

By Legislators Barnhart and Baynes

23.1

Intro. No. ____

RESOLUTION NO. ____ OF 2025

CONFIRMING APPOINTMENTS TO MONROE COMMUNITY COLLEGE BOARD OF TRUSTEES

BE IT RESOLVED BY THE LEGISLATURE OF THE COUNTY OF MONROE, as follows:

Section 1. In accordance with Article 126, Section 6306 of the Education Law of New York State and Section C7-3 of the Monroe County Charter, the following appointments to the Monroe Community College Board of Trustees are hereby confirmed:

- Honorable John B. Baynes, as a member of the Monroe County Legislature, 52 Westwood Dr, East Rochester, NY 14445, for a term to commence immediately and expire on June 30, 2032.
- Ms. Tashanda Thomas, PHR, SHRM-CP, 27 Fairview Ave, Rochester, NY 14619, for a term to commence immediately and expire on June 30, 2032.

Section 2. This resolution shall take effect immediately.

Matter of Urgency
File No. 25-0266

ADOPTION: Date: _____

Vote: _____

Tashanda Thomas, PHR, SHRM-CPtashandathomas@yahoo.com

(585) 305-9064

EXECUTIVE SUMMARY

Dedicated Human Resources Executive with 15+ years of experience. A trusted, insightful business partner with expertise in all areas of human resources, including management, compensation and benefits, organizational development, employee relations, talent acquisition, policy design, critical metrics, and relationship building. Recognized as an inclusive thought leader, engaged with stakeholders and leadership to understand and shape human resources priorities and drive growth-oriented initiatives.

EDUCATION, CERTIFICATIONS & AWARDS

St. John Fisher University, Rochester, NY**Bachelor of Management****Minor, Human Resource Management****Monroe Community College, Rochester, NY****Associates of Business Administration****St. John Fisher University, Rochester, NY****Board Leadership Seminar Series****University of South Florida, Tampa, FL****Diversity, Equity, and Inclusion in the Workplace****Dale Carnegie, Rochester, NY****Skills For Success****United Way of Greater Rochester and The Finger Lakes, Rochester, NY****African American Leadership Development Program (AALDP) Graduate****Professional in Human Resources (PHR)****SHRM Certified Professional (SHRM-CP)****2025 Rochester Business Journal Circle of Excellence Honoree****2024 Monroe Community College Alumni Hall of Fame Honoree****2023 NHRA Human Resources Executive of The Year Honoree****2023 OnCon Icon Top 50 Human Resources Professional Award Winner****2022 Rochester Business Journal Women of Excellence Honoree****2022 ATHENA International Young Professional Award Finalist****2020-21 National Human Resources Association Making an Impact Award Winner**

2020 St. John Fisher University Ten Under 10 Honoree
 2019 Greater Rochester Chamber of Commerce IGNITE Future Leaders Award Finalist
 2018 Rochester Business Journal Forty under 40 Honoree

PROFESSIONAL EXPERIENCE

Foodlink

Senior Vice President, Chief People and Culture Officer, August 2024- Currently

Strategic Leadership

- Manage, mentor, and coach direct reports in setting performance standards and providing individualized professional development plans.
- Provide strategic counsel and advice to the CEO on organizational design and growth.
- Play an active role in the strategic deliberations of the senior leadership team.
- Provide strategic direction for the annual budget and leadership over payroll, fringe, and professional development budgets, as well as related financial management and reporting.

Human Resources

- Lead and develop strategies for all HR matters, including compensation and benefits.
- Develop comprehensive recruitment and retention plans to meet staffing needs and promote DEI
- Resolve employee relations issues
- Provide advice and guidance to management on labor relations matters.
- Manage relationships with external vendors and community partners for recruiting, benefits, and other purposes.
- Leads internal retirement committee 401(k) and board HR Committee
- Oversight of bi-weekly payroll process and annual payroll-related requirements.

Compliance

- Ensures compliance with federal and state employment laws
- Ensures compliance with worker's comp and safety programs
- Develop, implement, and maintain policies and procedures to support effective, inclusive, fair, and consistent management of staff throughout the organization.
- Oversee employee engagement strategies and the implementation of learning & development programs.

WXXI, THE LITTLE THEATRE, CITY MAGAZINE

Chief Human Resources Officer, January 2020- July 2024

- Lead a People Operations team responsible for the operations of the Human Resources department.
- Develop and implement HR strategies that support the organization's objectives and foster a positive workplace culture that aligns with the mission, vision, and values.

