

Janet D. Dilling

Florida Public Affairs Center and Center for Disaster Risk Policy
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EDUCATION

Public Administration and Policy (PhD), 2009
Reubin O'D. Askew School of Public Administration and Policy
Florida State University, Tallahassee, Florida

Masters in Public Administration (MPA), 1994
University of Idaho, Moscow, Idaho

Bachelor of Arts (B.A. English), 1977
Salem College, Winston-Salem, North Carolina

FIELDS OF SPECIALIZATION AND INTEREST

Emergency Management, Public and Strategic Management, Organizational and Program Development, Organizational Theory, Non-profit Management, and Instructional Systems

SKILL AREAS

Emergency management principals and policies

Public Health Preparedness and Response

Training and curriculum development

Program and project development and management

Organizational and leadership development

Strategic planning and public management

Exercise development and evaluation

PROFESSIONAL EXPERIENCE

Director, Florida Public Affairs Center - Florida State University (May 1999 - Present)

Direct and supervise a Class III research center providing technical assistance to government and the non-profit sector. Responsibilities include center direction and administration; business development; developing and managing consulting contracts; and grant management. Key personal achievements include generation of over \$5.3 million in contracts and grants, significant increase in services and support of graduate students, the incubation support of a new Center for Civic and Non-Profit Leadership and establishment of the Center for Disaster Risk Policy under the Center's administration.

Director (concurrent, 1999 - Present), Emergency Management Certificate Program – Askew School of Public Administration and Policy, Florida State University (January 1998 – Present)

Direct and supervise the administration of the Certificate Program. Responsibilities include marketing, answering prospective student inquiries, approving course plans, and recommending certificate awards to the School Director. Founder of the program at the University.

Adjunct Faculty (concurrent, January 1999 - Present), Askew School of Public Administration and Policy, Florida State University and Center for Professional Development, Florida State University

Serve as a visiting member of the Askew Faculty, teaching all emergency management courses in the department. Responsibilities include curriculum development, course preparation, classroom teaching, and student advising. Direct independent studies and tutorials as needed.

Assistant Director, Florida Public Affairs Center – Florida State University (August 1997 - May 1999)

Senior advisor and consultant for emergency management and training and curriculum development for the center. Responsibilities included business development, project design, development, and management. Generated new business that tripled center's annual budget and allowed funding of 2 new research faculty positions, 5 graduate students for the center, and major equipment upgrades.

Civil Affairs Officer, (concurrent, 1997-1999), 300th Civil Affairs Command, USAR, Pensacola, Florida

Provided guidance for civil-military operations for the command and supported units. Served as lead emergency management advisor for the Command and as a Subject Matter Expert (SME) for the U.S. Army's John F. Kennedy Special Warfare Center and School. Developed and delivered curriculum/ national exchange on civil/military operations and emergency/contingency management for Latin America and the Caribbean for the command.

President, TEAM Simulations, - (May 1997 – January 1999)

Directed an international firm of associates providing training, training development, consultation services, crisis exercise development, learning events and management simulations to the public and private sector. Sample clients included American Express, AT&T, Canadian Imperial Bank of Canada, Walwyn-Midland, the U.S. Army's Training and Instrumentation Command, City of Los Angeles, and the States of Vermont and Kentucky

Senior Management Analyst, Department of Community Affairs, Division of Emergency Management, State of Florida, (October 1994 – March 1997)

Senior Analyst in the areas of emergency operations, training, exercises, and policy development. Responsibilities included serving as advisor to the Division Director, as a Policy Analyst for policy implementation strategies, strategic planning for the Division and Department, serving as Operations Officer during activations of the State Emergency Operations Center, directing two statewide hurricane exercises, participation in radiological emergency procedures and the state's first major terrorism conference and training. Served as an instructor for the state in Emergency Management subjects.

