I. Call to Order

II. Roll Call

III. Approval of Minutes

IV. Comments by the Chair

V. Post 2020 Legislative Session Update
   Cody Farrill, Deputy Chief of Staff, DMS

VI. Presentation & Discussion on Data
   Matthew McCarville, Florida’s Chief Data Officer

VII. Presentation & Discussion on Agile Procurements
    Cliff Nilson, Deputy Director of State Purchasing

VIII. Group Discussion

IX. Other Business & Public Testimony

X. Adjournment
10:02:07 AM START TIME
10:02:08 AM Recording Paused
10:02:17 AM Instructions to call in participants
10:03:23 AM Meeting called to order

Pledge of Allegiance to the Flag

Roll Call – Quorum is present
10:04:24 AM Ed Moore makes motion to approve minutes from last meeting 12/09/2019
10:05:24 AM Motion approved
10:05:59 AM Comments by Chair Satter- regarding last meeting presentation from Gartner
10:06:27 AM Todays topics are government operations, real estate and development of workplace strategies.
10:07:26 AM the next meeting will be held in April - due to legislative session currently in progress.
10:07:51 AM First speaker is Tom Berger, Director of Real Estate Management and Development, DMS

10:08:28 AM Tom Berger presents Model of Real Estate and Facility Managements
10:09:03 AM Lead points: Duplicative leasing staff across agencies.
10:09:26 AM Decentralized Facilities management - not all run by one central office
10:10:16 AM Duplication and inefficiency is a problem
10:10:58 AM Examples discussed in Tampa, Lakeland -5 separately run by different agencies.
10:11:20 AM Downtown Tallahassee overviews 27 building, also managed by different agencies.
10:12:33 AM Learned: all agencies need the same basics- but with different scopes of work and costs
10:13:08 AM Cluster of government centers can be centralized.
10:13:54 AM Agencies using same vendors with multiple contracts.
10:14:25 AM leasing buildings presents same issue. No standardized housing plans, different leasing and procurement methods.
10:15:03 AM Benefits to state for standardization: agencies can focus on their individual critical missions.
10:15:36 AM need to maximize technology.
10:15:44 AM Consolidate Capital Planning, common agency Legislative Budget Requests and Legislative reporting
10:16:27 AM Resolve competition for spaces in same areas.
10:16:45 AM Presents development opportunities.
10:16:52 AM Chair Satter discusses development.
10:17:37 AM Progress is enveloped- example Rhode Building Downtown Miami.
10:18:22 AM Ex: Growth of Miami has grown around the state assets creating extended commute for customers and employees to reach services
10:18:45 AM Opportunity to maximize entitlements to the surrounding buildings.
10:19:44 AM Re-developing services back into the communities of whom they serve.
10:20:12 AM Tom Berger continues with following points.
10:20:40 AM Transfer buildings, agencies and locations.
10:20:46 AM Operation consolidation.
10:20:55 AM Monetize current assets
10:21:09 AM Ed Moore - what are the obstacles?
10:21:30 AM Tom Berger: antiquated budget process between agencies, transfer staffing, funding.
10:22:31 AM Need Legislative action, and authority for funding.
10:22:43 AM Ed Moore: aging assets - what occurs if state disposes buildings - where do the assets go?
10:23:23 AM Tom Berger - funding dictates where the money returns.
10:23:44 AM Ed Moore - what if a new building put on that site?
10:24:02 AM Tom Berger: need - legislative authority
10:24:09 AM Senator Brandes: doesn't the building first need be offered to University if selling?
10:24:48 AM several steps to follow before selling.
10:25:33 AM Tom Berger - none to date
10:26:00 AM Patricia Levesque - supportive of more consolidation.
10:26:16 AM Question from Ms. Levesque: 1. Have other states centralized and what was outcome, timeline, how is it done?
10:26:35 AM Tom Berger - Georgia, Alabama, Alaska, many states have centralized.
10:27:04 AM Patricia Levesque - If Agency ha special needs- in recommendations; needs individual prioritization.
10:27:58 AM 2. If our state went to centralization; explain how DMS will prioritize and coordinate to agencies
10:28:26 AM Tom Berger - priority will be the building; the number of agencies don’t know the life cycle of their buildings, or mechanical status.
10:29:10 AM HAVC, configurations - need to keep buildings intact and systems running.
10:29:31 AM Maintenance deficiencies would be addressed first.
10:29:53 AM Look at matrix of identified issues.
10:30:11 AM Patricia Levesque: Concern for safety and efficiency of customers and employees. What are the greatest needs?
