

## **Events with Educational Institutions Relating to Broadcasting**

- **Changing Seas – batch 1**
- **Facility Tour -Strategic Forum Student Group of Nova Southeastern University's Business School – batch 2**

## Monica Ramos Westby

---

**From:** [REDACTED] <[REDACTED]@my.nyu.edu>  
**Sent:** Monday, May 16, 2022 12:18 PM  
**To:** Monica Ramos Westby,  
**Subject:** Re: South Florida PBS

Hi Monica!

Thank you so much for setting up the tour for us at South Florida PBS! We all had such a wonderful time. I even got to see how my job working with MSNBC connects to feeds from inside the building that are sent to the broadcasts I watch every night!

Here is Paulina [REDACTED]'s email address: [REDACTED]@my.nyu.edu  
She has been an amazing addition to our group! She is extremely reliable and very knowledgeable in production.

Thanks again!

[REDACTED]

---

**From:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Sent:** Wednesday, May 11, 2022 8:47 AM  
**To:** [REDACTED] <[REDACTED]@my.nyu.edu>  
**Subject:** RE: South Florida PBS

**NSU Security WARNING:** This is an external email. Do not click links or open attachments unless you recognize the sender and

[REDACTED]

Yes, that is the correct address. Looking forward to seeing you tomorrow!

Best regards,  
Monica

**SOUTH FLORIDA PBS**  
WPBT • WXEL

**Monica Ramos Westby, SHRM-CP | Human Resources Manager**  
**Office:** 305-424-4049  
**Email:** mwestby@southfloridapbs.org

---

**From:** [REDACTED] <[REDACTED]@my.nyu.edu>  
**Sent:** Saturday, May 7, 2022 2:07 PM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

Also, can you please confirm this is the correct address?

South Florida PBS, 3401 S Congress Ave Boynton Beach, FL 33426

Get [Outlook for iOS](#)

---

**From:** [REDACTED]@mysu.nova.edu>  
**Sent:** Saturday, May 7, 2022 1:39:31 PM  
**To:** Monica Ramos Westby, <[mwestby@southfloridapbs.org](mailto:mwestby@southfloridapbs.org)>  
**Subject:** Re: South Florida PBS

Thanks so much & sounds good about the time change. I am sending the form to the students!

Here are the names:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Get [Outlook for iOS](#)

---

**From:** Monica Ramos Westby, <[mwestby@southfloridapbs.org](mailto:mwestby@southfloridapbs.org)>  
**Sent:** Thursday, May 5, 2022 1:30:40 PM  
**To:** [REDACTED]@mysu.nova.edu>  
**Subject:** RE: South Florida PBS

**NSU Security WARNING:** This is an external email. Do not click links or open attachments unless you recognize the sender and

[REDACTED]

I just spoke to our Studio Manager we need to make a slight adjustment to the time of the tour. There will be a KidVision shoot in the studio starting at 10am so we will have to move the arrival time for the tour to 9am with the tour starting at 9:15am.

I am attaching our Visitor Screening Form that we require all staff/visitors to complete prior to entering the building. You can have the students complete this the day prior to the tour and email to me at [mwestby@southfloridapbs.org](mailto:mwestby@southfloridapbs.org) or they can complete the form when they arrive at the station. Also, if you could please send me the names of all the people attending the tour so our guard is aware.

Let me know if you have any questions.

Best regards,  
Monica



**Monica Ramos Westby, SHRM-CP | Human Resources Manager**  
**Office:** 305-424-4049  
**Email:** mwestby@southfloridapbs.org

---

**From:** Monica Ramos Westby,  
**Sent:** Thursday, May 5, 2022 10:12 AM  
**To:** [REDACTED]@mysu.nova.edu>  
**Subject:** RE: South Florida PBS

Sounds great. Our staff is looking forward to showing you around.

Best regards,  
Monica



**Monica Ramos Westby, SHRM-CP | Human Resources Manager**  
**Office:** 305-424-4049  
**Email:** mwestby@southfloridapbs.org

---

**From:** [REDACTED]@mysu.nova.edu>  
**Sent:** Wednesday, May 4, 2022 3:10 PM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

Looks like we'll have around 8 students attending!

Get [Outlook for iOS](#)

---

**From:** [REDACTED]@mysu.nova.edu>  
**Sent:** Friday, April 29, 2022 4:54:19 PM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

We have 7 people confirmed as "yes" right now. I am thinking a max of 15 should be good. I will give you a final number on Monday!

Thanks again,  
Molly

---

**From:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Sent:** Friday, April 29, 2022 1:24 PM  
**To:** [REDACTED]@mysu.nova.edu>  
**Subject:** RE: South Florida PBS

NSU Security WARNING: This is an external email. Do not click links or open attachments unless you recognize the sender and

[Redacted]

The most we can accommodate at a time is 15. If you have more than 15 in your group we would have to split the group up and schedule the second group on another day. Let me know how many you are thinking.

Thanks,  
Monica



**Monica Ramos Westby, SHRM-CP | Human Resources Manager**  
**Office:** 305-424-4049  
**Email:** mwestby@southfloridapbs.org

---

**From:** [Redacted]@mysu.nova.edu  
**Sent:** Friday, April 29, 2022 11:57 AM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

Hi Monica!

Is there a headcount limit for the tour?

[Redacted]

Get [Outlook for iOS](#)

---

**From:** [Redacted]@mysu.nova.edu  
**Sent:** Tuesday, April 26, 2022 11:07:03 AM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

Sounds great, thank you so much! I'll keep in touch.

Get [Outlook for iOS](#)

---

**From:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Sent:** Tuesday, April 26, 2022 11:06:21 AM  
**To:** [Redacted]@mysu.nova.edu  
**Subject:** RE: South Florida PBS

NSU Security WARNING: This is an external email. Do not click links or open attachments unless you recognize the sender and

Wonderful! I will go ahead and book the 12<sup>th</sup> for you and confirm with production whether they want to start at 10am or 9:30am.

Monica

**Monica Ramos Westby, SHRM-CP | Human Resources Manager**  
**Office:** 305-424-4049  
**Email:** mwestby@southfloridapbs.org

---

**From:** Molly Griswold <[REDACTED]@mysu.nova.edu>  
**Sent:** Tuesday, April 26, 2022 11:05 AM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

Thanks so much for the updates! Let's do the 12th! I will get back to you ASAP on the number of students. We can start at 10 AM (or before if that works better).

Get [Outlook for iOS](#)

---

**From:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Sent:** Tuesday, April 26, 2022 11:01:51 AM  
**To:** Molly Griswold <[REDACTED]@mysu.nova.edu>  
**Subject:** RE: South Florida PBS

**NSU Security WARNING:** This is an external email. Do not click links or open attachments unless you recognize the sender and

[REDACTED]

I just got word the 10<sup>th</sup> just got booked for another tour so the only dates available are the 3<sup>rd</sup> or the 12<sup>th</sup>. Let me know what works best for you.

Thanks,  
Monica

---

**Monica Ramos Westby, SHRM-CP | Human Resources Manager**  
**Office:** 305-424-4049  
**Email:** mwestby@southfloridapbs.org

---

**From:** Monica Ramos Westby,  
**Sent:** Tuesday, April 26, 2022 10:58 AM  
**To:** Molly Griswold <[REDACTED]@mysu.nova.edu>  
**Subject:** RE: South Florida PBS

[REDACTED]

I hope you are doing well. I apologize for the delay in getting back to you but had to check with our production team and see what their schedule looks like. We have a client in the studios on all three of your suggested days so in order to include the studio in the facility tour, we need to schedule the tour to start by or before 10a. Please let me know what date, out of the three you suggested, works best for you and the number of "students" that will be attending.

I look forward to hearing back from you.

Best regards,  
Monica

**Monica Ramos Westby, SHRM-CP | Human Resources Manager**  
**Office:** 305-424-4049  
**Email:** mwestby@southfloridapbs.org

---

**From:** [REDACTED]@mysu.nova.edu>  
**Sent:** Tuesday, April 19, 2022 6:55 PM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

Hi Monica!

