

**Leon County Research and Development Authority
Executive Committee Meeting**

Collins Building
2051 East Paul Dirac Drive
Tallahassee, FL 32310

Thursday, January 19, 2023
11:00am – 1:00pm

Minutes

Members in Attendance In-Person: Chair Kevin Graham, Dave Ramsay, Jessica Griffin.

Members in Attendance by Electronic Means: Tom Allen.

Members Not in Attendance: None.

Guests: Leon County Commissioner Rick Minor; Michael Kramer, Bill Lickson, Ayne Markos, Peggy Bielby, LCRDA Staff.

1. Call to Order

Kevin Graham called the meeting to order at 11:02am.

2. Introduction of Guests

All present introduced themselves.

3. Approval of Participation by Electronic Means

In accordance with the Bylaws, there being a quorum of members present in person, the members of the Committee present in person are required to approve participation by those participating via Electronic Means acknowledging that the COVID-19 pandemic constitutes extraordinary circumstances.

Dave Ramsay offered a motion to approve participation by electronic means. Jessica Griffin seconded the motion which passed unanimously with Tom Allen not voting.

4. Modifications to the Agenda

None.

5. Public Comment

None.

6. Approval of Draft Executive Committee Meeting Minutes

September 22, 2022 and September 27, 2022

Dave Ramsay offered a motion to approve the meeting minutes. Tom Allen seconded the motion which passed unanimously.

7. Florida PRIME Participant Account Maintenance Form

Staff requests approval of a resolution authorizing the new officers to sign the Participant Account Maintenance Form for the Florida PRIME account.

Dave Ramsay offered a motion to approve the resolution. Jessica Griffin seconded the motion which passed unanimously.

8. TechGrant Applicants' Geographic Scope

Staff requests that TechGrant applicants be expanded beyond Leon County as required by the application.

After discussion Dave Ramsay offered a motion to expand the geographic region to "North Florida" meaning the counties contiguous to Leon County, plus Bay County. Jessica Griffin seconded the motion. After further discussion, Dave Ramsay withdrew the motion for reconsideration. He then made a motion to allow staff to determine the appropriate geographic range. Tom Allen seconded the motion which passed unanimously.

9. Chair Discussion: Bylaws Article II – Officers' Consecutive Terms in Office

Bylaws Article II – Officers, Section 2.5, Election, Eligibility, Terms and Removal of Officers, provides "c.) Terms of Office. The Chair and Vice-Chair shall serve no more than two consecutive terms in office unless additional consecutive terms are approved by the affirmative vote of a majority of the Board Present at a meeting at which a quorum is present at any duly called regular or special meeting of the Board."

After discussion, the chair directed the Bylaws change be included on the upcoming Board of Governors meeting agenda for consideration by the Board.

Chair Graham raised a point of personal privilege and led a discussion of the potential for restructuring the Authority and reviewing the financial condition of the current model given the existing revenue, liabilities, and infrastructure needs of the Park.

10. Staff Grant Application Approval

Staff requests approval to apply for and pursue grant opportunities for the remainder of fiscal year 2022-2023.

Tom Allen offered a motion to approve the request for the grant application process and directed staff to compile a list of additional items for similar approval to be presented to the Board of Governors for its consideration at the next Board meeting. Jessica Griffin seconded the motion which passed unanimously.

11. Pre-employment Drug Testing Waiver

Staff requests authority to waive the pre-employment drug testing policy requirement for the remainder of fiscal year 2022-2023.

Dave Ramsay offered a motion to allow staff to waive the policy as requested. Jessica Griffin seconded the motion which passed unanimously.

12. Staff Updates

Bill Lickson provided an NFIL construction update and also reviewed current funding, plus the imminent need for additional funding for both furniture, fixtures, and equipment, and for programming. Ayne Markos reported on her in progress understanding operations and streamlining processes, and provided updates on the annual audit, HR, and status of EDA reimbursements.

Michael Kramer provided a high-level overview of NFIL progress and leasing status.

13. New Business

None.

14. Adjourn

The meeting was adjourned at 12.26pm.