

## Board Meeting Agenda

Tuesday, April 12, 2022, at 5:30 PM  
Board of County Commissioners Chambers  
Ernie Lee Magaha Building  
221 Palafox Place, Pensacola, FL 32502



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Members in attendance were Tori Woods, Dr. Rex Northup, David Peaden, Patty Hightower, Dr. Tim Smith, Lumon May, Honorable Jennifer Frydrychowicz, and Melissa Sidoti. Also in attendance were General Counsel Meredith Bush, Executive Director Tammy Greer, former Interim Administrator Carolyn Appleyard, and Interim Board Liaison Emmalee Peoples.

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- The meeting was called to order by Tori Woods, Co-Chair at 5:31 PM.
  - Approval of the Agenda:
    - Lumon May moved to approve the agenda, and David Peaden seconded. All members approved acceptance of the agenda.
  - Approval of the Minutes from March 8, 2022:
    - Patty Hightower requested the revision that Dr. Smith was referred to as Mr. Smith. Melissa Sidoti requested that the spelling of her name be corrected. Lumon May made a motion to accept the minutes with these corrections, and Dr. Northup seconded. All members were in favor.
  - Treasurer's Report: Dr. Smith explained and reviewed the January 2022 Financial Report.
  - Action Items for Approval
    - Policy Revision to Allow for Electronic Payment:
      - Meredith Bush explained the statute that allows for electronic payment and electronic signatures with proper documentation. Patty Hightower moved to accept the revised policy for electronic payment. Mrs. Hightower requested dates made on the policy manual for tracking revisions. All were in favor and the motion passed.
  - FY2021-2022 Budget Amendment
    - Tammy Greer explained key line items in the budget from the discussion held at

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- the Budget Committee meeting.
- Melissa Sidoti moved to approve the amended budget. Lumon May seconded. None opposed. The amended budget was approved.
- Office Space at Pensacola State College (PSC)
  - Tammy Greer recommended PSC's suite of offices in lieu of more expensive options. Patty Hightower moved to accept the lease. Dr. Northup seconded.
  - Meredith Crawford advised the workers compensation requirement within the lease agreement to be revised for to include 'a period of time to acquire the insurance'. Dr. Smith moved to amend the lease to include a contingency upon the acquirement of insurance.
  - All were in favor of entering a lease agreement with Pensacola State College.
- Executive Director's Report: Please see the attached presentation.
- Public Comment
  - Kristin Alberta from Embrace Florida Kids introduced herself and explained the purpose of her program to the Board.
- Adjournment at 6:18 PM.

Minutes approved (signature)

Stephanie White, Board Chair

### Next meeting:

Tuesday, May 10, 2022  
Ernie Lee Magaha Building  
221 Palafox Place, Pensacola, FL 32502