

Attached is Replacement for Item #25

Consideration of Full Board Appointments to the Board of Adjustment and Appeals, Educational Facilities Authority, Planning Commission, and CareerSource Capital Region

(Changes in appointment Options and recommendations and narrative in regards to Educational Facilities Authority only)

Meeting of Tuesday, July 7, 2015

This document distributed July 1, 2015.

Leon County Board of County Commissioners

Cover Sheet for Agenda #25

July 7, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Consideration of Full Board Appointments to the Board of Adjustment and Appeals, Educational Facilities Authority, Planning Commission, and CareerSource Capital Region

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Christine Coble, Agenda Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Appoint Michael Renwick as the City/County Alternating Member to the Board of Adjustment and Appeals for a term of three years.
- Option #2: Appoint Carlos Rey as a full member to the Board of Adjustment and Appeals for a term of three years.
- Option #3: Reappoint Patrick Dallet to the Educational Facilities Authority for a term of five years.
- Option #4: Appoint Gary Huff to the Educational Facilities Authority for a term to expire July 31, 2017.
- Option #5: Appoint Trish Andrews to the CareerSource Capital Region for a term of three years.
- Option #6: Make one appointment to the Planning Commission for a term of three years.

Report and Discussion

Background:

This agenda requests full Board appointments to the Board of Adjustment and Appeals, Educational Facilities Authority, and Planning Commission.

Analysis:

Board of Adjustment and Appeals (BOAA)

Purpose: The BOAA is responsible for determining appeals of code-related (LDRs) interpretations and granting variances to the provisions of the LDRs based on documented hardship (Attachment #1).

Composition: Members serve three-year terms expiring June 30. There are nine members - three from the County plus and alternate, three from the City plus an alternate, and one appointed alternately by County and City. According to the BOAA's Bylaws, members shall not serve more than two full consecutive terms on the Board, whether appointed by the City Commission or the County Commission.

Vacancy: The terms of the County/City alternating member, Mr. Jay Bostwick, and Mr. Cameron Yarbrough expire June 30, 2015. Mr. Bostwick was first appointed to the BOAA by the County in 2009; and, subsequently appointed by the City in 2012. Currently, the County would make the appointment of an alternating member. Mr. Bostwick is no longer eligible to serve. An application from Mr. Michael Renwick has been submitted (Attachment #2).

Additionally, Mr. Yarbrough is no longer eligible to serve. Mr. Carlos Rey has been serving as the County's alternate member to the BOAA and is interested in appointment as a full member.

Table 1: Board of Adjustment and Appeals

Vacant	Applicant	Recommended Action
Jay Bostwick (City/County Alternating Member)	Michael Renwick	Full Board to make appointment.
Cameron Yarbrough	Carlos Rey	Full Board to make appointment.

Educational Facilities Authority

Purpose: The purpose of the authority shall be to assist institutions for higher education in the construction, financing, and refinancing of projects, and for this purpose the authority is authorized and empowered as set forth in Chapter 243.22, Florida Statutes (Attachment #3).

Composition: There are seven members appointed by the full Board, with each member serving a term of five years. All members must be residents of Leon County. At least one must be a trustee, director, officer, or employee of an institution for higher education. Additionally, one County Commissioner, appointed by the full Board, serves as a liaison for a two-year term (currently, Chairman Lindley)

Vacancies: The term of Patrick Dallet expires July 31, 2015. Mr. Dallet is interested in reappointment and is eligible. Ms. Lynn Tipton has resigned and, therefore, an appointment is necessary to fill her unexpired term (Attachment #4). An application has been received from Mr. Gary Huff (Attachment #5).

Table 2: Educational Facilities Authority

Vacancy	Eligible for Reappointment	Recommended Action
Patrick Dallet	Patrick Dallet	Full Board to make reappointment.
Lynn Tipton (resigned)	Gary Huff	Full Board to make reappointment.

CareerSource Capital Region

Purpose: CareerSource provides opportunities for youth and adults to develop and continuously upgrade their knowledge and skills in order to advance economically and socially, and in providing employers with the skilled workforce necessary to be competitive in local, state, national, and/or international markets (Attachment #6).

Composition: The Board has seven appointments, representative of the private sector who shall be owners of business concerns, executives, or chief operating officers of non-governmental employers, or other private sector executives who have substantial management or policy responsibility. Terms are for three years, expiring June 30.

Vacancy: There is currently a Board-appointed vacancy. New appointments to CareerSource Capital Region are required to be nominated through recommendation of the Tallahassee-Leon County Chamber of Commerce and Economic Development Council. The Chamber has recommended Ms. Trish Andrews for appointment for a three-year term (Attachment #7). Ms. Andrews' application is attached (Attachment #8).

Table 4: CareerSource Capital Region

Vacancy	Applicant	Recommended Action
Vacant	Trish Andrews	Full Board to make appointment.

Planning Commission

Purpose: The Planning Commission acts as an advisory committee to the City and County Commissions, other governmental agencies within the metropolitan area, individuals, and private agencies seeking its advice and assistance in comprehensive planning and development of the Tallahassee area (Attachment #9).

Composition: There are seven members; three appointed by the County Commission, three appointed by the City Commission, and one member nominated by the School Board, who is confirmed by the City and the County. Members serve three-year terms.

Vacancies: The term of Darryl Jones expires June 30, 2015. Mr. Jones is not seeking reappointment. Applications have been received from Jeff Blair (Attachment #10), Marie Cowart (Attachment #11), Dianne Williams-Cox (Attachment #12), Casey Grigsby (Attachment #13), Elizabeth "Beth" Lewis (Attachment #14), and Tom E. Lewis (Attachment #15).

Table 3: Planning Commission

Vacancy	Applicants	Recommended Action
Darryl Jones	Jeff Blair Dianne Williams-Cox Marie Cowart Casey Grigsby Beth Lewis Tom E. Lewis	Full Board to make appointment.

Options:

1. Appoint Michael Renwick as the City/County Alternating Member to the Board of Adjustment and Appeals for a term of three years.
2. Appoint Carlos Rey as a full member to the Board of Adjustment and Appeals for a term of three years.
3. Reappoint Patrick Dallet to the Educational Facilities Authority for a term of five years.
4. Appoint Gary Huff to the Educational Facilities Authority for a term to expire July 31, 2017.
5. Appoint Trish Andrews to the CareerSource Capital Region for a term of three years.
6. Make one appointment to the Planning Commission for a term of three years.
7. Board direction.

Recommendation:

Options #1, #2, #3, #4, #5, and #6.

Attachments:

1. Eligibility & Criteria – Adjustment and Appeals Board
2. Application – Michael Renwick
3. Eligibility & Criteria – Educational Facilities Authority
4. Email from Randy Guemple
5. Application – Gary Huff
6. Eligibility & Criteria – CareerSource Capital Region
7. Letter from the Greater Tallahassee Chamber of Commerce
8. Application – Trish Andrews
9. Eligibility & Criteria – Planning Commission
10. Application – Jeff Blair
11. Application – Marie Cowart
12. Application - Dianne Williams-Cox
13. Application – Casey Grigsby
14. Application – Beth Lewis
15. Application – Tom E. Lewis

Adjustment and Appeals Board (BOAA)

Responsibility:

Responsible for determining appeals of code-related (LDRs) interpretations and granting variances to the provisions of the LDRs based on documented hardship.

County DSEM responsibilities include application intake, preparation of recommendations for Board of County Commissioners review and action, developing and distribution BOAA agendas and notifying the public and interested parties of BOAA meetings.

Created By:

County Ordinance 76-8; Code of Laws Appendix D

Appointments:

9 members:

4 - BCC – three regular plus an alternate

4 - City - three plus an alternate

1 appointed alternately by BCC and City - Alternate appointed by BCC in 2009; City appointment 6/2012

Terms:

3 year terms extending from July 1. Terms expire June 30.

Members shall not serve more than two (2) full consecutive terms on the Board, whether appointed by the City Commission or the County Commission.

Eligibility Criteria:

Eligibility Requirement: Must be a resident of Leon County, an owner of real property, and a taxpayer.

Members file Financial Disclosure Form #1 with Supervisor of Elections.

Schedule:

2nd Thursday of each month @ 1:00 p.m.

Renaissance Center

435 N. Macomb Street

Tallahassee, FL 32301

Contact Person/Staff:

County: Ryan Culpepper

Development Services Director

435 N. Macomb Street

Tallahassee FL 32301

850-606-1300

email: culpepperr@leoncountyfl.gov

Mechelle Cook, Secretary to the Board

850-606-1300

email: cookme@leoncountyfl.gov

City: Greg Harden

Growth Management Dept.

435 N. Macomb Street, Tallahassee, FL 32301

850-891-7100

email: greg.harden@talgov.com

Attorney:
Harold Knowles (Secretary-Angela)
3065 Highland Oaks Terrace
Tallahassee, FL 32301
850-222-3768

Members:

Bostwick, Bobby (Jay) NO LONGER ELIGIBLE	Begin Term: 6/1/2012 End Term: 6/30/2015 Type: three years	Original Date: 6/9/2009 <hr/> Appointed by: Tallahassee City Commission	Alternating City/County member Email: JBostwick@sperryconstruction.com
Yarbrough, J. Cameron NO LONGER ELIGIBLE	Begin Term: 3/19/2012 End Term: 6/30/2015 Type: three years	Original Date: 3/19/2009 <hr/> Appointed by: Board of County Commissioners	Email: Cameron@tsamoutales.com
Akpovo, Christie	Begin Term: 6/1/2012 End Term: 6/30/2015 Type: three years	Original Date: 1/1/2009 <hr/> Appointed by: Tallahassee City Commission	Email: cjoyner@firstam.com
Wetherell, Ryan	Begin Term: 6/18/2013 End Term: 6/30/2016 Type: three years	Original Date: 4/13/2010 <hr/> Appointed by: Board of County Commissioners	Email: Ryan.Wetherell@kimley-horn.com
Bass, Edward N.	Begin Term: 11/1/2013 End Term: 6/30/2016 Type: three years	Original Date: 11/1/2013 <hr/> Appointed by: Tallahassee City Commission	Email: ebass@moorebass.com

Rey, Carlos	Begin Term: 9/2/2014 End Term: 6/30/2017 Type: three years	Original Date: 9/2/2014 <hr/> Appointed by: Board of County Commissioners	Alternate Member Email: carlosrey.jd@gmail.co@hotmail.com
Trotman, Bradley C	Begin Term: 6/24/2014 End Term: 6/30/2017 Type: three years	Original Date: 6/14/2011 <hr/> Appointed by: Board of County Commissioners	Email: Brad@killlearn.org
Rojas, Luis	Begin Term: 4/1/2014 End Term: 6/30/2017 Type: three years	Original Date: 4/1/2014 <hr/> Appointed by: Tallahassee City Commission	Email: priv8cit@aol.com
Vacant		Appointed by: Tallahassee City Commission	

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Michael Renwick

Date: 25-Jul-2014

Home Phone:

Work Phone:

Email: redbaron522@aol.com

Occupation: FORESTER

Employer: SELF-EMPLOYEED

Preferred mailing location: Home Address

Work Address:

City/State/Zip:

Home Address

City/State/Zip: TALLAHASSEE

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 29.00years

Are you currently serving on a County Advisory Committee? Yes

If yes, on what Committee(s) are you a member?

