



**Broward Workforce Development Board
Organizational Resources – Nomination Committee
Wednesday, November 20, 2024
12:00 Noon – 1:00 p.m.**

**Zoom Meeting ID: 874 0574 0100
Zoom Password: 427606
Zoom Call-In: +1 646 876 9923**

**CareerSource Broward Main Conference Room
2890 West Cypress Creek Road, Ft. Lauderdale, FL 33309**

This meeting is being held 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.

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.

MEETING AGENDA

IDENTIFICATION AND INTRODUCTION OF ANY UNIDENTIFIED CALLERS

SELF-INTRODUCTIONS

NEW BUSINESS

1. Nominations for Broward Workforce Development Board, Inc. (BWDB) Officers

Consideration to recommend the slate of officers for 2025. Our current officers are all completing their two-year term. On 10/15 Carol Hylton, President/CEO, asked Board members to submit nominations via e-mail for consideration by the Ad Hoc Nomination Committee. The CareerSource Broward Council of Elected Officials (Council) has final approval of the slate.

RECOMM	Approval of the Slate of Officers
ACTION	Motion to Forward Slate
EXHIBIT	Memo #03 – 24 (Exec)

Pages 4 – 5

2. Membership Renewals

Consideration of the renewal of BWDB members whose terms will expire in January 2025 and who are eligible for renewal for an additional two years. The twelve (12) members recommended for renewal are 1) Zac Cassidy 2) Keith Costello 3) Heiko Dobrikow 4) Dr. Howard Hepburn 5) Frank Horkey 6) Francois Leconte 7) Sandy-Michael McDonald 8) Richard Shawbell 9) Robert Swindell 10) Dr. Stacy Volnick 11) Lori Wheeler and 12) Tara Williams. The CSBD Council of Elected Officials appoints board members following a recommendation from the Board.

RECOMM	Approval
ACTION	Motion for Approval
EXHIBIT	Memo #01 – 24 (Exec)

Pages 6 – 7

3. Broward Workforce Development Board (BWDB) Appointments

Consideration to review and nominate one (1) private sector individual from the targeted industry of Global Logistics to fill the vacant slot in the private sector category on the BWDB. On 9/30, as is our custom, President/CEO Carol Hylton sent an email to the Board members seeking private sector nominations for individuals in the global logistics and life sciences industries. While we did receive a number of nominations, not all met the criteria for private sector appointment. If the Ad Hoc Committee selects from the nominations received to fill the global logistics sector we will continue to solicit nominations from the life sciences targeted industry.

RECOMM	Selection of Three Nominees
ACTION	Motion for Approval
EXHIBITS	Memo #02 – 24 (Exec) Qualifications

Pages 8 – 16

MATTERS FROM THE NOMINATION COMMITTEE CHAIR

MATTERS FROM THE NOMINATION COMMITTEE

MATTERS FROM THE FLOOR

MATTERS FROM THE PRESIDENT/CEO

ADJOURNMENT

THE NEXT ORGANIZATIONAL RESOURCES - NOMINATION COMMITTEE MEETING IS TO BE DETERMINED.
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Memorandum #03 – 24 (Exec)

To: Ad Hoc Organizational Resources - Nomination Committee

From: Carol Hylton, President/CEO

Subject: The Broward Workforce Development Board, Inc. Slate of Officers for 2025

Date: November 6, 2024

SUMMARY

Consideration to recommend the slate of officers for 2025. Our current officers are all completing their two-year term. On 10/15 Carol Hylton, President/CEO, asked Board members to submit nominations via e-mail for consideration by the Ad Hoc Nomination Committee. The CareerSource Broward Council of Elected Officials (Council) has final approval of the slate.

BACKGROUND

The BWDB's by-laws state that the Ad Hoc Nominations Committee is tasked with presenting a slate of officers to the Executive Committee for presentation to the BWDB and the Council at the annual meeting in December. The Council ultimately selects the officers.

