

**Print**

**Charter Review Committee Interest Form - Submission #1855**

**Date Submitted: 2/14/2017**

**First Name\***

Adam

**Last Name\***

Jacobson

**District # You Live In.\***

6

**Home Address\***

1161 S Park Road

**City\***

Hollywood

**State\***

FL

**Zip Code\***

33021

**Home Phone**

9544175146

**Cell Phone**

**Email Address\***

arjake@yahoo.com

**Owner or Renter \***

renter

**Number of years as city resident\***

3

**Are you registered to vote in Broward County?\***

Yes

**Education (highest degree / level)**

Bachelor's Degree

**Occupation\***

Editor-in-Chief and Director/Digital News Operations

**Work Phone**

9544175146

**Business Name\***

Streamline Publishing

**Business Address**

331 SE Mizner Blvd

**City**

Boca Raton

**State**

FL

**Zip Code**

33432

**How many elections have you voted in and when was the last time you voted?\***

I have voted in 10 elections. The last? 11/16

**How many City Commission or board meetings have you attended in the last 2 years? Please list:\***

None

**Why do you wish to serve as a member of the Charter Review Committee?\***

As a resident I believe Hollywood is blessed with a downtown that has unfulfilled potential for business and entertainment, while the city government has focused too much on the Broadwalk and trying to be South Beach. I have lots of great ideas.

**If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\***

Forward-thinking business strategies, and marketing insight on bringing investment for real business growth and full realization of downtown Hollywood after 15 years of stagnant progress.

**Have you had any previous experience with a Charter review process?\***

No

**Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\***

I have volunteered with the Hollywood Chamber and have just completed six years working on a community level with a national philanthropic organization.

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**Do you currently serve on any City or County boards or committees? Please list.\***

No

**Have you ever served on any City or County advisory boards? Please list.\***

No

**List community / civic service involvement.\***

Registration Director, RunWild 5K, Chapman Partnership (2015-2016)  
Leukemia & Lymphoma Society, Man & Woman of the Year Campaign Specialist (2014-2016) - Broward County

**Attach Resume (only .doc and .pdf files)\***

Adam R Jacobson 2016\_CV.docx

## Skills & Qualifications

- Extensive experience with U.S. Hispanic market in journalism, marketing and research capacities
- Multicultural consumer research, survey preparation and expert market analysis
- Moderator and panelist at marketing and media conferences; webinars; customized client presentations
- Website content management, social media promotion and public relations
- Spanish fluency in reading, writing and conversation. French, Italian and Portuguese reading proficiency

## Professional Experience

**Editor-In-Chief** — *Radio & Television Business Report*, Streamline Publishing, Boca Raton, FL  
(2016-present)

*Role:* Serve as Director of Digital Content for the premier daily business-to-business online news publication serving the broadcast media industry's financial and regulatory sector. Oversight of all news, features and profiles.

**Hispanic Marketing and Media Strategist** — *Adam R Jacobson Consultancy*, Hollywood, FL  
(2010-present)

*Role:* Serve as project and content development director for independently produced White Papers on U.S. Hispanic marketing and advertising, distributed in partnership with leading industry platform HispanicAd.com. Content producer and chief corporate strategist for customized proprietary White Papers and marketing presentations for Hispanic media companies.

- Draft and finalize all editorial content in *Hispanic Market Overview* special reports, with annual incremental readership of 40,000+ in 2014 and 2015. Customized research and strategic analysis for Hispanic marketing and media companies. Public relations campaigns.
- Manage writing, reporting, layout and design of all reports prior to distribution.

**External editorial projects:** B&C/Multichannel News – *Hispanic Television Update* monthly eNewsletter (September 2013-present), *Hispanic TV Upfront Guide*, in partnership with HispanicAd.com (2013-present); Arbitron—*Hispanic Radio Today* (2010 and 2011 editions)

- Strategic advisor and content director for business-to-business websites and business-to-consumer websites

**Project partners:** Hispanic On Demand/Media Response USA (September 2013-April 2014); Firmeza! Anti-Aging Serum (December 2013-April 2014)

- Oversee the research, analysis, reporting and writing of proprietary reports produced expressly for clients.

**Proprietary reports produced in 2014:** *Hispanic Print Overview—State of the Industry Report*, EPMG, March 2014

**Proprietary reports produced in 2013:** *Understanding America's Emerging Hispanic Markets*, Davidson Media Group, June 2013

**Proprietary reports produced in 2011:** *The Power of Emerging Hispanic Markets*, Adelante Media Group, September 2011;

- Media planning and strategic advisor to Hispanic social media and Latina blogger collective

**Service partner:** Padma Media/Latina Lifestyle Bloggers (llbloggers.com), Santa Monica, CA

- Conducted webinars and moderated conference panels focused on Hispanic media and marketing analysis and insight

**Project partners:** Radio Ink Hispanic Radio Conference—Miami (2013), San Diego (2012); Geoscape (2011)

**Multicultural Analyst** — *Mintel Group Ltd.*, Chicago, IL (2011-2012)

*Consultant position from January 2011-April 2012, staff position from April-December 2012*

- Insight and market intelligence specialist on the US multicultural consumer marketplace through monthly reports produced for Fortune 500 companies, advertising agencies and media buyers and planners.
- Produced detailed market research reports for multicultural markets focused on Asian, Hispanic and Black consumers as in-house analyst, hired following a successful tenure as a consulting analyst on Hispanic and Elder American reports.
- Data interpretation and analysis in partnership with Experian Simmons and in-house surveys prepared in partnership with Offerwise and IRI (formerly SymphonyIRI Group).

### Reports produced as in-house analyst:

*Marketing to Hispanic Men*, December 2012

*Hispanics and Household Products*, November 2012

*The Private Label Hispanic Consumer*, August 2012

*Asians and Entertainment*, July 2012

*Hispanics and Entertainment*, June 2012

### Reports produced as consulting analyst:

*Blacks and Convenience Stores*, February 2012

*Lifestyles of Baby Boomers*, December 2011

*Hispanic Media Consumption*, June 2011

*Hispanics Online*, April 2011

**Senior Associate Editor, promoted from Associate Editor** — *Hispanic Market Weekly*, Coral Gables, FL (2006-2009)

- Editorial director and principal journalist for video and print-based business-to-business online newsletters

**Products launched as Senior Associate Editor:** *CMO Essentials*, September 2008; *HispanicSportsBusiness*, April 2009

- Negotiated and finalized editorial partnerships for content-sharing agreements

**Content partnerships reached as Senior Associate Editor:** *Nielsen*—advertising dollars in the U.S. Hispanic market, by year; *Media Monitors*—weekly top 10 advertisers in Hispanic radio; *Mediabase 24/7*—weekly Hispanic radio airplay charts; *BIAfn*—radio industry revenue estimates, by year

- Developed marketing and public relations projects for company-wide initiatives

**Special Correspondent, Miami Herald, Miami, FL (2001-2006)**

- Authored feature stories on radio industry issues and music industry trends
- Consulted with *Tropical Life* reporters and columnists on Spanish-language radio industry coverage

**Senior Editor, Radio & Records, Los Angeles, CA (1995-2006)**

- Senior business writer, reporter and columnist for industry-focused print and online trade publications
- Content director and strategic advisor for development and deployment of Latin music and radio-industry coverage
- Guest speaker, panel moderator and convention session coordinator
- Website content manager and newsletter producer; layout and design assistant

**Related Experience****Recruitment Specialist and Hispanic Market Liaison, The Leukemia & Lymphoma Society, White Plains, NY**

(June 2010-June 2011, January 2013-June 2016)

- Campaign specialist assisting top-tier fundraisers in the *Man & Woman of the Year* campaign. Achieved campaign goals in fiscal 2015; Director of campaign communications and media outreach
- National bilingual recruitment specialist assisting Home Office on outreach and lead conversion optimization for *Team In Training*, *Light The Night* and *School & Youth* fundraising programs
- Developed marketing and promotional materials for Puerto Rico and U.S. Hispanic outreach on behalf of *Team In Training* and *Light The Night* charity fundraising programs

**Education**

American University, Washington, DC

**B.A.: Communications: Journalism**

Universidades Complutense, Madrid

Colegio Mayor Santa Maria Del Valle, Madrid

**Spanish cultural immersion program**

Nova Southeastern University

Davie, FL

**Literary Writers' Workshop (Non-Credit)**

**Professional Organizations**

Association of National Advertisers, Multicultural Marketing

Association of Hispanic Advertising Agencies

Professional Placement Network (PPN) – Broward County, FL

Public Relations Society of America

National Association of Hispanic Journalists

Society of Professional Journalists



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**Adam R. Jacobson, ADDENDUM**

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- Co-author and lead editor of chapter on "Music in Radio," *Music Business Handbook and Career Guide*, David Baskerville, Ph.D., seventh edition, 1999-2000
- Author of novel in development "Exit 19," a literary fiction work focused on a family in fall 1980 set to break apart from divorce, and how it affects each family member from their point of view
- Author of novel in development "The Tower," a literary fiction work set in present-day with flashbacks to 1985 about a San Antonio-based businessman who goes from rags to riches to rags
- Analyst and Strategic Advisor - Latin American market research, Russ Oasis Enterprises, 1999
- Contributing Editor and Staff Writer (Launch Staff), *Latina Style Magazine*, 1995-1996
- Editor-Membership Publications, American Translators Association, 1995
- Per-diem educator, Arlington County (VA) Public Schools, 1995
- Assistant Editor and Reporter, *HISPANIC Magazine*, 1993-1994
- Assistant Press Secretary, Rep. Maurice D. Hinchey (D-NY), Capitol Hill office, 1993
- Air personality, WVAU-AM & FM, American University, 1991-1994
- Asst. Metro News Editor, *The Eagle*, American University, 1991-1994

**Expert Analysis: Media Appearances**

**Hispanic market insight:** *Agence France-Press; Los Angeles Times, El Diario La Prensa-New York*

**Radio industry insight:** *ABC World News Tonight; NPR Morning Edition; USA TODAY; Baltimore Sun; New York Post; Seattle Times; Wisconsin Public Radio; WDNA-FM/Miami; Denver Post*

**OTHER PERSONAL INTERESTS AND HOBBIES**

Registration Director, *RunWild5K*, Chapman Partnership, 2015-2016

Certified marathon coach, *The Leukemia & Lymphoma Society-Team In Training*, 2012-2014

Sports mentor for underprivileged children, *Camp Max Straus*, La Cañada-Flintridge, CA, 2000

Junior Assistant Scoutmaster, Boy Scouts of America

Print

Charter Review Committee Interest Form - Submission #1884

Date Submitted: 2/24/2017

First Name*	Last Name*	District # You Live In.*
Stacey	Kotzen	1

Home Address*	City*	State*	Zip Code*
1125 Satinleaf Street	Hollywood	FL	33019

Home Phone	Cell Phone	Email Address*
	954.347.6633	staceykotzen@aol.com

Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County?*	Education (highest degree / level)
Owner	15	Yes	Juris Doctor

Occupation*	Work Phone
Attorney	

Business Name*
The Rain Law Firm

Business Address	City	State	Zip Code
1930 Harrison Street	Hollywood	FL	33020

How many elections have you voted in and when was the last time you voted?\*

7 Presidential elections; Nov. 8, 2016

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

At least 8 meetings over the past 2 years

Why do you wish to serve as a member of the Charter Review Committee?\*

See Resume addendum

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

See Resume addendum

Have you had any previous experience with a Charter review process?\*

No

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

See Resume

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Do you currently serve on any City or County boards or committees? Please list.\*

No

Have you ever served on any City or County advisory boards? Please list.\*

No

List community / civic service involvement.\*

See Resume

Attach Resume (only .doc and .pdf files)\*

Resume.docx

# Stacey Kotzen

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1125 Satinleaf Street, Hollywood, FL 33019 | 954.347.6633 | staceykotzen@aol.com

## Objective

Serve on the City of Hollywood Charter Review Committee

## Professional Experience

**ATTORNEY | THE RAIN LAW FIRM | MARCH 2015 - PRESENT**

## Education

**JURIS DOCTOR | MAY 1998| ST. THOMAS UNIVERSITY SCHOOL OF LAW**

**BACHELOR OF ARTS | DECEMBER 1993 | INDIANA UNIVERSITY**

- Major: Political Science
- Major: Environmental Studies

## Community Involvement

### **WESTLAKE VILLAGE HOA**

- Board member since 2011
- HOA President since 2013, serving consecutive terms
- Chair of Westlake Village Crime Watch Committee
- Member of Finance Committee
- Member of Contract Committee

### **BROWARD COUNTY COUNCIL PTA**

- Parliamentarian, 2015-2016
- South Area Vice President, 2016 - present

### **BEACHSIDE MONTESSORI VILLAGE**

- PTA President, 3 consecutive terms
- Booster President, 1 term

### **HOLLYWOOD LAKES CIVIC ASSOCIATION**

- Alternative Board Member, 2017

### **DEMOCRATIC EXECUTIVE COMMITTEE (DEC), PRECINCT WOMAN**

- Elected, August 2016

### **HOLLYWOOD DEMOCRATIC CLUB**

- President-elect, February 2017



\*Please see below addendum to Charter Review Committee Interest Form

**WHY DO YOU WISH TO SERVE AS A MEMBER OF THE CHARTER REVIEW COMMITTEE?**

As a long- time resident and active community member, I would like to lend my expertise with the review of the City Charter. With my experience as an attorney and background of being involved with various community organizations, I feel I will be able to effectively represent the wants of the community with regard to the charter.

**IF APPOINTED, WHAT SPECIFIC CONTRIBUTIONS WILL YOU BRING TO THE CHARTER REVIEW COMMITTEE?**

Having served on several Boards, I understand the basic mechanics of a charter. I served as the Parliamentarian for the Broward County Council PTA. To serve in this position, I needed a working understanding of the National PTA Charter and organizational bylaws in order to effectively serve. As President of the Westlake Village Homeowner's Association, I have a working understanding of our documents and the implications of language nuances. The operating budget for Westlake is in excess of \$1 million per year with over 700 units in the neighborhood. In addition, there are state law mandates which must be implemented from time to time. I am able to explain the changes in layman's terms to residents and the implications on the Association as we implement the changes. Through my experience, I understand that seemingly minor changes can have a large impact on residents. It is essential that Hollywood residents understand how various changes to the charter could impact their daily life. We need to ensure the charter allows for our City government to run effectively and efficiently.

**DATES OF MEETINGS ATTENDED IN THE LAST 2 YEARS:**

5/18/2016; 6/1/2016; 6/15/2016; 7/6/2016; 8/31/2016; 9/7/2016; 10/5/2016; 10/19/2016. If I do not attend the meetings live I typically watch them online.

**CITY OF HOLLYWOOD  
CHARTER REVIEW COMMITTEE INTEREST FORM**

(Please Attach a Resume or Brief Biography and type or print all information)  
(Please fill out form completely)

Name: David Kout Date: 2/9/17

Home address: 327 S. 24 Av. Zip Code: 33020

Home phone: 954 929 7674 Cell phone: \_\_\_\_\_ E-mail: d1kpa@aol.com

Number of years City resident: 22 owner?: x renter?: \_\_\_\_\_ District # you live in: 2

Occupation: attorney

Business name: David L. Kout, P.A.

Business address: 9000 Sheridan St. 102 Pemb. Pines Zip Code: 33024

Work phone: 954 430 3155 Fax: 954 430 9873

Education (highest degree/level): doctoral Are you registered to vote in Hollywood?(y/n) y

How many elections have you voted in and when was the last time you voted? too numerous to count  
11/16

How many City Commission or board meetings have you attended in the last 2 years? Please list: Spoke in  
opposition to ordinance relaxing requirements for builders to meet green building standard 2015

Why do you wish to serve as a member of the Charter Review Committee? My background, education,  
experience, level of involvement and residence for 13 years in a lower-middle income area  
give me a unique perspective on what residents expect from local government.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee? See above

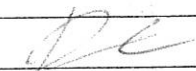
Have you had any previous experience with a Charter review process? Presented proposal to previous  
Charter Review Commission for provision requiring reference to environmental concerns  
in all City decisions as Chair of Green Team.

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background (attach resume or brief biography): See attached.

Do you currently serve on any City or County boards or committees? Please list: Affordable Housing

Have you ever served on any City or County advisory boards? Please list: Green Team, Unsafe  
Structures and Community Development Advisory

List community / civic service involvement: Currently President of Highland Gardens  
Community Assoc.

Signature: 

**Please return this application to:**

**By Mail:** Office of the City Clerk, 2600 Hollywood Blvd, Room 221, Hollywood, Florida 33020

**FAX:** 954-921-3233, or **email:** pccrny@hollywoodfl.org. For more information, call 954-921-3211 11/2016

David Kout  
327 S. 24 Av.  
Hollywood, Florida 33020  
(954) 929-7674

### Employment

1988-present  
David L. Kout, P.A.  
9000 Sheridan St.  
Suite 102  
Pembroke Pines, FL 33024  
(954) 430-3155  
(954) 430-9873 (fax)

Sole practitioner in general  
civil practice law firm.

1985-1988  
Dunn & Corey  
1490 W. 49 St.  
Suite 100  
Hialeah, FL 33016

Associate in general practice law firm.  
Chair of litigation department.

### Education

1984  
Juris Doctor, Nova Southeastern University  
Ft. Lauderdale, Florida

1981  
Bachelor of Arts, Philosophy  
University of Florida  
Gainesville, Florida

## Community

1984	Assistant to Paul L. Backman, Esq. campaign for Broward County Court Judgeship
1986-1990	Member, Moonraker Condominium Assoc. Board of Directors
1990-1995	President, Moonraker Condominium Assoc. Board of Directors
1995-1997	Member, Broward Young Democrats
1997-2008	Member, Broward County Democratic Executive Committee Precinct 33 V & 24 V
1999-2005	Chairman, Legislative Committee, Broward County Democratic Executive Committee
2000	Graduate, Leadership Hollywood XXIV Chairman, Broward Outreach Center Community Service Project
2000-02 and 2004	Member, Greater Hollywood Chamber of Commerce, Maurice J. Connell Golf Tournament Committee
2001-2010	Member, Leadership Hollywood Steering Committee Day Chair, Environment Day
2002-2007	Leadership Hollywood, Asst, Coordinator of Community Service Projects
2000-2012	Member, Broward Outreach Center Advisory Board
2000	Consultant, Broward County Democratic Executive Committee Golf Tournament Committee
2000-2011	Member, American Cancer Society Jail & Bail Event Parole Board
2001-02	Member of Beauty and the Beach Committee, staged event in conjunction with City of Hollywood hosting of Miss Florida USA Pageant
2001-2012	Member, Hills Democratic Club, Board of Directors
2001	Chairman, Broward County Democratic Executive Committee Golf Tournament Committee

2002-2014	Member of and counsel to Friends of Broward Outreach Center, Executive Committee
2002-2004	Member Committee staging annual fundraising gala for Broward Outreach Center
2002	Member, It's Never Too Hot for Fashion Committee, staged Fundraiser for Broward Outreach Center
2004	Member of legal team assisting Kerry for President Campaign helping voters at polling places
2005-2009	Member, United Neighbors of South Hollywood
2005-2010	Member, Hollywood Democratic Club
2005-2006	Candidate for Florida House of Representatives, Dist. 105
2007-2010	Member, Hollywood Green Team Advisory Committee
2007-2009	Chair, Hollywood Green Team Advisory Committee
2007-2010	Chair, Outreach subcommittee, Hollywood Green Team Advisory Committee
2007-present	Member, Highland Gardens Community Association
2008-2009 & 2013	Member, Greater Hollywood Chamber of Commerce, Governmental Affairs Committee
2008 & 2012	Member of legal team assisting Obama for President Campaign
2009-present	Member of and counsel to Board of Hollywood's Diamonds in the Rough Youth Golf Program
2009-2015	Member Hollywood Chamber of Commerce Board of Directors
2009-2012	Member Hollywood Chamber of Commerce Project Pride Committee
2010-2012	Chair, Hollywood Chamber of Commerce Project Pride Committee
2010-2011	Co-chair, Hollywood Chamber of Commerce Green Initiatives Committee
2010	Candidate, Broward County Soil and Water Conservation Commission



2011-present	President, Highland Gardens Community Association.
2011-present	Counsel to Gummakonda-Reddy Foundation and consultant for annual golf tournament fundraiser
2013-2016	Member, Hollywood Community Development Advisory Board
2013-2014	Member, Hollywood Unsafe Structures Board
2014	Member of legal team assisting Charlie Crist Gubernatorial Campaign
2015-2016	Chair, Hollywood's Diamonds in the Rough youth golf program
2015-2016	Chair, Hollywood Affordable Housing Advisory Committee
2016	Member of legal team assisting Clinton for President Campaign
2017	Member, Hollywood Affordable Housing Advisory Committee

#### Miscellaneous

Born September 17, 1957, Chicago, IL

Hobbies- golf, physical fitness, scuba diving and snow skiing.

