



MEMORANDUM

Agenda Item 15(C)1

To: Honorable Bruno A. Barreiro, and
Members, Board of County Commissioners

Date: July 17, 2008

From: Harvey Ruvin, Clerk
Circuit and County Courts

Subject: Appointment of Charles J. Nielson
to serve as a member of the
Community Small Business
Enterprise Advisory Board


Kay Sullivan, Director
Clerk of the Board Division

It is recommended that the Board consider the appointment of Charles J. Nielson to serve as a member of the Community Small Business Enterprise Advisory Board (CSBE).

In accordance with Section 10-33.02 of the Miami-Dade County Code, the Board of County Commissioners shall appoint a representative of the local bonding industry to serve on the CSBE Advisory Board. The Department of Small Business Development has submitted the name of Mr. Nielson as a qualified candidate to fill the seat vacated by Gonzalez De Quesada.

The memorandum from the Department of Small Business Development along with Mr. Nielson's resume has been attached for your review.

KS:sm
Attachment

Memorandum



Date: June 18, 2008

To: Shania Moore, Boards Coordinator
Clerk of the Board

From: Alice Hidalgo - Gato, Divison Director *AHG*
Contract Review and Compliance Division
Department of Small Business Development

Subject: Appointment of Community Small Business Enterprise (CSBE) Advisory Board Member

Attached please find the resume of Charles J. Nielson who represents Nielson & Company, Inc. for appointment as a member to the Community Small Business Enterprise (CSBE) Advisory Board representing the local bonding industry. He is a Miami-Dade County resident and was recommended for appointment by the National Association of Surety Bond Producers in Washington, D.C. It is respectfully requested that the Board of County Commissioners take action on this item at their next Commission meeting.

Should you have any questions or need additional information, please contact Alice Hidalgo-Gato at 305-375-3153. Thank you in advance for your prompt attention to this matter.

Attachments

c: Penelope Townsley, Director, Small Business Development

PROFESSIONAL RESUME

CHARLES J. NIELSON
9250 S.W. 140TH STREET
MIAMI, FL 33176

EDUCATION:

UNDERGRADUATE: University of Utah – Majored in Business Administration

GRADUATE: University of Miami – Masters Degree in Business Administration
(MBA)

PROFESSIONAL EXPERIENCE:

I began my career in the surety business in 1965 as a Surety Bond Trainee for United States Fidelity & Guaranty Company. I continued my employment with USF&G and ultimately obtained the position of Manager of the Surety operations for Southern Florida and the Caribbean for USF&G from 1967-1973.

In 1973, along with various partners, Collinsworth, Alter, Nielson, Fowler & Dowling, Inc. was formed. This company was dedicated to the production of insurance and bonds for construction related firms. As a partner in the organization, I ran and managed the surety operations of that company and in 2000, the bond operations were split from the insurance operations and Nielson & Company was formed. Nielson & Company specializes in providing surety credit for contractors in the Southeastern United States. Nielson & Company presently has offices in Florida, Georgia and North Carolina. We are one of the largest surety only agencies in the United States. In Florida, Nielson & Company is the largest writer of surety bonds.

AFFILIATIONS:

I have been actively involved for over fifteen (15) years in the Construction Management Department at Florida International University. For eleven (11) years I taught Construction Accounting as an Adjunct Professor in the program. Since then I have been involved in the advisory committees for the Construction Management Department.

Over the last twenty (20) years I have participated in the educational programs for various departments in Miami-Dade County relating to surety bonds. These classes have been taught at the Miami-Dade International Airport and at the Miami-Dade offices in Downtown Miami.

I have been on the Board of Directors for the Miami Lighthouse for the Blind for over fifteen (15) years and am the past Chairman of the Board for the Miami Lighthouse for the Blind.

ASSOCIATIONS:

We are members of Associated General Contractors (AGC), Associated Building Contractors (ABC), CFMA, ECA and are active members of the National Association of Surety Bond Producers as well as the Florida as the Florida Surety Association.