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PROFILE

A highly successful strategic finance and administrative leader with over 30 years of proven experience encompassing senior level leadership, financial management, strategic planning, goal setting, human resources management, labor negotiations, facilities services management, information systems management, risk management, and supervision of long range organizational planning resulting in both administrative process and performance improvement.

Comprehensive Chief Financial Officer and administrative leadership experience integrating strategic goals with resource allocation resulting in improvements for infrastructure and information technology, capital investments, logistics and procurement administration, project management, utilities funding, sustainability and compliance.

Skilled in financial and administrative policies, requirements based budgeting and accounting, financial analysis and statistical reporting, internal controls, and prioritizing operational requirements against available resources resulting in improved organizational results.

Skilled in strategic planning, balanced scorecard, process redesign, Lean process improvements, metrics management, and Malcolm Baldrige Criteria resulting in more efficient and effective organizations.

Excellent oral and written communication skills.

Accomplished leader and committed partner with extensive experience building and motivating teams to accomplish business goals while possessing positive and results oriented leadership, communications, interpersonal relations and organizational skills resulting in high performing and responsive organizations. Focused on building organizational pride and customer service.

PROFESSIONAL EXPERIENCE

Executive Director and Chief Financial Officer, University of Washington Facilities Services 2010-current

Chief Financial and Business Officer and principle for all financial and administrative leadership for an organization comprised of 1000 FTE and \$375M in total biennial resources. Served as a strategic leader on the executive leadership team responsible for long range planning, balanced scorecard and metrics management; operating, capital, commuter services, utilities and grant resources; deferred maintenance program, planning, and resourcing including the 10 year and biennium plan; Information Technology; Energy Resource Conservation Management, and Materials Management including Stores and Warehouse Operations, Moving and Surplus; and Procurement, Accounts Payables and Receivables. Responsible for risk management and mitigation for both operations and systems throughout Facilities Services.

Coordinated the strategic planning process for all budgets and oversaw all budgeting, accounting, reporting, purchasing, accounts payables, and monthly billing supporting Facilities Services.

Led and coordinated the recharge methodology for self-sustaining and auxiliary cost centers, coordinated spending plans with actual expenditures on a monthly basis, while maintaining steady rates for campus clients.

Developed and disseminated Facilities Services financial and administrative guidelines, policy and procedures while overseeing organizational compliance with UW and State statutes.

Developed biennial forecasts and budgets related to the University's fuel, electricity, water and other utilities budget. Directed the comprehensive planning, organizing, resourcing, and implementation of strategies and initiatives pertaining to the conservation of resources such as energy and water, achieving cost savings and reduction of greenhouse gas emissions related to the operation of the UW campus and achieving a 342% increase in utility rebates over four years.

Provided strategic leadership in all matters related to material and logistics management Facilities Services Stores, Moving and Surplus, and Warehouse Operations. Inclusive are sound financial management practices and procedures, accurate inventory management, and effective procurement approaches resulting in a 22% reduction in the material surcharge to campus clients.

Led the strategic planning, organizing, resourcing and implementation of the campus \$33M biennial minor capital deferred maintenance program. Planned and coordinated the minor capital infrastructure 10 year plan and biennium program and projects which are submitted to Washington State Office of Financial Management. Identified and communicated project impacts on use and operations of facilities and coordinate with other campus stakeholders as necessary. Ensured that actual project costs are within project budget; took appropriate action to resolve problems and maintained budget. The oversight of the capital plan resulted in a 10% increase in resources with approximately less than 1% biennium carryover for project completion.

Chaired the Energy Resource Conservation and Sustainability Project Development Committee to facilitate sustainability and identification of conservation priorities and opportunities throughout the University campus. Developed a Green Revolving Fund. Managed costsavings/payback analyses on resource conservation projects to inform prioritization and project viability. Managed criteria for evaluating viability of potential resource conservation measures, carbon reduction, and achievement of sustainability goals/policies.

Served as the executive sponsor for numerous Lean continuous process improvements resulting in more efficient administrative operations, increased productivity, and overall cost savings.

Directed and managed feasibility studies, needs analysis, design, implementation, life cycle maintenance costs and user needs for new information management systems and existing facilities workflow system improvements. Increased operational efficiency through dedicated business system reports furthering a manage by data culture.

Director for Finance and Administration, University of Washington Health Sciences Administration 2007-2010

Principle director for all finance and administrative leadership over eleven departments overseeing grants, gifts, capital and state budgets and reporting, audits, management of clinical fees and recharge schedules, billing, payroll, productivity guidelines, information systems, analyses and strategies. Provides management oversight and advice to improve human resource practices, organizational structures, service delivery, and labor relations. Oversee administrative operations for an organization comprised of 635 employees and \$145M biennial operating and capital budget.

Improved overall financial reporting, recharge operations, transparency and variance analysis across all eleven departments through monthly reviews increased reporting, and staff mentoring.