Have you served on any previous Leon County committees? Yes

If yes, on what Committee(s) are you a member?

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Adjustment and Appeals Board 2nd Choice: Educational Facilities Authority

What cultural arts organization do you represent, if any?

NONE

If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 4 or more

And for how many months would you be willing to commit that amount of time? 6 or more

What time of day would be best for you to attend Committee meetings? Day

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race: Caucasian

Sex: Male

Age: 70

Disabled? No

District: District 4

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

I HAVE WORKED WITH THE LEON COUNTY PROPERTY APPRAISER'S OFFICE THE LAST THREE YEAR ON A AGRICULTURE REVIEW BOARD. I AM A LICENSED REALTOR, I ALSO HAVE DEGREES IN FORESTRY, AND PARKS AND RECREATION ADMIN..

I AM A RETIRED COUNTY FOREST FORMERLY WITH THE FLORIDA FOREST SERVICE AS THE GADSDEN COUNTY FORESTER FOR 11 YEARS FROM 1999 TO 2010.

I HAVE A INTEREST IN LEON COUNTY AS A LONG-TERM RESIDENT AND HAVE HAD AND CONTINUE TO HAVE A INTEREST IN EDUCATION AND THE SCHOOL SYSTEM IN LEON COUNTY.

BECAUSE I AM PARTIALLY RETIRED MY TIME IS MY OWN AND I ENJOY PUBLIC SERVICE I WANT TO BE PART OF THE COMMUNITY IN LEON COUNTY

References (you must provide at least one personal reference who is not a family member):

Name: PHIL GORNICKI

Telephone: 850-222-5646

Address: 402 E. JEFFERSON ST.

Name: STAN ROSENTHAL

Telephone: 850-606-5202

Address: LEON COUNTY EXTION OFFICE

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Michael R. Renwick

This application was electronically sent: 7/25/2014 12:10:30PM

Educational Facilities Authority

Responsibility:

The purpose of the authority shall be to assist institutions for higher education in the construction, financing, and refinancing of projects, and for this purpose the authority is authorized and empowered as set forth in Chapter 243.22, Florida Statutes.

Created By:

Chapter 243, Section 243.21, Florida Statutes

Resolution No. 90-42 , adopted Resolution (7/17/1990)

Appointments:

Seven members appointed by the full Board

One County Commissioner, appointed by the full Board, serves as a liaison for a two-year term

Terms:

Five Year Terms; Terms expire July 31. Number of terms is limited to no more than three consecutive terms specified. Vacancies filled for remainder of an unexpired term.

Eligibility Criteria:

All members must be residents of Leon County. At least one must be a trustee, director, officer or employee of an institution for higher education.

Schedule:

Quarterly (October, January, April, and July), or as needed.

Type of Report:

Within first 90 days of each calendar year, reports to the BCC its activities for the preceding calendar year

Contact Person/Staff:

STAFF:

Randy Guemple, Executive Director

P. O. Box 11154

Tallahassee, Florida 32302

850-228-3982 (Primary)

850-907-9734

Email: LCEFA9@gmail.com

Members:

Kellam, Bob	Begin Term: 9/2/2014 End Term: 7/31/2015 Type: one year	Original Date: 7/24/1990 <hr/> Appointed by: BOCC	Non-voting Email: lcefa1@hotmail.com
Weil, Joe	Begin Term: 7/13/2010 End Term: 7/31/2015 Type: five years	Original Date: 7/13/2010 <hr/> Appointed by: BOCC	Email: jw@nccetraining.com
Dallet, Patrick H.	Begin Term: 11/19/2013 End Term: 7/31/2015 Type: unexpired term	Original Date: 11/19/2013 <hr/> Appointed by: BOCC	Email:
Lindley, Mary Ann Board of County Commissioners	Begin Term: 12/10/2013 End Term: 12/31/2015 Type: two years	Original Date: 12/10/2013 <hr/> Appointed by: BOCC	Notes: Board liaison Email: lindleym@leoncountyfl.gov
Bailey, Dennis Florida State University	Begin Term: 1/27/2015 End Term: 7/31/2016 Type: unexpired term	Original Date: 1/27/2015 <hr/> Appointed by: BOCC	Email: dbailey@fsu.edu
Tipton, Lynn S. (Resigned)	Begin Term: 7/10/2012 End Term: 7/31/2017 Type: five years	Original Date: 3/15/2011 <hr/> Appointed by: BOCC	Email: ltipton@flcities.com
Billberry, Lori,	Begin Term: 2/26/2013 End Term: 7/31/2018 Type: five years	Original Date: 2/26/2013 <hr/> Appointed by: BOCC	Email: lbillberry@talcor.com
Proctor, Thomas	Begin Term: 9/2/2014 End Term: 7/31/2019 Type: five years	Original Date: 9/2/2014 <hr/> Appointed by: BOCC	Email: tomcproctor@gmail.com
Hilaman, William Raymond James & Associates	Begin Term: 6/24/2014 End Term: 7/31/2019 Type: five years	Original Date: 9/21/2004 <hr/> Appointed by: BOCC	Email: William.Hilaman@ RaymondJames.com

From: LCEFA9 <lcefa9@gmail.com>
To: Christine Coble <CobleC@leoncountyfl.gov>
Date: 6/3/15 10:30 PM
Subject: Pat Dallet


Christine,

I just heard from Pat Dallet and he is OK for another term along with Joe Weil. Thanks for reminding me.

I am also aware that we need to fill one more vacancy to finish Lynn Tipton's term.

Randy

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Christine Coble by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov Applications will be discarded if no appointment is made after two years.</p>		
Name: <u>Gary Earl Huff</u>		Date: <u>6-24-2015</u>
Home Phone: <u>219-0606</u>	Work Phone: <u>644-0390</u>	Email: <u>ghuff@fsu.edu</u>
Occupation: <u>Associate Dir - Finance</u>		Employer: <u>Florida State University</u>
<p>Please check box for preferred mailing address.</p> <p><input type="checkbox"/> Work Address:</p> <p style="margin-left: 20px;">City/State/Zip: _____</p>		
<p><input checked="" type="checkbox"/> Home Address <i>(Required to determine County residency)</i></p> <p style="margin-left: 20px;">City/State/Zip: <u>3175 Hawks Landing Drive, Tallahassee, FL 32309</u></p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>For how many years have you lived in and/or owned property in Leon County? <u>13</u> years</p>		
<p>Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) are you a member? _____</p>		
<p>Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) have you served? _____</p>		
<p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference</p> <p>1st Choice: <u>Leon County Ed Facility Auth.</u> 2nd Choice: _____</p>		
<p>If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:</p> <p>_____</p>		
<p><i>If you are appointed to a Committee, you are expected to attend regular meetings.</i></p> <p>How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more</p> <p>And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night <u>Anytime</u></p>		
<p>(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.</p> <p>Race: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other</p> <p>Sex: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Age: <u>64</u> Disabled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/></p>		

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application. Please attach your resume, if one is available.

1. Certified Public Accountant - 1980 -
2. FSU BS in Accounting - 1973
3. California Insurance License - 1992
4. President - Tallahassee QB Club - 2011
5. Board of Directors - Capital Area Red Cross 2003 - 5 2
6. Board of Directors - FSU Boosters 2015
7. Board of Directors and Chairman - FSU Varsity Club - 2014-15

References (you must provide at least one personal reference who is not a family member):

Name: Randy Guemple Telephone: 228-3982

Address: 293 Thornberg Dr.

Name: Andy Miller Telephone: 644-3484

Address: Florida State University, VC-C 5th Floor

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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Have you completed the Orientation? Yes No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes No

If yes, please explain. Civic Center was transferred to FSU to manage. No recurring relationship.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? Yes No

If yes, please explain. _____

All statements and information provided in this application are true to the best of my knowledge.

Signature: Gary Huff

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

CareerSource Capital Region

Responsibility:

CareerSource Capital Region provides for enhanced coordination, cooperation, collaboration, and outcomes, by and between several entities, both public and private, that are involved at the local level in providing youth and adults with opportunities to develop and continuously upgrade their knowledge and skills in order to advance economically and socially, and in providing employers with the skilled workforce necessary to be competitive in local, state, national, and/or international markets.

Develop the region's strategic workforce development plan; identify occupations for which there is a demand in the area served and selecting training institutions that may provide training, in accordance with procurement guidelines and procedures; solicit the input and participation of the local business community in the provision of services for the residents of the region; provide policy guidance and procedures for programs established by CareerSource Capital Region; and, provide oversight and monitoring activities.

Created By:

Federal Public Law 105-220 (Workforce Investment Act of 1998 - Title I)
Section 117, of the WIA and the State of Florida Workforce Innovation Act of 2000
Interlocal Agreement between Leon, Wakulla, and Gadsden County Commissions (Region)

Appointments:

7 - appointed by BCC - private sector representatives- A majority of CareerSource Capital Region shall be representative of the private sector, who shall be owners of business concerns, executives, or chief operating officers of non-governmental employers, or other private sector executives who have substantial management or policy responsibility.
- New appointments to CareerSource Capital Region are required to be nominated through recommendation of the Tallahassee-Leon County Chamber of Commerce and Economic Development Council (EDC).

