



August 21, 2023

**M E M O R A N D U M**

**TO:** Jim Murdaugh, Ph.D.  
President

**FROM:** Barbara Wills, Ph.D.  
Vice President for Administrative Services and Chief Business Officer

**SUBJECT:** Human Resource Report

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**Item Description**

This item requests Board approval for personnel actions.

**Overview and Background**

The College brings forth a request to approve appointments, separations and outside employment.

**Past Actions by the Board**

Personnel actions are taken to the District Board of Trustees monthly. The Board has not addressed this item previously.

**Funding/ Financial Implications**

This item is funded by the 2023-2024 Operating Budget.

**Recommended Action**

Approve the report as presented.

**Original Appointments - Executive, Administrative, Managerial & Professional**

Name	Position	Department	Effective Date
Janet Hartman	Executive Director, Florida Public Safety Institute	FPSI	June 1, 2023
Shelly Bell	Vice President for Workforce Development	Workforce Development	July 24, 2023
Brendie Hawkins	Grants and Special Projects Director	TCC Foundation	June 5, 2023

**Original Appointments - Classified Staff**

Name	Position	Department	Effective Date
Sharella Robinson	Call Center Representative	Call Center	June 1, 2023
Karen Crapps	Admissions Navigator	Admission and Records	June 1, 2023
Annabella Wells	Call Center Representative	Call Center	June 1, 2023
Anissa Southall	Regional Service Center Manager	Business and Industry Services	June 1, 2023
Brian Williams	Commercial Vehicle Driving Lead Instructor	CDL Program	June 1, 2023
Samantha Lucas	Career and Academic Advisor	Student Success and Retention	June 1, 2023
Taylor Pratt	Strategic Communications Specialist	Communications and Marketing	June 1, 2023
Caroline Palmer	Program Specialist IV - Office of Library Media and Instructional Materials	DOE - Augmented BSIS Positions	June 5, 2023
Calvin Cheung	Graphic Designer	Communications and Marketing	June 5, 2023
Delilah Pierre	Staff Assistant	Advanced Manufacturing	June 12, 2023
Toby Ward	Campus Police Officer	Campus Police - Evening	June 14, 2023
Fredrica Jenkins	Staff Assistant	HCP Office Staff	July 5, 2023
Amy Pagano	Simulation Lab Technician, HCP	Simulation Program	July 5, 2023
Joy Scarlett-Garcia	Healthcare Lead Instructor	Business and Industry Services	July 5, 2023
Tasha Frankos	Admissions Navigator	Admission and Records	July 5, 2023
Anielka Oliveros Garcia	Systems Administrator	Server Databases	July 5, 2023
Brynn Baca	Head Coach, Softball	Athletics	July 14, 2023
Kyle Dragovich	Systems Support Specialist	System Support	July 17, 2023

**Original Appointments - Faculty**

Name	Position	Department	Effective Date
<i>None to Report</i>			

**Original Appointments - Contracts & Grants**

Name	Position	Department	Effective Date
Jaclyn Holimon	Regional Civics Coach	Civics Literacy Program - Regions 2	June 1, 2023
Bettina Haye-Morrison	Traffic Safety Financial Analyst	Traffic Safety Program	June 1, 2023
Lisa Golden	Release Employment Navigator	Compass 180 DOC- Hamilton C.I.	June 1, 2023
Christine Taff	Regional Coordinator-Northeast Florida	DJJ - Delinquency Prevention	June 5, 2023
Caroline Palmer	Program Specialist IV - Office of Library Media	DOE - Augmented BSIS Positions	June 5, 2023
Matthew Gregory	Dean of Students (TCA)	Tallahassee Collegiate Academy	June 9, 2023
Stephanie Perry	English Language Arts Content Specialist, Gr. 3-5 Reading, Gr. 4-5 Writing	DOE - Test Development Center	June 12, 2023
Sharayton Kalkai	Traffic Safety Financial Analyst	Traffic Safety Program	June 12, 2023
Turquoise Huewitt	Training Specialist II	DJJ - Right Interactions	June 12, 2023
Rodney Jordan	Program Specialist II	DOE - Charter Schools	June 13, 2023