Print

## Charter Review Committee Interest Form - Submission #1866

Date Submitted: 2/20/2017

First Name*	Last Name*	District # You Live In.*
Jeffrey	Ladner	6

Home Address*	City*	State*	Zip Code*
4900 Washington Street, #203	Hollywood	FL	33021

Home Phone	Cell Phone	Email Address*
9548403600	9549375777	jlad28@yahoo.com

Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County? *	Education (highest degree / level)
Owner	15	Yes	AS

Occupation*	Work Phone
Healthcare Practice Management	9547146310

Business Name*
EmCare

Business Address	City	State	Zip Code
6700 N. Andrews Avenue, #404	Fort Lauderdale	FL	33309

How many elections have you voted in and when was the last time you voted?\*

All major elections and Nov 8, 2016

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

fifteen

Why do you wish to serve as a member of the Charter Review Committee?\*

As a concerned and involved citizen and resident of Hollywood, I am very much concerned of how our City Charter affects the governance of our great city and impacts those residents who live within its boundaries. Both involved and those not involved.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

I will contribute an reserved, and thoughtful analysis of any review or proposed changes to the Charter. I will uphold the intent of our founder Joseph Young, as well as contemporary needs of the city with regard to changing times within the city.

Have you had any previous experience with a Charter review process?\*

I have not had experience with City Charter review, but have experience in updating and reviewing processes and regulations in both the healthcare industry, the Hillcrest community HOA rules and regulations for both a condominium as well as master HOA

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

My degree in in legal assisting, so I have the training and skills necessary to analyze and make strategic recommendations based on long-term outcomes. I have over 20 years in healthcare administration as well as over ten years involvement and volunteer

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Do you currently serve on any City or County boards or committees? Please list.\*

No, I do not currently serve.

Have you ever served on any City or County advisory boards? Please list.\*

No, I have not.

List community / civic service involvement.\*

Hillcrest Condominium 11 Association, Hillcrest Presidents Council HOA,

Attach Resume (only .doc and .pdf files)\*

Ladner\_Resume\_political.docx

**JEFFREY "JEFF" LADNER**  
4900 WASHINGTON STREET, APT. 203  
HOLLYWOOD, FLORIDA 33021  
CELL: (954) 489-8833  
jeff@ladner4hollywood.com

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**OBJECTIVE:**

My professional objective is to leverage my experience, skills and track record for results to provide a competitive advantage for my employer and their business partners.

**BUSINESS AND TECHNICAL SKILLS SUMMARY:**

- **Project Management**
- **Cost Management / Financial Analysis & Reporting**
- **Knowledge of Medical Practice Software/EMR**
- **Accounts Receivable / Collections / CPT / ICD-9**
- **Customer Service**
- **Human Resources & Staff Management**
- **Business Office Management & Operations**
- **Purchasing Management / Contract Negotiations**
- **Team Building / Motivation**
- **Marketing**
- **Leadership**
- **Problem Resolution/Analytical and Organized**
- **Expert user of Microsoft Word & Excel**
- **HIPPA/Healthcare Compliance**

**SUMMARY OF ACCOMPLISHMENTS / RESPONSIBILITIES:**

**Title:** Practice Manager-Broward Health System  
**Employer:** EmCare/Phoenix Physicians, LLC., 2009-Present

**Major Accomplishments:**

- Implemented On-Boarding Process report for use in managing new providers.
- Established use of generic lab coats at hospital facilities to reduce cost while providing use of white coats to all providers.
- Facilitated the working together as a team with on-site chart coordinators within the Broward Health hospital system.
- Consolidated use of on-site chart coordinators and cross-training to minimize payroll while maintaining effectiveness.
- Implemented cost-saving mechanism for compilation of reports for Broward Health compliance reports to administrators.
- Consistently ensured contractual compliance pertaining to requirements for Broward Health providers.

**Major Duties:**

- Managed overall practice operations within one of the largest hospital systems in the country ensuring contractual compliance.
- Forged meaningful and effective professional relationships with hospital administration and various support departments.
- Established interfaces with medical directors and hospital leadership.
- Interacted with medical leadership to ensure contractual compliance was adhered to with regard to hospital contract.
- Organized and facilitated meetings between Phoenix and Broward Health leadership.
- Participated in all monthly and quarterly meetings with medical directors, providers and hospital leadership.
- Liaison between Phoenix and providers.
- Ensured and coordinated with hospital partners adherence and compliance to all contractual obligations with regard to certifications, CME, conflict-of-interest and HIPAA.
- Actively participated in implementation of electronic medical records system within Broward Health hospital facilities.
- Monitored and evaluated provider productivity and facilitated communication to providers to enhance documentation.
- Mentored, supervised, hired, trained, evaluated, and terminated and conducted resolution of conflicts with on-site chart coordinators.

**Title:** Practice Administrator  
**Employer:** South Florida Center of Gastroenterology, 2006 – 2008

**Major Accomplishments:**

- Decreased operational expenses:
  - Thorough evaluation of pricing and contractual negotiations with vendors,
  - Consolidated and restructured staff duties to reduce staffing requirements.
- Improved efficiency of department by redesigning policies and procedures for operations.
- Managed and implemented the roll-out of electronic medical record system. Organized process of chart scanning of existing records.
- Solely organized, implemented and conducted an office relocation coordinating with all vendors to arrange a move with minimal patient care interruption.
- Implemented processes which ensured more efficient and effective procedure recalls through centralized recall data input; implemented an automated system to capture all procedural charges for entry into billing system.
- Consolidated information systemically by electronic means to improve staff efficiency and workflow.
- Assisted with the integration of office into a multi-practice specialty partnership comprising locations in Palm Beach and Broward Counties.
  - Submitted required paperwork and documentation for credentialing purposes under a new tax ID number
  - Worked closely with physicians and Central Business Office staff to coordinate transition with billing.



- Submitted all required governmental documentation to reflect new organization under partnership arrangement
- Trained staff and assisted in the implementation of a centralized practice management system.
- Worked with all prior managed care entities in the transition of billing and transfer of credentialing information
- Resubmitted all credentialing documentation when necessary. Updated CAQH for providers.

**Major Duties:**

- Submission of financial data and reporting to physician partners, to Central Business Office and to accountants.
- Monitored all factors which affected cost over-head such as continued assessment of expenditures and staffing requirements.
- Human Resources which included recruitment, monitoring performance, disciplinary actions, terminations.
- Evaluated and analyzed billing and collection ratios. Worked with Central Billing Office to provide needed documentation or information and to monitor collections.
- Developed Excel spreadsheets to trend monthly charges and collections.
- Performed Quality Assurance analysis on process documentation (collecting, evaluating, audit plan)
- Analyzed and trended system data for outstanding claims per carrier. Worked with Provider Relations Representative to resolve issues to have claims adjudicated.
- Responsible for monitoring all expenditures, entering all incoming invoices, inputting into financial accounting system, accounts payable, bank reconciliations and maintaining Care Center financial data into a centralized accounting system for review by Central Business Office Controller.
- Submitted all physicians credentialing information for managed care, and facility staffing privileges. Updated profiles on CAQH.
- Maintained all business files and documents.
- Customer Service and Marketing

**Title:** Account Manager Team Lead

**Employer:** MDEverywhere, Inc., 2004 – 2005

**Major Duties:**

- Management of six account managers responsible for over forty accounts.
- Responsible for management of own accounts with regard to Accounts Receivable follow-up, denial analysis, electronic rejection analysis while maintaining client satisfaction and goal objectives.

**Title:** LDR / Regional Account Manager

**Employer:** GAMBRO Healthcare Laboratory Services, 2001 – 2004

**Major Accomplishments:**

- Decreased annual outstanding unbilled revenue by 84% through collection process and information re-engineering with one year.
- Improved efficiency of department by redesigning policies and procedures for operations.
- Partnered with other departments to achieve rigorous accounts receivable goals by improving data integrity and process.

**Major Duties:**

- Client Management of forty (40) assigned clinics in the North Central Division of the United States.
- Point-of-contact between laboratory, client services and clinic staff.
- Liaison between laboratory and laboratory sales field specialist (LSSs) with regard to documentation, compliance, and clinical staff training.
- Trained and educated clinical staff including Center Directors, Nurses and Unit Secretaries in each clinic on company policies with regard to documentation requirements.
- Management of clinical documentation and accounts receivable. Developed Excel spreadsheets to trend unbilled revenue and outstanding documentation for each clinic.
- Performed Quality Assurance analysis on process documentation (collecting, evaluating, audit plan)
- Analyzed and trended system data for clinic unbilled revenue and outstanding documentation per clinic.
- Maintained clinic account folders with records of all clinic contact.

**Title:** Manager of Operations

**Employer:** Terrence L. Ibbs, DO, PA, 1995 – 2001

**Major Accomplishments:**

- Increased reimbursement revenue by 67% between 1998 and 2000 by auditing billing practices and procedures.
- Negotiated participating provider agreements with commercial insurance carriers and managed care networks.
- Generated additional \$15,000 in annual reimbursement net revenue by auditing billable supplies used during patient care.
- Expanded client volume and reimbursement levels by development of long-term business strategies.
- Increased profitability by implementing cost control practices with operating expenses.
- Compiled and authored Employee Manual and the Office Policy and Procedure Manual.
- Improved accuracy of patient records by restructuring charts in a color-coded, terminal indexed system.
- Implemented and established biomedical waste protocol, OSHA and HRS regulatory protocols.

**Major Duties:**

- Managed overall business operations in a multi-practitioner office—general office management and human resources.
- Supervised, hired, trained, evaluated, and terminated administrative and support staff.
- Responsible for all purchases and implemented a Purchase Order system to track purchases. Responsible for reconciling and filing of Purchase Orders. Filed and maintained all office business records.
- Developed vendor relations and negotiated contracts for supplies and services; i.e. lab services and pharmaceutical supplies.
- Conducted marketing campaigns for the office including print campaigns, place-card ad campaigns, and distribution of logo marketing supplies to charitable functions for distribution to participants.
- Provided customer service and patient education. Established process and procedural flow of patients.
- Business Project manager responsible for merging an acquired office into existing practice.
- Accounts Payable and Accounts Receivable.
- Extensive billing and coding experience with filing claims to third-party payers.

**Title:** Information Specialist

**Employer:** Charity Hospital / Record Masters, 1994 - 1995

**Major Duties:**

- Maintained a terminal digit, color-coded medical record system.
- Responsible for accurate and timely assembly and filing of documentation in medical charts.
- Responsible for organizing hospital records in proper filing order.
- Assisted hospital staff and physicians with medical records, and retrieval of information specific to the requestor/client.
- Conducted quality assurance and compliance audits of medical records for JAHCO compliance.
- Performance of job duties which required the ability to work under strict timelines and accuracy.

**COMPUTER APPLICATIONS:**

Microsoft Office, Microsoft Excel, Microsoft Word, QuickBooks, Lytec Medical, Image-Pro, Intergy Practice Management and Electronic Medical Health Record systems, ACCPAC Accounting Package, Time-in-a-Box, PeopleSoft.

**EDUCATION:**

*Gulf Coast College, AS*

Major: Legal Studies

Graduated: High Honors

*Miami-Dade College*

Major: Attended Business Administration Management Courses

**CONTINUING EDUCATION:**

- Certification in Healthcare Management, Florida Atlantic University
- Medical Practice Management, PAHCOM
- Notary Public

**PROFESSIONAL ASSOCIATIONS:**

- Medical Group Management Association (MGMA)
- Professional Association of Healthcare Operations Management ( PAHCOM)

Print

## Charter Review Committee Interest Form - Submission #1848

Date Submitted: 2/13/2017

First Name*	Last Name*	District # You Live In.*	
Allan	Libero	2	
Home Address*	City*	State*	Zip Code*
2347 Harding Street	Hollywood	FL	33020
Home Phone	Cell Phone	Email Address*	
9542533806	9542533806	allan@lcgspacemakers.com	
Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County?*	Education (highest degree / level)
Owner	65	Yes	some college
Occupation*	Work Phone		
Self Employed	9542533806		
Business Name*			
Libero Consulting Group Inc. DBA LCG Spacemakers & Office Furniture			
Business Address	City	State	Zip Code
2347 Harding Street	Hollywood	FL	33020

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How many elections have you voted in and when was the last time you voted?\*

All since 1970. November 2016

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

Approximately 50..Commission and EAC meetings

Why do you wish to serve as a member of the Charter Review Committee?\*

To make Hollywood better then it already is.

If appointed, what specific contribution(s) will you bring to the Charter Review Committe?\*

I will strive to improve and enhance the city's education structure to grow and attract new families and people by showing them all our schools have to offer...with science, music and community.

Have you had any previous experience with a Charter review process?\*

no

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

Hollywood Chamber Education Committee Chairperson for 6 years....  
Hollywood Chamber Board of Directors  
Hollywood Chamber Ambassador  
City of Hollywood EAC  
Business Owner in Hollywood

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Do you currently serve on any City or County boards or committees? Please list.\*

Education Advisory Committee

Have you ever served on any City or County advisory boards? Please list.\*

Education Advisory Committee

List community / civic service involvement.\*

Hollywood Chamber Education Committee Chairperson for 6 years....  
Hollywood Chamber Board of Directors  
Hollywood Chamber Ambassador  
City of Hollywood EAC

Attach Resume (only .doc and .pdf files)\*

Allan P. Libero Resume.docx



# Allan P. Libero

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## Professional Experience

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2010- Present

*Libero Consulting Group,  
Inc. D.B.A LCG  
Spacemakers and  
Office Furniture*

*Hollywood, FL*

### President

Focused on space planning for residential and commercial applications to use the space available for the users applications. Specializing in sales, design and layout, customer service, purchasing, budgeting, quality control, delivery scheduling and installation.

1999 — 2010

*Commercial Office  
Furniture of South Florida,  
Inc.*

*Ft. Lauderdale, FL*

### Project Manager

New, used and custom office furniture for the home, office and schools. Responsible for sales, design and layout, customer service, purchasing, budgeting, human resources, supervising employees, time management, production, quality control, delivery scheduling and installation.

1989- 1999

*Willson & Son Industries,  
Inc.*

*Pompano Beach, FL*

### Plant Manager

Responsibilities : sales, customer service, design and layout, purchasing, human resources, supervising employees, time management, production, quality control, delivery.

1985 — 1989

*Autumn Design, Inc.*

*Hickory, NC and  
Ft. Lauderdale & Miami*

### Vice President & Plant Manager

Responsibilities : sales, customer service, design and layout, purchasing, human resources, supervising employees, time management, production, quality control, delivery scheduling and installation.

1981 — 1985

*U.S. Mica, Inc.*

*Ft. Lauderdale, FL*

### Shop Foreman

Responsibilities: customer service, layout, purchasing, human resources, supervising employees, production, quality control, delivery scheduling and installation.

1971 – 1981

*Libero's Clothes Closet and  
National Garment Jobbers  
Wholesale*

*Ft. Lauderdale to Miami*

Owner

6 Store Locations and Wholesale Location

Responsibilities: sales, customer service, store design and layout, purchasing, human resources, supervising employees, scheduling shifts and time management .

## Education

---

SOUTH BROWARD HIGH SCHOOL, Hollywood, Florida 1970

BROWARD JUNIOR COLLEGE, Davie, Florida 1970-1973

**Earned 28 credits; concentration in business studies**

**Training:** Completed numerous courses and sales strategies, inventory control, loss prevention, time management, leadership, and performance assessment.

## Professional and Community Memberships

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Hollywood Chamber of Commerce Education Committee

Chairman

Hollywood Chamber Board of Directors

City of Hollywood Education Advisory Committee

Member

Hollywood Chamber of Commerce Ambassador

Hollywood Hills Baseball Commissioner

## Personal Interests

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Salt Water and Fresh Water Fishing

Snorkeling and Scuba Diving

Traveling

## References

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References available upon request.

Siobhan McLaughlin District 1

1409 Rodman Street

Hollywood, FL 33020

(954) 920-7715 email: [Siobhan7715@aol.com](mailto:Siobhan7715@aol.com)

Owner 52 years Yes BA English BSN (Nursing)

Registered Nurse TICU Jackson Memorial Hospital (305) 585-1168

1611 NW 12<sup>th</sup> Street, Miami FL 33136

Voted in every election, primary & runoff since registered January 1976

November 2016

Attended at least 15 Commission or Board meetings; watched occasional meeting on TV

It is the rare opportunity to participate in a critical civic endeavor. I believe that it important to have people who are engaged in the city, who have an understanding of the possibilities and limitations of government and wish to make a difference in our civic life. I want to give back to the city that I have lived in for more than fifty years and help make Hollywood better for all of us.

I can bring a historical perspective and experience as I served on a previous Charter Review Board; I currently serve on the city's Community Development Advisory Board. I have both the time and flexibility with my schedule to make the commitment to serve and have no financial or business interests that may pose a conflict of interest.

I have been an activist my entire life and have had the honor of serving on multiple city and county boards. I have served in leadership roles in a variety of progressive and civil rights organizations, professional and political organizations and in my faith community.

I bring a willingness to explore new ideas and the courage to speak up and out when not always popular or easy. I am a voracious reader on a wide range of subjects and see opportunities to apply new ideas, to see various areas of potential cross over and intersectionality and to see how many issues are intertwined.

Yes; I served on the last Charter Review Board and have participated in other organizational reviews and reorganizations.

As a Registered Nurse, I use the Nursing Process to care for my patients. It has served me well as organizing process in many ways that would be asset to this review. In the many leadership roles I have dealt with government on levels both policy and administrative, experience with public relations and communications. My record of involvement and leadership in many areas speaks to the trust others have placed in me.

I have attached page two of my resume with my civic involvement and included my professional resume as requested.

Siobhan McLaughlin  
1409 Rodman Street  
Hollywood, Florida 33020  
(954) 920-7715  
[Siobhan7715@aol.com](mailto:Siobhan7715@aol.com)

To serve in a position that allows me to utilize my nursing skills, talents and evidence based practice to care for others, in a collegiate yet professional setting; to seek a position that utilizes my leadership experience and abilities most effectively.