The officers of the BWDB consist of the Chair, Vice-Chair, Vice-Chair for Legislative Affairs, and Secretary/Treasurer. The term of office is for two (2) years and officers may serve an additional non-consecutive 2-year term for a total of four (4) years. However, other than the position of Chair, the BWDB Chair can waive the term limits for the other officers. The BWDB officers will all have served their two-year term at the end of this calendar year. The current officers are:

- Heiko Dobrikow, Chair
- Jim Ryan, Vice-Chair
- Zac Cassidy, Secretary/Treasurer
- Dr. Ben Chen, Vice-Chair for Legislative Affairs

DISCUSSION

WIOA requires that the Chair be from the private sector. As the Vice-Chair steps in for the Chair in the Chair's absence and often succeeds the Chair, we have traditionally selected the Vice-Chair from among our private sector members. On 10/15 Carol Hylton, President/CEO, sent a request for the nomination of officers to BWDB members for consideration by the Nominating Committee with a response date of 11/1. The members were informed that they could nominate themselves.

The table following lists the current officers and nominations made by BWDB members to date. The committee can also nominate officers.

BWDB Current Officers and 2025 Nominations

Current	Position	Nomination	Representing
Heiko Dobrikow	Chair	Jim Ryan	Private Sector
Jim Ryan	Vice Chair	Kevin Kornahrens	Private Sector
Dr. Ben Chen	Vice-Chair for Legislative Affairs	Dr. Ben Chen	Private Sector
Zac Cassidy	Secretary/Treasurer	Zac Cassidy	Organized Labor

As Dr. Ben Chen and Zac Cassidy were the only nominations received for Vice-Chair for Legislative Affairs and Secretary/Treasurer, and the current BWDB Chair waived the term limits for these positions, Dr. Chen and Mr. Cassidy may, therefore, serve in these officer positions for the next two-year term.

RECOMMENDATION

That the slate of officers as described below be approved:

- Jim Ryan, Chair
- Kevin Kornahrens, Vice-Chair
- Dr. Ben Chen, Vice-Chair for Legislative Affairs
- Zac Cassidy, Secretary/Treasurer

Memorandum #01 – 24 (Exec)

To: Ad Hoc Organizational Resources - Nomination Committee
From: Carol Hylton, President/CEO
Subject: Membership Renewals
Date: November 6, 2024

SUMMARY

Consideration of the renewal of BWDB members whose terms will expire in January 2025 and who are eligible for renewal for an additional two years. The twelve (12) members recommended for renewal are 1) Zac Cassidy 2) Keith Costello 3) Heiko Dobrikow 4) Dr. Howard Hepburn 5) Frank Horkey 6) Francois Leconte 7) Sandy-Michael McDonald 8) Richard Shawbell 9) Robert Swindell 10) Dr. Stacy Volnick 11) Lori Wheeler and 12) Tara Williams. The CSBD Council of Elected Officials appoints board members following a recommendation from the Board.

BACKGROUND

WIOA requires fixed and staggered terms of appointment for the members of the local workforce development boards.

The By-Laws call for the reappointment of all members beginning in January 2022 with a new assignment of fixed and staggered terms.

The rotation schedule whereby 25% of the BWDB members are rotated off beginning in January 2024 has been satisfied through attrition from resignations and retirements from the board over the past two years. Members who joined the Board after January are appointed to fill the remaining term of the incumbent to maintain the fixed and staggered structure.

DISCUSSION

The By-Laws allow for members to be removed from the Board after three consecutive unexcused absences. Since being appointed, none of the members recommended for reappointment have had three consecutive unexcused absences.

The table below provides additional information and attendance information regarding the Board members recommended for reappointment.

