenses out. Discussion followed. Staff was asked to place this item on the agenda for both the FEMC and FBPE agendas in April.

#3. Request to sponsor Student Summit at FES Conference

Ms. Raybon stated that in the past FEMC/FBPE has been a sponsor of the Student Summit at the FES Conference and she is asking for approval to be the title sponsor of the summit again this year. Ms. Raybon stated that the cost will be \$2500 and this is what we have paid in the past. Discussion followed.

Upon motion by Mr. Kowkabany, seconded by Mr. Todd, to approve the sponsorship of the Student Summit at the 2018 FES Conference, the motion passed.

#4. Employee Turnover Report/Independent Contractor Listing

Provided for informational purposes.

#5. Legislative update

Ms. Raybon stated that FES had been keeping the board members up to date on the bill. Mr. Rimes stated that the bill was in committee and would probably not be going anywhere.

E. Vice President's Report

#1. Open Case Report

Provided for informational purposes.

#2. Non-Compliance Report

Provided for informational purposes.

#3. 300 Day report

Provided for informational purposes.

#4. Profile of legal cases by year

a) Cases open for 1 year plus

Provided for informational purposes.

b) Total open cases by year

Provided for informational purposes.

F. Treasurer's Report

#1. Variable Income Statement as of February 28, 2018 (preliminary financials)

Ms. Morris went over the variable income statement.

#2. Comparative Income Statement as of February 28, 2018 (preliminary financials)

#3. Proposed 2018-2019 FEMC Budget

Ms. Morris presented the proposed budgets for 2018-2019.

Upon motion by Mr. Todd, seconded by Mr. Kowkabany, to approved the proposed budget for 2018-2019 and present it to the full board for their review and approval, the motion passed.

G. Discussion of agenda for next meeting

H. Unfinished Business

I. New Business

J. Adjourn.

Next FEMC Board Meeting: April 4, 2018 at 10am – Hyatt Orlando Airport

Next FEMC Board Operations Conf. Call: May 4th at 10am