



## **Executive Committee**

### **Meeting Agenda**

10:00 am / April 11, 2024

**\*\* Meeting will be held remotely by electronic media \*\***

#### **Executive Committee Meeting Call to Order – Mike Borg, Chair / Michelle Johnson, Vice-Chair**

- Roll Call of Executive Committee members
- Self-Introduction by other committee meeting attendees
- Motion to approve April 11, 2024 Executive Committee Meeting Agenda

#### **Develop the Agenda for the Sunshine 811 Committee, Annual and Board of Directors meetings on May 16 & 17, 2024 – Mike Borg, Chair / Michelle Johnson, Vice-Chair**

- Review the Sunshine 811 Committee, Annual, and Board of Directors (AM & PM) business meeting agenda DRAFT.
- Present & vote on a Motion to approve the Sunshine 811 Committee, Annual, and Board of Directors (AM & PM) business meeting agenda (as presented or as revised).

#### **New Business**

#### **Open Discussion**

#### **Adjourn**



## Committee Meeting Agenda DRAFT

May 16, 2024 |

**\*\*All meetings will be held remotely by electronic media and in-person \*\***

- 9:00      **Operations Committee** – Steve Marshall, Chair / John Lambert, Vice-Chair
- Call to order & roll call of committee members
  - Call center statistics; uptime statistics; attrition report – information
  - Review status of strategic objectives & performance goals – information
  - New business
  - Open discussion
  - Adjourn
- 10:00      **Break**
- 10:15      **Damage Prevention Committee** – Pedro Vigil, Chair / Warren DiNapoli, Vice-Chair
- Call to order & roll call of committee members
  - Member extraordinary circumstance declarations; noncompliance reports, – information
  - Spring 811 Awareness Campaign – information
  - Sunshine 811 Damage Prevention Council Meeting – information
  - 2023 Report of Citations Issued for Chapter 556 violations – information
  - Review status of strategic objectives & performance goals – information
  - New business
  - Open discussion
  - Adjourn
- 12:00      **Noon - Lunch served for meeting attendees**
- 1:00      **Legislative Ad-Hoc Committee** – Bruce Kershner, Chair / Vernon Burrell, Vice-Chair
- Call to order & roll call of committee members
  - Lobbyist report – Chris Lyon - Lewis, Longman & Walker, P.A. – information
  - Review status of strategic objectives & performance goals – information
  - New business
  - Open discussion
  - Adjourn
- 2:00      **Break**



## Committee Meeting Agenda DRAFT

May 16, 2024

**\*\*All meetings will be held remotely by electronic media and in-person \*\***

- 2:15      **Bylaws & Policies Ad-Hoc Committee** – David Parham, Chair / Tracey Cottrell, Vice-Chair
- Call to order & roll call of committee members
  - Proposed policy amendments – review & board motion
  - New business
  - Open discussion
  - Adjourn
- 3:15      **Finance Committee** – Dino Farruggio, Chair / Oscar Estrada, Vice-Chair
- Call to order & roll call of committee members
  - Financial reports, delinquent accounts, contracts approved; - information
  - FY 2024-25 Annual Member Assessment Notices – information
  - Engagement Letter with BMC to provide independent financial audit and tax preparation services – information
  - Employee compensation study results – review & committee motion
  - Review status of strategic objectives & performance goals – information
  - New business
  - Open discussion
  - Adjourn
- 4:00      **Executive Committee** – Mike Borg, Chair/Michelle Johnson, Vice-Chair
- Call to order & roll call of committee members
  - 2024 Strategic Planning Meeting Facilitation Service proposals – review & committee motion
  - Review status of strategic objectives & performance goals – information
  - New business
  - Open discussion
  - Adjourn
- 5:00      **Adjourn**

*Please be advised that agenda items run sequentially on the date noticed. The stated beginning time for each agenda item is approximate. If a particular agenda item ends early or runs late, the starting time for the next agenda item will be adjusted accordingly. The agenda items may start earlier or later than stated in the notice.*

*Business casual attire is requested for all Committee meetings.*



## Board of Directors (AM) Meeting Agenda Draft

Friday May 17, 2024

**\*\*All meetings will be held in person and by electronic media\*\***

**9:00 Pledge of Allegiance** – Mike Borg, Board Chair / Michelle Johnson, Board Vice-Chair

**Board (AM) Meeting Call to Order** – Mike Borg, Board Chair / Michelle Johnson, Board Vice-Chair

**Secretary's Report** – Shawn Deutscher, Secretary

- Roll call and self-introductions
- Approval of February 14, 2024 Board of Directors Emergency Meeting Minutes
- Approval of February 22 & 23, 2024 Committee & Board Meeting Minutes
- Approval of March 8, 2024 Bylaws & Policies Committee Meeting Minutes
- Approval of April 11, 2024 Executive Committee Meeting Minutes
- Approval of May 17, 2024 (AM) Board Meeting Agenda