TERMS EXPIRING AS OF JANUARY 2025

	NAME	Attendance 1/23 – 10/24					Committee(s)	Category
		BWDB Meetings			Planning Sessions			
		P	E	U	'23	'24		
1	Zac Cassidy	10	2	0	N	N	Executive Audit Org Resources Ad Hoc Nominating	WOLO
2	Keith Costello	10	2	0	Y	Y	Audit	BU
3	Heiko Dobrikow	12	0	0	Y	Y	Executive Org Resources Ad Hoc Nominating Strategic Planning	BU
4	Dr. Howard Hepburn (Appointed 4/24)	3	1	0	N/A	N/A	One-Stop Services	ETPA
5	Frank Horkey	9	3	0	Y	N	Executive Audit Org Resources Ad Hoc Nominating One-Stop	BU
6	Francois Leconte	11	1	0	Y	Y	Executive Employer Services Strategic Planning	BU
7	Sandy-Michael McDonald	8	4	0	N	Y	Executive Strategic Planning	GRED
8	Richard Shawbell	8	4	0	Y	Y	Executive One-Stop Services	WOJ
9	Robert Swindell	7	5	0	Y	N	Audit	BU
10	Dr. Stacy Volnick (Appointed 4/23)	3	7	0	N/A	N	Strategic Planning	ETPC
11	Lori Wheeler	8	4	0	Y	Y	Employer Services	BU
12	Tara Williams (Appointed 2/23)	9	2	0	Y	N	One-Stop Services	WOY

The Legend for the chart above is as follows:

P	Present	Y	Yes
E	Excused Absence	N	No
U	Unexcused Absence	N/A	Not Applicable
BU	Business, Private Sector Member	PS	Attended BWDB Planning Session
ETPA	Education and Training Provider – Adult Education and Literacy	WOJ	Workforce – Joint labor-mgmt. Apprenticeship Program
ETPC	Education and Training Provider – Higher Education	WOLO	Workforce – Labor organization
GRED	Government Representative – Economic Development	WOY	Workforce – Community-based organizations representing youth

RECOMMENDATION

That the committee recommend membership renewal for the twelve (12) members of the Board listed above whose terms expire in January 2025. The renewal will be for 2 years. The CSBD Council of Elected Officials appoints board members following a recommendation from the Board.

Memorandum #02 – 24 (Exec)

To: Ad Hoc Organizational Resources - Nomination Committee

From: Carol Hylton, President/CEO

Subject: Nominations to the Broward Workforce Development Board (BWDB)

Date: November 15, 2024

SUMMARY

Consideration to review and nominate one (1) private sector individual from the targeted industry of Global Logistics to fill the vacant slot in the private sector category on the BWDB. On 9/30, as is our custom, President/CEO Carol Hylton sent an email to the members seeking private sector nominations for individuals in the global logistics and life sciences industries. While we did receive a number of nominations, not all met the criteria for private sector appointment. If the Ad Hoc Committee selects from the nominations received to fill the global logistics sector we will continue to solicit nominations from the life sciences targeted industry.

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) establishes 4 categories of membership for local workforce development boards. They are:

1. Private Sector
2. Labor/Apprenticeship or “Workforce”
3. Education
4. Government/Economic/Community Development

DISCUSSION

As is our custom, President/CEO, Ms. Hylton, sent an email to the members on 9/30, seeking private sector nominations from the targeted industries of Global Logistics and Life Sciences. While we did receive a number of nominations not all met the criteria for private sector appointment. If the ad hoc committee selects from the nominations received to fill the global logistics sector we will continue to solicit nominations from the life sciences targeted industry.

Below are the individuals that would qualify for appointment in the global logistics sector:

Nominee	Current Position / Corporation	Private Sector Targeted Industry	Recommended By
Vanessa Cantave	Owner/President, 2Lyons Aerospace, LLC. <ul style="list-style-type: none"> Provides spare parts distribution for aircraft in underserved markets such as Africa, Asia and Latin America. 	Global Logistics	Rufus James
Hector Medina	Vice President, The Loomis Company <ul style="list-style-type: none"> One of the top 100 diversified insurance brokers throughout the U.S. 		Heiko Dobrikow
Nicky Tesser	Regional Manager, JetBlue <ul style="list-style-type: none"> A major airline with flights to 100's of destinations from FLL. 		

