



ORANGE COUNTY MAYOR
TERESA JACOBS

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APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS

SEP 15 2015 *JLBS*

September 1, 2015

TO: Board of County Commissioners

FROM: Mayor Teresa Jacobs *TJ*

SUBJECT: Managerial Appointments
Consent Agenda Item – September 15, 2015

It is my pleasure to present the following appointments to three managerial positions. These individuals will all be outstanding additions to our management staff and each one brings unique skills and experiences to their new roles.

Administrative Services Department

Ms. Sheena Ferguson for the Manager of the Business Development Division

In May 2015, Sheena Ferguson was appointed to serve as the Acting Manager of Business Development. Since that time, Ms. Ferguson has done an outstanding job managing the Division.

Prior to assuming the acting manager role, Ms. Ferguson served in the Business Development Division for approximately 18 years. She started her career with Orange County as a Senior Contract Administrator and was later promoted to Business Development Administrator. In this role, she oversaw the operation of contract compliance, construction, professional services, goods and services. She also served as the Division's Disadvantage Business Enterprise liaison for all Florida Department of Transportation Federal stimulus projects.

Ms. Ferguson is a graduate of the University of Vermont with a Master of Science degree in Statistics and Bethune-Cookman College with a Bachelor of Science degree in Mathematics. Her appointment is effective immediately with an annual salary of \$83,254. Her resume is attached for your review.

Fire Rescue Department

Ms. Kimberly Stewart-Horan for Division Chief of Communications

Ms. Stewart-Horan has served in the Fire Rescue Department for almost 26 years. She began her career with Orange County as a Dispatcher/9-1-1 Operator, promoted to Dispatcher II/Assistant Supervisor, Quality Assurance Manager and then to her current role as the Communications Center Administrator. Since March 2014, she has supervised the operations of the Communication Center, developing, implementing and monitoring management information systems. She has also provided management oversight of the computer aided dispatch system that routes emergency responders.

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Ms. Stewart-Horan is a graduate of Barry University with a Bachelor of Arts in Public Administration. Her appointment is effective immediately with an annual salary of \$90,628. Her resume is attached for your review.

Convention Center

Mr. Timothy Wood for Manager of Guest & Facility Security

Mr. Timothy Wood has been selected to serve as the new Guest & Facility Security Manager for the Orange County Convention Center. He has more than 30 years of experience working in the fields of security, safety, and emergency management. For the past six years, he was the Director of Security for Full Sail University. Prior to that, he was with the Orange County Sheriff's Office for 19 years, rising to the rank of sergeant. In this role, he worked with Homeland Security, Crime Prevention, and the National Incident Management System. Additionally, he served in the United States Marine Corps from 1981-2006 rising to the rank of master sergeant.

Mr. Wood graduated from Columbia College with a Bachelor of Arts and from the University of Central Florida with a Master of Science in Criminal Justice. He holds numerous certifications and affiliations in law enforcement. His appointment is effective on September 16, 2015 with an annual salary of \$97,600. Mr. Wood's resume is attached for your review.

ACTION REQUESTED: Confirmation of the following managerial appointments: Sheena Ferguson as Manager, Business Development, Administrative Services Department; Kimberly Stewart-Horan as Division Chief, Communications, Fire Rescue Department; and Timothy Wood as Manager, Guest & Facility Security, Convention Center.

c: Ajit Lalchandani, County Administrator
Eric Gassman, Chief Accountability Officer
J. Ricardo Daye, Director, Human Resources

Sheena Ferguson

501 Lake Charm Drive
Oviedo, FL 32765-6875
bccuvm@att.net

Energetic innovative results-oriented professional with over twenty-five years of experience in teaching, analytical problems, including over seventeen years of experience in assisting Minority/Women Business Enterprises (M/WBE) with eleven years in M/WBE program management.

