

Gulf Consortium Board Meeting
September 25, 2019, Time 2:00p.m. (Central)
Sheraton Panama City Beach Golf & Spa Resort
4114 Jan Cooley Drive, Panama City Beach, FL 32408

Members in Attendance: Commissioner Scott Carnahan (Citrus), Emily Lewis (Charlotte), Commissioner Robert Bender (Escambia), Jim Taylor (Hillsborough), Commissioner Betsy Barfield (Jefferson), Commissioner Brian Hamman (Lee), Commissioner John Meeks (Levy), Charlie Hunsicker (Manatee), George Neugent (Monroe), Commissioner Jack Mariano (Pasco), Commissioner Lane Lynchard (Santa Rosa), Joseph Kraus (Sarasota), Sheree Keeler (Wakulla)

Also in Attendance: Valerie Seidel (The Balmoral Group), Dan Dourte (The Balmoral Group), Evan Rosenthal (Nabors, Giblin & Nickerson), Lynn Hoshihara (Nabors, Giblin & Nickerson)

Agenda Item 1 – Call to Order

Secretary Treasurer Commissioner Jack Mariano (Pasco) called the meeting to order at 2:04pm (CT).

Agenda Item #2 – Roll Call

Attendees as above.

Agenda Item #3 – Consent Agenda - Approval of Meeting Minutes

Secretary Treasurer Commissioner Jack Mariano (Pasco) presented the minutes for the June 13, 2019 Board of Directors Meeting for approval. Commissioner John Meeks (Levy) made the motion to approve the minutes, seconded by Commissioner Betsy Barfield (Jefferson). All in favor.

ACTION APPROVED

Agenda Item #4 – Additions or Deletions

Lane Lynchard (Santa Rosa) made the motion to approve the agenda as presented, seconded by Betsy Barfield (Jefferson). All in favor.

ACTION: APPROVED

Agenda Item #5 – Public Comment

None.

Agenda Item#6 –Financial Report

Secretary Treasurer Commissioner Jack Mariano (Pasco) recognized Valerie Seidel (The Balmoral Group) who provided updated financial reports from the Finance Committee Meeting held on September 11, 2019. An action item was to approve the renewal of the audit agreement with Warren Averett for one, two-year extension. Commissioner Scott Carnahan (Citrus) made the motion to approve the renewal of the audit agreement, second by Lane Lynchard (Santa Rosa).

ACTION: APPROVED

Agenda Item#7- Proposed Budget

Secretary Treasurer Commissioner Jack Mariano (Pasco) recognized Valerie Seidel (The Balmoral Group) who presented the proposed budget for the next fiscal year. Because the County dues were reduced by half the previous year, after estimating the 2020 fiscal year budget, there would need to be an increase in the dues to cover meeting and administrative related expenses. The county fees would increase from \$4,135 to \$6,306 for the larger counties if five meetings are held and \$4,771 if four meetings are held and from \$1,000 to \$1,525 for the smaller counties with five meetings or \$1,154 with four meetings. This item was discussed and would be revisited after reviewing other

agenda items related to the budget. Sheree Keeler (Wakulla) made the motion to approve the budget with five meetings instead of four, second by Joseph Kraus (Sarasota).

ACTION: APPROVED

Agenda Item #8 – SEP Amendment Request

Dan Dourte (The Balmoral Group) presented a request to prepare an SEP amendment to bring to the November board meeting. This amendment would describe a new project in the SEP to accommodate SEP Amendments, policy revisions, OSA updates, financial audits and possibly procurements, update the original sequencing/timing of funding, add or change any projects and update the cost reflections to reflect administrative costs, per RESTORE Council advise. Commissioner Betsy Barfield (Jefferson) asked why the costs were not included in the contract already and how sequencing would be affected. Dan Dourte said the sequencing wouldn't be affected. Valerie Seidel (The Balmoral Group) commented that TBG's contract includes this activity, but requires approval prior to incurring costs for each task prior to drawing down contract funds; Board approval of the task does not increase TBG's contract amount. The funds being requested for approval are subject to the max billed and could be paid from either Grant money or County money. By amending the SEP, the costs would be paid out of the grant money instead of county money. Commissioner Scott Carnahan (Citrus) commented that a policy needed to be put in place that if a county had a large amendment than they would incur the costs. Valerie Seidel (The Balmoral Group) commented that they could bring something back for the November board meeting. Commissioner Scott Carnahan (Citrus) made the motion to approve the SEP amendment request, seconded by Joseph Kraus (Sarasota).