Terms:

Initial terms are 2 and 3 years. All terms thereafter are 3-year terms.
Terms expire June 30. Vacancies are filled for the remainder of an unexpired term.

New appointments to CareerSource Capital Region are required to be nominated through recommendation of the Tallahassee-Leon County Chamber of Commerce and Economic Development Council (EDC).

Schedule:

Meets quarterly. Meeting dates and times posted on the CareerSource Capital Region website:
www.careersourcecapitalregion.com

Contact Person/Staff:

Jim McShane, Executive Director
325 John Knox Road, Atrium Building, Suite 102
Tallahassee, Florida 32303
Phone: 850-617-4601
Fax: 850-410-2595
email: jim.mcshane@careersourcecapitalregion.com

Cheryl Cantley, Administrative Assistant
850-617-4602
email: cheryl.cantley@careersourcecapitalregion.com

Members:

Vacant	Begin Term: End Term: Type: unexpired term	Original Date: <hr/> Appointed by: Board of County Commissioners	Email:
Edwards, Barbara	Begin Term: 3/12/2013 End Term: 6/30/2016 Type: three years	Original Date: 3/12/2013 <hr/> Appointed by: Board of County Commissioners	Email: Barbara_c_edwards@cable.comcast.com
Smith, George	Begin Term: 9/2/2014 End Term: 6/30/2017 Type: three years	Original Date: 9/2/2014 <hr/> Appointed by: Board of County Commissioners	Email: george@bmlaw.com
Banks, George C. Summit East Management	Begin Term: 6/24/2014 End Term: 6/30/2017 Type: three years	Original Date: 9/22/2009 <hr/> Appointed by: Board of County Commissioners	Email: george.banks@summiteast.com
Robinson, Mark,	Begin Term: 3/10/2015 End Term: 6/30/2018 Type: three years	Original Date: 3/10/2015 <hr/> Appointed by: Board of County Commissioners	Email: mark.robinson@hcahealthcare.com

McFarlain	Begin Term: 10/14/2014 End Term: 6/30/2017 Type: three years	Original Date: 10/14/2014 <hr/> Appointed by: Board of County Commissioners	
Wienke, Brandon	Begin Term: 4/14/2015 End Term: 6/30/2018 Type: three years	Original Date: 4/14/2015 <hr/> Appointed by: Board of County Commissioners	Email: brandon.wienke@suntrust.com

June 9, 2015
Commissioner Nick Maddox
Designee to the CareerSource Capital Region - Chief Local Official
Leon County
301 South Monroe Street
5th Floor
Tallahassee, FL 32301

RE: Appointment of Trish Andrews to the open Leon County Seat

Dear Commissioner Maddox,

The Greater Tallahassee Chamber of Commerce would like to recommend Trish Andrews to replace the Marilyn Morales seat. That seat is on the 3 year cycle as required by the Board by-laws to end in 2018.

Trish was employed in Wakulla County until June 1 when she took the new position at Management Recruiters, Inc. in Leon County. She is currently the Treasurer of the CareerSource Capital Region Board and has participated in the National Association of Workforce Boards (NAWB) annual forum in Washington DC. She has been the chair of the Finance Committee for the past year and is likely to become the Vice President of the Board on July 1 after the election of officers at the annual meeting on June 23.

As the Chamber and EDC President, I sit on the CareerSource Capital Region (CSCR) Executive Committee and recommend Trish for approval. This approval would be her second 3-year service and under the CSCR Board By-laws, be allowed one more re-appointment in 2018.

Sincerely,



Sue Dick, President and CEO
Greater Tallahassee Chamber of Commerce
Tallahassee/Leon County EDC

EXECUTIVE COMMITTEE

Rick Moore
Chair

Kathy Bell
Chair-Elect

E. Edward Murray, Jr.
Immediate Past Chair

John Medina
Treasurer

DeWitt Miller
Assistant Treasurer

Sue Dick
President

Terrie Ard

Reggie Bouthillier

Park Broome

Kimberly Crowell

Bill Moor

Jim Murdaugh

Heidi Otway

Mike Roberts

Ron Sachs

Kimberly Smiley

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Thariscia Andrews

Date: 22-Jun-2015

Home Phone: _____

Work Phone: _____

Email: trish@mrrecruiter.com

Occupation: HR/Office Manager

Employer: Management Recruiters of Tallahassee

Preferred mailing location: Home Address

Work Address: 743 EAST TENNESSEE STREET

City/State/Zip: TALLAHASSEE FL 32308

Home Address

City/State/Zip: TALLAHASSEE

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 20.00years

Are you currently serving on a County Advisory Committee? Yes

If yes, on what Committee(s) are you a member? CareerSource Capital Region - Wakulla County

Have you served on any previous Leon County committees? No

If yes, on what Committee(s) are you a member?

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: CareerSource Capital Region 2nd Choice:

What cultural arts organization do you represent, if any?

N/A

If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:

N/A

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 6 or more

What time of day would be best for you to attend Committee meetings? Day

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race: African American

Sex: Female

Age: 41

Disabled? No

District:

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

Currently serve on the Board of Directors for CareerSource Capital Region representing Wakulla County. Would like continue service to the organization as a Representative for Leon County.

References (you must provide at least one personal reference who is not a family member):

Name: KITTE CARTER

Telephone: 850-219-3043

Address: 743 E TENNESSEE STREET

Name:

Telephone:

Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Tharisicia Andrews

This application was electronically sent: 6/22/2015 3:32:15PM

Thariscia Andrews
3883 Chaucer Court
Tallahassee, FL 32311
thariscia@hotmail.com
[LinkedIn Profile](#)
(850) 559-0583 M

Career Summary

Seven years of extensive, Human Resources and Operations Management experience. Contributed to firm growth by executing business strategies using strong decision making abilities. Proven career track of making positive organizational change, increasing employee satisfaction, production and retention.

Risk Management | Change Management | Financial Management
Business Strategy | Leadership Development
Cross-Functional Team Leadership | Mentoring
Organizational Effectiveness | Critical Thinking
Managing Employees | Staff Development | Team Building
Policies | Human Resources | Recruiting

Work Experience

CSG International
509 Commerce Blvd
Crawfordville, FL 32327
www.csqi.com

02/2011 - Present

Operations Manager (2/2013 – Present)

Manage the daily operations of a mail production facility which includes a team of 4 Shift Supervisors and 70 Non-Exempt employees. Direct and coordinate the development and implementation of activities in the Inserting and Mail Prep areas in order to meet production goals, quality and cost objectives. Manage to budgeted amount by forecasting, setting department production goals and monitoring assigned areas to ensure they remain within the budgetary constraints. Supervise and increase effectiveness and efficiency of operational systems and processes/policies to support CSG's mission.

- Identify and minimize risks to the business
- Manage daily mail production workflow
- Provide opportunities for future development and growth within the team

Human Resources Business Partner (2/2011 – 2/2013)

Managed the daily operations of the Human Resource office under the direction of an HR Director located in Omaha, NE. Managed the administration of the HR policies, procedures and programs. Provided support to the Florida, Omaha and Texas OSC facilities. Carry out responsibilities in the following areas: Human Resource Information Systems (HRIS), employee relations and recruiting. Facilitate HR related issues; assist in the development and administration of policies; lead change and promote deeper HR involvement in the business. Recommend important changes to Managers/Supervisors regarding organizational policies and procedures. Devised and implemented various human resources programs to enhance the company's reputation and ensure amiable relations between employees and management.

- Recruiting and staffing logistics
- Employee orientation, development and training
- Executing change management and long/short term management strategies.

Elbit Systems of America
(Talla-Com Industries)
1721 West Paul Dirac Drive
Tallahassee, FL
www.elbitsystems.com

04/2008 – 04/2011

Human Resource Generalist

Manage daily operations of the Human Resource office under the direction of the HR Director. Manage the administration of human resource policies, procedures and programs. Carry out responsibilities in the following areas: Human Resource Information Systems (HRIS), employee relations and recruiting. Facilitate HR related issues; assist in the development and administration of policies; lead change and promote deeper HR involvement in the business. Recommend important changes to Managers/Supervisors regarding organizational policies and procedures. Establish and analyze FMLA claims to determine eligibility and certification in compliance with state and federal regulations. Communicate FMLA related decisions and ongoing expectations with employees and management. Devised and implemented various human resources programs to enhance the company's reputation and ensure amiable relations between employees and management.

- Analyzed staffing requirements and directed the recruitment process.
- Conducted interviews and issued hiring recommendations
- Employee orientation, development and training
- Executing change management and long/short term management strategies.
- Compensation and benefits administration
- Reconcile and code monthly company invoices (BCBS, Delta Dental, Hartford and VSP) for submission to Accounts Payable
- Coordinate company events (Wellness Program, Employee Fun Day, Company Picnics, etc.) for the Tallahassee Site

Management Recruiters of Tallahassee
743 East Tennessee Street
Tallahassee, FL
www.mrrrecruiter.com

11/1996 – 04/2008

Office Manager/Internet Researcher (2005-2008)

Manage daily functions of MR Tallahassee, powered by Management Recruiters International, the world's largest executive search and recruitment organization. Provide support to a staff comprised of (2) Owners, (5) Account Executives, (2) Project Coordinators and (1) Office Assistant in order to assure the best professional relationship for all involved.

- Provide technical support to the Account Executives
- Supervise the daily activities of an Office Assistant
- Maintained computer databases (CAPS – a proprietary database program designed specifically for the executive search/recruiting industry)
- Interviewing, hiring and training new employees
- Numerically tracking office production (daily, weekly and monthly)
- Sourcing candidates and researching company information on the internet
- Communicating with outside vendors and clients

Project Manager/Executive Recruiter (2003-2005)

Responsible for full cycle recruitment in order to fill newly opened positions in the field of Plastics Manufacturing. Cold called companies to determine hiring needs. Experience in working with Hiring Managers to negotiate contracts, rates and payment terms. Worked closely with hiring managers to fill positions under a fast paced, deadline driven atmosphere.

