



**FCCD State Board Meeting
3rd Quarter Meeting Minutes
May 22, 2025
Location: Zoom Conferencing**

Chapter Presidents/Proxy

The following Chapter President/Proxy were present:

Chapter 1 – Judy Brown	Chapter 2 – Tim Strickland	Chapter 3 – Sara Zamora-Baldrige (Proxy)
Chapter 4 – Tammy Marcus	Chapter 5 – Naomi Jones	Chapter 6 – Janine Cannon
Chapter 7 – Cherlanda Chiverton	Chapter 8 – Dedra Howard	Chapter 9 – Tynesia Beasley
Chapter 10 – Allenka Pierce	Chapter 11 – Absent	Chapter 12 – Angelica Pennington
Chapter 14 – Tomas Shinal	Chapter 15 – Traci Osborn	Chapter 16 – Absent
Chapter 17 – Joshua Lynn	Chapter 18 – David Lacob (Proxy)	Chapter 19 – Carmen Rue
Chapter 20 – Michelle King	Chapter 21 – Ginger Lipford	Chapter 22 – Leonor Vona
Chapter 23 – April Hill	Chapter 24 – Absent	Chapter 25 – Marrie Carrol (Proxy)
Chapter 26 – Julie Johnson	Chapter 27 – Terry Torry	Chapter 28 – John Robertson
Chapter 29 – Julie Crews	Chapter 30 – Tamara Poynter	Chapter 31 – Absent
Chapter 33 – Kimberly Shirah	Chapter 34 – Jacky Snow	Chapter 35 – Absent
Chapter 36 – Absent		

Welcome and Call to OrderPresident Michelle Whitworth

- President Whitworth called the meeting to order at 6:02pm, welcoming all in attendance to the 3rd Quarterly Board Meeting.
- Invocation was led by Jess Baldrige
- Pledge was led by Kenny Johnson
- Roll Call by Tyler McIntosh due to Ms. Gordon traveling. There were 25 Chapter Presidents in attendance with 3 proxies. Quorum established.
- President Whitworth thanked everyone for being there and establishing a quorum so that we can have the meeting.
- Introduction of the Executive Board - President Whitworth introduced the Executive Board: President Elect - Sara Zamora-Baldrige; Treasurer – Tyler McIntosh; Secretary – Angela Gordon; Immediate Past President – Dr. Laura Bedard; Executive Director – Gina Giacomo; Executive Secretary – Shelley Liddle; Administrative Assistant – Debbie Kissane
- Secretary Candidates Presentations – Hope Simpson gave her presentation, followed by Gabe Simpson. President Whitworth indicated that we had two great candidates and encouraged everyone to vote.
- Spotlights 2nd and 3rd Board meeting – Ms. Liddle presented the membership spotlight and Mr. McIntosh presented the member spotlight. Congratulations were given to Jacki Snow, Chapter 34, for the 2nd quarter membership scout and for the 3rd quarter, Megan Spry, Chapter 19. She was instrumental in almost doubling their membership since the last board meeting. Mr. McIntosh was looking for his member email and we moved forward with Chapter reports until it was found. Mr. McIntosh announced Captain Timothy T.J. Benton, Chapter 21 the spotlight member. He gave a summary of his career, noting that he finds the time to go above and beyond. He joined FCCD Chapter 21 in June 2023 and has been involved ever since. His unwavering support and involvement have already made an impact on Chapter 21 and there is

no doubt that his future is bright with FCCD. President Whitworth congratulated him for the wonderful things he has been doing for the community and FCCD.

Executive Secretary Report.....Shelley Liddle

- Initially Ms. Liddle was having connectivity issues. Upon connection being restored, she gave kudos to everyone for getting memberships in. Since October, we have gained 421 new members. Chapter 18 has increased to over 400 members in their chapter. Two other chapters are almost at the 100 mark. Chapter 19 has gone from 56 members up to 95 since the last board meeting. Chapter 24 has gone from 73 to 93. There will be a change to the membership form due to getting a lot of repeat membership forms. She asked if they did not know they were a member or were they asking for an increase in membership dues. There will be a snippet added to the membership form, with a checkbox for increase in membership dues. If they are grandfathered in at \$1 and want to up it to \$2, they would mark the box and fill out the rest of the information.