Thanks so much for reaching out and providing the link for job opportunities and internships, I will read through them! I will be sure to send the link to another one of our students in the group who is extremely interested in marketing and production, as well.

Many of our students are excited to take a tour! Is there any availability on May 3rd, May 10<sup>th</sup> or May 12th? In the morning/early afternoon would be best if possible 😊

[REDACTED]  
SFSG President

---

**From:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Sent:** Friday, April 15, 2022 10:56 AM  
**To:** [REDACTED]@mysu.nova.edu>  
**Cc:** Herron, Diane <dherron@southfloridapbs.org>  
**Subject:** South Florida PBS

**NSU Security WARNING:** This is an external email. Do not click links or open attachments unless you recognize the sender and

[REDACTED]

I hope you are doing well. Diane Herron gave me your email.

I see that you will be graduating soon and are interested in learning more about our open positions. Below is a link to our Career Opportunities page from our website. Please let me know if there is anything that peaks your interest.

<https://www.southfloridapbs.org/about/careers/>

Diane also mentioned that you are interested in scheduling a tour for a group of students. Please let me know what your availability is for the tour and we can work on coordinating it.

I look forward to hearing back from you and please let me know if you have any questions or if there is anything else I can be of help with.

Best regards,  
Monica

**Monica Ramos Westby, SHRM-CP**  
Human Resources Manager  
Office: 305-424-4049  
Email: [mwestby@southfloridapbs.org](mailto:mwestby@southfloridapbs.org)

The information contained in this e-mail message is Privileged and Confidential, intended only for the use of the individual or entity named as recipient. If the reader is not the recipient, the reader may not copy, forward, or otherwise use it, or disclose its contents to anyone else. If you have received this e-mail in error, please notify us immediately and delete it from your system. .



# SOUTH FLORIDA PBS – NSU, SFSG STUDIO TOUR ITINERARY:

Thursday, May 12th, 2022

## CREW CALL: 9:00 AM

Ben Dominick, Studio Liaison (54-549-6681)  
Freddy Ospina, Studio Liaison (86-301-2247)

*Handwritten signature*  
HERSEY

Gene Talley, VP Engineering (84-258-9174)  
Rich Proch, Engineering (708-36-1507)  
Gil Henry, Engineering (31-307-1977)  
Diane Herron, VP Human Resources  
Monica Wesby, Human Resources Manager  
Mary Pat Lang, Senior Director of Production Services, (31-762-0700)  
Carmelo Rodriguez, Director Studio Operations, (31-748-8351)

**9:00AM** – Arrive Studio Crew and ready Studios A & B for SFSG Studio Tour.

**9:15 AM** – Arrive [Redacted] President of SFSG and NSU students

**9:25 AM** – Mary Pat Lang, Senior Director of Production Services will greet guests in Lobby and begin Studio Tour.

**9:50 AM** – Gene Talley Senior VP Engineering & Technology will greet guests and continue Station Tour.

**10:15 PM** – Begin wrapping Station Tour.

**Gustavo Nino**

---

**From:** Monica Ramos Westby,  
**Sent:** Wednesday, May 11, 2022 9:13 AM  
**To:** Gustavo Nino  
**Cc:** Herron, Diane  
**Subject:** FW: South Florida PBS

Hi Gustavo,

I hope you are doing well. We will be having some guests at the station tomorrow morning for a tour of the facility. Below are the names of the guests.

We have asked them to complete the screening form and email to me or bring with them tomorrow. If they don't have the form, please have them complete one.

Diane and I will be there tomorrow. Please let me know when they arrive.

Thank you!

[REDACTED]



Monica Ramos Westby, SHRM-CP | Human Resources Manager  
Office: 305-424-4049  
Email: mwestby@southfloridapbs.org

---

**From:** [REDACTED]@mysu.nova.edu  
**Sent:** Saturday, May 7, 2022 1:40 PM  
**To:** Monica Ramos Westby, <mwestby@southfloridapbs.org>  
**Subject:** Re: South Florida PBS

Thanks so much & sounds good about the time change. I am sending the form to the students!

Here are the names:

[REDACTED]