

Human Resources Advisory Committee

At-A-Glance

Eligible for Reappointment

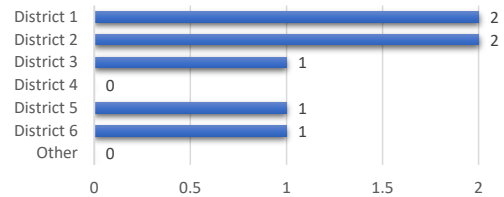
Name	District	Gender	Ethnicity
Beaver, Calvin	1	Male	Caucasian/Non-Hispanic
General LaFonda	3	Female	African American

HUMAN RESOURCES ADVISORY COMMITTEE

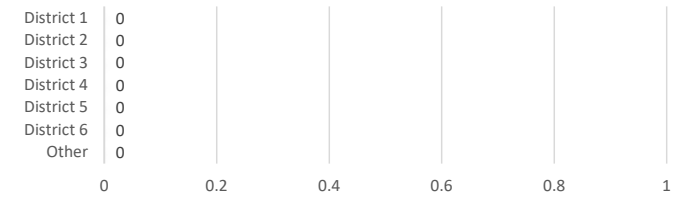
Districts

	Members	Applicants
District 1	2	0
District 2	2	0
District 3	1	0
District 4	0	0
District 5	1	0
District 6	1	0
Other	0	0
Total	7	0

Members by District



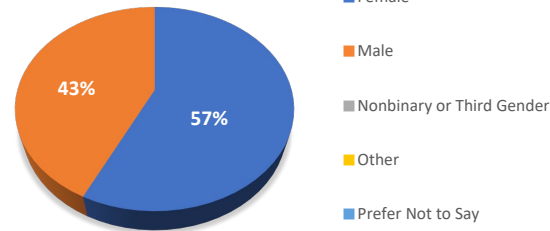
Applicants by District



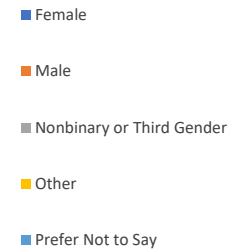
Gender

	Members	Applicants
Female	4	0
Male	3	0
Nonbinary or Third Gender	0	0
Other	0	0
Prefer Not to Say	0	0
Total	7	0

Members by Gender



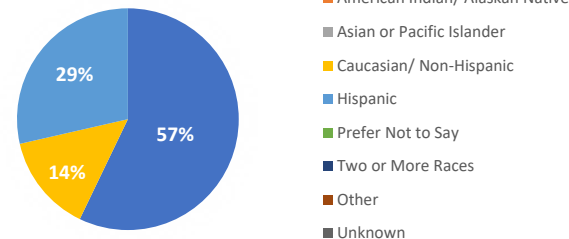
Applicants by Gender



Ethnicity/Race

	Members	Applicants
African-American	4	0
American Indian/ Alaskan Native	0	0
Asian or Pacific Islander	0	0
Caucasian/ Non-Hispanic	1	0
Hispanic	2	0
Prefer Not to Say	0	0
Two or More Races	0	0
Other	0	0
Unknown	0	0
Total	7	0

Members by Ethnicity/Race



Applicants by Ethnicity/Race



Statement to Applicants

Profile

Which Boards would you like to apply for?

Human Resources Advisory Committee: Submitted

Calvin R Beaver
First Name Middle Initial Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

Reid

reidbeaver@gmail.com
Email Address

5918 Checkerberry Lane
Home Address

Huntersville NC 28078
City State Postal Code

Mobile: (704) 785-7200
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 1

How long have you been a resident of Mecklenburg County? Please include months, or years.

18 years

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ Caucasian/Non-Hispanic

Gender *

☒ Male

Interests & Experiences

Education

Charlotte School of Law - Juris Doctorate - 2009 (inaugural class) NC State University - BA
Political Science - 2004 Central Piedmont Community College - HR Certificate Courses - 2013

Central Piedmont
Community College

Employer

Chief Human Resources
Officer/Attorney

Occupation

Business and civic experience

4/2019 - present - Central Piedmont - Chief HR Officer 10/2013 - present - Reid Beaver Consulting - Consultant/Attorney 9/2019 - 4/2019 - Lowe's Companies, Inc - Employee Relations Manager 10/2013 - 9/2017 - American City Business Journals - Human Resources Director 9/2009 - 10/2013 - Practicing Attorney (various small firms) - Employment Law, Personal Injury, etc. 4/2007 - 9/2009 - Osborne Law Firm - Legal Intern (employment, personal injury) 5/2007 - 9/2008 - Administrative Law Judge Selina Brooks - Legal Intern (environmental)

Area of expertise and interests/skills

Human Resources, employment law, community engagement

Additional Comments

Please note that I go by my middle name - "Reid"

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

Yes - I was appointed to an unexpired term in July 2024 and attended all meetings since that time.

Why are you interested in serving on the board(s) to which you are applying?

With the work I do at Central Piedmont Community College, I love to see students succeed and the impact their success has on our community. This appointment will allow me to use my talents to improve our community and take another step into additional community involvement. I appreciate your consideration.

