

AGENDA ITEM #22H
May 27, 2010

Appointments

MEMORANDUM

May 25, 2010

TO: County Council
FROM: Justina J. Ferber,  Legislative Analyst
SUBJECT: Appointments – Upcounty County Citizens Advisory Board

The County Executive's appointments to the Upcounty County Citizens Advisory Board are before the Council for confirmation.

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Doug Noble © 18	
Pat Seals © 20	
Robert Thompson © 23	
James Wallace © 27	

Attachments

f:\ferber\county executive appointments\citizens advisory board\upcounty cab\10 appts\5-27 appt memo.doc



OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

APPOINTMENT

PURSUANT TO THE AUTHORITY VESTED TO ME UNDER SECTION 215 OF THE CHARTER OF MONTGOMERY COUNTY, MARYLAND, I HEREBY APPOINT

Type of Position: Public

Sean Augerson
Damascus 5/31/2013
(Replaces Joanne Atay's expired term
--First Term)

Type of Position: Public

Andres Aviles
Germantown 5/31/2013
(Reappointment--Second Term)

Type of Position: Public

Vineet Bhanot
Rockville 5/31/2013
(Replaces George Donovan's expired term
--First Term)

Type of Position: Public

Doug Noble
Damascus 5/31/2013
(Reappointment--Second Term)

Type of Position: Public

Pat Seals
North Potomac 5/31/2013
(Replaces Christopher Snead's expired term
--First Term)

Type of Position: Public

Robert Thompson
Darnestown 5/31/2013
(Reappointment--Second Term)

Type of Position: Public

James Wallace
Gaithersburg 5/31/2013
(Replaces Brenda Whitehurst's expired term
--First Term)

TO SERVE AS members of the Upcounty Citizens Advisory Board

THIS APPOINTMENT SHALL BE EFFECTIVE UPON CONFIRMATION BY THE COUNCIL FOR MONTGOMERY COUNTY, MARYLAND

May 12, 2010

ISIAH LEGGETT
COUNTY EXECUTIVE

DATE

①

Resolution No.: _____
Introduced: _____
Adopted: _____

**COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND**

By: County Council

SUBJECT: County Executive's Appointments to the Upcounty County Citizens Advisory Board.

The County Council for Montgomery County, Maryland approves the following resolution:

The County Executive's appointments to the Upcounty Citizens Advisory Board are confirmed.

Type of Position: Public

Sean Augerson
Damascus 5/31/2013
(Replaces Joanne Atay's expired term
--First Term)

Type of Position: Public

Andres Aviles
Germantown 5/31/2013
(Reappointment--Second Term)

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Rockville 5/31/2013
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(Replaces Christopher Snead's expired term
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(Reappointment--Second Term)

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Gaithersburg 5/31/2013
(Replaces Brenda Whitehurst's expired term
--First Term)

This is a correct copy of Council action.

Linda M. Lauer, Clerk of the Council

UPCOUNTY CITIZENS ADVISORY BOARD

- Created -- Resolution No. 10-1279, adopted May 7, 1985
Resolution No. 12-1724, adopted July 5, 1994
Resolution No. 14-223 staggered terms, effective 7/27/99.
- Purpose -- Review and comment, within statutory requirements and guidelines, proposed zoning amendments and section map amendments, master plans and related plan amendments, six year capital improvements program (CIP) of County and bi-County agencies, operating budgets of County and bi-County agencies; health and human service matters, land acquisition by County and other government agencies, location and design of fire stations, schools, recreation centers, libraries and other government buildings and facilities, transportation routes, schedules and services within the County, including school busing, and all other matters coming before the County government for decision which relate to, or affect, the Upcounty Center's service area. Advise the Director of the Upcounty Center in identifying demographic, economic and social patterns in the area.
- Membership -- 20 members, representing a cross-section of citizens living or working in the Upcounty region, such as in Germantown, Gaithersburg, Laytonsville, Damascus, Poolesville, Clarksburg, Montgomery Village, and North Potomac.
- Financial Disclosure-Not required.
- Terms -- Three year terms - no compensation.
- Meetings -- Third Monday of each month at 7 pm, Upcounty Government Center, Germantown.
- Staff -- Catherine Matthews, Upcounty RSC, 12900 Middlebrook Road, Germantown, MD 20874. 240-777-8040

MEMBERSHIP

Type of Position: **Public**
Mr. Nicholas Alexander, Gaithersburg
Affiliation: None
Start Date: 6/16/2009 End Date: **5/31/2012**
First Term - Replaces Tobi Printz-Platnick's expired term
STATUS: Active

Type of Position: **Public**
Mr. Bradley Davis, North Potomac
Affiliation: None
Start Date: 5/13/2008 End Date: **5/31/2011**
Second Term - Reappointment
STATUS: Active

Type of Position: **Public**
Ms. Joanne Atay, Germantown
Affiliation: None
Start Date: 6/19/2007 End Date: **5/31/2010**
First Term - Replaces Tufail Ahmad's expired term
STATUS: Active

Type of Position: **Public**
Mr. George Donovan, Rockville
Affiliation: Upcounty Citizens Advisory Board
Start Date: 6/19/2007 End Date: **5/31/2010**
Second Term - Reappointment
STATUS: Active

Type of Position: **Public**
Mr. Andres Aviles, Germantown
Affiliation: None
Start Date: 6/19/2007 End Date: **5/31/2010**
First Full Term - Reappointment
STATUS: Active

Type of Position: **Public**
Mr. Cherian Eapen, Clarksburg
Affiliation: None
Start Date: 6/16/2009 End Date: **5/31/2011**
First Term - Replaces James C. Schmutz' unexpired term
STATUS: Active

Type of Position: **Public**
Mr. Heinz Bachmann, Dickerson
Affiliation: None
Start Date: 6/16/2009 End Date: **5/31/2012**
Second Term - Reappointment
STATUS: Active

Type of Position: **Public**
Mr. Andrew Einsmann, Germantown
Affiliation: Upcounty Citizens Advisory Board
Start Date: 6/16/2009 End Date: **5/31/2012**
First Term - Replaces Kevin Schwartz' expired term
STATUS: Active

Type of Position: **Public**
Ms. Terramika Bellamy, Clarksburg
Affiliation: None
Start Date: 5/13/2008 End Date: **5/31/2011**
First Term - Replaces Richard Wright's expired term
STATUS: Active

Type of Position: **Public**
Ms. Natalia Farrar, Rockville
Affiliation: None
Start Date: 6/16/2009 End Date: **5/31/2012**
First Term - Replaces Loretta L. Schmitzer's expired term
STATUS: Active

Type of Position: **Public**
Mr. Juan Cardenas, Gaithersburg
Affiliation: None
Start Date: 5/13/2009 End Date: **5/31/2011**
First Term - Replaces Elise "Potsy" Hackey's expired term
STATUS: Active

Type of Position: **Public**
Mr. James King, Montgomery Village
Affiliation: None
Start Date: 6/16/2009 End Date: **5/31/2012**
First Term - Replaces Rev. Timothy B. Warner's expired term
STATUS: Active