#### EDUCATION

1988-89 Bachelor of Science, Nursing  
Barry University School of Nursing  
11300 Northeast 2nd Avenue Miami Shores, Florida 33161

1980-82 Associate Degree in Nursing  
Broward Community College  
7600 Pines Boulevard Pembroke Pines, Florida 33024

1975-78 Bachelor of Arts in English  
Florida Southern College Lakeland, Florida 33802

#### LICENSURE / CERTIFICATION

Florida License Number 1372482 Expires July 31, 2017  
BCLS / ACLS Expires February 2019

#### EMPLOYMENT

July 1992- Present Jackson Memorial Hospital  
1611 Northwest 12th Avenue Miami, Florida 33136  
Staff Nurse II Trauma Intensive Care Unit  
Staff Nurse II Surgical Intensive Care Unit  
Provide patient care in the critical care setting for the trauma, elective and other operative services. TICU opened July, 1992; the staff was able to transfer to new unit or remain in the SICU

February 1988- July 1992

October 1987 -February 1988 Nurse Staff /Agency  
Allied Nursing, Coral Gables, Florida  
Humana Hospital Biscayne, No. Miami, Florida  
Provided nursing care in a variety of Medical/Surgical units

January 1979 - October 1987 Memorial Hospital  
3501 Johnson Street Hollywood, Florida 33021

June 1986 - October 1987 Assistant Nurse Manager 5 East  
Routine charge duties and patient care. Responsible for scheduling and evaluation of staff. Assisted orientation of new employees

June 1982 - June 1986 Staff Nurse, 5 East  
January 1979 - June 1982 Pharmacy Technician II

May 1978 - December 1978 Research Assistant  
*Hollywood Sun Tattler*  
1800 North 29th Avenue Hollywood, Florida 33019  
Performed research for reporters; filed and cross filed stories,

#### PROFESSIONAL ORGANIZATIONS

1988- AMERICAN NURSES ASSOCIATION (ANA)  
FLORIDA NURSES ASSOCIATION (FNA)

1992-2000 Board Member, Florida Nurses Political Action Committee (FNPAC)

1991- AMERICAN ASSOCIATION CRITICAL CARE NURSES (AACN)

1992- 1995 ASSOCIATION OF NURSES IN AIDS CARE (ANAC)

1994 - SIGMA THETA TAU (Nursing Honor Society)

## CIVIC AND COMMUNITY INVOLVEMENT

### NATIONAL ORGANIZATION FOR WOMEN

2001- National Nominating Committee  
1992- 1996 President, FL NOW  
1992 State Conference Coordinator, FL NOW  
1992- Chair, Broward NOW PAC, Inc.  
1990-1992 President, Broward Chapter  
1978- Chapter member, served as Secretary, Membership Coordinator, Newsletter Chair

### AMERICAN CIVIL LIBERTIES UNION

2006- 2012 Member State Board of Directors  
2000, 2001 Vice President, State Board of Directors  
2001 Chair, FL Affiliate Biennial Host Committee  
1995-1997, 1999-2000 Development Committee Chair  
1992, 1994, 1996-1999 Nelson Poynter Dinner Chair  
1992-1994 Chair, Broward Chapter  
1990 -2001 State Board of Directors

### CENTER ONE (AIDS RESOURCE/SERVICE AGENCY, BROWARD COUNTY)

1991-1997 Board of Directors

### FLORIDA WOMEN'S CONSORTIUM 1997- 2005

### LEADERSHIP BROWARD CLASS XII

### LEADERSHIP BROWARD ALUMNI ASSOCIATION

1990-1992 Chair: Membership

Chair: Health and Human Services Day, Youth Leadership Broward

### TRANSITION TEAM, SHERIFF RON COCHRAN December, 1992-January, 1993

### MAYOR'S SELECT TASK FORCE ON THE HOMELESS, HOLLYWOOD 1989-1990

### BROWARD COUNTY DEMOCRATIC EXECUTIVE COMMITTEE

1990-1993 2003-2017

### BROWARD COUNTY HUMAN RIGHTS BOARD 1992-1994

### FLORIDIANS UNITED AGAINST DISCRIMINATION 1994-1995 Executive Board, Secretary

### HOLLYWOOD LAKES CIVIC ASSOCIATION 1987-

### PAX CHRISTI 1987-2001 (in 2000 selected as founding member national Anti-Racism Team)

### CONCERNED CATHOLICS FOR FREE CHOICE (CCFC) 1987-

### NATIONAL COUNCIL JEWISH WOMEN, HOLLYWOOD SECTION 1992-2005

### URBAN LEAGUE BROWARD COUNTY 1993-1996

### GUARDIAN AD LITEM 1988-1993

### UNITED WAY OF BROWARD COUNTY 1993-1995

### BROWARD COUNTY COMMISSION ON THE STATUS OF WOMEN

2003- 2008

2005- 2006 Chairwoman

### CITY OF HOLLYWOOD, CHARTER REVIEW BOARD 2008-2009

### COMMUNITY DEVELOPMENT ADVISORY BOARD 2009

### GREEN TEAM 2009-2011



Print

## Charter Review Committee Interest Form - Submission #1852

Date Submitted: 2/14/2017

First Name*	Last Name*	District # You Live In.*	
Charles	Monaco	2	
Home Address*	City*	State*	Zip Code*
2444 Van Buren St	Hollywood	FL	33020
Home Phone	Cell Phone	Email Address*	
9549071093	9549071093	charlesmonaco@comcast.net	
Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County? *	Education (highest degree / level)
owner	22	Yes	Bachelors
Occupation*	Work Phone		
(Professional in Transition)	9549071093		
Business Name*			
Teleperformance (last employer)			
Business Address	City	State	Zip Code
2444 Van Buren St	Hollywood FL	FL	33020

How many elections have you voted in and when was the last time you voted?\*

Have voted in all elections since 1990 (and before

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

5

Why do you wish to serve as a member of the Charter Review Committee?\*

I have been a resident for a `combined 36 years. Committed to the city. Previously worked for Recreation. Want to see the best for this city and would be proud to be involved in making that happen.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

Able to speak to people in various levels, customer focused, resolution oriented, a view of Hollywood only a 36 year resident would have.

Have you had any previous experience with a Charter review process?\*

No.

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

Member of the Broward County Democratic Committee and employee of the Hollywood Recreation Department (Phyllis Dewey's term as director.

Do you currently serve on any City or County boards or committees? Please list.\*

No

Have you ever served on any City or County advisory boards? Please list.\*

Yes. I don't remember what its name is but it was a citizens review board for traffic in the city, (specifically Taft and Johnson Street. Also a Motion Picture and TV board and the Greater Hollywood Taskforce for the Homeless.



List community / civic service involvement.\*

Besides political mentioned above; I am a member of the Miami Dolphins Foundation and have volunteered for 6 fund raising walk/run events in the city.

Attach Resume (only .doc and .pdf files)\*

2017 resume (DCC VII).docx

**Charles R. Monaco**  
Hollywood, FL 33020

(954)933-8270  
charlesmonaco@comcast.net  
[www.linkedin.com/in/charlesrmonaco](http://www.linkedin.com/in/charlesrmonaco)

### **Client Tech Support / Customer Services Rep**

Goal oriented, technically adept, and customer focused. Expert First level and Advanced technical support with first call resolution. Excels in communicating technical terms and concepts to customers, associates and management on all levels. Less than 3% supervisor call rate. High ratio of successful customer retention. Quality centered.

**Software skill set:** Windows, Android, IOS, Blackberry, and CDMA and GSM. Exposure and experience with Microsoft Office and LogMeIn software.

**Experience: Teleperformance (The Answer Group), North Lauderdale, FL 11/1998 - 04/2016** Customer Service, Technical Support Representative

**Clients supported:** (in chronological order)

**Sprint-(06/06-04/16)** National provider of CDMA cell phone and wireless internet services

- Experienced in first level and advance tech support
- Increased issue resolution on a time sensitive basis by as much as 25 % in an agent performance comparison.
- Also responsible for 150 to 200 thousand dollars of customer retention value annually.
- Handled 2000 calls monthly (both inbound and outbound).
- 75-80% First call resolution.
- Cited by corporate client for above average customer satisfaction six times

**AT&T (Bellsouth.net)-** Dialup and high speed DSL internet provider

- Provided time sensitive technical support issue resolution, and improved escalation follow-up by cutting response time by 15%
- Increased customer satisfaction 15 to 20%, aiding in a consistently high standing
- Rated in the top 10-15% among fellow technicians.
- Familiar with LogMeIn system support software

**Sony Ericsson-** Original equipment manufacturer (OEM) of GSM based cellphones and equipment.

- Expedited handset replacement and end-user problem resolution.
- Tech of the month once.

**Charles R. Monaco**  
Hollywood, FL 33020

(954)933-8270  
charlesmonaco@comcast.net  
[www.linkedin.com/in/charlesrmonaco](http://www.linkedin.com/in/charlesrmonaco)

**HughesNet-Satellite Internet Provider (a division of EchoStar)**

- Provided customer service and support for our customers on an Enterprise level which included remote dispatches, tier 1 support and 1st call resolution.
- Average call time 7 minutes.

**E\*Trade-Internet based stock broker and financial services provider.**

- Market volatility and day trading lead to a higher rate of service calls, sometimes exceeding 100 or more calls a day.
- Served as back up supervisor adding to service efficiencies by 10-15%.
- Registered with SEC clearance
- Technician of the Month once

**Gateway-OEM Computer Manufacturer**

- First level troubleshooting and problem solving 100-120 calls (3 ½ day shift)
- Instrumental in increases of issue resolution during times of operating system transition (Windows 95 to 98).

**Previous Experience:**

IDIS Corporation, Pompano Beach FL- Citrix Sales Support  
H&R Block, Hollywood FL-Senior Tax Preparer, 4 years  
Edutech-Pembroke Pines/Davie-IT Education Sales

**Volunteer:**

- YMCA Stand for Something, 2017 MLK Day of Service, Hollywood Y, 1/6, 21/17
- 14<sup>th</sup> Annual Human Race, Charnow Park, Hollywood Beach 1/14/17
- Miami Dolphins (Foundation) Special Teams Hard Rock Stadium-Miami, FL (including Dolphin Cancer Challenge VII) -10/ 6/16 - Present.
- IDF-Immune Deficiency Foundation Walk-Hollywood North Beach Park 11/20/16
- 2016 Walk to End Alzheimer's-Broward Hollywood North Beach, 10/22/16
- Bonnie J. Addario Lung Cancer Foundation 5K and Walk, Hollywood Beach, FL 9/18/16
- Hollywood Jaycees Back to School Shopping Spree-Kmart, 2013, 2016
- 13<sup>th</sup> Annual Back to School Health & Wellness Fair-Washington Park, Hollywood FL 8/20/16

**Education:**

- Mercy College, NY -B.A. Journalism and Media (Phi Theta Kappa)
- Elizabeth Seton College Yonkers, NY, A.A.S Radio and TV

**CITY OF HOLLYWOOD  
CHARTER REVIEW COMMITTEE INTEREST FORM**

(Please Attach a Resume or Brief Biography and type or print all information)  
(Please fill out form completely)

Name: Ronald Joel Rothschild Date: February 7, 2017  
Home address: 4501 VAN BUREN STREET Zip Code: 33021  
Home phone: 954-961-7800 Cell phone: 954-651-8105 E-mail: rrothschild125@aol.com  
Number of years City resident: 42 owner?: yes renter?:          District # you live in: 6  
Occupation: Retired Circuit Court Judge  
Business name: N/A  
Business address: N/A Zip Code: N/A  
Work phone: N/A Fax: N/A

Education (highest degree/level): J.D. Are you registered to vote in Hollywood?(y/n) y  
How many elections have you voted in and when was the last time you voted? 13 Presidential; LAST 11/16  
How many City Commission or board meetings have you attended in the last 2 years? Please list:         

NO CITY COMMISSION MEETINGS; ONE BOARD MEETING.

Why do you wish to serve as a member of the Charter Review Committee? I deeply care about the future of my hometown. The city charter in large measure sets the course for that future.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee? My 45 year legal career has honed analytic and communication skills that will enhance the charter review process.

Have you had any previous experience with a Charter review process? Notwithstanding the governmental sector, I have participated in numerous charter like reviews in the philanthropic and civic sectors.

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background (attach resume or brief biography): I was a Broward Circuit Court Judge for 23 years. I served in numerous leadership roles in a wide variety of professional and volunteer organizations.

Do you currently serve on any City or County boards or committees? Please list:           
I do not currently sit on any.

Have you ever served on any City or County advisory boards? Please list: Hollywood's Planning & Zoning Advisory Board and 2 Citizen's Advisory Boards.

List community / civic service involvement:           
Please refer to the attached resume; the civic activities start on page 3.

Signature: Ronald Rothschild

**Please return this application to:**  
**By Mail:** Office of the City Clerk, 2600 Hollywood Blvd, Room 221, Hollywood, Florida 33020  
**FAX:** 954-921-3233, or **email:** pcerny@hollywoodfl.org. For more information, call 954-921-3211 11/2016

RONALD J. ROTHSCHILD  
4501 Van Buren Street  
Hollywood, FL  
(954) 961-7800

Personal Data:

Birthdate: December 9, 1945  
Married: Cheri M. Rothschild  
2 Children: Michael & Marc

Resident of Hollywood: 1974 - Present

Associate, Martin J. Schwartz, P.A., 1974 - 1981  
Partner, Law Firm of Schwartz and Rothschild, 1981 - 1986  
Law Firm of Ronald J. Rothschild, Esq., 1987 - 1990  
Broward County Court Judge, Elected 1991 - June, 1998  
17th Circuit Court Judge, Appointed June, 1998 –January 2013  
Associate Judge, Fourth District Court of Appeal, June 1999 and December 2005  
Senior Judge Status January 2013 – October 2015  
Supreme Court Certified Family Mediator 2012- Present

Education:

Shaker Heights High School - Class of 1964  
Ohio State University, B.A. - 1969  
Cleveland State University, Juris Doctorate - 1974  
Florida Judicial College - 1991  
New Judge's School  
National Judicial College - 1993  
General Jurisdiction Course  
Florida Advanced Judicial College - 1997  
Selected Courses  
Florida Advanced Judicial College - May, 1998  
Child Sexual Abuse Studies  
Florida Advanced Judicial College- May, 1999  
Handling Capital Cases  
Florida College of Advanced Judicial Studies-2007 & 2008  
Department Head – Family Court  
Florida College of Advanced Judicial Studies-2009  
Department Head – General Interest  
Florida College of Advanced Judicial Studies-2010  
Faculty – Mentor Training  
Florida College of Advanced Judicial Studies – 2011  
Faculty – Dealing With Difficult Litigants

Military Service:

U.S. Army, 1969 - 1971  
Rank of First Lieutenant

Professional Affiliations:

Florida Bar, Admitted December, 1974  
Ohio Bar, Admitted November, 1974  
U.S. District Court, Southern District of Florida,  
Admitted, 1975  
Federal District Court of Appeals, Admitted, 1975  
United States Supreme Court, Admitted, 1981  
Broward County Bar Association  
Lawyer Referral Committee  
Legal Ethics Committee  
Professional Ethics Committee  
Bench/Bar Committee  
South Broward Bar Association  
American Arbitration Association  
Florida Bar Grievance Committee, Member, 1982 - June, 1985  
Family Law Section - Florida Bar, 1985 - Present  
Florida Bar Bar/Bench Committee, 1988 - 1989  
Florida Bar Public and Client Information Committee,  
1989 - 1991  
Professional Ethics Committee - Florida Bar, 1992 - 2002  
Conference of County Court Judges of Florida, 1991 - 1998  
Conference of Circuit Court Judges of Florida, 1998 -2012  
Stephen R. Booher, American Inns of Court  
Member 1994 - Present  
President 1997 - 1999  
Alternate Dispute Resolution Committee of the Florida Supreme Court, 2000-2013  
Broward County Law Library Committee – Chair , 2011- 2012

Personal Affiliations:

B'nai B'rith - Justice Lodge  
Board of Directors, 1995- 2016  
Vice President, 1996-1998  
Chaplain, 1998-1999  
President- 2001  
Temple Sinai of Hollywood  
Board of Directors, 1997- 2001  
Jewish Community Centers Association

## Awards:

State of Israel 35th Anniversary Award, 1984  
Jewish Welfare Board National Young Leadership Award, 1982  
Jewish Federation Leadership Development Award, 1983  
Hollywood - West Optimist Award of Appreciation, 1982  
Who's Who of Florida, 1982 - 1983  
Meritorious Public Service - Florida Bar, 1985  
Meritorious Public Service - Florida Bar, 1991  
City of Hollywood Proclamation: Ronald J. Rothschild Day,  
February 20, 1991  
New Hollywood West Civic Association Certificate of  
Appreciation, 1991  
Leadership Hollywood Alumni - 1992 Alumni of the Year  
Harvey Ford Leadership Award - Conference of County Court Judges - July, 1997  
Esther Lowenthal Community Service Award- Jewish Family Services - 1998  
Broward County Commission Proclamation: Honorable Ronald J. Rothschild  
Stephen B. Booher Memorial Award -Broward County Bar Assn.- June 2000  
Jurist of the Year: American Assn.of Matrimonial Lawyers- Florida Chapter- June 2005  
Outstanding Judge Award-American Board of Trial Advocates-For Lauderdale Chapter-  
2006  
President's Award – Broward County Bar Association – 2007  
Heart of the Community- Volunteer Recognition Award - 2007  
Distinguished Judge Award- Chariots Chaplains of Hope and Love International-  
November 2007  
Community Service Award- Broward County Bar Assn.; Broward County Justice  
Assn.; Broward County Women Lawyer's Assn.; B'nai B'rith Justice Unit; Broward  
Hadassah Attorneys Council; The Caribbean Bar Assn; The Hispanic Bar Assn.; The  
Puerto Rican Bar Assn.; The T.J. Reddick Bar Assn; and The Jewish Federation of  
Broward County- May 2008  
Broward County Matrimonial Section Recognition Award – April 2012  
Commitment to Justice Award - Legal Aid and Coast to Coast Legal Aid of South  
Florida, Inc. – September 2012  
Stephen R. Booher American Inns of Court Professionalism Award – 2014  
Inducted in the Broward Senior Hall of Fame – May 2016

## Civic Activities:

State of Florida - Committee on Housing for the Elderly  
Appointed November, 1986 - 1990

Florida Derby Festival, Inc.  
Board of Directors, February, 1987 - 1991  
Secretary, July, 1988 - 1991

Planning and Zoning Advisory Board, City of Hollywood  
May, 1986 - 1990  
Vice-Chairman, 1987 - 1990

Citizen's Advisory Board, City of Hollywood

Appointed February, 1978

Elected Chairman, 1983 - 1986

Citizen's Planning Advisory Board, City of Hollywood

Appointed January, 1982

Re-appointed November, 1984 - April, 1987

Jewish Federation of South Broward

President, 1987 - 1989

Board of Directors, 1981 - September, 1998

Executive Committee, 1984 - 1991

Community Relations Committee, Executive Board, 1985 -  
1994

Public Relations Chairman, 1984 - June, 1987

Super Sunday, Co-Chairman, 1982 & 1986

Planning and Allocations Committee, 1983 - 1989

Board of Trustees, 202 Senior Citizen's Housing Corp.,  
1984 - 1991

Council of Trustees, 1998 - ?