Have you attended a meeting of the advisory board(s) to which you are applying?

☒ Yes ☐ No

Hours Per Month Available for Position

1.5 hours is what is listed on the Mecklenburg website, but I would expect to provide additional time supporting this board.

How did you learn of the vacancy? *

☒ Word of Mouth

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

If you answered yes to the question above, please explain.

It is my understanding that Central Piedmont Community College receives some funding from Mecklenburg County, but it typically relates to facilities. I do not believe my appointment would be a conflict of interest because this is regarding human resources matters and not related to any funding that Central Piedmont receives. If the readers of my application find that there may be a conflict of interest, please let me know and I will consider withdrawing my application. Thank you.

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Calvin Reid Beaver

Board Specific Questions

Question applies to Human Resources Advisory Committee

HRAC: Which of the following areas best describes your HR background? *

- ☒ Benefits
- ☒ Compensation
- ☒ Employee Relations
- ☒ Human Resources Management Systems
- ☒ Recruitment and Selection
- ☒ Retention
- ☒ Training

C. Reid Beaver

Licensed Attorney – North Carolina, 2009

Career Statement

A dynamic and adaptable Human Resources leader, backed by a legal background, driven by a strong sense of integrity, morals, and ethics, renowned for orchestrating impactful business strategies, and fostering organizational triumphs. With a wealth of expertise spanning employment law, litigation, and legal acumen, I excel in creating and refining Human Resources programs and processes tailored to drive growth in dynamic business landscapes. My experience encompasses pivotal roles in mitigating operational risks, sculpting organizational designs, and cultivating a culture of compliance. Moreover, my journey has seen me guide and empower leaders and teams across diverse sectors, amplifying their effectiveness through comprehensive training interventions and thoughtful leadership engagements.

From founding and scaling my own law firm, subsequently integrating into Scott Law Firm, to assuming pivotal Human Resources leadership roles within prestigious corporations like American City Business Journals and Lowe's Companies, I've continually evolved and been promoted into greater roles, contributing to the operational prowess of multifaceted enterprises. Presently, as the Associate Vice-President and Chief Human Resources Officer at Central Piedmont Community College, orchestrating talent strategies for a workforce of 2,800 employees and serving a vast student body of over 60,000, I remain steadfast in my commitment to driving organizational excellence through visionary leadership and strategic business and human capital initiatives.

Contact

704.785.7200 (c)
ReidBeaver@gmail.com

Education

Charlotte School of Law
Charlotte, NC
Juris Doctorate 2009
(inaugural class)

North Carolina State University
Raleigh, NC
B.A. Political Science 2004

Central Piedmont
Charlotte, NC
HR Certificate Courses 2013

Experience

April 2019 – present
Central Piedmont Community College

Associate VP and Chief Human Resources Officer • July 2022 – present

Promoted to AVP/CHRO three years into employment. Strategizes, plans, organizes, and directs the HR unit of administrators and staff in the areas of benefits, compensation, employee relations and engagement, talent acquisition, leadership/talent development, employee recruitment and retention, EEO and employee Title IX. Develops and implements policies, procedures, and projects related to all phases of human resources and talent services. Partners with numerous stakeholders across the College on various strategic initiatives to drive change with a focus on employee care and development.

Executive Director, Employee Relations • April 2019 – July 2022

Promoted to ER Executive Director from Director within first eight months of employment. Oversaw all Employee Relations matters and core HR functions for the college, serving as the primary contact for counsel and guidance to supervisors and employees regarding implementation and interpretation of personnel policies, as well as federal and state regulations. Trained supervisors and managers on communication of expectations and feedback, proactive conflict resolution, effective counseling, and progressive discipline, while focusing on high employee engagement. Assisted CHRO in various departmental functions.

Professional Organizations

NC State Bar – Licensed Attorney, 2009
(passed NC Bar on first attempt)

Mecklenburg County Bar
Member

Key Skills

Project Management
Conflict Resolution
Communication
Legal Analysis
Talent Development
Leadership
Executive Presence
Public Speaking
Legal Writing

Technologies

Microsoft Office
Google Suite
PeopleSoft
Ellucian Colleague
Workday
ADP
ServiceNow
Navex
NeoGov/NeoEd
LexisNexis
Westlaw
Chat GPT

October 2013 - present
Reid Beaver Consulting

Consultant/Attorney

Providing tailored guidance to small businesses and individuals regarding employment, legal, HR, and business matters. Leveraging employment law expertise and HR best practices, empowering clients to navigate challenges, optimize operations, and achieve sustainable growth.

September 2017 – April 2019
Lowe's Companies, Inc.

Employee Relations Manager • May 2018 – April 2019

Promoted to Employee Relations Manager within six months of joining a Fortune 40, multinational corporation boasting over 300,000 employees. Led a team of ER consultants tasked with managing high-stakes, enterprise-wide employee issues, encompassing intricate investigations into complex and confidential cases spanning Title VII, ADA, FMLA, ADEA, NLRA, and other pertinent federal and local regulations.