Type of Position: **Public Co/VC**
Mr. Joel Cockrell, Damascus
Affiliation: None
Start Date: 6/16/2009 End Date: **5/31/2012**
Second Term - Reappointment
STATUS: Active



MEMBERSHIP

Type of Position: **Public**
Mr. Matthew Leakan, Germantown
Affiliation: None
Start Date: 5/13/2008 End Date: 5/31/2011
First Term - Replaces Jorge Hernandez-Fujigaki's expired term
STATUS: Active

Type of Position: **Public**
Ms. Brenda Whitehurst, Potomac
Affiliation: None
Start Date: 6/19/2007 End Date: 5/31/2010
First Term - Replaces Gustavus McLeod's expired term
STATUS: Active

Type of Position: **Public**
Mr. Doug Noble, Damascus
Affiliation: None
Start Date: 6/19/2007 End Date: 5/31/2010
First Full Term - Reappointment
STATUS: Active

Type of Position: **Public Co/VC**
Mr. Robert Owolabi, Boyds
Affiliation: None
Start Date: 5/13/2008 End Date: 5/31/2011
First Full Term - Reappointment
STATUS: Active

Type of Position: **Public**
Mr. Christopher Snead, Darnestown
Affiliation: None
Start Date: 6/19/2007 End Date: 5/31/2010
First Term - Replaces Eric A. Cooper's expired term
STATUS: Active

Type of Position: **Public Chair**
Mr. Robert Thompson, Darnestown
Affiliation: None
Start Date: 6/19/2007 End Date: 5/31/2010
First Full Term - Reappointment
STATUS: Active

Type of Position: **Public**
Ms. Rebecca Walker, Germantown
Affiliation: None
Start Date: 6/16/2009 End Date: 5/31/2012
Second Term - Reappointment
STATUS: Active



Policy and Procedures



List of Boards, Committees and Commissions



Meeting Calendar



Vacancy Notices



Council Policy Regarding Appointments

Vacancy Announcements

Release ID: 10-029

Media Contact: Beth Gochrach, 240.777.2528

For Immediate Release: 3/10/2010

Application Deadline: 4/7/2010

Leggett Seeks Applicants for Upcounty Citizens Advisory Board

County Executive Isiah Leggett is seeking applicants to fill seven vacancies on the Upcounty Citizens Advisory Board.

The Upcounty Citizens Advisory Board represents approximately 300,000 residents in the area north of Shady Grove Road, including the communities of Barnesville, Beallsville, Boyds, Clarksburg, Damascus, Darnestown, Dickerson, Gaithersburg, Germantown, Goshen, Laytonsville, Montgomery Village, North Potomac, Poolesville, Tobytown, and Washington Grove. Residents of Montgomery Village, Laytonsville, Barnesville, Dickerson, the Shady Grove area, and the greater Poolesville area are particularly encouraged to apply.

The 20-member board advises the Director of the Upcounty Regional Services Center, the County Executive, and County Council on area needs and priorities such as transportation, human services, the environment, land use, public safety, and other issues of local importance. It also reviews and comments on the County's capital and operating budgets and master plans; assists with strategies to tailor services to regional needs; and conducts workshops and forums. Some members represent the Board on other committees.

Members serve three-year terms without compensation, but are eligible for reimbursement for travel and dependent care for meetings attended. The full board meets one Monday evening of each month and occasionally on Saturdays at the Upcounty Regional Services Center in Germantown. Members are also expected to serve on at least one subcommittee, which also meets each month on a Monday evening.

Applicants of diverse backgrounds, professions, gender, geography, disability and ethnicity are encouraged to apply. An application, consisting of a **brief cover letter and resume**, should be sent by mail to County Executive Isiah Leggett, 101 Monroe Street, 2nd Floor, Rockville, MD 20850, or by email to countyexecutive.boards@montgomerycountymd.gov. Home and employment addresses, as well as contact phone numbers and email addresses should be included. If appropriate, applicants should indicate the position for which they are applying. The deadline for application is **April 7**.

Members of County boards, committees and commissions may not serve on more than one such group at a time. Leggett's appointments are subject to confirmation by the County Council. Applications of those selected for appointment are made public as part of the confirmation process.

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March 26, 2010

Mr. Isiah Leggett
Montgomery County Executive
101 Monroe Street, 2nd Floor
Rockville, MD 20850

RE: Upcounty Citizens Advisory Board

Dear County Executive Leggett:

This letter is in response to the vacancy open on the Upcounty Citizens Advisory Board. I live and work in Montgomery County, and I am interested in affairs affecting our communities and sincerely welcome the opportunity to contribute to their improvement by serving on the advisory board.

I am an alumni member of Leadership Montgomery whose mission is to bring leaders together to make Montgomery County a better place to live and work. I am also a board member of the Montgomery County Chamber of Commerce that serves and advocates the needs of local businesses.

On the home front, I have two children whose development I support by volunteering for Damascus High School and the Damascus Sports Association. Getting involved and focusing on our children is important to me as they will be the future leaders in our community.

At work, in addition to my duties as Senior Director of North American Operations, I serve on QIAGEN's "Americas Management Council," an executive management group that oversees the effectiveness and work relations of our company in North America. I also oversee the ongoing multi-million dollar expansion project at QIAGEN's U.S. Headquarters in Germantown.

I know that I will serve the Upcounty Citizens Advisory Board well, will dedicate the time necessary, and would be honored to be chosen and to contribute my services to the community of Montgomery County.

Sincerely,

Sean Augerson

Sean Augerson
Senior Director North America Operations
19300 Germantown Road
Germantown, MD 20874
240-686-7308
sean.augerson@qiagen.com
Home Address: 24318 Club View Drive, Damascus, MD 20872
Tel: 301-391-6881

Sean D. Augerson
Sean.Augerson@verizon.net
24318 Club View Drive ♦ Damascus, Maryland 20872
(301) 391-6881 – Home ♦ (240) 751-7213 – Cellular

BUSINESS EXPERIENCE

July 2007 – Present **QIAGEN, GmbH - Hilden, Germany**

August 2008 – Present **Senior Director North American Operations**
QIAGEN Sciences, Inc. - Germantown, Maryland

QIAGEN is a leading global supplier of HPV diagnostic and DNA/RNA sample preparation products. Responsibilities include, GMP manufacturing, process definition, implementation, product transfer, materials planning, formulation, liquid filling, assembly, inventory control, manufacturing engineering, facilities management.

- Executive member of the American Management Council
- Women's Health Portfolio Products team member
- Achieved significant increase in productivity resulting in a reduction of COGS on regulated products.
- Site facility campus expansion, strategy, planning and approval
- Facility management of 4 North American locations

July 2007 – August 2008

Senior Director Business Integrations
QIAGEN Sciences, Inc. - Germantown, Maryland

Responsible for leading the \$1.6 billion acquisition of Digene.

- Global integration project management responsibility
- Business integration completed on schedule
- No business interruption during the integration

2006 – July 2007

OPERATIONS GROUP DIRECTOR - Toxicology, Analytical Chemistry and Comprehensive Animal Health & Pathology Services (CAHPS), BioReliance, Invitrogen Bioservices, Rockville, Maryland

The Toxicology, Analytical Chemistry and CAHPS teams consist of 10 laboratories and 15 Mammalian Toxicology suites. The teams produce work under GMP, GLP and non-GLP conditions. Seven of 13 direct reports are at the PHD level.

