

**Minutes for the
Florida Engineers Management Corporation
Board of Directors Meeting
Wednesday, December 9, 2020
Beginning at 9 a.m. or soon thereafter
Via video conference**

A. Call to Order

Mr. Kowkabany called the meeting to order. Ms. Sammons called roll.

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

Board Members Present:

Steve Kowkabany, P.E., Chair
Art Nordlinger, P.E., Vice Chair
Safiya Brea, P.E.
Donald Goddeau, P.E.
Satya Lory, P.E.
John Stewart, Public Member

Board Members Absent:

Barney Bishop, Public Member

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. Nordlinger, to excuse the absence of Mr. Bishop, the motion passed.

C. Introduction of guests or visitors.

Babu Varghese, P.E., S.I., FBPE Chair
Kevin Fleming, P.E., FBPE Vice Chair
William Lampkin, FBPE Public Information Officer

D. Approval of the Agenda.

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

E. Approval of the Consent Agenda

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

#1. Minutes of the FEMC Board Meeting held on October 7, 2020

Approved under consent agenda.

#2. Minutes of Joint FBPE-FEMC Board Meeting

Approved under consent agenda.

#3. 1st Quarter Report for 2020-2021

Approved under consent agenda.

#4. Turnover Schedule & Independent Contractor Listing

Approved under consent agenda.

#5. Non-Compliance Report

Approved under consent agenda.

#6. Open Case Report

Approved under consent agenda.

#7. Profile of legal cases by year

Approved under consent agenda.

a) Cases open for 1 year plus

b) Total open cases by year

#8. 300 day report

Approved under consent agenda.

F. Chair's Report/Comments

G. President's Report

#1. Renewal Update

Ms. Raybon provided an update on renewal.

#2. Discussion on Board Compensation for meetings

Ms. Raybon discussed board member compensation for board meetings and the budget cut that FEMC has already had to implement. Discussion followed.

Upon motion by Mr. Nordlinger, seconded by Mr. Stewart, that FEMC board members suspend payment for board business indefinitely, the motion passed.

#3. COVID19 Update

- When staff will be returning to office
- Current office lease ends in Sept. 2021
- Possibility of working remotely on a permanent basis

Ms. Raybon briefed the board on staff working remotely and the plan for staff returning to the office. Ms. Raybon also stated that the current building lease is up in September 2021 and staff is looking into other building options that would reduce our expense for office space. Discussion followed.

#4. Rule Challenge Update

Ms. Raybon stated that FEMC won the rule challenge but the applicant is trying to pursue other options.

#5. Report on October Exam Sites

Provided for information purposes.

#6. 2021 FBPE/FEMC Meeting Calendar

Provided for information purposes.

#7. FEMC Observers for FBPE Meetings in 2021

Ms. Raybon stated that we need volunteers to observe the FBPE meetings in 2021. The board members volunteered for the following months:

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

H. Vice President's Report

I. Treasurer's Report

#1. Variable Income Statement as of October 31, 2020 and November 30, 2020

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

#2. Comparative Income Statement as of October 31, 2020 and November 30, 2020

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

J. Report of Nominations Committee

#1. Minutes from FEMC Nominations Committee Meeting

K. Election of Officers for 2021

#1. Election of Chair and Vice Chair

Mr. Kowkabany stated that the Nominations Committee recommends Mr. Nordlinger as chair and Ms. Lory as vice chair for 2021.

Upon motion by Mr. Stewart, seconded by Ms. Brea, to nominate Mr. Nordlinger as chair and Ms. Lory as vice chair for 2021, the motion passed.

#2. Vote on annual appointment of FEMC Officers for 2021

Zana Raybon, President
John Rimes, Esquire, Vice President
Rebecca Sammons, Secretary
Michele Morris, Controller/Treasurer

Upon motion by Mr. Nordlinger, seconded by Ms. Brea, to accept the appointment of FEMC Officers for 2021 as presented, the motion passed.

L. Unfinished Business

Discussion followed on the Finance Committee and when they should meet again. It was decided that the committee should meet two weeks prior to any FEMC board meeting.

M. Old Business

#1. Set date for board member training- Week of March 22

The date for the board meeting training was set for March 23 at 1pm via zoom.

N. New Business

Mr. Nordlinger requested that the FEMC meetings, while being held by video conference, start at 9 am.

O. Update from DBPR/FEMC Contract Monitor

P. Community Involvement

Q. Announcements

R. Adjourn