- Built trust and credibility with potential and existing customers
- Strong client interaction, providing assistance to HR, Corporate Recruiters and Hiring Managers
- Pre-screened applicants, scheduled/conducted interviews for qualified candidates
- Conducted searches on a national level via use of proprietary database and cold calling
- Negotiated contracts, salaries and relocation terms.
- Coordinated pre-employment, degree verifications and reference checks on selected candidates.

Project Coordinator/Internet Recruiter (2001-2003)

Assist the Account Executives in locating qualified candidates for existing and potential job orders in the field of Plastics Manufacturing.

- Updating and entering new information into the computer database
- Scouting potential and existing candidates
- Cold calling companies and candidates
- Making career presentations to candidates
- Searching for candidates on the internet

Administrative Assistant/Office Support (1996-2001)

Manage office functions to support a recruiting firm which consists of 2 Owners/Managers, 3 Account Executives and various general office staff.

- Troubleshooting and maintaining office equipment (computers, printers, copier and fax)
- Installing and removing software
- Receiving and routing incoming faxes, mail and email

EDUCATION & QUALIFICATIONS

BT Washington High School (1992)
Diploma

Tallahassee Community College (2004)
Associates in Arts Degree

American Intercontinental University (2007)
Bachelor's Degree in Business Administration

Planning Commission

Responsibility:

Acts as an advisory committee to the City and County Commissions, other governmental agencies within the metropolitan area, individuals, and private agencies seeking its advice and assistance in comprehensive planning and development of the Tallahassee area.

Created By:

Interlocal Agreement:

Cooperative Agreement for Area-wide Planning of the Tallahassee Metropolitan Area - 9/26/1967

Bylaws amended 11/18/1997

Appointments:

7 members:

3 - BCC

3 - City

1 - nominated by School Board

A chairman and vice chairman are elected for a one-year term in September.

Terms:

3 year terms, extending from July 1. Number of terms allowed not specified. County appointees may not serve more than three consecutive terms. Vacancies filled for remainder of unexpired term.

Eligibility Criteria:

Must be residents of Leon County, but shall not be appointed from the membership of any planning/ and or zoning board operating within the exclusive jurisdiction of each government unit.

Schedule:

Planning Commission Meetings:

6 pm, first Tuesday of each month.

8:30 am, Wednesday which is 8 days after the first meeting of each month.

Contact Person/Staff:

Department of PLACE*

*Planning, Land Management & Community Enhancement

Russell Snyder, Land Use Administrator
Tallahassee-Leon County Planning Department
891-6400

email: russell.snyder@talgov.com

Beth Perrine, Administrative Assistant:
Planning Department
891-6400

email: beth.perrine@talgov.com

Attorney: Silvia M. Alderman
106 E. College Avenue, 12th floor
Tallahassee, Florida 32301
850-425-1627 (W)
silvia.alderman@akerman.com

City Contact: Melissa Hinton,
Exec. Secretary to Treasure/Clerk
City Hall; 891-8131
County Contact: Christine Coble
Agenda Coordinator
County Courthouse
606-5300

Members:

<p>Jones, Darryl Eugene Bethel CDC TERM EXPIRED</p>	<p>Begin Term: 6/12/2012 End Term: 6/30/2015 Type: three years</p>	<p>Original Date: 7/14/2009 <hr/>Appointed by: BOCC</p>	<p>Email: dajones32301@yahoo.com</p>
<p>Proctor, Stewart Structure Commercial Real Estate</p>	<p>Begin Term: 6/18/2013 End Term: 6/30/2016 Type: three years</p>	<p>Original Date: 4/10/2012 <hr/>Appointed by: BOCC</p>	<p>Email: stewart@structureiq.net</p>
<p>Madden, Patrick</p>	<p>Begin Term: 6/10/2014 End Term: 6/30/2017 Type: three years</p>	<p>Original Date: 5/25/2011 <hr/>Appointed by: Jackie Pons Leon County School Board</p>	<p>Email: pmadden@jacksonville.nef.com</p>
<p>Edmond, Timothy D. The Edmond Group, LLC</p>	<p>Begin Term: 6/24/2014 End Term: 6/30/2017 Type: three years</p>	<p>Original Date: 2/14/2012 <hr/>Appointed by: BOCC</p>	<p>Email: edmondgroup.tde@gmail.com</p>
<p>Henderson, J. Scott Henderson Planning Group</p>	<p>Begin Term: 7/1/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 7/1/2011 <hr/>Appointed by: Tallahassee City Commission</p>	<p>Email: shenderson@hendersonplanninggroup.com</p>

Walker, Barbara	Begin Term: 7/1/2012 End Term: 6/30/2015 Type: three years	Original Date: 7/1/2012 <hr/> Appointed by: Tallahassee City Commission	
Dantin, Keith	Begin Term: 8/1/2012 End Term: 6/30/2015 Type: unexpired term	Original Date: 8/1/2012 <hr/> Appointed by: Tallahassee City Commission	Email: kdantin@comcast.net

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Jeff Blair		Date: 08-May-2015
Home Phone:	Work Phone:	Email: jblair@fsu.edu
Occupation: Dispute Resolution Professional		Employer: Florida State University
Preferred mailing location: Home Address		
Work Address:		
City/State/Zip:	TALLAHASSEE	FL
Home Address		
City/State/Zip:	TALLAHASSEE	
Do you live in Leon County? Yes	If yes, do you live within the City limits? No	
Do you own property in Leon County? Yes	If yes, is it located within the City limits? No	
For how many years have you lived in and/or owned property in Leon County?		38.00years
Are you currently serving on a County Advisory Committee? No		
If yes, on what Committee(s) are you a member?		
Have you served on any previous Leon County committees? Yes		
If yes, on what Committee(s) are you a member? Leon County Code Enforcement Board		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: Planning Commission		2nd Choice: Adjustment and Appeals Board
What cultural arts organization do you represent, if any?		
If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:		
<u>If you are appointed to a Committee, you are expected to attend regular meetings.</u>		
How many days permonth would you be willing to commit for Committee work? 4 or more		
And for how many months would you be willing to commit that amount of time? 6 or more		
What time of day would be best for you to attend Committee meetings? Day, Night		
(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.		
Race: Caucasian	Sex:	Age: 60
Disabled? No	District: District 4	

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

Examples of Committee Experience:

Leon County Code Enforcement Board (served as chair twice)
Leon County Food Coop (New Leaf Market) Board of Directors
Neighborhood Justice Center Mediator
Leon County Mediation Program co-developor
Facilitated over 150 committees and over 2000 meetings professionally.

Educational Background:

Conflict Resolution Graduate Program: Florida State University
Bachelors of Science in Social Policy—Advanced Standing Program: Florida State University (Honors)
Associate of Arts: University of Florida
Mediation and Conflict Resolution. 40 Hours. William F. Lincoln. TCC. November 1982.
Certification from National Center for Collaborative Planning and Community Services. July 1983.
Advanced Dispute Resolution. 20 Hours. William F. Lincoln. TCC. March, 1984.

Dispute Resolution Center, Florida Supreme Court. Mediator Training. 20 Hours. October 1998.
Planning Dispute Resolution. Florida State University. Urban and Regional Planning Graduate Program. 1999. Page 2 of 5
Neighborhood Justice Center. FSU. 1999.

U.S. Institute for Environmental Conflict Resolution, National Roster of Environmental Dispute Resolution and
Consensus Building Professionals qualified/approved practitioner
Qualified/approved practitioner on EPA's Environmental ADR Neutrals Roster

Certifications Effective in Leon County:

Florida Supreme Court Certified Mediator 1999
Certified General Contractor 1982

Examples of Community Volunteer Activities:

Leon County Mediation Program. 1999. Designed program (process) and related brochure for a Leon County
Florida mediation program for development review disputes.

Leon County Code Enforcement Board. 1989 – 1997. Chaired quasi-judicial review board hearing cases of
alleged violations of county ordinances (including environmental, zoning, housing and junk).

Community Interests, Inc.—New Leaf Market (Leon County Food Coop). 1977 – 1998. Served on Board of
Directors: served as BPD Chair, Secretary and President of member-owned natural foods market. Served as
Board of Directors' facilitator for over ten years.

Americorps. Served as project leader, and coordinated services of workers in renovating and providing
renovations and repairs to the homes of low-income families

Habitat for Humanity. Served as project leader, and coordinated services of workers in renovating and
providing homes to low-income families.

Rainbow-Rehab. Served as project leader, and coordinated services of workers in renovating a

References (you must provide at least one personal reference who is not a family member):

Name: ROBERT JONES Telephone: 850-597-1197
Address: 183 ROSEHILL WEST, TALLAHASSEE, FL

Name: PAM HALL Telephone: 850-445-6007
Address: TALLAHASSEE, FL

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Jeff Blair

This application was electronically sent: 5/8/2015 1:25:59PM

BIO

JEFF A. BLAIR is faculty at Florida State University, and serves as Associate Director for the FCRC Consensus Center. He is principle and owner of *Facilitated Solutions* a consulting company specializing in stakeholder advisory groups, visioning, workplan (strategic action plan) development and strategic planning initiatives. His work for the Center and *Facilitated Solutions* includes facilitation, process design, strategic planning, and consensus-building on complex public policy initiatives. He has worked with federal, state, local government, and private sector representatives to design and implement collaborative approaches to planning, rule making, and dispute resolution with an emphasis on public participation in the design and implementation of policy in over 150 projects and over 2000 meetings. In addition, he teaches classes and conducts trainings in various dispute resolution topics. Ongoing projects include serving as lead facilitator and conflict resolution consultant for agency stakeholder advisory councils and commissions such as the Florida Department of Agriculture and Consumer Services (FDACS) Pest Control Enforcement Advisory Council, Pesticide Review Council, FDACS Agricultural Feed, Seed and Fertilizer Advisory Council, and the Florida Coordinating Council on Mosquito Control, and DBPR's Florida Building Commission including facilitating over 58 special issue stakeholder workgroup projects for the Commission and a total of over 900 individual meetings for the Commission since 1999. He facilitated the Florida Division of Emergency Management's Flood Resistant Standards Workgroup and the Florida Emergency Notification System Vision Workshop. He has done work for the National Oceanic and Atmospheric Administration (NOAA) including the National Saltwater Recreational Fishing Summit, Deepwater BP Oil Spill Programmatic Environmental Impact Statement scoping workshops, NOAA Fisheries Chesapeake Modeling Symposium and the Gulf of Mexico Grouper Forum. Work for United States Environmental Protections Agency (USEPA) includes the National Bedbug Summit and the International Public Health Pesticides Workshop in London, England. Work for the private sector includes designing and facilitating the Recreational Boating Stakeholders Growth Summit, and working with National Pest Management Association (NPMA), National Marine Manufactures Association (NMMA), Association for Structural Pest Control Regulatory Officials (ASPCRO), Association of American Plant Food Control Officials (AAPFCO), Florida Green Building Coalition (FGBC), and National Association of Home Builders (NAHB). Mr. Blair has provided facilitation, planning, and process design for numerous agencies, entities, non-profit organizations and associations since 1977. He is a Florida Certified General Contractor and operated a successful design-build firm in Tallahassee Florida from 1980 – 1998 winning the parade of homes three times. He is a graduate of the University of Florida (Philosophy and Anthropology) and the Florida State University (Social Policy and Dispute Resolution).

