

**Print**

**Advisory Board & Committee Interest Form - Submission #21727**

**Date Submitted: 4/6/2023**

**Last Name\***

Collazo

**First Name\***

Zulma

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

2

**Home Address\***

1900 Van Buren Street,  
317B

**City\***

Hollywood

**State\***

FL

**Zip Code\***

33020

**Home Phone**

**Cell Phone**

5618896324

**Email Address\***

zgc9652@gmail.com

**Owner or Renter \***

owner

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

5

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

Yes

**Education (highest  
degree / level)**

Master's Degree

**Occupation\***

Retired/Human Resources Coach-Consultant

**Work Phone**

**Business Name\***

self

**Business Address**

**City**

**State**

**Zip Code**

**Identify the board / committee(s) to which you request appointment (Please rank in order of preference)**

**Selection (1)\***

Civil Service Board

**Selection (2)\***

None

**Selection (3)\***

None

**Selection (4)\***

None

### **Affordable Housing Advisory Committee - Questions\***

Please answer these five questions above. 1. In your opinion what is the greatest challenge to keeping housing affordable in Hollywood? 2. Which of the following disciplines are you most skilled? • Home Purchase Education, • Housing Market Employment, • Housing Market Stability, • Affordable Housing Construction, \* Affordable Housing Activism. 3. Which of the following disciplines are you most passionate? • Ownership Housing Affordability, • Rental Housing Affordability, • Housing Market Stability, • New Housing Construction, \* Fair Housing. 4. What (if any) life experience motivated you toward volunteerism? 5. What role does housing diversity play in Hollywood's economic health?

### **African American Advisory Council - Questions\***

Please answer these five questions above. 1. What is the greatest challenge facing the African American Community in Hollywood? 2. How many hours per month can you dedicate to AAAC initiatives? 3. Which of the following disciplines are you most skilled? \* Education, \* Employment, \* Economics, \* Cultural Awareness, \* Housing. 4. Which of the following disciplines are you most passionate? \* Education, \* Employment, \* Economics, \* Cultural Awareness, \* Housing. 5. What (if any) life experience motivated you toward volunteerism?

### **Artwork Selection Committee - Questions\***

Please answer these five questions above. 1. What are your primary interest in City Government and City Services? 2. Why do you want to join the Artwork Selection Committee? 3. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 4. Are you available to attend regular committee board meetings scheduled for the Second Monday each month at 5:30pm? 5. What is your one area of highest interest related to the Arts within the City of Hollywood?

### **Civil Service Board - Questions\***

Re-application - Current Board member. Please see initial application for responses to these questions.

Please answer these five questions above. 1. Describe your involvement with establishing, reviewing and interpreting policies and procedures? 2. Describe your involvement in employment practices including interviewing, testing, hiring, selection and promotion, demotions, transfers, etc. 3. Describe your knowledge of Civil Service and its purpose. 4. Why do you want to serve on this Civil Service Board? 5. Are you a continuous resident of and continuous registered elector in the City of Hollywood?

### **Community Development Advisory Board - Questions\***

Please answer these five questions above. 1. Do you reside in a low and moderate income (LMI) neighborhood in Hollywood per the most recent US Census data? A Hollywood LMI Map is located at [www.hollywoodfl.org](http://www.hollywoodfl.org) on the Community and Economic Development webpage. 2. What Community Development issues do you believe are the most important to Hollywood? 3. What is your definition of a healthy neighborhood? 4. What do you believe is the vision and primary work of the Community Development Advisory Board? 5. What do you believe uniquely qualifies you to serve on the Community Development Advisory Board?

### **Education Advisory Committee - Questions\***

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Please answer these five questions above. 1. What are the current challenges facing education? 2. What is your vision for education in Hollywood? 3. What do you see as the primary work of the Education Advisory Committee? 4. With only one meeting a month, the Committee is limited in what it can do. How does/should the Committee decide what's most important? 5. How can the Committee know if its mission and goals are being accomplished?