Jewish Federation of Broward County

Board of Directors 2010 – Present

Campus Governance Committee 2012- Present

Jewish Community Centers of South Broward

Board of Directors, 1979 - Present

President, 1981 - 1983

Board of Governors, J.C.C. Building Campaign, 1983 – 1985

Jewish Telegraphic Agency

Board of Directors, June, 1986 - 1996

Temple Beth Shalom of Hollywood

Board of Directors, 1984 - 1986

Board of Directors, 1988

Environmental Coalition of Broward County

Board of Directors, 1982 - 1985

Elected Vice-President, 1982 - 1985

Broward League of Conservation Voters

Board of Directors

Broward County Community Involvement Roundtable

Member, 1985 - 1986



Broward County Citizen's Crime Commission

Member, 1985 - 1986

Hollywood Community Concerns Council

Charter Member, 1985

Greater Hollywood Chamber of Commerce

Leadership Hollywood Program, 1980 Graduate  
Member, 1985 - 1991

Chairman, Adopt-A-Park Program, 1988 - 1990

Hills Homeowner's Association

Member, 1978 - Present

South Broward Guild, Florida Philharmonic Orchestra

Board of Directors, 1986 - 1988

Guardian Ad Litem

Broward County Courts  
1989 - 1991

Jewish National Fund, Broward/Palm Beach Counties

Director, 1989 - 2001

United Way of Broward County

South Broward Attorney Division  
Chairman, 1990

Broward's Committee of 100

Member, 1990 - 1991

National Conference of Christians and Jews

Member, 1990 - 1997

Emerald Society of Fort Lauderdale, Inc.

Member, 1991 - 2009

Interfaith Council of Greater Hollywood

Member, 1976 - 1995

Board of Directors, 1991 - 1994

Broward Homebound, Inc.

Board of Directors, 1991 - 2000

Advisory Board, 2000 - 2002

Jewish Family Services of Broward County

Board of Directors, 1991 - 1996

Artist Foundation of Broward, Inc.

Charter Member, Board of Directors  
Secretary, 1991 - 1993

Liberia Economic and Social Development, Inc.

Board of Directors, 1992 - 2007

Broward County Public Safety Coordinating Council

1993 - March, 1998

Maimonides Community Day School

Board of Directors, 1993 - 1997

Broward County Teen Court Program

Volunteer Judge, 1996 - 2014

Hatikvah House

Board of Directors, 1999- 2000

Broward Public Library Foundation

Board of Directors, 2000- 2001

HANDY -STARS Academy

Mentor 2004 -2008

Advisory Board 2008-2012

Central Agency for Jewish Education

Board of Directors, 2012-2015

Legal Aid Service of Broward County, Inc.

Board of Directors, 2013 – Present

Executive Board 2014 - Present

Broward County Domestic Violence Task Force

Member 2012- Present

David Posnack Community Day School

Board of Directors- 2016-Present

Areawide Council on Aging

Board of Directors 2016-Present

CITY OF HOLLYWOOD  
CHARTER REVIEW COMMITTEE INTEREST FORM

(Please Attach a Resume or Brief Biography and type or print all information)  
(Please fill out form completely)

Name: Donna Marie O'Keefe Date: 02/24/2017  
Home address: 400 S. 57 Avenue - Lawn Acres Zip Code: 33023-1423  
Home phone: 954-964-5615 Cell phone: 954-303-9239 E-mail: donnaokeefe@att.net  
No Voice Mail Avail.  
Number of years City resident: 24 yrs Homeowner?: Yes Renter?: \_\_\_\_\_ District # you live in: 6  
Occupation: USPS Letter Carrier - Retired November 30, 2013  
Business name: 30 year Career = includes 24 yrs. delivery in COH,  
of that 17 yrs. in Lawn Acres. Zip Code: \_\_\_\_\_  
Business address: N/A  
Work phone: N/A Personal: 754-201-1303 Fax: \_\_\_\_\_  
Education (highest degree/level): Class of '71 Are you registered to vote in Hollywood?(y/n) Yes  
Some College Courses Mustangs  
How many elections have you voted in and when was the last time you voted? Nov. 8, 2016  
unknown - Registered 40+ years  
How many City Commission or board meetings have you attended in the last 2 years? Please list:  
I can not recall. Last meeting attended: 2/22/2017.

Why do you wish to serve as a member of the Charter Review Committee?  
Please see attachment.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?  
Please see attachment.

Have you had any previous experience with a Charter review process? No. As an experienced shop steward for my Local Branch I participated on numerous committees and in Review Processes in which I had been chosen by both Management Team + Union Officers.  
Please describe your qualifications as an applicant including your professional and/or volunteer experience or background (attach resume or brief biography): Resume Included

Do you currently serve on any City or County boards or committees? Please list: Presently, I am a member and serving to assist w/ Hollywood Historical Society, 2017 Lecture Series.

Have you ever served on any City or County advisory boards? Please list: No. I would like the opportunity to serve and a new opportunity to learn.

List community / civic service involvement: Please see attachment.

Signature: Donna O'Keefe

Please return this application to:

By Mail: Office of the City Clerk, 2600 Hollywood Blvd, Room 221, Hollywood, Florida 33020

FAX: 954-921-3233, or email: [pcerny@hollywoodfl.org](mailto:pcerny@hollywoodfl.org). For more information, call 954-921-3211 11/2016

**City of Hollywood CHARTER REVIEW COMMITTEE INTEREST FORM (Attachment)**

***Why do you wish to serve as a member of the Charter Review Committee?***

- 01.) To protect and preserve what is best for our City and residents.
- 02.) To bring about change where necessary with that which no longer serves our City and residents.
- 03.) To implement new ideas that will benefit both our City and residents.

***If appointed, what specific contribution(s) will you bring to the Charter Review Committee?***

I bring my integrity and 45 years of versatile business experience, of that, 30 years as a Federal Government employee. I have given countless number of hours as a community volunteer beginning as early as my Brownie and Girl Scout years – I am compelled to serve in my community and I am just as passionate about it. You can count on me to be motivated, involved, and a dedicated volunteer. I am planning to take Leadership Hollywood Program w/the Hlwd. Chamber of Commerce in the Autumn of 2017. I get along well with others and I will respect, honor, and serve my position at my best and highest good. I recognize this is a privilege and a new opportunity to learn, if chosen.

***List community /civic service involvement:***

- 01.) 2010– 01/08/2017 Lawn Acres Civic Assn. (LACA) Membership & Hospitality Committee – looking for ways to increase membership and delivering Welcome Baskets to all new residents. In 2015, I went door to door/alone in my neighborhood & increased membership 30% that year from 43% to 73%. I Served as Chairperson, as well as a member on this committee.
- 02.) 2010–2013 LACA Youth Initiatives Committee – Chairperson. My objective was to bring a sense of community awareness about for our youth. We met regularly at my home and we engaged in community activities together.
- 03.) 05/15/2010 LACA Ice Cream Social – A membership drive event that focused on children’s activities: Music, Bounce House, Face Painter, Balloons, Games, and of course ice cream w/ all the toppings and we had fun ☺ I was a volunteer on this committee.
- 04.) 07/10/2010 Hollywood Beach Clean-Up - Volunteer for Hollywood.
- 05.) 12/15/2010 Neighborhood Holiday Lighting and Home Decorations Contest – I served as a Judge for this event.
- 06.) 04/10-16/2011 COH Certificate of Appreciation/National Volunteer Week signed by Mayor
- 07.) 06/11/11 “Rake and Bag” Leaves – I organized a LACA end of the leaf season Community Project to assist physically challenged and Senior residents, as well as helping our young people earn Volunteer Service Hours.
- 08.) 10/15/11 LACA “Community Cruise” Event – No, it is not a ‘cruise’...on a ship! It is an all-day walking/biking/driving/rollerblading adventure through Lawn Acres. Activities for everyone! I was a member on our Special Events Committee.



- 09.) Autumn 2012                      GNC Committee Member and Participant.
- 10.) 10/21/2012                      Neighborhood Dog Show w/ Newspaper Drive for Broward County Humane Society. I served as a committee member for this multi-tasked event.
- 11.) 12/15/2012 – 12/17/2016 Santa Comes to Lawn Acres on a Fire Truck - This is a long standing tradition in Lawn Acres when Station 31 brings Santa to our neighborhood on a Fire Truck and drives through my neighborhood with the lights and sirens blaring notifying the kids that Santa has arrived. I have lived in Lawn Acres for 24 years and it has been a yearly event “way before” I arrived. I have been overseeing this event for the past 5 years where Santa hands out treat bags to the children and the Fire Fighters engage the kids in fun activities and of course the photo “ops” are always a plus at this popular neighborhood event. This past year we added a feature with Dandee Donuts donating coffee and donuts and Walmart donating drinks. The Fire Fighters and Santa enjoy this activity just as much as the kids and parents do.
- 12.) 01/28/13 - 01/26/2015      LACA Vice President - In addition to normal duties and responsibilities, I have performed a multitude of humanitarian acts in my neighborhood for neighbors and animals; and I was instrumental in structuring and organizing 7 neighborhood committees - Membership and Hospitality Committee, Historical Committee, Grant Committee, Beautification Committee, Communications Committee, Special Events Committee, Safety and Security Committee; NTL Officer Ramiro Valdes, Code Compliance Officer Bruce Whalen and I worked well together as a Team. Overtime, we developed and shared a special and unique relationship working with one another by keeping each another updated and connected to the neighborhood. I am key contact person who gets these committees to meet twice a year at our “All-Inclusive Committee Meeting” as a group to update and engage with each another on their group’s progress and brain storm for new projects; it’s all about accountability and to assist the committees with the community and with one another – communication is key.
- 13.) 2013 – 12/2/2016              Friday Night Social (FNS) – On the first Friday of each month a neighbor hosts a social get-together on their front lawn with light refreshments for all residents young and old. I was key in securing the Hosts for these events which became popular in my neighborhood.
- 14.) 2014                                  GNCII Chairperson and Participant – Independently canvassed door to door in my neighborhood to encourage/seek- out residents to participate. Lawn Acres received a \$25,000 Award from City.
- 15.) 2014 – 01/08/2016              LACA Historical Committee – I served as a volunteer on this committee to document, collect, preserve, organize the first 25+ years of history for Lawn Acres from 1954 – 1980’s. Jean Morford (Chairperson) and I interviewed as half dozen original residents as well, sadly, some have since passed away; we also photographed original structures on the interior/exterior of homes to include with documentation. All information will be compiled in a notebook when completed, and turned over to the Hollywood Historical Society for safe keeping.

16.) 2014 - 01/08/2017 LACA Grant Committee- Chairperson. I personally sponsored me & 2 other committee members to be trained in grant writing at the University of Miami and Nova University to assist our neighborhood in obtaining grants to be able to be more independent as a neighborhood.

17.) 2015 / 2016 Neighborhood-Wide Garage Sales - Brought back by popular demand; I revitalized, scheduled, and organized LACA neighborhood- wide Garage Sales twice a year.

18.) 01/26/15 – 01/08/17 LACA President – In addition to normal duties and responsibilities, I served as a key spokesperson with securing all neighborhood Sponsors, Advertisers, and Contractors; I directed all neighborhood beautification projects/events/activities. I, along with Jean Morford & Commissioner Linda Sherwood were instrumental in securing a \$25,000 Neighborhood Beautification Award from Walmart – we are the 3 Musketeers ☺ I was instrumental in getting and leave my Civic Association with the largest bank balance in its 60 year history.

19.) 02/1 – 02/15/2015, 2016, 2017 LACA Community Food Drive – Neighbors drop off donated food items to my carport during this 2 week period to help fill the shelves of the Open Heart Food Pantry located in Hollywood, who distributes weekly food baskets to Hollywood families; the Open Heart Food Pantry depends entirely on Community donations to remain fruitful for those families requesting assistance. I solely oversee this event for my Civic Association; I am someone who strongly believes we are responsible to feed the less fortunate.

20.) Oct. 31 2015/2016 A Night of Fantasy – LACA neighborhood Block Party; a celebration w/ Music, Costumes, Games, Food and Drink. I was a volunteer on this Committee.

21.) February 2016 / 2017 Hollywood Council of Civic Assn. (HCCA) “Be Mine” Dog Show. Served as a Judge for the past 2 years for this ever- growing fun and popular event.

22.) 08/02/2016 National Night Out – I organized, hosted, and sponsored this first- ever celebration of this type in Lawn Acres community at my home.

Point of Interest: I served in my City for 24 of my 30 year career as a Letter Carrier for the USPS, and of that time, 17 years were served in Lawn Acres – this is where my great connection w/ my community lies; as I walked my daily “beat” through my neighborhood daily, my neighbors know me and I know them. By delivering Welcome Baskets to new neighbors after my Postal Retirement, this gave me an opportunity to get to know the newcomers and stay connected with my neighbors. I am confident to claim that I am more familiar and involved with my neighborhood than any one person I know. I know my neighborhood in all ways: People, Places, and Things. I love my City and my Neighborhood.

DONNA O'KEEFE  
400 57TH AVENUE  
HOLLYWOOD, FLORIDA 33023 - 1423  
(954) 964 5615 - HOME  
(954) 303 9239 - CELL

**MISSION GOAL**

To utilize my skills and experience to build and grow the church membership and enhance activities that will benefit parishioners and the community.

**CURRENT PROFESSIONAL EXPERIENCES**

**U. S. POSTAL SERVICE**, Hollywood, Florida 33023-9998.

1984 - present

Letter Carrier

Presently holding a full-time position for the last 27 years.

DETAILED ASSIGNMENTS

**Supervisor, Customer Service**, Hollywood, FL 33023 10/03 - 05/05

**Employee Involvement/Quality of Worklife Coordinator (EI/QWL)**

Selected by team consisting of representatives from management and union for the position.

**Employee Involvement/Quality of Worklife Team Member - Union Representative**

The team has been successful at implementing and completing many projects within the Post Office to help simplify mail delivery.

**Shop Steward, National Association of Letter Carriers**, Branch 1071, Miami, FL

Actively involved in over- seeing the administration of the union contract, as well as, defending letter carriers on various issues.

**Equal Employment Opportunity Representative (EEO)**

Union Representative selected by branch officers for the district to represent fellow letter carriers.

**Union Safety Representative - 10 years.**

Selected by Union officers. Worked with management to form Local Joint Labor-Management "Safety and Health" Committee. The committee met quarterly to discuss overall safety issues. I held a long term position on this committee as Secretary.

**Evacuation Team and Fire Brigade Member. 10/93 - Present**

Team was formed to provide safe evacuation of people and mail from the building during an emergency and to promote fire safety.

**Accident Review Committee - member**

Responsible for participating in the review process for employee accidents.

**PROFESSIONAL OFFICE ADMINISTRATION EXPERIENCE****DICK BURNS, INC.,** Pembroke Pines, FL

Office Manager responsible for production and accuracy of all work released from the office. Duties include: Supervision of employees, handling of entire banking business, coordinate activities with general contractors, answer telephones, typing, billing and processing incoming mail. Set up and oversaw several small corporations operating within the office, in addition to the construction company.

**LAYNE DREDGING CO.,** Hallandale, FL

Secretary to Comptroller responsible for flight schedules on company owned DC - 3 aircraft. Coordinated travel arrangements for employees, license renewals documents, workman's compensation documents and all other general office duties.

**PROFESSIONAL ACKNOWLEDGEMENTS**

**Top Performance Recognition Award**  
**Letters of Commendation & Appreciation**  
**Patriotic Service Awards**  
**Attendance**  
**Safe Driver**



# ATTACHMENT I

## REF NO. 3 EDUCATION / TRAINING

<u>DATE</u>	<u>TRAINING</u>	<u>COURSE TITLE</u>
10/29/04	Human Resources, Ft. Lauderdale P&DC	"44A0118"2B Refresher Training
10/15/04	South Florida P&DC	"Safety & Accident Investigation"
09/27/04	G.M.F., Miami, FL	(AVSEC) Hazardous Materials Acceptance for Retail #54201-55
08/04-10/04	Hollywood Hills Community School	Windows 2000 Class
08/24/04	Ft. Lauderdale, P&DC	TACS Class
07/08/04	South Florida P&DC	991 Workshop
03/09/04	G.M.F., Miami, FL	Lead Awareness (Refresher) #19501-16
03/09/04	G.M.F., Miami, FL	HAZWOPER First Responder Awareness Level#19501-41
03/09/04	G.M.F., Miami, FL	Asbestos Awareness Partnership#19610-02
03/09/04	G.M.F., Miami, FL	Bloodborne Pathogen (Refresher) Training #19670-13
03/09/04	G.M.F., Miami, FL	Hazard Communication Training Partnership#19582-02
11/20/03	G.M.F., Miami, FL	(AVSEC) Delivery – Hazardous Materials Operational Awareness
01/99	Rockledge, FL 32955-9998	Delivery Confirmation Training for Craft Employees
07/92-08/92	AAEEO Program, Miami, FL	Career Awareness Conference
07/92	Rockledge Post Office	Review of Standardized Reporting Forms
06/92	Rockledge Post Office	Review of Standardized Reporting Forms
04/92	Melbourne Carrier Annex	Preparation and Critique of Form 991
04/92	M.S.C., West Palm Beach, FL	Savings Bonds Canvasser Training
10/91	Post Employee Development Center West Palm Beach, FL	Supervisory Basics Delivery Service # 17510-00
08/91	AA EEO Program, Miami, FL	Career Awareness Conference
05/91	M.S.C. West Palm Beach, FL	Savings Bonds Canvasser Training
11/91	E/I QWL Facility, Miami, FL	Vertical Flat Case Implementation
10/90	FL St. Assn. Letter Carriers	State Shop Steward Training Key West, FL
08/90	NALC Washington, D.C.	National Convention, New Orleans, LA
06/90	G.M.F., Miami, FL	Interpretation of Overtime Agreement (Article 8)
04/90	NALC, Branch 1071, Miami, FL	EEO Representative Training
01/90	FL St. Assn. Letter Carriers	State Shop Steward Training
11/89	G.M.F., Miami, FL	Driver Motor Vehicle Operator #43501-00
08/89	G.M.F. - E/I/QWL Facility, Miami, FL	EI/QWL Coordinator Workshop
05/89	Annex, Ft. Lauderdale, FL	Savings Bonds Canvasser Training
04/89	EI/QWL Facility, Miami, FL	EI/QWL Coordinator Training
04/89	G.M.F., Miami, FL	Driver QTR Ton Vehicle #43503-00
03/89	NALC, Branch 1071, Miami, FL	Overtime Equitability Training
02/89	G.M.F., Miami, FL	Safety Training
01/89	NALC, Branch 1071, Miami, FL	Art. 8 (Overtime Grievance Training)
08/88	NALC, Branch 1071, Miami, FL	Shop Steward Training
07/88	Fire Dept., Hallandale, FL	Fire Brigade Training
05/88	Main Post Office, Hollywood, FL	Safety Captain Training
11/86	G.M.F., Miami, FL	EI/QWL Work Team Training #21807-00
05/84	G.M.F., Miami, FL	Classes of Mail #10502-00
05/84	G.M.F., Miami, FL	Orientation & Craft Basics #10515-00
05/84	G.M.F., Miami, FL	Safety#21999-00
05/84	G.M.F., Miami, FL	Prev Prot Mgmt course#331555-00
05/84	G.M.F., Miami, FL	Basic Driver Training #43502-00
05/84	G.M.F., Miami, FL	Driver QTR Ton Vehicle #43501-10
05/84	G.M.F., Miami, FL	Craft Orientation #44501-01
05/84	G.M.F., Miami, FL	City Letter Carrier#44501-04
05/84	G.M.F., Miami, FL	City Letter Carrier#44501-05
05/84	G.M.F., Miami, FL	City Letter Carrier#44501-06
05/84	G.M.F., Miami, FL	Collection Duties #44501-07
05/84	G.M.F., Miami, FL	Casing #44501-08
05/84	G.M.F., Miami, FL	Delivery of Accountable Mail #44501-09

HUMAN RESOURCES INFORMATION SYSTEMS  
EMPLOYEE TRAINING HISTORY REPORT  
CURRENT THROUGH: 11-12-2004

ERT04021

EMPLOYEE ID: 266-06-3787  
NAME: O KEHEZ, DONNA M  
INSTALLATION: HOLLYWOOD POST OFFICE  
FINANCE NO: 11-1990  
PAY LOCATION: 031