Delivered comprehensive training and guidance to field management, ensuring adherence to company policies and minimizing organizational risk. Spearheaded initiatives addressing labor-related challenges, including coordinating employee advocacy visits, mitigating labor concerns, and providing strategic guidance on union avoidance and employee engagement.

Instrumental in reshaping ER programs and organizational structures, including the centralization of ER services and an exponential team expansion from 13 to 130 employees. Notable achievements include the successful development and implementation of ServiceNow and Workday platforms, replacing legacy systems (Navex and PeopleSoft) and enhancing operational efficiency and effectiveness.

Employee Relations and Compliance Consultant • Sept. 2017 – April 2018

Provided expert guidance to Human Resources professionals on a spectrum of employment matters and company policies. Led investigations into sensitive personnel issues, including cases involving sexual harassment, race discrimination, ADA accommodations, FMLA, gender disparities, age-related claims, and more.

Conducted thorough assessments of risks and vulnerabilities, delivering actionable recommendations post-investigation. Additionally, delivered comprehensive oversight and training on labor relations issues, equipping HR teams with the tools and knowledge necessary to navigate complex regulatory landscapes effectively.

* References available upon request

October 2013 – Sept. 2017
American City Business Journals

Director, Human Resources • October 2015 – Sept. 2017

Promoted from HR Manager to HR Director within two years, entrusted with overseeing HR operations across 40 diverse markets nationwide, comprising over 1500 employees.

- Offered expert counsel on a broad spectrum of employment law matters, encompassing ADA, ADEA, FLSA, FMLA, Title VII, and unemployment regulations, ensuring compliance and mitigating risks effectively.
- Orchestrated the successful centralization of HR services in collaboration with executive leadership, including the CEO, CFO, and legal team. Coordinated efforts with benefits and payroll departments to uphold compliance standards and devised policies while providing ongoing advisory support.
- Spearheaded the recruitment, hiring, and training of HR personnel post-centralization, bolstering the team's capabilities to support organizational needs.
- Designed, implemented, and supervised various HR programs, including streamlined background check procedures, ADA/FMLA processes, and immigration compliance, aligning with federal and local regulations.
- Revised corporate policies and handbooks to reflect evolving company dynamics and legal requirements, collaborating closely with C-suite executives and senior management to ensure alignment.
- Conducted comprehensive training sessions on employment law and company policies for employees at all levels, fostering a culture of compliance and awareness.
- Drove personnel changes within the corporate structure, including job description refinement, restructuring initiatives, and compensation plan reviews, optimizing organizational effectiveness.
- Reviewed, approved, and negotiated severance packages and contracts, ensuring equitable and legally sound outcomes.
- Provided support in mediation proceedings, including private and EEOC mediation, and offered assistance in matters under litigation across multiple jurisdictions. Committed to continuous professional development, regularly attended Continuing Legal Education (CLE) courses on diverse employment law issues.

Manager, Human Resources • October 2013 – October 2015

Led HR operations across multiple markets, ensuring compliance with employment laws and regulations.

- Managed personnel matters including hiring, performance reviews, and complaint resolution in alignment with company policies and legal requirements.
- Facilitated the centralization of HR services, collaborating with key stakeholders to optimize efficiency and effectiveness.

C. Reid Beaver
Reid.Beaver@gmail.com
704.785-7200 (c)

- Supported recruitment efforts by reviewing job postings, updating job descriptions, and enhancing the company's online presence.
- Implemented and oversaw HR programs such as background checks, ADA/FMLA processes, and immigration compliance, enhancing organizational processes.
- Revised corporate policies and handbooks to reflect changes in company dynamics and legal standards, supporting senior management in policy development and communication.
- Provided training on employment law and company policies to employees across various departments, promoting a culture of compliance and understanding.
- Contributed to personnel changes within the organization by assisting in job description refinement and restructuring efforts.
- Reviewed and negotiated severance packages and contracts, ensuring fair and legally compliant outcomes.
- Supported mediation and litigation matters, offering assistance in multiple jurisdictions, and engaged in continuous professional development through legal education courses.

September 2009 – October 2013

Practicing Attorney and Litigator (various firms)

Attorney, Osborne Law Firm (Employment and Personal Injury)

July 2012 – October 2013

- Provided comprehensive guidance to employees on their rights in employment law matters, encompassing Title VII, FMLA, ADA, and REDA, facilitating informed decision-making and pre-suit resolution strategies (25%).
- Spearheaded negotiations and litigation across a diverse range of cases (75%), including high-stakes matters such as tractor trailer collisions, train crashes, automobile accidents, bad faith insurance claims, and unfair and deceptive trade practices, achieving favorable outcomes for clients.
- Demonstrated expertise in regulatory compliance, leveraging a proficient understanding of the FMCSR and related regulations to streamline discovery efforts in complex tractor trailer litigation, ensuring meticulous organization and effectiveness.
- Conducted thorough review and analysis of medical records and bills to fortify claim preparation and litigation strategies, maximizing client advocacy and case success rates.
- Managed cases from initial client intake through verdict, encompassing client evaluation, legal research, discovery response, deposition representation, motion drafting and hearings, mediation preparation and participation, and active involvement in trial proceedings.