RELATED SKILLS

- U.S. Institute for Environmental Conflict Resolution, National Roster of Environmental Dispute Resolution and Consensus Building Professionals qualified/approved practitioner <http://www.ecr.gov/Resources/Roster/Roster.aspx>
- Qualified/approved practitioner on EPA's Environmental ADR Neutrals Roster
- Florida Supreme Court Certified Mediator http://www.flcourts.org/gen_public/adr/certify.shtml
- Association for Conflict Resolution (ACR) member <http://www.acrnet.org/>
- LinkedIn Profile: <http://www.linkedin.com/pub/jeff-blair/17/523/b19>
- Leon County Florida, Code Enforcement Board. 1999 – 1996. Served as chair.

CURRENT PROFESSION

FSU Faculty (Associate in Research) and Associate Director, FCRC Consensus Center at Florida State University (FSU), January 2004 – Present. (Previously *Regional Director and Coordinator of Research Projects*, Tallahassee and South Florida Office, FCRC Consensus Center at FSU 1998 – December 2003).

Responsible for developing and overseeing FCRC Consensus Center projects. Duties include:

- Direct provision of collaborative process services (facilitation, mediation, negotiation, process design, strategic and action planning, consensus-building and process assessment and consultation) in public-policy cases;
- Provision of negotiation, facilitation, communication and effective meetings training to local government and state agency staff, as well as to private sector interests involved in public policy discussions;
- Provision of facilitation and process design training to public and private sector neutrals;
- Consultation with public and private sector interests in public policy and regulatory issues regarding their consensus-building and conflict resolution needs;
- Assistance to public and private sector entities regarding strategic planning and visioning;
- Activities to increase public awareness and use of alternative conflict resolution procedures;
- Administrative activities related to the continued operation of the FCRC Consensus Center; at Florida State University; and,
- Conflict resolution, process design, communication and effective meetings trainings for private and public sector groups including Florida Atlantic University, Florida International University, Florida State University, Miami-Dade College, Miami-Dade County, various state agencies, and various public and private sector industry and regulatory agency associations.

DISPUTE RESOLUTION TRAINING

- Mediation and Conflict Resolution. 40 Hours. William F. Lincoln. TCC. November 1982.
- Certification from National Center for Collaborative Planning and Community Services. July 1983.
- Advanced Dispute Resolution. 20 Hours. William F. Lincoln. TCC. March, 1984.
- Interviewing and Recording. Florida State University. College of Social Work. Fall Semester 1998.
- Dispute Resolution Center, Florida Supreme Court. Mediator Training. 20 Hours. October 1998.
- Planning Dispute Resolution. Florida State University. Urban and Regional Planning Graduate Program. Spring Semester 1999.
- Neighborhood Justice Center. FSU. 12 Credit Hours. 12 Credit Hours. Spring Semester 1999.
- Certification from Supreme Court of Florida, Certified County Mediator. July 1999.

OTHER SKILLS

- Florida Certified General Contractor License
- Owner Blair Homes and Design, 1980 – 1999.
- Three times winner Tallahassee Parade of Homes
- Realtors' Choice award Tallahassee Parade of Homes
- Medaled in over 100 triathlons, duathlons and road-running races

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
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by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Marie Cowart

Date: 07-May-2015

Home Phone:

Work Phone:

Email: mcowart@fsu.edu

Occupation:retired

Employer: FSU

Preferred mailing location: Home Address

Work Address:

City/State/Zip: TALLAHASSEE FL

Home Address

City/State/Zip: TALLAHASSEE

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? No If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 47.00years

Are you currently serving on a County Advisory Committee? No

If yes, on what Committee(s) are you a member?

Have you served on any previous Leon County committees? Yes

If yes, on what Committee(s) are you a member? Human Services Grant Committee; previously Senior Services Outrea

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Canopy Roads Citizens Committee 2nd Choice:Planning Commission

What cultural arts organization do you represent, if any?

TMH Foundation, Governor's Panel on Excellence on Nursing Home Care, Woman's Club of Tallahassee, Florida Trust for Historic Preservation

If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:

planning, environment, preservation, human dignity

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 6 or more

What time of day would be best for you to attend Committee meetings? Day, Night

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race:Caucasian

Sex:Female

Age: 78

Disabled? No

District:

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

Human Services Grant Committee, Neighborhood Health Clinic, TMH Foundation, Woman's Club of Tallahassee, Florida Trust for Historic Preservation, others

References (you must provide at least one personal reference who is not a family member):

Name: DON WILSON
Address: 4999 MEANDERING WY

Telephone: 850 8789993

Name: JACK GOODIN
Address: 4150 DIPLOMACY CR

Telephone: 850 668 9060

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Marie E Cowart

This application was electronically sent: 5/7/2015 2:42:24PM

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Dianne Williams-Cox

Date: 11-May-2015

Home Phone: _____

Work Phone: _____

Email: dwmscox@gmail.com

Occupation: Project Manager

Employer: DWC Management Consulting Services

Preferred mailing location: Home Address

Work Address: 3539 APALACHEE PARKWAY STE 3 #157

City/State/Zip: TALLAHASSEE FL 32311

Home Address

City/State/Zip: TALLAHASSEE

Do you live in Leon County? Yes If yes, do you live within the City limits? Yes

Do you own property in Leon County? Yes If yes, is it located within the City limits? Yes

For how many years have you lived in and/or owned property in Leon County? 26.00years

Are you currently serving on a County Advisory Committee? No

If yes, on what Committee(s) are you a member?

Have you served on any previous Leon County committees? No

If yes, on what Committee(s) are you a member?

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Planning Commission

2nd Choice: Commission on the Status of Women and Girls

What cultural arts organization do you represent, if any?

None

If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:

Please see committees selected

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 4 or more

And for how many months would you be willing to commit that amount of time? 6 or more

What time of day would be best for you to attend Committee meetings? Day, Night

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race: African American

Sex: Female

Age: 51

Disabled? No

District: District 5

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

I have served our local community in various roles including the following:

President of City of Tallahassee Parks and Recreation Capital Park Baseball for more than 10 years; Bethel (Baptist) Empowerment Foundation for seven years; Past President of Chi Upsilon Omega Chapter of Alpha Kappa Alpha Sorority, Inc. where 2 terms of 2 year were severed; Past Cluster Coordinator for the South Atlantic Region of Alpha Kappa Alpha Sorority, Inc.; Member of various ministries at Bethel Baptist Church.

As a contributing member of this vibrant community, I believe that with my experience both professionally and in the community I would bring another prospective that may prove to be beneficial to the committee.

References (you must provide at least one personal reference who is not a family member):

Name: TOWANDA DAVIS Telephone: 8503218038
Address: 2300 MONACO DRIVE, TALLAHASSEE, FL

Name: ELAINE BRYANT Telephone: 8503213606
Address: 1882 CAPITAL CIRCLE NE #105 TALLAHASSEE, FL 32308

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Dianne Williams-Cox

This application was electronically sent: 5/11/2015 4:21:31PM

Objective

To obtain a professional opportunity to use skills acquired through Project Management, Business Analysis, Systems Analysis and other Information Technology experiences which will display demonstrated organization, customer service, and effective communication proven by 30 years of experience.

Profile

Results-oriented management professional with over twenty-five years of progressive responsibility and achievement in the development, deployment and maintenance of Information Technology solutions including proposal development, training, technical problem solving, staff development, business and system analysis, system integration, implementation, system testing, project planning, and long-standing record of good customer relations.

Consistently recognized for exceptional organizational, analytical and planning abilities, balanced with excellent interpersonal and communication skills; and posses a strong track record of being a proactive problem-solver, effective team leader and achiever of established performance goals.

Areas of expertise: Information Technology, Business and Systems Analysis, Project Management, Planning Implementation, Quality Assurance, and Training

Skills Summary

- ◆ Experienced Project Manager
- ◆ Certified Project Management Professional
- ◆ Certified Public Manager
- ◆ 30 years of experience in IT Professional
- ◆ Proven Leadership Abilities
- ◆ Proficient in business and systems analysis
- ◆ Excellent Process Implementation skills
- ◆ Experienced in contract management
- ◆ Demonstrated ability to interact effectively with senior management
- ◆ Strong verbal and written communication
- ◆ Outstanding interpersonal skills
- ◆ Excellent issue resolution abilities
- ◆ Proficient in Microsoft Office Suite

