Memorandum

MIAMI-DADE COUNTY

Date: October 15, 2013

To: Honorable Chairwoman Rebeca Sosa and Members
Board of County Commissioners

From: Carlos A. Gimenez
Mayor

Subject: Interim Appointment Director of Public Works and Waste Management

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As most of you know, the former Director of the Public Works and Waste Management Department, Kathleen Woods-Richardson, recently accepted a position as the City Manager of the City of Miramar.

Pursuant to the authority vested in me under the provisions of Sections 2.02C of the Miami-Dade County Home Rule Charter, effective October 15, 2013, I hereby appoint Alina T. Hudak to serve as the Interim Director for the Public Works and Waste Management Department while I conduct a search for a permanent director. Ms. Hudak has extensive experience with the Department as she has been the Deputy Mayor responsible for the Department for the past two years and has first-hand knowledge of the operation. Ms. Hudak has a long and distinguished 29 year career with Miami Dade County and has served in numerous capacities, including Director of the General Services Department, Assistant County Manager and ultimately, County Manager. Throughout her tenure, she has excelled at every challenge and accomplished multiple difficult assignments. Ms. Hudak will continue to serve in her capacity as Deputy Mayor during this interim period.

I have full confidence that Ms. Hudak will lead the department successfully and smoothly through this transition. A copy of Ms. Hudak's resume is attached. The appointment will serve until April 2014 or until a new permanent Director is appointed.

We are fortunate in our County government to have dedicated professionals that can provide continuity of service. I know that Ms. Hudak will provide outstanding leadership during this transition and I thank her for her willingness to take on this responsibility in addition to her current work load.

Attachment

c: Honorable Harvey Ruvin, Clerk of the Board
R. A. Cuevas, Jr., County Attorney
Mayor's Office Senior Staff
Department Directors

Alina Tejeda Hudak

111 NW 1st Street, Suite 2910 ◆ Miami, FL 33128 ◆ (305) 375-2531 ◆ ath2@miamidade.gov

Profile

Alina Tejeda Hudak has spent a career making Miami-Dade a stronger government for a better community. For 29 years, she has brought professional administration to the County's leadership team, winning accolades and respect from national organizations, local community organizations and our 2.5 million residents.

Employment History

MIAMI-DADE COUNTY – MIAMI, FL

Deputy Mayor, July 2011 to present

Responsible for direct oversight of the Animal Services Department, Elections Department, Public Works and Waste Management Department, Transit Department, and the Water and Sewer Department, the Office of Countywide Healthcare; and manages the County's oversight of the Jackson Health System. Provided transitional support as County Manager through the abolishment of the position in November 2012.

County Manager - March 2011 to July 2011

Chief administrative officer (and interim chief executive) of country's seventh-largest County government, overseeing a $7.6 billion budget and more than 27,000 full-time employees serving in 50 administrative departments. Responsible for operations and policy development across broad range of public services, including public safety, transit, housing, international airport and seaport, parks, museums, water and sewer utility, and economic development. Accountable for budget development and labor negotiations with 10 unions during unprecedented economic crisis. Collaborating with 13 elected members of Board of County Commissioners, as well as leaders in federal, state and local governments. Coordinating with civic and corporate leadership in one of the world's most diverse communities.

Assistant County Manager - 1998 to March 2011

Responsible for the development, implementation, and subsequent management of a wide range of policy directives for a variety of County departments and programs. Notable accomplishments include: procurement reform and the creation of the Department of Procurement Management Department; oversight of successful elections, including presidential contests in 2004 and 2008; leaderhsip of the management team assigned to the Public Health Trust. Directly responsible for Police, Fire Rescue, Corrections and Rehabilitation, Juvenile Services, Medical Examiner, Emergency Management, Procurement, Small Business Development, Elections, Employee Relations, Fair Employment Practices, Finance, Planning and Zoning, the Office of Countywide Healthcare Planning, and the Agricultural Manager.

Director, General Services Administration - 1996 to 1998

Responsible for the management and administration of nearly 800 employees and a $115 million budget, providing internal support to county operations including centralized procurement, facilities management and maintenance, security, fleet management, centralized business services, facility design, space planning, construction, renovation, and real estate acquisition, disposal, and lease negotiation.

Assistant County Manager - 1993 to 1996

Directly responsible for the effective management and the development of programmatic, budgetary, administrative and operational policy directives for a variety of County departments including Consumer Services, Department of Development and Facilities Management, Elections, General Services Administration, Information Technology Department, Medical Examiner's Office, and South Florida Employment and Training Consortium. Provide staff support for the Government Operations subcommittee of the Board of County Commissioners. Manager's representative on the Public Health Trust, the United Way Campaign Cabinet and other community boards. Coordinator for the dedication of the Tennis Center at Crandon Park in February 1994 and the County's logistical role in the 1995 Super Bowl.

Executive Assistant, County Manager's Office - 1985 to 1993

Assisted in the effective management of a variety of County departments and programs, including Park and Recreation, Personnel, Libraries, Labor Management, Affirmative Action, Center for the Fine Arts, Historical Museum, Elections, and the South Florida Employment and Training Consortium. Specific duties included day-to-day coordination of commission agenda items, contracts, and the mediation of citizen concerns. Other duties included representing the County Manager before citizen and civic groups, liaison with employment and training programs and the coordination and implementation of special assignments as determined by the County Manager. Responsible for the administration of the County Management Trainee Program.

Management Trainee, Office of Management and Budget - 1984 to 1985

Education

UNIVERSITY OF MIAMI – MIAMI, FL
Masters of Public Administration, 1984

Bachelor's of Business Administration, 1982
Finance and Politics & Public Affiars

Professional Training

Harvard School of Government, Executive Leadership Training
Management Productivity Analyst Training, Metro Dade County
Certificate of Budgeting and Financial Management, University of Miami
Financing for Public Administrators' Survival, Florida International University

Civic and Professional Associations

Chair of Community Campaign, Making Strides Against Breast Cancer, American Cancer Society - 2012

Chair of County Campaign, Making Strides Against Breast Cancer, American Cancer Society - 2007 to 2008

United Way of Dade County, Board of Directors - 1994 to 2002

American Society for Public Administration
National Council Member - 1994 to 1998
President, South Florida Chapter - 1994 to 1995
President-elect and Board Member, South Florida Chapter - 1984 to 1995
National Campaign for Public Service, Sub-Committee Chair for National Essay Contest -1991 to 1993
National Conference Steering Committee, Host Committee Chair - 1989 to 1990

National Young Professionals' Forum - Chair - 1992 to 1993

Junior League
Community Advisory Board - 1995 to 1996
Member - 1991 to 1994

National Association of Counties, National Conference Steering Committee, Host Committee Chair - 1990

Hispanic Leadership Program Participant - 1987

Leadership Miami Program Participant - 1989

Honors

Miami-Dade County Public School Achievement Award - 2012

American Society for Public Administrator, National Public Service Award - 2012

Greater Miami Chamber of Commerce Salute to Miami's Leaders Award - 2011

American Society for Public Administation, Public Administrator of the Year - 2010

Community Partner Award, American Cancer Society - 2007-2008

In the Company of Woman, Pioneer Award - 2005

National Association of Hispanic Public Administrators, Outstanding Member of the Year - 1994

Metro-Dade Women's Association, Hurricane Heroine - 1993

Coalition of Hispanic American Women, Women's History Month Honoree - 1992

Outstanding Young Women of America - 1991

Certificate of Appreciation, Southern Governor's Association - 1985

Certificate of Appreciation, American Cancer Society, Public Education Program - 1985

International City Management Association (ICMA), Conference Scholarship Recipient - 1985