PRODUCED: 11-12-2004

PAGE: 1

RATE SCHEDULE CODE: Q  
LEVEL: 01  
STATUS CODE: A  
FISA CODE: N  
DES/ACT CODE: 13-4  
LDC: 21  
OCC CODE: 2010-2009  
JCS TITLE: CARRIER (CITY)

COURSE NUMBER	COURSE TITLE	OFFER NUMBER	SUBJECT AREA CODE	QUALIFIED	CM CLOCK	TRAINING FINANCE	START DATE	COMPLETE DATE	TRAINING HOUR/MIN
54301-55	(ANSBC) Hazardous Materials Acceptance for Retail	1		Y	Y	11-1990	09-27-2004	09-27-2004	1:00
19501-16	Lead Awareness (Refreshers)	0		Y	Y	11-1990	03-09-2004	03-09-2004	0:30
19501-41	HAZWOPER First Responder Awareness Level	0		Y	Y	11-1990	03-09-2004	03-09-2004	0:30
19610-02	Asbestos Awareness Partnership	0		Y	Y	11-1990	03-09-2004	03-09-2004	2:00
19470-13	Bloodborne Pathogen (Refreshers) Training	0		Y	Y	11-1990	03-09-2004	03-09-2004	0:30
19482-02	Hazard Communication Training Partnership	0		Y	Y	11-1990	03-09-2004	03-09-2004	4:30
54293-01	(ANSBC) Delivery - Hazardous Materials Operational Awareness	1		Y	Y	11-1990	11-20-2003	11-20-2003	1:00
44515-03	Delivery Confirmation Training for Craft Employees.	1		Y	Y	11-1990	01-30-1999	01-30-1999	1:00
17510-00	SUPV BASICS DS			Y	Y	11-1990	10-01-1991	10-01-1991	40:00
43501-00	DRIVER MOTOR VEH O			Y	Y	11-1990	11-01-1989	11-01-1989	0:00
43503-00	DRIVER CTR TRUCK VEH			Y	Y	11-1990	04-01-1989	04-01-1989	0:00
21827-00	QEL WORK TEAM TRAI			Y	Y	11-1990	11-01-1985	11-01-1986	16:00
14502-00	CLASSES OF HALL			Y	Y	11-1990	05-01-1984	05-01-1984	1:00
16515-00	ORIENT & CRAFT BAS			Y	Y	11-1990	05-01-1984	05-01-1984	6:00
21939-00	SAFETY			Y	Y	11-1990	05-01-1984	05-01-1984	1:00
31555-00	REV FOOT MGMT I C			Y	Y	11-1990	05-01-1984	05-01-1984	1:00
43502-00	BASIC DRIVER TRAIN			Y	Y	11-1990	05-01-1984	05-01-1984	8:00
43503-00	DRIVER CTR TRUCK VEH			Y	Y	11-1990	05-01-1984	05-01-1984	4:00
43518-00	REMEDIATION DRIVER TR			Y	Y	11-1990	05-01-1984	05-01-1984	4:00
44501-01	CRAFT ORIENTATION			Y	Y	11-1990	05-01-1984	05-01-1984	2:00
44501-04	CITY LETTER CARRIE			Y	Y	11-1990	05-01-1984	05-01-1984	1:00
44501-05	CITY LETTER CARRIE			Y	Y	11-1990	05-01-1984	05-01-1984	1:00
44501-06	CITY LETTER CARRIE			Y	Y	11-1990	05-01-1984	05-01-1984	1:00
44501-07	COLLECTION DUTIES			Y	Y	11-1990	05-01-1984	05-01-1984	1:00
44501-08	CASING			Y	Y	11-1990	05-01-1984	05-01-1984	35:00
44504-00	DELIVERY OF ACCOUM			Y	Y	11-1990	05-01-1984	05-01-1984	2:00

# ATTACHMENT II

## U.S. POSTAL SERVICE RECORD OF TRAINING

NAME OF PERSON COMPLETING COURSE  Donna O'Keefe	TRAINEE POSITION TITLE  City Carrier	SOCIAL SECURITY NO.  266-06-3707
POSTAL INSTALLATION  Rockledge	TITLE OF COURSE Supervisory Basics: Delivery Service #17510-00	
NAME AND LOCATION OF TRAINING FACILITY Postal Employee Development Center West Palm Beach, FL 33406-9994	DATE COURSE COMPLETED  October 11, 1991	RATING OR GRADE  Satisfactory

### INFORMATION ON COURSE

NUMBER OF HOURS OF INSTRUCTION

40


MAJOR ELEMENTS OF COURSE

This course provides an overview of the concepts and the procedures in the delivery services areas. Learners will participate in problem solving and simulation exercises related to the actual work environment. Emphasis is placed on:

- Operations system audit
- Unit and route review
- Workload adjustment
- Growth management
- Delivery concepts
- Collection service procedures
- Customer Service Management Data System
- Carrier performance
- Scheduling and staffing
- Budget
- AIS/CFS

REMARKS

The instructional methodologies used in this course include lectures, a quiz, lectures with directed discussion, small group activities, individual exercises, incident processes, and critical incidents. Emphasis is placed on practical exercises.

DATE  10-11-91	TITLE  Supervisor, Training	SIGNATURE  
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# SOUTH FLORIDA LETTER CARRIERS BRANCH 1071

**National Association Of Letter Carriers**

AFFILIATED WITH AFL-CIO

70 N.E. 39th STREET, MIAMI, FLORIDA 33137-3694

DADE (305) 576-0464/5 \* BROWARD (305) 467-6117 / 525-1071  
WEST PALM BEACH (407) 737-9834 / 272-0059



**MATTHEW ROSE**  
PRESIDENT

**WILLIAM E. BURROUGHS, JR.**  
VICE PRESIDENT

**TIMOTHY BOSTIC**  
SECRETARY

**DON SOUTHERN**  
EXECUTIVE VICE PRESIDENT

**MIKE GILL**  
TREASURER

**SANTOS LUYANDA**  
ASSISTANT SECRETARY-TREASURER

June 7, 1990

Donna O'Keefe  
NALC Shop Steward  
USPS/Hallandale Post Office  
500 S. Federal Hwy  
Hallandale, FL 33009

RE: EEO Training

Dear Donna,

You have been selected to receive training as an EEO Representative.

The expansion of available EEO Representatives will serve two goals. First, it will better serve the membership by making it more convenient to select a Representative and make substitutions for Representatives on sick and annual leave more practical.

Secondly, it will provide you as a Shop Steward with more information that will benefit you in your endeavors in the grievance-arbitration and HRP Procedures, as well as widen your area as Representative to include various levels of the EEO procedure.

As you are well aware, management has recently begun an aggressive campaign of harassment, intimidation, and discipline designed to circumvent the HRP process as well as the National Agreement.

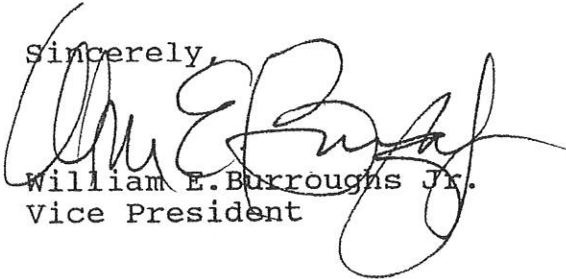
We must meet their aggressiveness with the same show of force if we are to successfully combat their actions.

Therefore, I hope you will accept the challenge of becoming an EEO Representative and participate in the training.

Wednesday, June 20, 1990, has been selected as the date for the training. Please submit requests for leave or LWOP to your supervisor so that you will be able to arrive at Branch Headquarters by 12 noon. You will be reimbursed the appropriate amount of LWOP for time spent at the training.

Please contact Branch Headquarters immediately if you do not wish to participate in the training or if you are unable to obtain the leave to attend.

Sincerely,

A handwritten signature in black ink, appearing to read "W. E. Burroughs Jr.", written over the typed name and title.

William E. Burroughs Jr.  
Vice President

cc: File

WEB/db

Jean Morford  
325 South 57 Way  
Hollywood, Florida 33023  
954-983-5030

July 20, 2010

To Whom It May Concern,

The purpose of this letter is to relate information regarding the character of Donna O'Keefe.

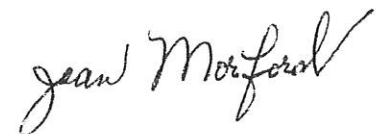
I have known Donna O'Keefe for over ten years. We reside in the residential community of Lawn Acres in Hollywood, Florida. She has served the residents of Lawn Acres well as an active member of the civic association and in the capacity of mail carrier.

As a secondary public school teacher and member of several clubs, I have contact with a variety of personalities. I find Donna to be a forthright, dependable person. In addition, she is sincere and generous towards family and friends. Donna is someone people genuinely like and admire.

Donna O'Keefe has proven her leadership skills through her work with the Youth Initiatives Committee and the Membership Committee for the Lawn Acres Civic Association. Donna's organizational abilities and enthusiasm assure the success of any event under her supervision.

It is evident that Donna O'Keefe is a highly capable individual with a positive attitude and an engaging personality. I submit that Donna O'Keefe is worthy of your consideration.

Yours truly,

A handwritten signature in cursive script that reads "Jean Morford". The signature is written in dark ink and is positioned to the right of the typed name "Jean Morford".

MARY RYGIEL  
408 South 57 Avenue  
Hollywood, FL 33023  
954 987 0706/voice  
954 612 4343/cell  
mrygiel@earthlink.net

July 17, 2010

To Whom It May Concern:

It is my pleasure to provide a character reference for Donna O'Keefe.

I have lived next door to Donna for 15 years. In that entire time, I have found Donna to be a friendly, out-going and generous neighbor. When hurricanes and power outages have swept through our area, Donna was the first to offer help to anyone in need.

Donna is also the mail delivery person for our neighborhood. She always delivers the mail in a timely manner and with a smile - even in the blistering heat or pounding rain.

Having Donna in our neighborhood has contributed to a positive quality of life for me and many other people in our area.

Please contact me if you need further information or wish to discuss this further.

A handwritten signature in black ink, appearing to read "Mary Rygiel". The signature is written in a cursive style with large, flowing loops.

July 2010

Character Reference

RE: Donna O'Keefe

To Whom It May Concern:

Over the past two months, I've had the opportunity to get to know Donna beyond the mere acquaintance we'd had for several years due to our residence in the same neighborhood and her job as the neighborhood's letter carrier. We have been able to spend time together being on the same committee with our homeowners' association.

I've found Donna to be consistently pleasant and to have a positive attitude that reflects the same consistency. She seems forthright and bold, yet peaceful, and openly professes her faith.

Donna is dependable and persistent. She is compassionate and has a desire to see community, cooperation, and betterment transpire. She also is a gracious host and warmly opens her home. She has initiative, gets involved, and has (for example) headed up a beach cleanup project with the youth of our neighborhood.

I find Donna to be of good character and I hope this reference is helpful.

Kind Regards,

A handwritten signature in cursive script that reads "Ana Sophie".

Ana Sophie  
Hollywood, FL



To Whom It May Concern:

August 7, 2010

It is with gratitude and admiration that I write this letter in recognition of my friend and Unity colleague Donna O'Keefe. In the several years that I have known Donna I have been able to witness her love and dedication to her family, friends and her unwavering generosity to her spiritual family at Unity of Hollywood.

Donna provided weekly seminars at her home in which her fellow Unity members were able to share their views and insights. At every meeting Donna provided dinner and refreshments for the entire group.

Donna's contribution also included essays she wrote which were deeply appreciated.

Equally evident has been Donna's unequivocal love, support and encouragement to everyone who has had the good fortune to be part of her life.

I write this letter in support and praise of Donna O'Keefe.

Sincerely,

A handwritten signature in cursive script that reads "Valerie Pellegrini". The signature is written in black ink and is positioned below the word "Sincerely,".

Valerie Pellegrini, Ph.D., LMHC

SOUTH FLORIDA DISTRICT



January 2009

Donna O'Keefe  
Carrier  
Central Carrier Annex

Dear Donna:

*It gives me great pleasure to present to you this letter of appreciation and service award in commemoration of more than 25 years of creditable service to the government.*

*The Postal Service has experienced many changes through the years, and we are proud of our commitment to the efficiency and quality of public service that we have maintained. Together, we have built a communications service second to none, and by working together, we will all share pride in its accomplishments.*

*I personally thank you Donna, for your loyalty and support of the Postal Service during your period of postal employment.*

Sincerely,

A handwritten signature in black ink, appearing to read "Scott R. Bower".

Scott R. Bower  
Postmaster  
Hollywood, FL  
South Florida District  
Pembroke Pines, Florida

cc: OPF



# **SOUTH FLORIDA LETTER CARRIERS**

## **BRANCH 1071**

### **National Association of Letter Carriers**

70 N. E. 39<sup>TH</sup> STREET • MIAMI, FLORIDA 33137-3694  
MIAMI DADE: 305-576-0464 • 305-576-0465 • FAX: 305-573-7337  
BROWARD: 954-467-6117 • 954-525-1071  
PALM BEACH: 561-737-9834 • 561-272-0059



**MICHAEL GILL**  
PRESIDENT

**LAURIE MIALE**  
VICE-PRESIDENT

**EUGENIO PEREZ**  
SECRETARY

**TIMOTHY BOSTIC**  
EXECUTIVE VICE-PRESIDENT

**MARK TRAVERS**  
TREASURER

**BILLIE NUTTER**  
ASSISTANT SECRETARY-TREASURER

April 21, 2009

Donna O'Keefe  
400 S 57th Avenue  
Hollywood FL 33023-1423

Dear Sister O'Keefe:

It is with a great deal of pleasure that I have the opportunity to present you with a gold lapel pin that honors you with twenty five years, or more, of membership in the National Association of Letter Carriers.

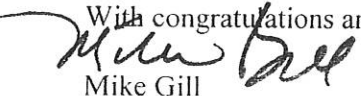
Founded in 1889 by a handful of dedicated and concerned Letter Carriers the NALC has grown from a fledgling fraternal organization to one of the nation's largest and most powerful labor organizations with over 300,000 members nationwide.

It was with the support and involvement of people like yourself that the NALC has emerged as the respected forceful employee representative that we know today.

You have the distinction of being a member of NALC Branch 1071, South Florida Letter Carriers, the fourth largest NALC Union in the nation. It is the most progressive, innovative, and I feel, the best NALC Branch in the Country. Branch 1071 has always been a leader in the organization of its membership and with Letter Carriers like yourself Branch 1071 has led the way with the NALC to a more acceptable work place and a Union that provides superior quality representation and support for its Brother and Sister Letter Carriers.

I know you will wear this pin with pride and honor. You have supported the NALC through nearly one quarter of its existence. This Union stands ready to continue to serve you and I ask only that you continue to support the efforts of the National Association of Letter Carriers, both now and in the future.

With congratulations and best wishes, I remain,

  
Mike Gill  
President

MG/dbr



Sharyn L. Jones  
6305 Plunkett St.  
Hollywood, FL 33023

Aug 23, 2004

To Personnel Supervisor:

This is a letter of Commendation for a Clothing Supervisor named Donna at your work facility behind Pop Boys Auto Supply on Washington St + 441 in Hollywood area Zip is 33023. I was in a bind about a medical delivery and spoke with 'Ms. Donna', she was very polite, professional, courteous and as helpful as any person being could be. We spoke fairly on this day, as a retired supervisor myself,

I know a good one when I hear them, how they deal with the public, etc. I believe she is an asset to your agency. Please put this letter in her Personnel file and also inform her's letter read it.

S. L. Jones

MR. PRICE, MANAGER  
WEST HWD BRANCH  
HOLLYWOOD POST OFFICE  
HOLLYWOOD, FL 33023

301 SO. 57TH WAY  
(LAWN AREA)  
HOLLYWOOD, FLORIDA

33023-1435  
983-4045

DEAR MR. PRICE:

I WISH TO COMMEND MS. ~~CHARLES~~ <sup>RONNA</sup> O'KEEFE.  
SHE IS A COMPETENT CARRIER, PUNCTUAL AND  
WITH A NICE DEARMEANOR - TRULY A REAL  
PROFESSIONAL.

WE ARE VERY PLEASED WITH MS. O'KEEFE  
FINE SERVICES AND HER NICE PERSONALITY,  
ESPECIALLY AFTER WHAT WE HAD TO ENDURE  
IN THE PAST

I WISH YOU WOULD MAKE THIS COMMENDATION  
A PART OF HER PERSONNEL FILE.

THANK YOU

Sincerely,

Mike Tambo

**UNITED STATES POST OFFICE**

HOLLYWOOD, FL 33022-9998

DATE: February 9, 1993

OUR REF: SND09:KWSorrells:caj:9998


SUBJECT: Letter of Commendation

TO: Donna O'Keefe  
Hollywood Hills

I wish to commend you for having perfect attendance for a full year in 1992. This is a notable achievement of which you should be very proud.

Your fine qualities, loyalty and dedication to duty are to be commended. I appreciate the devotion to the Postal Service that you have demonstrated by your exemplary attendance.

A copy of this letter will become a part of your official personnel file.

  
Kenneth W. Sorrells  
Officer-in-Charge  
Hollywood, FL 33022-9998

cc: OPF

# CERTIFICATE OF ATTENDANCE

This certifies that

DONNA O'KEEFE

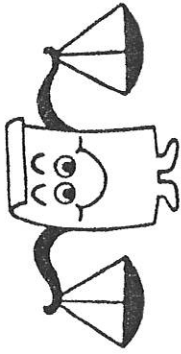
has participated in

THE

MIAMI DIVISION

CAREER AWARENESS CONFERENCE

AUGUST 2, 19 91



AFFIRMATIVE ACTION/EEO

*Dorothy Johnson*

Dorothy Johnson  
Affirmative Action/EEO  
Programs Coordinator  
Miami Division



*James C. Walton*

James C. Walton  
Field Division  
General Manager/Postmaster  
Miami Division





**United States  
Postal Service**

Miami, Florida 33152-9998

Donna O'Keefe  
1989 Savings Bond Canvasser

In recognition for your contribution to the 1989 Savings Bond Campaign, it gives me great pleasure to present you with this letter and certificate - "Award For Patriotic Service".

The Miami Division's 1,315 new savers led the Southern Region in terms of raw numbers. Exhibit A reflects our final Regional results and Exhibit B reflects individual performance of our units. Both are enclosed.

The good work and conscientious effort you have given to this campaign are highly commendable.

I am pleased to present you with this award and I appreciate the devotion to the Postal Service that you have demonstrated by your performance.

As information, since many of last year's canvassers are inquiring about the Savings Bond Canvasser Gala held in August of 1988, I regret to advise that due to our budget concerns, we will not have this affair this year.

Again, thank you for a job well done and I look forward to your participation next year.