- Create and implement a comprehensive and lean human resource strategy and infrastructure that best positions the company to attract, retain, develop, and empower quality talent at all levels to achieve outstanding performance and prepare for continued growth.
- Function as a strategic business partner to the executive/senior management team regarding key organizational and management issues.
- Partner with the CEO and executive leadership team to ensure cultural alignment with the organization's strategic plan.
- Partner with the executive management team to establish a sound management succession plan that corresponds to the strategy and objectives of the organization.
Handle internal employee relations issues and unemployment/harassment claims and represent the agency at Department of Labor & Employment hearings when necessary.
- Monitor and advise managers and supervisors on the progressive discipline process. Handle the implementation of performance improvement plans with non-performing employees.
- Lead the design and implementation of the performance review process, including goal setting and ongoing feedback mechanisms.
- Review, guide, and approve management recommendations for employment terminations.
- Foster professional development and facilitate training programs to enhance employee skills and career growth.
- Conduct research and analysis of organizational trends, including reviewing reports and metrics from the organization's human resource information system (HRIS) or talent management system.
- Monitor and ensure compliance with federal, state, and local employment laws and regulations and recommended best practices; review and modify policies and procedures to maintain compliance.
- Work with agency Brokers to obtain cost-effective, employee-serving benefits; monitor local and national benefits environment for options and cost savings.
- Developed an effective onboarding and new hire orientation, which includes 90-day and six-month check-ins.
- Conduct stay and exit interviews to improve the culture/work environment in the agency to ensure employee satisfaction and retention.
- Work closely with the Finance team on payroll, retirement, and benefit-related matters, including approving all monthly benefits billing to ensure the accuracy of payments.
- Partner with the CFO to ensure a competitive total rewards strategy that aligns with the company's strategic plan to attract, hire, develop, and retain talent.
- Work with the Executive Leadership team to provide organizational updates to the Board of Directors.
- Identify and address HR trends, challenges, and opportunities to drive organizational growth.
- Chair of the Diversity, Equity, and Inclusion Council, providing strategic direction for training initiatives that build a climate of diversity, equity, inclusion, and belonging designed to increase awareness and support of equity and inclusion values.
- Manage the Internship and Job Shadowing program to introduce students to Public Media.
- Oversee the employee recognition programs: staff appreciation, rewarding high-performing employees, and summer social events.

ROCHESTER REGIONAL HEALTH

Human Resources Operations Manager, September 2018- December 2019

- Provide strategic and tactical support and direction to the client group leadership on HR and business-related issues that optimize business performance.
- Partner with Rochester Regional Health leaders and employees to provide HR Policy guidance and interpretation.
- Advise leadership regarding performance management and appropriate resolution of employee relation issues.
- Conduct fact-finding and formal investigations to address allegations of policy violations and workplace misconduct and provide advice on appropriate outcomes.
- Collaborate with HR Team to update policies, procedures, and practices affecting the broader Health System to improve departmental operations.
- Provide strategic advice on operational restructuring and facilitate all aspects of the Reduction in Force policy.
- Ensure compliance with all Rochester Regional Health policies, practices, and ethical standards.
- Ensure compliance with applicable labor and employment laws in HR-related activities and problem resolution to mitigate litigation risk.
- Conduct and document exit interviews to understand turnover trends.
- Participate in collective bargaining and other labor relations activities for assigned client groups.
- Provide day-to-day performance management guidance to management (coaching, counseling, career development, disciplinary actions, etc.)
- Work closely with management and employees to improve employee engagement, build morale, and increase productivity and retention.

IBERO AMERICAN ACTION LEAGUE

Director of Human Resources, June 2015- September 2018

- Guide and manage the entire company's Human Resources services, policies, and programs (Recruiting, Onboarding, Performance Management, Training & Development, Benefits, Compensation, Labor Relations, Compliance, Strategic Planning, Safety, and Facilities).
- Oversee and manage the work of reporting Human Resources staff and encourage the ongoing development of the Human Resources staff.
- Handle internal employee relations issues, unemployment/harassment claims and represent the agency at Department of Labor and Employment hearings when necessary.
- Review, guide, and approve management recommendations for employment terminations.
- Monitor and advise managers and supervisors on the progressive discipline process. Monitor the implementation of a performance improvement plan with non-performing employees.
- Keep the CEO and the executive team informed of significant problems that jeopardize achieving company goals and those that are not addressed adequately at the line management level.
- Review the Employee Handbook and update/revise it as necessary.