- Supervised and mentored paralegals and office staff, fostering a collaborative and efficient work environment while ensuring adherence to best practices and high-quality standards.
- Drove firm-wide marketing initiatives, including direct mail, print, and internet campaigns, cultivating a strong brand presence and expanding client outreach efforts to drive business growth and market visibility.

Attorney, Scott Law Firm (Employment and Personal Injury)

July 2011 – July 2012

- Established and managed a successful employment law and personal injury practice, including worker's compensation, evaluating and altering case procedures, litigation through trial, and negotiating and settling cases.
- Employment casework (60%) included contract/severance review, benefits analysis, EEOC mediation and investigation, and discrimination litigation.
- Recruited, hired, supervised, and trained paralegals and staff.
- Injury casework (40%) included case evaluations, review of records, and determination of insurance coverage and liability.
- Reviewed and implemented trust account procedures in accordance with the State Bar while reviewing confidential law firm documents.
- Participated in CLE courses on employment law matters through NCAJ, including topics related ADA, EEO, FMLA, and other areas.
- Cases litigated through both Federal and State courts, including case support in State criminal court.
- Managed law firm personnel, including several paralegals, an office manager, and receptionist.
- Organized and implemented a Couch-to-5k plan and nutrition program for the office staff, and other marketing programs, including a Wills-4-Heroes program initiated and organized through the firm.
- Co-counseled on various cases with Curtis Osborne, Esq. of Osborne Law Firm and was hired by Osborne after Scott Law Firm closed.

Attorney, Law Office of C. Reid Beaver (Employment, Personal Injury, Business Development, Contracts, etc.)

Sept. 2009 – July 2011

- Successfully managed all aspects of operations, marketing, and administration for a diverse legal practice, specializing in personal injury, employment law, criminal defense, contracts, and property law.
- Spearheaded a robust personal injury practice (40%), encompassing cases involving products liability, auto-torts, slip and fall incidents, and other related areas.
- Provided expert counsel in employment law (40%), specializing in discrimination case evaluation and representation, particularly focused on matters of race and disability discrimination.

- Played a pivotal role in business development (10%), offering comprehensive services including contract review, business structuring, and filings with the NC Secretary of State.
- Directed staff, internship programs, and vendor relations, ensuring smooth day-to-day operations and fostering a collaborative work environment.
- Served as a Contract Attorney (10%) for esteemed legal entities including the N.C. Office of the Courts, Watson Law Firm, Ramsay Law Firm, and Costner Law Firm, handling a wide array of general legal matters and real estate closings.
- Collaborated as Of Counsel with Osborne Law Firm, contributing expertise in personal injury and employment law, enriching collaborative efforts and expanding service offerings.
- Orchestrated the sale of the law firm and its book of business to Scott Law Firm, subsequently joining Scott Law Firm to spearhead the development of employment and personal injury practice areas.

April 2007 – Sept. 2009

Legal Internships

Intern, Osborne Law Firm (Employment and Personal Injury)

April 2007 – Sept. 2009

Gained invaluable experience in litigation focusing on employment law, encompassing pre-suit advisory and litigation services across a spectrum of statutes including Title VII, FMLA, ADA, and REDA. With the oversight of Attorney Curtis Osborne, Esq., negotiated and litigated diverse personal injury cases, spanning tractor trailer collisions, train crashes, automobile accidents, bad faith insurance claims, and unfair and deceptive trade practices. Leveraged in-depth knowledge of FMCSR and related regulations to streamline complex tractor trailer litigation discovery processes. Conducted thorough review and analysis of medical records and bills to strengthen claim preparation and litigation strategies. Managed cases from initial client intake through verdict, including client evaluation, legal research, discovery response, deposition representation, motion drafting and hearings, mediation preparation and participation, and trial involvement from jury selection to verdict. Spearheaded marketing efforts for the firm, employing a multifaceted approach encompassing direct mail, print, and internet campaigns to expand brand visibility and drive business growth.

Intern, Administrative Law Judge Selina Brooks (Environmental)

May 2007 – August 2008

Engaged in administrative law proceedings on matters pertaining to environmental law. Produced detailed legal memoranda articulating legal theories while meticulously analyzing complex regulatory frameworks and discussed the cases and outcomes with Judge Brooks.

Statement to Applicants

Profile

Which Boards would you like to apply for?

Human Resources Advisory Committee: Reapplying

LaFonda

First Name

General

Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

lafgeneral@hotmail.com

Email Address

6402 Brumit Ln

Home Address

Charlotte

City

NC

State

28269

Postal Code

Home: (910) 797-3196

Primary Phone

Home: (910) 797-3196

Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 3

How long have you been a resident of Mecklenburg County? Please include months, or years.

