



## MEMORANDUM

Agenda Item 15(C)2

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TO: Honorable Chairman Dennis C. Moss, and  
Members, Board of County Commissioners

DATE: April 7, 2009

FROM: Honorable Harvey Ruvin, Clerk  
Circuit and County Courts

SUBJECT: Appointment of Dr. Pedro Diaz-Mendez  
and Javier I. Marques, MBA to  
Social Economic Development  
Council of Miami-Dade County

Kay Sullivan, Director  
Clerk of the Board Division

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It is recommended that the Board consider the appointments of Dr. Pedro Diaz-Mendez and Mr. Javier I. Marques to serve as members of the Social and Economic Development Council (SEDC) for Miami-Dade County.

Miami Dade County Ordinance 02-120, adopted by the Board of County Commissioners on July 9, 2002, established the Council and the initial members of the Council. The Office of Community and Economic Development, Community and Economic Development Division, on behalf of the SEDC, has submitted the names of Dr. Diaz-Mendez and Mr. Marques as eligible nominees to fill two of the three vacant seats on the Council.

The nominees' resumes are attached for your review.

KMS:sm  
Attachments

## **Pedro Diaz-Mendez Ph D.**

### **EXPERIENCE SUMMARY**

Pedro Diaz-Mendez, a senior business executive with over four decades of experience. Once retired from DuPont he became a senior business consultant. Prior to that activity he held the position of Global Business Director of the Industrial Systems Division in Imaging and fulfilled a variety of senior management assignments in the United States and Latin America.

Pedro's senior managerial assignments have allowed him to assume leadership roles in the development and implementation of strategic planning, as well as performance improvement programs. These were implemented at departmental and divisional levels and within diverse cultures and locales in India, Latin America, the Pacific Rim, Australia, Europe, and the United States.

#### **Credentials**

Ph.D., Social Sciences Sociology, University of Havana 1957

B.A., Diplomatic Law, University of Havana, 1955

#### **Areas of Specialization**

Development and implementation of managerial and leadership of business units, and processes in multicultural environments.

### **CAREER HISTORY**

#### **E. I. du Pont de Nemours and Company**

*1993- 2004 Senior Consultant, DuPont Safety Resources, Wilmington, Delaware*

- Specializes in assistance to senior and middle management, performing in the areas of systems evaluation, recommendations, implementation assistance, and training.
- These assignments have taken him to multiple areas in the U.S. Other assignments have been performed for Du Pont clients in Australia, United Kingdom, France, Taiwan, Philippines, Africa, Spain, Argentina, Colombia, Chile, Mexico, and Venezuela.

*1988-1993 Global Business Director, Imaging Systems, Wilmington, Delaware*

- Managed three strategically critical global businesses with combined annual revenues in excess of \$800 million and 700 employees, serving the reprographics, nondestructive testing, and environmental markets.
- Leader in changing culture to successfully recruit, develop, and retain women and minorities. Installed and directed division-wide quality management programs in successful pursuit of ISO 9000 certification, and the Malcolm Baldrige Award.

*Seeking position using my*

**RELATIONSHIP BUILDING, MANAGEMENT, & TEAM LEADERSHIP EXPERIENCES**

*Using the following experience and achievements:*

**Serving as Chief of Staff, Overseeing Directors of Media, Intergovernmental, & Commission Auditor**  
Managing \$7.3 Million Budget & Providing Oversight of Divisional Staffing - 65 Personnel  
Providing Cost Estimates & Budgetary Data to Ensure Divisions Can Meet Fiscal Obligations  
Working with Organizational Leaders to Develop Policies & Procedures  
Development of Chairman's Annual Budget Message for County's \$7 Billion Budget  
Prioritizing Activities at Local, State & National Level

**Managing Community Relations & Representing District Commissioner**  
Supervising Community Liaisons, Community Response Specialists & District Staff  
Representing Commissioner on Numerous Committees, Panels & Official Trips

**Serving as Director - Office of Public Information for City of Miami**  
Holding Responsibility for all Protocol/Dignitary Issues & Public Information  
Hosting Numerous Programs to Keep City Residents Informed of Community & Government Issues  
Strategizing Extensively with Mayor, Board of Commissioners, City Manager & Communications Director  
Creating Educational Materials for Dissemination by Public & Community Members  
Handling All Media Relations & Media Releases

**Holding a Master of Business Administration Degree and a Master of Science Degree**

*Miami-Dade County, Board of County Commissioners*

**CHIEF OF STAFF**

*Office of the Budget and Finance Committee Chairman 01/07 to Present*

*Office of the Chairman 11/04-12/06*

*Honorable Joe A. Martinez 10/2000-Present*

**OVERSIGHT OF CHAIRMAN'S COMMISSION OFFICE & THE OFFICE OF THE CHAIR** - Responsible for the oversight of the Chairman's Commission Office and that of the Office of the Chairman of the Board of County Commissioners. Represent Chairman on numerous committees and panels as well as on numerous official trips. Serve as the staff "Duty Officer" for the Chairman and the Board in the event of an emergency and after hours.

