



MEMORANDUM


Agenda Item 15(C)3

TO: Honorable Chairwoman Audrey M. Edmonson
and Members, Board of County Commissioners

DATE: June 4, 2019

FROM: Honorable Harvey Ruvin, Clerk
Circuit and County Courts

SUBJECT: Appointment of Ms.
Michelle Wyatt-Sweeting to
the Miami-Dade County
Addiction Services Board


Linda L. Cave, Director
Clerk of the Board Division

It is recommended that the Board consider the appointment of Ms. Michelle Wyatt-Sweeting to serve on the Miami-Dade County Addiction Services Board.

In accordance with Section 20-422 of the Miami-Dade County Code, the Miami Coalition for a Safe & Drug Free Community has nominated Ms. Wyatt-Sweeting individual as a qualified candidate to serve as a private sector representative on the Miami-Dade Addiction Services Board. The Code further provides that this appointment be ratified by the County Commission.

Attached for your review and information is a copy of the Memorandum from Emilio E. Vento, Chief Executive Officer, Miami Coalition and Ms. Wyatt-Sweeting's resume.

LLC/lrs

Attachment



DATE: March 12, 2019
TO: Miami-Dade County Board of County Commissioners
FROM: Emilio E. Vento, Chief Executive Officer (E.V.)
SUBJECT: Appointment of Michele Wyatt-Sweeting, M.S. to the Addictions Services Board

The Miami Coalition for a Safe and Drug Free Community, Inc. recommends the appointment of Michelle Wyatt-Sweeting to the Miami-Dade County Addiction Services Board. Ms. Wyatt-Sweeting has almost 19 years of experience in the child welfare and substance abuse treatment and prevention fields. Ms. Wyatt-Sweeting is currently the Quality Assurance Director at New Horizons Community Mental Health Center, Inc.

Ms. Wyatt-Sweeting has successfully coordinated community based planning and collaborated with funding agencies to improve access and services within the behavioral health system of care. In addition, Ms. Wyatt-Sweeting has consulted with local community-based provider and stakeholder members to coordinate and respond to local needs. She has also provided recommendations in establishing policy, goals and performance expectations for substance abuse and the prevention provider community. Ms. Wyatt-Sweeting has also provided technical and programmatic support to community provider agencies to maintain continuous quality improvement. She assisted in integrating substance abuse with child welfare to standardized the protocol for Family-Centered services.

Ms. Wyatt-Sweeting has directed and monitored the Juvenile Drug Court Program. She educated community stakeholders regarding the Juvenile Drug Court program services. She also developed internal operating procedures, forms and systems for post-adjudicatory court juveniles, presenting alternatives to families and the courts during sentencing. She consulted with community providers, attorneys and stakeholders on the values of juvenile drug court and led numerous community presentations.

Thank you for your consideration of this outstanding candidate for the ASB. If you have any questions, please do not hesitate to contact me at 786-346-3990 or emiliotmc@miamidca.org.



Michele Y. Wyatt-Sweeting
18938 NW 56 Ct. • Miami, FL 33055
(305) 336-0437 • Miquella1@hotmail.com

MANAGEMENT

Accomplished and dynamic professional with solid and diverse experience in behavioral health management in the public sector. Experienced in community based program coordination, community relations and management. Natural communicator with strong motivational skills and the ability to support system goals and meet organizational objectives. Adept at leading by example, marshaling resources and creating professional atmosphere to accomplish objectives. Results-oriented, flexible and adaptable to change. Highly responsible and dependable operating with integrity and team work. Excel in ability to independently define problems, collect data, and establish facts to draw conclusions. Documented success overcoming challenges of limited resources and financial constraints to design high quality and comprehensive service offerings. Excellent interpersonal, verbal and written communication skills proficient in building effective communication channels across multiple sectors while maintaining a portfolio of contacts.

Core Competencies

- Program Management/Coordination • Team Supervision • Program Development • Organizational Leadership • Process Improvement • Project/Event Coordination • Attention to Detail • Public Relations • Strategic Planning
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PROFESSIONAL EXPERIENCE

New Horizons Community Mental Health Center, Inc.