Professional Experience

- 06/2011 – Present **DWC Management Consulting Services, LLC**
Owner and CEO
- ◆ Providing contractual services to clients in information technology and management consulting
- 03/2013 – 01/2014 **Department of Revenue Child Support Establishment**
Operations Review Specialist (Business Analyst)
- ◆ Provide support for Child Support System for customers
 - ◆ Identify changes and help with implementation of changes as needed
- 12/2012 – 03/2013 **ITT Technical Institute** – Tallahassee, Florida
Adjunct Instructor
- ◆ Provide weekly instruction and advisement for the following classes:
 - Risk Management in Information Technology Security
 - Information Technology Infrastructure Security
 - Client-Server Networking II
 - Introduction to Programming
- 03/2012 – 08/2012 **Brandt Information Services** – Tallahassee, Florida
Project Coordinator
- ◆ Developed the training deployment plan for a system implementation for over 1000 client sites
 - ◆ Developed the equipment deployment plan in support of the system implementation for over 1000 client sites
- 01/2008 - 06/2011 **State of Florida Office of Insurance Regulation - Tallahassee, Florida**
Director of Market Research and Technology
- ◆ Managed staff of ten in the technological support and collection of data from insurance companies licensed to do business in the State of Florida
 - ◆ Supervised the generation of reports for senior management, legislative and governmental decision support
 - ◆ Liaised between State of Florida Department of Financial Services Division of Information Systems and the Office of Insurance Regulation for technology services
 - ◆ Provided contract development and management for vendors providing staff augmentation services
 - ◆ Supported Chief of Staff with daily operational functions
 - ◆ Reviewed and provided comments on the adequacy of documents and took necessary steps to cure any deficiencies
 - ◆ Monitored multiple software changes to keep track of all changes made to mission critical systems

- ◆ Successfully led multiple key projects which resulted in increased reporting of needed insurance data in a user friendly environment
- ◆ Effectively controlled the release of updated hardware and software pertinent to office operations
- ◆ Prepared annual renewal of vendor contracts for attorney approval.
- ◆ Analyzed office documents for appropriate distribution and filing

07/2006 - 12/2007

**State of Florida Agency for Workforce Innovation
University of North Florida Early Learning Office - Tallahassee, Florida**

Project Manager

- ◆ Conducted business analysis which led to complete requirements for system analysis and development
- ◆ Liaised between project team and upper management (project director and sponsor)
- ◆ Monitored Early Learning Coalitions acquire knowledge of requirements for an centralized automated system
- ◆ Worked directly with Early Learning Coalition personnel in the various counties of Florida to achieve a comprehensive gathering of requirements and functionality needed
- ◆ Accurately utilized redline format to draft and review quarterly Operational Work Plan
- ◆ Analyzed project documents for appropriate distribution and filing

04/2005 - 05/2006

Chancery Software, Ltd - Vancouver, British Columbia

Requirements Engineer

- ◆ Conducted business and systems analysis to develop an automated system to reconcile between State of Florida Department of Education and the local school district in the calculation of funding for each full time student
- ◆ Worked directly with local school district and state personnel to achieve comprehensive requirements
- ◆ Researched and updated all required materials

03/2003 - 04/2005

State of Florida Department of Education - Tallahassee, Florida

Computer Application Support Manager

- ◆ Achieved timely and accurate reports in support of Bureau Chief
- ◆ Provided open door management for team of up to 20 employees
- ◆ Monitored multiple mission critical databases to keep track of all software changes
- ◆ Responsible for creative design of statistical reports for customers of the state's Bright Futures Scholarship program
- ◆ Planned, executed and managed staff augmentation grant with University of South Florida

- ◆ Supported Chief Financial Officer with daily operational functions
- ◆ Analyzed departmental documents for appropriate distribution and filing.
- ◆ Reviewed and provided comments on the adequacy of documents and took necessary steps to cure any deficiencies
- ◆ Prepared correspondence, accounting and financial documents for analysis

10/2001 - 03/2003 **State of Florida Department of Education - Tallahassee, Florida**

Data Processing Manager

- ◆ Achieved effective and efficient management of up to ten team members
- ◆ Increased repayment of student loans over two-year period.
- ◆ Developed new process for reporting and requesting system changes which resulted in a more efficient release management procedure
- ◆ Worked directly with unit manager to support data needs
- ◆ Supported Bureau Chief with daily operational functions
- ◆ Analyzed departmental documents for appropriate distribution and filing
- ◆ Reviewed and provided comments on the adequacy of documents and took necessary steps to cure any deficiencies

04/2001 - 10/2001 **Florida A&M University Computing Center - Tallahassee, Florida**

Computer Applications Specialist

- ◆ Supported upper management by generating reports from Student database based on request and performed other business and systems analysis

08/1998 - 10/2001 **Florida A&M University – Tallahassee, Florida**

Adjunct Professor

- ◆ Provided weekly instruction and advisement to students enrolled in the Computer and Information Systems Department. Classes taught included Introduction to Microcomputers and COBOL programming languages.

09/1994 - 12/2001 **Cox Computer Consulting Services - Tallahassee, Florida**

Owner

- ◆ Provided various information technology consulting services such as training, business and systems analysis, designing and development of software systems for Department of Labor, Department of Transportation, Department of Education and Systems Design of Tallahassee.

09/1986 - 09/1996 **State of Florida - Tallahassee, Florida**

Held various information technology positions with the following Departments:
 Health and Rehabilitative Services (Programmer/Analyst),
 Education (Programmer/Analyst II),

Management Services (Systems Project Analyst), Legislative Data Center
(Systems Analyst), Transportation (Safety Office LAN Manager)

06/1985 - 09/1986 **Harris Government Systems - Palm Bay, Florida**

Computer Programmer

- ◆ Provided software support through designing, coding, testing and modifying financial information systems application programs

Education

2006 **Project Management Professional (PMP)**

1993 **Nova Southeastern University**, Fort Lauderdale, Florida

Business Administration - Masters

1992 **Florida State University**, Tallahassee, Florida

Public Management – Certification

1985 **Florida A&M University**, Tallahassee, Florida

Data Processing Technology –Bachelor of Science


Affiliations and Community Associations

Bethel Missionary Baptist Church, Sunday School Teacher
Capital City Park Baseball, President
Capital City Democratic Women's Club, Past President
Capital Area Community Action Agency, Past Board Member
Leon County Democratic Executive Committee, Past Member
Alpha Kappa Alpha Sorority, Past President
C.K. Steele Scholarship, Honoree-2010

Volunteer

Hartsfield Elementary School, Advisory Council
Riley Elementary School, Advisory Council
Fairview Middle School, Advisory Council
Nims Middle School, Presenter
Rickards High School, PTSO President
Football Boosters, President
School Advisory, Chair
Basketball & Baseball, Booster
Florida High School, Football & Basketball Booster

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Christine Coble by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov</p> <p style="text-align: center;">Applications will be discarded if no appointment is made after two years.</p>	
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Name: Casey Grigsby	Date: 05-May-2015
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Home Phone:	Work Phone:	Email: grigsbyce@cdmsmith.com
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Occupation: Transportation Planner	Employer: CDM Smith
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Preferred mailing location: Home Address

Work Address: 3522 THOMASVILLE ROAD SUITE 300

City/State/Zip: TALLAHASSEE FL 32309

Home Address

City/State/Zip: TALLAHASSEE

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 10.00years

Are you currently serving on a County Advisory Committee? No

If yes, on what Committee(s) are you a member?

Have you served on any previous Leon County committees? No

If yes, on what Committee(s) are you a member?

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Development Support & Environmental Manag2nd Choice: Planning Commission

What cultural arts organization do you represent, if any?

If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 6 or more

What time of day would be best for you to attend Committee meetings? Day, Night

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race: Caucasian Sex: Female Age: 28

Disabled? No District: District 4

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

References (you must provide at least one personal reference who is not a family member):

Name: ZACHARY TEDERS Telephone: 3522194127
Address: 3522 THOMASVILLE ROAD TALLAHASSEE, FL

Name: Telephone:
Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes

If yes, please explain. CDM Smith is an international engineering firm. I do not work on Leon County contracts; however, it is possible that my company has a contract with the county for planning services.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Casey Grigsby

This application was electronically sent: 5/5/2015 2:34:31PM

352-210-0121
Tallahassee, FL
caseyerinmckinney@yahoo.com

Professional Experience

CDM Smith

Transportation Planner

September 2012-Present

- Embedded transportation consultant in the Florida Department of Transportation within the Systems Planning, Office of Policy Planning, and the Office of Freight and Logistics Planning.
- Manage the mapping, graphics and production of 160 personalized legislative briefing brochures for the Florida House of Representatives, Florida Senate, as well as 29 Florida Congressional briefings.
- Fiscal assessment and allocation of \$9 million for the Florida Small County Outreach Program. Present on SIS facilities, freight & logistics, LBD documents and programming tools to technical audience of engineers, planners, FDOT staff, and elected officials.
- Lead contact for: new contracts/ scope of works between FDOT and the FSU Department of Urban and Regional Planning; public affairs; government relations documents; international trade brochures; client relations.
- Manage all policy and legislative tracking for the FDOT Policy Planning and Systems Planning department. Provide daily and weekly briefings of active legislation to staff.
- Prepare, organize and execute all logistics for the Strategic Intermodal Systems meetings/conferences throughout the state. Responsibilities included statewide coordination, event planning, facility management, hotel accommodations, IT support, solidifying speakers, presentations, tours and public-private partnerships.

The Florida State University Foundation

Executive Assistant-Office of the Vice President

August 2010- September 2012

- Promoted from the Office Administrator of Accounting to establish the Office of the Vice President after one year of service. Manage front desk staff of seven and registration for charitable solicitation in all 50 states.
- Established the FSU Real Estate Foundation a separate 501 (c) 3 to house the University's Real Estate gifts and donations. Directed and managed the sale of two foreign real estate holdings and one gift-in-kind resale.
- Day-to-day and long range assistance in all aspects of governmental relations, policy interpretation, regulatory laws, compliance and Board of Trustees organization. Track and manage all legislative reporting related to non-profits, gift matching, UPMIFA, and the State University System (SUS).
- Serve as liaison to five FSU Direct Support Organizations, Foundation personnel, Board of Trustees, donors and constituents. Assist in the preparation and execution of Board of Trustee meetings and events.

Capital Region Transportation Planning Agency

Contract Planner

May 2010-August 2010

- Collaborate with a team of eight to develop a comprehensive action plan for the North Monroe Street Corridor in Tallahassee, FL to increase pedestrian activity, economic growth for small business, and improve aesthetic brand of the area.
- Organize and executed two public input sessions to assess concerns and suggestions of stakeholders. Developed Fiscal Impact Assessment to provide an economic base analysis for the project.
- Identify and assess existing conditions for landscaping, pedestrian amenities, ADA compliance, and transportation disparities along the corridor. Ensure state, local, and federal regulatory compliance.
- Develop and edit visualization components of the corridor study - including GIS maps, photos, charts, graphs, and renderings of proposed implementations.

