



**Broward Workforce Development Board**  
**Ad Hoc Organizational Resources Committee**  
Friday March 24, 2023  
11:00 a.m. – 12:00 p.m.

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Zoom Meeting ID:	843 4179 3877
Zoom Password:	771956
Zoom Call-in:	+1 646 876 9923

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**CareerSource Broward Boardroom**  
**2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

**This meeting is being held in person. Due to Covid-19, in the interest of keeping our board, staff, and the public safe, this meeting is also accessible via a Zoom video conference.**

**PROTOCOL FOR TELEPHONE/ZOOM MEETING**

1. Please state your name when making or seconding a motion. Such as “I move the item, and your name – “Jane Doe.” Please also identify yourself when asking a question.
2. Put your phone/microphone on mute when not speaking. Don’t forget to take it off when you wish to speak. Telephone users must press \*6 to mute or unmute yourself.
3. Votes in the affirmative should be “aye” and in opposition should be “no” (delays in responding sometimes make it difficult to determine the intent of the vote).
4. Please be in a quiet area free of background noise, so we may hear you clearly when you are speaking. When using Zoom, please make sure the background is appropriate or choose one of their virtual backgrounds.
5. If you are calling and must leave the call, please don’t put your phone on hold. In some cases, we will get music or recorded messages and we will not be able to conduct business.
6. If you are using your phone for audio, please identify yourself on the screen and state the last 4 digits of the number you are calling from.
7. Please note the chat function has been disabled.

## A G E N D A

CareerSource Broward  
2890 West Cypress Creek Road, Fort Lauderdale, Florida  
33309

The Committee is reminded of the conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board, 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

### IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

### SELF-INTRODUCTIONS

### APPROVAL OF MINUTES

Approval of the Minutes of the 2/6 Ad Hoc Organizational Resources Committee meeting.

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBIT</b>	Minutes of the Meeting

Pages 4 - 6

### MATTERS FROM THE PRESIDENT/CEO

### NEW BUSINESS

#### 1. Broward Workforce Development Board Appointments

Consideration to recommend the appointment of 1) Dr. Earlean Smiley, Interim Superintendent of Broward County Public Schools to fill the mandatory core partner Adult Basic Education seat and 2) Dr. Stacy Volnick, Interim President, Florida Atlantic University to fill the required post-secondary seat on the BWDB. Carol Hylton, President/CEO has spoken to each of the prospective appointees and they have agreed to serve.

<b>RECOMM</b>	Approval
<b>ACTION</b>	Motion for Approval
<b>EXHIBITS</b>	Memo #10 – 22 (Exec) Qualifications

Pages 7 - 9

**MATTERS FROM THE ORGANIZATIONAL RESOURCES COMMITTEE CHAIR**

**MATTERS FROM THE ORGANIZATIONAL RESOURCES COMMITTEE**

**MATTERS FROM THE FLOOR**

**MATTERS FROM THE PRESIDENT/CEO**

**ADJOURNMENT**

**THE NEXT AD HOC ORGANIZATIONAL RESOURCES COMMITTEE MEETING IS  
TO BE DETERMINED.**



Broward Workforce Development Board  
**Ad Hoc Organizational Resources Committee**  
Monday February 6, 2023  
12:00 Noon – 1:30 p.m.

Zoom Meeting ID: 829 6264 7015  
Zoom Password: 412378  
Zoom Call-in: +1 646 876 9923

## MEETING MINUTES

The Committee is reminded of the conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) your name and position on the Board, 2) the nature of the conflict and 3) who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

**ATTENDEES VIA ZOOM:** Dr. Ben Chen, Dr. Lisa Knowles, Zac Cassidy, and Kevin Korahrens, who chaired the meeting

**STAFF:** Carol Hylton, Ron Moffett, Rochelle Daniels, and Amy Winer

### APPROVAL OF MINUTES

Approval of the Minutes of the 11/7/22 Ad Hoc Organizational Resources Committee (ORC) meeting.

**On a motion by Dr. Ben Chen and seconded by Dr. Lisa Knowles, the ORC unanimously approved the minutes of the 11/7/22 committee meeting.**

### MATTERS FROM THE PRESIDENT/CEO

Ms. Hylton stated at the request of the previous board chair, Frank Horkey, we moved the matters from the President/CEO up in the order on the agenda. Ms. Hylton reported that per new Chair Heiko Dobrikow, the Committee Chairs will now be reporting on what takes place at committee meetings. Staff will of course be available to assist.

