



**Florida Center for Nursing  
Finance Committee Meeting**

Date: Wednesday, January 29, 2025

Time: 3:00 pm Eastern

Location: Teams (virtual)

Members in attendance: Dr. Keiser (chairperson), Ms. Cloversettle, and Ms. Hoertz

Ad hoc members: Dr. Letourneau, Ms. Gelabert, and Ms. Sanchez

Absent: Ms. Colle

Recorder: Ms. Sanchez

**Mission:** The Florida Center for Nursing is established to research and address issues of supply and demand for nursing, including issues of recruitment, retention, and utilization of nurse workforce resources.

**Vision:** The vision of the Florida Center for Nursing is to ensure that the health care needs of the residents and visitors of Florida are met by a competent and sufficient nursing workforce.

**Values:**

- Accountability–We commit to deliver on the FCN’s statutory goals.
- Integrity–We practice high ethical standards through interpersonal and interprofessional relationships.
- Respect–We cultivate collaborative partnerships that promote access for everyone.
- Courage–We take bold steps to create innovative best practices to advance the nursing profession.

The Florida Center for Nursing is proudly headquartered at the University of South Florida College of Nursing

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Meeting call to order at 3:01 p.m.

**Notes:**

- Review of Fiscal Year 2024
  - Ms. Gelabert provided a summary of fund totals and expenses.
- Mid-year overview of budget vs. actual
  - Ms. Gelabert provided forecasts of FCN's operational expenses and expects a stable base to be established in FY 2025.
- FY26 budget plan
  - Dr. Letourneau provided information on FY26 plan to operationalize the budget.
  - Directors discussed the development of an operational plan for the execution of the carryforward funds; the plan is to be presented by executive director at the next quarterly BOD meeting.
- Strategic plan updates
  - Dr. Letourneau provided updates on the 2023-2025 strategic plan to include goals and objective outcomes.
- Other matters
  - Executive Director appraisal and stipend timeline guidance provided by Ms. Gelabert to better align with how USF processes salary adjustments.
  - Reviewed FCN BOD allowance memo from Ms. Gelabert and the USF guidelines.

The meeting was adjourned at 3:45 p.m.

The next meeting will be in May 2025, the FCN Administrative team will coordinate scheduling.