Director, Lewiston-Nez Perce Emergency Management, (October 1990 – August 1994)

Emergency Manager Director of a combined city-county organization made of principal city, county, and regional state department heads and their deputies. Responsible for the direction, coordination, and control of all emergency operations (real and simulated). Responsible for understanding all major department programs/functions/capabilities and directing their interrelationship and collaboration in the achievement of organizational goals. Rewrote all operational planning documents and completely revamped/automated the Emergency Operations Center and communication system. Appointed to the Governor's state Hazardous Material Task Force.

Brigade Automation Officer, (concurrent, 1993-1994) DS/GS Combat Support Battalion, Idaho National Guard (concurrent)

Supervised 19 personnel in the operation of the Brigade data center. During annual training, performed as the DISCOM Commander, supervising logistical support for 2 Calvary brigades (one active duty and one guard) for the 3 week exercise.

Commander, (concurrent, 1991-1993) DS/GS General Support Hospital Headquarters Company, USAR, Spokane, Washington

Medical Company Commander of a Combat Support Hospital, supervising the support, training and operation of over 200 personnel.

Small Business Owner, Boone, North Carolina (Fall 1987 – January 1990)

Performed all marketing, business development, accounting, and customer/client interface. Supervised 4 personnel.

European and U.S. Travel – interim

Community Development Officer, 21st Support Command, United States Army (May 1986 – November 1986)

Directed the development and implementation of Command programs designed to improve the quality of life (QOL) for 30,000 soldiers, civilians, and family members in 108 manned remote sites widely dispersed over 153,000 square miles of Germany, the United Kingdom, Belgium, and the Netherlands. Responsible for the management and coordination of Remote Site Surveys/Quality of Life assessments, and representation at 21st and USAREUR remote site review boards. Analyzed all construction and equipment requirements for site facilities. Designed and established a comprehensive automated database supporting staff inquiries into all aspects of concern to include location, demographics, logistical/medical support, etc.

Chief, Plans/Exercise, 21st Support Command (PER), United States Army (August 1985 – May 1986)

Planned, prepared, and coordinated the personnel portions of war, emergency/contingency, and exercise plans, policies and regulations for the Command, a Logistical Support headquarters supporting a population of over 120,000 personnel in eleven military communities/area support groups. Reviewed and approved the personnel annexes of subordinate unit's implementing plans and instructions. Organized and directed the ACSPER Contingency Cell for the HQ's Operations Center. Chief Personnel play/decision maker for a 3-star Army HQ's for five major exercises, including 2 REFORGER exercises. Briefed the Commanding General on all wartime/contingency personnel matters. Served as Security Manager, OACSPER.

Commander, Headquarters and Headquarters Company, 84th Ordnance Battalion (April 1984 – August 1985)

Responsible for the readiness, logistical support, training, and quality of life of an 84-person company. Developed and implemented all company policies and procedures including comprehensive supply and maintenance management operating procedures. Planned and executed unit annual operating budget. Instituted an innovative decentralized training program designed to increase mission accomplishment and improve morale. Developed model physical fitness training plan, to include participation in the German Sports Program. Simultaneously directed supply/equipment requisitioning and fielding of three newly formed Concept Plan units.

Material Officer (MATO) and Battalion Ammunition Officer, 84th Ordnance Battalion (October 1983 – April 1984)

Managed over 250,000 short tons of ammunition at 22 storage sites in Germany and Belgium. Accountable officer responsible for 22 separate accounts valued at over \$1.6 billion. Managed the requisition, cross leveling and excessing of all battalion stocks of conventional ammunition and small missiles to maintain required quantities at proper locations. Inventory accuracy rate exceeded 99% during my tenure. Developed the material handling equipment support requirements for Ammunition Concept Plan units. Initiated an automated system conversion for all battalion activities. Chief Class V Exercise player/decision maker during all Joint Army exercises. Wrote reception plan and briefing for all reinforcing units for wartime scenario. Served concurrently in both positions for half of the rated period. Supervised 24 and 10 personnel respectively.

