



Teleconference #:
1.650.479.3207
Pin: 191 567 418

Board of Directors Meeting

A.	Welcome and Introductions		1 min.	Quorum = 9
	1. Roll Call	Staff	1 min.	
B.	Agenda Approval		5 min.	Anticipated Action
	1. Approve Agenda 2. Review of Antitrust Guidelines 3. Minutes of November 10, 2015 Meeting 4. Declare Conflicts of Interest ¹ 5. Request for Public Comment (see NOTE below)	Board Chair Board Chair Board Chair Board Chair Board Chair	1 min. 1 min. 1 min. 1 min. 1 min.	Correct/Approve Agenda No Action Anticipated Correct/Approve Declarations of any Conflicts
C.	Action Items		15 min.	
	1. Invitation to Negotiate (ITN) for Training and Education Services	Jim Painter	15 min.	Approve/Disapprove
D.	Public Comment and Adjournment	Board Chair	5 min.	No Action Anticipated

NOTE: To be read once by the Chair: If there are any members of the public that want to comment on any individual Action Item, please refer to note #2 below. Are there any members of the public that want to make a comment on any individual Action Item?

1. MEMBERS: It is the responsibility of each Council board member to declare any conflict of interest. A Council board member or officer shall not vote in official capacity upon any measure that would affect his or her special private gain or loss, or which he or she knows would affect the special gain or any principal by whom the board member or officer is retained. When abstaining, the Council board member or officer, prior to the vote being taken, shall make every reasonable effort to disclose the nature of his or her interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the Council board member or officer to file a

memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote. If you do not attend the meeting at all, you are still required to disclose a conflict of interest within 15 days of the meeting. If you have any questions, please contact Council staff.

2. **PUBLIC COMMENT:** If a member of the public would like to comment on any individual Action Item, please inform the Chair of your desire to do so at this time. When called upon by the meeting Chair, please identify yourself and indicate the particular Item you wish to comment on. In order to maintain the orderly conduct of the meeting, the Chair will then accept public comment in the order that the propositions (items) are listed on the approved agenda. If a member of the public is physically present at the meeting, when called upon by the meeting Chair, come to the area set aside for the public to speak. If attending the meeting via teleconference, prior to speaking please state your name when called upon by the meeting Chair. Your comments must relate to the item being considered for a vote, be directed to the meeting Chair, and are limited to 3 minutes. Please refrain from behavior that disrupts the orderly conduct of this meeting. The Board reserves the right to maintain orderly conduct and proper decorum in this meeting.

Any member of the public who wishes to comment on any other matter of interest to the Board that is not an item on the Agenda, may do so during the time reserved for Public Comment immediately after **Informational Items**.

Next Board of Directors Meeting - December 15, 2015 at 11:00 a.m. - Conference Call

Minutes of November 10, 2015 Board of Directors Meeting

The meeting was held at: Mid Florida Tech

Members in Attendance in person: Troy Maschmeyer (Chairman), Kelly Curtis, Bernardo Dias, Adam Freeman, Monica Manolas, Preston Sparkman. **Members in Attendance by Phone:** Robert Carlton, Justin Lord, Antonio Obregon, Michele Stropoli. **Members Absent:** Randy Dunlap, Rick Edwards. **Administrative Staff in person:** Angela Pate (FMS), Diane Burke (FMS) **Administrative Staff by phone:** Steve Lipsky (FMS), James Finch (DEO). **Guests:** Julio Vazquez, David Pfeffer, Matt Sitter, Brad Kibbe, Lisa Pelham, Brandie Tapscott, Rocky Jenkins, Mike Murtha, Keith Hetrick, Chris Bettinger, Don Beers, and Al Herndon.

A. Welcome and Announcements - The Chair, Troy Maschmeyer, called the meeting to order at 10:05 a.m. and established there was a quorum. Executive Director, Jim Painter, welcomed everyone to the meeting. Jim congratulated Troy Maschmeyer, Justin Lord, Antonio Obregon, and Preston Sparkman on their reappointments to the Council by Governor Rick Scott. Jim also welcomed Michele Stropoli to the Council. She was appointed to the Council by Governor Rick Scott on October 29, 2015. Mr. Painter introduced Dr. Michael Armbruster to the Council. He has been recommended to sit on the Council.

