

**Finance, Facilities, and Operations Committee  
November 16, 2023  
Zoom Webinar  
Minutes**

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**Committee Meeting**

**9:33 a.m.**

The public was provided with information to join this virtual public meeting on the UWF Board of Trustees website.

**I. Call to Order**

- A. The meeting of the UWF Board of Trustees Finance, Facilities, and Operations Committee was called to order at 9:33 a.m. by committee Chair Bob Sires.

## II. Roll Call

- A. Chair Sires asked Anna Lochas to conduct roll call. Trustees Bob Sires, Paul Hsu, and Jill Singer were in attendance.
- B. Other Trustees in attendance included:
  - 1. Suzanne Lewis, Stephanie White, Ariauna Range, Alonzie Scott, Dick Baker, and Susan James.
- C. Others in attendance included:
  - 1. Martha Saunders, President; Gary Liguori, Provost & Senior Vice President; Gregory Tomso, Vice President of Academic Engagement & Student Affairs; Howard Reddy, Vice President of University Advancement; Betsy Bowers, Vice President of Finance and Administration; Dave Scott, Associate Vice President for Athletics; Jamie Sprague, Chief Human Resource Officer; Susan Woolf, General Counsel; Anamarie Mixson, Assistant Vice President for the Office of the President; Cindy Talbert, Chief Audit Executive; Matt Packard, Chief Compliance Officer; Michelle Williams, Vice Provost; Dan Lucas, Associate Vice President for Advancement; Jeffrey Djerlek, Associate Vice President of Finance and Controller; Christophe Lizen, Director of Institutional Research; Michael Wyatt, Assistant General Counsel; Aurora Osborn, Interim Director, Campus Culture and Access; Brittany Sherwood, Director of Strategic and Presidential Communication; Dacia Larin Assistant Vice President of Continuing Education; Dallas Snider, Chair, Department of Information Technology; Geissler Golding, Executive Director of ITS and CISO; James Adams, Director, Business and Auxiliary Services; Lauren Alidor, Internal Auditor; Mary Anderson, Dean of Students; Sandra Thomson, Director of IT Operations; Allan Pierce, Lead Help Desk Analyst; and Anna Lochas, BOT Liaison.

## III. Greeting

- A. Chair Sires welcomed everyone to the meeting and noted that there was one action item and two information items on the Finance, Facilities and Operations Committee agenda.

## IV. Public Comment

- A. Chair Sires opened the floor for public comment. There was none.

## V. Approval of Minutes

- A. Chair Sires reminded the committee members that they had been given the opportunity ahead of time to review the minutes of the August 17, 2023, Finance, Facilities and Operations Committee Meeting. Chair Sires asked for a motion to approve the minutes as presented if there were no changes or corrections.

1. Motion by: Trustee Hsu
2. Seconded by: Trustee Singer
3. Motion passed unanimously.

## VI. New Business

### A. Action Item

1. FFO-1: Approve CDA between Escambia County and UWF
  - a. Chair Sires moved to the action item which was presented by Betsy Bowers, Vice President of Finance and Administration.
  - b. Ms. Bowers explained that the Board of Trustees adopted the 2021-2031 Campus Master Plan during the December 15, 2022, meeting. Ms. Bowers identified that the updated information was used to prepare the Campus Development Agreement (CDA) with Escambia County as required by Board of Governors Regulation 21.210, Intergovernmental Coordination Element. Ms. Bowers identified that the Escambia County Board of County Commissioners approved the CDA on September 21, 2023. Ms. Bowers explained that the Agreement is intended to address implementation and mitigation impacts reasonably expected over the term of the CDA on public utilities and road infrastructure as a result of the Updated Campus Master Plan. Ms. Bowers further explained that the Board of Governors has delegated responsibility to prepare, approve, and execute this CDA with Escambia County and that this process is pursuant to Section 1013.30, Florida Statutes. Ms. Bowers identified that two public hearings were held in connection with the County's approval of this document.
  - c. Chair Sires asked for motion to approve the Campus Development Agreement between Escambia County and the University of West Florida.
    - i. Motion by: Trustee Hsu
    - ii. Seconded by: Trustee Singer
    - iii. Motion passed unanimously.

### B. Information Item

1. INFO-1: Update on FY2023/24 Current Modified Operating Budget
  - a. Chair Sires moved to the first information item which was presented by Jeffrey Djerlek, Associate Vice President of Finance and University Controller. Mr. Djerlek provided an update on fiscal year 2023/2024 current modified operating

budget as of September 2023.

2. INFO-1: Update on Preliminary FY2023 UWF Financial Reports
  - a. Chair Sires asked Mr. Djerlek to present the second information item. Mr. Djerlek provided an update on the preliminary fiscal year 2023 UWF financial reports.

**VII. Announcements**

- A. Chair Sires identified that all agenda items had been discussed. Chair Sires asked if the committee members had any additional business to discuss. No other business was discussed.

**VIII. Adjournment**

**9:48 a.m.**

- A. Chair Sires thanked those in attendance for their participation. With no other business to discuss, Chair Sires adjourned the meeting at 9:48 a.m.