### **Employees' Retirement Plan - Questions\***

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Please answer these five questions above. 1. Are you familiar with the State's Sunshine Laws (Chapter 119 of the Florida Statutes)? 2. Are you available to attend in person regular monthly Board meeting (typically held the 4th Tuesday of each month)? 3. What knowledge, skills and/or abilities will you bring to the Employees' Retirement Plan? 4. What do you believe are the responsibilities of a trustee on a municipal retirement plan board? 5. Are you familiar with municipal defined benefit retirement plans and/or have previous experience serving on a municipal retirement plan board?

### **Firefighters' Pension Board - Questions\***

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Please answer these five questions above. 1. What knowledge, skills and abilities would you bring to the meetings? 2. What experience do you have with firefighter pensions? 3 What is your financial background? 4. How many years have you lived in Hollywood? 5 How familiar are you with local retirement systems?

### **General Obligation Bond Oversight Advisory Committee - Questions\***

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Please answer these four questions above. Why do you want to join the GO Bond Oversight Advisory Committee? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. 3. Which Bond interests you the most? Public Safety? Parks/Golf/Open Space or Neighborhoods & Resiliency? 4. What is your perspective on city quality of life, healthy neighborhoods, economic development & a strong tax base?

### **Historic Preservation Board - Questions\***

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Please answer these five questions above. 1. How have you prepared yourself to serve on the Historic Preservation Board? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. \* Personal experiences, \* Professional experiences. 3. What is your perspective on balancing growth of the City's tax base, within the Historic Districts, while maintaining neighborhood stabilization? 4. How would you balance historic architecture with modern architectural styles? 5. What do you like about the City's different Historic Districts?

### **Hollywood Centennial Celebration Committee\***

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Please answer these five questions above. 1. What is your primary interest in serving on the Committee? 2. What is your financial/accounting background? 3. What knowledge, skills and abilities would you bring to the meetings? 4. What other organizations and/or associations were you previously, and/or currently involved with? 5. Are you available to attend regular committee meetings? (dates to be determined by all members)

### **Hollywood Housing Authority - Questions\***

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Please answer these five questions above. 1. In your opinion what is the greatest challenge to keeping housing affordable in Hollywood? 2. Which of the following disciplines are you most skilled? \* Property Management, \* Affordable Housing Administration, \* Housing Market Stability, \* Affordable Housing Construction, \* Affordable Housing Activism. 3. Which of the following disciplines are you most passionate? \* Property Management, \* Rental Housing Affordability, \* Housing Market Stability, \* New Housing Construction, \* Fair Housing. 4. What (if any) life experience motivated you toward volunteerism? 5. What role does housing diversity play in Hollywood's economic health?

### **Marine Advisory Board - Questions\***

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Please answer these five questions above. 1. What is your involvement with the City of Hollywood's Waterways? 2. What will guide your decisions on this board? 3. Are you able to dedicate 2-3 hours a month to attend the meetings? Attendance is paramount to this Board being able to get things done. 4. Are you currently or have you been a boater, marine industry professional or involved in any other marine related industry? 5. What is your vision for the city of Hollywood's Waterway system?

### **Parks, Recreation & Cultural Arts Advisory Board - Questions\***

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Please answer these six questions above. 1. How many events have you attended in the past year at any of the parks and athletics facilities in the City? 2. How many City-sponsored special events have you attended for the past year? 3. Are you available to attend regular Board meetings? Regular meetings are on the 1st Thursday of the month for 8 months per calendar year. 4. What is your one area of highest interest related to the parks, recreation and cultural arts for the City? 5. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 6. How does parks, recreation and cultural arts contribute to quality of life?

### **Planning & Development Board - Questions\***

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Please answer these five questions above. 1. How have you prepared yourself to serve on the Planning and Development Board? 2. Explain how your personal and/or professional experiences will contribute to the meeting the goal(s) of the Board or City. \* Personal experiences, \* Professional experiences. 3. What is your perspective on balancing growth of the City's tax base while maintaining neighborhood stabilization? 4. What recent developments within the City are most proud of? 5. What is a Comprehensive Plan?

