



Agenda

Board of Directors Meeting

September 26 - 10:00 AM EST

Microsoft Teams Meeting

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Meeting ID: 217 827 479 042 1

Passcode: Wv6kb6gW

1. **Call to Order:** Chad Williams at 10:01 AM

2. **Officer Reports:**

- a. **Secretary's Minutes** – Chris Simpron presented minutes from last meeting.
Motion to approve: Scott Herring; Second: Chad Williams; Motion passed unanimously.
- b. **Treasurer's Report** – Spencer Anderson presented report
Reported total expenses of just over \$36,000 for the year 2025-2026, with \$24,000 attributed to the June meeting, \$10,700 for FAC annual expenses, and approximately \$1,300 for George Gadiel's travel to the NACE conference. FAC receives 10% of all revenue collected. Last year's annual fee was \$10,726.

Motion to approve: Deborah Snyder; Second: Judith Clarke; Motion passed unanimously.

- c. **Vice President's Report** – David Ricks (not present)

Per Chad Williams, David Ricks emailed complete agenda for the fall meeting and sent to FAC. Waiting confirmation of 4 presenters. Chris Simpron asked for submittals that were not selected and how it is being handled. Chad Williams responded that they would review submittals that were not selected and may need to re-apply online to be considered for the next FACERS meeting. This is only the 2nd time where the proposed topics are required to be submitted online. Per Amy Blaida, Emily Anderson and Ashley Copeland with FAC maintains a spreadsheet of the topics submitted and highlights the topics that are already presented. Spreadsheet database is updated as topics are submitted.

3. **Committee Reports and Updates:**

- a. **Membership – David Ricks (not present)**

Chad Williams asked Ramon Gavarrete for the confirmation if the Membership Committee is made up of the Treasurer? Per Ramon, it's different over the years. There's a guide for Committees. Per Deborah Snyder, it's always been the Treasurer. Spencer Anderson agreed to head the Membership and Budget Committee. Ramon said a few years ago, they have gone through the process and what they're supposed to be doing. Document needs to be updated. Chad Williams is updating the document but need to clarify that the Membership Committee Chair is going to be the current sitting Treasurer and if it is, then it needs to be documented. The document that Chad found is on the website but, per Ramon, there is a separate document that has been adopted. Ramon and Amy Blaida will look for it in the email. Update

the website since there's a lot of information that needs to be changed. The adopted document includes the list of committees, number of members and specific positions. Spencer Anderson found in the constitution that the treasurer is responsible for the membership stuff. Gator Howerton found an email regarding FACERS Committees, however, he's not sure if this is the right one but will share it with the group.

b. Budget – Ramon Gavarrete

Ramon is working on a proposed budget. He would like to have a meeting with the Budget Committee. He proposed October 10th at 10am. He would like to know who's on the Budget committee. Anticipate the Treasurer, Spencer Anderson and FACERS President, Chad Williams to attend. The cost updated through August and provided a synopsis of revenues and expenditures in the budget spreadsheet. Budget projected to 2030. Ramon has been keeping budget records since 2000. Good financial standing mainly comes from sponsorship funds. Dues and membership collected were up this year. Per Ramon, this is great news since the budget was previously going down but now it's going up. Membership dues were kept at \$130/person for the past ten years. Most organizations keep raising their annual dues every 4 or 5 years. Kept FACERS membership dues steady, thanks to the sponsorship support. Ramon will send out a meeting invite to the Budget Committee members for October 10th to talk about the budget proposal and setting aside money for speakers and for travel. He also proposes setting guidelines for travel reimbursements for trip expenses. For example, for air fares, are we okay with paying with upgrades? Or are we going to say they need to buy economy with upgrades on your own? As the organization continues to grow, he stressed the need to come up with clear guidelines for things like this. Per Chad Williams, the email that Gator sent out indicates that the Budget Committee comprises of Ramon, the Treasurer, and the President where the President will be a member of all committees. Cate Thompson suggested that because all dues are so low for the conferences which is maybe \$100 more but asked what if the difference be like the delta of actual membership? Like the conference dues and then for non-members, it's literally whatever the regular dues are, plus what membership would be and so she said, we're basically already paying for membership if you pay this extra amount, so just become a member and then you get a lower price. Ramon's got some ideas and noted Cate's suggestion. Ramon still thinks we need to have a county membership like most organizations have gone to by now. Cate agreed 100%.