Provided financial oversight and monitoring for approximately \$30M in capital and renovation improvement resulting in national accreditation for research space.

Served on numerous university process improvement matrix teams to include being a Core Team member for the Financial Systems Needs Assessment to replace the entire

financial information management system at the University of Washington. Contributed to numerous process improvement teams that analyzed all facets of financial management that is supported by this information system.

Provided leadership on all facets of human resource management resulting in improvements to policies, procedures, and practices within the departments. Served as a member of the university management for the union labor negotiations resulting in an improved contract and overall management/employee relations.

Associate Director for Finance and Administration University of Washington National Primate Research Center 2005-2007

Principle for all finance and administrative leadership overseeing grants, state funds, indirect cost recoveries, construction funding, audit, purchasing, payroll, travel, human resources and information technology. Implement policies and procedures to increase business operations efficiencies and transparencies. Coordinate across the spectrum with UW Central Administrative staffs, academic departments, and the National Center for Research Resources and the National Institute of Health to insure complete support for a center comprised of 230 employees and \$35M annually.

Implemented effective financial management practices that produced a balanced budget, accurately reported the financial condition of the center, and increased organizational transparency and accountability.

Provided leadership and oversight to numerous teams that leveraged information technology and program development resulting in increased administrative efficiencies in the areas of grant management, billing, and payroll.

Implemented an employee development and performance management system that resulted in performance and role clarity, accountability, and increased efficiencies and effectiveness across the center.

Chief Financial Officer Fort Lewis, WA 1999-2005

Principal financial management executive with complete financial control and fiduciary responsibility for the \$450M annual operations and maintenance budget and coordination of the complete strategic planning process. Provide managerial oversight for quality and change management, reengineering initiatives, and business process improvements.

Implemented efficient procedures for financial planning, requirements based budgeting, controllership, and strategic integration while improving financial analysis and statistical reporting, resulting in the more effective and timely usage of resources while increasing capital \$120M.

Coordinated the strategic planning process and developed the strategic plan for the Executive Committee focused on long range goals, objectives, and business results.

Integrated, prioritized, and resourced operating committee financial requirements resulting in increased operational effectiveness and business results to long range goals.

Established resource priorities and financial solutions for a new \$100M program resulting in a fully transformed operational capability which satisfies immediate customer requirements.

Conducted redesign studies on 39% of the staff directorates resulting in more efficient organizations while decreasing expenditures 11%.

Led and developed 70 civilian financial analysts, accountants, and management analysts

Chief Financial Officer Fort Drum, NY 1997-1999

Principal financial management executive with complete financial control and fiduciary responsibility for the \$250M annual operations and maintenance budget and leadership of the strategic plan. Provide managerial oversight for quality and change management, reengineering initiatives, and business process improvements.

Enhanced operations through strong financial management and controllership over the operations and maintenance budget while increasing buying power by generating in excess of \$2.5M in financial recoveries.

Led efficient and cost effective reengineering practices resulting in savings in excess of 10% of previous expenditures.

Enhanced the strategic management effort while increasing the Malcolm Baldrige performance by 50% and receiving a most improved installation award Led a highly effective financial management team of 40 civilian personnel.

Financial Manager U.S. Central Command, Tampa, FL 1994-1997

Responsible for providing input to the Office of the Secretary of Defense for all matters pertaining to programming of funds for over 130 weapon systems and infrastructure requirements.

Assisted in the preparation and documentation for Congressional Testimony for the Commanding General.

Led and coordinated the prioritization of critical program requirements to allow achievement of the Middle East Defense Strategy.

Coordinated the development and implementation of financial long range goals and a strategy that secured full financing for critical program requirements to support U.S. Central Command's strategy.

Financial Management Instructor/Developer Ft. Benjamin Harrison, IN 1990-1993 Following graduate school, provided instruction and was a course director with national responsibility for financial management training and material development throughout the organization.

Coordinated an on-site training program resulting in a \$2M organizational cost savings. Selected as 1993 organizational Instructor of the Year.

Developed trained instructors and produced financial management training materials that enhanced 35 separate training classes.

Trained in excess of 1200 employees in controllership skill sets and financial management procedures and policy.

Manager Various Locations in the U.S. and Europe 1979-1989

Provided leadership and general management of various organizations and staffs. Improved operational capabilities and results through effective team building, enhanced project management, and improved personnel and logistics management.

EDUCATION

Master of Strategic Studies (MSST) U.S. Army War College, Carlisle, PA Master of Business Administration (MBA) Syracuse University, Syracuse, NY Bachelor of Science (BS) U.S. Military Academy, West Point, NY

PROFESSIONAL

Member of the National Association of College and University Business Officers (NACUBO) Member of the Association of Physical Plant Administrators (APPA) Member of the Board of Trustees for the University of Washington Faculty and Staff Club Past member of Board of Directors, Treasurer and member of the Executive Committee for the nonprofit organization Northwest Association of Biomedical Research Member of the Association of the U.S. Army