



**South Florida Operating Engineers
Apprentice & Training Fund**

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**MINUTES OF THE SPECIAL CALL MEETING OF THE
BOARD OF TRUSTEES OF THE
SOUTH FLORIDA OPERATING ENGINEERS
APPRENTICE AND TRAINING FUND
MONDAY, April 8, 2024
VIA VIDEOCONFERENCE
(DRAFT)**

The following Trustees were present:

LABOR TRUSTEES

M. Schaunaman, Chairman
J. Kammer
C. Potter
W. Utreras

MANAGEMENT TRUSTEES

J. Turk, Secretary-Treasurer
D. Short

Also present were:

R. Dettorre – A.M. Crawford, Inc.
J. Herron - Associated Administrators, LLC
J. Ianniello - Associated Administrators, LLC
K. Phillips - Phillips, Richard & Rind, PA
M. Smith - Apprenticeship Director

I. CALL TO ORDER

A quorum being present, Chairman Schaunaman called the meeting to order.

Chairman Schaunaman proposed hiring a technical writer to help secure grant opportunities for the Apprenticeship Fund. The Board of Trustees welcomed Ms. Rebecca Dettorre from A.M. Crawford, Inc. to the meeting. Ms. Dettorre spoke to the Trustees regarding how A.M. Crawford, Inc. can help the Apprenticeship Fund. She advised that the Apprenticeship Fund needs to have registrations with Grants.gov and SAM.gov for all federal proposals.

Ms. Dettorre advised that there is an initial \$5,000 fee for A.M. Crawford, Inc. to begin the onboarding process and start the grant application process. A.M. Crawford, Inc. would create

a calendar with all the grant opportunities that the Apprenticeship Fund would be eligible for the year for another \$5,000. Once they begin the grant writing process, the Fund would be billed \$160 per hour.

The Trustees thanked Ms. Dettorre and excused her from the meeting.

Chairman Schaunaman then reviewed with the board members the summary that had been sent to them outlining the scope of services of AM Crawford and the fees. (Attachment 1.) He advised that the firm had made presentations at the IFEB conference as well as the Florida Apprenticeship Conference and had been favorably recommended by IBEW whom they had assisted in obtaining a local federal grant. Chairman Schaunaman advised that there is a US Department of Energy grant opportunity for a local project which has a grant application deadline of May 16, 2024.

After discussion, on Motion made and seconded, the Trustees voted unanimous approval of the following resolution:

RESOLVED, to retain A.M. Crawford, Inc. to pursue the U.S. Department of Energy grant with an application due May 16, 2024, and begin pursuing other grant opportunities.

II. ADJOURNMENT

There being no further business to come before the Board of Trustees, the meeting was adjourned.

Respectfully submitted,

Jonathan Turk, Fund Secretary

These Minutes were adopted on: