

Development Committee Minutes November 3, 2015

MEMBERS PRESENT: Judge James H. Cecile, Robert T. Tackman, Erich W. Shafer,
David A. Scharoun

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

GUESTS PRESENT: Eric Caballero (Prospective Board Member)

STAFF PRESENT: Joseph E. O'Hara

CALL TO ORDER:

At 4:50 pm, the November 3, 2015 Development Committee meeting was called to order by Judge James Cecile.

APPROVAL OF PREVIOUS MINUTES

Bob Tackman made a motion to approve the October 2015 minutes, Dave Scharoun seconded the motion; the motion passed unanimously.

INTERVIEW OF A PROSPECTIVE BOARD MEMBER

Mr. Eric J.T. Caballero (resume attached) was introduced by chair Judge Cecile and welcomed to be interviewed by the committee as a prospective Board Member.

Chair Cecile and Board President Scharoun outlined the role and responsibilities of Board Membership. Subsequent to this information being presented and discussed, Executive Director Joseph O'Hara described PEACE, Inc. programs and fiscal operations.

Mr. Caballero followed up with questions and comments.

After Mr. Caballero was excused from the meeting, there was discussion. ***Mr. Tackman then made a motion to recommend him for Board Membership. The Motion was seconded by Erich Shafer, and unanimously approved.*** The recommendation will be voted on at the November 23rd Board Meeting.

BOARD MEMBER RESIGNATION – Mr. W. Michael Short

President Scharoun shared with the committee correspondence he sent to Mr. Short regarding his Board Attendance issue.

Mr. Short acknowledged that his professional responsibilities are preventing him from attending Board Meetings and he agreed to submit his resignation.

OLD BUSINESS:

Committee members discussed the need to appoint a new Board Representative to the HS Policy Council (Liz Hakanson's term expires November 30, 2015).

The option of having two Board Members split this responsibility is being explored.

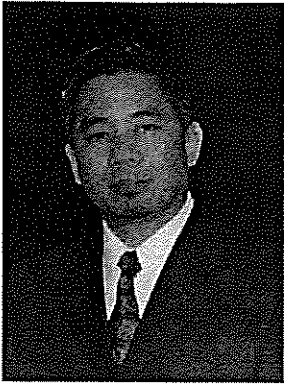
NEW BUSINESS:

Board President David Scharoun assigned Patricia Usherwood to the Finance Committee.

Former Board Secretary Rick Shafer was unanimously approved for Board Emeritus membership.

ADJOURNMENT:

At 5:46 PM, the November 3, 2015 Development Committee meeting was adjourned on a motion by Bob Tackman, seconded by Erich Shafer. The motion carried.



ERIC J.T. CABALLERO

Experience:

25+ years

Leadership Positions:

*Chief Information Officer
Director
Startup Founder
Business Owner*

Board Positions:

*Vice-President
Treasurer
Advisory*

Public Speaking:

*NY Tech Summit
MACNY
Rochester Security Summit*

Personality Type:

ESTJ (Myers-Briggs)

WORK STYLE

It's a challenge knowing how people will fit into an organization. Beyond résumés, work experiences, projects and job titles – it's hard to get a sense of the actual person.

As a primer on understanding me and how I use my perception and judgment, I offer a description by the industry standard MTBI (Myers-Briggs Personality Type Indicator).

I am categorized as an **ESTJ**:

- **Extravert** over Introvert (focus of attention)
- **Sensing** over Intuition (absorbing information)
- **Thinking** over Feeling (decision making preference)
- **Judging** over Perception (how decisions are oriented to others)

From this psychological type, some personality patterns include:

- **Collaborative and communicative** – I enjoy a wide circle of people
- **Concrete over abstract** – I focus on behaviors and details
- **Objective** – I give more weight to logic
- **Decision oriented** – I believe in action to support progress

The Myers-Briggs characteristics of an ESTJ - practical, realistic, matter-of-fact, with a natural head for business or mechanics, civic-minded individuals who dedicate themselves to maintaining the institutions behind a smooth-running society. They typically defend convention and are strong believers in rules and procedures.

Given the context of this information, my professional pursuits have been driven by:

- **Meaningful Impact** – to make actions and produce results that enhance the overall nature of the organizations I've worked with and improve people's use of technology
- **Ability to Improve** – I take opportunities that allow me to use my judgment to shape processes and people towards goals and missions

ERIC J.T. CABALLERO

315.491.0717 | EJTCaballero@outlook.com | Syracuse, NY | <http://www.linkedin.com/in/ericcaballero/>

TECHNOLOGY LEADERSHIP

I work with the people, processes & systems of an organization to achieve its mission and goals by applying my knowledge, experience and communication skills. My focus is technology and I specialize in what IT does: "Equip, Empower & Ensure". I do this with a practiced ability to learn, analyze and engineer towards an infrastructure that can be: "Available, Accurate & Anywhere".

PROFESSIONAL HISTORY

Information Technology Director, Byrne Dairy, Lafayette, NY (*\$400M+*) 2012 - Present

Leadership of technology issues within a 24x7x365 food process manufacturing environment.

- **Operations Management** – accountable for continuity, functionality, maintenance & upgrade
 - Added Helpdesk and Servicedesk functions
 - Enhanced staffing & vendor support at Engineering and Administrator levels
- **Architect & Engineer** – building enterprise-class IT functions with scale & flexibility
 - Datacenter upgrades to virtualization, storage and backup for increased capacity and scalability
 - Strengthening of configurations and practices within IBM iSeries (AS/400), Microsoft, VMware and datacenter apps
- **Standards & Practices** - improving systems consistent with Enterprise Architecture, Best Practice and Service Management Practices based on ITIL and Lean-Six Sigma
 - Wireless infrastructure re-engineering
 - Enhanced security across all areas
 - Proactive monitoring of systems
- **Performance Management** – developing metrics for performance, quality and key performance indicators
 - Support request trending & close percentages
 - Implemented systems, up-times, performance
 - Usage analysis and trending of IT assets
- **Continuous Improvement** - implementing methodologies and processes that improve performance, lower costs and support innovation throughout the organization
 - Audit, analysis and reductions in cell phone costs
 - Continuous audit, analysis and reductions in vendor costs across multiple areas
- **Empower** - be a part of growth and innovation
 - Infrastructure planning and commission for our new yoghurt plant and warehouse
 - Infrastructure growth for our expanded ultra-pasteurization plant
 - ERP assessment and evaluation for improvements and upgrades

Adjunct Instructor, ITT Technical Institute, Liverpool, NY (*\$1.1B+*) 2012 - Present

- **Instruction** - teach Information Technology coursework
- **Lecture** - integrate relevant work experiences into the context of coursework and IT topics
- **Advise** - provide career insights and tips on educational and professional development

ERIC J.T. CABALLERO

PROFESSIONAL HISTORY - CONTINUED

- Network Engineer/Administrator**, Associated Medical Professionals of NY (\$48M+) 2011 - 2012
Syracuse, NY
- **Technology Management** – technical and operational support of enterprise wide systems across multiple locations, provide network engineering, administration and support of healthcare environment that includes Electronic Medical Records (Medent), Patient Management (Aria), Radiation (Varian), Imaging (Philips CT)
 - **Project Management** – delivered technology infrastructure of new Radiation Oncology & CT Imaging facility in 2012
 - **Administration** – ensure overall integrity and daily operations of Radiation Oncology/Imaging practice
- Startup Founder**, Luukxi.com & DiningHeaven.com, Syracuse, NY 2010 - 2013
- **Entrepreneurial Leadership** – concept development, business model development, marketing & competitive analysis, technology & intellectual property development
 - **Milestones** – Invited to join the startup business incubator program operated by Syracuse University and Centerstate Corporation for Economic Opportunity (Technology Garden)
- Chief Information Officer**, Arc of Onondaga, Syracuse, NY (\$24M+) 2008 to 2009
- **Leadership** – strategic planning, data security and IT governance within a not-for-profit healthcare/human services agency of 500+ employees, 30+ sites
 - **Technology Management** – improved an architecture to provide services, reduce costs, streamline operations and ensure funds are utilized and managed to maximum value
 - **Best Practice** – aligned technical systems, policies, procedures with departmental functions and organizational missions
 - **Risk Management** – ensured data retention and compliance policies consistent with HIPAA, Medicaid and other regulatory concerns; served as HIPAA Security Officer
 - **Financial Management** – IT capital and operational planning across entire organization
 - **Project Management** – Electronic Medical Record (EMR) selection, Electronic Billing (EB), telecommunications VoIP upgrade, server virtualization (VM), storage consolidation (SAN)
- Director of Support Services**, ACC Technical Services, Syracuse, NY (\$33M+) 1999 to 2008
- **Technology Management** – technical and operational management of client systems with multiple and diverse environments across geographic locations, providing engineering, consulting and support
 - **Staff Management** – supervised, mentored and lead staff and quality of work
 - **Client Development** – cultivated relationships and development of new projects and business
 - **Business Operations** – assisted in the development and execution of business plans and objectives as part of the management team
 - **Project Management** – WAN's; Virtualization: Citrix, Microsoft, VMware; Servers: Microsoft, Linux; Routers/Firewalls/VPN: Cisco, Sonicwall, HIPAA Compliance; 21CFR Part 11 Auditing; IT Auditing; Mail Servers: Exchange; Information Security; Data Recovery; VoIP; Vendor Management