Residence Training- Interim- U.S. Army Officer Advance Munitions Materiel Management (6 months)

Operations, Plans, and Training Officer, Seneca Army Depot, New York (March 1982 – April 1983)

Principal Operations and Plans Officer for the Army's largest Special Weapons (Nuclear) depot and Training Officer for a 450-person battalion. Formulated and administered depot emergency and contingency plans. Responsible for the operation and direction of the Depot Emergency Operations Center. Coordinated civil emergency operational procedures and evacuation plans with local, state, and federal agencies. Planned and coordinated Special Forces Reactionary Force exercises in support of the depot special weapons security posture. Exercise Controller/Chief Player for two major Army Joint exercises and numerous smaller emergency/contingency and nuclear surety/security exercises. Managed the Battalion Military Training Program to include scheduling, skill qualification testing, and military schooling quotas/allocations. Coordinated all Reserve Component and

Mobilization Station training and logistical and administrative support components to include development of detailed reception plans. Supervised 5 technical personnel (military and civilian).

Operations Officer/Executive Officer, DS/GS Ordnance Company, Seneca Army Depot, New York (October 1981 – April 1982)

Operations and Executive Officer for a Special Weapons (Nuclear) Direct Support/General Support Ordnance Company. Responsible for the maintenance of the Nuclear Surety Program, Unit Safety, Classified Document Control, operative plans and standard operating procedures. Monitored Unit Administration, Quality of Life programs and provided personal, financial and professional counseling to all personnel.

Residence Training – Interim- U.S. Army - Nuclear, Biological and Chemical School, Supply Management Officer’s Course, and Airborne School (6 months)

Area Director, Cystic Fibrosis Foundation, Charlotte, North Carolina (December 1978 – April 1981)

Area Director of a national health foundation. Spearheaded foundation programs in 29 counties, including a large metropolitan area. Responsible for all Public Relations, Public Education, and development/fund raising activities of the Foundation. Conducted educational seminars and public speaking engagements. Made radio and television appearances educating the public on Foundation programs. Planned and executed an All Star Basketball Game between the Atlantic Coast Conference and Southeastern Conferences. Game televised over the Southeast. Directed two professional staff and a large volunteer base.

Home care for ill parent - Interim

Executive Officer and Training Officer, Charlie Company, 7th Battalion, 2nd Brigade, Ft. Jackson, S.C. (July 1977 – August 1978)

Executive Officer and Training Officer for a 220-man/woman basic training company. Responsible for the planning, conduct, supervision, review and revision of training. Assisted in inspections of organization activities and facilities, observed discrepancies and initiated corrective action. Acted for the company commander in his absence.

Residence Training – Interim – U.S. Army Officer Orientation Course, Army Officer Basic Course, Munitions Material Management Basic Course

AWARDS AND CERTIFICATIONS

Certified Emergency Manager (CEM) 1993, re-certified 1999, renewal 2004

Pi Sigma Alpha (National Political Science Scholastic Honorary Society)

Emergency Manager of the Year – State of Idaho – 1992

Annual Community Service Award – City of Lewiston – 1992

RELATED PUBLICATIONS

Heffron, Audrey, Dilling, Janet, and Connolly, Claire “Profiling Suicide Terrorists”, International Emergency Management Society 14th Annual Proceedings, June, 2007

Dilling, Janet, Blanchard, Carrie, Connolly, Claire and Heffron, Audrey, “Computer Supported Virtual Organizations: Building a New Type of Public-Private Partnership to Meet the Need of Disaster Victims”, International Emergency Management Society 12th Annual Proceedings, May, 2005.

“Housing Affordability in Gulf County: An Analysis of County-wide Trends and Regional Differences With Potential Policy Interventions”, Prepared for the Jessie Ball duPont Fund with Ralph Brower, October, 2004.