Ms. Hylton informed the committee that she met with Senator Rosalind Osgood, State Representative Marie Woodson, and Representative Patricia Williams. These meet and greets are just the beginning of the conversations that she plans to continue with our local elected officials to heighten awareness of the Board's work and the services we provide to their constituents. Ms. Hylton stated that Dr. Chen and Mr. Dobrikow have also reached out to Representative Chip LaMarca to discuss the realignment.

In regards to the Ernst and Young realignment study, Ms. Hylton informed the committee that she and Dr. Knowles will be traveling to Tallahassee to attend the Florida Workforce Development Association and CareerSource Florida (CSF) committee meetings to participate in the discussion and learn first-hand what is being recommended. She further stated that Ms. Daniels has been in contact with our lobbyist, and they are reaching out to CSF Board members from Broward County, legislators, and other state officials. Lastly, Ms. Hylton told the committee that she had also spoken with Jennifer O'Flannery and Laurie Sallarulo to discuss the realignment since they are on the CSF Board and will be participating in the vote.

As we prepare for the upcoming Board planning session, Ms. Hylton told the committee that today was the kick-off of the first of five Staff Planning Sessions. This year we hired a facilitator and divided the center staff into several groups with participants from each center as well as CSBD staff. Dr. Knowles stated that it was a good idea and a great team-building strategy to blend everyone together and host them at the administrative building.

## **NEW BUSINESS**

### **1. Broward Workforce Development Board Appointments**

Considered recommending the appointment of 1) Mark Schaunaman, Business Manager, International Union of Operating Engineers Local 487, and President, AFL-CIO South Florida Building Trades Council and 2) Tara Williams, Director, Broward County Human Services Department to the Organized Labor and Community Based Organization Category. The appointees will fill open slots in the workforce category of membership due to the resignation of Mayor Frank Ortis and the retirement of Ismael Martinez.

Mark Schaunaman, the Business Manager at the International Union of Operating Engineers Local 487 and President of the AFL-CIO South Florida Building Trades Council, is nominated by, Mr. Cassidy of the IBEW.

Ms. Hylton stated that as we are seeking decision-makers to fill vacancies in accordance with the law, we are pleased that Ms. Williams who was Ismael's boss has agreed to join the board. Ms. Williams is responsible for six divisions overseeing various County funded human and social services.

Dr. Chen inquired if we are going to get a substitute for the Broward County School Board Superintendent position or if we are going to wait until they hire a new Superintendent. Ms. Hylton said she would wait for the appointment of an interim and approach them to see if they would join the BWDB.

**On a motion made by Dr. Ben Chen and seconded by Dr. Lisa Knowles, the ORC unanimously approved Mark Schaunaman, Business Manager, International Union of Operating Engineers Local 487 and President AFL-CIO South Florida Building Trades Council and Tara Williams, Director, Broward County Human Services Department to be recommended for appointment to the BWDB.**

## **2. Holiday Schedule**

DEO requires us to align our holidays with a federal, State, or county authority. CareerSource Broward customarily aligns our holidays with the County holiday schedule. The County recently added the Juneteenth holiday to its schedule. Consideration to approve adding the Juneteenth holiday to CSBD's holiday schedule to align with the County.

**On a motion made by Dr. Lisa Knowles and seconded by Dr. Ben Chen, the ORC unanimously approved adding Juneteenth to the CSBD holiday schedule.**

### **MATTERS FROM THE ORGANIZATIONAL RESOURCES COMMITTEE CHAIR**

None

### **MATTERS FROM THE ORGANIZATIONAL RESOURCES COMMITTEE**

Dr. Chen inquired if the Ernest and Young draft report would be available to the public before the CSF board meeting. Ms. Hylton responded that the report should be on the agenda for the CSF policy and performance committee first, but she is unsure when they will release the report. Ms. Hylton further stated that the FWDA committee meeting is on 2/21, and the CSF board meeting is on 2/23. Ms. Hylton told the committee that she hopes to share what happens at the CSF board meeting during our board meeting. Ms. Daniels explained that after the recommendation is provided at the CSF board meeting, it will go to the Governor's office.

Ms. Hylton told the committee that Mayor Trantalis and Mayor Levy were on a call last week with Ernest and Young, advocating that Broward County boundaries remain untouched. The mayors effectively brought the point across that Miami, WPB, and Broward are different on many different levels and spelled out the rationale for keeping our local workforce area separate and intact. We did hear that there are possible ways the State can better align the regions without touching their boundaries. For example, if they have industries or employers in common.

Dr. Chen asked what is the start date for the Legislative session. Mr. Cassidy responded the session starts on 3/7.