### Police Officer's Pension Board - Questions\*

Please answer these five questions above. 1. What is a fiduciary? And what is your responsibility to the police pension plan as a fiduciary? 2. What is the Sunshine Law? 3. What is Asset Allocation & Diversification? 4. Explain the history of Chapter 99-1 and Chapter 185? 5. Define the role of the Actuary and the Auditor?

### Sustainability Advisory Committee - Questions\*

Please answer these five questions above. 1. Why do you want to join the committee? 2. Have you attended any committee meetings? If so, how many? 3. What knowledge, skills, and abilities would you bring to the committee if appointed? 4. What other organizations, clubs, or associations are you involved in? 5. Are you available to attend regular committee and subcommittee meetings? Regular meetings are held monthly with subcommittee meetings held as needed. 6. What types of projects would you like to see the committee work on?

### Young Circle ArtsPark Advisory Board - Questions\*

Please answer these five questions above. 1. What are your primary interest in City Government and City Services? 2. How many ArtsPark events have you attended within the past year? 3. What other relevant organizations, clubs, or associations were you previously, and/or currently are involved in? 4. Are you available to attend regular committee board meetings scheduled for the Second Tuesday each month at 5:30 pm? 5. What is your one area of highest interest related to the ArtsPark at Young Circle?

Are you interested in serving on more than one board/committee?\*

No

If so, how many?\*

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Applicant must attend at least one board/committee meeting prior to consideration of application for every board applied. Please list board/committee meetings you attended in the last year?\*

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Are you currently on a County or City Board?\*

Yes

If yes, please describe

Civil Service Board

**If you are applying for a board / committee, which has specific requirements / categories, please detail how your background and/or experience meets the required criteria.\***

-Master's in Human Resource Management  
-over 30 years in the HR profession  
-Last position held was as Chief Human Resource Officer

**Please describe your professional and/or volunteer experience or background, which best qualifies you for selection to the board / committee.\***

Over 30 years experience in the Human Resource profession

**Are you presently employed by the City of Hollywood?\***

No

**If so, in what capacity?\***

N/A

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

ZC Resume .pdf

# ZULMA COLLAZO, MS, SPHR, SHRM-SCP

Mobile: 561.889.6324 / E-Mail: [zgc9652@gmail.com](mailto:zgc9652@gmail.com) / Hollywood, FL

Strategic and innovative bilingual (English/Spanish) senior Human Resources executive who translates business vision and strategy into HR initiatives to improve performance, profitability, growth, and employee engagement. Highly resourceful, excellent problem solver, effective communicator, and dynamic leader with vision, organizational skills, and a record of accomplishments established on ability to create trusting, respectful, and effective working relationships.

## Signature HR Qualifications

Mergers/Acquisitions	Change Management	Employee Relations/Diversity and Belonging
Culture Development	Staff Training/Coaching	Leadership Training & Development
HR Best Practices	Organizational Development	HR Policy/Process and Systems Design
Budget Development	Legal Collaboration	Workforce Planning and Development

**Board Member: City of Hollywood Civil Service Board** (July 2021-June 2023)

**Planned Parenthood of Northern, Central and Southern New Jersey, Inc., Morristown, NJ**  
**Chief Human Resources Officer** (April 2010-May 2020)

- Reporting to the CEO, responsible for overall management and strategic planning for the Human Resource Department of a 200+-employee agency across 17 locations throughout the State of NJ.
- Team member of Board and Senior Management Strategic Committees. Active participant in strategic and vision planning for organizational and culture development.
- Successful completion of four (4) mergers/acquisitions within a five (5) year period. Contributed to senior-level M&A decisions, supporting initial analysis through due diligence and subsequent integration. Maintained stability and enabled business continuity by assessing HR cultural compatibility and talent impacts.
- Streamlined processes, including selection and implementation of HRIS, electronic time and attendance, and development of Paid Time Off system.
- Initiated development of new employee orientation/onboarding to improve retention and employee success.
- Active participant in senior management committees including Risk & Quality Management; Merger Integration Team; Board Strategic Planning Committee; Senior Management Team, and ad hoc committees as needed.
- Lead investigator for employee complaints that may result in legal action. Work collaboratively with Legal advisors to investigate, mitigate risk, recommend resolution, and provide written responses.
- Successfully manage reductions in force to avoid litigation, minimize disruption, and maintain employee engagement.
- Regularly conduct compensation market analysis to ensure internal equity and external competitive edge.
- Salary budget preparation for HR Department and staffing budget for organization.
- Develop and implement total rewards strategies.
- Management training and leadership development. Development and implementation of Team Leadership Group to improve employee engagement and leadership skills.
- Review and negotiate health plans with broker for budgetary impact, contracting and annual implementation.
- Implement effective employee relation strategies for win-win outcomes.
- Provide individual coaching and leadership development strategies to mid-level and senior management staff.
- Manage employee engagement surveys using third party administrator.
- Write policies, procedures, and position descriptions.
- Prepare for and participate in accreditation processes.
- Working knowledge of State and Federal laws to ensure compliance.