**Management & Oversight of Budget in Excess of \$7.0 Million** - Manage and oversee budget in excess of \$7.0 million for the Chairman's Office and Divisions falling under purview of that office. Draft Chairman's Budget Message as part of the County's/Government's Resource Allocation Plan/Annual Budget; message deals with essential services and priorities for the upcoming fiscal year as well as addressing adoption of millage rates and policies in order to adopt a fiscally prudent annual budget in excess of \$7 Billion.

**Oversight of Divisions that encompass 65 Personnel** - Responsible for the oversight of multiple divisions which include over 65 personnel to include Division Directors and Managers (Director of Intergovernmental Affairs, Commission Auditor, Director of Media, Deputy Chief of Staff, Protocol Manager, Employee Recognition Managers, Support Staff Division Manager). Subordinate staff including (Local Affairs, State Affairs, Federal Affairs Coordinators, Budget Analysts, Legislative Analysts, Budget Auditors, Community Liaison, District Community Response Team Specialists, and Administrative staff). Developed job descriptions for all employees.

**Oversight of Board of County Commission Offices** - Oversee Board of County Commission Office of Intergovernmental Affairs; Tallahassee and Washington locations. Manage successful execution of Board's official fly-ins, and successful assignment of contract government lobbyists. Implementation of permanent office in Washington, DC. Manage Chairman's Office of Legislative Affairs; drafting of ordinances and resolutions. Restructured Board of County Commission handbook used as guide for Board Members in organizing individual Commission offices and as tool for public to understand the process.

**Creation/Development of Board of County Commission Command Post** - Responsible for the creation and oversight of the Board of County Commission Command Post during emergency activations of the County's Emergency Operations Center (typically during Hurricanes and other natural disasters or emergencies). Coordinate with all thirteen

recognition. Established new territory in Miami to recapture existing accounts while establishing new business. Trained new representatives on company's mission statement, goals and objectives.

## CONTRACTS ADMINISTRATOR AND CUSTOMER SERVICE REPRESENTATIVE

*Cordis Corporation 4/1989-8/1992*

**BUILT CUSTOMER RELATIONSHIPS ... As Liaison Between Customers & Territory Sales Team** - Built key customer relationships throughout process of drafting contracts, which were instrumental in territory sales team developing deeper relationships with accounts. Serve as Liaison between 250 Territory Sales Representatives and Cordis administration to successfully prepare and execute contracts with hospitals, managed care agencies, veteran administration facilities and distributors.

**Provided Training on Relationship Building** - Member of Training Team responsible for training incoming Sales Representatives on how to develop relationships between clients and Cordis home office in order to drive revenue, market contracts, increase account penetration, and facilitate entire sales process in a seamless fashion.

**Contract Administration** - Responsible for Presented requested pricing to internal pricing committees and demonstrated such factors as profit margins, projected purchases, consignment purchases, and shipping requirements. Processed Sales Representative expense reports, maintained sample inventory for representatives in my region, and executed physician visitations for my region when physicians attended training seminars. Most importantly, received phone orders, shipment confirmations, and provided technical assistance.

## EDUCATION/PROFESSIONAL CAREER COURSES

- Master of Business Administration Degree, Lynn University 2008
- Leadership for the 21<sup>st</sup> Century; Chaos, Conflict, and Courage  
Harvard University, John F. Kennedy School of Government 2006
- Master of Science Degree, Florida International University 1996
- Bachelor of Science Degree, Florida International University 1992
- Certified Law Enforcement Officer, Miami-Dade Community College 1997

## ADDITIONAL EXPERIENCE

- United States Department of Homeland Security - Federal Emergency Management Agency (FEMA)  
Certificate of Achievement for the National Incident Management System (NIMS) IS-00700 - July 24, 2006  
Applied the NIMS model in the development of the Board of County Commission Command Post and assigned pertinent/essential staff to specific duties for the effective adherence to the NIMS process in an effort to effectively accomplish directives given and tasks assigned by the Office of Emergency Management.
- Reserve Police Officer, Miami-Dade Police Department 1997 to Present  
Serve the Miami-Dade County community approximately twenty hours per month and during state of emergencies or state/local disasters without compensation.
- Certified Professor, South Florida Traffic School 1995 to 2002  
Taught Basic Driver Improvement Courses, Intermediate Driver Improvement Courses, Advanced Driver Improvement Courses, and Drug, Alcohol, and Traffic Education Courses.