- Achieved first ever record service levels of 100% OTD for the total Genetic Toxicology Service Business Unit for 5 consecutive weeks during record volumes.
- Partnered with Sales to increase revenue and operational capacity by 30% year on year.
- Federal regulatory GLP compliance audits completed with no observations.
- Reorganized operations to create a non-GLP screening lab, reducing study lead-time by 30%.
- Reorganized isolated departments within CAHPS & Toxicology to one cross-functional operational team to maximize business / resource synergies.
- Eliminated barriers between the Quality Assurance organization and Operations achieving teamwork, improved service levels, on time delivery and a substantial improvement in-group quality metrics and morale.
- During record volumes and sales achievement, initiated a cross development program within the labs to increase operational efficiencies within the business unit.

Sean D. Augerson – BUSINESS EXPERIENCE CONTINUED – PAGE 2

2000 – April 2006
2004 – April 2006

QIAGEN, GmbH - Hilden, Germany
EXECUTIVE DIRECTOR OF U.S. OPERATIONS
QIAGEN Sciences, Inc. - Germantown, Maryland

Responsibilities include, process definition, implementation, product transfer, materials planning, procurement, formulation, liquid filling, assembly, inventory control, manufacturing engineering, facilities management, distribution and logistics also supporting logistics in Canada and Asia Pacific.

- Corporate Officer of QIAGEN Sciences, Inc.
- Team member of the North America Leadership Team, reporting to QIAGEN'S Executive Committee. The team is comprised of QIAGEN'S Chief Financial Officer, and the Senior North American leadership from Sales, Marketing, Human Resources and Customer Service.
- Operations representative for acquisition due-diligence.
- Liaison to Investor Relations and Sales during site visits.
- Negotiated over \$1,000,000 in US logistics cost savings for 2006.
- Achieved purchasing cost savings in 2005 greater than \$600,000 annually.
- Incorporated three business acquisitions into US operations.
- In 2005 achieved a 12% reduction in direct labor cost within Consumable Manufacturing Assembly.
- Implemented bar coding lot verification within NA distribution.
- Achieved 99% service levels during double-digit sales growth rates.

2000 – 2004

DIRECTOR OF MANUFACTURING
QIAGEN Sciences, Inc. - Germantown, Maryland

- Developed and implemented the manufacturing and logistics process for the new North American Manufacturing Headquarters.
- Created and successfully implemented a site start-up product transfer plan to shift manufacturing of core products from Germany to Germantown Maryland operations.
- Negotiated and led the 5-month accelerated installation of SAP 4.6C. The project was completed on schedule and on budget.
- Designed and installed an enhanced manufacturing process resulting in a 20% increase in productivity as compared to previous global corporate standards.
- Designed and implemented a High Performance Team environment including a balanced score card metrics process.
- Within 6 months of beginning operations product inventory levels maintained at 98.5% customer service levels.
- High Performance Organization subject matter expert at the 2002 and 2003 Conference Board Conference in New York City, NY.

1998 – 2000

GENERAL MANAGER
Factory Authorized Medical Scope Repair, Inc. (FAMSR) - Pompano Bch, FL
FAMSR was the leading independent endoscope / medical instrumentation repair service company with 10 service locations across the United States. Responsible for all corporate operations functions including P&L and national technical management.

- ISO 9002 certification by Underwriters Laboratories achieved in 10 months.
- Responsible for site selection, lease negotiation and build out of two sites totaling 73,000 square feet.

Sean D. Augerson – BUSINESS EXPERIENCE CONTINUED – PAGE 3

- Reduced repair backlog by 65% while supporting an 80% increase in sales revenue.
- Sourced and established the Surgical Instrumentation Division contributing to 30% of sales growth.
- Initiated and implemented telecommunications system and a comprehensive employee benefits program.
- Created a team based work environment improving employee focus, accountability and morale.

1991 – 1998
1997 – 1998

Baxter Healthcare Corp. / Dade Behring Inc. - Deerfield, Illinois
DIRECTOR, PROJECT MANAGEMENT- SITE CLOSURE
Dade Behring Inc. – Miami, Florida

Managed the operations transfer and facility shut down of the two Miami manufacturing sites.

- Responsible for insuring effective site transfer planning, forecasting staff, expenses and capital.
- Leader of the Miami Employee Communication's Team.

1995 – 1997

DIRECTOR, OPERATIONS SERVICES

Managed engineering and operations services for Dade Behring's Miami operations.

- Site operations liaison during FDA QSR inspections and audits.
- Developed and administered a \$9M annual budget.
- Implemented process improvement initiatives realizing over \$1M in annual savings including the development and completion of Continuous Flow Manufacturing.
- Responsible for transferring and developing new manufacturing process to support R&D.
- Consolidated operations from Puerto Rico, \$900K annual savings.

1992 – 1995

OPERATIONS MANAGER

Managed the manufacturing operations of 10 production departments totaling over 200 employees. Responsible for production of over 50 million production components annually.

- Implemented a temporary work force for 36% of production positions, realizing \$250K savings.
- Recipient of Baxter Diagnostics 1993 Total Quality Achievement award.
- Reduced microbial product contamination from 7% to less than .1% in all products requiring aseptic processing.

1991 – 1992

MANAGER, ASEPTIC PROCESSING SERVICES

Responsible for managing three operation centers operating in class 100 cleanrooms, sterilization and processing for all business units.

- Restructured the departments into self-directed work teams, resulting in 97% production schedule compliance.
- Facilitated cleanroom process certification of all operations teams.

- Created team review and reconciliation of all production cost variances, resulting in 98% work order accuracy.

Sean D. Augerson – BUSINESS EXPERIENCE CONTINUED – PAGE 4

**1985 – 1991 Eastern Airlines, Inc. – Miami, Florida
OPERATIONS MANAGER**

Managed daily production operations of Auxiliary Power Unit (APU) production for Eastern's fleet of over 150 aircraft, in a FAA regulated environment, during union and non-union environments.

EDUCATION & MEMBERSHIPS

Masters of Business Administration, Nova Southeastern University, Ft. Lauderdale, FL - 1993

Bachelors of Science, Business Management, Barry University, Miami, FL - 1988

Operations Management Theory, Harvard Business Graduate School - 1996

Leadership Montgomery, Montgomery County, Maryland – 2003

Montgomery County Chamber of Commerce, Board Member – 2009

CERTIFICATIONS

Team Facilitator Certification, South Florida Manufacturing Association (SFMA) - 1994

Quality Auditor's Certification, Baxter Diagnostics International, Inc. - 1993

Clean Room Trainer Certification, Clean Room Management Associates Inc. - 1992

Aviation Power Plant License Federal Aviation Administration (FAA) - 1988

To all -

I wish to officially inform you that I wish to be considered for renomination and selection for the Upcounty Citizens Advisory Board for the new period starting in June/July 2007.