Heffron, A., Dilling, J, and Rogoff, M.J. “Establishing a Modality for Continuity of Operations Planning, International Emergency Management Society 10th Annual Proceedings, June, 2003.

Rogoff, M.J., Harrell, V., Dilling, J., Gispert, L., Wade, H., Khator, S., Lange, S., and Bitterli, R. “Continuity of Government Operations – Developing an Alternate Relocation Plan, Public Works Engineering, Construction and Maintenance, Vol. 134, No. 1, January, 2003.

Dilling, J.D. “Breaking the Cycle of Traditional Recovery Funding” PA Times, Vol. 22, No. 3, March, 1999.

Dilling, J.D., “Command vs. Coordination” Konferenz Ablaufs, International Disaster and Emergency Response (IDER), The Hague, The Netherlands, October, 1997, pp.288-303.

Dilling, J.D. “Control vs. Coordination, Optimal Systems in EOC Structures” ASPEP Journal, Fall,1995.

INTERNATIONAL AND NATIONAL PAPERS AND PRESENTATIONS

“Profiling Suicide Terrorists” with Audrey Heffron, and Claire Connolly at the annual conference of the International Emergency Management Society, Trogir, Croatia, June, 2007

“Computer mediated communication in support of virtual organizations during disaster response” with Claire Connolly and Audrey Heffron for the SINO Public Administration Conference, Beijing, China, June 2006.

“Blending collaborative technology and virtual organizations to meet disaster needs” invited speaker at the International Convention of Emergency Managers, Rome, Italy, October, 2005

Dilling, Janet, Blanchard, Carrie, Connolly, Claire and Heffron, Audrey, “Computer Supported Virtual Organizations: Building a New Type of Public-Private Partnership to Meet the Need of Disaster Victims”, International Emergency Management Society, Faroe Islands, May, 2005.

“Emergency Management Careers: Becoming More Competitive In The Job Market”, at the International Association of Emergency Managers, November, 2004, Dallas, Texas.

“Enhancing Government Performance”, Panel Chair, at the Academy of Management, New Orleans, August, 2004.

“Information Needs in Public Administration” with Sang Ok Choi at Ethics 2004 Conference in Portland, Oregon, March, 2004.

“Dynamic and Non-Linear Relationships between Network Structures and Network Performances” with Sang Ok Choi at the Annual Research Conference of the Association for Public Policy, Analysis & Management in Washington, D.C., November, 2003.

“Emergency Management Career Preparation” at the International Association of Emergency Management, Orlando, Florida, November, 2003.

Dilling, Janet, Dynamic and Non-linear Relationships Between Network Structures and Network Performances with Sang Ok Choi and Ralph Brower, presented at the Association for Research on Nonprofit Organizations and Voluntary Action, Denver, Colorado, Nov. 2003.

“Alternate Relocation Point Planning” 2003 American Public Works Association Congress and Exposition, San Diego, California, August, 2003

“Establishing a Modality for Continuity of Operations Planning, 2nd author with Audrey Heffron and Marc Rogoff at the International Emergency Management Society Conference at Sophia-Antipolis, Provence, France, June, 2003.

“Global Issues in Emergency Management”, Speaker and Panel Moderator, International Association of Emergency Managers, Columbus, Ohio, October, 2002

“The Maturation of a Profession, Growth of Emergency Management Knowledge” at the Southeastern Conference of Public Administration, October, 2002

“Extending a “Preliminary” Theory of Network Effectiveness: The Case of Voluntary Emergency Management” 2nd Author with Ralph S. Brower, Hong Sang Jeong, and Sang Ok Choi presented at the annual conference of the Association for Research on Nonprofit Organizations and Voluntary Action, November, 2001 in Miami, Florida.

“Social and Natural Environment Predictors of Network Structures in Local Emergency Management” 1st Author, with Ralph S. Brower, and Sang Ok Choi presented at the 23rd Annual Research Conference of the Association for Public Policy, Analysis & Management in Washington, D.C., October, 2001.