c. FAC Update – Emily Anderson

Emily asked Gator Howerton to provide her the FAC Committees document since the website needs to be updated. She wants to get a list of who is serving on what committee to make sure that's updated as well. Gator will send it to Emily. She sent an email to the Board the other day with attachments to July and August financials, the fall meeting marketing flyer, the annual meeting final registration list and the 2025 Final FACERS membership list. FAC registration is open and so is the FACERS fall meeting. Emily reminded the group that if we register for the full conference, to send her an email. FACERS annual meeting was held in June with 123 registrants over the two-day period. The year before we had 121. Emily acknowledged Amy Blaida for doing an awesome job on raising \$45,250 from sponsorships. Getting ready to roll with PDH certificates. Ramon is reviewing the PDH certificates. Ashley Copeland will add summaries for the call for presentations onto the agenda on which we're going to attach the PDH certificate and we're going to see if that will fly. Amy Blaida requested Emily to send an example of a certificate that she would send out for approval due to rule changes. Fall Meeting will be held on Nov. 19th and 20th. Right now, we have 10 registrants and it's climbing steadily.

Amy already saw 14 sponsorships. FACERS membership finished with 137 members and closed on July 1st. There's a breakdown with 60 county members, 28 counties, 7 municipal and 42 sustaining. Finished at 114 total members for 2024. The goal is to build county membership and should be more than sustaining. Emily will do aggressive campaign in 2026 that we did in 2025 for counties to join. Leaning on county administrators for the smaller and constrained counties that she has relationships with to gain support. She is also leaning on the big counties like Broward and Miami-Dade and including medium counties. Emily also attached the association management letter agreement for historical purposes in the email. The original agreement was entered in 2015 and was revised in 2016. The percentage-based affiliates that FAC manages are also going to increase because it's over ten years for them as well. There were some discussions that there was no email notification received for the open registration. Emily confirmed that the email went out Wednesday via Constant Contact. She encourages county members to check the county IT if it's not in their junk emails. We can also register directly at the FACERS website since it contains the registration link and agenda.

d. NACE – George Gadiel

Next conference is in Arlington, Texas on April 12-16, 2026. Registration opens in November 2025. Hotel registration opens Dec. 12th ish. Ramon Gavarrete is budgeting for 4 FACERS representatives to attend. Per George Gadiel, NACE conference venues -2027 in Cleveland, 2028 in Michigan, 2029 in Arizona and **2030 in Florida**. NACE is working on their strategic plan. Don't have any marketing material out. Come out with new members stuff and pamphlets to get new members. Per Amy Blaida, there were discussions for NACE reps (Kevan Stone and Stacy) to present into one of the APWA Florida Chapter Executive Committee Meetings to plan for the NACE conference in 2030. There's a lot of profit sharing- different registration fees, different events, etc. Cate Thompson, APWA FL Chapter President, agreed with NACE Executive Director, Kevan Stone, and Stacy to present. There's upcoming Exec. Committee Meetings scheduled for November and the next one in January (Tampa). Cate will send the dates of the executive committee meetings. Anticipate a large turnout if NACE conference is held in FL. George Gadiel will reach out to Kevan and Stacy with NACE to reach out to APWA FL Chapter to get into their agenda.