I filled an unexpired term for the last two years and feel that I have learned a great deal in that time about the upcounty part of Montgomery County and the entire county as well. I know that I still have a great deal to learn about all the myriad county departments and how they interact with the upcounty area.

I also feel that I have tried to contribute during meetings and to ask questions when I needed more information. I have worked in the past with a number of HOA boards, my credit union board and as a board member of a number of local community theater groups. I also like the feeling of the group as a whole - no one person can understand and solve all the issues that we all have to deal with.

I have lived in Montgomery County for the last 22 years - in Kensington, then Gaithersburg and now Germantown. I have worked for the National Geographic Society for 22 years - first in Gaithersburg for 9 years and now at headquarters in Washington DC as a Senior Data Security Analyst.

I have thoroughly enjoyed working with all the UCAB members in the last two years. I think the diversity of the members makes the UCAB stronger and stronger. I also greatly appreciate the helpfulness and professionalism of the staff of the Upcounty Center. The staff has helped make my experience on the UCAB a knowledgeable and enjoyable one.

I hope I can continue to participate and contribute to try to help make Montgomery County a better place to live, work and raise a family for all of us.

Thank You for your consideration.

Andres Aviles
202-496-3045 - work
ana5914@yahoo.com

19111 Forest Brook Road
Germantown, MD 20874

Gochrach, Beth

From: Matthews, Catherine
Sent: Friday, April 09, 2010 9:15 AM
To: Latham, Connie
Cc: Gochrach, Beth
Subject: FW: Upcounty Regional Services Center
Attachments: civil resume revised.pdf

Connie,
I'm forwarding Mr. Bhanot's application for the Upcounty Citizens Advisory Board with hopes that it will be accepted. There may have been a miscommunication on my part.

Catherine Matthews
Director, Upcounty Regional Services Center
12900 Middlebrook Road, Suite 1000
Germantown MD 20874
voice 240-777-8040 / TDD 240-777-8002
catherine.matthews@montgomerycountymd.gov
www.montgomerycountymd.gov/upcounty

... Bringing the County Closer to You!

-----Original Message-----

From: Vineet Bhanot [mailto:vbhanot@bhanotengineers.com]
Sent: Friday, April 09, 2010 8:26 AM
To: Matthews, Catherine
Subject: Upcounty Regional Services Center

Catherine,

Good Morning

It was nice meeting with you yesterday.

As discussed, I am interested in securing a seat with Upcounty Regional Services Center advisory board. My interest lies in the areas of traffic related developments/discussions.

Attached is my resume for your use. Thanks

Vineet Bhanot
Bhanot Engineers
20400 Observation Dr, Suite 208
Germantown, MD 20876
Direct line: (301) 591 3833
Cell: (240) 305 3625
Fax: (301) 528 2051

VINEET BHANOT
13716 Willow Tree Drive
Rockville, MD 20850
(240) 305 3625

Vineet Bhanot has over 18 years of experience in engineering design of various in-frastructure related projects like roads, site development, facilities, storm water management, and renewable energy projects. Over recent years he has served in various management roles for both private and public sector entities in the DC metro area.

He has a master's degree in environmental engineering and a bachelor's degree in civil engineering. He is also a registered professional engineer (PE) and a project management professional (PMP).

EXPERIENCE:

Self Employed
Rockville, MD 20850
July 2007 till present

Provided overall project management for design from client interaction, fee negotiation, project initiation, scope management to closeout as it relates to infrastructure projects. Prepared construction documents for building renovation, roads, parking lot design, site design to include storm water management grading and water and sewer. Prepared construction specifications in CSI format and construction cost estimate. Plans were submitted to governing agencies for permitting. Relevant projects are:

- Design for 2,500 linear feet of a 12 inch water main on, Middletown Road, Charles County, MD. Construction completed in summer of 2008.
- Site design and construction management for the construction of a new 10,000 sqft auditorium for Federal Law Enforcement Training Facility at Cheltenham, MD. Construction in progress.
- Site design for the construction of a new 65,000 sqft multipurpose facility on Woodfield Road, Gaithersburg, MD.
- Site design for the construction of a 4,000 sqft office building for Federal Communication Center Facility in Columbia, MD.
- Preliminary design for a new 64 townhome development in Howard County, MD.
- Design for a 50KW solar panel layout on pole mounts in Caroline County, VA.
- Design for solar panel roof mounts for various residential projects in VA and MD.
- Design for change of use of a 2,000 SF office space to retail in Silver Spring, MD. Construction in progress.
- Design for change of use of a 4,000 SF office space to a dental office in Germantown, MD.

Montgomery County Department of Public Works
Rockville, MD
April 2001-July 2008
Facility Program Manager
Building Design Section

(A)

1. Managed the planning, design and construction for all Depots and Warehouses related projects in Montgomery County. During the planning phase prepared a program of requirements with the user agencies, and for design hired and managed consultants and contractors for successful completion of projects, within scope, budget and schedule. Relevant projects are:
 - New Maintenance Depot for highway and transit services and fleet management on a 128 acre site. New facility needs include enclosed garage space for 250 buses, 100 pieces of highway equipment, and 165,000 sqft of building space. Consultant design fee \$7 Million.
 - Expansion of existing Detox Facility building by 20,000 sqft. Estimated construction cost \$25 Million.
 - Design for the construction of a new New Yard Trim waste facility on a 150 acre closed landfill.
 - Design for the expansion of the existing Bulky waste drop off site in Poolesville and Damascus.
2. As a Senior Civil Engineer, assisted other project managers in reviewing civil design done by their consultants. Plans were reviewed for constructability, code compliance, storm water management design, grading etc. Relevant projects are:
 - Expansion of the existing liquor control warehouse by an additional 30,000 sqft.
 - A new Third District Police station.
 - A new Mid County Recreation center.
 - New Recreation center at White Oak.
 - New Seven Locks Technical center.
3. Prepared a Master Schedule using Primavera to include all activities for new and reconstruction projects. Creating a generic work breakdown structure for Project Management and design. This work breakdown structure included all of the activities required to complete a project from its Initiation to Final closeout after construction. Upon completion and final testing, the master schedule was provided to Project Managers to track the schedule, budget, quality and overall progress of their project on a regular basis.

**Engineer III/ Project Manager
Transportation Design**

Managed, highway design projects from scope definition, proposal evaluation, fee negotiation, consultant selection, procurement through the project close out phase. For cost and schedule management. Used Primavera, SureTrack3, outlining project turnaround activities. Co-ordinated the projects with other governing agencies like Park and Planning, County Department of Permitting Services, State Highway Administration, Corps of Engineers and Maryland Department of Environment. Reviewed construction plans and maintenance of traffic plans for technical accuracy, drafting quality, construction feasibility, specifications and cost estimates. Supervised design review and participated in Public hearings and Public meetings and made presentations to local elected officials and the public using visual aids like Excel, Power Point and Access. Relevant projects are:

- Design for construction of improvements to old Georgetown Road at its intersection with Rockville Pike.
- Design for the construction of an 8 foot wide bikepath, 5 foot wide sidewalk, constituting a 4,500 feet of a Green Trail to be built on the Northern side of Wayne Avenue from Fenton Street to Sligo Creek Pkwy.
- Design for the construction of an 8 foot wide bike path on the South side of Travilah Road from Darnestown Rd to Duffief Mill Road for a total distance of about 3,500 LF.
- Design for construction of a new four-lane divided road from Montrose Road traveling east to 'Old' Old Georgetown Road for a total length of 5,700 feet.
- Prepared detailed design and construction cost estimates for construction of sidewalks within ½ mil radius of 8 metro stations in the area.