ERIC J.T. CABALLERO

PROFESSIONAL HISTORY - CONTINUED

Director of Network Services, TMD Technology Services (*prev. TrainingWorks*) 1996 to 1999
Syracuse, NY

- **Technology Management** – hands-on technical and operational management of client systems, provided network engineering, consulting and support
- **Business Operations** – Senior member of business, strategic and operational administration
- **Project Management** – Unix servers, Novell servers, Microsoft servers, System integrations and support service

Owner/President, Abaxis, Inc. & Info M/S, Inc., Syracuse, NY (*\$6M+*) 1990 to 1996

- **Business Operations** – Owned and managed a company dedicated to providing infrastructure support services to Microsoft, Novell and Unix environments
- **“My Personal MBA”** – Hands-on management, development and execution of all facets of business from human resource issues, financial management, sales and marketing, product and services delivery
- Sold company to TrainingWorks (*later acquired by TMD Technology Services*); continued to manage its functions within that organization

Network Support Analyst, University Data Systems, Syracuse, NY (*\$1M+*)(*become Rescuecom*) 1988 to 1990

- **Technology Management** – addressed technical support issues and restored operational functionality for PC-based installations and networked-based systems
- **Project Management** – responsibilities increased into more senior consulting and design responsibilities

EDUCATION / CURRICULUM VITAE / CERTIFICATIONS

Master of Science, Information Management – Syracuse University (*iSchool*), 2016 (*anticipated*)

- **Residency:** Tech Garden Student Sandbox, Syracuse, NY, 2011 (*startup incubator*)
- **Conferences:** #140cuse, Syracuse University, iSchool, Syracuse, NY, 2012
Syracuse Startup Weekend, Syracuse Tech Garden, Syracuse, NY 2011
Emerging Talk, Syracuse Tech Garden, Syracuse, NY 2011

Bachelor of Science, Information Science, Hartwick College, 1988

- **Internships:** Raymond Corporation – IT Analyst, 1988
Oneonta Middle School – Database Analyst, 1988
- **Projects:** Voice Recognition, 1988
- **Leadership:** Alpha Sigma Phi – House Manager, Historian, Spring Formal Chairman 1987-88
- **Employment:** Hartwick College, Computer Lab Technician, 1986-88

ITIL v3 Foundation Certified, 2013

Lean-Six Sigma, Yellow-Belt Certified 2015, Black-Belt Pending

ERIC J.T. CABALLERO

PROFESSIONAL ASSOCIATIONS & SPEAKING ENGAGEMENTS (MOST RECENT)