- Draft and implement all agency policies and procedures related to employee performance, compensation, benefits, dress code, attendance, safety, and other necessary notices.
- Ensure 403(b) retirement plan complies with various rules and regulations. Process all loan requests initiated by eligible employees.
- Oversee Payroll and assist with maintaining the timekeeping system.
- Reconcile monthly billing to ensure the accuracy of payments.
- Handle the Performance Management process and work with supervisors on ninety-day, six month and yearly evaluations.
- Work with the executive team and directors on training needs and succession planning.
- Coach department supervisors on proper recruitment and interview techniques.
- Worked with the CFO to establish the company wage and salary structure, pay policies, and oversaw the variable pay systems within the company, including bonuses and raises.
- Lead competitive market research to establish pay practices and pay bands that help to recruit and retain staff.
- Conduct stay and exit interviews to improve the culture/work environment in the agency to ensure employee satisfaction and retention.
- Develop job announcements and job descriptions in collaboration with management.
- Lead company compliance with all existing labor and government reporting requirements, including any related to the Equal Employment Opportunity (EEO), the Americans With Disabilities Act (ADA), Affirmative Action, the Family and Medical Leave Act (FMLA), Employee Retirement Income Security Act (ERISA), the Department of Labor, worker compensation, the Occupational Safety and Health Administration (OSHA), and so forth
- Work with agency Brokers to obtain cost-effective, employee-serving benefits; monitor local and national benefits environment for options and cost savings.
- Lead the development of benefit orientations and other benefits training.
- Chair of the Safety and Wellness Committee.

THE DIMARCO GROUP

Hiring Specialist, October 2013-June 2015

- Work closely with the HR Manager on all benefits administration, including 401K, medical, dental, vision, FSA, and Voluntary benefits (STD, LTD, Life, AD&D), ensuring that we comply with all state and federal laws and handle the open enrollment process.
- Work with managers and employees on all employee relations matters and the performance management process.
- Process weekly payroll for Dimarco Constructors and JDB Builders.
- Assist with supervising administrative staff (receptionist, file clerks, Interns).
- Handle the recruitment process: post positions on various sites, review resumes, conduct phone screens, face to face interviews, and prepare offer packages for NY and PA locations.
- Deliver exceptional service working with external applicants through the interview and hiring process.
- Work with senior management across the DiMarco Group and Admar Supply to acquire high caliber and qualified candidates to meet our business objectives and bring long-term value to our organization.

- Handle the development/revision of job descriptions/job postings to ensure that all positions meet the hiring managers' needs and the organization's business objectives.
- Maintain an inventory of all applicants and prepare regular reports on hiring/onboarding metrics.
- Create and maintain a continual/active flow of candidates by utilizing advanced internet searching skills, cold calling, networking, database mining, referrals, and other highly advanced recruitment techniques for current and future open positions.
- Attend career fairs, professional association events, college recruitment activities, and company meetings to build a candidate pipeline.
- Handle diversity outreach opportunities to promote EEO/VETS/ADA.
- Complete reference checks and review with hiring managers to ensure that all candidates meet the highest standards for quality and dependability.
- Handle the background check process, and coordinate and arrange all pre-employment requirements: drug testing, pre-employment physicals, and breath alcohol testing.
- Handle the onboarding process for all new hires and conduct exit interviews.
- Educate hiring managers on behavioral-based interviewing protocols and best practices.

THE URBAN LEAGUE OF ROCHESTER,

Human Resources Coordinator, January 2007-December 2012

- Oversee all HR functions (recruiting, onboarding, performance management, benefits, compensation, labor relations, compliance, and strategic planning).
- Recruiting: Posted positions on various sites, attended job fairs, screened resumes, conducted telephone and face-to-face interviews, responded to applicants on hiring status, and offered positions.
- Managed all benefits administration, including 403B, 401K, medical, dental, vision, FSA, and Voluntary benefits (STD, LTD, Life, AD&D), ensuring that ULR complies with all state and federal laws.
- Processed all background checks for new hires, including RBA, OPWDD (Office for People with Developmental Disabilities), and the NYS Central Registry.
- Verified previous employment, references, and degrees for all new hires.
- Met with Brokers to review and analyze insurance carrier reports and statements for accuracy. Conducted the open enrollment process, handled all employee benefit questions, and handled all benefit disputes with carriers.
- Processed & Submitted all FMLA, Workers Comp, Unemployment & NYS Disability Forms/Claims.
- Ensured compliance with HIPPA, COBRA, and ERISA regulations.
- Managed employee disputes and day-to-day employee relations.
- Updated the employee handbook, HR policies and procedures, job descriptions, and performance evaluations as needed.
- Served as Liaison on the Compliance & Safety Committee
- Facilitated agency-wide staff meetings.
- Reported to the HR Committee on agency updates and changes related to HR.
- Investigated employee claims (Sexual Harassment & Discrimination).

- Represented ULR at personnel-related hearings and investigations (unemployment, department of labor).
- Provided HR support and Interface with Urban League employees in areas such as Employee Relations, Status Changes, Conflict Resolution, and Career Planning.
- Managed the HR budget to ensure cost-effective spending.
- Completed EEO-1 form every year.
- Coordinator for the United Way Campaign, and reached our agency goal each year.

MEMBERSHIPS/COMMUNITY INVOLVEMENT

Willow Domestic Violence Center Board Chair
Urban League of Rochester Board Member
City of Rochester Civil Service Commissioner
St. John Fisher College Alumni Board Member
YMCA HR Committee Member