Loiederman Associates Inc.
Rockville, MD
2000-2001
Assistant Project Manager

Responsible for design and permitting for site development projects related to new subdivisions. Managed and reviewed work by other junior engineers assigned to the team. Relevant projects are:

- Design for the storm drain, sewer and curb gutter sidewalk for Germantown Gateway and King Farm Development in Germantown and Rockville.
- Performed Flood Plain study using HEC RAS for Falls Grove Community, Rockville. reviewed water and sewer permit plans prepared by others.
- Reviewed Storm water Management design computations and design for six new ponds for Barnsley Manor Estates, Rockville, MD.

Arlington County Department of Public Works
Arlington, VA
1997-2000
Project Manager

Managed design projects from scope definition, proposal evaluation, fee negotiation, consultant selection and Project Management through the project close out phase. For outlining project turnaround activities used Primavera, SureTrack3.0 extensively. Tracked budget and schedule, resources to individual activities, prepared baseline target plan and comprehensive layouts for accurate reports on progress and resource usage. Reviewed construction plans for technical accuracy, drafting quality, construction feasibility, specifications and cost estimates. These projects were:

- Design for the widening of Columbia Pike road and rehabilitation of 1,200 feet of curb, gutter, sidewalks and storm drain on Columbia Pike Shopping Center Frontage.
- Design for 1,000 feet of new curb, gutter, sidewalk and storm drain on Danville and Highland Street.
- Design for construction of 6,000 feet of 48" sewer through Arlington Cemetery.
- Design for construction of 500 feet of 24" sewer line crossing below Interstate 395 in Fairlington.

Sheladia Associates Inc.
Rockville, MD
1992-1997
Project Engineer/Manager

Managed and designed projects from fee negotiation, design through preparing bid documents for construction. Developed plans, specifications and estimates for road improvement, utilities and building rehabilitation projects. Relevant projects are as listed below:

Client: Army Corps of Engineers, Baltimore District

- Design of a surface parking lot to accommodate 200 cars within the Lewis heights housing area, Ft Belvoir.
- Analyzed the existing storm sewer and sanitary sewer system at Meade Heights. Lewis Heights and Douge Creek housing area, Ft Meade, for condition and capacity.
- Design for the structural and process rehabilitation of an existing 10MGD Water Treatment Plant.
- Twenty-four miles of stream channel evaluation at Ft Belvoir.
- Design for the 5,000 sqft extension of the Dundalk Armory building.

SKILLS: **Software Tools**
Microsoft office tools like, Microsoft Project, Excel, Access, Word, Lotus1-2-3, Power Point, Access, Primavera SureTrack3.0, Primavera P5e/c, AutoCAD (14), Microstation, GIS, HEC RAS, TR 20, TR-55.

OTHER: Member, American Society of Civil Engineers (ASCE).
Member, Project Management Institute (PMI).

TRAINING: Fundamentals of Project Management.
Primavera P3e/c Module for construction.
Leadership Education and Development Program (LEAD)
United States Green Building Council (USGBC) design for sustainable design.

Frost, G. Lynn

From: Gochrach, Beth
Sent: Tuesday, March 30, 2010 10:00 AM
To: County Executive Boards
Subject: FW: URGENT: UCAB Membership List

From: RDVIDEO1@aol.com [mailto:RDVIDEO1@aol.com]
Sent: Monday, March 29, 2010 6:37 PM
To: Gochrach, Beth
Cc: Bush, Andrea; Matthews, Catherine
Subject: Re: URGENT: UCAB Membership List

Here is my request to serve for another 3 years.

I am a retired U.S. Federal employee who retired after 37 years as a computer/security specialist at a supervisory level. While employed with the government, I worked for the U.S. Navy, National Security Agency, Naval Intelligence, The U.S. Drug Enforcement Administration, and The Department of Energy.

I am currently serving as an emergency medical technician with the Damascus Volunteer Fire Dept. I am also Co Chairman of the Food Committee of Damascus HELP. I helped organize and served as Chairman of the Damascus Emergency Communications Team(DECT) and am also a member of the Damascus Emergency Preparedness Team(DEPT). I also am a member of the Montgomery County Community Emergency Response Team (CERT).

Not to sound like I am blowing my own horn but don't know what else you want to know. Thanks,

Doug Noble, WA3VKW
Damascus VFD, EMS Provider II
Member Upcounty Advisory Board
Co-Chairman, Damascus HELP
Food Committee
Damascus Emergency Communications Team (DECT)
301-414-0228

Catherine, here is a short and sweet version of my resume.

1962-2000: Employed by the US Federal Government. Served in the US Navy, the US National Security Agency, US Naval Intelligence, The US Drug Enforcement Administration, and lastly the US Department of Energy. All of these positions dealt with sensitive and classified information which I am still not at liberty to discuss.

2001-Present: Retired.

1977-Present: Live in Damascus, MD.

Volunteer Positions:

1985-Present: Member of the Browningsville Cornet Marching Band

2004-Present: Member of Montgomery County Community Emergency Response Team (CERT)

2004-Present: Member of Montgomery County Radio Amateur Civil Emergency Service (RACES)

2004-Present: Member of Damascus Emergency Preparedness Team (DEPT)

2004-Present: President of the Damascus Emergency Communications Team (DECT)

2005-Present: Member of Montgomery County Upcounty Advisory Board (UCAB)

2006-Present: Member of the Damascus Volunteer Fire Department (DVFD) training to become an Emergency Medical Technician

Doug Noble, **WA3VKW**
27813 Barnes Road
Damascus, MD 20872
301-414-0228

Frost, G. Lynn

From: Pat Seals [pseals@ymail.com]
Sent: Wednesday, March 17, 2010 12:10 PM
To: County Executive Boards
Subject: Application: Upcounty Citizens Advisory Board
Attachments: Pat M. Seals Resume.doc

I am applying for a position on the above Board. I am very interested in the types of services that are currently and planned for the future. I am attaching my resume, I have had a long career with IBM and am now retired. I have the interest, time, and experience of working in groups (teams) to accomplish a goal. I do hope that you will consider me for a spot on this Board.

Regards,

Pat Seals

240 355 4666

3/19/2010

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PAT SEALS
12645 High Meadow Road
North Potomac, MD 20878
Pseals@Ymail.com

Home 301 947 1605

Cell 240 355 4666

PROFILE

Award winning, senior sales leader and manager for top technology and services Fortune 50 Company. Skilled at strategic selling, new account development and market penetration, as well as macro-level customer relationship management. Expert in deal structuring and contract negotiations, including long term financing. Quick study, with broad-ranging industry experience including healthcare, research, government, education and financial services. Highly adept at team building, coaching, motivation and leadership of field sales and support teams.