**Committee Reports and Presentation of Motions to the Board** – Mike Borg, Board Chair / Michelle Johnson, Board Vice-Chair

- Operations Committee – Steve Marshall, Chair / John Lambert, Vice-Chair
- Damage Prevention Committee - Pedro Vigil, Chair / Warren DiNapoli, Vice-Chair
- Legislative Ad-Hoc Committee – Bruce Kershner, Chair / Vernon Burrell, Vice-Chair
- Bylaws & Policies Ad-Hoc Committee – David Parham, Chair / Tracey Cottrell, Vice-Chair
- Finance Committee – Dino Farruggio, Chair / Oscar Estrada, Vice-Chair
- Executive Committee – Mike Borg, Chair / Michelle Johnson, Vice-Chair

**Industry Conference Reports – conference & meeting attendees** – Mike Borg, Board Chair / Michelle Johnson, Board Vice-Chair

- SOCS 2024 Spring Meeting – March 13-15, 2024 – Orlando, FL
- CGA Excavation Safety Conference & Expo – April 15 – 17, 2024 – Colorado Springs, CO

**FY 2023-24 Executive Director Annual Performance Review Results** – Robert Williams, General Counsel - for review & board motion

**New Business**

**Open Discussion**

**Problem Resolution**

**Board (AM) Meeting Adjournment**

---

Please be advised that meetings run sequentially on the date noticed. The stated beginning time for each meeting is approximate. If a particular meeting ends early or runs late, the starting time for the next meeting will be adjusted accordingly. Do not expect a meeting to start at exactly the starting time noticed. The meeting may start earlier or later than stated in the notice. *Formal Business attire is requested for the Annual and Board of Directors meetings.*



## Annual Meeting of Members Agenda DRAFT

Friday May 17, 2024

\*Meeting will be held in person and by electronic media\*

\*\*Primary member representatives must be present to register and vote in person\*\*

**Registration for Annual Meeting of Members** – Registration will begin immediately after the Board of Directors (AM) Meeting adjourns and will remain open for 30 minutes or until all primary member voting representatives in attendance have signed the registration and voting list to be eligible to vote in person.

**Annual Meeting of Members Call to Order & Welcome** – Mike Borg, Board Chair / Michelle Johnson, Board Vice-Chair

**Secretary's Report** – Shawn Deutscher, Secretary

- Roll Call – primary member registration & voting list will be read aloud and will stop after 12 primary member voting representatives have responded as present
- Self-introductions by all Annual Meeting attendees
- Approval of May 17, 2024 Annual Meeting agenda; primary member registration & voting list

**Proposed Sunshine 811 Bylaws Amendment – Article IV, Section B. Number, Term and Election**

– Robert Williams, General Counsel

- Confirm primary member voting representatives registered to vote in person
- Review proposed Bylaws amendment to increase the number of Directors of the Corporation that may be employed by associate members in good standing from three to four
- Distribute proposed Bylaws amendment ballots and review voting instructions
- Primary member voting representatives mark, sign and date their ballot to vote
- Collection of ballots and tabulation of votes – Robert Williams, General Counsel & Suzanne Cantlay, CPA - Accounting Manager / Controller
- Announcement of proposed Bylaws Amendment voting results – Robert Williams, General Counsel

---

Please be advised that meetings run sequentially on the date noticed. The stated beginning time for each meeting is approximate. If a particular meeting ends early or runs late, the starting time for the next meeting will be adjusted accordingly. Do not expect a meeting to start at exactly the starting time noticed. The meeting may start earlier or later than stated in the notice. *Formal Business attire is requested for the Annual and Board of Directors meetings.*



## **Annual Meeting of Members Agenda DRAFT**

Friday May 17, 2024

\*Meeting will be held in person and by electronic media\*

\*\*Primary member representatives must be present to register and vote in person\*\*

**Annual Election of Directors** – Robert Williams, General Counsel & Suzanne Cantlay, CPA -  
Accounting Manager / Controller

- Confirm primary member voting representatives registered to vote in person.
- Confirm Director candidate nominations.
- Confirm Director candidate election ballot.
- Director candidate self-introductions (in person or remotely).
- Distribute Director election ballots and review voting instructions.
- Primary member voting representatives mark, sign and date their ballot to vote.
- Collection of ballots and tabulation of votes – Robert Williams, General Counsel & Suzanne Cantlay, CPA - Accounting Manager / Controller.
- Announcement of Director Election results – Robert Williams, General Counsel.