Executive Director Report.....Gina Giacomo

- Ms. Giacomo indicated that she did not have anything specifically to say.

Past President's Report.....Dr. Laura Bedard

- Dr. Bedard was noted as being in the meeting but did not speak up at the time she was called upon. President Whitworth indicated that she was on the call but had noted in the chat that she was having technical difficulties and did not have anything to report.

Secretary's Report.....Angela Gordon

- President Whitworth indicated that Mr. McIntosh would read the report for Ms. Gordon. Ms. Gordon asked that if anyone had their chapter reports and financial reports to email them to her by no later than Tuesday morning. She stated that any proxy letters needed to be emailed to her also. Mr. McIntosh began reading minutes from the last meeting. Tammy Marcus, Chapter 4, made a motion to accept the meeting minutes. Tim Strickland, Chapter 2 seconded the motion.

Treasurer's Report.....Treasurer Tyler McIntosh

- Mr. McIntosh stated he had no updates and started report on bank balances. Naomi Jones, Chapter 5, made a motion to accept minutes. Chapter 7, Cherlanda Chiverton, seconded motion.

President Elect's ReportSara Zamora-Baldrige

- Ms. Zamora-Baldrige indicated those who want to stay on their current committees need to email Debbie Kissane and can stay on. She has already spoken to quite a few people, and they were happy to be joining us and continuing their committees that they are on. She has some new people that have come forward wanting to help, especially in the hospitality and golf tournament areas. They will watch President Whitworth's conference and learn and partner with the people that are already doing it. She encourages people to step up and be part of the distinguished service. Those committees are still needing people. Just because you did not do it before does not mean that you will not have senior people helping you along. After Ms. Liddle reported, Ms. Zamora-Baldrige was reminded about something she is excited about and added to her report. She indicated that usually the conference would be over on Thursday afternoon, and we would do something on Friday. Ms. Weatherspoon, who works for the Office of the Inspector General, is also a travel business owner, travel advisor and a Disney Specialist. She is not going to charge us anything, but we would like to do Friday, September 12th, the day after the conference is over, a let's take a walk around the world at Epcot with FCCD. For those who have yearly passes or want to look at passes and want to join FCCD on a trip that day, we can do some park hopping, some walk arounds, and have some fun. She will be the organizer of it and there is usually a fee, but she will be giving us that service just because she is one of

us. Ms. Zamora-Baldrige will be putting something on Facebook as an event and get a good flyer out to send to the membership.

Administrative Assistant Report..... Debbie Kissane

- Ms. Kissane reminded everyone that the due dates for chapter effectiveness, all nominations, everything is due June 1st. She has sent out a couple of time and we have had some corrections so use the last one that she sent out. She will send again shortly. Ms. Liddle had sent out to every member about joining some committees, so anyone needing people, she is working with Ms. Southerland to get people for the committees. She has a list of 86 people that have volunteered. If you have not submitted who is on your committee and you still need people, please submit to Ms. Southerland. She thinks she has gone through everyone but if your members do not have hotel reservations, please make sure they make them. We are over 85% capacity. Make sure your members are making reservations or they could be in the overflow hotel. The hotel has been working with us as long as they have room, we have had to add certain nights and they have been very generous. If they have problems, they can reach out to her. Steve Starling who was on our silent auction committee, due to some medical issues due to falling off his roof decorating for Christmas, had to step down this year on the silent action. If anyone would like to help, we have Neily Martin on that committee. You can reach out to Ms. Kissane, and she will connect you. If anyone has ideas for the silent auction, get with Neily Martin. Ms. Kissane can get you in touch with her. Tina Morgan, with door prizes, husband is having some medical issues and she is not here. She is collecting door prizes. Donna Wiebe said to let everyone know that the community service project is Pace Center for Girls. The list of items remains the same. She will be sending another email at the end of July but if you want to go ahead and do something for your Chapter, you can reach out to Ms. Wiebe or Ms. Kissane, and they can get it to you. Michelle Jordan spoke up and stated that the list of items is also in the Councilor. President Whitworth encouraged someone to step up and co-chair the silent auction committee. She stated that from what was raised and how much everyone enjoyed it, it was a rewarding committee. The proceeds will go to Pace Center for Girls, our charity for this year.