1/2018-current

Quality Assurance Director

Develops implements, and manages the operational strategies for Quality Improvement, Risk Management, research, and data services for the agency and assists the Chief Executive Officer/Board of Directors in carrying out the strategic plan and implementing processes to analyze the effectiveness of the plan. Provides supervision and coordination in quality improvement, research and development, and data analysis. Designated agency Single-Point of Contact for ADA Section 504 and Compliance Officer.

- Quality Assurance and Risk Management activities for the agency
- Responsible for Policy Development and implementation for agency
- Chair of agency Quality Assurance Committee
- Responsible for preparation and maintenance of agency national accreditation

New Horizons Community Mental Health Center, Inc.

6/2013- 1/2018

Program Director

Oversight of community based contracts responsible for provision of care coordination services to 400 at-risk families annually. Collaboration with local community-based providers for social and behavioral health services. Utilization of Family Team Conferencing to promote strength based solutions with families.

- Designated agency Single-Point of Contact for ADA Section 504.
- Chair of agency Throughput Committee (process improvement initiative)
- Chair of agency annual United Way and Give Miami Day

South Florida Behavioral Health Network, Inc.

12/2010 – 6/2013

Director of Prevention Services

Provided oversight and technical assistance in the care and service of substance prevention providers in the Southern Region of Florida. Utilized evidence-based practices and environmental strategies to promote collaboration of services for prevention of mental, emotional and behavioral health needs.

- Successfully coordinated community based planning and collaborated with funding agencies to improve access and services within the behavioral health system of care.

Florida Department of Children and Families

9/2003 - 12/2010

Substance Abuse and Prevention Coordinator

Consulted with local community-based provider and stakeholder members to coordinate and respond to local needs. Provided recommendation in establishing policy, goals and performance expectations for substance abuse and prevention provider community. Provided technical and programmatic support to community provider agencies to maintain continuous quality improvement. Developed fee collection policy for substance abuse licensure to ensure fiscal control and timely deposit of fees. Assisted in integrating substance abuse with child welfare to standardized protocol for Family-Centered services.

- Facilitated workgroups of community providers to increase performance measures, resulting 15% gain in 6 months.

Administrative Office of the Courts-Eleventh Judicial Circuit

7/2001 - 9/2003

Juvenile Drug Court Coordinator

Directed and monitored Juvenile Drug Court Program. Educated community stakeholders regarding Juvenile Drug Court program services. Developed internal operating procedures, forms and systems for post-adjudicatory court juveniles, presenting alternatives to families and the courts during sentencing. Consulted with community providers, attorneys and stakeholders on the values of juvenile drug court via presentations. Mentored and coached staff.

- Enhanced information gathering processes and statistics for analysis of Juvenile Drug Court effectiveness versus community treatment resulting in an 87% success rate of completion of treatment.

**Florida Department of Children and Families
Human Service Program Specialist**

9/2000 - 7/2001

Developed and implemented initial pilot of Juvenile Drug Court. Served as liaison among delinquency court, treatment providers and juvenile participants and their families to negotiate terms of treatment and supervision of courts. Functioned as lead on interdisciplinary treatment team.

OTHER RELEVANT EXPERIENCES (1995-2000)

Jessie Trice Community Health Center	Intake Coordinator	5/1998 - 9/2000
Operation PAR, Inc.	Assessment Supervisor	10/1995 - 5/1998

EDUCATION AND CREDENTIALS

- Master of Science in Management, 2002:** Saint Thomas University, Miami, FL
- Addictions Training Certificate, 2000:** Addictions Training Institute, Miami, FL
- Bachelor of Arts, (Criminal Justice), 1991:** Florida Memorial University, Miami, FL
- Lean Six Sigma Certificate, 2014:** Villanova University, Philadelphia, PA

PROFESSIONAL AFFILIATIONS

The Commonwealth Institute Non-Profit Leadership Forum | FADAA 2013 Professional of the Year | The Urban Partnership Drug-Free Community Coalition | Miami-Dade County Addiction Services Board | Continental Societies, Inc. North Dade/Broward County Chapter | Foster-Adoptive Parent Association | Eta Phi Beta Sorority Inc. Alpha Gamma Chapter