**Welcome New & Re-elected Directors to the Board** – Mike Borg, Board Chair / Michelle Johnson, Board Vice-Chair

**Review New Director Orientation Policy** – Mark Sweet, Executive Director

**Open Discussion**

**Annual Meeting of Members Adjournment**

---

Please be advised that meetings run sequentially on the date noticed. The stated beginning time for each meeting is approximate. If a particular meeting ends early or runs late, the starting time for the next meeting will be adjusted accordingly. Do not expect a meeting to start at exactly the starting time noticed. The meeting may start earlier or later than stated in the notice. *Formal Business attire is requested for the Annual and Board of Directors meetings.*



## Board of Directors (PM) Meeting Agenda DRAFT

Friday May 17, 2024

**\*\*All meetings will be held in person and by electronic media\*\***

**12:00 Noon - Lunch Served for Meeting Attendees**

**1:00 Board (PM) Meeting Call to Order – Mike Borg, Board Vice Chair**

**Secretary's Report – Shawn Deutscher, Secretary**

- Roll call and self-introductions
- Audience participation request
- Approval of May 17, 2024 Board (PM) Meeting Agenda

**Election of Officers – Board Chair / Board Vice-Chair**

- Nominations and Election of Board Chair
- Nominations and Election of Board Vice-Chair
- Nominations and Election of Secretary
- Nominations and Election of Treasurer
- Nominations and Election of Assistant Secretary
- Nominations and Election of Assistant Treasurer

**Volunteer & Appointment of All Committee Members – Board Chair / Board Vice-Chair**

- Operations Committee
- Damage Prevention Committee
- Finance Committee
- Legislative Ad-Hoc Committee
- Bylaws & Policies Ad-Hoc Committee

**Board Confirmation of All Committee Member Appointments – for board motion**

**Election of Committee Chairs – Board Chair / Board Vice-Chair**

- Nominations and Election of Operations Committee Chair
- Nominations and Election of Damage Prevention Committee Chair
- Nominations and Election of Legislative Ad-Hoc Committee Chair
- Nominations and Election of Bylaws & Policies Ad-Hoc Committee Chair
- Treasurer automatically serves as Finance Committee Chair (Bylaws)

*Note: Committee Vice-Chairs to be elected by the Committee members at their next meeting; Assistant Treasurer automatically serves as Finance Committee Vice-Chair (Tradition).*

**Break**

---

Please be advised that meetings run sequentially on the date noticed. The stated beginning time for each meeting is approximate. If a particular meeting ends early or runs late, the starting time for the next meeting will be adjusted accordingly. Do not expect a meeting to start at exactly the starting time noticed. The meeting may start earlier or later than stated in the notice. *Formal Business attire is requested for the Annual and Board of Directors meetings.*



## **Board of Directors (PM) Meeting Agenda DRAFT**

Friday May 17, 2024

**\*\*All meetings will be held in person and by electronic media\*\***

**Executive Director's Report** – Mark Sweet

**General Counsel's Report** – Robert Williams - Lewis, Longman & Walker, P.A.

**Future Industry Meeting & Selection of Board Member Attendees:** (to include Board Chair; Board Vice-Chair; (4) Board Member Attendees & (4) Board Member Alternates – for board motion

- SOCS 2024 Fall Meeting – September 11 - 13, Gatlinburg, Tennessee

**August 14, 15, & 16, 2024 Strategic Planning; Committee & Board of Directors Meeting Venue -**  
Hutchinson Shores Resort, Jensen Beach, FL – information

**Proposals for Sunshine 811 August 14, 2024 Strategic Planning Meeting Facilitation Services** – for review & board motion

**New Business**

**Open Discussion**

**Problem Resolution**

**Board (PM) Meeting Adjournment**

---

Please be advised that meetings run sequentially on the date noticed. The stated beginning time for each meeting is approximate. If a particular meeting ends early or runs late, the starting time for the next meeting will be adjusted accordingly. Do not expect a meeting to start at exactly the starting time noticed. The meeting may start earlier or later than stated in the notice. *Formal Business attire is requested for the Annual and Board of Directors meetings.*