## **PROFESSIONAL EXPERIENCE**

# **Assistant Chief, Chief of Staff**

#### January 2015 – Present

- Provide vision and leadership to the Executive personnel within the department.
- As second in command to the Fire Chief, coordinates the day-to-day operations for the 16<sup>th</sup> largest metropolitan fire department in the country.
- Supervises and consults with the Professional Standards Office to assure fair and equitable treatment of Department members.
- Guides the department through the implementation of a Consent Decree (ultimately leading to improvements in the diversity of both AFD's recruiting and hiring practices).
- Represents Fire Chief in meetings with other City of Austin departments and at public events.
- Represents the Austin Fire Department at hearings when appropriate.
- Participates in public activities in support of the Fire Chief and Executive Team.
- Act as an advisor to the Fire Chief.
- Assure compliance with all laws, regulations and standards which apply to areas of responsibility.

# Division Chief, Risk Management October 2012 – January 2015

- Provided executive leadership and coordination between the Wellness Program, Safety Support, Worker's Compensation, and Human Resources.
- Developed collaborative relationships and alliances to implement and manage projects (Cadet Hiring Process, Safety Audit, Flu Shot Program, Public Safety Wellness initiative).
- Negotiated opportunities to collaborate with EMS and APD on wellness and worker's compensation initiatives.
- Assured compliance with all laws, regulations and standards which apply to areas of responsibility.
- Supervised and consulted with the Professional Standards Office to assure fair and equitable treatment of department members.
- Represented Fire Chief and Executive Team in meetings with other City of Austin departments and at public events.
- Represented the Austin Fire Department at hearings when appropriate.
- Responded to activations of the Emergency Operations Center in times of crisis (Labor Day Wildfires, Halloween Floods).
- Member of county-wide group of public officials receiving national FEMA Disaster Recovery training. The locally specific training will prepare the group for emergency recovery on a large scale.
- Participated in public activities in support of the Fire Chief and Executive Team.
- Served as back-up for the Assistant Chief over the Educational Services and Medical Operations sections.

#### **Division Chief, Health and Safety**

#### June 2011 - October 2012

- Coordinated the integration of Safety Office, Worker's Compensation Section, and Wellness Program to improve working conditions and safety through a circle of feedback and accountability.
- Oversight of Education Services for Cadet Classes 113 & 114.
- Instituted a 24/7 Safety Officer Response to guarantee a dedicated Safety resource at every major emergency event
- Expanded the annual flu shot program to embrace business techniques of cost containment and right sizing the staffing model.
- Completed an external review of Wellness program by the IAFF/IAFC as a way to validate the business practices and quality assurance envisioned by both labor and management.

## **Battalion Chief, Wellness Center and Medical Operations**

#### April 2006 - June 2011

- Pioneered the medical surveillance program for Fire and EMS employees utilizing the civilian medical staff.
- Created and managed the quality assurance program for Operations medical service delivery using the Field Medical Officer model.
- Coordinated and managed the annual Pandemic Flu Exercise.
- Organized and conducted the Candidate Physical Ability Test (CPAT).
- Presented "How to successfully administer the CPAT test" at Fire Rescue International Conference (2007).
- Wrote and submitted the IAFC Health and Safety award nomination for the Wellness Center, which resulted in the Austin Fire Department receiving the 2010 Billy Goldfeder Award.

## Lieutenant and Captain (Engine 7, Engine 26, Ladder 3)

#### October 1994 – April 2006

- Managed personnel in assignments ranging from a single company at one of the city's busiest stations to a complement of four stations supervising four lieutenants.
- Conducted training both in classroom and practical application settings.
- Learned high rise strategies and Hazmat concerns in populated areas from responding to the University of Texas and downtown Austin.
- Developed and instituted an alternative response plan to an area unprotected by chronic low water pressure in the fire hydrants. This project was spawned from a research project assignment during a Fire Officer class.
- Led the primary search of a building during a third-alarm fire in downtown Austin. The search team rescued the only person trapped inside and escaped the subsequent building collapse without injury.
- Gained experience fighting wildland urban Interface fires while learning the importance of working cooperatively with our ESD partners to effectively manage the wildfire events.
- Assisted the public through official department projects (smoke alarm drives, Neighborhood Night Out and fan drives) and company specific initiatives where we provided basic necessities to citizens in our neighborhoods.
- Participated in a University of Texas Rowing/Fitness Study to determine if rowing might be the best all-around exercise vehicle for firefighter fitness with a minimum risk of injury.
- Chairperson of the Austin Fire Department Awards Committee.
- Completion of Leadership, Education, and Public Service (LEAPS) program.
- Board member of LEAPS program.

#### Firefighter and Fire Specialist (Ladder 18, Smokebuster 7)

#### November 1986 - October 1994

- 8 years of firefighting experience at two of the busiest fire stations in the city.
- Promoted to a newly created Operations position which was responsible for managing high volume ventilation at structure fires.
- Completed internship with Assistant City Manager Alicia Perez.
- Member of the Cultural Diversity Recruitment Project Team.

# **EDUCATION**

Western Illinois University, 1991

Bachelor of Arts in Fire Protection Technology

**University of Texas of Austin** 

Major: Business Management

## **A**FFILIATIONS

- 100 Club of Central Texas
- International Association of Fire Chiefs
- IAFC Safety Section member
- Fire Department Safety Officers Association

# **A**WARDS

- Medal of Merit for rescue performed at multi-alarm fire.
- Two Phoenix Awards for successful cardiac arrest resuscitations.
- Star of the City Award for Outstanding Public Service.
- Certificate of Appreciation from the Austin Police Department.