B. Agenda and Minutes

B1: Monica Manolas read the Anti-Trust Policy and copies were available for attendees.

B2: Monica Manolas made a motion to approve the minutes from the September 15th meeting. Preston Sparkman seconded the motion. The Council unanimously adopted the motion.

B3: Monica Manolas motioned to approve the agenda. Kelly Curtis seconded the motion. The Council unanimously adopted the motion.

C. Action Items

C1. Procurement Policy - Executive Director, Jim Painter, presented the proposed procurement policy. Monica Manolas made a motion to accept the procurement policy as presented. Bernardo Dias seconded the motion. Discussion followed. The Council unanimously adopted the motion.

D. Informational Items

D1: Third Quarter Collections - Jim Painter presented a report regarding the third quarter collections noting there was \$401,000 in collections for that quarter and all of the start up funding has been paid back. There is \$611,000 in reserves. There is approximately \$525,000 available to spend in grants when the Council is ready. Troy Maschmeyer requested to meet with Mr. Painter to develop ranges of funding to each sector. Once complete, he requested to have a conference call to review and/or approve any proposals received within the next couple weeks.

D2: Annual Meeting Calendar - Jim Painter expressed a need to the Council to be able to create an annual calendar with meeting dates tentatively scheduled for the third Tuesday of every month. Mr. Painter will check this date with a few other organizations and report back to the Council. Troy Maschmeyer requested that staff send out the Council attendance record on a quarterly basis.

D3: Use of Tablets in Lieu of Printed Paper Agendas - Mr. Painter presented the idea of purchasing tablets to be assigned to each council member. The tablets will enable members to access calendars, agendas, etc. without using so much paper. It also allows staff to communicate with the Council with presentations and broadcasts during the meetings. Troy Maschmeyer requested a budget proposal for the tablets be brought back to the Council.

D4: Reports Due to DEO in January - The next report due date to the Governor is January 15, 2016. James Finch commented that a report to DEO is also due December 1, 2015.

D5: Executive Director Report - Jim Painter gave a brief executive director's report highlighting that Concrete Coalition and Concrete Days in Tallahassee was phenomenal. Mr. Painter also spent time with multiple other organizations to stay involved in what everyone is doing.

E. Public Comment and Adjournment

E1: Dave Pfeffer submitted two unsolicited funding requests on behalf of MAF noting that it is important that the Council start showing results for the assessments collected.

E2: Don Beers announced that he was the confirmed holder of the Masonry Survey. He will send the information to Jim Painter.

E3: Rocky Jenkins announced that the NCMA Annual Convention will be held in Orlando in the month of February. He also stated the the NCMA Foundation Committee will have meetings during that time at the convention center. It would be a great opportunity to inquire about grant funding for FCMEC.

ACTION ITEMS



Topic/Issue: [Invitation to Negotiate \(ITN\)](#) for Training and Education Services - This ITN seeks to procure contractors, in a vendor/contractor relationship, who can assist the Council in meeting its statutory and stated objectives, e.g.,

- Plan, implement, and conduct programs of education for the purpose of training individuals in the field of concrete masonry;
- Enhance and ensure access to masonry education in as many school districts, regions, and population centers as possible, particularly those that are underserved;
- Increase enrollment in the Masonry Apprenticeship Program, while also ensuring those served represent a diverse population across socio-economic and demographic lines;
- Coordinate educational programs with national programs or programs of other state, to include taking advantage of federal funds available for workforce development and training;
- Increase the demand for concrete masonry block in the State of Florida, through education of the consumer, in order to grow job opportunities afforded by the Concrete Masonry Education Program;
- and Other innovative programs that meet the Council's purpose as defined in their [Bylaws](#) and [2015 Strategic Plan](#).

STAFF RECOMMENDATION: Staff recommends approval.

ACTION NEEDED: Approve/Disapprove