Paula Capps	Career Development Specialist	Compass 180 DOC - Gulf C.I.	June 19, 2023
Gus Devereaux	Career Development Specialist	Compass 180 DOC - Lawtey CI	July 5, 2023
Johanna Paredes	Career Development Specialist	Compass 180 DOC - South Florida Reception Center	July 5, 2023
Melanie Larson	School Enrollment Specialist/Registrar	TCC Collegiate Academy	July 10, 2023
Rosetta Barker	Case Management Specialist	DOC - Vocational Training	July 10, 2023
Patricia Buchanan	Career Development Specialist	Compass 180 DOC - Florida Women's Reception Center	July 10, 2023
Austin Ard	Program Specialist IV – BFCO	Program Specialist IV – BFCO	July 17, 2023
Allison Tackett	Academic Coordinator	Tallahassee Collegiate Academy	July 17, 2023
Stephanie Rinehart	Eagle Connections Program Specialist	OE - Augmented BFCO	July 17, 2023

#### Re-Appointments (All Employees)

Name	Position	Department	Effective Date	Prior Position
<i>None to Report</i>				

#### Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
Janet Hartman	Executive Director, Florida Public Safety Institute	FPSI	April 1, 2021	March 31, 2029
Rita Brown	Library Circulation Services Supervisor	Library Services	August 1, 2023	July 31, 2031
Larry Chaney	Senior Environmental Services Technician	Facilities	August 1, 2023	July 31, 2031
Stephanie White	Academy Program Coordinator	FPSI, High Liability Training	August 1, 2023	July 31, 2031

#### Separations (All Employees)

Name	Position	Department	Effective Date	Separation Type
Ashley Garrison	Instructional System Designer	DJJ - Curriculum Design	June 2, 2023	Resigned
Chuck Hash	Landscaper	Facilities Operations	June 8, 2023	Dismissed
Colby English	Career Development Specialist	Compass 180 DOC - Florida State Prison	June 8, 2023	Dismissed
Ronnie Johnson	Environmental Services Supervisor	Facilities Operations	June 8, 2023	Dismissed
Travis Barton	Mathematics Test Development Coordinator	DOE - Test Development Center	June 8, 2023	Resigned
Ashley Cooper	Program Coordinator for Adult Education	CWE Adult Education	June 13, 2023	Resigned
Joseph Gerstenfeld	Project Director of Project Anchor	Workforce Development	June 13, 2023	Resigned
Whitney Sampson	Senior Accounting Specialist	FPSI Business Office	June 13, 2023	Retired
Madison Parsons	Regional Coordinator - Northwest Florida	DJJ - Delinquency Prevention	June 16, 2023	Resigned
Gregory Robinson	Library Technical Assistant I	Library Circulation	June 23, 2023	Resigned
Joshua Lehrkamp	Help Desk Consultant	Help Desk	June 23, 2023	Dismissed
Leslie-Ann Charles	Cashier	Cashier Office	June 23, 2023	Resigned
Ericia Saunders	Staff Assistant	Advising	June 27, 2023	Resigned
Kristina McDowell	Career and Academic Advisor	Advising	June 29, 2023	Resigned
Malcolm Armstrong	Speech Faculty	Speech Faculty	June 30, 2023	Contract Not Renewed
Duane Pace	Statewide Academy Coordinator Senior Learning Consultant	DJJ - Right Interactions	June 30, 2023	Retired
EllaMae Petersen-Daniel	Director of Special Projects and Innovation	Workforce Development	June 30, 2023	Resigned
Gerald Jones	Associate Vice President of Student Affairs	Student Affairs	June 30, 2023	Contract Not Renewed
Joey Walter	Dean of Business Industry & Technology	Academic Affairs	June 30, 2023	Contract Not Renewed