Professional Experience

May 2015 –Present
Orange County Government, Orlando, FL
Business Development Division-Acting Manager

- Oversee the daily operations of the division including administering the Minority/Women Business Enterprise Ordinance, Service Disabled Ordinance, budget, procurement representative, personnel, educational outreach, business certification & re-certification, contract compliance monitoring, credit program, and conduct monthly M/WBE Advisory Committee meetings.
- Coordinate with Consortium Partners (City of Orlando, Greater Orlando Aviation Authority and Orange County Public School) on the Multi-Jurisdictional Disparity Study.

November 2009 – Present
Orange County Government, Orlando, FL; Business Development Division –
Business Development Administrator

- Oversee the operation of contract compliance of construction, professional services, goods and services.
- Develop and conduct monthly educational seminars
- Review Credit Requests.
- Assist with the budget function and responsibilities including the administration of the CPA Net worth consultant contract.
- Assist with human resources related duties.
- Division Disadvantage Business Enterprise liaison for all Florida Department of Transportation Federal Stimulus projects.

April 2009 – November 2009
Orange County Government, Orlando, FL
Business Development Division - Acting Manager

- Oversaw the daily operations of the division including budget, operations, personnel, programs, educational outreach, business certification, contract compliance monitoring, and credit program.
- Implemented, the M/WBE Ordinance by tracking performance measures, and M/WBE utilization.
- Served as a voting member of the County procurement committee and reviewed all Request for Proposals (RFP) for scoring and evaluating M/WBE participation; also provided insight regarding proposal content.
- Reviewed all certification/recertification/denials.
- Coordinated monthly M/WBE Advisory Committee meeting and M/WBE Advisory Appeal Hearings.
- Coordinated with department managers and County Sr. Staff to resolve contract compliance and ensure all are abreast of the performance of the program.
- Conducted Monthly Educational Seminars.
- Developed partnerships with local for-profit and non-profit organizations to enhance the opportunities for minority and women owned businesses.

- **M/WBE Public Hearing & Ordinance Update, implemented September 2010.**

2004 – April 2009

Orange County Government, Orlando, FL

Business Development Division- Business Development Administrator

- **Supervised eight employees and directed the identification & registration of women and minority firms interested in supplying goods and services to the County.**
- **Trained team on the operation of the M/WBE program.**
- **Designed, developed and directed program activities including monthly educational workshops, contract financing and individualized consultation to inform eligible firms about the County's procurement procedures.**
- **Participated in evaluating and recommending policies and formulating plans and procedures.**
- **Responsible for recruiting and hiring of the division intern and establishing the internship work program.**
- **Standardized New Certification Process**

1999 - 2004

Orange County Government, Orlando, FL

Business Development Division - Senior Contract Administrator, Certification

- **Reviewed business applications to ensure small businesses comply with established ordinance, policies & procedures; conducted site inspections to evaluate the business' operation.**
- **Provided information and/or technical assistance to increase understanding of the established policies & procedures.**
- **Conducted monthly educational workshops.**
- **Trained Minority/Women Business Advisory Board members about the certification process, and their roles and responsibilities.**
- **Compiled reports detailing certification activities.**
- **Provided statistical analysis regarding M/WBE availability and utilization for Construction and Professional Services.**
- **Assisted County ISS staff to improve the reporting of M/WBE utilization of data for Goods and Services.**
- **Assisted in web rated activities to ensure the division provided adequate information to internet users.**
- **Assisted in evaluation of construction and goods & services bids, proposals, quotes and employment criteria for contract participation.**
- **Reduced the number of pending & incomplete application by applying process control methods**
- **Increased citizen's awareness about the County's Procurement Opportunities by conducting monthly How to do Business workshops**
- **Created a re-certification review process to ensure uniformity**
- **Established a certification workshop to reduce incomplete applications.**

1998 – 1999

Orange County Government, Orlando, FL; Business Development Division –

Senior Contract Administrator, Construction, Goods & Services

- **Evaluated construction and Goods & Services bids, proposals, quotes and employment criteria**

