

November 18, 2024

**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 request 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 2024-2025 Operating Budget.

**Recommended Action**

Approve the report as presented.

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

Name	Position	Department	Effective Date
None to Report			

**Original Appointments - Classified Staff**

Name	Position	Department	Effective Date
Rowena Ford	FPSI Accounting Manager	FPSI Business Office	October 21, 2024
Jaime Houston	Dual Enrollment Advisor	Director of Recruiting and Admissions	October 7, 2024
Charlotte Huff	Financial Services Office Manager	Financial Services	October 21, 2024
Anya Yocum	Assessment Analyst	Research and Business	October 14, 2024
Jayhsen Lee	Maintenance Support Worker	Facilities	October 7, 2024
Kim Ardley	Transfer Specialist	Transfer Services	November 1, 2024

**Original Appointments - Faculty**

Name	Position	Department	Effective Date
None to Report			

**Original Appointments - Contracts & Grants**

Name	Position	Department	Effective Date
Megan Muhlbach	Teen Traffic Safety Program Assistant	FDOT - Teen Traffic Safety	October 7, 2024
Lataiya Moore	Career Development Specialist	100 Hour - Okeechobee C.I	October 7, 2024
Shan'Trez Ferguson	Career Development Specialist	100 Hour - Jefferson C.I.	October 11, 2024
Anthony West	Employee Navigator	100 Hour - SFRC	October 14, 2024
Betty Carralero-Frometa	Career Development Specialist	100 Hour - SFRC	October 25, 2024
Bettye McKinnon	Assessment Coordinator	DOE - Postsecondary Assessment	November 1, 2024

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

Name	Position	Department	Effective Date	Prior Position
None to Report				

**Drop Retiree Participants (All Employees)**

Name	Position	Department	Enrollment Date	End Period
None to Report				

**Separations (All Employees)**

Name	Position	Department	Effective Date	Separation Type
Doug Luciani	Corporate Solutions Manager	Workforce Development	October 4, 2024	Resigned
Benjamin Holley	Custodial Services Specialist	Facilities	October 4, 2024	Resigned
Garrison Farlin	Campus Police Officer	Campus Police	October 7, 2024	Resigned
Brance Chiadikobi	Career Development Specialist	DOCS - 100 Hour - Union CI	October 10, 2024	Resigned
Joseph MacMichael	Assistant Production Coordinator	Theatre	October 19, 2024	Resigned
Melode Parks	Office Manager (Hospitality)	FPSI Conference and Hospitality	October 23, 2024	Resigned
Amy Bradbury	Director of Financial Services	Financial Services	November 1, 2024	Resigned

**Outside Employment Requests (All Employees)**

Name	Position	Department	Employer	Position
None to Report				

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

Name	Position	Department	Office	Position
None to Report				

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

Name	Position	Department	Effective Date	Prior Position
Joseph Kyser	Custodial Services Specialist	Facilities	October 9, 2024	OPS
Deborah Poirier	Custodial Services Specialist	FPSI Environmental Services	October 16, 2024	OPS
Timothy Roberts	Career and Academic Advisor	Advising	October 17, 2024	Veterans Success Center Coordinator
James Brown	Lead Instructor, Commercial Vehicle Driving Program	CDL Program	November 1, 2024	PSAV Adjunct
Leah Haas	Sponsored Programs Coordinator	Sponsored Programs	November 1, 2024	Executive Assistant
Travis McKellar	Regional Civics Coach - Region 6	Civics Literacy Program - Region 2	November 1, 2024	Regional Civics Coach - Region 8
Jennifer Peavy	Director of Financial Services	Administrative Services	November 4, 2024	Student Financials Operation Officer