**Home Safe, Inc., Lake Worth, FL**  
**Human Resources Director (2003-2010)**

Reporting to the CEO, responsible for the overall management and strategic planning of HR Department to include employee relations; conflict resolution; compliance with Federal, State and Local employment/labor laws; staff training; management coaching; recruitment and retention; policy and procedure development/implementation; managed worker's compensation programs. Member of the executive and senior management teams, and Board of Directors HR subcommittee.

- Investigated and successfully responded/resolved EEOC discrimination complaints.
- Developed and chaired Staff Development Committee focused on assessment of training needs and development for growth and improvement.
- Implemented management training programs that successfully improved leadership skills.
- Developed Quality Management and Improvement Programs that monitored training, performance management, and turnover.
- Compiled and analyzed HR Metrics to improve overall performance and compliance.
- Implemented exit interview process and created reporting mechanisms for leadership engagement and improvement.
- Created Employee Handbook and position descriptions.
- Developed recruitment strategies to include forecasting, advertising, screening/interviewing.
- Led the department to successfully meet State and Federal accreditation standards, audits and on-site reviews.

**Metropolitan Jewish Health System – Brooklyn, New York**  
**Director of Employee Relations and Recruitment - (1991-2002)**

Promoted twice based on leadership and goal achievement in this JCAHO accredited healthcare organization comprised of approximately 2,500+ employees in multiple sites. Managed and supervised nine (9) management and administrative staff. Created and implemented HR policies and procedures; conducted management/leadership training; resolved employee relations resulting in amicable resolutions avoiding legal actions. Improved recruitment and retention by implementing creative strategies, i.e., referral, sign-on, and retention bonuses. Reduced workers' compensation costs by creating a "back-to-work program" that reduced absences and accommodated employees for an early return to work. Represented the organization at unemployment hearings, reducing costs by ensuring terminations complied with Federal and State laws and were clearly/legal documented. Conducted mass lay-offs in compliance with WARN. Prepared budget for the Employee Relations and Recruitment department.

**Education**

- Master of Science in Human Resource Management, Capella University
- Bachelor of Science (Business), Nova Southeastern University, Ft. Lauderdale, FL
- Associate in Applied Science, Business Administration, Kingsborough Community College, NY
- Professional Human Resources Management Certificate Program, St. Joseph's College, NY
- Certificate Program: HR Studies, Cornell University, NYS School of Industrial & Labor Relations, NY
- Mediation Training Program – Sponsored by EEOC and Cornell University, NY
- Management Development Program, Metropolitan Jewish Health System, NY
- Leadership Training – Emotional Intelligence – Third Level, Inc.
- Crucial Conversations by Vital Smarts
- Enneagram Training by John Bouffard Associates
- Trauma Informed Initiative by Joann Schlada, World Renowned expert in Trauma

**CERTIFICATIONS:**

- Senior Professional in Human Resources (SPHR) HRCI – Actively certified since 2001
- SHRM Senior Certified Professional (SCP – Actively certified since 2015)

**SKILLS:**

Microsoft Office; ADP Workforce Now; Excellent verbal and written communication skills; Excellent interpersonal skills

**OTHER:** Board Member – City of Hollywood Civil Service Board (Term: 7/21-6/23)