“Building Country Disaster Management Capacity” Workshop Facilitation, World’s Disaster Managers Seminar, Caserta, Italy, July, 2001.

“The Future of Emergency Management” Opening Session for the International Association of Emergency Managers Annual Conference, Austin, Texas, November, 2000.

“A Nation’s Lessons in Emergency Management”, Speaker and Panel Moderator, World’s Disaster Managers Conference, Caserta, Italy, October, 1999.

“Eco-Tourism: Lessons from Florida” an invited presentation for the Government of Nicaragua, Southern Governor’s Humanitarian and Trade Mission, April 1999.

“Civil-Military Operations in Disaster Response” for the Government and Military of Uruguay, August, 1998.

“Command vs. Coordination: Optimal Systems for Emergency Operations Centers”, presented virtually in the Emergency Information Infrastructure Partnership Forum, January, 1998.

Centralization vs. De-Centralization Debate – presented at the International Emergency Planning Conference, Prague, Czechoslovakia October, 1997

Command vs. Coordination, presented at the International Disaster and Emergency Response Conference at The Hague, The Netherlands. October, 1997.

“Freestyle Exercises: Will they work for you? At the International Association of Emergency Managers Annual Conference, Anchorage, Alaska, November, 1996.

Integrating the Planning Community into Local Emergency Management, at the American Planning Association National Planning Conference, in Orlando, Florida, April, 1996.

“Emergency Exercises” co-presenter for the 1996 International Disaster Management Conference, Orlando, Florida, February, 1996.

“Mitigation Issues and Emergency Management” National Coordinating Council on Emergency Management Mid-Year Conference in Washington, D.C., February, 1996.

“After the Strike: Managing the Consequences of a Growing Threat” April, 1996 in Orlando, Florida

STATE AND LOCAL PRESENTATIONS

“You Play Like You Practice”, JEA Disaster Preparedness Seminar 2001, Jacksonville, Florida, February, 2001.

“Emergency Planning for Business and Industry” (Panel Chair and Speaker), Governor’s Hurricane Conference, Tampa, Florida, May 2000.

“Emergency Management – A Growing Field and Profession” American Society of Public Administration, North Florida Chapter, Spring, 1999.

“Finding Funds – The Resource Information Strategy” 1997 Statewide Hurricane Conference.

“Terrorism: Exercising for Consequence Management” The State of Vermont, Fall, 1997.

“Train the Trainer: Building Disaster Management Capacity” for the State of Florida Chapter of The Salvation Army Annual Disaster Conference, November, 1997.

“Hazards Analysis and Capability Assessment, A Model for Terrorism Planning” State of Kentucky Annual State Emergency Management Conference, Lexington, Fall, 1997.

Stormwatch: Preparing your Hospital and Long Term Care Facility” at the Big Bend Area Health Education Conference, May 1996.

“Hurricane Zack: Exercising the State” at the Governor’s Annual Hurricane Conference, Tampa, Florida, 1995.

The LEPC: Enhancing Hazardous Material Planning – State of Idaho Annual State Emergency Management Conference, December, 1993.

GOVERNMENT REPORTS, PUBLICATIONS, AND VIDEOS

“Beleagued Bus” Video with Audrey Heffron, Karl Knowles for the North Florida Regional Domestic Security Task Force, August, 2004.

“Bioshield: Vendor Managed Inventory” Video with Robert McDaniel, Audrey Heffron and Karl Knowles for the North Florida Regional Domestic Security Task Force, March, 2004.

“Cadeus Shield” Video with Audrey Heffron, Karl Knowles for the North Florida Regional Domestic Security Task Force, August, 2003.

“Exercise Bioshield” Video with Audrey Heffron, Jo Miglino and Karl Knowles for the Florida Department of Health, February, 2003

“Hillsborough County Alternate Relocation Point Plan” with Marc Rogaff, Audrey Heffron, Robert McDaniel, Bob Bitterli

“The DCN Specialist” for FEMA, Region IV and the Disaster Contractors Network, June, 2002.