PROFESSIONAL EXPERIENCE

IBM CORPORATION

Promoted through progressively challenging sales leadership positions for this technology sector world leader

Business Partner Client Executive (2008-2009)

- Piloted new business approaches for mid market sales, including unique solution selling and business partner rep training

Client Representative, Public Sector (2005-2008)

- Marketed IBM portfolio to major government accounts including DC Government, WMATA, Maryland Counties, and Inova Health System
- Increased Healthcare penetration from zero to \$3 million in one year
- Sold and built for DC the Unified Communications Center for \$5 Million over 3 years, which lead to sales to the Virgin Islands of a similar solution
- Sold \$2 Million in server consolidation to WMATA
- Sold server upgrades worth \$4 Million to DC, Montgomery County and Inova

Solution Specialist, Healthcare & Life Sciences (2001-2005)

- Focused on technology sales including data management and security, wireless, RFI, process engineering, digital x-ray, radiology workstations, clinical trial data processing/storage, and genomic identification / early intervention
- Supported \$200 Million investment in healthcare/life sciences sector by developing opportunities for long-term contracts related to biogenomics, drug/disease management research, and clinical trials
- Turned 3 year competitive contract into a IBM hardware contract and an invitation to provide professional services with a healthcare account which evolved into a high-value total solution relationship
- Won key technology contract supporting a 30-year Boston University Heart Center biogenomics study

- Penetrated competitive Harvard Medical School account via a middleware software expansion contract
- Sold technology to support the Georgetown University Uniprot Project, a major \$25 Million NIH-funded initiative that merged the 3 most common protein databases into a single system

Deal Structurer (1999-2001), Financial Marketing Advisor (1994-1999)

- Developed and priced contracts for educational institutions and federal, state, and local government agencies including FDA and USDA, working within IBM Global Financing Division
- Partnered with client leaders to define their customers' technology and financing needs, and developed effective solutions while maintaining account profitability
- Provided national overlay support for education
- Closed major new finance contracts with school districts in New York, Tennessee, Michigan, Georgia, California, and Florida totaling over \$10 Million
- Successfully developed an "equity lease" in response to Apple's competitive offer

Brand Strategist / Campaign Strategist, Integrated Marketing (1993-1994)

- Created brand promotions in support of a new 'solutions-centered' business model, providing customer input to refine market segmentation and better understand customer trends.
- Designed marketing campaigns and oversaw execution by a cross-functional project management team
- Designed and lead a ground breaking AutoCAD / RS6000 campaign that combined H/W and S/W into a 'solution sell' that generated \$.5 Million in revenue within 6 months

Manager, Customer Response Center (1991-1993)

- Led the launch and management of a consolidated support center that has evolved into IBM's unified national 1-800 program
- Achieved customer satisfaction ratings consistently over 90% and met all wait-time and problem-resolution targets

Additional Experience:**Marketing Specialist Manager****Field Support Manager****Academic Specialist****EDUCATION AND COMMUNITY LEADERSHIP****Master of Science, Organic Chemistry, Howard University****Bachelor of Science, Chemistry, Marygrove College**

Blue and Gold Officer, US Naval Academy

National Association of Professional Women

Volunteer, National Science Bowl

Volunteer, History Makers Project

Volunteer, RAINN

Frost, G. Lynn

From: Bob Thompson [bob.thompson@comcast.net]
Sent: Friday, March 26, 2010 2:43 PM
To: County Executive Boards
Cc: Bush, Andrea; Matthews, Catherine
Subject: 2nd Term UCAB Application

Please see attached my application for a second term on the UCAB

Robert C. Thompson
5 Finegan Court
Darnestown, MD 20874-3132
240-683-0103, 301-461-2191 (cell), 240-683-0066 (FAX)
Bob.Thompson@comcast.net

**Robert C. Thompson
Carolyn S. Thompson
5 Finegan Ct
Darnestown, MD 20874
(301) 683-0103
(301) 461-2191 - Cell
(240) 683-0066 - FAX
Bob.thompson@comcast.net**

3/26/2010

Beth Gochrach
Boards, Committees, Commissions
Offices of the County Executive
Montgomery County, Maryland
Phone: (240) 777-2528
FAX: (240) 777-2517
beth.gochrach@montgomerycountymd.gov

Subject: Upcounty Citizens Advisory Board, application for 2nd full 3 year term

Dear Beth,

Though these have not been positive economic times, I have very much enjoyed my time on UCAB for the past several years. I respect the work of the County Executive and the County Government, and the challenges it faces. I hope that it is perceived that I make a positive contribution. I am interested in a second three year term, if the County Executive's office is inclined to support it.


Robert C. Thompson

Resume attached;

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Robert C. Thompson

5 Finegan Ct

Darnestown MD, 20874

rcthompson@sanaria.com

(240) 683-0103 (H)

(240) 403-2750 (office)

Professional Experience

Sanaria Inc., Rockville, MD
Vice President, Operations
Protein Potential LLC

12/02-present

Reporting to CEO, responsible for execution of business plans, budgets, funding strategy, grants administration, real estate and facilities, infrastructure and business compliance requirements for private vaccine development company focused on an attenuated parasite malaria vaccine for developing world markets, the military, and travelers. Company has high profile in malaria vaccine development space, has enormous support from National Institutes of Allergy and Infectious diseases, and the Bill and Melinda Gates Foundation through their partner the PATH-Malaria Vaccine Initiative. Perform similar functions for sister company, Protein Potential LLC, a co-located operation which goes after more broad-based vaccine development opportunities.

Celera Genomics Group, Rockville, MD
Director, Operations

1998 – 2002

Co-founded the world's largest DNA sequencing and biocomputing operation with the objective of sequencing the Human Genome in less than three years, and helped to create a commercial \$120m enterprise for genomic, medical, and ultimately pharmaceutical research information. Planned, organized, directed and controlled facilities design, construction, and contracting of all lab capital, telecommunications, networking, computing infrastructure and associated services. Created and efficiently implemented all environmental health, safety, security, capital maintenance policies, programs, and procedures and resultant organization, supply chain services and ERP systems (SAP).

- Created and efficiently implemented all environmental health, safety, security, capital maintenance policies, programs, and procedures and resultant organization, supply chain services and ERP systems (SAP).
- Controlled annual expense budget of \$16m, capital procurement and facilities of \$80m in first 2 years and \$10m per annum.
- Achieved over \$5m in supply chain savings through aggressive negotiations and business process re-engineering, 2000-2002.
- Managed operations, logistics, and infrastructure synergies for several strategic operational mergers and integration projects.
- Managed all real estate (over 500,000 SF of owned and leased facilities) for group.
- Served as overall group business compliance audit manager.
- Managed several follow-on initiatives, including facilities, capital equipment, EHS, and support implications, working closely with R&D and business development functions.
- Managed impaired asset dispositions, working closely with finance and risk management.