10:30:53 AM Tom Berger: Annual plans submitted but is list of needs included- request is not always prioritized.
10:32:02 AM Chair Satter with comment: DMS 5 year capital outlay; all other agencies submit their needs to Legislature- to make decision.
10:32:29 AM Chair Satter suggests savings by strategic, also cost to assess.
10:33:05 AM No one overseer.
10:33:30 AM Oversee not always the main job; Reduce cost, avoid longer term investments not needed.
10:34:07 AM Ed Moore - suggests leasing formats standardization; construction. It is logical to have central control.
10:35:08 AM A process in statute to govern suggested.
10:35:58 AM 1-phone member: overlapping a problem
10:36:57 AM Chair Satter comments.
10:37:00 AM Tom Berger responds.
10:37:03 AM Senator Brandes- asks if DOC is not included?
10:37:37 AM Tom Berger says no, need to consolidate.
10:37:51 AM Sal Nuzzo - Suggests senators to put forth recommendations.
10:38:09 AM Chair Satter: discuss quantitative, and qualitative, how work, environments, design.
10:38:52 AM Workforce may have different perspective.
10:39:20 AM Lee Ann Korst - a Southeast Regional Manager of CBRE; First Vice President.
10:41:14 AM Bring resources to clients- government and workplace strategies.
10:42:35 AM Creates opportunity- retain value of buildings; solve challenges. Leverage own assets.
10:43:33 AM Transfer risk to private sector, accurate timeline, lower costs.
10:44:06 AM Process is competitive- beneficial and least risky proposals from reputable developers.
10:44:42 AM need to be committed to the project and the states goal.
10:45:05 AM Developer must have financial and workforce to back themselves.
10:45:59 AM Examples discussed: Miami
10:46:10 AM City of JAX - downtown is under-utilized.
10:46:40 AM each property has different critical mission, or economic development.
10:46:59 AM Katherine Mooney, Manager of CBRE Workplace to present efficiency and improvements in workforce.
10:48:08 AM Organizations care about space, agility, collaboration and connection to mission.
10:49:32 AM CBRE explains it how can be more effective.
10:49:45 AM Optimize improvements over the CBRE owned offices.
10:50:28 AM Impact is discussed.
10:51:09 AM Decrease in need for leased space.
10:51:24 AM sharing models across customer.
10:51:32 AM Increase number of seats for employees.
10:51:49 AM Offices customize approach to each office.
10:52:08 AM Test fed of space layout and cost optimization.
10:52:23 AM Test peer group.
10:52:36 AM get rid of files 75% reduction in paper storage.
10:52:53 AM Timeline: start to end 2.5 years to complete.
10:53:09 AM Invest in technology media. Lateral file- one per person, wellness rooms, and height adjustable workstations.
10:53:53 AM Discussion on successes.
10:54:07 AM Impact on office working.
10:54:10 AM Discussion on employee seats filled daily.
10:55:35 AM Rates discussed.
10:55:44 AM Positivity: Connect the vision, employee engagement, transparency, commitment to vision.
10:56:06 AM Reinvestment vs expense; don’t sweat the small stuff, it’s all about paper.
10:56:43 AM 93% interviews wouldn’t go back to old way; 79% felt more productive.
10:57:10 AM 94% felt it easier to collaborate.
10:57:40 AM Space Planning impacts seat sharing, station work space choices.
10:59:00 AM Community and engagement increase.
10:59:19 AM In other states - Tennessee 50 % workforce retiring- workforce is being recruited differently.
10:59:57 AM Lee Ann Korst: recommends centralize control, maximize real estate holdings.
11:00:25 AM this will allow agencies to focus on mission critical functions; modern workplace standards.
11:01:23 AM Chair Satter recognizes Patricia Levesque in question.
11:01:31 AM Patricia Levesque regarding other government assets not in use.
11:01:52 AM Lee Ann Korst answers.
11:02:47 AM Sal Nuzzo question on real estate; roadblock on implementing and execution.
11:03:18 AM Lee Ann Korst: special needs to be addressed and standardized, flexibility.
11:03:54 AM Property by property situations also an impediment.
11:04:35 AM Sal Nuzzo refers to best practices, best designs to recommend or avoid.
11:05:05 AM Lee Ann Korst - refers to Katherine Mooner to answer.
11:05:17 AM Katherine Mooney: suggests that open office needs balances with closed spaces.
11:05:56 AM Patricia Lévesque: regarding Government embarking on this initiative and their status?
11:06:23 AM Katherine Mooney answers: in the DC area, downsizing in US Marshal.
11:07:23 AM Public sector outdated by the time the employee moves into it.
11:08:20 AM Trend changes too soon and government always behind.
11:08:34 AM Senator Brandes suggest influenced by term limited offices. Is it reasonable that state should do full review once a decade.