Presidents Report.....Michelle Whitworth

- President Whitworth wants the membership to know that the Executive Board members are very aware of memberships interest in having 3 in person board meetings. We have discussed and will continue to discuss. Each of us would like to have that but we are very conscious of our funds and the volatility of our funds. The ebb and flow of our fiscal impact changes so just so everyone knows, Ms. Zamora-Baldrige, incoming president, is very aware of the desire to have 3 in person meetings. It is on our radar and as we move into next year, we will give you updates.
- She has met with Secretary Dixon and Alice Sims with DJJ, Chairman Wyatt of FCOR. They are all anticipating close to the same number of staff that they sent last year. The Foundation is also sending close to the number of staff on scholarships. That is something that they have done to support FCCD and our partnership with the Foundation. We are close to where we were with the agencies but as everyone knows, that does not make our conference. She does anticipate having another zoom meeting with the Chapter Presidents just discussing with our key people, Carol Starling, Mr. McIntosh, Ms., Kissane, and herself, what the chapters are doing to raise funds to send members to the institute. There is a lot of interest in our members wanting to attend FCCD so she wants to step up and make sure we provide the avenue for fundraising in advance so there are funds available to send more members to the conference. We are looking at early June to have the zoom meeting. Ms. Kissane will be out the zoom meeting date so for chapter reports tonight, it is not necessary to discuss how many you will be sending to the conference because she wants to be able to focus on that and spotlight it.

- President Whitworth stated that she was not going to have the committees present their reports. She stated that if they needed any assistance with their committees to email Ms. Kissane.
- Chapter Reports presented by Chapter Presidents in attendance highlighting 2 or at max 3 accomplishments for the quarter, starting with Chapter 1 and ending with Chapter 34.

Old Business

- Ms. Liddle discussed the bylaws proposed revision for Chapter President Elect position to Vice President. We had to give notice on those 30 days in advance of the actual vote. During the last meeting, we had discussion on that, so it is ready to be brought for a vote. It was sent out to everyone, as far as voting members. President Whitworth opened to the floor for debate. Seeing no debate, she asked if there were a member that would like to make a motion for the governing body (Chapter Presidents or Past Presidents). Chapter 17, Josh Lynn, made a motion and stated it was a big step. Chapter 5, Naomi Jones, seconds it. All agreed, with no nays. The motion passed.
- Ms. Liddle then discussed the change in the Articles of Incorporation to where we were updating the business address to the Lakeland P.O. box, along with changing the names of the subscribers that had not been changed since 2018. Those have been sent out to all the voting members for review. It was posted also and was available at the last board meeting for people to review. President Whitworth asked for any debate. Hearing none, she asked if there was a member that would like to move this for a vote. Naomi Jones, Chapter 5, made a motion to accept. Chapter 17, Josh Lynn, seconded. All were in favor, with no nays. The motion passes.

New Business

- Ms. Liddle discussed making a change in article 10, the amendments subsection of the Articles of Incorporation so that every year after the election, we don't need to pose a vote to the floor to where.... Ms. Liddle has poor connection again, so Ms. Giacomo stepped in. She repeated that we were talking about article 10, under the section of amendments. It allows us, once we have a business meeting and the new person, whoever they are, is elected, and we have formed the new board, based upon those actions, the articles of incorporation can be updated with the names of the new board members and their addresses. As President, President Whitworth moved the amend article 10, the amendments section of the Articles of Incorporation revisions, as stated by Ms. Giacomo. She opened the floor for discussion. Hearing no discussion, she suspended the vote until the next board meeting. The revisions will be posted on the FCCD website for the governing body and the chapter presidents to review. We then moved back to the member spotlight with Mr. McIntosh. After this, we resumed new business.
- President Whitworth stated that the next item in the 2026 Institute Contract. She gave Ms. Zamora-Baldrige the floor to present the contract.
- Ms. Zamora-Baldrige indicated that she sent the actual contract out to the Executive Board. It is a contract for the Renaissance World Golf Village Resort, St. Augustine, Florida. The date of the event for the Institute will be covered on the contract is from September 11th – September 21, 2026. We had to look at ACA and the holiday. There was another conference that fell right within there, so we felt we needed to move it a little further back in September and follow suit with this year. When we visited, we were able to look at the entire property and for us to go there, or when we go there, we are going to take over the entire resort. It is small enough to where we will see each other at the pool, at the restaurants and they have an actual pool table area. The conference area is large enough to accommodate us and then some. They have allowed for us in the contract to take over the entire convention center. There will be no one else there but us that week. There would be no one else there evening or morning. Hospitality is a separate room, so our hospitality team will probably be very happy to have their private

rooms, and hospitality will be separate. They have allowed for us to bring in our own food, our own drinks, and be able to serve that out by the pool if we needed to during our cornhole. We have a cornhole area that will be right beside the pool. A backup area is available in the conference area if needed. Registration will have its private entrance, its own offices, and an Executive Board meeting area for our Executive Board to meet, our committees to meet, or any outside leadership that is there. A lot of times, the Department of Corrections, Department of Juvenile Justice, they need to meet on their own with different people. They'll have their own offices for private areas where they can meet. They have worked all the way from the beginning of the contract. As she said earlier, it is the Renaissance World Golf Village, so it has its own golf course that is attached to it. It is a nationally recognized golf course. It is not only golf cart accessible, but walking accessible on a walk path that goes around a lake, where people can walk right outside the hotel and have their mile walk on a lake that is right close to the hotel. As you come up to the hotel from that walk, there is an area pavilion where they have a BBQ grill, an area for drinks, or whatever you may want to serve for that time. There is a movie theater that's walking distance between the golf course and the resort. It was a fabulous property. The price they gave us for lunch met the same price that President Whitworth is paying for this year. The name of it, if any of you are golfers, is the Slammer and Squire, Golf Place, World Golf Village is their name. She moved for membership to approve the contract along with the Executive Board. If anyone has questions, Ms. Giacomo can help if she stumbles on them. She asked for any questions. She thinks it is about 30 minutes down to where the beach is at. They do have a shuttle but does not think we may need it. We have been there before, Chris Southerland's year, it is believed. Michelle Jordan reminded everyone that Buc-ee's is across the street and a pizza place. There is a Bass Pro that's right there, not even a quarter of a mile from where the resort is at. Room rates is always a question, and they came in for a standard guest room at \$169. Again, dates will be covered for September 11, 2026, through September 21, 2026. That is 3 days before the Institute and 3 days after. She again asked if anyone had any questions. Dr. Bedard was able to talk and stated that it is amazing. She stated that it is an awesome property, the Florida Pack that she attends every year is held at that facility and it's just a great location, great staff, a great venue, so congratulations on the contract.

- President asked to move forward with approving the 2026 Institute contract. We have had the floor open for discussion, but she asked if there was anyone else who wanted to bring up discussion items. Hearing none, she asked for a member of the governing body to call for a vote. Dr. Bedard made a motion to approve the contract. Chapter 2, Janine Cannon, seconded. President Whitworth had already asked for debate but opened the floor again. Hearing none, she called for a vote. There were not any nays and the motion passed for the 2026 Institute contract to be held at the World Golf Village.
- Ms. Zamora-Baldrige stated she was excited and appreciated everybody's support. She does want all the committee people to know, and the chapter presidents, is that we will be holding a board meeting in May there before the conference. We will be on-site in May so that everyone can see the layout of the area, so you know where you need to go for all your items. There is a Sam's Club close to there. Training people can come in May, get a brand new, fresh view of where they're going to be setting up at. She encourages for those people that have not ever been, if they have never been on any kind of committee, now is your chance. We have been around a long time and need for fresh blood. We would like to sit back a little bit and show you guys how this thing is done. We don't want to step away, we just want to step back a little bit. She would like to see some of our people that have been in the back, not saying much come up. She would like to see some of our people that have been around for a lot of years, hear those voices again. It's a beautiful property and it's small enough to where we will all see each other every day. President Whitworth asked if she already had the dates for the board meeting. The dates will be the weekend of May 14, 2026 – May 16, 2026. The actual Institute dates are September 14th – 18th.