Sincerely,

Woodrow Conner  
Field Division  
General Manager/Postmaster  
Miami Division

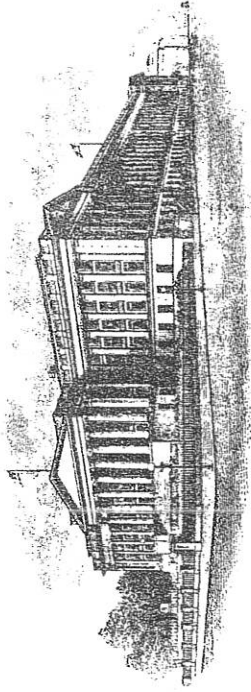
3213E

SND09:NVBaxter:oro:33152-9421





UNITED STATES DEPARTMENT OF THE TREASURY



PATRIOTIC SERVICE AWARD  
U.S. SAVINGS BONDS PROGRAM

DONNA O'KEEFE

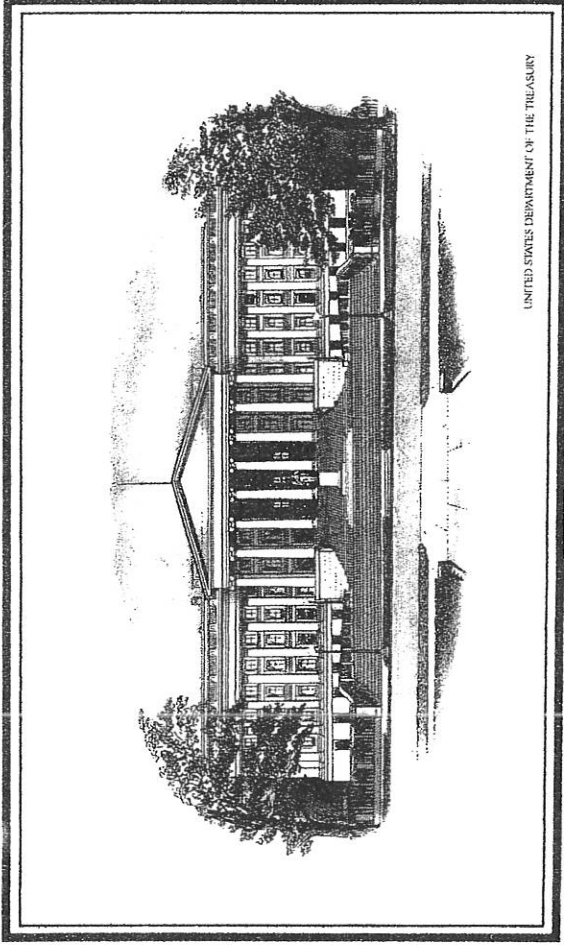
*F. J. Crawford*

F. J. CRAWFORD  
WPB MSC MANAGER/POSTMASTER



*Richard F. Shelby*

Secretary of the Treasury



UNITED STATES DEPARTMENT OF THE TREASURY

# Award for Patriotic Service

In Support of U.S. Savings Bonds

Donna O'Keefe

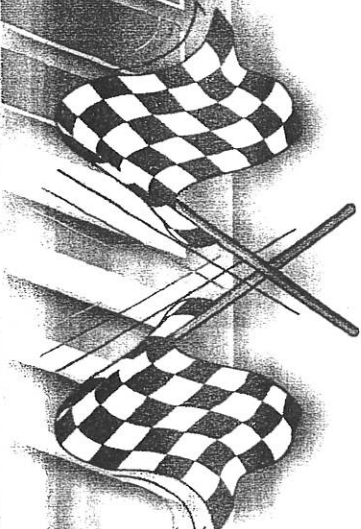
*W. Crawford*



*Richard F. Shelby*

Secretary of the Treasury

# WIN TOP PERFORMANCE



Presented to

*Donna O'Keefe*

In Recognition for your  
outstanding performance and contribution  
to the success of the  
South Florida District  
in FY' 2004

*E.J. Coppola*  
E.J. Coppola  
Postmaster, Hollywood

*Carlos Rodon*  
Carlos Rodon  
Manager, Customer Service  
Operations

*October 1, 2004*  
Date



## CERTIFICATE OF APPRECIATION

This certificate is presented to

*Donna O'Keefe*

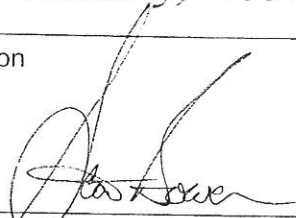
An official commendation and recognition of your  
contributions to the United States Postal Service.

*Hollywood, FL*

dated at

*January, 2009*

on



*Scott R. Bower*

*Postmaster, Hollywood*

# LEADERSHIP/VOLUNTEER EXPERIENCE

Unity Church Hollywood, FL 33020

10/08 - 11/09 **Youth Ministry Teacher**

Organized lessons for Sunday School classes and provided printed materials for other instructors. Scheduled special guests for Sunday School.

**Home Study Group**

06/09 - 09/09 Spiritual Liberation by Rev. Michael Beckwith  
Hosted group of 8-12 in my home

09/07, 09/08, 09/09 **World Day of Prayer**

Organized and participated in this yearly event and donated food.

2007 - 2009 **Fellowship - Volunteer**

Helped with serving, assisted with kitchen clean-up and donated food

2007 - 2009 **Reiki Circle**

Assisted Reiki Master Hope Lewis.

## COMMUNITY SERVICE

**1992 - Present Lawn Acres Civic Association Hollywood, FL 33023**

**Hospitality Committee- Group Leader**

This committee is responsible for creating a "Welcome Package" for our new residents; which includes information about our community's history, as well as, City of Hollywood's agencies, services, and events information

**Membership Committee-Group Leader**

This committee seeks ways to increase membership in the Association by directly speaking with residents to better understand what it is they look for in a homeowner's association.

**Youth Initiatives- Group Leader**

This committee seeks ways to encourage the youth in our neighborhood to organize and volunteer as a group to serve their community, as well as, teaching them to become leaders. July 10, 2010 I initiated and organized our most recent project - Hollywood Beach Clean-up sponsored by the City of Hollywood. I was able to mobilize a group of 22 youth and parent volunteers. Afterwards, we met at my home to chat and enjoy refreshments.

**Special Projects- U. S. Postal Service**

Annual Food Drive to “Stamp Out Hunger”

Career Day- Golfview Elementary

“Keep our City Beautiful” Annual Trash Bash Competition

Red Cross Blood Drive Coordinator

Muscular Dystrophy Road Block Coordinator

Community Holiday Toy Drive

Combined Federal Campaign (CFC) Coordinator

Savings Bond Canvasser

## TRAINING, EDUCATION & SPIRITUAL GIFTS THAT HAVE SHAPED ME

Unity Church Hollywood, FL 33020

- 08/09      **Youth Ministry Training** by Steven Butler,  
Unity South East Regional Consultant
- 04/09 - 07/09 **4-T Prosperity Program** by Rev. Frank  
Tithing of Time, Talent, and Treasure for Prosperity of  
Fullness of Life.
- 01/09 - 04/09 **Daniel Fast** (Vegetable, fruit and water only)  
Confidence building program
- 01/09 - 03/09 **Truth Studies** by Myrtle and Charles Fillmore  
This course is based on the spiritual laws and universal principles that  
support the expression of health and wholeness as Jesus presented them.
- 09/08      **New Membership Class** by Rev. Frank and Judy Simonson  
To bring awareness to new members regarding Unity's mission, vision,  
and core values.
- 04/08 - 07/08 **4-T Prosperity Program** by Glenn Powell
- 10/07 - 12/07 **The Artist Way** by Julia Cameron  
A spiritual path to higher creativity taught by Karen Bulkowski.

Loving Touch Center Hollywood, FL 33020

### Reiki Training.

- 12/08 - Present **Reiki Master/Teacher- Student**  
Will receive Master certificate Fall 2010 and internship for 6 months  
thereafter for teacher certificate.
- 12/08      **Reiki, Level III-** Certificate received.
- 01/08      **Reiki, Advanced Practitioner-** Certificate received.
- 10/07      **Reiki, Level II-** Certificate received.
- 09/07      **Reiki, Level I-** Certificate received.
- 09/07      **Ministry of Spiritual Healing-** Certificate expires- January 1, 2013.



## **AKASHIC RECORDS**

05/08 - **Level III**, navigate into deeper levels of the Akashic Records to obtain greater information and refine the art of the question, gain clarity, and shift unresolved issues.

02/08 - **Advanced Practitioner**, strengthen and deepen your connection in the Akashic Records, and to clarify personal beliefs and values.

10/07 - **Level II**, Experience the energy of the Akashic Records by means of a sacred prayer to access the records of another and to continue to journey deeper into ones own records to clarify, clear, and transform patterns from the past effecting our lives today.

10/07 - **Level I**, Learn to read for oneself.

## **Additional Training**

11/08 - **Crystal Enlightenment and Healing**- attended necessary workshops to learn how to use crystals as a healing modality.

04/08 - **Angel Practitioner**- attended necessary workshops to learn how to receive guidance through heightened awareness and a conscious understanding of the existence of these spiritual beings.

靈氣

Loving Touch Center

USMISHIKI, OHIO

REIKI

HEREBY CERTIFIES & DECLARES

**Donna Marie O'Keefe**

has received the

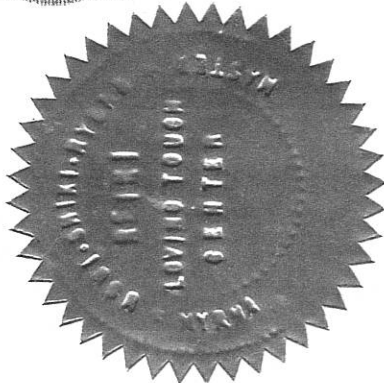
**THIRD DEGREE**

**REIKI MASTER**

**Personal Growth  
Attainment & Training**

in the REIKI method of Natural Healing.

Given By My Hand and Seal  
This Date May 22, 2011



*E.H. Zorbind*

Director

*R.M. Myrna Zorbind*

Traditional Reiki Master

*R.M. Nancy Kubick*

Traditional Reiki Master

# CERTIFICATE OF COMPLETION

This certifies that the following individual has successfully  
completed all requirements for Reading The Akashic Records

## ADVANCED AKASHIC RECORD CONSULTATION

*Donna O'Keefe*

THIS AKASHIC RECORD WORKSHOP  
WAS PRESENTATED AT:

CRYSTAL VISION  
3160 STERLING ROAD  
HOLLYWOOD, FLORIDA 33021

Date: February 09, 2008  
February 10, 2008

*Nancy Haney Duke*

NANCY HANEY DUKE CERTIFIED TEACHER AKASHIC RECORDS  
CONSULTATION  
CENTER FOR AWARENESS

**Loving Touch Center**  
*International School of Traditional Reiki*  
*Incorporated under the laws of the State of New York*

*Hereby Confirms That*

Reverend Donna O'Keefe

has met all of the requirements established by the faculty of Loving Touch Center Inc. to be granted the Degree and Title of:

**MINISTER OF SPIRITUAL HEALING**

together with all the privileges and honors that accompany it. Having been ordained as an Interfaith Reiki Minister this 5 day of October 13, 2007

We the Executive Directors sign in Witness hereof and affix our Church's seal.

*May you walk in the Light always.*

Samuel  
Executive Director



Mynna Forbush  
Executive Director

**CITY OF HOLLYWOOD**  
**CHARTER REVIEW COMMITTEE INTEREST FORM**

(Please Attach a Resume or Brief Biography and type or print all information)

(Please fill out form completely)

**Name:** Iván Santiago **Date:** February 23, 2017

**Home address:** 1705 Johnson St. #F Hollywood, FL **Zip Code:** 33020

**Home phone:** 954-404-7435 **Cell phone:** 305-299-4243 **E-mail:** fourworldpeace@gmail.com

**Number of years City resident:** 5 years **Owner?:** No **Renter?** Yes **District# you live in:** 1

**Occupation:** Self-employed

**Business name:** E-RENDER, LLC.

**Business address:** 1705 Johnson St. #F Hollywood, FL **Zip Code:** 33020

**Work phone:** 954-404-7435 **Fax:** n/a

**Education (highest degree/level):** B.A. **Are you registered to vote in Hollywood?** Y

**How many elections have you voted in and when was the last time you voted?**

I have voted in 5 elections and the last time I voted was for the 2016 general election.

**How many city commission or board meetings have you attended in the last 2 years?**

**Please list.**

I have recently attended one CRA Board Meeting in the past month.

**Why do you wish to serve as a member of the charter review committee?**

The city's charter is the most important legal document. To be part of the volunteer advisory committee will allow me the opportunity to work with like-minded people who believe in a prosperous city. As a graduate in the field of Sociology/Anthropology, it is my duty to give back to my community and to ensure that my city continues moving forward. Because the city's charter reflects the organization, powers, functions and the essential procedures of the city government, it is imperative that the charter be reviewed and amended as appropriate with respect to the citizenry as a whole. It will be an honor to collaborate with fellow members of the charter review committee.

**If appointed, what specific contributions will you bring to the charter review committee?**

If I am appointed, I will contribute my complete undertaking as a volunteer to effect change that will lead to favorable outcomes. I will offer my services and resources to improve the city's charter that serves to move the city forward. I hope to share my personal attributes and capabilities to help the city's mission and to overcome challenges. Ultimately, to review the charter in a purposeful way that leads to progress.

**Have you had any previous experience with a charter review process?**

I have not had any previous experience with a charter review process.

**Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.**

I will bring my leadership skills that I have learned and developed throughout my tenure in the retail industry. Interpersonal skills to efficiently and effectively work well with others. Foundation in qualitative and quantitative research methods that give me a skill to better learn and understand the workings of society. Writing skills that can effectively deliver clear and concise reports. As a degree holder in the field of Sociology/Anthropology in the School of International and Public Affairs, it gives me the opportunity to share my knowledge with fellow members. Lastly, I value and encourage collaboration for the exchange of knowledge and creative new ideas.

**Do you currently serve on any city or county boards or committees? Please list.**

At the moment I do not serve on any city or county boards or committees.

**Have you ever served on any city or county advisory boards? Please list.**

I have not yet had the honor to serve on any city or county advisory boards.

**List community/civic service involvement.**

Open Space For Physical & Education Fun event at Francisco Human Rights Park at West Dade Regional Library in Miami. We encouraged physical activity and healthy eating by promoting Michelle Obama's Let's Move! Initiative.

**Signature:** Iván Santiago

**Please return this application to:**

**By Mail:** Office of the City Clerk, 2600 Hollywood Blvd, Room 221, Hollywood, Florida 33020

**FAX:** 954-921-3233, or **email:** pcerny@hollywoodfl.org. For more information, call

954-921-3211

11/2016



# IVÁN SANTIAGO

fourworldpeace@gmail.com | www.linkedin.com/in/fourworldpeace | 954.404.7435 | 1705 Johnson St. F Hollywood FL 33020

## SUMMARY OF QUALIFICATIONS

---

- Leadership training to effectively develop and encourage collaborative exchange of ideas
- Strong research and writing knowledge to deliver concepts of thought in a deliberative fashion
- Communication skills with timely feedback to ensure the purposeful approach toward progress
- Management experience with the interpersonal skills to efficiently work well with others

## EDUCATION

---

### **B.A. in Anthropology/Sociology - Sociology Track**

**January 2017**

Florida International University (FIU), Miami, FL

- Dean's List: 2014 Spring; 2014 Summer; 2016 Spring; 2016 Summer; 2016 Fall
- GPA: 3.32/4.00

FIU Honors College

- City Analysis of Urban Landscapes - Repurposing of vacant lots for parks as the networking apparatus
- Human Rights - Improving treatment of US veterans; Achieving sustainable development

FIU Research Institute on Social & Economic Policy (RISEP)

- Research Internship - Social & Economic Development Analysis

## PROJECTS

---

### **Active 8**

**August 2015 - April 2016**

*Community Leader, City Analysis; FIU*

- Used historical & contemporary research to rethink the urban landscape
- Collaborated with team & fellow peers to develop community idea
- Created the *Open Space For Physical & Education Fun* event
- Mobilized student peers to support cause through social media sharing

### **Puerto Rican Migration**

*Research Intern, Migratory Stability Analysis; FIU*

- Used quantitative & qualitative research methodologies to understand multicultural and multieconomic aspects into the building, and rebuilding, of the economic foundation of post-recession infrastructure
- Received mentorship in research planning, in-depth interviewing, participant observation & analysis theory
- Created a research project proposal, conducted in-depth interviews, partook in participant observations, analyzed field notes & studied theoretical frameworks



# IVÁN SANTIAGO

fourworldpeace@gmail.com | www.linkedin.com/in/fourworldpeace | 954.404.7435 | 1705 Johnson St. F Hollywood FL 33020

## WORK EXPERIENCE

---

### Store Manager - Retail Industry

December 2003 - January 2014

- Focused on building store structure through effective use of training tools, team-building & clear communication
- Transformed customer service atmosphere by identifying strengths & weaknesses to assign appropriate responsibilities
- Reduced merchandise theft through attentive customer base selling, elevated leadership awareness & use of loss-prevention best practices
- Achieved total customer satisfaction through own work performance, as well as being a role model for all employees

## SKILLS

---

**Technical:** Advanced Knowledge: Microsoft Office & Excel

**Social:** Advanced Knowledge: Community activism

**Languages:** Native in English and Fluent in Spanish

Iván Santiago  
1705 Johnson St. F  
Hollywood, FL 33020  
(954) 404-7435

February 23, 2017

Patricia Cerny  
Office of the City Clerk at Hollywood City Hall  
2600 Hollywood Blvd.  
Hollywood, FL 33020

Dear Ms. Cerny:

As a graduate of Florida International University and the Honors College, I am positioned to give back to my community in a big way. I have a B.A. in Sociology/Anthropology, and I am interested in volunteering on your Charter Review Committee. I believe my education and leadership experiences qualify me to become a member.

To be part of the Charter Review Committee, as volunteer advisor, would give me the opportunity to work in an environment where my skills can be a contributing force toward the mission, and my professional growth in the public sector. Having the people skills experience working in low- and high-volume stores, in the retail industry, has provided me with the training to develop into an effective leader. My ten-year tenure working as a manager has given me insight into the lives of customers and employees alike. And my education has only enhanced my leadership and collaborative abilities in ways more far reaching than simply being isolated into one realm. I have gained the people skills and education to work well with others: Technology, talent and tolerance are truly centered at everything we do.

At the Honors College, my team and I were part of activating the community at Francisco Human Rights Park at West Dade Regional Library in Miami. We spoke about the importance of librarians' professional skills and students working together in group settings. We encouraged physical activity and healthy eating by promoting Michelle Obama's *Let's Move!* Initiative. Also, my course on human rights at the Honors College broadened my understanding of this concept in our effort toward a more perfect global world. In addition, conducting research at FIU's Research Institute on social and economic policy equipped me to continue creating bridges between the academic and research world and the community.

Enclosed is my resume for your review. I welcome the opportunity to discuss how my background and skills will benefit the Charter Review Committee in its mission in moving Hollywood forward. If you have questions, please feel free to contact me at (954) 404-7435 or [fourworldpeace@gmail.com](mailto:fourworldpeace@gmail.com) at any time.

Sincerely and respectfully,

Iván Santiago

Print

Charter Review Committee Interest Form - Submission #1880

Date Submitted: 2/23/2017

First Name*	Last Name*	District # You Live In.*
Solomon	Schoonover	1

Home Address*	City*	State*	Zip Code*
1485 Windjammer Way	Hollywood	FL	33019

Home Phone	Cell Phone	Email Address*
	9542438910	Sol.schoonover@gmail.com

Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County? *	Education (highest degree / level)
Owner	4	Yes	Juris Doctor

Occupation*	Work Phone
Attorney and Business Manager	5618329656

Business Name*
Hotheads Hair Extensions

Business Address	City	State	Zip Code
3500 W Hallandale Beach Blvd	Pembroke Pines	FL	33023

How many elections have you voted in and when was the last time you voted?\*

2

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

0

Why do you wish to serve as a member of the Charter Review Committee?\*

I believe civic activism is a crucial to a well-functioning community, and I would like to play my part by helping review the City of Hollywood Charter. I believe my experiences can be valuable to the board and to the City.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

I have an acute understanding of how textual constructs can create functioning organizations. More importantly, I have seen how charters lacking proper construction can lead to the failure of good governance. I would contribute by giving my input.

Have you had any previous experience with a Charter review process?\*

Yes. I have done so twice. Both times I have seen how things can go right as well as how they can go wrong. In developing a Charter, one must be forward thinking and value based, while understanding the practical implications of textual constructs.

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

As an attorney, I have the professional qualifications to draft, review, and amend legal documents. Charters are functioning legal documents which establish organizations. Additionally, I have been active with various charities and political campaigns.