Recognizing Outstanding Achievement, Counseling Inmates Project, South Florida Reception Center, Florida International University, Miami, Florida, April 30, 1995

Recognizing Outstanding Achievement, National Conference of The Academy of Criminal Justice Sciences, Boston, Massachusetts, Florida International University, Miami-Dade, Florida, March 7-12, 1995

Commendation for Outstanding Service and Leadership, Miami Civic Action League, Issued by the City of Miami Mayor's Office, Miami-Dade, Florida, May 25, 1995

Summit of the Americas, Attended President Carlos Saul Menem's private address at Coral Gables City Hall in presence of Delegation and City Officials, Coral Gables, Florida, December 9, 1994

Honored Member, National Directory of "WHO'S WHO" in Executives and Professionals, 1993-1994 Edition

Commendation for Leadership and Commitment, Cordis Corporation, Issued by the City of Miami Mayor's Office, Miami-Dade, Florida, June 20, 1992

Certificate of Appreciation, Outstanding Leadership Skills as Intern for Mayor's Office, City of Miami, Miami-Dade, Florida, June 1, 1991

## **International & National Travel**

### **Professional**

Represented Miami-Dade County Commissioner Joe A. Martinez in representation of Miami-Dade County at the annual Washington, DC Fly-In with Members of the United States Congress, the United States Senate, and Members of the United States Cabinet, Washington, DC, February 2008

Represented Miami-Dade County Commissioner Joe A. Martinez in representation of Miami-Dade County at the annual meeting of the Dade Delegation "Dade Days" with State Representatives, State Senators, State Cabinet Members and the Honorable Governor Charlie Crist, Tallahassee, Florida, April, 2007

Coordinated the 2006 Tallahassee Fly-In on behalf of Chairman Joe A. Martinez and Members of the Board of County Commissioners that successfully led a delegation of County Commissioners, the Mayor, and the Chamber of Commerce to Tallahassee to meet with Members of the Florida House of Representatives, the Florida Senate, and the Honorable Governor Jeb Bush, Tallahassee, Florida, March 2006

Coordinated the 2006 Washington Fly-In on behalf of Chairman Joe A. Martinez and Members of the Board of County Commissioners that successfully led a delegation of County Commissioners, the Mayor, and the Chamber of Commerce to Washington, DC, to meet with Members of the United States Congress, the United States Senate, and Members of the United States Cabinet, Washington, DC, February, 2006

Traveled with Chairman Joe A. Martinez on a Sister Cities/Trade Mission to Pereira, Colombia to include the Consul General of Colombia in Miami, Members of the Colombian Consulate, and other Elected Officials and Chamber of Commerce Members, Pereira, Colombia, August, 2005

Coordinated the 2005 Base Realignment and Closure Fly-In for the Chairman and the Members of The Board of County Commissioners for the purpose of assuring that the Homestead Air Reserve Base received an increase in the number of assets as opposed to any reduction or potential closure. Chairman and Members of the Commission successfully met with Members of the United States Congress, Members of the United States Senate, Pentagon Officials, and Members of the White House Executive Staff, Washington, DC, July 2005

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Traveled with Miami-Dade County Commissioner Joe A. Martinez in representation of Miami-Dade County at the annual meeting of the Dade Delegation "Dade Days" with State Representatives, State Senators, State Cabinet Members and the Honorable Governor Jeb Bush, Tallahassee, Florida, April, 2004

**Javier I. Marques, MBA, MS**  
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10300 S.W. 102<sup>nd</sup> Avenue  
Miami, Florida 33176

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**Non-Professional**

America: Bahamas, Canada, Costa Rica, Colombia, Dominican Republic, Mexico, and Nicaragua

United States: California, Kansas, Missouri, Illinois, New York, New Jersey, Nevada, Virginia, Maryland, Colorado, Tennessee, North Carolina, South Carolina, Georgia, Puerto Rico, Pennsylvania, Massachusetts, Louisiana, Texas, Mississippi, Alabama, Florida

**ASSOCIATIONS**

**Professional**

Police Benevolent Association, Miami-Dade, Florida, 1996 to Present

Hispanic Police Officers Association, Miami-Dade, Florida, 1997 to Present

Phi Kappa Phi, The National Honor Society for Academic Excellence, Florida International University, Miami-Dade, Florida, 1996 to Present

International Association of Chiefs of Police, Miami, Florida, 1995 to Present

Founding Member, South Beach Latin Chamber of Commerce, Miami Beach, Florida, 1995 to Present

Hispanic American Business Association, Active Member, March 1993 to 1999

Academy of Criminal Justice Sciences, March 1991 to Present

Alpha Phi Sigma, National Criminal Justice Honor Society, Florida International University, Miami-Dade, Florida, August 1990 to 1996

American Academy of Cardiology 1999 to 2001

**Personal and Professional References Will Be Submitted Upon Request**

2/2008