“The Local Association Role” for the Florida Home Builders Association, The Associated Builders and Contractors, Florida Roofing, Sheet Metal, and Air Conditioning Association, and the Associated General Contractors June, 2002.

“Making DCN Work for You” with Audrey Heffron for the Disaster Contractors Network, June, 2001.

“Understanding Emergency Management for the Department of Community Affairs, June, 2001.

“Disaster from the Contractor’s Perspective” with Robert McDaniel for the Disaster Contractors Network, June, 2001.

“Multi-Hazard Planning for Florida’s Schools” with Audrey Heffron for the Florida Department of Education, October, 2001.

“Safe Schools” Video with Audrey Heffron, Rob McDaniel, and Knowles Video for the Florida Department of Education, August, 2001.

“Disaster Contractor Network, Helping Homeowners Rebuild After the Storm Is Over” with Jo Miglino and Trish Pierce for the Florida Department of Community Affairs, August, 2001.

“In Search of the Perfect Manager” with Audrey Heffron for Leon County, Florida, 2000.

“Economic Injury Assessment” with Audrey Heffron and Robert McDaniel for the State of Florida Department of Community Affairs, Spring, 1999.

“Finding Funds to Protect your Community” with Jo Miglino and Trish Pierce for the State of Florida Department of Community Affairs, June, 1998.

“Rapid Impact Assessment Teams” for the State of Florida Department of Community Affairs, March, 1998.

“Civil-Military Operations” with Mike Whitehead for the U.S. Army Reserve’s 350th Civil Affairs Command, and Southern Command, 1998.

“Emergency Management for Military Operations” for the U.S. Army Reserve’s 350th Civil Affairs Command, and Southern Command, 1998.

“Instructional Techniques for Military Training” for the U.S. Army Reserve’s 350th Civil Affairs Command, 1997.

Statewide Needs Assessment on Terrorism, with Avagene Moore and Sue Painter for the Department of Community Affairs, Summer, 1997.

“After the Strike” – Video with CNN and Knowles Video, 1996.

“Hurricane Zelda” – Video with CNN, The Weather Channel, The National Hurricane Center and Knowles Video, 1996. Awarded National Community Public Education Award by the International Association of Emergency Managers.

“Hurricane Zack” – Video with CNN, The Weather Channel, The National Hurricane Center and Knowles Video, 1995. Awarded National Public Education Media Award by the National Coordinating Council on Emergency Management.

CONFERENCE ORGANIZER AND DIRECTOR

“After the Strike: Managing the Consequences of a Growing Threat” (Terrorism) April 10-12, 1996 in Orlando, Florida

“Business and Industry Conference and Workshop on Hazardous Materials”, May 18-19, 1993, in Lewiston, Idaho.

PRIVATE CONSULTING PROJECTS

Emergency Planning for rural communities in Jamaica (pro bono) Winter 2006.

Strategic National Stockpile Exercise for the State of Indiana and Titan, Inc. 2004.

Emergency Planning for the University of Belize, Belmopan, Belize (*pro bono*), Fall – Winter, 2001-2002.

Emergency Management System Requirements for the Government of Korea for Ships Analytics, International and the Government of Korea, Spring-Summer, 2001.

Information System Design for Development of Emergency Management Software for Ships Analytics, International, 1999-2000.

CAPS Systems Training for MAXIMUS, State of Georgia, 1999 - 2000.

Business and Industry Emergency Planning Workshop training delivery for Florida Chapter and Capital Chapter, American Red Cross, 1998-2003.

Project Management – Curriculum Development and Training for the Center for Professional Development, Florida State University, 1998-2001.

Training Curriculum Development, Florida Chapter, American Red Cross Disaster Services, 1998-2001.

Building Team and Leadership Programs for Above and Beyond, Toronto, Canada, 1998-2000.