---

Do you currently serve on any City or County boards or committees? Please list.\*

No.

Have you ever served on any City or County advisory boards? Please list.\*

No.

List community / civic service involvement.\*

Helping feed the homeless at the Jubilee Center, advocating for the passing of anti-discrimination ordinances in Hallandale Beach and the City of Hollywood, President of the Miami Jewish Health Systems Young Professional Board, and much more.

Attach Resume (only .doc and .pdf files)\*

Solomon Schoonover- Resume.pdf

## SOLOMON SCHOONOVER

1485 Windjammer Way, Hollywood, FL, 33019 • (954) 243-8910 • Sol.Schoonover@gmail.com

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### EDUCATION

#### **University of Miami School of Law**, Coral Gables, FL

- Juris Doctor, Cum Laude, Class of 2016; GPA: 3.297
- University of Miami Business Law Review, Candidate, 2014-15.
- Student Bar Association: Senator-at-Large, Class of 2016.
- Student Representative to the Board of Directors of the Alumni Association, 2015-16.
- Republican National Lawyers Association Florida Chapter Student Chair, 2015-16.
- Vice-President, Republican National Lawyers Association University of Miami Student Chapter, 2015-16.
- Best Oral Argument Award, Legal Communications and Writing, Section C, Class of 2016.
- Spring Study Abroad Program 2015, Peking University School of Transnational Law, Shenzhen, China.

#### **University of Florida**, Gainesville, FL

- Bachelor of Arts, December 2011.
  - Major: Political Science; Minors: Mandarin Chinese; Business Administration.
  - Activities: Florida Gators Varsity Football Team, 2010-12; Tau Epsilon Phi Fraternity.
  - Honors and Awards: SEC Academic Honor Roll, 2011-12; Florida Gators Football Scout Special Team Player of the Year, 2011-12.
  - Chinese Language Study Abroad Program 2010, Tsinghua University, Beijing, China.
- 

### WORK EXPERIENCE

#### **JEB 2016, INC.** Miami, FL

Law Clerk, June 2015 – February 2016

- Researched and drafted presidential primary ballot access briefs for 19 states and territories.
- Researched and drafted absentee ballot and early voting briefs for 15 states and territories.
- Reviewed vendor contracts, privacy policy, conflict of interest policy, and employee handbook.
- Conducted research on Miami-Dade County code and led campaign-wide compliance efforts.
- Built and maintained working relationships with various state political parties.

#### **United States Department of Commerce**, U.S. Consulate General, Hong Kong, Hong Kong SAR, China Project Assistant- U.S. Commercial Service, June 2014 - July 2014

- Conducted research on the Hong Kong Corporations and Copyright Ordinances.
- Assisted export control officer with investigations of Hong Kong and mainland Chinese corporations in order to ensure compliance with U.S. export controls on sensitive goods.
- Conducted market research and analysis on various commercial industries in Hong Kong, Macau, and China.

#### **International Designs Corporation**, Pembroke Park, FL

Manufacturing Consultant, June 2014 - May 2015

- Found, vetted, recommended, and acted as representative to Chinese manufacturers on behalf of International Designs Corporation during negotiations and production of electronic hand tools.
  - Drafted documents for ease of communication with the various Chinese manufacturers.
  - Successful production schedules have led to over \$8 million dollars of net sales of product.
- 

### EXTRA

**LANGUAGES:** Hebrew (Intermediate), Mandarin Chinese (Basic)

**QUALIFICATIONS:** Notary Public – State of Florida (Expires 8/13/2019)

Print

Charter Review Committee Interest Form - Submission #1823

Date Submitted: 1/26/2017

First Name*	Last Name*	District # You Live In.*
Justin	Serian	4

Home Address*	City*	State*	Zip Code*
5660 Allen St	Hollywood	FL	33021-1521

Home Phone	Cell Phone	Email Address*
9546044690		Justin@justinserian.com

Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County?*	Education (highest degree / level)
Owner	34	Yes	

Occupation*	Work Phone
Paramedic	

Business Name*
Inventiv health

Business Address	City	State	Zip Code
1951 NW 7th Ste. 450	Miami	FL	33136



How many elections have you voted in and when was the last time you voted?\*

3-4 I voted in 2016

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

The last board meeting I attended was in 2015.

Why do you wish to serve as a member of the Charter Review Committee?\*

The charter review needs a diverse membership to aid in the direction of our city for years to come. I am a life long resident and have an understanding of how the city functions. I would like to use this knowledge to help guide the next city charter.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

I bring a background of serving on a city board before. Being younger and a lifelong resident I bring a unique view coupled with the desire for long term success of the city because of having a young family.

Have you had any previous experience with a Charter review process?\*

No I have not had direct experience with charter review.

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

I was a firefighter/paramedic for 7 1/2 years. Currently I run the training department for a pharmaceutical research company. I devoted most of my life to volunteering including mentoring, as a Guardian ad litem, and Hollywood Civil Service Board.

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Do you currently serve on any City or County boards or committees? Please list.\*

No i do not currently serve on any boards.

Have you ever served on any City or County advisory boards? Please list.\*

Civil Sevice Board 2013-2015

List community / civic service involvement.\*

Voices for Children of Broward County  
Lauderdale by the Sea volunteer fire rescue

Attach Resume (only .doc and .pdf files)\*

Justin Serian.pdf

**Justin Serian, EMT-P**  
**Curriculum Vitae**

**Mailing Address**    5660 Allen St.  
Hollywood, FL 33021  
P: 954-604-4690

**Licensure**            Paramedic (FL# PMD517069)

**Certifications**      CPR for the Healthcare Professional (Instructor)  
ACLS (Instructor)  
PALS  
Advanced Airway Management  
NRP (6/2016)

**Education**

**8/2015-current**        **Broward College**  
**Davie, FL**  
-Nursing

**6/2006-01/2012**       **Edison State College**  
**Ft. Myers, FL**  
-Paramedic and Fire/EMS Sciences

**2/2008-2/2009**       **EMS Academy**  
**Plantation, FL**  
-Paramedic Training

**Work Experience**

**08/2015-Present**      **inVentiv Health Clinical**  
**Miami, FL**  
***Paramedic***  
-Work as a member on clinical trials for Early Phase I-IIa clinic.  
-Perform vitals as needed.  
- Perform IV insertion, 12-Lead ECG, and capnography tracings.  
- Administer IV, intradermal, and intramuscular injections.  
-Administer Basic and Advanced Life Support as needed.  
-Managed and observed the progress of Adverse Events while on study.  
-Took lead role onsite for building and running training department.  
-Built and/or revised multiple training curriculums as well as procedures onsite.

- 12/2014-8/2015**      **Ear, Nose, and Throat Associates of South Florida, P.A.**  
**Boynton Beach, Fl**  
***Allergy Technician/Clinical Coordinator***  
-Testing and assisting in treatment of patients who have allergy symptoms.  
-Assisted in ENT surgical procedures.  
-Acted as a Clinical Coordinator on clinical trials.
- 11/2014-12/2014**      **Raytheon Polar Services (USAP)**  
**McMurdo Station, Antarctica**  
***Firefighter/Paramedic***  
-Responded to various emergencies both on station and at remote locations.  
-Built and managed controlled substances tracking system onsite.  
-Transported patients via ambulance, fixed wing, and rotor wing to medical facility on station or to Christchurch, New Zealand as priority and conditions allowed.
- 1/2006-7/2013**      **San Carlos Park Fire Rescue**  
**Ft Myers, Fl**  
***Firefighter/Paramedic***  
-Responded to 911 fire and EMS calls.  
-Acted in role as lead paramedic.  
-Worked under standing protocols from our Medical Director to care for patients in either a BLS or ALS setting.
- 10/2005-1/2006**      **Lee County EMS**  
**Ft Myers, Fl**  
***EMT***  
-Responded to 911 fire and EMS calls.  
-Worked under standing protocols from our Medical Director to care for patients in either a BLS or ALS setting.
- 12/2004-7/2007**      **American Ambulance**  
**Hollywood, Fl**  
***EMT***  
-Acted as a member of a Critical Care transport ALS ambulance.  
-Responded to 911 and inter-facility EMS calls.  
-Worked under standing protocols from our Medical Director to care for patients in either a BLS or ALS setting.

Print

Charter Review Committee Interest Form - Submission #1828

Date Submitted: 1/30/2017

First Name*	Last Name*	District # You Live In.*
Joshua	Whisler	4

Home Address*	City*	State*	Zip Code*
4401 N 41st CT	Hollywood	FL	33021

Home Phone	Cell Phone	Email Address*
		jwhisler@gmail.com

Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County? *	Education (highest degree / level)
Owner	3	Yes	J.D.

Occupation*	Work Phone
Attorney	

Business Name*
The Whisler Law Firm

Business Address	City	State	Zip Code

How many elections have you voted in and when was the last time you voted?\*

~5; Nov. 8, 2016.

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

0

Why do you wish to serve as a member of the Charter Review Committee?\*

It is my civic duty to participate and contribute to making our community a better place to live. I have a strong desire to continue to see our City be an attractive place for families to choose to raise their children in.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

I offer a legal background which affords me the ability to successfully research and analyze any issues which arise and problem solving techniques which have helped me resolve countless disputes as a litigator.

Have you had any previous experience with a Charter review process?\*

I have not had any previous experience with the Charter review process but am a fast learner and voracious reader and researcher and am looking forward to the opportunity of participating.

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

As an attorney I am trained to analyze complex issues and devise strategies in order to obtain a successful outcome. My analytical skills combined with ability to think outside of the box will contribute greatly to the Charter Review Committee.

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Do you currently serve on any City or County boards or committees? Please list.\*

No.

Have you ever served on any City or County advisory boards? Please list.\*

No.

List community / civic service involvement.\*

I currently am active in my community's synagogue, child's school activities and am active in a local volunteer based funeral and bereavement organization.

Attach Resume (only .doc and .pdf files)\*

Whisler Resume.pdf



# Joshua Aaron Whisler

4401 N 41<sup>st</sup> CT · Hollywood, FL 33021 · 847-372-1101 · Jwhisler@gmail.com

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## Experience

### **The Whisler Law Firm, P.A., Boca Raton, FL**

2016 – Present

- Founder of a law firm focusing on civil litigation throughout the State of Florida.
- Litigate civil disputes from inception until case termination.
- Negotiate settlements on behalf of clients against large corporations.
- Oversee all business operations, including accounting, marketing and strategic planning.

### **Insurance Litigation Group, Miami, FL**

2013 – 2016

- Managed the discovery department, overseeing over 300 cases, ensuring the successful compliance of all discovery requests in litigation.
- Argued motions, conducted depositions and drafted motions throughout various jurisdictions in Florida.

### **Becker & Poliakoff – Customs & International Trade Department, Miami, FL**

*Law Clerk, 2012*

- Successfully negotiated with Customs & Border Protection (CBP) to obtain binding rulings for free duty rates on Chinese imports of electronic accessories.
- Worked with a major sugar importer to create a global compliance program to reduce tariffs and manage import quota restrictions.
- Wrote memos and consulted with electronics companies on best practices to ensure proper compliance with Export Administration Regulations (EAR).

### **Broward County Attorney's Office – Aviation Department, Ft. Lauderdale, FL**

*Law Clerk, 2011*

- Researched local, state and federal regulations associated with airport expansion projects.
- Wrote legal memos concerning the removal and relocation of public utilities on airport property.

### **Department of Homeland Security – I.C.E., Miami, FL**

*Legal Intern, 2010*

- Participated in a high profile prosecutorial task force investigating human rights abuses by a former Central American political leader.
- Wrote briefs, motions and memos to the Executive Office for Immigration Review on matters pertaining to removal proceedings.

## Education

### **Nova Southeastern University, Shepard Broad Law Center, Fort Lauderdale, FL**

*Juris Doctor, May 2012*

*Honors:* International Citator and Research Guide, Editor-in-Chief  
Vis International Moot Commercial Arbitration Team  
Dean's List: Fall 2011, Winter 2012

**The George Washington University, Washington, DC**

*Bachelor of Arts, International Affairs, May 2007*

*Honors:*     Eta Beta Rho, National Honor Society  
              Dean's List: Fall 2004, Spring 2005, Fall 2006

Print

## Charter Review Committee Interest Form - Submission #1842

Date Submitted: 2/7/2017

First Name*	Last Name*	District # You Live In.*	
Rozalia	Williams	1	
Home Address*	City*	State*	Zip Code*
3725 S. Ocean Drive	Hollywood	FL	33019
Home Phone	Cell Phone	Email Address*	
954 558-2818	954 558-2818	drwilliams@collegestudentdevelopment.com	
Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County? *	Education (highest degree / level)
Owner	21	Yes	Doctorate
Occupation*	Work Phone		
President, College Student Development Center, Inc.	954 558-2818		
Business Name*			
College Student Development Center, Inc.			
Business Address	City	State	Zip Code
3725 S. Ocean Drive	Hollywood	FL	33019

How many elections have you voted in and when was the last time you voted?\*

40, 2017

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

None. However, I watch at home from time to time.

Why do you wish to serve as a member of the Charter Review Committee?\*

To volunteer to serve my community by bringing the perspective of a 20 year resident to the process.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

I have an extensive background in higher education administration and I am a Florida Supreme Court Certified Circuit Civil and Family Mediator. I believe I will be able to review the charter analytically, as well as work cooperatively with other reviewers

Have you had any previous experience with a Charter review process?\*

No

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

Earned Doctorate, Harvard University Graduate School of Education  
Florida Supreme Court Certified Circuit Civil and Family Mediator  
Graduate, Hollywood Chamber Leadership Hollywood XL  
Nominee, Hollywood Chamber Businesswoman of the Year, 2015 and 2016

Do you currently serve on any City or County boards or committees? Please list.\*

No. However, I regularly attend the Hollywood African American Advisory Council meeting.

Have you ever served on any City or County advisory boards? Please list.\*

No

List community / civic service involvement.\*

Board of Directors, Hollywood Florida Scholarship Foundation  
Board of Directors, Diamonds in the Rough  
Leadership Council, United Negroe College Fund  
Member, Hollywood Chamber of Commerce  
Member, Hollywood Chamber of Commerce Education Committee

Attach Resume (only .doc and .pdf files)\*

Rozalia Williams Resume.pdf

## RESUME

### **PERSONAL:**

Name: Rozalia Williams, Ed.D.  
Home Address: 3725 South Ocean Drive, Hollywood, FL 33019  
Mobile Phone: (954) 558-2818  
Email: drwilliams@collegestudentdevelopment.com

### **EDUCATION:**

June 2000 Doctor of Education, Administration, Planning and Social Policy,  
Harvard University Graduate School of Education, Cambridge, MA  
Concentration: Higher Education Administration  
Dissertation Title: *Using Program Theory to Improve the Evaluation of Social  
Programs: A Qualitative Study of the College Reach-out Program in Florida*  
Thesis Advisor: Dr. Carol Weiss, Whiting Professor of Education

June 1993 Master of Education, Administration, Planning and Social Policy  
Concentration: Higher Education Administration  
Harvard University Graduate School of Education

June 1987 Master of Science, Counselor Education  
Florida International University, Miami, FL

June 1980 Bachelor of Science, Communications  
Florida International University

### **CERTIFICATIONS:**

July 2013 Certified Mediator, Florida Supreme Court, Tallahassee, FL (Circuit Civil & Family)  
June 2013 Guidance and Counseling (Pre-K-12) (Temporary), Florida Department of Education  
June 1994 Certified Mediator, Harvard University Law School, Cambridge, MA

### **PROFESSIONAL EMPLOYMENT:**

**Oct. 2013- Present** **President, College Student Development Center, Inc.**  
**www.collegestudentdevelopment.com**

College Student Development Center, Inc. (formerly Student Life Matters) is a private for-profit company headquartered in Hollywood, FL. The purpose of the company is to improve post-secondary education attainment rates in the U. S. by providing student development, professional development and community outreach programs and services. The company envisions a society where every college-bound student has the opportunity to learn the skills necessary for success in higher education *prior* to arriving on campus. Its mission is to prepare students for the challenges they will experience transitioning to college and adulthood. The company fulfills its mission by providing guidance counseling, instruction, training and early awareness initiatives.

#### **---Guidance Counselor**

Meet with students and parents/guardians to provide guidance on the college admission, matriculation and graduation processes; administer student development assessments, identify resources and make recommendations.

---Instructor, College Life Skills Course®.

Teach a six-week course that prepares students for the challenges they will experience in college and provide them with the essential life management skills necessary to make a successful transition into college and graduate. This course has been evaluated and recommended for lower-division college credit by the American Council on Education and is listed in the *National Guide to College Credit for Workforce Training*. Students must be 11<sup>th</sup> and 12<sup>th</sup> graders, first-time-in-college or returning adults who have a high school diploma or its equivalent.

---Trainer, How to Counsel College Bound Students

Teach school, career and mental health professionals how to structure formal or informal, individual or group counseling sessions. This training has been approved for continuing education units by the National Board for Certified Counselors. The training is specially designed for counselors who do not have an academic background in college student development theory.

---Administrator, GottaDo College® Early Awareness Initiative

--Facilitate the GottaDo College® Simulation, a day-long field trip scheduled on teacher workdays and holidays that gives high school students a sneak preview of what it is like to be college students;

--Facilitate the GottaDo College® Treasure Hunt, an interactive activity for middle and elementary school students that introduces them to the college-going process;

--Make presentations to students, parents, guardians/caregivers, mentors and educators in civic, religious, corporate and educational settings. Topics include: Behind the Scenes in Higher Education, College Culture Shock, Orientation to Higher Education and a lecture series on How to Survive in College: What It Really Takes to Graduate.