7

My age range is (please select one): *

☒ 46 to 55

Ethnicity *

☒ African American

Gender *

☒ Female

Interests & Experiences

Education

North Carolina Central University -Master of Public Administration, December 2010, North Carolina Central University - Bachelor of Arts Degree (Political Science), May 2005, Honors: Magna Cum Laude Fayetteville Technical Community College - Associates of Science Degree (Paralegal), June 1997 Honors: Dean's List

Duke Energy

Employer

Sr. Instructional Designer/
Duke Energy

Occupation

Business and civic experience

I am an experienced Human Resources professional with more than 25 years of professional experience partnering with internal and external stakeholders to emphasize the benefits and merits of training projects in both the public and private sectors. Currently, I provide training program management from conception to implementation for Customer Operations at Duke Energy/ I lead large-scale enterprise-wide learning and development projects with various levels of complexity across a highly matrixed organization. I consult with business leaders and stakeholders on instructional strategy and training implementation plans. Moreover, I negotiate and influence organizational leaders to achieve sponsorship for various learning and development projects that support the strategic direction of the organization.

Area of expertise and interests/skills

• Analytical thinker and problem solver; • Excellent communication skills including written and espoused; • Experienced program manager; • Excellent facilitator; • Exemplary people skills; • Experienced adult educator; • Experienced relationship and consensus builder; • Strong knowledge of ethical compliance

Additional Comments

Key Accomplishment(s): 1) 2019 Exceptional Contribution Award Recipient 2) 2018 Redesigned and developed Storm Response Training for enterprise-wide employees 3) 2018 Programs Chair, Leadership Development Network (LDN), an Employee Resource Group 4) 2017 Programs Vice Chair, Leadership Development Network (LDN)

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

Yes, Human Resources Advisory Committee

Why are you interested in serving on the board(s) to which you are applying?

I am interested in my continued service on this board because of my commitment to the Learning and Development profession. I feel that my expertise in this arena is very valuable to this group.

Have you attended a meeting of the advisory board(s) to which you are applying?

☒ Yes ☐ No

Hours Per Month Available for Position

14 plus

How did you learn of the vacancy? *

☒ NotifyMe Email

[2021_LJG_Professional_HR.pdf](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

LaFonda General

Board Specific Questions

Question applies to Human Resources Advisory Committee

HRAC: Which of the following areas best describes your HR background? *

- ☒ Employee Relations
- ☒ Human Resources Management Systems
- ☒ Training

La-Fonda J. General

6402 Brumit Lane, Charlotte, NC 28269 – Phone: (910) 797-3196 - E-mail: lafgeneral@hotmail.com

AREAS OF EXPERTISE

Strategic Planning, Problem Solving, Policy Analysis and Implementation, Budgeting, Instructional Design Model, Program Management (End-to-End), Public Speaking, Time Management, Workshop Development and Facilitation, Exemplary People Skills, Team Player, Self-Starter, and Relationship Development.

SUMMARY OF QUALIFICATIONS

Title: *Senior Learning and Performance Consultant*

Dates: 07/2015 – present

Employer: *Duke Energy*

Responsible for the end-to-end design, instructional design and development, and implementation of large-scale training projects and enterprise-wide training offerings for Customer Care Operations:

Learning Program Management

- Serve as Training Program Manager for large-scale projects within my pipeline.
- Perform training needs analysis and organizational scans to determine the appropriate learning solution based on corporate expectations.
- Manage multiple complex and large-scale learning and development projects across a highly matrixed organization.
- Write training strategies for various large-scale learning and development projects.
- Educate, negotiate, and influence various levels of management to achieve desired learning outcomes.
- Consult with key stakeholders on instructional strategy and training implementation planning, including Subject Matter Experts (SMEs) and Change Management.
- Apply adult learning theories when designing the solution for various delivery channels, including instructor-led, web-based, self-study, or blended learning approaches.
- Evaluate existing training programs and determine organizational value and alignment with the Enterprise's Strategic Goals.
- Provide on-site leadership direction to contingent instructional designers for various instructional development projects.
- Provide management with weekly reports about learning projects and initiatives within my span of authority.
- Designed and oversaw the Major Storm Response Training development for the Corporate Responder (CR1) Initiative.
- Collaborate with multiple team members, Subject Matter Experts (SMEs), and Change Management to ensure the learning solutions align with the business need.
- Create users, courses, and curriculums within the Company's Learning Management System (SAP)
- Prepare and provide leadership, business partners, and internal staff with training reports about the departments learning and development results.
- Maintain course budgets and organizational investments in designing and delivering the learning solution(s)

Lead Instructional Designer/Developer

- Work with Program Manager to and provide oversight for the instructional design and development.
- Trained Contract Instructional Developers (IDs) on the process, tools, templates, and best practices utilized when developing training content as needed.
- Additionally, I assigned project work, provided supervision, and scheduled peer review sessions with Contract IDs.
- Maintain weekly entries into the training project database via MS Access.
- Coordinated and facilitated development workshops that were held for gathering data and reviewing existing content. These workshops typically were 1 to 3 days in length per session.

Training Facilitation

- Facilitate new hire training.
- Responsible for conducting technical end-user training to teach new system functionality and business processes.
- Facilitate group discussions related to business process design.

- Responsible for creating training materials.
- Participate in train-the-trainer sessions and work closely with the training team to ensure I have the required information to support training delivery.
- Work effectively and collaboratively across multi-disciplinary teams for completing tasks and team objectives.
- Update and maintain instructional workbooks and facilitator guides as needed.
- Deliver instructor-led training (virtually) for S/4HANA (SAP LXP) – C4C modules include Billing, Service Order Creation, Payment Adjustments, Move-in and Move-Out orders, Credits, and Collections, Customer Service Process, Products, and Services.