Perkin-Elmer Corp., North American Sales and Service, Norwalk, CT
Director, Marketing and Sales Support

1995 – 1998

Directed sales and marketing support operations and organization for \$190m analytical instrumentation sales and service operation including customer service, lead management, marketing communications, contract management, and direct export sales. Developed and implemented strategic management program which took SGA overhead expenses down 20% in a two year period per plan, while increasing services and leasing sales 20% in a flat market, including a simplified sales order process, improved field reporting systems, and eliminating a layer of administrative management.

- Saved \$2m/year by implementing instrument exchange program, reducing field service expense.
- In close coordination with field management continuously developed and implemented customer and sales professional programs for revenue enhancement.
- On special supplementary assignment, worked closely with the Economic Development Board of Singapore and built out a manufacturing plant for biotech instrumentation to reduce costs and increase global reach, and began shipping PCR product within 6 months of project inception.

Perkin-Elmer Corp., Worldwide Operations, Norwalk, CT

Sr. Manager. Operations Strategies

1991-1995

Manager Operations Programs

1987-1991

Completed process examination and action plans for manufacturing and distribution centers for a \$1 billion analytical instrumentation manufacturing and distribution business. Served as project manager for a new European distribution center; shutting down a U.K. manufacturing facility; downsizing of a German manufacturing operation; the closing of a Puerto Rico operation; and the establishment of a small manufacturing entity in China in 1993.

- Key member in successfully implementing TQM, ISO-9000, and "six-sigma" concepts across global operations, supply chains and distribution channels, realizing synergies and eliminating waste.
- Manufacturing/Distribution integration team member following Applied Biosystems merger in 1993.
- Key member with joint venture with Citizen Watch and transferred a product line to one of their Japanese facilities in 1988-89.

Perkin-Elmer Corp., Semiconductor Equipment Group, Wilton, CT

1981-1987

Manager, Production Planning and Control

Managed, staffed, and controlled all aspects of MRPII planning and scheduling for \$200m manufacturer of very high technology electro-optical system tools used by semiconductor manufacturers for IC pattern replication.

Gelman Sciences (now Pall Corp.), Ann Arbor, MI

1978-1981

Materials Manager

Winchester Arms (formerly Olin Corp), New Haven, CT

1977-1978

Product Program Coordinator

Education

University of Bridgeport, B.S. in Business and Economics

1977

Frost, G. Lynn

From: Jim Wallace [deadoriole@comcast.net]
Sent: Tuesday, March 30, 2010 8:33 PM
To: County Executive Boards
Subject: Application for Upcounty CAB
Attachments: Jim Wallace March 2010 J.doc

To whom it may concern:

I submit my materials for your review for consideration of one of the positions on the Upcounty Citizens Advisory Board (CAB). Professionally, I bring to the table a successful track record of over 25 years of management experience that combine information technology with organizational and business analysis techniques. This emphasis on organizational issues, business strategy, technical know-how, and innovation has resulted in efficiency and increased productivity in private business, non profit organizations, and government agencies.

I have ample volunteer experience that include leadership roles in various political associations and apolitical organizations such as *Habitat for Humanity* and the *American Red Cross*. Most applicable is my work as a member of the Montgomery County Mid -County Citizen's Advisory Board where I served from 2004 to 2007 and chaired the Transportation and Public Safety Committee.

I have recently settled into my new home in Gaithersburg and would greatly like to be a member of the Upcounty CAB. I have found that my previous work with the Mid-County CAB to be among the most fulfilling volunteer work that I have ever been engaged with. I have seen the CAB as a useful and important forum for citizens to present often very important issues that may otherwise not have an opportunity to be heard. Also, I have found that the resulting recommendations of mine and my colleagues were taken seriously by the County Counsel and the County Executive. Furthermore, I have enjoyed a productive and respectful relationship with my fellow CAB members and look back at the experience fondly.

I foresee the Upcounty CAB becoming increasingly more vital as our part of the region continues its rapid growth. Citizen's input from this forum will allow us to deal with our transportation, infrastructure, and expansion challenges intelligently and rationally to assure a prosperous future for our county.

I will be happy to discuss in greater detail how I can be of service once again to the citizens of Montgomery County. Thank you for your consideration.

Yours truly,

Jim Wallace

3/31/2010

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James C. Wallace
638 Eden Place
Gaithersburg, Maryland 20877
jwallace@radix.net
H: 301-990-1948
C: 301-922-4280

Innovation and Diversity: Successful track record of over 25 years that combines information systems management with organizational and business analysis techniques. This emphasis on organizational issues, business strategy, technical know-how, project/program management, change management and innovation has resulted in efficiency and increased productivity in private business, non profit organizations, and government agencies.

PMP – Certified Project Management Professional

MBA, College of Business and Management, University of Maryland, College Park, MD. Specialization: Information Systems Management, Total Quality Management. December, 1994.

MA, Industrial/Organizational Psychology, George Mason University, Fairfax, VA.

Specialization: Employee Training. December 1988.

BA, English Literature/Psychology, Magna cum Laude. Montclair State College, Upper Montclair, NJ. December, 1984.

Avaya Government Solutions, 1/09 – Present

Currently serve as Proposal/Technical Writer for Avaya Gov Corporate Proposal Center.

- Responsible for managing or participating in full proposal life-cycle development efforts as required. Duties require but not limited to
 - RFP/RFQ/RFI analysis including win theme and discriminator development and outline and compliance matrix development.
 - Proposal and multi-color reviews.
 - Reviews for compliance.
 - Task order responses.
- Develop tools to improve efficiency for large document development and production.
- Perform proposal writing and editing responsibilities such as
 - Obtain information to draft and deliver a compliant, responsive, clear, and persuasive proposal
 - Take individual components and create a cohesive, organized solution in response to the client's requirements
 - Edit and comment to clarify and simplify text without changing its meaning
 - Recommend additional graphics or modifications to existing graphics
- Authored manuals on proposal production and management.

Served as Project Manager for the for the 2010 US Census Bureau Decennial Response Integration System (DRIS) Proposal Team to Lockheed Martin. Responsibilities included

- Combined the various proposal components into a coherent whole, performed the final review, and editing to ensure consistency and appearance.
- Deployed quality control procedures that
 - reduced the panic that often occurs at crunch time,
 - allowed time to tailor and incorporate experience to the customer's requirements, and improved the quality of the overall proposal.
- Interviewed SMEs as needed obtain and clarify information.
- Supervised staff as required.
- Performed schedule management and informed management of potential problems in meeting goals.
- Convened past proposal debriefing meetings to discuss processes and other issues.



ALON, Inc, 9/07 – 8/08, Program Management Consultant, Manager, Organizational Change Management

Provide Program, Project, and Logistical Management for the **National Archives and Records Administration's Electronic Records Archive (ERA)** system.

- Performed account management tasks to organize and develop NARA account for ALON, Inc.
- Established and maintained a Change Management Program.
- Established short and long term strategy for ERA Change Management efforts. The resulting Change Management Program included Training, Communication, Workforce Transition, Business Process Reengineering, and Organizational Analysis as required.
- Designed, developed, and deployed procedures for the ERA Help Desk.
- Conducted project management as required.
- Performed supervisory responsibilities as required.
- Contributed to the formation of ERA Program Management Office. Developed and deployed processes and procedures relevant to Program Management, Program Control, Systems Engineering, Operations, Help Desk Management, and Change Management.