- Attended pre-contract and post-contract award conferences to discuss and explain M/WBE contract compliance.
- Monitored contracts to ensure compliance with established policies & procedures through site visits and other data; resolving disputes/problems and compiling M/WBE utilization monthly report.
- Coordinated 1999 Professional Services Networking Collegiate Job Fair.
- Established certification and re-certification process to ensure standardization

1995-1997

Walt Disney World/ Animal Kingdom Project; Orlando, FL

Project Support & Accountant

- Reviewed financial status & contract compliance
- Generated payment invoices for all general contractors and consultants
- Maintained computerized spreadsheets, notice to owners, and partial waivers
- Coordinated overall activities for Construction Contract Director

1992 – 1994

School District of Volusia County; DeLand, FL

DeLand High School Mathematics Teacher

- Facilitated over 150 students in Business Math, Hands on Math, Algebra, Honors Algebra to 9th – 12th graders.
- Established and administered weekly tutorial to reduce failure rate for state competency test.
- Served as a mentor to a failing junior student, who obtained a high school diploma with a "C" average.

1987 – 1991

Florida Power & Light Company; Juno Beach, FL

Statistical Quality Control & Reliability Analyst

- Analyzed data using Statistical & Reliability concepts, statistical programming to generate graphs, Total Quality Control (TQC) training, developed & administered curriculum material for statistical application for managers, engineers, and consulted with departments on top priority issues.
- Served as Team Leader for Meter Reading Team to resolve inaccurate meter readings.
- Prepared employees for Deming Audit, company received Deming Award for successful company wide implementation of TQC.

Education

University of Vermont, 1987

Masters of Science in Statistics (Specialized in Statistical Quality Control)

Bethune – Cookman College, 1985

Bachelor of Science in Mathematics

**Affiliations/
Awards**

Florida Association of Minority Business Enterprise Officials (FAMBEO), President
Seminole County Dividend & Student Advisory Council (2004- present)
Antioch Missionary Baptist Church Youth Advisor (2005-present)
Habitat for Humanity, Family Support Committee (2007-2008)
African American Female Summit Steering Committee (1999-2000)
Orange County Government Leadership Institute (Class of 2006)
Orange County Supervisory Development Program (2004)

KIMBERLY B. STEWART-HORAN

120 Grovewood Avenue, Sanford, Florida 32773 | C: 321-377-2934 | Kimberly.Stewart-Horan@ocfl.net

PROFESSIONAL SUMMARY

Results-driven, energetic and highly motivated emergency communications professional with over 25 years of exemplary experience in public safety profession with the Orange County Fire Rescue Department. Extensive experience managing the emergency call center function and assigning personnel to duties as needed. Excellent communicator who thrives in a self-paced environment. Works well under pressure while dealing with numerous emergency situations, always maintaining a delicate balance between quickly obtaining the necessary information to properly dispatch fire rescue personnel, and being sympathetic to the citizens in need of emergency assistance. Established background in building positive customer relationships with callers, personnel, and vendors while resolving complex issues. Demonstrates self-management skills with the ability to work effectively in a team environment. Ability to apply judgement and skill in handling job responsibilities and assessing the effectiveness of methods and techniques used.

PROFESSIONAL EXPERIENCE

Fire Rescue Communications Center Administrator

Orange County Fire Rescue Department (Winter Park, FL)

