

**Brian Mimbs, Chair**

**Steven Lerner, Vice-Chair**

## Florida Emergency Management Assistance Foundation, Inc Board of Directors Meeting

**June 13, 2025, at 11:00 AM  
Meeting Minutes**

**I. Call to Order**

Chair Mimbs called the meeting to order at 11:00 AM

**II. Roll Call**

Chair Mimbs called the roll. Steven Lerner (Vice Chair Lerner) and Chris Spencer (Treasurer Spencer) were present. Taryn Fenske (President) joined later. Javier Marques (Secretary Marques) was absent. A quorum was present.

**III. Approval of the April 11, 2025, meeting minutes.**

Chair Mimbs called for comments or questions about the meeting minutes from the April meeting.

Chair Mimbs called for a motion to approve the meeting minutes. Treasurer Spencer called for a motion to approve; Vice Chair Lerner seconded the motion. All present board members were in favor of the motion and the minutes were adopted.

**IV. Election of Chair and Vice Chair**

Brian Mimbs, who had served as Chair since DSO's inception, declined to serve another term and invited others to step forward. Chris Spencer volunteered and was nominated by himself, with Steven Lerner seconding the nomination. A formal vote was held, and Chris Spencer was unanimously elected as the new Chair. For the position of Vice Chair, Steven Lerner was willing to continue, and Chris Spencer nominated him. With no other nominations, a vote was conducted, and Steven Lerner was unanimously re-elected as Vice Chair. Brian Mimbs then officially turned over the leadership of the meeting, and to the new Chair, Chris Spencer.

**V. Financial Updates**

Jeremy Smith presented the proposed budget for fiscal year 25-26, which includes estimated expenses of just over \$2.1 million and projected revenues of approximately \$2.5 million, reflecting a continued,

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though smaller, operating surplus. Key initiatives in the budget include the student investment program, the FDEM grocery program, and the continuation of the disaster support program. The budget reflects a conservative approach with a 10% increase in both expenses and revenues, based on current fundraising efforts such as the highly successful second annual FTEM, which significantly increased sponsorship income. Jeremy emphasized the potential for continued revenue growth and flexibility to revise the budget if new opportunities arise. The grocery program aims to help emergency personnel who suffer food losses during disasters, with strict guidelines and a 30-day reimbursement window. Smith also addressed a question from Chris Spencer about a discrepancy in the beginning cash balance for 25-26 versus the projected ending balance for 24-25, explaining that additional event-related expenses and outstanding bills, particularly from the FTEM event (which drew double the expected attendance), account for the difference.

Jeremy Smith raised the idea of improving efficiency in the board's banking structure, noting the current use of multiple accounts for revenues and operations. He plans to present a potential action plan for the board's consideration.

**VI. Approval of the 25-26 Annual Budget**

Chair Spencer called for comments or questions about the proposed Fiscal Year 25-26 budget. Chair Spencer called for a motion to adopt the proposed Fiscal Year 25-26 budget. Vice Chair Lerner moved to approve the budget, and Brian Mimbs seconded the motion. A vote was held, and the budget was unanimously adopted by the board. Spencer added a caveat, noting that the board would retain the flexibility to revisit and adjust the budget throughout the year as needed. He also mentioned his intent to regularly check in with FDEM, drawing on his background in budgeting, and emphasized that any necessary modifications or augmentations to the budget would be brought before the board for review.

**VII. Discussion on Pending Business Items**

**a. Student Investment Program**

Stephanie Hartman announced the launch of the Student Investor Program at the FTEM. The program consists of four phases, including resume building, interview skills, and practical application through mentorship with sponsors. The goal is to support 10 students each school year, with each sponsor mentoring one student and covering costs such as travel, training, and

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participation in events like Emergency Management Day at the Capitol. Chris Spencer requested a written summary outlining program objective, student participation goals, and financial details. Hartman confirmed that the \$10,000 sponsorships would fully fund student expenses, with the foundation managing the donated funds.

**b. FDEM Disaster Grocery Program**

Jeremy Smith provided an update on a proposed emergency support program involving non-reloadable debit cards pre-configured for use only on approved items at major retailers like CVS, Walmart, and Costco. The cards would be restricted to prevent misuse and include strict guardrails for distribution and use, aiming to support emergency management personnel impacted by disasters. Chair Spencer asked about the budget and launch timeline, confirming that while no revenue was budgeted, \$50,000 was allocated for the program based on last year's successful gift card distribution. Smith indicated he would finalize details with FDEM leadership and could call a special board meeting if needed. Spencer confirmed the board had already authorized the budget and requested that Smith circulate written documentation outlining program parameters, eligibility, and controls to ensure transparency and preparedness.

**VIII. Upcoming Activities**

**a. Annual Meeting – July 11, 2025, at 11:00 AM**

Jeremy Smith and William Spicola provided updates regarding the upcoming July 11th annual meeting. Smith noted that the meeting would address certain statutory requirements, with details to be circulated afterward. Spicola added that the meeting will include entering an annual certification into the minutes and making necessary updates to the foundation's bylaws due to outdated provisions from its formation. These updates will be shared in advance. Chair Spencer confirmed the meeting is scheduled for July 11 at 11 AM via Microsoft Teams and emphasized the need for a quorum to fulfill all legal obligations.

**IX. Public Comment**

Vice Chair Lerner publicly commended the DEM staff for their exceptional work on this year's FTEM event, highlighting the professionalism and effort that elevated the emergency management field in Florida. He praised the golf tournament, sessions, and gala, stating the event was outstanding and should continue to receive growing support from the foundation. Chair Spencer echoed the praise,

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noting the impressive setup and the value of bringing together emergency managers from various levels across the state. He emphasized the importance of training and collaboration as the hurricane season begins.

X. Adjournment

Chair Spencer adjourned the meeting at 11:28 AM.

DRAFT