ManTech International Corporation, 1/06 – 9/06, Program Director

Provided Program, Project, and Policy Management support for **Student and Exchange Visitor Program (SEVP), Immigration and Customs Enforcement (ICE)**.

- Served as Program Manager. Reformed ICE account by addressing work backlog and employee morale issues. Performed account management, profit and loss responsibilities. Coordinated proposal team effort to win blanket purchase agreement with Student and Exchange Visitor Program (SEVP), Immigration and Customs Enforcement (ICE).
- Provided consultation with senior management (e.g., COTR, Customer project manager) in order to assure that technical solutions are in accordance with organizational goals. Provided consultation to SEVP Program Director and IT Branch Chief on IT enterprise strategy.
- Designed, developed, and deployed Continuity of Operations Plan (COOP) for SEVP organization.

Abacus Technology Corporation, 2/04 to 1/06, Senior Associate, Program Manager

Provided Program, Project, and Logistical Management for the **Department of Defense, Defense Security Services (DSS)** Office of the Chief Information Officer. Accomplishments include Program Management consultation for the Joint Personnel Adjudication System (JPAS) application portfolio. Also provided account management support to organize and develop DSS account for Abacus Technology.

- Served as Program Manager for JPAS Data Warehouse initiative. This Program involved the challenge to manage and coordinate the efforts of various DSS peer contractors. Each contractor contributed to one aspect of the project such as Requirements and System Development, Independent Verification and Validation, Infrastructure, JPAS System Maintenance, and Training Development and Deployment. Provided leadership for the Data Warehouse team. Performed Project Management duties as required.
- Served as Project Manager for several additional DSS system development projects such as FAST, ISFD, and JPAS releases. Efforts included project planning, requirements gathering, project scheduling, and reporting.
- Designed, developed, and deployed portfolio of processes, procedures, and work standards to support DSS contract. Efforts included researching the current process state, gap analysis, managing workshops and process demonstration labs in order to establish efficient procedures and to conduct deployment and training in compliance with QA standards (e.g., Capability Maturity Model (CMM and CMMI)).
- Developed white papers as requested by the DSS Director/CIO.

- Provided consultation with DSS senior management (CIO, DSS Director) as requested.
- Interacted with other DSS vendors and sub-contractors on a regular basis.

Computer Sciences Corporation (CSC), San Diego, CA 2/97 to 9/02, Project Management Consultant

- Managed Organizational Change effort for Common Billing Initiative (CBI) a corporate wide billing system for the TMG division of CSC. Responsibilities were intended to educate the user community and encourage user buy-in. Tasks included the
 - direction of workshops intended to clarify requirements for the CBI and encourage buy-in via participation from the user-community.
 - identification and acquisition of staff as required. Established goals and milestones according to training and communication plans. Delegated and directed related tasks.
 - development of a communication plan intended to outline the communication tasks and vehicles to convey CBI information to the user community.
 - Development of a comprehensive training plan outlining CBI “training program” intended to provide user support and education throughout the CBI life cycle.
 - Spearheaded the coordination of CBI change management efforts with other internal CSC enterprise system initiatives.
- Provided transition support and project management for new CSC out-sourcing accounts. Responsibilities included application portfolio analysis, work-in-process analysis, knowledge transfer, transition tool deployment, policy and procedure development and deployment, new employee mentoring, help-desk management, and managerial training. Clients consisted of AT&T, Budget Rent-a-Car, Pratt & Whitney, San Diego County, JP Morgan, Pfizer, and Nortel Networks.
- Created Concept of Business Operations (CBO) for International Satellite Organization (INTELSAT). The INTELSAT CBO established a baseline of current system descriptions and interdependencies and provided a foundation for a more integrated approach to future business system development.

Davison Associates, Silver Spring, MD. 4/94 - 5/96, Project Manager/Consultant. Managed various re-organization efforts and system development projects for the American Red Cross (ARC) Biomedical Information Systems and other clients.

- Participated in an ARC wide re-organization of software deficiency procedures.
- Established Local Operating Procedures (LOPs) for systems development department. LOPs allow for the implementation of procedures that accurately reflect real business practices and improved communication.
- Participated in the quality control of user documentation to assure the accurate communication of system procedures and functionality.
- Developed system documentation tracking system to accurately chronicle all stages and procedures associated with system implementation throughout the ARC.
- Managed the research, development, and deployment of large database tracking system for BOAT/US Foundation for Boating Safety.
- Managed the integration of above system with Interactive Voice Response Interface.
- Designed and developed business plan for the resurrection of small consulting firm to combine core competencies and state of the art technology with a sensible growth strategy.

Computer Data Systems Incorporated, Rockville MD. 3/92 - 1/94, Task Leader/Manager. Managed information system support teams for Department of Energy's Conservation and Renewable Energy, Fossil Energy, and Administration programs.

- Managed the expenditure of \$3 million annual budget.
- Directed large systems development projects on both mainframe and multi-user microcomputer platforms.

- Supervised configuration and installation of three local area networks to accommodate approximately 1000 users.
- Developed/supervised help desk operations to chronicle and categorize user problems and improve technical support services.
- Changed systems development tools to 4GLs for estimated savings of over \$300,000.
- Supervised staff of 12.

National Solid Waste Management Assoc. (NSWMA), Washington, D.C. 2/91 - 3/92, Manager, Computer Operations. Reformed and maintained Data Processing Department to service combined needs of trade association, magazine, accounting, and exposition management departments.

- Designed, developed, and implemented microcomputer training curricula.
- Implemented efficiency improvements that reduced annual data processing operations expense by approximately \$1.5 million.
- Reorganized staff to improve system operations, application development, technical training, and other support services.
- Developed/supervised help desk operations to measure user behavior and improve technical support services.
- Performed organizational analysis that accurately identified origins of data integrity, data availability, and communication problems.
- Integrated requirements of three business units into central system in order to improve data integrity, customer service, as well as marketing and revenue potential.
- Established user group to formally address departmental IS issues.
- Managed hardware integration and systems development projects.

Boat Owners Association of the U.S. (BOAT/US), Alexandria, VA. 8/86 - 1/91, Micro-systems Analyst. Established and managed Microcomputer Section of Data Processing Department providing user support for nearly 350 users and 200 personal computers and Macintosh systems.

- Designed, developed, and implemented microcomputer training program. Continuous improvement efforts via survey, interview, research, observation methods, and statistical quality control techniques allowed the ability to accurately update requirements and modify curricula. Training resulted in a 60% reduction in help desk calls and an increase in user productivity. A 50% decrease in user assistance freed DP staff for more proactive activities - despite a 120% annual increase in usage.
- Managed entire life-cycle spectrum for 15 major microcomputer applications.
- Established standards for microcomputer hardware and software, system maintenance, support, and training services.
- Consulted senior management regarding efficient use of microcomputer technology to achieve business objectives.
- Coordinated integration between microcomputers and HP 3000 system applications.

Professional Organizations

Project Management Institute (PMI) – International Chapter
 Project Management Institute (PMI) – Montgomery County Chapter
 Toast Masters International