March 2014 – Present

- Develop, implement and monitor management information systems within the Communications Center
- Develop and implement management programs, procedures and operational forms for the Communications Center
- Provide management oversight of computer aided dispatch systems (CAD) that route emergency responders
- Develop procedures and documentation for the proper operation of the computer aided dispatch (CAD) system for Orange County Fire Rescue
- Develop and administer policies and procedures for the Communication Center operation and E9-1-1
- Supervise the operation of the Communications Center
- Work with other County departments and local agencies to develop policy and practices for County E9-1-1 system and emergency communications within Orange County
- Ensure compliance with all Department policy and procedures
- Review and verify all logs, reports, and incidents submitted by each communications shift
- Coordinate and assign all work assignments of communications center personnel
- Develop, supervise and administer communications training programs for communications center personnel
- Recommend adjustments to emergency dispatch procedures and response procedures based on regulatory changes, technical changes, or knowledge gained from outcomes of previous emergency situations
- Examine existing Radio, Computer Aided Dispatch (CAD), and Telephone systems for efficiency and recommend changes to increase productivity in relationship to cost
- Coordinate the development of systems with various vendor representatives
- Develop specifications for equipment procurement in conjunction with the Procurement Division
- Make recommendations regarding hiring, termination, performance evaluations, disciplinary and/or commendatory actions for assigned personnel
- Prepare and administer the budget for the Communications Center
- Develop and maintain relationships with municipalities, county departments and similar entities to facilitate dispatch service contracts, communications interoperability plan development, and emergency communications response plans

Administrative Supervisor/Quality Assurance Manager

Orange County Fire Rescue Department (Winter Park, FL)

December 2010 – March 2014

- Upgrade and organize communications directives and standard operating procedures
- Interact with other divisions and agencies
- Coordinate and oversee communications projects
- Create and disseminate policies
- Liaison to a multitude of service providers
- Assure compliance and compatibility of software
- Manage and develop employees on the Quality Assurance team
- Organize meetings and training for the Quality Assurance team
- Evaluate random case reviews of 9-1-1 calls per national requirements and standards
- Create protocols for communications center to meet International Academy of Emergency Dispatch accreditation requirements
- Synthesis case review data
- Create reports for presentation to senior management
- Assess testing and training environment
- Member of the Continuous Quality Improvement Committee

KIMBERLY B. STEWART-HORAN

120 Grovewood Avenue, Sanford, Florida 32773 | C: 321-377-2934 | Kimberly.Stewart-Horan@ocfl.net

Dispatcher II/Assistant Supervisor

Orange County Fire Rescue Department (Winter Park, FL)

September 2000 – December 2010

- Assisted in the management and development of ten (10) employees
- Collaborate in the operation of the Emergency Communication Center
- Performed dispatching responsibilities
- Served as a first responder for medical emergencies at Orange County Fire Rescue Headquarters Building
- Provided initial patient care and stabilization
- Monitored radio channels
- Devised resolutions for problem situation involving communications personnel
- Decoded complaints and errors involving communications personnel
- Articulated notifications to chief officers and senior staff personnel per established protocol
- Monitored emergency equipment for proper operation
- Coordinated work assignments for personnel
- Resolved staffing issues as needed
- Created and conducted training for personnel
- Evaluated employee performance
- Documented and discussed employee discipline issues
- Collaborated in the recruitment, hiring, interview and promotional processes

Dispatcher I/9-1-1 Operator

Orange County Fire Rescue Department (Winter Park, FL)

November 1989 – September 2000

- Answered multi-lined telephone system
- Processed non-emergency and emergency calls for service
- Transmitted critical patient and safety data to and from emergency responders countywide
- Operated a complex 800 MHz trunked radio system
- Categorized emergencies received from 9-1-1 callers
- Strategically dispatched fire/rescue apparatus to accomplish the goals of saving lives and property

EDUCATION

Barry University, 2013

Bachelor of Arts, Public Administration (BPA)

TIMOTHY J. WOOD

15433 Montesino Dr. • Orlando, FL 32828 • 407-252-1404 • twood01@gmail.com

CAREER TARGETS: SECURITY-PUBLIC SAFETY MANAGEMENT

Director-level candidate with over 30 years of experience and success in instructional and operational leadership in the fields of security, safety, and emergency management. M.S. in Criminal Justice, 2008.

Earned reputation as an outstanding leader & instructor in Emergency Response, Anti-Terrorism/Force Protection, VIP Security, Law Enforcement Operations, and Firearms. Subject matter expert in Homeland Security for local law enforcement and National Incident Management System (NIMS) compliance / incident response.