Key Accomplishments:

1. 2019 Exceptional Contribution Award Recipient
2. 2018 Programs Chair, Leadership Development Network (LDN)
3. 2017 Programs Vice-Chair, Leadership Development Network (LDN)

Title: Senior Instructional Design Technologist (Contract/PT/Remote)

Dates: 08/2020 – present

Employer: NYU Wagner Graduate School of Public Service

- Provide training program management.
- Develop measurement tools to evaluate the effectiveness of instruction or training interventions.
- Analyze performance data to determine the effectiveness of instructional systems, courses, or instructional materials.
- Interview and consult with faculty members to determine learning needs to build instructional courses within various learning management systems such as Bright Space or Sakai.
- Analyze performance data to determine the effectiveness of the instructional systems, courses, or instructional materials.
- Consult with faculty members and subject matter experts or conduct other research to develop instructional content.
- Utilize automated project tracking tools such as ASANA and weekly meetings to track, communicate and manage all tasks and projects to ensure all assigned tasks are completed on or before the established due date.

Title: *Sr. Organizational Development Consultant (Contractor)*

Dates: 12/2014 – 7/2015

Employer: *Wells Fargo - TOG Human Resources*

Designed and developed learning solutions that aligned with the mission and vision and maximized the company's human capital:

Instructional Design and Development

- Designed strategic training implementation plans.
- Designed instructional materials for various delivery channels, including classroom/ILT, e-learning, self-study, and blended learning.
- Updated training programs and oversaw the development of new educational materials.
- Used the findings of needs assessment and performance-based focus groups to collaborate with critical stakeholders on end-product deliverables.
- Consulted with internal business units on instructional strategy and implementation.
- Created design document(s) such as storyboards, training assessment reports, detail design documents, etc.

Key Accomplishments:

1. Redesigned the call center's six (6) week Instructor-led Training (ILT) new hire training program into a two (2) week blended learning solution utilizing the asynchronous learning approach.
2. Redesigned and implemented a new customer service training program for call center employees across the Wells Fargo Enterprise.

Title: Human Resources Analyst (Training Lead/LMS Administrator)

Dates: 07/2012 – 12/2014

Employer: *Durham County Government, Durham NC – Human Resources*

Assisted with the management of the County's training program for more than 4,000 full-time and part-time employees and implemented cost-effective and efficient learning solutions:

Employee Learning and Development

- Served as the Training Lead and LMS Administrator and managed large-scale training projects and the associated training strategies for the County.
- Developed a strategic training partnership with the City of Durham's Human Resources Department and other local training organizations to maximize our collective training resources to serve our community partners.
- Performed training needs analysis to determine the organization's training needs.
- Evaluated training programs utilizing various evaluative methods to determine organizational appropriateness and value.
- Developed and implemented training programs to ensure they were strategically aligned with the County's goals and objectives.
- Designed and developed the County's training plan.
- Performed organizational scans, training analysis, and focus groups to determine training needs.
- Managed vendor relationships and services.

Learning Management System (LMS) Administration

- Served as the Learning Management System Administrator for (SAP).
- Provided first-line response to problems that affected the LMS's operation.
- Worked closely with IT to escalate end-user problems that required a higher clearance.
- Established basic training qualifications for end-users and build workflows within the LMS Architecture.
- Built LMS test scripts and validated all SAP - LSO configurations and changes.
- Responsible for all LSO support pack testing, validation, and documentation.
- Designed Web-Based training (WBTs) using SAP's Authoring Environment (AE).
- Debugged and checked WBTs built within the (AE) for consistency once launched using the local content player.
- Established basic training qualifications for end-users and built workflows within the LMS Architecture.

Employee Relations

- Designed and delivered Employee Relations and EEO training sessions for compliance with federal and state employment laws.
- Assisted in the preparation of the HR metrics reports on a quarterly bases for HR Management.
- Periodically reviewed ER cases to identify performance trends
- Provided worker's compensation consultation to departmental leaders and reviewed medical documentation for fitness for duty evaluations.
- Built and maintained positive working relationships with co-workers, other County employees, the public, and elected officials.

Performance Management and Succession Planning

- Provided performance consulting to departmental managers and supervisors when issues of employee performance arose.
- Served as a performance management consultant.

Staffing and Recruitment

- Experience screening applicants from a selected pool of applicants and then referring the most qualified candidates to the hiring manager.
- Managed the recruitment cycle, including writing and posting job vacancy announcements, pre-screening candidates.
- Administered various skills-based assessments to determine a baseline of the job-seekers skills.
- Performed employment background checks; scheduled interviews; requested and verified academic credentials.

Key Accomplishments:

1. Designed, developed, and implemented a Strategic Plan deliverable, the Perfect Service Academy, based on Customer Service.
2. Established and implemented the first City/County Learning and Development partnership.
3. Implemented virtual and cloud-based learning solutions county-wide.