11:09:11 AM Lee Ann Korst: Results are realized 10 years later.
11:09:47 AM Chair Satter - invites phone comments
11:10:56 AM leasing vs state ownership discussed.
11:11:08 AM Lee Ann Korst: suggests strong contracts and oversight. Efficiency is there.
11:11:54 AM Ed Moore- what if sold buildings to private sector but still occupy?
11:12:26 AM Lee Ann Korst - gives examples of states.
11:12:41 AM Chair Satter discusses - ownership of public buildings as business.
11:13:00 AM Bob Ward- generation of shift.
11:13:49 AM Katherine Mooney- discusses the millennial workforce culture
11:14:51 AM Chair Satter: DMS practices
11:16:38 AM Workspace layouts-CBRE took floor to 2020 terms found +30% seats of collaboration space.
11:17:19 AM Repartition - newer more conducive space.
11:17:41 AM Sal Nuzzo: discusses leverage basis on space work and environment.
11:18:08 AM Ray Spaulding Director of Specialize Services DMS
11:18:23 AM Fleet Management Overview:
11:18:48 AM Facilitate acquisition vehicles thru life cycle - 5 individual handle all, based in TLH.
11:19:36 AM Acquisition process discussed.
11:20:25 AM Disposition process discussed.
11:22:03 AM FMS reports fuel history work.
11:23:06 AM Discussed current inventory of vehicles, purpose and disposition.
11:27:06 AM Rental Cars/ ability to rent to employees for leisure also.
11:27:50 AM Fleet Telematics systems to collect data on use and specifics on the cars.
11:30:24 AM Vehicle Preventative maintenance and Repair Services RFI.
11:31:14 AM Chair Satter open to questions.
11:32:00 AM Spaulding answers
11:32:13 AM Centralized fleet suggestion.
11:33:05 AM Centralized fleet could be implemented.
11:34:09 AM Sal Nuzzo: 1. question on telematics- how to generate savings
11:34:56 AM Spaulding replies: depends on how want to apply the information.
11:35:42 AM Sal Nuzzo: Enforcement of efficiency status; can we give recommendation.
11:36:43 AM Ray Spaulding: replies - strategies requested to standardize efficiency.
11:37:41 AM Sal Nuzzo - is there outsourcing opportunity?
11:37:56 AM Ray Spaulding: need phase approach
11:39:01 AM Chair Satter - invites phone member questions - none
11:39:10 AM Don Raymond, of Wheels Inc., Director of Strategic Account Sales
11:39:43 AM Don Raymond gives overview of industry fleet management
11:40:16 AM Discussion of current and future status.
11:40:35 AM Discusses - transition and strategic aspect.
11:40:48 AM Transition of acquisition, maintenance etc.
11:41:06 AM Strategic plan for future optimize fleet
11:42:06 AM Majority of fleet are trucks.
11:42:50 AM skimming and cloning cc cards when fueling is common problem for companies.
11:43:14 AM End to end management of the vehicle lifecycle and your Employees in the field.
11:43:38 AM Discussion of fuel maintenance, road side assistance, safety, regulatory compliance, vehicle optimization.
11:44:58 AM Discussion: Cost for services - fuel is highest, only 2% stays with the Fleet management company.
11:45:46 AM Chair Satter - asks how to save the customer $.
11:45:56 AM Don Raymond - each company varies in charge and services.
11:46:42 AM Leasing vs Purchasing - open end lease and closed end leases discussed.
11:47:23 AM Differences discussed.
11:49:34 AM Outsourcing vs in-house management discussed.
11:53:08 AM Centralizing maintenance, accident repairs and fuel.
11:54:22 AM Money savings over 12 month - negotiate with OEMs.
11:55:59 AM Senator Brandes - with question on cars two years and older.
11:56:24 AM Don Raymond answers.
11:57:18 AM Cody Farril makes motion to extend meeting 15 minutes.
11:57:24 AM Motion adopted by Chair Satter.
11:58:42 AM Senator Brandes with comments on types of vehicles.
11:59:15 AM Don Raymond - workout on efficiency on purchasing vans, different types.
12:01:50 PM Discussion on telematics.
12:02:56 PM Questions from the members: none
12:03:17 PM Chair Satter - requests Administrative updates
12:03:32 PM Cody Farrill - subcommittees continue meeting.
12:04:19 PM April meeting will need more time for discussion of drafting.
12:04:23 PM Drafting will then start. Hard stop of meetings in June 2020.
12:04:43 PM Chair Satter- any other comments?
12:04:49 PM None.
12:04:58 PM No public testimony.
12:05:19 PM No further comments from phone participants. Bob Ward moves to adjourn. Meeting adjourned.

IN PERSON ATTENDANCE
Chair Jonathan Satter
Vice Chair Senator Jeff Brandes
Robert Griggs
Patricia Levesque
Ed Moore
Pat Neal
Sal Nuzzo
Bob Ward
Keith Wold

CALL IN ATTENDANCE
Representative e Jason Fischer
Representative Bob Rommel
Rachel Carpenter
Tarren Bragdon