

Attachment # 8  
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# ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">It is the applicant's responsibility to keep the information on this form current. To advise the County of any changes please contact Christine Coble by telephone at 606-5300 or by e-mail at <a href="mailto:CobleC@leoncountyfl.gov">CobleC@leoncountyfl.gov</a> Applications will be discarded if no appointment is made after two years.</p>		
Name: Dr. Monica Hayes		Date: 1/24/11
Home Phone: 850-425-2734	Work Phone: 850-245-4074	Email: <a href="mailto:Monica.hayes@comcast.net">Monica.hayes@comcast.net</a>
Occupation: Administrative Manager		Employer: Florida Department of Health Office of Minority Health
Please check box for preferred mailing address.		
Work Address:		
City/State/Zip:		
Home Address: 2999 Barclay Court		
City/State/Zip: Tallahassee, FL 32309		
Do you live in Leon County? Yes If yes, do you live within the City limits? Yes Do you own property in Leon County? Yes If yes, is it located within the City limits? Yes For how many years have you lived in and/or owned property in Leon County? 10 years		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: <u>Community Health Coordinating Committee</u> 2nd Choice: <u>Education</u>		
If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please check those areas in which you are interested, or describe other areas not listed:		
Culture and Arts ___ Environmental/ Growth Management ___ Health Care ___ Human Relations X Human Services ___ Housing ___ Library Services ___ Other Areas _____		
Have you served on any previous Leon County committees? No		
If Yes, on what Committee(s) have you served? _____		
How many days per month would you be willing to commit for Committee work? 2 to 3 And for how many months would you be willing to commit that amount of time? 6 or more What time of day would be best for you to attend Committee meetings? Night		
(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.		
Race: Caucasian X African American Hispanic Asian Other Sex: Male X Female Age: 63 Disabled? No District _____		
Persons needing a special accommodation to participate in an Advisory Committee should contact Christine Coble by telephone at 606-5300 or e-mail at <a href="mailto:CobleC@leoncountyfl.gov">CobleC@leoncountyfl.gov</a>		

Christine Coble by telephone at 806-5300 or e-mail at CobleC@leoncountyfl.gov

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application. Please attach your resume, if one is available.

Dr. Hayes received a doctorate in Education Leadership from the University of Phoenix. She earned a Master of Arts in Teaching from the University of Vermont, and a Masters in Clinical Social Work from the University of Connecticut. Dr. Hayes is bi-lingual, bi-cultural by training. She has served on a number of task forces and committees working on behalf of increasing educational opportunities and improving outcomes for students of color and underserved students, including students with disabilities. Dr. Hayes is currently the Chair of the Community Advisory Board for the department of social work at FAMU. She has also been invited to serve on the Board of the University of Florida Community Research Registry Program, and the Health Equity Alliance of Tallahassee. Dr. Hayes is known as an advocate for increasing academic rigor including in the STEM areas for all students and increasing access to healthcare services for all. Dr. Hayes is an accomplished public speaker with a wide array of experiences presenting to audiences large and small on a range of topics related to K-20 issues in education including closing the achievement gap and eliminating racial and ethnic disparities and poor health outcomes for minority and underrepresented populations. Dr. Hayes believes that the skill sets of cultural and linguistic competency are keys to eliminating inequities in health care and in educational offerings.

References (you must provide at least one personal reference who is not a family member):

Name: Dr. Gwendolyn Spencer Telephone: 850 599 3781  
Address: 1339 Wakneah Ave, 300 Bannock Bldg B 32307

Name: Dr. Penny Ralston Telephone: 850-645 8110  
Address: 2010 Levy Ave. Suite 288 32310

**IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP**

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION [www.leoncountyfl.gov/bcc/committees/training.asp](http://www.leoncountyfl.gov/bcc/committees/training.asp) BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No If yes, from whom? \_\_\_\_\_

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No If yes, please explain \_\_\_\_\_

\* Do you or your employer, or your spouse or child or their employers, do business with Leon County? If yes, please explain See below

\* Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? If yes, please explain See below

All statements and information provided in this application are true to the best of my knowledge.

Signature: Monica Hayes, E.O.D. MAT, MD

Please return Application  
by mail: Christine Coble, Agenda Coordinator  
Leon County Board of County Commissioners  
301 South Monroe Street  
Tallahassee, FL 32301

by email: [coblec@leoncountyfl.gov](mailto:coblec@leoncountyfl.gov)

\* Florida Department of Health provides some funding to the Leon County Health Department

**MONICA HAYES**

2999 Barclay Court • Tallahassee, Florida 32309  
850-294-3168 • [monica.hayes@comcast.net](mailto:monica.hayes@comcast.net)

**HEALTHCARE or EDUCATION: CEO, Consultant**

Accomplished education and healthcare professional with extensive expertise in program development and management, policy and procedure development, creation and execution and operations management in diverse industries, including medical, public transportation and multi-level educational programs. Strong communicator able to interact successfully with diverse audiences in a variety of settings, including as a public speaker/presenter. Catalyst able to deliver measurable results, such as raising Advanced Placement exam scores for Hispanics and African-American students. Administrator excelling in staff management, and training. Fluent in Spanish.

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Education Administration • Program Development, Execution • Public/Private Partnerships • Scholastic Standards  
Diversity • Strategic Planning • Student Services • Training & Development • Policy/Procedure Development  
Public Speaking • Holistic Learning • Problem Resolution • Contract Management • Deadline Management

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**PROFESSIONAL EXPERIENCE****ASSISTANT DIRECTOR, Tallahassee, Florida, 2010-**

Manage day to day operations and staff of the Office of Minority Health in the Florida Department of Health. Provide consultation to the department in the area of cultural and linguistic competency and minority health issues. Represent the Deputy Secretary of Health and the Director of the Office of Minority Health at meetings, conferences, and other events when requested. Develop and implement procedures, practices, and partnerships to support the mission and goals of the DOH and OMH. Develop curriculum for cultural and linguistic competency training. Provide pilot training in same for healthcare professionals and staff.