- **NY Tech Summit, 2015 – “The Epiphany of Effective Leadership”**
There's a tipping point in a career where technical skills, operational experience and business savvy all come together and suddenly realization strikes that it's no longer hard skills leading success - its soft skills and alignment with missions.
- **NY Tech Summit, 2015 – “The Problem is You”**
What happens when a person is part of the problem? Or is the problem? How do we move forward when facing these obstacles? An empathetic approach and sharpened communication methods can turn complaints into actions and problems into triumphs.
- **NY Tech Summit, 2015 – “Agents of Yes: Incorporating Tech into Operations While Mitigating Risks”**
Panel discussion member offering operational, technical, and end user perspectives on how business operations are supported by the IT department
- **Rochester Security Summit, 2014 – CISO Panel: Establishing Chains of Trust**
Member of the Leadership panel that included IT Security professionals providing individual experiences and recommendations in a question and answer format regarding policy, framework and execution issues around securing data, systems and the enterprise.
- **NY Tech Summit, Advisory Council**
Advisor to the NY Tech Summit Planning committee in guiding the development of conference content, be the voice of the larger community, advocate and spread the word within organizations and peer circles, act as an ambassador during conference
- **NY Tech Summit, 2014 – “How To Be the A-Team and Not the Geek Squad”**
An effective IT staff is not break-fix, engineering and helpdesk people – it's collaborators, problem-solvers and communicators.
- **MACNY, 2014 – “Strengthening Vendor Relationships to Become Business Partners”**
Co-Presented key objectives and proactive steps to establish trust and mitigate risks when developing relationships to drive value, efficiency and collaborative processes.
- **MACNY, 2013 – “Mobile Device Management, New Insights and Case Studies”**
Presented real-world examples and lessons learned with mobile device vendors and administration challenges as well as BYOD issues, policies and practices.
- **MACNY, 2015 – Technology Council Chair**
Technology council assembles and presents topics with relevancy to the industry it IT-specific themes to provide information, insight and potential application to peer member's.

NON-PROFIT WORK

Vice President, Board Member, Player Agent, Coach, Assistant-Coach Lyncourt-LeMoyne Little League	2007-08, 2010-present
Treasurer, Member Alpha Sigma Phi Beta Xi Alumni Association	2004 – present
Parent-Teacher-Organization St. Daniel, St. Daniel – St. Matthew Academy	2006 – 2010
Webmaster St. Joseph the Worker Church	2000 – 2005
Board Member, Member Association of Professional Computer Consultants	1995 – 1999



Joe O'Hara <johara@peace-caa.org>

Re: Email from W.Michael Short

1 message

Dave Scharoun <dscharoun1@verizon.net>

Tue, Nov 3, 2015 at 3:28 PM

To: "W. Michael Short" <wms@short.enterprises>

Cc: Joe O'Hara <johara@peace-caa.org>, Jim Cecile <jcecile@yahoo.com>, Connie Magunga <cmagunga@peace-caa.org>, "W. Michael Short" <shortmw@lemoyne.edu>

No problem, Mike. Thanks.

We know you are busy and we look forward to continue to work with you through the Westside Family Resource Center.

Take care.

Dave

From: W. Michael Short

Sent: Tuesday, November 03, 2015 3:03 PM

To: Dave Scharoun

Cc: Joe O'Hara ; Jim Cecile ; Connie Magunga ; W. Michael Short

Subject: Re: Email from W.Michael Short

Dave - I'm running an exercise on campus at the S.I. Newhouse School today with students, faculty, and our associates at Le Moyne and in D.C. I am hoping the e-mail I provided last night can serve as my immediate board resignation notification for your meeting this afternoon and I will provide a formal letter on letterhead ASAP for distribution to the board.

--

W. Michael Short

President & Founder

Global Social Enterprise Institute

An Initiative of Short Enterprises

Center for Global Engagement & Impact

Madden School of Business

Le Moyne College

Office: Mitchell Hall 016

Web: www.gse.institute

Phone: (315) 308-0543

On Nov 2, 2015, at 10:40 PM, W. Michael Short <wms@short.enterprises> wrote:

Dave -

I really appreciate your note and your transparency. I understand the position you are in re. attendance - I recently had to have a very similar conversation with a member of our Institute's Leadership Council at Le Moyne College. I overestimated my ability to balance my involvement with the launch of our Institute, our new initiatives, and our consortium of university partners. Splitting time between multiple cities has proven extremely difficult and taxing.

As I tell my students, being realistic about our limitations is an important, and often difficult, life

lesson. It's time for me to take my own advice.

I have seen first hand the impact that PEACE has in the community I'm very disappointed that I haven't been able to be as active a board member as I had planned. I was hoping things would level off with my schedule but that has not been the case. With this in mind, I'll draft the letter of resignation and will send that over to you before tomorrow's meeting.

As Mary Alice Smothers can attest to, I greatly admire you, Joe O'Hara, & Judge Cecile. Mary Alice is very important to me - she is truly special. All of your ongoing support for her means a great deal to me (and I know it means the world to her, as well).