- President Whitworth stated the last thing on our agenda is the 2026 chapter election process. Ms. Liddle stated that as the Executive Board last week, we were discussing some of the chapter election processes. It was decided that we would move chapter elections to the state board so that they are conducted on our website. It gives a better integrity of the election process to where it is being conducted outside with it being opened to all the chapter members without them having to go to meetings. Hopefully, it takes the process and makes it a lot easier. We've come up with a process, or guidelines, as to how it would be. She stated right now, she is conducting elections for Chapter 17. She just finished up getting the nominations. She is waiting for the affirmation of people accepting the nominations. In this process, what it says is that she will send out an email to all chapter members requesting nominations for all the offices. She gives it a week and then from there, once the nominations have been collected, she double-checks to make sure that, number one, they are members. Number two, she sends out an email to them asking if they accept the nominations. Once the ballot is set, a link is sent out to all the chapter members to where they'll have one week to provide their vote. Then, it is tallied up automatically on the website. The results are announced, and it is sent to the Executive Board. The chapter and the membership will get the announcement as to who it is. The Executive Board would be automatically notified as of who it is, so we don't have to go to you, chasing for answers as to whether an election would be held. These elections will be held in May, prior to chapter effectiveness deadline of June 1st. If anybody has not held their election this year, we're going to go ahead and open it up to you that if you would like us to go ahead and conduct the elections for you, get back with her. So far, we have done Chapter 21, 18, maybe not 18, but we are doing 17 right now. We've done a few chapters in the past and everybody said it worked out really good. It kind of keeps the chapter board members hands clean of it so they don't even have to worry about it.
- Ms. Giacomo added that it is the last page of the packet, what's outlined, and she just wanted to emphasize that she is the Executive Director, but she is carrying on what the board specifically said. This is as Ms. Liddle said, to help you. We don't want to decide, again, I'm speaking for the board. They want to make sure that this is going to help you. If you notice at the bottom of it, we're calling it an outline. We're not calling it a bylaw. We want you to follow this but most importantly, the last sentence on that last page is we want your input. What's working, what's not working, what are your concerns about this process? Or it could be just, this is fantastic, we're glad you're doing it. We want to make sure when we put this in place, you aren't talking about being frustrated about it, but the Executive Board doesn't know your frustrations. So, we're recommending that you get back to us before the 4th quarterly board meeting and give us any feedback or any thoughts or concerns you have, so that we can either edit or change, or add to this process so that the process truly serves you. Let us know, don't sit back, and go, wow, they've said we're doing it this way. We are doing it this way to help you, so make sure that that's what happens in the end.
- President Whitworth stated that wraps up all our items and true to our theme, anything is possible, and it took each of us tonight for our commitment to sit on a laptop for an hour and half, so my apologies for running over. I thought we might could do it in an hour, but that's probably impossible. She knows we ran through this quickly but for all the chapter presidents and committee members, the Executive Board is always here for you. I'm sure you have one of our email addresses, they're on the website. If you get it to one of us, we always will circulate anything that the others might can assist with. For all the Chapter Presidents, please let us know when we can help you. If you've heard ideas and you want to get with another chapter and you didn't get who it was or their name, she tried to take notes throughout. We'll have the minutes, so we can assist you on that, because there's probably lots of ideas and things that were mentioned tonight that would be helpful to other chapters, so please don't hesitate to reach out and we'll connect you with who maybe can help you. So again, anything is possible. We have basically an extra month before the conference this year, so we have a few more

months to really keep going on all the great things everyone is working on. Ms. Kissane will be sending out our next zoom meeting just for the Chapter Presidents. If anyone has any items, please speak up now.

- Ms. Zamora-Baldrige provided dates for May board meeting (added to notes above).
- President Whitworth reminded everyone that FCCD will be held in September of this year and next year. If you don't remember, this year, it is the week after Labor Day that we will be having the conference at the Rosen Plaza. She does not remember Ms. Kissane mentioning the hotel reservations. She encourages everyone to make your hotel reservations. You can always go back and cancel it, and if you do make it, and later need to cancel it, please check with Ms. Kissane because sometimes we are out of rooms and the hotel will let us trade out someone's reservation for someone who needs one.
- Ms. Chiverton asked a question. She was talking to a couple of agencies, and they wanted to know when the agenda will be available online. President Whitworth clarified the training agenda. Ms. Liddle stated that it is online. President Whitworth indicated that it had not been on there for long, but we have worked on it and worked on it. The agenda is subject to change, but it would only be better, so we would not be going backwards, we'd be going forward.
- Meeting adjourned at 7:38pm.
-