Pursuant to WIOA, we will seek the required formal nomination from the appropriate business or professional organization before presenting the nominees to the BWDB and Council of Elected Officials for appointment.

It is recommended that the Ad Hoc Organizational Resources – Nomination Committee consider recommending an individual from the Global Logistics targeted industry sector. Resumes are attached for each of the prospective nominees.

RECOMMENDATION

Approve the nomination of a private sector member from the targeted industry of Global logistics to the BWDB.

Contact

www.linkedin.com/in/vanessa-roc-cantave-0a677a180 (LinkedIn)

Vanessa Roc-Cantave

President of 2Lyons Aerospace LLC an (SBA Certified Hubzone, WOSB, Minority Owned, Small Business)
Fort Lauderdale, Florida, United States

Summary

Vanessa Cantave is a versatile professional known for her achievements across diverse industries. As President and Co-Founder of 2Lyons Aerospace LLC in Fort Lauderdale, she excels in leadership, government contracts, and military bid strategies. Vanessa also boasts over 11 years as an entrepreneur of a successful event planning business and a strong background in banking. She has worked for Fortune 500 banks like Morgan Stanley, Bank of America, HSBC, and PNC Bank as a top-ranking NMLS licensed loan officer.

Her event planning expertise complements her corporate skills, including negotiation, vendor management, and creative problem-solving.

Vanessa holds a bachelor's degree in social sciences from McGill University, a Finance Certificate from NYU, and certifications in event planning and travel.

She is driven by excellence, exceptional leadership, and an entrepreneurial spirit, consistently seeking opportunities for growth and innovation across her diverse career.

Experience

2Lyons Aerospace
President
July 2020 - Present (4 years 5 months)
Miami-Fort Lauderdale Area

Varoca Weddings and Events
Certified Event Planner
August 2012 - October 2023 (11 years 3 months)
Palm Beach FL

PNC

Mortgage Loan Officer

October 2008 - August 2012 (3 years 11 months)

Boynton Beach, Florida, United States

Morgan Stanley

Mortgage Loan Auditor

February 2007 - September 2008 (1 year 8 months)

Boca Raton, Florida, United States

Bank of America

Mortgage Dept Team Leader

June 2003 - January 2006 (2 years 8 months)

Sunrise, Florida, United States

HSBC

Mortgage Account Executive

October 2000 - June 2003 (2 years 9 months)

Pembroke Pines, Florida, United States

Education

New York University

Certificate, Portfolio Management · (January 1999 - December 1999)

McGill University

Bachelor's degree, Liberal Arts and Sciences, General Studies and Humanities · (August 1994 - December 1998)

Marianopolis College

DEC, Social Sciences · (August 1992 - May 1994)

Contact

www.linkedin.com/in/hector-medina-52375933 (LinkedIn)
loomisco.com (Company)

Top Skills

Analytical
Business Analysis
Construction Insurance

Languages

Spanish
English

Honors-Awards

Millionaire's Club, 25 Years

Hector Medina

Vice President , Branch Manager, Senior Account Executive, at The Loomis Company
Pompano Beach, Florida, United States

Summary

To assist my clients in the risk management of their businesses, including the selection of the broadest insurance coverages available at the most competitive prices to be negotiated.

Experience

The Loomis Company

Vice President, Branch Manager, Senior Account Executive
December 1995 - Present (29 years)
Fort Lauderdale, FL

Insurance Needs Evaluation and Placement of Coverages for diverse businesses e.g. Contractors, Distributors, Restaurants, Manufacturers, Condominium and Home Owner Associations, Ship Repair Companies, Property & liability Insurance for all types of Office Buildings and Warehouses, Professional Liability Coverage for Lawyers, Property Managers, Architects and Design Engineers, Builder's Risk Coverage for construction projects of all types.