Florida House of Representatives

District Secretary for Representative Hugh Gibson

January 2008- May 2010

- Public policy liaison for constituents on available governmental services and acquiring needed aid (i.e. Medicare, Medicaid, V.A. Benefits, etc.) Serve as a liaison between citizens and state agencies.
- Maintain and balance intra-district accounts and financial records, file quarterly financial report with the Florida State Legislature, and execute the final closure of the district office upon retirement of Representative Gibson.

OPS Executive Secretary in House Administration

- Record and process all appearances records in council and committee meetings to The Florida Channel.
- Establish setup, breakdown, and organizational procedure in legislative committee & council meetings. Plan and execute daily legislative luncheons for 120 people.

Dept. of Community Affairs. SFL Ecosystem Restoration Taskforce

Environmental Analyst Intern

August 2009-February 2010

- Analyzed local government's regulations located within the Comprehensive Everglades Restoration Plan
- Review technical reports, interpret Federal, State, and County Future Land Uses and policies surrounding four identified CERP projects to identify potential environmental impacts and conflicts.
- Design and construct updated GIS data and graphics related to environmental hazards, project footprints, and associated project data. Develop a recommendation for corrective action; supply South Florida Ecosystem Restoration Task Force and Department of Community Affairs with accompanying comprehensive report, presentation, and graphics.

Additional Accomplishments

- Published Works:
 - McKinney, C. (2013). Florida Institute of Transportation Engineers; Volume 54, No 1. *Telling the Florida Freight Story*.
http://www.floridasectionite.org/FLITE/FLITE_SPRING2013_WEB.pdf
 - Cruz, A., Diagne, S., Fernandez, E., McKinney, C., Monroe, A, et.al. (2010). *North Monroe Street Design & Safety Study*. Retrieved from Capital Region Transportation Planning Agency. <http://www.crtpa.org/files/40606751.pdf>
- Awards
 - CDM Smith-Standing Ovation September 2014
 - FDOT Team of the Year 2014: Florida Automated Vehicles 2014
 - CDM Smith- Values in Action for exemplary work on the Florida Automated Vehicles Initiative 2013-2014
 - CDM Smith- Values in Action to the Systems Planning Team May 2013
 - FDOT Systems Planning Team of the Quarter- County and Freight Logistics Overview Project February 2013
 - FDOT Systems Planning- Excellence in Teamwork 2013
- Leadership Tallahassee- Class 31; Chair of LT 2.0 Personal Safety Day
- Big Brothers Big Sisters Mentor- Godby High School
- Urban Land Institute- chosen for the state of Florida Mentor/Mentee Program
- Knight Creative Communities Institute Catalyst Member Lake ELLAvate
- Tallahassee Phi Mu Alumnae Chapter 2007- Present; Former President (2008-2010); Secretary

Skills

- Adept at managing multiple responsibilities simultaneously with an eye for detail. Excellent interpersonal, communication and managerial skills, cooperative, patient, supportive, and loyal team player; enthusiastic attitude motivates increased productivity in others.
- Ability to achieve immediate and long-term goals to meet operational deadlines; strong on follow-up; able to plan ahead with an eye for potential challenges. Excels at conversing with high level donors, constituents, clients, and elected officials.
- People sensitive, while excelling at dealing with difficult personalities, situation, and providing confidentiality.
- Proficient in Windows, Adobe Pro, OMNI, Financial Edge, Raisers Edge, Arc GIS, SPSS, Internet, Lobbytools, Leagis, and Microsoft Suite

Education


MSP, Urban & Regional Planning Concentration in Environmental & Natural Resource Management

Florida State University, Tallahassee, FL: December 2010

B.A. International Affairs with Concentration in Urban Planning and Development

Florida State University, Tallahassee, FL: December 2007

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

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Name: Elizabeth R. Lewis "Beth"		Date: 05/15/2015
Home Phone:	Work Phone:	Email: bethlewis74@hotmail.com
Occupation: Lawyer		Employer: Rayboun Mulligan, PLLC
<p>Please check box for preferred mailing address.</p> <p><input checked="" type="checkbox"/> Work Address: 105 W. 5th Avenue City/State/Zip: Tallahassee, Florida 32303</p>		
<p><input checked="" type="checkbox"/> Home Address (<i>Required to determine County residency</i>) City/State/Zip: Tallahassee, Florida 32308</p>		
<p>Do you live in Leon County? <u>Yes</u> If yes, do you live within the City limits? <u>Yes</u> Do you own property in Leon County? <u>Yes</u> If yes, is it located within the City limits? <u>Yes</u> For how many years have you lived in and/or owned property in Leon County? 4 years* *Childhood/schooling in Tallahassee, resided as an adult since 2011.</p>		
<p>Are you currently serving on a County Advisory Committee? <u>No</u> If Yes, on what Committee(s) are you a member? _____</p>		
<p>Have you served on any previous Leon County committees? <u>No</u> If Yes, on what Committee(s) have you served? _____</p>		
<p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference 1st Choice: <u>Planning Commission</u> 2nd Choice: _____</p>		
<p>If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested: _____</p>		
<p><i>If you are appointed to a Committee, you are expected to attend regular meetings.</i> How many days per month would you be willing to commit for Committee work? <u>2 to 3</u> And for how many months would you be willing to commit that amount of time? <u>6 or more</u> What time of day would be best for you to attend Committee meetings? <u>Day</u> <u>Or</u> <u>Night</u></p>		
<p>(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.</p> <p>Race: <u>Caucasian</u> Sex: <u>Female</u> Age: <u>40</u> Disabled? <u>No</u> <u>District 3</u></p>		

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application. Please attach your resume, if one is available.

The benefits of the comprehensive planning process are of great importance in that it provides for the preparation of a balanced economic and community development strategy touching on the physical, environmental and social conditions of a community. I believe both my personal and professional experiences qualify me to serve as a thoughtful and engaged member of the Planning Commission. Professionally, I have been involved in land-use planning pertaining to both commercial development as well as development of affordable housing. I have navigated before planning and zoning boards and understand the cooperation and teamwork that must be involved between private development and municipalities to ensure smart planning for the present and future. I have been involved with communities similar to Tallahassee with a solid focus on smart growth and responsible use of its natural resources as well as been involved with communities that are at a disadvantage from poor and/or lack of comprehensive planning in the past. Witnessing the struggles of a community with little comprehensive planning reinforces the importance of active citizen engagement in the community planning process. As a Tallahassee native who has had the benefit of growing up in this unique community, moving away and then returning to raise my family, I am invested in continuing to see Leon County develop and capitalize on its own set of distinctive assets.

Please see attached resume.

References (you must provide at least one personal reference who is not a family member):

Name: Rick Barnett Telephone: (850) 224-6301

Address: 225 South Adams Street, Tallahassee, Florida 32301

Name: Michael C. Rayboun Telephone: (850) 907-3313

Address: 105 W. 5th Avenue, Tallahassee, Florida 32303

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes
Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes
Will you be receiving any compensation that is expected to influence your vote, action, or participation On a Committee? No If yes, from whom? _____
Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No
Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes If yes, please explain. *At present, none. However, I would need to abstain from any action pertaining to a client I represent with respect to real property matters.*
Do you or your employer, or your spouse or child or their employers, do business with Leon County? No
If yes, please explain. _____
Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No
If yes, please explain. _____

All statements and information provided in this application are true to the best of my knowledge.

Signature: 

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

ELIZABETH ROWE LEWIS “Beth”
1507 Argonne Road
Tallahassee, Florida 32308
E-mail: bethlewis74@hotmail.com
(850) 597-3015

EDUCATION

**Juris Doctor (cum laude). December 2000, Stetson University College of Law,
St. Petersburg, Florida.**

Member, *Stetson Law Review*

Teaching Fellow, Stetson Research and Writing Program

Recipient, Judge Alexander L. Paskay Award for excellence in bankruptcy

Bachelor of Arts. May 1997, The University of the South, Sewanee, Tennessee.

Major: American Studies

Order of the Gownsmen, Honor Society

Recipient, Tonya Fellowship

President, Intersorority Council

EMPLOYMENT

Rayboun Mulligan, PLLC, Tallahassee, Florida.

Of Counsel (January 2015-Present)

Advise clients as to corporate and real estate legal matters, perform real estate closings, and assist with title research and litigation.

Goodwood Museum and Gardens, Inc., Tallahassee, Florida.

Executive Director (January 2013-December 2014)

Membership & Development Associate (March 2012-December 2012)

As Executive Director, assisted the Board of Directors with the policy making and funding of the museum as well as oversee the planning, organization, and staffing of the museum. In the role of Membership & Development Associate, assisted with the implementation of membership, development, and volunteer programs and activities.

Partridge, Snow & Hahn, LLP, Providence, Rhode Island.

Real Estate Associate (September 2004-August 2009)

Sustainability Officer (January 2008-August 2009)

Pro Bono Collaborative Committee (October 2006-August 2009)

Advised real estate owners and developers with regards to site acquisition, due diligence, title, land use, subdivision and zoning. Oversaw team of paralegals handling REO residential sales. Developed the *Green Matters* program focusing in part on strategies for energy-and-materials

reduction as well as responsible for keeping regular communication with all stakeholders on the business and environmental benefits of supporting sustainability at the firm. Provided legal aid to parents of at-risk children with special education needs through the Meeting Street School, Providence.

United States Bankruptcy Court, District of Massachusetts, Boston, Massachusetts.

Law Clerk to the Honorable Joan N. Feeney, Chief Judge (December 2002-August 2004)
Assisted with the disposition of Chapter 7 and Chapter 13 cases. Performed research and assisted with drafting court opinions for Chapter 7 and Chapter 13 cases.

Trenam, Kemker, Scharf, Barkin, Frye, O'Neill & Mullis, Tampa, Florida.

Litigation Associate (April 2001-November 2002)
Summer Associate (July 1999-August 1999; May 2000-August 2000)
Advised clients with respect to creditors' rights in bankruptcy proceedings. Assisted with general commercial litigation matters, including drafting court documents and attending hearings.

The Florida Supreme Court, Tallahassee, Florida.

Legal Extern for the Honorable Fred. R. Lewis (May 1999-June 1999)
Researched and prepared analysis on jurisdictional briefs submitted to the Florida Supreme Court.

