

MOTIONS PASSED AT THE COMBINED BOARD MEETING, TUESDAY March 10, 2026

Consent Agenda

Mr. Johns Moved; Seconded by Mr. Jarman to approve

Action Item A

Mr. Jarman Moved; Seconded by Mr. Register to approve

Action Item B

Mr. Jarman Moved; Seconded by Mr. Johns to approve

Action Item C

Mr. Jarman Moved; Seconded by Mr. Branks to approve

Action Item D

Mr. Register Moved; Seconded by Mr. Dibenedictis to approve

Action Item E

Chairman: Mr. Johns

Mr. Jarman Moved; Seconded by Mr. Register to approve

Vice-Chairman: Mr. Register

Mr. Jarman Moved; Seconded by Mr. Johns to approve

Treasurer: Mr. Dibenedictis

Mr. Phillips Moved; Seconded by Mr. Branks to approve

Added Item to Vote:

Ms. Pease continues as Interim CEO until new CEO begins

Mr. Jarman Moved; Seconded by Mr. Phillips

COMBINED BOARD MEETING
Bay County Tourist Development Council
Panama City Beach Convention & Visitors Bureau, Inc.
Panama City Beach

Tuesday, March 10, 2026

9:00 A.M.

Council Room, PCB City Hall

I. CALL MEETING TO ORDER

Chairman Pease called the meeting to order at 9:00 A.M.

II. ROLL CALL

Board Members:

Jason Branks

Jeff DiBenedictis(Treasurer)

Will Fleming

Mike Jarman

Reggie Johns (Vice-Chair)

Andy Phillips

Clair Pease (Chairman)

Ethan Register

Josh Wakstein

Nine Members Present at the time of Roll Call.

A. Invocation

Mr. Johns

B. Pledge of Allegiance

Ms. Pease

Ms. Pease began with a statement:

I first want to thank the members of the TDC and the CPD board for your hard work and swift action during the election process of our CEO president. With 75 outstanding candidates, this was no small task. The evaluation committee moved with urgency because they understood how important it was to have strong leadership in place at the start of such an important season. This organization deserves a full-time leader who can devote their time and energy to the role as quickly as possible. Government often moves at an inherent snail's pace. As I mentioned in the meeting before, several times, we would move faster if we could. If you know me, you know that I don't move well at a slow place. I appreciate everyone accommodating my impatience. Thank you to the staff for getting the candidates here and moving this timeline up. Thank you so much for the candidates arranging to be here. Your commitment, focus, and determination are helping put the TDC and the CVB back on track. A special thanks goes out to every person that applied for the CEO and President's position. There was certainly a large pool of talent to choose from. Thank you for applying for this important role

III. REQUESTS TO ADDRESS THE BOARD ON AGENDA ITEMS (3 Minutes)

Members of the public addressed the Board.

IV. CONSENT AGENDA

A. MRD Task Order 12 with Dewberry as sub for the 2026 Panama City Beaches Renourishment Annual Beach Monitoring Surveys for \$129,864 (PCB)

- B. CPE Task Order 13 for the 2026 Post-Construction Coastal Engineering Analysis and Engineering Monitoring Report for \$53,104 (PCB)
- C. MRD Task Order 13 with Dewberry as sub for the 2026 Mexico Beach Annual Beach Monitoring Surveys for \$34,390 (MB)
- D. MRD Task Order 14 for the Mexico Beach 2026 Year 1 Post-Construction Monitoring Report for \$39,140.
- E. 2025 Turtle Watch & Leave No Trace Contracts
- F. Minutes for Jan 13,2026; Feb 2, 2026; Feb 10,2026 TDC CVB Board Meetings

Mr. Davis read the consent agenda into the record

Mr. Johns Moved; Seconded by Mr. Jarman to approve

Motion passed unanimously.

V. ACTION ITEMS

- A. Resolution 26-02. Amending Bylaws related to the Role of Secretary/Treasurer

Mr. Davis stated that the first action item you have is resolution 2602, which is amending the bylaws related to the role of the Secretary/Treasurer. If you allow me, I'll read it by title, and we can discuss it further. Resolution number 26-02, a resolution of the Panama City Beach Convention and Visitors Bureau, Inc., amending the corporate bylaws providing for the role of the Secretary/Treasurer. This item comes to you as part of some housekeeping that we've been doing following the transition to our new Secretary/Treasurer, Mr. DiBenedictis. About a month ago or so, Mr. DiBenedictis and I met with the clerk's office about the role of the Secretary/Treasurer. The current set of bylaws creates some substantial obligations on the treasurer's part to hold and control the corporate funds. Over the years, that practice has not been kept, therefore it's an outdated kind of model that we want to change.

What we've done with this resolution is we have made the Secretary/Treasurer a purely oversight role. The Secretary/Treasurer oversees making sure that the financial reporting, auditing, and compliance functions, no matter who performs and whether that's the clerk's office or internal, that the Secretary/Treasurer retains control over that. The Secretary/Treasurer makes sure that the board receives timely and accurate financial information. I think the plan is that the Secretary/Treasurer will provide monthly updates at the board meetings regarding that financial information, and that the Secretary/Treasurer also has oversight into the annual audit function, whether that's our internal or external audit. You've been provided with a copy of that resolution and I'm happy to answer any questions that you may have.