- Advanced-level training and mentoring abilities; communicate effectively with team members at all levels of an organization; and work effectively in dynamic environments that require immediate adaptability and creative thinking.
- Expertise in developing security plans for special events, including sporting events, conferences, conventions, political events (e.g. 2008 Republican Presidential Debates), and trade shows. Skilled in coordinating activities among several organizations, including local, state, and federal agencies as well as international organizations.
- Top Secret / Sensitive Compartmentalized Information (TS/SCI) Security Clearance and multiple performance awards throughout law enforcement and military career. Developed skills transferable to multiple industries.

CORE KNOWLEDGE AND SKILL AREAS:

Asset Protection • Clery Act & Title IX • Team Building & Leadership • Higher Education Security • Workflow Planning & Optimization • Physical Security • Vulnerability & Threat Assessments • Executive & VIP Security Protection • Criminal Investigations • Security Program Development • Instructional Program Development • Emergency Response Planning

PROFESSIONAL EXPERIENCE

Full Sail University – Winter Park, FL – 2009-Present

Director of Security

SELECTED HIGHLIGHTS:

- **Selected to develop a comprehensive security program** for a unique metropolitan university that specializes in recording arts, film, gaming, and entertainment business.

SUMMARY OF RESPONSIBILITIES:

Hired to develop an overarching, comprehensive security program for the university that is comprised of over 18,000 students and 2500 staff, faculty and employees. The university operates on a 24/7 basis and my staff is comprised of 30 security professionals and 4 contract law enforcement officers responsible for all aspects of security, safety/risk management, fire code compliance, etc. Serve as the Clery Act compliance officer for the university and as a subject matter expert on Title IX compliance and investigations. Chair the university's Safety & Security Committee. My management team supervises and maintains all the physical security, asset protection, access control, CCTV, crime prevention, life safety, and risk management programs. I also offer guidance and assistance on security matters to our sister schools in Los Angeles and Denver.

The campus spans over 200 acres and has several geographically dispersed facilities that present numerous security challenges. I serve in a position requiring knowledge of a wide range of security concepts, principles, and practices to carry out assignments and develop, analyze and resolve difficult and complex security problems independently. A core component of my job is to evaluate university methods and procedures and to gather, assemble and analyze difficult and complex security problems and draw conclusions and devise recommendations to improve security program efficiency and

effectiveness. I then provide briefings to senior university officials regarding the effectiveness and efficiency of our security programs and recommendations for change and/or improvement

Texas Engineering Extension Service / Texas A&M University System – College Station, TX – 2007-2009

Associate Dean / Training Manager

SELECTED HIGHLIGHTS:

- **Earned position to lead team of curriculum deans and instructors** in implementing innovative training/educational program to lead students towards Associates Degree from the U.S.

SUMMARY OF RESPONSIBILITIES:

Hired as Adjunct Instructor to teach Incident Command and Weapons of Mass Destruction course. Subsequently transitioned to temporary, full-time position as Associate Dean of Academic Studies for the Texas A&M University System's Security Asset/Law Enforcement Training program in Abu Dhabi, UAE. The mission was to train 4,400 member of the new Critical National Infrastructure Authority (CNIA) security force in protecting the country's infrastructure (program created series of certifications that would eventually lead to an Associates Degree through arrangement between Texas A&M and Central Texas College).

Orange County Sheriff's Office – Orlando, FL – 1990-Present

Various positions over a 19-year active-duty period, including as Sergeant, Homeland Security / Emergency Management. Demonstrated consistent achievement and advancement through increasingly responsible positions. After retirement continue to serve as a Reserve Lieutenant.