**June 2010- Associate Dean of Students**

**Oct. 2013 Florida Atlantic University, Division of Student Affairs, Broward Campuses  
(Davie, Ft. Lauderdale, Dania)**

---Serve as chief student affairs officer for the Division of Student Affairs on the Broward campuses

---Responsible for the management and supervision of eight direct reports for 12 functional areas including career development, civic engagement, health promotion, international student services, multicultural affairs, orientation programs, recreation, student conduct, students with disabilities, student involvement and leadership, student government and the student union. Indirect oversight for counseling and psychological services and health services

---Implement the student code of conduct and facilitate completion of sanctions for academic integrity violations

---Serve on the university-wide student crisis awareness committee and the student intervention team

---Work cooperatively with the offices of admissions, financial aid, registration, testing, academic support services, information technology, facilities/operations management and community relations

**Jan. 2008- Director, Multicultural Affairs**

**June 2010 Florida Atlantic University, Division of Student Affairs, Boca Raton Campus**

---Provide support programs and services necessary for academic success and personal development

---Implement federal (TRIO) and state (College Reach-out) grant-funded college access/opportunity programs

---Implement the first university-wide human relations training program including a week-long train-the-trainer component facilitated by the Anti-Defamation League's Campus of Difference Program



Resume  
Rozalia Williams  
Page Three

- Advise cultural clubs and organizations
- Provide supplemental orientation to the culture of the institution
- Plan and implement social and cultural programming
- Collaborate with community and educational organizations
- Advocate for underrepresented student groups
- Supervise two associate directors, one coordinator and two program assistants

**Oct. 2001- Associate Director, Multicultural Affairs**  
**Dec. 2007 Florida Atlantic University, Division of Student Affairs, Broward Campuses**

- Plan and implement multicultural theme week programs
- Implement tutorial and test prep services
- Provide student retention counseling and assessment
- Facilitate and host the first campus-based student and staff sensitivity training
- Make class presentations on cultural diversity
- Collaborate with the offices of Multicultural Affairs and International Student Programs on the partner campuses (Boca Raton and Jupiter)
- Supervise two tutors and one senior secretary

**August 2000- Director, High School Equivalency Program**  
**June, 2001 Barry University, Adrian Dominican School of Education**

- Implement a \$2.1 million grant from the U.S. Department of Education to assist migrant and seasonal farm workers obtain a diploma (GED)
- Supervise one program coordinator, one administrative secretary, two ABE/GED instructors, two tutors, one clerical assistant and one bus driver

**May 97- Assistant Dean, Administration and Operations**  
**August 2000 Florida International University, Division of University Outreach (Continuing Education)**

- Responsible for the day-to-day administration and operations including:

Non-credit course registration including database input and management, invoicing, collecting and refunding fee payments; and recording permanent individual and institutional continuing education units (CEUs)

Budget and Accounting for revenue generated from Kovens Conference Center room rental and services, non-credit, sponsored credit, dual enrollment and tuition plus fee off-campus and weekend courses; prepare and monitor implementation of a five-year business plan; submit annual education and general (E&G) and auxiliary budgets; review and negotiate contractual agreements to ensure all fixed, variable, direct and indirect program costs are covered or recovered; serve as the primary liaison to the University's budget, controller's and purchasing offices; monitor accounts payables and receivables; review and establish audit controls; oversee the procurement of all supplies, equipment, and travel; maintain the key bank and property inventory

Information Technology including the division's local area network; selection and installation of software and hardware; design and development of customized programs and databases; in-house training and trouble-shooting; web page maintenance; digital photography and maintenance of a 25 station computer lab

Personnel actions to recruit, hire, compensate, evaluate and terminate administrative and professional, career service, temporary faculty and adjunct employees

---Supervise one accounting coordinator, one program assistant, two fiscal assistants, one computer applications coordinator and one secretary

**May 95 to May 97**      **Director, North Campus Administration and Operations**  
**Florida International University**  
**Office of North Campus, Enrollment and University Outreach**

- Responsible for the day-to-day executive level management and campus-wide operations
- Serve as primary liaison with the main campus offices of the president, provost, and vice presidents of business and finance, university relations, and student affairs regarding the mission of the North Campus
- Establish and maintain working relationships with North Campus deans, associate deans, directors, and department chairs to meet the needs of adult, part-time and traditional students
- Prepare monthly reports for the president's executive council; monitor and prepare quarterly reports on the achievement of the vice president's annual goals
- Serve as the division's budget and personnel manager
- Serve as liaison to local area chambers of commerce and city governments
- Negotiate contracts with external vendors
- Serve on the vice president's executive cabinet, and several committees including the strategic planning, space, emergency management, Academic III building, and Panther Pride committees
- Supervise one secretary, one clerk typist and two student assistants

**July/Aug 1994**      **Exchange Scholar, U.S. Department of Education**  
**Higher Education Programs, Washington, D. C.**

---Responsible for reviewing proposed federal regulations for the Upward Bound Program and drafting amendments to Title 34 of the Code of Federal Regulations by revising Part 645 for the Secretary of Education

**Sept. 89- to Apr. 95**      **Executive Assistant to the Vice President**  
**Florida International University, Division of Student Affairs**

- Responsible for the day-to-day operations of the Office of the Vice President whose portfolio includes admissions, career planning, counseling, disability services, financial aid, Greek affairs, health services, intercollegiate athletics, international services, judicial affairs, multicultural programs, registration, student activities, student union, housing and victim's advocacy
- Draft speeches and prepare presentations including the state of the division address
- Draft and update policies and procedures
- Work cooperatively with directors to develop the division's strategic plan
- Chair the student affairs evaluation committee in preparation for SACS accreditation

Resume  
Rozalia Williams  
Page Five

- Coordinate divisional data collection in response to Florida Board of Regents and other data requests
- Collaborate with university-wide departments to prepare and publish the student handbook
- Write the division's newsletter
- Serve as a judicial affairs hearing officer
- Serve on the staff development and student fee committees
- Recommend staff and student appointments to university committees
- Supervise student assistants

**Dec. 88-            Director, Pre-collegiate Programs**  
**Aug. 89            Florida International University, Division of Student Affairs**

- Responsible for the implementation of high school, community and campus-based programs
- Prepare low-income students for entry into higher education
- Develop policy related to the identification of participating schools, target populations, program characteristics, operating norms and minimum performance standards
- Negotiate with administrators in the Miami-Dade Public Schools, Public Library System and Parks and Recreation departments for space to implement programs in the community
- Work cooperatively with targeted middle and high school principals, counselors and teachers to implement the College Reach-out and Partners in Progress programs
- Supervise one coordinator, one secretary and eight school coordinators

**July 84-            Associate Director, Minority Student Programs and Retention**  
**Nov. 88            Florida International University, Division of Student Affairs**

- Responsible for the development and implementation of retention programs and services provided to all students with a special emphasis on pre-collegiate, undergraduate and graduate minority students
- Implement an early alert system for identifying students at risk
- Facilitate individual and academic skill-building workshops
- Coordinate departmental participation in statewide conferences
- Monitor and seek additional sources of funding to implement the goals of the program
- Implement the College Reach-out and Partners in Progress pre-collegiate programs
- Supervise two coordinators, eight school coordinators and student assistants

**July 81 to         Student Affairs Coordinator, Minority Student Programs and Retention,**  
**June 84            Florida International University, Division of Student Affairs**

- Responsible for informing all students of university policy regarding academic probation and dismissal
- Implement the early alert retention program
- Identify academic deficiencies and develop plans for their alleviation
- Conduct orientation sessions to familiarize students with support services
- Refer students to tutorial, reading and writing laboratories
- Administer diagnostic tests and assessment instruments
- Assist students in the academic appeals and reinstatement processes
- Supervise student assistants

**June 80 to      Director, Information Services**  
**Jan. 81        WPLG-TV 10, Miami, FL**

- Responsible for planning, developing and coordinating internal and external public relations programs including direct mail, in-house publications, flyers, brochures and start to finish logistics for public affairs programming and special events
- Prepare press releases for public affairs programming
- Coordinate the appearance of on-air talent and station executives before industry, community agencies and educational organizations
- Initiate an educational tie-in to WPLG-TV programming with Miami-Dade and Broward County public and private schools
- Coordinate the submission of awards entries to national and local professional organizations
- Supervise one secretary

**June 78 to      Information Specialist III**  
**June 80        Florida International University, University Relations and Development**

- Responsible for assigning, editing and writing university-wide press releases, public service announcements and news articles
- Organize press conferences, luncheons and meetings
- Disseminate news generated primarily for the Division of Student Affairs
- Supervise two information specialists, student assistants, and interns

**LEADERSHIP/UNIVERSITY SERVICE:**

- 2008    Chair, Division of Student Affairs Assessment Committee, FAU
- 2007    Member, Staff Development Committee, Student Affairs, FAU
- 2005    Member, University Strategic Planning Subcommittee, FAU
- 2004    Member, Student Affairs Employee Awards Committee, FAU
- 2002    President's Commission on Diversity, FAU
- 1996    Chair, Fighting Against Institutional Racism (FAIR) Community Relations Task Force, FIU
- 1996    Member University Commencement Committee, FIU
- 1994    Judicial Hearing Officer, FIU
- 1994    President, Higher Education Student Association, Harvard Graduate School of Education
- 1994    Member, Graduate Admissions Committee, Harvard Graduate School of Education
- 1993    Vice President, Higher Education Student Association, Harvard Graduate School of Education
- 1993    Member, Dean's Advisory Council, Harvard Graduate School of Education
- 1991    Member, University Fee Committee FIU
- 1984    Member, University Affirmative Action Committee, FIU

**NATIONAL PRESENTATIONS:**

- 2005    Presenter, "College Life Skills Development: A Professional Approach," Southern Association of Equal Opportunity Programs (SAEOPP), Atlanta, GA
- 1989    Co-Presenter, "Commitment to Access and Opportunity; A Comprehensive Plan," National Association of Student Personnel Administrators (NASPA), Denver, CO
- 1988    Presenter, "How-to Session for Blacks on Predominately White Campuses," National Association for Equal Opportunity in Higher Education Conference (NAFEO), Washington, D.C.

- 1988 Presenter, "Student Achievers in the Black Life Experience Program." American College Personnel Association (ACPA), Annual Conference, Miami, FL
- 1986 Presenter, "Student Achievers in the Black Life Experience: A Pre-collegiate Community Outreach Program." Second National Conference on Black Student Retention, Atlanta, GA
- 1986 Co-Presenter, "Orientation: Some Considerations for Diverse Student Populations." National Association for Student Personnel Administrators (NASPA), Washington, D.C.

**STATE/LOCAL PRESENTATIONS:**

- 2015 Keynote Speaker, "Knowledge is Power," Spring Conference, Helping Abused Neglected and Disadvantaged Youth (HANDY), Broward College Central Campus, Davie, FL
- 2015 Presenter, "College IS for Everyone! Or Is It?" Broward Alliance of Black School Educators (BNABSE), Eleventh Annual Instructional Leadership Conference, Fort Lauderdale, FL
- 2015 Presenter, "Behind the Scenes in Higher Education," Miami Dade County Public Schools, Student Services Mini-Conference, Miami, FL
- 2014 Panelist, "Future First: Focus on Broward's Children," BEACON Television, Children's Services Council of Broward County, Davie, FL
- 2014 Presenter, "Behind the Scenes in Higher Education," Broward Alliance of Black School Educators (BNABSE), Tenth Annual Instructional Leadership Conference, Fort Lauderdale, FL
- 2007 Keynote Speaker, "Unveiling the Hidden Curriculum in Postsecondary Education," Florida Department of Education, Access and Equity Conference, Tampa, FL
- 2006 Panelist, "College Prep" BECON Television Community Forum, Broward County Public Schools
- 2006 Presenter, "Constructing a College Life Skills Course: Implications for the Future" Florida Association of Equal Opportunity Programs (FAEOPP), Miami, FL
- 1996 Facilitator, "Making the Grade: Critical Skills for Higher Education Professionals;" Conference on Black American Affairs, American Association of Community Colleges, Ft. Lauderdale, FL
- 1988 Presenter, "What are the Relationships Among Variables Such as Parental Expectations and Peer Influence, and the Decision to Attend College?" College Reach-out Conference, Orlando, FL
- 1987 Co-Presenter, "Coping Skills," Florida Minority Graduate Opportunity Conference, Florida Board of Regents, Post-secondary Education Planning Commission and the McKnight Foundation, Tampa, FL

**TEACHING/TRAINING:**

- 2015 Cadre Trainer, Children's Services Council of Broward County
- 2015 Trainer, Children's Services Council of Broward County, 21<sup>st</sup> Century Community Learning Centers
- 2015 GottaDo College® Simulation, United Way of Broward County
- 2015 Facilitator, "College Search 101," Miami National College Fair, Miami, FL
- 2014 Facilitator, "College Culture Shock," Somerset Academy Charter High School, Miramar, FL
- 2014 Facilitator, "College Culture Shock," Barbara Goleman Sr. High, Miami Dade County
- 2014 Facilitator, "College Search 101," Miami National College Fair, Miami, FL
- 2013 Facilitator, "The Other College Education," 100 Black Men of Miami Annual College Fair
- 2012 Facilitator, "Orientation to Higher Education, South Florida Youth Summit, LEAD
- 2008 Faculty, Student Affairs Institute, FAU
- 2007 Facilitator, How to Balance Life and Work in Student Affairs, FAU
- 2006 Faculty, Tavis Smiley Foundation Youth Leadership Institute, Texas Southern, Houston, TX
- 2008 Trainer, Anti-Defamation League Campus of Difference Human Relations Training
- 2003 Adjunct Instructor, Student Life Skills, Broward Community College, (Central)
- 2002 Instructor, College Life Skills Course®, Division of Continuing Education, FAU

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- 2000 Adjunct Instructor, Freshman Experience Course, Florida International University
- 1995 Facilitator, "How to Succeed in College Workshop," Sixth Annual Conference of Celebrating the Teaching Magnets, Dade County Public Schools and FIU
- 1993 Adjunct Instructor, Freshman Experience Course, Florida International University

#### **GRANT-WRITING EXPERIENCE**

- 1995- Field Reader, Office of Postsecondary Education
- 2008 U.S. Department of Education, Washington, D.C.

---Responsible for reviewing discretionary grant applications for U.S. Department of Education TRIO and GEARUP programs; assessing and assigning ratings/scores for the need for project; project design, including the plan of operation, likelihood of success, the evaluation plan; project resources, adequacy of budget, institutional and community support, and quality of key personnel.

- 2001 Miami-Dade Empowerment Trust (\$77,500)
- 1984-1988 Florida Department of Education College Reach-out Grant (\$89,408)

#### **AWARDS/HONORS**

- 2016 Nominee, Hollywood Chamber of Commerce Businesswoman of the Year
- 2015 Nominee, Hollywood Chamber of Commerce Businesswoman of the Year
- 2015 Honoree, Legacy Magazine 2015 Top Black Educators
- 2013 Inductee, Phi Kappa Phi Honor Society
- 2012 Invitee, American Council on Education's (ACE) 80<sup>th</sup> National Women's Leadership Forum
- 2011 Honoree, South Florida's 100 Most Accomplished Academicians, ICABA World, Miami, FL
- 2011 Nominee, Karl F. Ijams Humanitarian Award, Division of Student Affairs, FAU
- 2009 Nominee, Shirley M. Ritchie Outstanding Employee Award, Division of Student Affairs, FAU
- 2009 Inductee, National Society of Collegiate Scholars
- 2008 Nominee, Weppner Outstanding Volunteer Award, Division of Student Affairs, FAU
- 2007 Recipient, Karl F. Ijams Humanitarian Award, Division of Student Affairs, FAU
- 2007 Recipient, Vice President Broward Campuses Outstanding Employee Award, FAU
- 2007 Recipient, Heart of Gold Award, Broward Student Government Association, FAU
- 1997 Recipient, North Campus SGA Administrator Award, FIU
- 1997 Recipient, President's Award for Administrative Excellence, FIU
- 1992 Recipient, Florida Board of Regents Grant-in-Aid Scholarship Award, FIU
- 1988 Recipient, Metro-Miami Action Plan Award of Excellence in Education, Miami-Dade County

#### **PROFESSIONAL MEMBERSHIPS**

- 2013 Florida Academy of Professional Mediators
- 2013 Association of South Florida Mediators and Arbitrators
- 2012 Harvard Alumni Association, Broward County Chapter
- 2006 National Association of Student Personnel Administrators



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**COMMUNITY SERVICE**

2015 Executive Board, National Alliance for Black School Educators (Broward)  
2014 Board of Directors, Hollywood Florida Scholarship Foundation  
2014 Community Partner, Miami-Dade County Public Schools  
1997 United Way Ambassador, FIU  
1987 Chairperson, Higher Education Sub-committee, Metro Miami Action Plan

**PUBLICATIONS**

2006 Author, *How to Counsel College-bound Students Training Manual*  
2005 Author, *College FAQ Book: Over 5,000 Not Frequently Asked Questions About College!*



Print

Charter Review Committee Interest Form - Submission #1857

Date Submitted: 2/15/2017

First Name*	Last Name*	District # You Live In.*
Jonathan	Zucker	4

Home Address*	City*	State*	Zip Code*
3621 N. 47th Avenue	Hollywood	FL	33021

Home Phone	Cell Phone	Email Address*
	6462652527	jonzucker@gmail.com

Owner or Renter *	Number of years as city resident*	Are you registered to vote in Broward County?*	Education (highest degree / level)
Own	5	Yes	BA

Occupation*	Work Phone
Financial Planner	

Business Name*
National Financial Corp

Business Address	City	State	Zip Code
4000 Hollywood Blvd.	Hollywood	FL	33021

How many elections have you voted in and when was the last time you voted?\*

2. Last election, Nov. 2016.

How many City Commission or board meetings have you attended in the last 2 years? Please list:\*

2. Aug 26, 2015, Nov. 22, 2016

Why do you wish to serve as a member of the Charter Review Committee?\*

I am looking to make a difference in how our local government can be more efficient as well as more effective in order to serve our community better. I believe that clarity as well transparency can have an exponential effect on results.

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?\*

I have over 20 years of experience in finance as a bond trader as well as military experience before that. I will apply my ability to evaluate proposals, grasp complex concepts, measure prospective responses and ultimately ensure that goals are met.

Have you had any previous experience with a Charter review process?\*

No.

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.\*

I bring a unique background from working in government abroad to my military experience that taught me about the chain of command, as well as my previous 20 years in finance which had me working in rigorous, time sensitive and detailed environments.

---

Do you currently serve on any City or County boards or committees? Please list.\*

No.

Have you ever served on any City or County advisory boards? Please list.\*

No.

List community / civic service involvement.\*

None in Hollywood - Yet!

Attach Resume (only .doc and .pdf files)\*

jon zucker resume1.docx

# JONATHAN M. ZUCKER

e-mail: jonzucker@gmail.com  
cell/text: 1- (646) 265 - 2527

3621 North 47th Avenue  
Hollywood, Florida 33021

Dynamic, dedicated and polished professional with superlative communication skills and outstanding record of increasing portfolio values. Team player and networker, adept at leveraging experience to enhance profitability. Fully licensed in finance as well as health and life insurance, including annuities and variable contracts.

## EXPERIENCE

**NORTHEAST SECURITIES: Money Manager** - Communicate with high net worth clients on their objectives. Leverage extensive dealer contacts ensuring best pricing for clients January 2012 - present

**WUNDERLICH SECURITIES: Head Institutional Corporate Bond Trader** - Increased corporate desk's net production from 600k to 1.7mm annually. Enhanced firm's name recognition in corporate space through extensive street contracts. Bloomberg TOMS administrator. (Team moved from Jesup Lamont to Wunderlich Securities) July 2010 - December 2011

**JESUP LAMONT SECURITIES: Head Trader of Retail Corporate Bond Desk** - Comprised of 30 salespeople. Trained retail sales force on multi platform trading systems as well as fixed income products. Instituted compliance procedures increasing compliance over 50%. Turned over client accounts, which were invested in >95% equities, to > 90% invested in fixed income. (Team moved from Sterne Agee to Jesup Lamont, establishing firm institutionally and in retail space) October 2008 - July 2010

**STERNE AGEE & LEACH: Corporate Institutional Trader** - Traded corporate bonds across yield curve. Generated trading/swap ideas and investment opportunities. Enhanced Sterne Agee's market presence with institutional investors. Formed a team comprised of self, Blaylock high yield trader + nine additional traders/salespeople. Instituted new compliance procedures increasing compliance over 50%. Bloomberg administrator. Tradeweb liaison March 2006 - July 2008

**BLAYLOCK & COMPANY: Trading Floor Assistant to the CEO** - Risk assessment, hedging strategies and communications with sales force. Partnered with High Yield Trader August 2002 - September 2005

## EDUCATION

**KELLOGG SCHOOL of MANAGEMENT at NORTHWESTERN UNIVERSITY** - Certificate in Major Gift Solicitation Strategies, 2016

**KELLOGG SCHOOL of MANAGEMENT at NORTHWESTERN UNIVERSITY** - Certificate in Essentials of Fundraising and Marketing, 2016

**McGILL UNIVERSITY** - Montreal, Canada: BA Political Science, 1992

## MILITARY

**ISRAEL DEFENSE FORCES: First Sergeant, Combat Engineers** - Explosives & Combat 1993 - 1995

## LICENSES AND REGISTRATIONS

**FINANCE:** Series 7, 63, 55 & 24

**INSURANCE:** 2-15 Health and Life Insurance (Incl. Annuities and Variable Contracts)

## SPORTS INTERESTS

**USA Hockey Certified Coach (Former member of the Israeli Ice Hockey Team), Scuba Diving, Skiing, Snowboarding, White Water Rafting**