AIMS System Training for MAXIMUS, State of Georgia, 1999.

Field Operational Procedures for the Florida Chapter of The Salvation Army Disaster Services. 1999.

Building Technology Teams and Leadership for Canadian Imperial Bank, March, 1999.

Building Strategic Direction for the Florida Chapter of the Salvation Army, 1999.

“Getting to Wow” for American Express, Canada, October, 1998

Building Visions: Leadership and Strategic Management Directions for the City of Los Angeles, February, 1998.

Leadership for Organizations/Team Development for Midland-Walwyn, Toronto, Canada, May, 1998.

Exercising Business Processes for AT&T, Atlanta, Georgia, 1997.

Directing Emergency/Disaster Services - Curriculum Development and Training for the Florida Chapter of the Salvation Army. 1997.

Emergency Exercise Development for Lee County, Florida, Spring, 1997.

Project Plowshares: Turning Weapons into Plowshares, U.S. Army Training and Instrumentation Command, Summer and Fall, 1996, Orlando, Florida

Statewide Needs Assessment on Terrorism for the State of Florida, Summer-Fall, 1996.

Merger Team Building and Simulation with Anderson Consulting for Nelcor-Puritan, Spring, 1996, Tampa, Florida.

PROFESSIONAL AND COMMUNITY SERVICE

Reviewer (Current) Academy of Management, Public and Non-Profit Section

Member (Current) State Hazard Mitigation Advisory Team
Board of Advisors (Current) – Center on Terrorism and Public Health, College of Medicine, Florida State University
Volunteer, (1998-Present) The International Volunteer Corp, FAVACA. Volunteer of the Year, 2007.
Advisory Council – (2 years) International Association of Emergency Managers
Associate (Current, 2 years) – Center for Civic and Non-Profit Leadership, Florida State University
Board of Directors (Current, 6 years) – Southern Consortium of Universities and Public Service Organizations
North American Board of Directors (current) – The International Emergency Management Society
Contributor/Member – (Current) Global Alliance for Disaster Reduction
International Chair / Co-Chair/ Vice Chair (Current)– International Development Committee - International Association of Emergency Managers (4 years)
Past President, Past Vice-President and Member (Current) – American Society of Professional Emergency Planners
Member (Current) Academy of Management
Member (Current) – American Society of Public Administration
Associate Member (Current) – Southern Growth Policies Board
Member (Current) and Past Appointed Committee member – Florida Emergency Preparedness Association
Member- National Task Force on Education and Training in Emergency Management, 2000
Representative - Humanitarian and Trade Mission – Southern Governor’s Association – Honduras and Nicaragua – 2000
Staff Director - Governor’s Wildfire Mitigation and Response Review Committee — State of Florida, 1998
Board of Advisors (4 years) – Emergency Services Management Program – University of Tennessee at Chattanooga
Board of Directors (2 years), Region X – National Coordinating Council on Emergency Management
Past National Appointed Committee Member - National Coordinating Council on Emergency Management 1991-1995

- Awards and Recognition Committee (1 year)
- Government Affairs Committee (3 years)
- Bylaws Committee (2 years)
- Strategic Management Task Force (2 years)

Board of Directors (3 years) and Legislative Liaison – Idaho Emergency Management Association
Member – State Hazardous Material Task Force, State of Idaho, 1993-1994
Advisor – Local Emergency Planning Committee, Nez Perce County, Idaho, 1991-1994
Advisor, Board of Director, Lewis-Clark Chapter, American Red Cross, 1992-1994
Past President – Lewis-Clark Chapter, Toastmasters International, 1993

ACADEMIC COURSES TAUGHT:

Foundations of Emergency Management (6 years) for the Askew School of Public Administration and Policy at Florida State University (graduate and undergraduate sections)

Emergency Management Programs, Planning and Policy (5 years) for the Askew School of Public Administration and Policy at Florida State University (graduate and undergraduate sections)