AmeriCorps/VISTA, St. Petersburg, Florida.

Volunteer Coordinator, Florida Department of Juvenile Justice (August 1997-May 1998)
Recruited and enlisted volunteers from Pinellas and Pasco counties to mentor and tutor troubled juveniles; trained volunteers.

RECOGNITION

Recognized as "Associate to Watch" in Real Estate for Rhode Island in *Chambers USA, America's Leading Lawyers for Business* (2007-2009)

Recognized by *Providence Business News* as one of Rhode Island's "Top 40 Under Forty" (2008)

COMMUNITY AFFILIATIONS

Leadership Tallahassee, Tallahassee, Florida.

Graduate, Class 31, 2013-2014

Maclay School Alumni Association, Tallahassee, Florida.

Board Member, 2013-present


The Pawtucket Foundation, Pawtucket, Rhode Island.

Board Member, 2005-2009

The Junior League of Rhode Island, Inc., Providence, Rhode Island.

Member, 2003-2011

- Secretary, 2005-2006
- Fundraising Chair, 2004-2005; 2010-2011

<p>It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Christine Coble by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov Applications will be discarded if no appointment is made after two years.</p>			
Name: Tom E Lewis		Date: May 17, 2015	
Home Phone	Work Phone:	Email: meyers32311@aol.com	
Occupation: Architect-Attorney-Mediator-Arbitrator		Employer: Self	
Please check box for preferred mailing address.			
Work Address:			
City/State/Zip: Tallahassee, FL 32317			
Home Address <i>(Required to determine County residency)</i>			
City/State/Zip: Tallahassee, FL 32317			
Do you live in Leon County? Yes If yes, do you live within the City limits? No			
Do you own property in Leon County? Yes If yes, is it located within the City limits? No			
Are you currently serving on a County Advisory Committee? No			
<i>If Yes, on what Committee(s) are you a member?</i>			
Have you served on any previous Leon County committees? No			
<i>If Yes, on what Committee(s) have you served?</i>			
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference			
1st Choice: Planning Commission 2nd Choice:			
If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:			

<i>If you are appointed to a Committee, you are expected to attend regular meetings.</i>			
How many days per month would you be willing to commit for Committee work?		4 or more	
And for how many months would you be willing to commit that amount of time?		6 or more	
What time of day would be best for you to attend Committee meetings?		Day or Night works	
(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.			
Race:	Caucasian		
Sex:	Male	Age: 76	Disabled? No
District 5 Yes			
I have spent some 45 years of my life involved in Planning and Zoning. I chaired the Orlando Zoning Commission and the Orlando Municipal Planning Board in the 1970. I served in the administration of Bob Graham as his Special Assistant on development and planning matters, the single Assistant Secretary of the			

Department of Transportation (FDOT), and was Secretary of the Department of Community Affairs (DCA) when we passed Florida's historic Growth Management legislation and released Rule 9J-5, which still today guides local government planning. The Sector Plan legislation was passed while I was at DCA

I then spent over 18 years with The Walt Disney Co. as Vice President of Development. I was responsible for the local government, regional, state and federal approvals of Disney's Town of Celebration and oversaw its planning, design and early years of construction. Disney was a leader in one of the state's major Sector Plan initiatives – Horizon West (HW). I represented Disney in that endeavor and played a major role in forming the public-private group that had led the development of HW.

I have been an Architect for over 45 years and am a Fellow in the American Institute of Architects. I went to law school in my late 60s and am also an Attorney. I also served two terms on the Florida Commission on Ethics, including being Vice Chairman.

In 2014 I obtained Certification from the Florida Supreme Court to be a Circuit Civil Mediator and Qualified Arbitrator.

I want to give something back to my community here. I have lived here twice – 8 years in the late 70s-early 80s – and now again since 2005 when I returned to be Secretary on the Department of Management Services (DMS). I believe my experience as a Professional, a private businessman and a senior leader in a major private company enable me to make a significant contribution to Planning issues as they affect Tallahassee and Leon County.

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application. Please attach your resume, if one is available.

See Attached Resume'

References (you must provide at least one personal reference who is not a family member):

Name: City Commissioner Scott Maddox
Telephone: 850-222-6020
Address 208 West Carolina – Tallahassee, FL 32301

Name Frederick R. Dudley
Telephone: 850-294-3471
Address: 3522 Thomasville Rd Ste 301 Tallahassee, Florida

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Have you completed the Orientation?	Yes
Are you willing to complete a financial disclosure form and/or a background check, if applicable?	Yes
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Do you anticipate that you would be a stakeholder with regard to your participation on a Committee?	No
Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts?	No
Do you or your employer, or your spouse or child or their employers, do business with Leon County If yes, please explain. _____	No
Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? If yes, please explain. _____	No

All statements and information provided in this application are true to the best of my knowledge.

Signature: __<signed> Tom E. Lewis__

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>



Tom E. Lewis

1039 Baum Road Tallahassee, Florida 32317 850-491-5983 atty32301@aol.com

Attorney at Law
Architect - FAIA
Certified Florida Supreme Court Circuit Civil Mediator
Qualified Florida Supreme Court Arbitrator

Objective: Build upon my professional background in design, construction, real estate development, procurement and experience in public and private senior executive positions to provide legal, mediation, arbitration and expert witness services to public and private sector clients

Profile:

- Over 50 years of experience as a Professional Manager in public and private settings
- Goal-oriented individual with strong leadership capabilities
- Organized, highly motivated, and detailed problem solver
- Proven ability to facilitate successful solutions with staff, stakeholders and public officials at all levels

Education:

Bachelor of Science	Georgia Institute of Technology
Bachelor of Architecture	Georgia Institute of Technology
Master of Architecture	Georgia Institute of Technology
Juris Doctor, <i>Cum Laude</i>	College of Law, Florida State University

Employment:

Special Consultant to Chief Information Officer / 2014 - 2015
Florida Department of Children and Families
Tallahassee, Florida

Special Consultant to Assistant Secretary of Administration 2013 – 2014
Florida Department of Children and Families
Tallahassee, Florida

- Review of Section 508 Requirements – develop DCF Program

Professionalizing Procurement & Contract Management 2013 - 2014
Executive Leader
Florida Department of Children and Families
Tallahassee, Florida

- thorough evaluation of DCF Procurement Program and Contract Tracking System
- development of DCF Services Procurement Playbook

Governor Scott’s Procurement Savings Program 2012-2013
Executive Leader
Office of the Chief Operating Officer
State of Florida – Tallahassee, Florida

Assistant Secretary of Administration
Florida Department of Children and Families
Tallahassee, Florida

Director of Performance Services 2011-2012
Substance Abuse and Mental Health
Florida Department of Children and Families
Tallahassee, Florida

Attorney at Law – Maddox-Horne Law Firm – 2009-2011
Tallahassee, Florida

- law practice in the areas of real estate, land use, growth management, transportation, construction and procurement
- represented local governments in development and approval of Comprehensive Land Use Plans

Attorney at Law - Pennington Law Firm – Tallahassee, Florida 2007-2009

- law practice in the areas of real estate, land use, growth management, transportation, construction and procurement

Secretary, Florida Department of Management Services (DMS) 2005-2007
Tallahassee, Florida

- responsible for total operation of agency providing administrative support to state agencies and employees including human resource, retirement, insurance, procurement, real estate, fleet and information technology services.
- Provided senior management and leadership for 950 employees and a budget of \$658 million, delivering services totaling some \$7 billion.

Vice President, The Walt Disney Co. 1987-2005
(Disney Development Co., The Celebration Co., Walt Disney Imagineering, Walt Disney World Co.) - Lake Buena Vista, Florida

- Senior executive team developing strategy and managing real estate development at Walt Disney World – for The Town of Celebration, Little Lake Bryan and other non-theme park development
- assisted Reedy Creek Improvement District (RCID) in preparing and submitting its Chapter 163 Comprehensive Plan and subsequent Land Development Regulations, Comp Plan Amendments and Evaluation and Appraisal Reports
- managed government and community affairs for Disney Development Co. and Walt Disney Imagineering
- represented Disney in all matters involving growth management and transportation in Florida with local, regional state, federal governments
- strategy, federal/state / local approvals, and implementation of \$750M in major Transportation projects at Walt Disney World
- Executive Sponsor – Disney’s Town of Celebration (Business Planning, Planning and Design, Public Approvals, Development)

Secretary, Florida Department of Community Affairs (DCA) 1985-1987
Tallahassee, Florida

- responsible for total operation and senior leadership of state's

Growth Management, Housing and Community
Development and Emergency Management agency

- key leader in passage of Florida Growth Management Legislation and adoption of Rule 9J-5 governing all Local Government Comprehensive Land Use Plans

Assistant Secretary, Florida Department of Transportation (FDOT) 1982-1985
Tallahassee, Florida

- responsible for day to day operation of state transportation agency including some 10,000 employees statewide and an annual budget & Work Program of over \$5 billion
- successfully established the department's first Quality Assurance Program
- Lead Liaison with Florida Legislature

Special Assistant to Governor Bob Graham

Executive Office of the Governor

Tallahassee, Florida

Governor's Cabinet Aide – 1979 - 1981

President & CEO, Lewis and Burke Associates, Inc.

Architects-Planners

Winter Park, Florida

- Founded and managed professional Architectural Firm
- Design and CM for Residential, Commercial and Institutional projects for Public and Private Clients

1974-1979

1

Military Officer, United States Air Force, Worldwide

1961-1990

- 11 years active duty - 18 years Active Reserve
- Retired Colonel, USAF
- Command Architect-Project Manager - Aerospace Defense Command
- Member, Air Force Design Advisory Council
- Juror, Air Force Design Awards Program

Honors, Awards, Community Service:

College of Fellows, American Institute of Architect

President's Award – Florida Association-American Institute of Architects

Outstanding Professional of the Year - Engineering News Record

Florida Commission on Ethics – Vice Chairman

Kissimmee-Osceola Chamber of Commerce – Chairman

Chairman, Governor Chiles's Commission on Statewide Building Code

Board of Directors, Orlando Area Chamber of Commerce

Board of Directors, Loch Haven Art Center

Board of Directors, Central Florida Boys and Girls Club