



**Minutes for the  
Florida Engineers Management Corporation  
Board of Directors Meeting  
Wednesday, October 2, 2019 at 10am**

A. Call to Order

Chairman Kowkabany called the meeting to order. Ms. Raybon called roll.

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

**Board Members Present:**

Steve Kowkabany, P.E., Chair  
Barney Bishop, Public Member, Vice Chair  
Safiya Brea, P.E.  
Satya Lory, P.E.  
Art Nordlinger, 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 (participated by phone)  
Rebecca Sammons, FEMC Secretary, FBPE Assistant Executive Director

**Board Members Absent:**

Donald Goddeau, P.E.

Upon motion by Mr. Bishop, seconded by Mr. Stewart, to excuse the absence of Mr. Goddeau, the motion passed.

C. Introduction of guests or visitors.

Kenneth Todd, P.E., FBPE Chair  
Babu Varghese, P.E., FBPE Vice Chair  
Kevin Fleming, P.E., FBPE Board Member  
Angelina Fairchild, P.E., FES

Brenden Blair, Renew Central

D. Approval of the Agenda.

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

E. Approval of the Consent Agenda.

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

#1. Minutes of the FEMC Board Conference Call Meeting held on June 19, 2019

Approved under consent agenda.

#2. Minutes of the FEMC Board Conference Call Meeting held on August 27, 2019

Approved under consent agenda.

#3. FEMC Observers for FBPE Meetings for 2019

Approved under consent agenda.

#4. 18-19 FEMC Annual Report

Approved under consent agenda.

#5. Turnover Schedule & Independent Contractor Listing

Approved under consent agenda.

#6. Non-Compliance Report

Approved under consent agenda.

#7. 300 Day Report

Approved under consent agenda.

#8. Open Case Report

Approved under consent agenda.

## #9. Profile of legal cases by year

Approved under consent agenda.

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

## F. Chair's Report

### #1. Appoint Nominations Committee

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

## G. President's Report

### #1. Update on implementation of HB827

Ms. Raybon reported on the process of implementing HB827 including changing certificate of authorizations to qualified business organizations. She reported that some issues have transpired in the implementation process and that staff and DBPR are working to resolve the issues. Discussion followed.

### #2. FEMC Observers for FBPE Meetings for 2020

Ms. Raybon stated that we need volunteers to observe the FBPE meetings in 2020. The board members volunteered for the following months:

Feb.: Mr. Nordlinger  
April: Mr. Goddeau  
June: Mr. Kowkabany  
August: Ms. Lory  
October: Ms. Brea  
December: Mr. Stewart

### #3. 2020 FBPE/FEMC Meeting Calendar

Provided for informational purposes.

### #4. 2019 FBPE/FEMC Meeting Calendar

Provided for informational purposes.

Mr. Bishop asked about FBPE board appointments. Ms. Raybon stated that there still haven't been any appointments and the PE board will be down to six board members after this meeting (October) because the remaining public member, Ms. Boza, will not be serving past her term.

#### H. Vice President's Report

Mr. Rimes stated that the CE Audit is currently underway and there will be an increase in legal cases in the next couple of months due to the audit. Discussion followed.

#### I. Treasurer's Report

##### #1. Variable Income Statement as of August 31, 2019

Ms. Morris presented the Variable Income Statement. Discussion followed.

##### #2. Comparative Income Statement as of August 31, 2019

Ms. Morris presented the Comparative Income Statement. Discussion followed.

#### J. Unfinished Business

##### #1. Discussion on FEMC Planning Session (Dec. 10<sup>th</sup> @1pm and Dec. 11<sup>th</sup> @8:30am)

Ms. Raybon discussed the FEMC Planning Session scheduled for December 10-11. Ms. Raybon stated that Mr. Bishop would not be able to attend the session and asked if the board would like to move the planning session to another date next year to allow all the board members to attend. Discussion followed. The new date for the planning session was tentatively set for April 7<sup>th</sup> in Tampa and staff was asked to contact the facilitator to coordinate. Staff was also asked to have the facilitator draw up an agenda after he talks with all the board members about their expectations of the planning session.

#### K. Old Business

#### L. New Business

Ms. Raybon described the company, Renew Central, and how they can help FEMC/FBPE with our CE process as it relates to CE courses and providers and allowing feedback from the licensees. Mr. Blair from Renew Central addressed the board. Discussion followed.

#### M. Update from DBPR/FEMC Contract Monitor

#### N. Community Involvement

O. Announcements

P. Adjourn