e. Legislative – Cate Thompson

For APWA, gearing up to work with Representative Wilson to resubmit First Responder designation. Cate Thompson is also working on getting support from Senator Clay Yarborough who is her Senator in Jacksonville. She encourages other members to seek support from their respective senators. She's also going to be rolling out another avenue of hopefully getting some momentum by working with Florida Stormwater Association and maybe having a clear definition of utility. There has been a lot of momentum and progress when it comes to being defined as public works or public first responder. She would like to do another government affairs type of conversation and have a subcommittee. Cate is asking if there's anyone on this Board who wants to be involved in that discussion. Ramon pointed out his attendance at the previous week's conference, which was the Innovation and Policy Conference. This is when the policy committees adopt the platform they're going to bring to the meetings. That's when FAC puts into their paperwork for the legislation. Ramon suggested that we need to work with folks at FAC as to when do we need to really put stuff up so we can be on time and not be late. He would love to see this first responder thing to FAC's agenda. Right now, it's just FHWA and FACERS tagging along but, in the future, we need to involve FAC to put them in their

platform. Emily Anderson said that after their annual conference and after NACO, they send out a blanket email to all counties requesting policy proposals be submitted for the policy conference. Typically going to happen mid-July. FACERS can submit, and they have in the past, but they only entertain proposals submitted by FAC affiliates or counties. They do not do outside policy proposals for debate. If there's something we would like to go to and be debated at the policy conference, it would need to come from FACERS. Policy Conference is always held in September. Next year will be held in Duval County. The Policy Committees debate the proposals submitted to each policy committee. They have finance, tax and administration, community and urban affairs, rural and agriculture, public safety and justice. There are environmental and water resources and then there's a federal committee. Whatever comes out of that policy conference which this year, was held last week in Alachua County, will be finalized and voted on in our legislative conference which will be held in conjunction of the FACERS fall meeting in November. Per Emily, while it is technically too late, what we can do, and this is what another affiliate is doing, discussing SB 180 on some issues. They talked about it at the policy conference. They decided to go to the avenue of a legislative fix, but FACERS wants to submit some additional language. So that's going to be submitted to the committee. Then they must vote whether they can take that up and add it. If they choose not to take it up, then it's kind of dead in the water. We can always submit something to the policy committee to add or delete language or whatever, then they can vote whether they want to take it up to even add it or not at the legislative conference.

Cate Thompson asked what committee is the indexing under? Because it was brought up by Pinellas County. Do we know which one that falls underneath? Per Emily, it falls under community and urban affairs. The information can be found on the FAC website. Cate will look at what the different categories are after this call and then if she has any questions, she'll certainly reach out to Emily. But she wants to make sure, so we can still jump on the momentum of what is already happening and proposed and what is mentioned about indexing. Cate is going to reach out to the Community and Urban Affairs department and see what additional information we can help and support and provide to see if we can move that agenda item forward and support it. She asked if anyone on the call interested in being on legislative call. Ramon Gavarrete, Amy Blaida, Brian Singleton, Scott Herring, Christopher Simpron, and Chad Williams expressed interest.

f. **Awards – George Gadiel**

Per George Gadiel, no submittals yet so there's no update at this time.

g. **Scholarships – Marcy Cook (not present)**

Per Amy Blaida, Marcy Cook is not on this meeting invite, but she confirmed that she sent the Chastain Skillman Civil Engineering Scholarship Endowment Beneficiaries email from Ramon to Marcy, and she is following back with it. She'll be at the FACERS in November.

h. **Greenbook – Brian Singleton**

Per Brian, she has not heard from Jackie yet so there's no updates at this time.

i. **LAP Community of Practice – Chad Williams**

Chad Williams updated the group that they have a meeting on August 5th, discussing few items where FACERS were involved in. There are some issues on roads parallel to the interstates and maintenance and who's responsible and trying to get some clarification. They're supposed to be getting back to us on that. Hillsborough County had an issue with

the FDOT project.

Where they were not on their milling and resurfacing projects, where they were not going all the way to the ROW line and that was causing some issues with some loops of some signals. They're still trying to clarify that with FDOT. The next meeting is going to be in January 2026. Starting in November or December this year, Chad will send out an e-mail to ask if there's any issues that we need to bring to the table.

j. **LTAP – Pei-Sung Lin, CUTR**

LTAP can assist with the promotion of the FACERS Fall Meeting and will go through their social media. Also got the newsletter in October.

If there's any particular training, LTAP can promote it to their regular e-mail announcements.