SELECTED HIGHLIGHTS:

- **Earned several awards throughout tenure, including 2 Distinguished Service Awards** and 3 Unit Citation Awards. Led team members who received formal recognitions for performance, represented the agency on key committees and initiatives, developed 100s of programs, and delivered successful training for 1,000s of officers.
- **Created comprehensive security plan for the 2008 Republican Presidential Debates**, receiving numerous commendations for efforts. Developed numerous plans and policies that improved agency efficiency.
- **Contributed to the administration of over \$20 million in federal grants**, facilitated multiple policy changes and recommended organization-based restructuring subsequently implemented.
- **Rewrote agency's use of force policy to ensure compliance with state guidelines** and improve understanding (instrumental in protecting agency during several lawsuit proceedings). Testified as use-of-force expert during trials.
- **Developed innovative training methods based on current trends, technology, and methodologies** within the law enforcement field. Certified by Florida's Department of Criminal Justice Criminal Justice Standards and Training Commission as an instructor in high-liability areas, including firearms, defensive tactics, first aid, and diversity.

SUMMARY OF RESPONSIBILITIES PER POSITION:

Sergeant, Homeland Security, 2007-2009 – Assigned to Intelligence Section within Homeland Security, supervising Emergency Management Unit and Critical Infrastructure Protection Unit. Ensured protection for over 1,800 facilities and prepared various operational/contingency plans. Led office in coordinating over \$20 million in federal grants annually.

Sergeant, Crime Prevention, 2007 – Supervised team of 6 Crime Prevention Specialists and oversaw development of 250+ Neighborhood Watch programs. Updated and maintained database system, recruited and trained volunteers, delivered public presentations to community groups/organizations, and conducted public/media efforts to support programs.

Sergeant, NIMS Compliance, 2006-2007 – Served as the agency's National Incident Management System Implementation Program Manager, coordinating all required training and ensuring compliance with FEMA/NIMS requirements. Oversaw NIMCAST self-assessment program. Coordinated activities with local, state, and federal agencies.

Sergeant, Accreditation, 2005-2006 – Completed various complex administrative and professional support activities in planning and managing agency's accreditation process. Maintained all files for compliance with accreditation. Delivered training for employees, wrote new and revised policies, and liaised between all parties in accreditation efforts.

Sergeant, Training, 2004-2005 – Supervised Mobile Training and Law Enforcement Vehicle Operations Units, ensuring fulfillment of all federal, state, and local training mandates for agency with staff of 2,600+. Oversaw firearms training facility and related programs; instructed on variety of topics, emphasizing "use of force" and emergency management.

Sergeant, Staff Inspections, 1999-2004 – Audited and inspected Sheriff's Office, analyzed workloads, and ensured compliance with agency/division rules and regulations as a member of the executive team. Oversaw safeguarding of agency assets, optimized resources, and ensured compliance with CALEA and CFA accreditation standards.

Deputy First Class (DFC), Training, 1996-1999 – Coordinated training for over 2,600 team members, equaling over 130,000 man-hours of annual instruction. Personally provided instruction and coordinated assignments of other teachers.

Deputy First Class (DFC), Specialized Patrol, 1992-1996 – Assigned to high-profile, specialized patrol unit in tourist corridor of International Drive. Developed business/law enforcement partnerships for proactive crime prevention.

Deputy Sheriff, Patrol, 1990-1992 – Patrolled high crime area of Orange County. Investigated broad range of crimes, from trespassing to homicide. Worked with community and civic leaders to identify trends and suspects.

United States Marine Corps – Various Locations – 1981-2006

Administrative Chief, 2004-2006; Protective Services Chief, 2003-2004; Training Chief, 2002; Administrative Chief, 1999-2002; Individual Mobilization Augmentee, 1996-1999; MTU, 1992-1996; Individual Ready Reserve, 1990-1992; Watch Commander, 1988-1989/1988; Military Police Investigator, 1987-1988; Training Coordinator, 1987; Patrol Supervisor / Desk Sergeant, 1986-1987/1983; Marine Security Guard, 1984-1986; Patrolman, 1981-1983

SELECTED HIGHLIGHTS:

- **Received numerous awards and commendations throughout military career**, including Navy Commendation Medal for developing security plan and staffing program for the naval Air Warfare Center in Orlando in the immediate aftermath of 9/11 and Defense Meritorious Service Medal for developing protective services policy.
- **Developed comprehensive security plan for Special Operations Forces** international conference, earning across-the-board commendations; created and implemented new security plan for International Special Forces conference, receiving Joint Services Achievement Medal for exemplary efforts.
- **Provided physical security protection for over \$4 billion in military aircraft** and classified weapons systems; managed and optimized multimillion-dollar budget as Protective Services Chief. Supervised team of 38 Military Police as Watch Commander and earned selection to prestigious Marine Security Guard Program.
- **Led training for 16,000 Marines and sailors preparing for Afghanistan deployment** as Training Chief.

SUMMARY OF RESPONSIBILITIES PER POSITION:

Served 11 years on Active Duty and the remainder in the Reserves. Gained extensive experience in Military Police operations, EPW control, MSR reconnaissance, and basic law enforcement activities. Ranked as Master Sergeant at end of tenure (E-8). Demonstrated team leadership, strategic planning, and problem resolution skills in all positions.

PROFESSIONAL DEVELOPMENT

UNIVERSITY OF CENTRAL FLORIDA – Orlando, FL – 3.80 G.P.A. for both M.S. and Graduate Certificates

Master of Science in Criminal Justice, 2008

Graduate Certificates: Police Leadership, 2007; Emergency Management & Homeland Security, 2010

COLUMBIA COLLEGE – Orlando, FL – 3.93 G.P.A.

Bachelor of Arts Degree, 2005; Associates of Arts Degree, 2001

CERTIFICATIONS & LICENSES

- Certified Protection Professional (CPP) through ASIS International
- Certified Homeland Protection Professional (CHPP) through the National Sheriff's Association
- Top Secret / Sensitive Compartmentalized Information (TS/SCI) Security Clearance from the Department of Defense with an adjudication date of February 7, 2005.
- Florida Attorney General's Officer: Florida Crime Prevention Practitioner (FCPP), 2007; Florida Crime Prevention Through Environmental Design (CPTED) Practitioner (FCP), 2007
- Florida Department of Law Enforcement (FDLE): General Subjects Instructor, 1996; Firearms Instructor, 1996
- Incident Command System Instructor / FEMA / 2006
- WMD Awareness Instructor / Department of Homeland Security / 2005
- Instructor Training Certification / Department of Homeland Security / 2008
- Florida Law Enforcement Officer Certification
- Florida Security Licenses (D, DI, G & MB)

AFFILIATIONS: ASIS International (ASIS); Florida SWAT Association (FSA); International Association of Emergency Managers (IAEM); International Association of Law Enforcement Firearms Instructors (IALEFI); International Law Enforcement Educators & Trainers Association (ILEETA); National Tactical Officers Association (NTOA); Marine Executive Association (MEA); Life Member; Marine Embassy Guard Association (MEGA); Life Member; Director 3 years, Chairman, 2 years; Southern Police Institute Alumni Association (SPIAA); Florida Sheriffs' Association / Fraternal Order of Police

AWARDS: Defense Meritorious Service Medal; Meritorious Service Medal; Navy Commendation Medal; Joint Service Achievement Medal; Joint Meritorious Unit Commendation (w/Oakleaf Cluster); Navy Unit Commendation; Meritorious Unit Commendation; Good Conduct Medal (3rd award); Selected Marine Corps Reserve Medal (4th award); National Defense Service Medal (2nd award); Global War on Terrorism Expeditionary Medal; Global War on Terrorism Service Medal; Overseas Service Ribbon (w/ 3 stars); Marine Security Guard Ribbon; Armed Forces Reserve Medal (Bronze Hourglass, "M" device, and "2" numerical); Meritorious Mast (2); Numerous letters of appreciation

A Resume Addendum containing additional career information can be provided upon request.