Terrorism Preparedness and Response, co-taught with Audrey Heffron for the Askew School of Public Administration and Policy at Florida State University (graduate and undergraduate sections)

Public Information for Emergency Managers for the Askew School of Public Administration and Policy (graduate and undergraduate sections)

PROFESSIONAL TRAINING:

International Institute for Learning

Project Management Certification Program (September, 2002 – April, 2003 - 56 hours)

Federal Emergency Management Agency Master Trainer (Instructional Systems)

Course Evaluation (40 hours)

Instructional Delivery (40 hours)
Course Development (40 hours)
Instructional Design (40 hours)
Performance and Needs Analysis (40 hours)
Management and Supervision of Training (40 hours)

General Management Training

Public Policy and Legal Issues Workshop (4 hours)
Instructional Techniques (16 hours)
Instructional Presentation Skills (28 hours)
Leadership and Influence (24 hours)
Decision Making and Problem Solving (16 hours)
Effective Communication (16 hours)
Creative Financing (16 hours)

Emergency Management Specific

HSEEP (8 hours)
Logistics Staging Operations (8 hours)
Chemical and Biological Terrorism (8 hours)
Liability Issues in Emergency Management (4 hours)
Comprehensive Exercise Curriculum Qualification Course (36 hours)
Damage Assessment Course (16 hours)
State Integrated Emergency Management Course (16 hours)
Continuity of Government (8 hours)
Evacuation Planning Workshop (4 hours)
Exercise Design Course (28 hours)
Exercise Evaluation Course (16 hours)
Public Information Course (8 hours)
Incident Command System (4 hours)
Developing Volunteer Resources (16 hours)
All Hazards Civil Defense Program (36 hours)
Emergency Planning Course (36 hours)
Emergency Broadcast System (4 hours)
Radiological Defense Officer (32 hours)
Radiological Response Team (32 hours)
Radiological Response Team Refresher (8 hours)
Surviving the Hazardous Materials Incident - Hazmat Operations Level (21.5 hours)
Disaster Preparedness Seminar (20 hours)
Integrated Emergency Management Course (24 hours)
Exercise Control and Evaluation (16 hours)
Emergency Management Workshops (94 hours)
Emergency Program Manager (distance)
Introduction to Emergency Management (36 hours)

American Red Cross Disaster Training

Supervising Disaster Operations
Administering a Small Disaster Operation
Damage Assessment I
Introduction to Disaster
Adult CPR
Standard First Aid

Continuing Education

General Chemistry (Lewis-Clark State College, Lewiston, Idaho)
Microbiology (Lewis-Clark State College, Lewiston, Idaho)
Microcomputer Applications (Caldwell Community College, Boone, North Carolina)

Military Schools and Training

Combat Service Support Operations (2 weeks)
Idaho National Guard
Caldwell, Idaho

Commanders Course (2 weeks)
Seventh Army Training Center
Vilseck, Germany

Nuclear, Biological, and Chemical Officer's Course (2 weeks)
Seventh Army Training Center
Vilseck, Germany

Army Advance Course (6 months)
US Army Munitions Center and School
Redstone Arsenal, Alabama

Supply Management Officer's Course (3 months)
US Army Quartermaster Center and School
Ft. Lee, Virginia

Airborne School (3 weeks)
US Army Rigger School
Ft. Lee, Virginia

Nuclear, Biological, and Chemical School (2 weeks)
US Army Chemical Center and School
Ft. McClellan, Alabama

Munitions Material Management Course (3 months)
US Army Missile and Munitions Center and School
Redstone Arsenal, Alabama

Officer's Basic Course (3 months)
US Army Ordnance Center and School
Aberdeen Proving Ground, Maryland

Officer's Orientation Course (3 months)
US Army Military Police Center and School
Ft. McClellan, Alabama

REFERENCES AVAILABLE UPON REQUEST