On October 7, LTAP will partner with FDOT to host the in-person LAP Title VI, Sub-Recipient Compliance Assessment Tool (SCAT) Training Course in the morning of October 7th, from 9 to 12 noon. The LAP Americans with Disabilities Act (ADA) training course will be in the afternoon in Tallahassee. Details to be shared via document and email to all board members.

The 2nd training course is the Road Safety Champion (7-Part Series) training. Part 6 takes place on October 1st at 10am and Part 7 on October 15th. This requires completion of core modules and one pathway, with over 400 registrations and options for recorded webinars for those unable to attend live. Also, we can get a PDH certificate for the training.

k. **T-Squared – Nithin Agarwal (not present)**

l. **Website – David Ricks (not present)**

Chad Williams, Amy Blaida, and Ramon Gavarrete discussed the assignment of the website committee chair to Chris Simpron, considered the benefits of continuity in website management, and proposed involving additional volunteers to improve website maintenance and updates.

Chris was appointed by the FACERS President as the new website committee chair, with plans to coordinate with David Ricks and other members to review and update the website.

Amy suggested assigning website responsibilities to a single person for continuity, proposing Mr. Marcello Tavernari, PE (works for Bayer, a private engineering consulting firm) to get involved. Ramon Gavarrete emphasized the need for somebody to take their time to go and look at the website, review all the pages and come up with a list of things that need to be updated or upgraded and make the changes. Chad Williams suggested the Secretary still needs to be involved to prepare the minutes for the proposed changes and agreed that having that continuity will keep moving the webpage along. Ramon pointed out that the Chairs of the Committees need to be public members. The changes should be coordinated by Emily or Ashley with FAC. For example, John Goodknight's name should already be removed by now. Amy will reach out to Marcello and will provide updates. Chad Williams recommends letting him coordinate with Chris Simpron, David Ricks, Ramon Gavarrete and whoever wants to be involved so we can get some directions. He

agrees with Ramon that there's a lot of stuff on the FACERS website that needs to be updated.

m. Sponsorships – Amy Blaida

Amy confirmed that there was over \$20,000 in sponsorship for the fall meeting, with expectations to increase as more regular sponsors respond, though not likely to match \$45,250 raised for the annual meeting.

Amy is actively encouraging consultants presenting or attending the conference to sponsor, noting that sponsorship enhances their chances of being selected for presentations.

The team discussed the transition from large boards to banners for sponsor recognition, noting cost savings and ease of installation, with positive feedback from members.

n. Newsletter – Jamie Brooks

Jamie Brooks requested final write-ups from Dr. Lin and Cate Thompson for the Newsletter, aiming to submit the completed document to Emily by the end of the day for distribution.

Jamie asked Dr. Lin and Cate to provide their newsletter write-ups by close of business, confirming that all other content is ready and will be sent to Emily for finalization and distribution.

New Business:

- a. Discussion on NACE 2030 (already discussed earlier in the meeting with George Gadiel)
- b. Discussion on FACERS/FAC agreement

Per Ramon Gavarrete, first agreement with FAC was adopted in 2014. First time they were invoiced was July of 2015 and at that time it was only 10% of the FACERS' dues. In 2016, there was a letter amendment done where we open that up to 10% of all the non-NACE dues and the reason it was non-NACE because at that time a lot of the affiliates actually paid NACE through the state affiliates. That has changed now since the purchasing cards, visas being available and county memberships. Ramon added that over the past few years there really haven't been any counties paying for NACE membership through FAC and through FACERS by 2021. That's why the letter remaining 2016 basically says 10% of all non-NACE dues. What the FAC is proposing now in line with what they have now also are doing with all their affiliates is requesting to go from 10% to 15% of all the dues. He still thinks we need to keep their non-NACE just in case somebody pays for their NACE membership to the state affiliate. Ramon sent to Chad Williams a PDF and at the bottom of the first page of the PDF is an e-mail from Emily outlining the current charges and proposed charges to their affiliates. FACA and FACM are going to 15% in 2026 also. The FACHSA