Title: *HR Learning and Organizational Development Consultant*

Dates: *09/2011 – 07/2012*

Employer: *UNC Charlotte – Human Resources, Charlotte, NC*

Instructional Design and Development

- Designed, implemented, and facilitated training opportunities for staff development.
- Designed and developed large-scale training projects.
- Designed and delivered policy-related training to ensure compliance with federal and state laws,
- Performed environment scans and conducted training needs analysis to determine departmental needs.
- Facilitated and developed leadership training sessions for frontline managers and supervisors.
- As needed, contracted the services of external “subject matter” experts, SME, when specialized training was required.
- Managed the New Employee Orientation/Onboarding Program.

Employee Relations

- Designed and delivered policy-related training to ensure compliance with federal and state employment laws.
- Facilitated Employee Relations and EEO training sessions.
- Possess considerable knowledge of the federal, state, and the University of North Carolina System’s personnel policies and procedures.
- Possess the exceptional ability to interpret and administer the policies within a Human Resources Office.

Title: *Regional Employment Services Manager*

Dates: *09/2009 – 09/2011*

Employer: *NC Department of Commerce, Goldsboro, NC*

Program Management

- Managed the delivery of workforce development programming throughout (33) counties in eastern NC.
- Provided program direction, mentorship, and coaching to (33) local office Former Offender Employment Specialist.
- Provided career counseling and coaching services to cultural and socially diverse populations.
- Represented the NC Department of Commerce throughout the communities served.
- Work with and influence individuals at all levels of the organization to drive change, support project teams, ensure stakeholder readiness, coach managers, engage elected officials, Business, and community leaders to support the Second Change Employment Initiative.
- Developed and implemented business industry and community engagement plans.
- Built and fostered professional relationships with the business sector, elected officials, community organizations, and key stakeholders to inform them and garner their respective support for the Department of Commerce’s initiatives.
- Identified opportunities for new partnerships and programs with internal and external groups.

Staffing and Recruitment

- Experience screening applicants from a selected pool of applicants and then referring the most qualified candidates to the hiring manager.
- Managed the recruitment cycle, including writing and posting job vacancy announcements, pre-screening candidates.
- Administered various skills-based assessments to determine a baseline of the job-seekers skills.

Career Counseling and Coaching

- Developed and presented client-focused employability training workshops focused on resume development, career selection, application completion, and job search techniques.
- Assessed skills, interests, and the overall qualifications of clients to ensure the appropriate employment services were being rendered.
- Provided employment and workforce development trainings webinars to local office employment consultants and case managers from other state agencies.

Key Accomplishments:

1. Established and managed the “Offender Re-Entry” workforce development program in (33) local Employment Security Commission Offices throughout Eastern North Carolina.
2. Established strategic partner relationships with the key Business and industry leaders who offered employment opportunities to NC Department of Commerce clients.

Title: *North Carolina Legislative and Advocacy Director*

Dates: 02/2002 – 08/2009

Employer: *Families Against Mandatory Minimums (FAMM), Durham, NC*

Program Management

- Managed all the legislative aspects of the client’s (a national non-profit organization) legislative advocacy campaign.
- Lobbied elected members of the North Carolina General Assembly and other public officials to emphasize the potential barriers or merits of the client’s specific legislative proposal and offered a detailed analysis of proposed legislation.
- Planned, coordinated, and facilitated legislative briefings and press conferences across the state to promote the organization’s legislative agenda. Managed our vendor and volunteer relationships.
- Led in-person legislative advocacy training workshops for diverse populations that explained the specifics of the legislative proposal, wrote legislative talking points, editorial opinions, and other professional correspondences which were used to describe the organization’s legislative position.
- Developed and presented legislative webinars to educate and explain the specifics of legislative positions using various video/audio conferencing platforms.
- Built and fostered professional relationships with business and community organizations to inform and garner support for the organization’s legislative proposals.
- Efficiently performed human resources functions, including staff management, recruiting, selecting, performance management, training, salary determinations, and facilitated the offer process.
- Provided direct supervision for three (3) full-time employees.

Key Accomplishments:

1. Worked in collaboration with other national non-profit organizations on the passage of the 2010 Fair Sentencing Act.
2. Worked in collaboration with other statewide non-profit organizations on the passage of the 2009 NC Healthy Youth Act.

EDUCATION:

North Carolina Central University - *Master of Public Administration, December 2010.*

North Carolina Central University - *Bachelor of Arts Degree (Political Science), May 2005, Honors: Magna Cum Laude*

Fayetteville Technical Community College - *Associates of Science Degree (Paralegal), June 1997 Honors: Dean’s List*

COMPUTER SOFTWARE/APPLICATIONS/PLATFORMS

Proficient working in Microsoft Word, Excel, and PowerPoint environments. Proficient working with Camtasia Studio, Adobe Captivate 6.0 and 7.0, Adobe Presenter, Adobe Design, Articulate Studio ’09, Articulate Storyline 2, Ancile U-Perform, SkillsSoft, SAP Learning Solutions (Administrator), and Success Factors LMS (Super User). Proficient with Web Conferencing Platforms (i.e., WebEx, Teams, and Skype Business). Proficient with Educational Learning Management Systems (i.e., Brightspace, Sakai, Blackboard, and Moodle). Proficient with Web/Learning 2.0 (Word Press) and SharePoint.