### **MATTERS FROM THE FLOOR**

None

**ADJOURNMENT: 12:23 pm**

<p><b>THE NEXT AD HOC ORGANIZATIONAL RESOURCES COMMITTEE MEETING IS TO BE DETERMINED.</b></p>
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**Memorandum #10 – 22 (Exec)**

**To:** Ad Hoc Organizational Resources Committee

**From:** Carol Hylton, President/CEO

**Subject:** Appointments to the Broward Workforce Development Board (BWDB)

**Date:** March 17, 2023

**SUMMARY**

Consideration to recommend the appointment of 1) Dr. Earlean Smiley, Interim Superintendent of Broward County Public Schools (BCPS) to fill the mandatory core partner Adult Basic Education seat and 2) Dr. Stacy Volnick, Interim President, Florida Atlantic University (FAU) to fill the required post-secondary seat on the BWDB. Carol Hylton, President/CEO has spoken to each of the prospective appointees and they have agreed to serve.

**BACKGROUND**

WIOA sets forth four (4) Categories for local board membership. We currently have two open slots in the education category of membership. 1) the mandatory core partner Adult Basic Education seat held by BCPS Superintendent, Dr. Vickie Cartwright and 2) the post-secondary school representative held by Dr. Mildred Coyne who resigned last year effective December 2022.

**DISCUSSION**

To fill the slot vacated by Dr. Cartwright, we reached out to Dr. Earlean Smiley, Interim Superintendent of BCPS who stated that she would be honored to serve as the Adult Basic Education representative on the BWDB.

To fill the slot vacated by Dr. Coyne we contacted Dr. Stacy Volnick, Interim President, FAU who also indicated her enthusiasm to join the board and to filling the BWDB post-secondary seat.

If approved by the Council of Elected Officials, Drs. Smiley and Volnick along with current BWDB member Dr. Lisa Knowles will satisfy the education category requirements for the board. As per WIOA and the BWDB By-Laws to maintain the requirement for appointments to fixed and staggered terms, if appointed, the nominees will serve out the remaining terms of their predecessors and will then be eligible for reappointment to a full term.

Qualifications for each of the nominees are attached.

**RECOMMENDATION**

Approve the nomination of 1) Dr. Earlean Smiley, Interim Superintendent of BCPS and 2) Dr. Stacy Volnick, Interim President, FAU to fill the open slots on the BWDB in the WIOA education category.

## **Broward County School Board Unanimously Approves Contract for Interim Superintendent Dr. Earlean C. Smiley**



**Dr. Earlean C. Smiley**

Today, the School Board of Broward County, Florida approved the contract for Dr. Earlean C. Smiley to serve as Broward County Public Schools (BCPS) Interim Superintendent. The unanimous vote took place during the School Board meeting on Wednesday, February 15, 2023.

Dr. Smiley has extensive experience in education, having dedicated 30 years of her career to the District. Her tenure with BCPS includes serving as Deputy Superintendent for Curriculum and Instruction/Student Support from 2000 through 2010. She also served as a teacher, assistant principal, and high school principal. Under her leadership, BCPS was recognized by the Council of the Great City Schools for student achievement for seven consecutive years, led the nation in National Board-Certified Teachers – with over 1,300 teachers – and was one of five public school systems selected as finalists for the 2008 and 2009 Broad Prize for Urban Education.

Dr. Smiley holds a Bachelor of Arts in drama, speech and English; a Master of Science in administration and supervision; and a Doctor of Education in curriculum and instruction.



## STACY VOLNICK, PH.D. NAMED INTERIM PRESIDENT, FLORIDA ATLANTIC UNIVERSITY



On Tuesday, 9/20/22, FAU Board of Trustees Chair Brad Levine announced the appointment of Stacy Volnick, Ph.D. as interim president. Dr. Volnick is a longtime member of the Florida Atlantic University community with more than 30 years of experience in higher education administration. She became a member of the University's administrative staff in 1991.

Stacy has worked in several administrative positions at FAU since 1991. In her immediate past role, as chief operating officer and vice president for administrative affairs, Dr. Volnick oversaw the university's administrative and operational units including Public Safety, Facilities Management, Environmental Health & Safety, Human Resources, Business Services, Emergency Management, Board of Trustee Operations, President's Office Operations, the Eleanor R. Baldwin House presidential residence, Real Estate Development, the University Ombudsman, as well as the Offices of the Inspector General and University Compliance. She also has served as interim vice president for institutional advancement, interim vice president for financial affairs and chief financial officer, interim oversight over public affairs, and interim inspector general.

Dr. Volnick is originally from Poughkeepsie, New York, but has spent most of her life in South Florida. A three-time Owl and a proud first-generation college graduate, Dr. Volnick received her bachelor's degree in communication, and her master's and doctoral degrees in education leadership, from Florida Atlantic. She began her new role on 1/1/23.