(health and services organization) in 2022 are new and currently doing a straight fee of \$4,000. Ramon went through the FACERS Record of Revenues Vs FAC Administrative Charges Table emailed to Chad Williams. This is to let the Board know how much we're paying. Ramon also went through with the 2nd Table (FACERS Annual Budgets – Actuals from 2014-2025 and Estimated from 2026-2030)

Ramon emphasized that we are technically a public organization, and our goal really should not be happy to obtain hundreds of thousands of dollars in the bank. He stressed that we really need to find some good things to do with our funding and that's something that we're going to discuss in the budget committee meeting on the 10th of October.

With his travels across the country, he had seen over the years that the successful affiliates are those that maintain a very close relationship with the association counties. A lot of these organizational counties are the administrative branch of the state affiliates. And that's one of the reasons why we went through this in 2014. Ramon said that he doesn't know if the President is ready to receive a motion right now or if Chad Williams wants to hold until their budget meeting on that Friday. He left it to Chad to decide while he offers to answer any questions that the President might have as a board member also.

Chad doesn't mind if someone makes a nomination and move forward. He opened for discussion or any questions.

Scott Herring spoke, and he fully agreed with Ramon.

Ramon always stressed Ginger and Emily to put FACERS in the good rooms and take care of our members. He noted that Ginger actually sees greatly the value of our members attending. He pointed out that our members really need to be encouraged to go to the exhibit hall and talk to the exhibitors, especially those firms that have equipment in other cities that relate to us because that was one of the goals that FAC had since they were losing a lot of vendors coming to their exhibit halls. Because we were not going to the exhibit hall. Ramon added that part of the agreements that we have with them is that in exchange for us to be their affiliate and even if we do not pay the full FAC registration they can still go and be encouraged to go to the exhibit halls.

Scott Herring made the motion to approve going to the 15% and including the scope of services that will be attached to the agreement. Amy Blaida has a couple of comments, and she does fully support this as well. As long as there's two things, she's aware that there's a list of responsibilities for our contracts that FAC is responsible for doing FACERS. She had sent over some other things to Chad Williams. She's not aware if that has been sent out to the group yet or not, but it's specific. These are more specific about the things that they need instead of just saying meeting planners. Amy thinks that it needs to be listed out all the things that they have been doing and the things they need to continue to be responsible for, in detail. She suggested updating it before we sign up and fully execute this agreement. Per Amy, "we can't deny that Emily is awesome, and we got the best support that we've had with FAC has been with Emily around. We hoped that she would stay around forever, but what if she doesn't? So, we don't want to be on the hook if they are not providing the excellent services that they are now, we're still paying them all this money". This is why Amy suggested that we put it into writing. It's amazing and appreciated and they are worth it.

But, again, Amy just wants to make sure that we're covering ourselves too. Ramon responded that, if he may build up on what Amy says, he's now looking at the list that Chad put up. Just reading those, he believed that it's something that the board would not mind. He can take what Amy said, convert it from PDF to border and add these things to the list that they provided. He

also asked Amy to have Ginger actually submit a signed proposal without the draft number and then our President can actually sign it in November.

Ramon doesn't think that FAC is going to have any problems adding those items in Amy's list. Amy is just trying to be as specific and detailed as possible. Ramon 100% agreed. So, it's OK to approve it today, but we can say final documents and signature to be done at the board meeting at the legislative conference in November. If that's the pleasure of the board, Ramon can take care of that. He will reach out to Ginger and Emily and let them know that we would like to add these items to FAC's duties. If that's OK, he would like a signed proposal from Ginger, and it'll be executed on November 21st.