The Home Insurance Company

Vice President
1987 - 1993 (6 years)

Started and Managed The Major Lines Property Department nationwide, Negotiated The Reinsurance Treaties, hired the key Staff

AIG

9 years

West Coast Property Manager, Based in San Francisco
1983 - 1987 (4 years)
San Francisco

Ran The San Francisco Property Insurance Operation, including San Francisco, San Jose, Palo Alto, Seattle and Hawaii

Inland Marine Manager of The Midwest

1978 - 1983 (5 years)

Chicago

Ran the Entire Midwest Region Inland Marine Operation, including Chicago, Kansas City, Indianapolis, and Minneapolis,

Education

Yale University

BA, Psychology · (1969 - 1973)

The Hotchkiss School

High School, Various · (1965 - 1969)

Contact

www.linkedin.com/in/nicky-tesser-7918566 (LinkedIn)

Top Skills

Advertising

Public Relations

Radio

Honors-Awards

2013-March of Dimes "Women of Distinction" Honoree

2013 Sun Sentinel People on the Move Honoree

2017-100 Outstanding Women of Broward County

2018 Economic Leadership Award

Nicky Tesser

JetBlue-Manager of Brand Partnerships & Product Marketing
Boynton Beach, Florida, United States

Summary

Experienced, tenacious, hardworking professional focused on strategic growth and development of branded products in existing and new markets with the ability to create and deploy effective sales and marketing solutions to drive return on investment and increase market share.

Experience

JetBlue

9 years 7 months

Manager of Brand Partnerships & Product Marketing
January 2024 - Present (11 months)

Manager of Regional Marketing & Brand Standards
August 2021 - January 2024 (2 years 6 months)

Manager Community & Crewmember Engagement at JetBlue
September 2019 - August 2021 (2 years)
Ft. Lauderdale & Puerto Rico

SE Regional Marketing Manager
May 2015 - September 2019 (4 years 5 months)
Fort Lauderdale, Florida

Keurig Green Mountain, Inc.
Field Marketing Manager
January 2014 - April 2015 (1 year 4 months)

Panera Bread/Covelli Enterprises
Director of Marketing & Public Relations
June 2008 - December 2013 (5 years 7 months)
South Florida

- # Oversaw development, execution and analysis of annual marketing plans which delivered business strategy and objectives to ensure all activities and programs were compatible with the brand's communication and message
- # Responsible for local media buys
- # Interpreted and analyzed key marketing metrics and made recommendations to move additional funding into local marketing vs. National marketing
- # Worked directly with VP of Communications to communicate local market best practices, challenges and solutions
- # Planned and directed marketing & sampling events
- # Collaborated with operations to execute programs and sponsorships which would in turn drive sales
- # Created, developed and oversaw the execution of all local marketing plans for 27 Panera Bread Cafes
- # Spearheaded all cause marketing campaigns which in turn put the brand in the a premier spotlight
- # Managed the planning, execution and reporting of all sponsorships and partnerships
- # Worked closely with all local media outlets including print, digital, outdoor and radio
- # Developed innovative marketing plans which generated in-store sales and brand awareness
- # Strategically aligned Panera Bread with community events, hospitals, colleges, non-profits & media outlets Maintained accurate quarterly budgets
- # Wrote promotional copy and approved all collateral and creative materials
- # Created strong community relationships throughout the marketplace
- # Hired, trained and managed marketing and catering team

CBS Radio

Group Promotions Manager

May 2003 - May 2008 (5 years 1 month)

- # Produced and supervised the execution of all promotional events for WIRK-FM & WEAT FM
- # Generated and expanded promotions that produced revenue and ratings for the stations
- # Implemented and developed all station events including: concerts, philanthropic events, on-air contesting, and destination promotions
- # Identified lifestyle trends of target audience
- # Planned and executed business networking breakfasts and developed and maximized community service efforts

- # Handled communications between ad agencies, clients, and city officials for promotional events
- # Managed all staff members within the Marketing/Promotions department
- # Responsible for updating content for station websites
- # Worked as a liaison between sales, programming, on air personalities, & clients

Education

University of Florida

Bachelor of Science (BS), Telecommunications · (1997 - 2001)

Nova High