Mr. Jarman Moved; Seconded by Mr. Register to approve

Motion passed unanimously.

- B. Approval of President/CEO candidate short list

Mr. Davis stated that the evaluation committee was created consisting of Mr. DiBenedictis, Mr. Johns and Mr. Register. We received 75 applications. 28 of those applications were deemed qualified by the Bay County Human Resources Department. Of those 28, those were submitted to the evaluation committee for review. They undertook their own evaluations of each candidate and submitted an individual ranked shortlist to me. I took each one of those individual shortlists and created a composite shortlist that was submitted to you prior to this meeting. That shortlist consists of Mr. Phillip Griffiths, Jennifer Vigil, Jay Tusa, Mark Adams, Zach Craig, and Devin Heath. Each of those, aside from Ms. Vigil, are here today with us.

Mr. Davis said that the first order of business would be for you to approve that shortlist. You have the option, of course, as a board to reject the shortlist, to change things up, to add people to the shortlist. Whatever you would like to do, but to move forward, we would need to approve that.

Ms. Pease stated that the board had been given the short list as well as the list of the 28 candidates who qualified. She asked if the board would like to discuss it.

Mr. Johns stated: I'll be glad to open up a discussion. There were 28 candidates that were originally selected. I'll just tell you a little bit about how I worked my process. I went back, went through all the applications to look at qualifications, education, experience, and I narrowed my list down to nine. Of the nine, one could not schedule with me. She said it would be later this week before she could meet with me. So, the top seven were interviewed. Very competitive field. These guys are really good. They've got a lot of experience. And I was thoroughly impressed by every single one that I had spoken with. I gave each 15, sometimes 20 minutes, and asked my questions. My first was leadership organizational vision. The second was bed tax revenue and capital projects. The third was crisis and discovery or disaster recovery. Fourth was government public accountability. And the fifth was the first 90 days of being in the office. And then I established a rubric to score it all out. And like I said, it was a very competitive field and there's a lot of experience in this room that every one of these candidates were well qualified for the position.

Mr. Register stated: I had 11 questions, so mine took an hour with each candidate. I appreciate the candidate's time. All of you are well qualified. I think we put together a really, really good short list of candidates. He addressed the board saying, I hope you guys can get a chance to look over and approve these guys as a short list.

Mr. Dibenedictis said: I did not get a chance to interview the candidates. I came up with my short list Tuesday evening and submitted my list of candidates who I thought were qualified based on the resumes. And I think we pivoted on Wednesday when I was trying to set up interviews and did not give the opportunity to interview each of the candidates.

Mr. Phillips asked what the short list ranking system consisted of. Mr. Davis said yes, that each one of them were ranked. That was the direction of the board, for them to submit ranked order which they did. I took the average of those rankings and created a composite.

**Mr. Jarman Moved; Seconded by Mr. Johns to approve
Motion passed unanimously.**

C. Evaluation and President/CEO Candidates

Ms. Pease asked Mr. Davis to discuss the process of candidate evaluation. Mr. Davis said: If you recall our last meeting, we talked a little bit about this. Obviously, the timetable moved a little bit, but you now have your short list of candidates. Ms. Vigil is not here in person, but she is available by video conference and she's ready, willing and able. The first big question you have is, do you want to conduct individual interviews one-on-one with the candidates because you have the option to do that. Alternatively, and in addition to that, you can conduct a public interview here in this room as a collective board. We have prepared for, if you would like to do individual interviews, we have a conference room set up in city hall for each candidate. If you want to do individual interviews, we have a process by which you can do that. The first question I have for you is, do you want to do that or do you want to do all of your interviews here collectively or do both?

Ms. Pease added: Would you like to interview each candidate in the rooms? We've got it all set up. It's going to take about two and a half hours to do it. I'm sure since Jeff, since you didn't get to really interview, maybe you would like that process. I don't know. I do. I would like the process, but I don't know what everyone else would like.

The board agreed to individual interviews, narrowing their ratings to the top three candidates to be brought back after the interviews.

**Mr. Jarman Moved; Seconded by Mr. Branks to approve
Motion passed unanimously.**

Ms. Pease stated that the board would recess until noon and called the meeting as being in recess.

D. Hire of President/CEO

Ms. Pease called the meeting back to order from the recess at noon.

Ms. Pease asked Mr. Davis to explain the process. He replied: per your motion earlier when you chose to do individual interviews, you said that you narrowed down to three. What we've done is prepare ballots with three blanks on them. We can do the methodology for how we tab the scores, but it is up to you. I think the easiest thing would be if we simply assign points based on each position on the ballot. The first-place vote will be worth three points, the second place will be with two, third place will be worth one. The top three score winners will be the top three. If that works for you, you'll fill those in, make sure you put your name. We'll do the math once you turn them in. I'll read out the ballots. I'll read all because we can't have secret ballots. I'll read your name and your vote and we'll tabulate them. It'll probably take a minute to do math.