**EDUCATIONAL CONSULTANT, Tallahassee, Florida • 2008-**

Provide consultation and training services to a variety of educational entities focusing on improving and enhancing educational opportunities for minority and underrepresented students. Services offered include development and implementation of programs, training, and implementation, as well as inservice training for professional staff and educators. Provide presentations and training to health care delivery staff and providers.

**NATIONAL MATH AND SCIENCE INITIATIVE (NMSI), Dallas, Texas • 2007-2008**

Non-profit organization dedicated to expanding programs with a proven impact on math and science.

**Regional Director**

Orchestrate program execution in 4-state region comprised of Connecticut, Massachusetts, and Virginia as well as a pilot initiative in Louisiana. Approve budgets and policies and direct personnel recruitment as part of a national program driving the professional development and training of Advanced Placement (AP) math, science, and English teachers. Program delivers financial incentives for teachers of students achieving qualifying scores on AP exams. Visit program sites personally, additionally managing personnel through extensive telephone and e-mail communication. Formulate and introduce new protocols as necessary.

- Met crucial deadlines for all 3 states, including for contract execution and public announcements.
- Captured top job performance and productivity levels through effective management of program participants.
- Championed the program statewide, cementing success by strategically assembling a coalition of partners committed to equity and access.

**FLORIDA DEPARTMENT OF EDUCATION, Tallahassee, Florida • 2001-2007**

State Education Department.

**Director K-20 Office of Equity and Access**

Selected as the first person to hold the position, originating the mission, goal, operating procedures and scope of the newly formed unit. Oversaw state's alliance with the College Board, delivering professional services to state teachers, and creating numerous programs to fulfill the diverse requirements of students, teachers, administrators, counselors, and other key education-related positions. Helmed a legislatively funded program serving 10K "at risk" students per year.

**Operational Highlights:**

- Participated on numerous task forces targeting diverse audiences, including adult learners with disabilities, students in the Criminal Justice System, and distance learners, and educators requiring updated skills to become culturally competent.
- Partnered with the White House Initiative for Excellence in Hispanic Education to boost and promote educational opportunities for Hispanic students.
- Initiated a 2 ½ day professional development and training conference for school counselors educating them to become more effective student advocates.
- Boosted the number of Latino students taking and achieving qualifying scores on Advanced Placement exams, additionally leading the nation for 3 consecutive years in the number of African-American students capturing qualifying scores on the exam.
- Tripled the number of students taking 10<sup>th</sup> grade pre-college entrance tests over a 7-year period, increasing the reading and math scores of minority and underrepresented students as compared to their majority counterparts.
- Publicized organizational mission and goals nationwide through speeches and presentations.

MONICA HAYES • Page 2 • [monica.hayes@comcast.net](mailto:monica.hayes@comcast.net)

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**Southeastern Pennsylvania Transportation Authority, Philadelphia, Pennsylvania • 1995-2000**  
Mass transportation company.

**Manager Psychological Services**

Promoted the psychological health of corporate workforce comprised of office, field, and all operations personnel. Performed and initiated counseling and evaluations, completing referrals, follow-up assessments, return-to-work evaluations after drug and alcohol treatments and psychiatric hospitalizations. Conducted crisis intervention appraisals after major accidents, suicides, and crimes such as robberies and assaults committed against employees. Briefed senior management on potential problems in employee termination, discipline, and other cases.

- Represented company in Labor Relations and legal cases as required.
- Originated a procedure to track personnel on psychotropic medication to ensure compliance with prescribed medical regimen, working with employee's physician as necessary to reduce company liability and promote public safety.

**KINGS COUNTY HOSPITAL ADULT EMERGENCY ROOM, Brooklyn, New York • 1992-1995**  
1200-bed municipal hospital averaging 100,000+ visits annually to the Adult ER.

**Senior Administrator**

Facilitated the smooth operation of 3 shifts of staff-medical, clerical, and maintenance personnel. Launched monthly TQI-style meetings with all hospital units with an impact on the ER.

- Achieved a flawless report after an inspection of the Adult Emergency area by the Joint Commission of Hospital Associations.

**Note:** Additional work history includes a position as an **AVP Medical Services** for the **NYCTA**. Details on request.

**EDUCATION**

**2010 Doctor of Education in Educational Leadership**  
University of Phoenix

**1982 Masters in Clinical Social Work, University of Connecticut**  
West Hartford, Connecticut

**1972 Master of Arts In Teaching**  
Burlington, Vermont

**1968 Bachelor of Arts in Spanish**  
Pace College, New York City, New York

**PROFESSIONAL DEVELOPMENT**

Organizational Development, Cultural Competency, Counseling Skills, Addictions  
Diagnoses and Treatment Intervention, Assertiveness Training Interviewing Skills  
*\*\*Extensive list of professional development coursework available upon request.\*\**

**AFFILIATIONS/AWARD**

Chair, Community Advisory Council, Florida A&M University Department of Social Work  
Member, Board of the University of Florida Community Research Registry Program  
Member, Health Equity Alliance of Tallahassee  
Member-Hispanic STEM Initiative Teacher Education/Preparation Working Subgroup  
Former Member, Advisory Council-Florida State University Center for Research in Science, Technology and  
Mathematics  
Former Member Florida African American Educational Alliance  
Former Partner -National White House Initiative for Excellence in Hispanic Education  
Florida Education Fund Leadership Award 2006