LICENSES/CERTIFICATES:

Certification – Master Instructional Designer: September 2015, Association for Talent Development (ATD)

Certification - Human Resources Management: April 2014, Duke University

AWARDS:

2019 – Exceptional Contribution Award – Duke Energy

2018 – Programs Chair for the Leadership Development Network (LDN) – Duke Energy

2017 – Vice-Chair for the Leadership Development Network (LDN) – Duke Energy

2009 – Recipient of the Governor’s Award for Customer Service Excellence

2010 – Recipient of the Governor’s Award for Customer Service Excellence

OTHER EMPLOYMENT

Title: *Part-Time Adjunct Instructor (Business Administration – Human Resources)*

Dates: *09/2009 – 12/2014*

Employer: *Durham Technical Community College, Lawson Street, Durham, NC*

- Taught community college-level courses in Business, including HR Management and Training and Development to adult learners;
 - Provided academic instruction to a diverse population of traditional and non-traditional students clearly and concisely within a classroom setting and online via Sakai, the College’s LMS.
 - Prepared and presented academic instruction using various technological learning aids such as PowerPoint presentations, podcasts, and Sakai; Adobe Connect, podcast, and discussion boards.
 - Delivered academic instruction both synchronous and asynchronous.
-



Mecklenburg County, NC

Human Resources Advisory Committee

Board Details

The Human Resources Advisory Committee brings together human resource leaders from organizations in Mecklenburg County to share ideas and discuss business challenges to keep our organization current with human resources best practices and standards. This collaboration will ensure that Mecklenburg County Human Resources is current in its thinking and practices and supports the organization in a progressive manner.

Overview

- ☐ **Size** 11 Seats
- ☐ **Term Length** 3 Year
- ☐ **Term Limit** 2 Terms

Contact

- ☐ **Name** Maura Beatty
- ☐ **Phone** (980) 314-2739

Additional

Qualifications

Either currently serve as senior managers, human resource (HR) professionals or proprietors of businesses within Mecklenburg County, or have previously served in such capacity. All members are expected to possess knowledge of current human resources practices and procedures in one or more of the following HR disciplines: recruitment; selection; retention; training; compensation; benefits; human resource management systems; and/or employee relations. Must be a resident of Mecklenburg County.

Advisory Board Details

Appointments are made for three-year terms with no one serving more than two consecutive full terms.

Meeting Dates/Times

Bi-monthly - 2nd Thursday at 4:00 p.m.

Meeting Location

Employee Learning Center Meeting - Room 700 E 4th Street Charlotte, NC 28202

Time Commitment

1.5 hour per month

Stipend

No

Special Notes**Job Description**

Human Resources Advisory Committee

Board Roster

Calvin R Beaver

Partial Term Jul 02, 2024 - Jun 30, 2025

Email reidbeaver@gmail.com

Appointing Authority BOCC

Home Phone Mobile: (704) 785-7200

Address

5918 Checkerberry Lane
Huntersville, NC 28078

LaFonda General

1st Term Mar 04, 2020 - Jun 30, 2025

Email lafgeneral@hotmail.com

Appointing Authority BOCC

Home Phone Home: (910) 797-3196

Alternate Phone Home: (910) 797-3196

Address

6402 Brumit Ln
Charlotte, NC 28269

Denis R Goonen

2nd Term Mar 15, 2022 - Mar 31, 2028

Email denisg3577@me.com

Appointing Authority BOCC

Home Phone Mobile: (910) 232-9993

Address

13705 Glenford Pl
Charlotte, NC 28278

Delma Guevara

1st Term Apr 02, 2024 - Apr 30, 2027

Email delmaguevara@msn.com

Appointing Authority BOCC

Home Phone Mobile: (703) 415-6576

Address

6529 Gardner Ln
Charlotte, NC 28270

□ **Steven A Jarrett**

1st Term Apr 04, 2023 - Jun 30, 2026

Email sajnupe@aol.com

Appointing Authority BOCC

Home Phone Home: (240) 994-0422

Address

8524 Tamarron Drive
Charlotte, NC 28277

□ **Sharon H Matthews**

1st Term Feb 08, 2023 - Jun 30, 2026

Email shmatt74@gmail.com

Appointing Authority BOCC

Home Phone Home: (704) 293-6443

Alternate Phone Home: (704) 293-6443

Address

3711 Mountain Cove Dr
Charlotte, NC 28216

□ **Crystal Williams**

1st Term Apr 02, 2024 - Apr 30, 2027

Email crystalewilliams@att.net

Appointing Authority BOCC

Home Phone Mobile: (980) 253-7915

Address

3322 Valerie Drive
Charlotte, NC 28216

□ **Vacancy**

Appointing Authority BOCC

□ **Vacancy**

Appointing Authority BOCC

□ **Vacancy**

Appointing Authority BOCC

□ **Vacancy**

Appointing Authority BOCC