ACTION: APPROVED

Agenda Item #9 – Approval of the Gulf Consortium 2020 Meeting Calendar

Dan Dourte (The Balmoral Group) presented the Board with the proposed calendar for 2020. There were four date ranges which were based on FAC events and the opportunity to add a fifth meeting in March. The specific dates would be decided in coordination with FAC 6-8 weeks out from the meeting date. The board would need to decide if they would like 4 or 5 meetings. Commissioner John Meeks (Levy) commented that 5 meetings would be better because a gap between January and June would be too far of a stretch. Commissioner Betsy Barfield (Jefferson) commented that the calendar was discussed at Executive Committee and agreed that 5 meetings was preferred; Commissioner Barfield made the motion to approve the consortium calendar for 2020, seconded by Emily Lewis (Charlotte) – with the March one being cancelled if not needed.

ACTION: APPROVED

Agenda Item #10– Grant Applications for review and approval; upcoming subrecipient applications

Dan Dourte (The Balmoral Group) gave an update on the grant applications submitted to RESTORE and asked the Board for approval of the nine new grant applications totaling \$16,957,740 to be submitted. The next deadline for applications is October 16, 2019. Commissioner Betsy Barfield (Jefferson) made the motion to approve the grant applications for board review, seconded by Commissioner Joseph Kraus (Sarasota)

ACTION: APPROVED

Agenda Item #11 – Proposed Members for Procedures Review Committee

Valerie Seidel (The Balmoral Group) presented the proposed members for the Procedures Review Committee which was required to review the Policies and Procedures yearly. The proposed composition consisted of Sheree Keeler, Larry Jones, Yana Matiyuk, Matt Posner and Lynn Hoshihara. Lane Lynchard (Santa Rosa) made the motion to approve the proposed Procedures Review Committee Members, seconded by Commissioner Jack Mariano (Pasco).

ACTION: APPROVED

Agenda Item #12 – Proposed Members for Risk & Audit Committee

Valerie Seidel (The Balmoral Group) presented the proposed Audit Committee members and schedule for recommendation to the full board. The Audit committee would consist of Robert Bender, Heather Larson, Scott Carnahan and Lane Lynchard and should consist of one or two calls. Joseph Kraus (Sarasota) made the motion to approve the proposed Risk and Audit Committee Members, seconded by Commissioner Jack Mariano (Pasco)

ACTION: APPROVED

Agenda Item #13-Manager’s Report

Valerie Seidel presented an update on the manager’s report on Consortium activities since the last board meeting in written version per Chair request. Of note, Pasco County received their first award and RESTORE staff was complimentary of the application. Current processing times were reviewed, and from submittal to comments averaged 89 days, with Council follow-up to comment responses averaging 47 days. There were no questions or comments on this item.

Agenda Item #14- PSEP Update

Valerie Seidel (The Balmoral Group) gave an update on the status of the PSEP grant. The PSEP had been extended through August 23, 2019 so it could be used to pay the Gulf Consortium’s Audit. They were trying to extend the grant one more time. There were no questions on this item. No action was required.

Agenda Item #15–General Counsel Report

Lynn Hoshihara had no legal update for the Board.

Agenda Item #16- Status of Bucket 2 Projects

Phil Coram (DEP) gave an update on the Status of Bucket 2 Projects. A Deep Water Horizon Summit was going to be held on November 14th in Ft. Walton Beach and the Consortium was invited and asked to assist in getting the word out.

Agenda Item #17 – Public Comments

None.

Agenda Item #18– Upcoming Board Meeting

The next board meeting is to be held at Fort Lauderdale Marriot Harbor Beach on Wednesday November 20. Time to be determined.

Agenda Item #19 – Adjourn

There being no further business, Chairman Yeager adjourned the meeting at 2:47pm.