I will most certainly continue to support the Westside Family Resource Center and PEACE in any way I can. On behalf of the Global Social Enterprise Institute and our Leadership Council, I'd also like to invite PEACE to join our membership program and to continue conversations on how we can be of assistance. There are a number of areas where I think we can have a substantive impact and contribution.

I sincerely hope I haven't let any of you down and I look forward to making it up to all of you by supporting the organization in other ways through participation in our Institute's membership program.

I'm happy to discuss further at your convenience. Have a good evening.

Sincerely yours,

--

W. Michael Short
President & Founder
Global Social Enterprise Institute
An Initiative of Short Enterprises
Center for Global Engagement & Impact
Madden School of Business
Le Moyne College

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On Nov 2, 2015, at 7:18 PM, Dave Scharoun <dscharoun1@verizon.net> wrote:

Michael:

Your attendance at Board and Committee meetings was reviewed and discussed with the P.E.A.C.E. Board of Directors at last Thursday's meeting. During the discussion I read your email to the Directors. As you may expect, I think it is accurate to say that the Board has concerns about your ability to continue on as a Director, and we would like to bring this matter to a resolution as soon as possible.

On September 1, 2015 I sent you, and all of the Directors, a letter with an accompanying reply form, asking you to respond regarding your desire and ability to continue to serve on the P.E.A.C.E. Board of Directors. I have also left you four, rather detailed voice mail messages, expressing the Board's concern about your attendance and requested that you call me back promptly. Other than your email of October 26, 2015, I have never received a reply to the my voice mail messages or the September 1st letter. Additionally, your email indicated that you would be following up with me "this week" but as of the end of today, you have not contacted me.

As I explained in the voice mail messages, the P.E.A.C.E. Board has previously been cited for not addressing an attendance issue with a previous Director. The Board does not wish this to happen again, and we are therefore taking a more proactive position on monitoring and ensuring Board attendance.

The Board Development Committee will be meeting at 4:45 PM tomorrow night, and the subject of your attendance will be an item for discussion. It is possible that the Committee will recommend that you be removed from the Board, however, it would probably be in everyone's interest if you were to submit your resignation prior to the meeting.

Please understand that even though you may no longer serve on the P.E.A.C.E. Board of Directors, we would appreciate and encourage you to continue to serve on/work with the Westside Family Resource Advisory Council and Mary Alice Smothers. We recognize and thank you for your previous service to that Center, and look forward to your continued participation.

Thank you.

David Scharoun

----- Forwarded message -----

From: **W. Michael Short** <wms@short.enterprises>
Date: Mon, Oct 26, 2015 at 4:18 PM
Subject: Today's Board Meeting
To: Connie Magunga <cmagunga@peace-cao.org>
Cc: "David A. Scharoun" <dscharoun1@verizon.net>, Joe O'Hara <johara@peace-cao.org>, Global Social Enterprise Institute <admin@gse.institute>

Connie -

Thanks for your call this AM re. today's PEACE board meeting.

Unfortunately, my God Mother passed away last week and the funeral, etc., was today. We have family in town and I need to stay with them this afternoon/evening.

Dave Scharoun (cc'ed) also reached out to me while I was traveling on business over the last few weeks and left a voicemail regarding board attendance issues. I'm following up with Dave this week to discuss these matters further. This year has been far busier than I ever anticipated with the launch of our new Institute at Le Moyne College and our national consortium of university partners.Â

With that said, I'm very pleased to report that our Institute included Mary Alice Smothers and the Westside Family Resource Center as a collaborator on our recent Federal grant proposal and we look forward to engaging PEACE in our initiatives moving forward. Our Institute is focused on social enterprise and supporting community non-profits and under served populations. I just need to have a discussion with Dave and Joe to figure out the best way for me/us to go about collaborating with PEACE - whether I'm serving on the board or in another capacity.

Have a great evening,

-

W. Michael Short
President & Founder
Global Social Enterprise Institute
An Initiative of Short Enterprises
Center for Global Engagement & Impact
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Le Moyne College

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Checked by AVG - www.avg.com
Version: 2015.0.6173 / Virus Database: 4455/10933 - Release Date: 11/02/15

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Version: 2015.0.6173 / Virus Database: 4457/10940 - Release Date: 11/03/15