Chad asked if Scott Herring is OK with that. Scott is okay with adding it. However, he recommends not approving it now, just out of an abundance of caution in case there are some concerns and discussions that have to go on between FACERS and FAC about this. At this point, he withdraws his motion. He mentioned another option if we need to schedule a quick Board of Directors meeting just to approve this agreement prior to November. That's something relatively quick that can happen. We'll have Ramon talk to Emily and Ginger and go forward. He suggested that we need to have the signed one from FAC including this and then approve it. He doesn't see any problems getting it approved at November's board meeting. Ramon asked if it would be OK if he's going to tell Emily and Ginger that the board really has no issue with the proposal, but we just want to add these duties being performed. Scott Herring is completely fine with it unless somebody speaks up. He said that it's the consensus of the board that we're just looking to nail down a few additional items just because "Emily's wonderful but unfortunately, if Emily wins the lottery next week, she's not going to be around, and we just want to make solid decisions". Ramon requested Amy the e-mail he sent to Chad. Ramon will add it, and he'll get with FAC.

2. Open Forum

Chad Williams asked if anyone have anything else on their business. Amy Blaida said yes, and it's something that Cate Thompson had brought up before. She wanted to make sure that we discussed it. She knows that some people go to someone at FACERS or if they go to Emily at FAC, whether they're a vendor or an association. They ask you to share this with membership, and they share it. Amy believes there needs to be a process in place where instead of just sharing whatever is requested, it goes to the Board first. She asked Cate if there's anything she needs to add and Cate said she's good.

Ramon said if he can interject, if Amy or Cate will prepare something that we can discuss as guidelines for the November meeting, that'll be great. Ramon 100% knows what the issue is. He said sometimes they go straight to Emily if we want to advertise this webinar and they're not even corporate sponsors, for example. Cate agreed and she confirmed that's exactly what this is stemming from.

Even if they are corporate sponsors, without approval of the board, FACERS is affiliated with the content that they're sharing. Everyone agreed it's a good thing to discuss it in November in the Board meeting.

Ramon added that NACE also would have the same thing. NACE did adopt a policy about that. He offers to get a copy of that policy also and will e-mail it to Amy and will have more discussions in November.

For the time being, Amy volunteered to do it or if Chad Williams communicates with Emily that anything she's promoting outside of like actual FACERS stuff, that do not send it out without, at least sending it to us before we have a policy in place. She added that we would love to promote all our presentations too, but it's not the right channel. This is not the right avenue and it's very

unfair to everybody else. Chad Williams thanked Amy for bringing it up and confirmed that he'll reach out to Emily to get this message across.

Chad asked if anybody have anything else? Scott Herring will not be at the November meeting unless a type of Zoom or Teams for the Board of Directors meeting is arranged. Chad said he can probably do that.

Amy Blaida has one more thing that she meant to bring this up a few months before. This is about Steve Ferrell with HDR who's a very long time FACERS member. Amy said HDR has been sponsoring FACERS since before she probably got involved like forever years. He plays the guitar, he sings, he has a group, and they do a fundraising. They do a big concert every year in downtown Orlando, and it supports the Second Harvest Food Bank of Central Florida. And he had asked before, since we have this money now, if FACERS would be interested, maybe next year he did it in like every August.

Amy said the highest sponsorship is \$500 or we can get whatever we wanted. She can also bring this up when we're face-to-face at the in-person Board meeting too. Amy just wants to throw it out there. She added that they donated \$273,000 to this food bank in the 15 years that they've been doing this. So, they're making a difference in the community. She wants to hear our thoughts. And again, if we want to talk about it in November, she could bring it up then.

Chad Williams asked Amy if she got some information on it if she wants to send it. Chad said when they have their budget meeting, they'll discuss it and see if that's something that Ramon will be able to squeeze in.

3. **Next meeting:** Scheduled November 21, 2025 – 8:30 AM – Grand Hyatt, Tampa Bay

5. **Adjournment:** Meeting ended at 11:32 am

6. **Attendees:**

Deborah Snyder, Chad Williams, David Ricks, Ramon Gavarrete, George Gadiel, Judith Clarke, Brian Singleton, Gator Howerton, Jaime Brooks, Spencer Anderson, Scott Herring, Cate Thompson, Christopher Simpron, Marcy Cook, Chance Powell (chance.powell@mywaltonfl.gov), Brian Kauffman, Emily Anderson, Pei-Sung Lin, Amy Blaida,