Leslie Knight	English Language Arts Editor	DOE - Test Development Center	June 30, 2023	Contract Not Renewed/End-of-Contract Grants
Carl Ross	Engineering Technician (Construction)	Construction Services	June 30, 2023	Resigned
Harriet Bush	Director of FPSI Business Office	FL Public Safety Institute	June 30, 2023	Retired
Nancy Dignon	Earth Science Faculty	Earth Science Faculty	June 30, 2023	Retired
Nikki Pettineo	Culinary Career/Technical Educator Instructor	DOC - Vocational Training	June 30, 2023	Resigned
Patti Townsend	Head Coach, Softball	Athletics	June 30, 2023	Retired
Sherri Peschl	Senior Accounting Specialist	FPSI Business Office	June 30, 2023	Retired
Sonia Taylor	Deputy Director	Department of Juvenile Justice	June 30, 2023	Contract Not Renewed
Steve Outlaw	Executive Director, Florida Public Safety Institute	Executive Team Florida Public Safety Institute	June 30, 2023	Contract Not Renewed
Douglas Hughes	Landscaper	FPSI Facilities	July 3, 2023	Resigned
Gloria Williams	Academic Coordinator	Healthcare Professions	July 6, 2023	Resigned
Sarah Beadling	Career and Technical Education Advisor	CWE Academic Affairs	July 19, 2023	Resigned
Kristi Jefferson	Manager, Counseling Center	Student Access Services	July 20, 2023	Resigned
Barbie Bourland	Office Manager	Financial Aid (Bill Spiers)	July 21, 2023	Resigned
Jessica Hasle	Regional Civics Coach	Civics Literacy Program - Regions 2	July 21, 2023	Resigned
Kym Mattson	Call Center Representative	Call Center	July 21, 2023	Resigned

#### Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Margaret Bowman	Director	Student Affairs/Transfer Services	Workforce Evolved, Inc.	CEO
Kenneth Andrew Carolan	Consultant	IT	BestBuy GeekSquad	GeekSquad Manager
Alexandria Armstrong	Director, Career Education and Articulation	Workforce DOE-CTE Outreach	FAMU	Provost
Lindsey Smitherman-Brown	Professor of Humanities	Communication and Humanities	Chipola College	Adjunct-Humanities-Writing
Katina Smith	Office Manager	HCP	Red Lobster	General Manager
Joanne Hendricks	Assitant Professor	Healthcare Department	Corenant Care, Inc.	APRN

#### Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Office	Position
<i>None to Report</i>				

#### Personnel Changes (Promotions, Demotions - All Employees)

Name	Position	Department	Effective Date	Prior Position
Michael Fraser	Advanced and Specialized Instructional Coordinator	FPSI Continuing Education	June 1, 2023	PSAV Adjunct
Carla Chukes	CJ Instructional Coordinator - Corrections	FPSI Certificate Programs	June 1, 2023	PSAV Adjunct
Kristina Lamb	Mathematics Test Development Coordinator	DOE - Test Development Center	June 9, 2023	Mathematics Content Specialist
Jeremiah Gile	CJ Instructional Coordinator	FPSI Certificate Programs	June 12, 2023	PSAV Adjunct
Nancy Simmons	Purchasing Specialist	Procurement and Auxiliary Services	June 20, 2023	Accounting/Budget Specialist
Gavin Purser	HVAC/Building Automation Specialist	Facility HVAC/BAS Maintenance	July 1, 2023	Maintenance Technician II
Emily Fiore	Manager, Career Services and Specialized Student Support	Advising & Retention	July 1, 2023	Career Services and Internship Coordinator
Audrey Kervin	Direct Inmate Service Manager	WD Special Projects	July 1, 2023	Program Specialist-Vocational DOC Project