The board scored the three applicants and gave their ballots to Mr. Davis. He read them into the record:

Mr. Fleming, votes number one, Griff Griffitts. Number two, Jay Tusa, number three, Devin Heath.

Mr. Register votes number one, Griff Griffitts, number two, Jennifer Vigil, number three, Zach Craig.

Mr. Phillips, votes number one, Griff Griffitts. Number two, Zach Craig, number three, Jay Tusa.

Mr. Johns votes number one, Griff Griffitts, number two, Jennifer Vigil number three, Jay Tusa.

Ms. Peace votes number one, Griff Griffitts, number two, Zach Craig, number three, Jennifer Vigil.

Mr. Jarman votes number one, Griff Griffitts, number two, Jennifer Vigil number three, Jay Tusa.

Mr. Dibenedictis votes number one, Griff Griffitts, number two, Jennifer Vigil number three, Devin Heath.

Mr. Brinks votes number one, Griff Griffitts, number two Jennifer Vigil, number three, Zach Craig.

Mr. Wakstein votes number one, Griff Griffitts number two Jennifer Vigil, number three, Mark Adams.

Your top three are Mr. Griffitts, Ms. Vigil, and Mr. Craig.

Mr. Griffitts 27 points. Ms. Vigil 13 points. Mr. Craig six points.

The board discussed that due to Mr. Griffitts being voted first by all nine board members, a motion and a second was made to hire Mr. Griffitts. The board then discussed amending the motion to include that if the contract negotiation with Mr. Griffitts ends with him not taking the position, then the board can move forward with their second-ranked

choice. Mr. Register amended the motion: I'd like to make the motion again to hire Griff Griffitts as our number one candidate here and if negotiations turn south with that number one candidate, number two being Jennifer Vigil, number three being Mr. Craig. Also, we will need to appoint Mr. Phillips and Mr. Davis to begin contract negotiation.

The board asked Mr. Davis if there were any legal restrictions based on his current position that we need to be aware of. Mr. Davis said we would always be mindful of any legal restrictions he has on his position due to his current role of state rep. He said we will work through that if directed to do so. I don't see any. The job description, as I understand it, does not conflict with his duties.

Ms. Pease then asked for a vote.

**Mr. Register Moved; Seconded by Mr. Dibenedictis to approve
Motion passed unanimously.**

E. Election of Board Officers

1. Chairman: Reggie Johns

**Mr. Jarman Moved; Seconded by Mr. Register to approve
Motion passed unanimously.**

2. Vice Chairman: Ethan Register

**Mr. Jarman Moved; Seconded by Mr. Johns to approve
Motion passed unanimously.**

3. Secretary/Treasurer: Jeff Dibenedictis

**Mr. Phillips Moved; Seconded by Mr. Branks to approve
Motion passed unanimously.**

Added Item to Vote:

Ms. Pease to remain as the interim president, CEO, until such time as the new president CEO starts in that full-time capacity.

**Mr. Jarman Moved; Seconded by Mr. Phillips
Motion passed unanimously.**

VI. TREASURERS REPORT

Mr. Dibenedictis stated: I'm waiting for the first reports from the clerk's office for the month of February. Once I review those, we'll get a format to move forward and present those monthly as we move forward with our objective of being transparent. We will start that with the April meeting, and we'll have financials for everybody to review and to question. And I wanted to thank Cole for changing the bylaws. That was a concern of mine and a concern of my employer with me having fiduciary responsibilities and access to the money, and that alleviated a lot of that concern, so thank you.

VII. CHAIRMAN'S REPORT

Ms. Pease stated: I want to remind everyone that all the information that we said that we would share can easily be seen on the clerk's website. You can go to the baycountyfl.gov. There's a link there under news and events under the TDC logo. It's a little simpler than the way we had it. We are in the process of getting our TDC CVB set up so that you

can go directly there for the information for the dates and all the financial information and all of the other things that we said we would put on there. You can view it now. You can see all the candidates that applied and you can see what an unbelievable pool of talent there was to pick from. It was incredible that many people wanted to be here with us.

Added Item to Vote:

Ms. Pease to remain as the interim president, CEO, until such time as the new president CEO starts in a full-time capacity.

Mr. Jarman Moved; Seconded by Mr. Phillips

Motion passed unanimously.

VIII. AUDIENCE PARTICIPATION (3 Minutes)

Members of the public addressed the Board.

Ms. Pease introduced the two new board members: We'd just like to introduce our two new board members. Will Fleming to my right, Will is the manager of Treasure Island Marina and Alabama Graduate. And then Josh Wakstein on the far end here. He's a local retailer and I had the privilege of working with Josh on the Panama City Planning Commission. I just want to welcome both of you guys. Thank you.

IX. ADJOURNMENT

Respectfully submitted,
Sharon Cook, Recording Secretary