

Memorandum



Date: October 18, 2016

To: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor 

Subject: Appointment to the Domestic Violence Oversight Board

I am pleased to appoint Ms. Carrie Soubal to serve as a member of the Domestic Violence Oversight Board. Carrie was nominated by State Attorney Katherine Fernandez-Rundle. Carrie will be an excellent addition to the Board given her experience in Criminal Justice. Her resume is attached for your reference.

Attachment

c: Abigail Price-Williams, County Attorney, County Attorney's Office
Russell Benford, Deputy Mayor, Office of the Mayor
Christopher Agrippa, Division Chief, Clerk of the Board
Victoria Mallette, Executive Director, Homeless Trust
Elizabeth Regalado, Executive Director, Domestic Violence Oversight Board
Neil R. Singh, Interim Commission Auditor

CARRIE Q. SOUBAL

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Apt. 606

Miami, Florida 33136

(305)325-8333 (Home)

(305) -206-6302 (Mobile)

(305)547-0539 (Business)

CarrieQSoubal@miamisao.com

EDUCATION

- 8/1978** Bachelor's Degree (B.S.) Criminal Justice/Minor in Psychology & Delinquency
- 12/197** Associate's Degree (A.A.) Honors
Miami-Dade Community College (North Campus) Miami, Florida
- 5/1972** Brooklyn College (Earned 45 credits)
Brooklyn, New York
- 7/1970** Certification in Commercial and Business Law & Public Speaking
Madison School of Business

EMPLOYMENT SUMMARY

STATE ATTORNEY'S OFFICE

- 2015-Present** **Grant Coordinator** – seek funding sources for criminal justice programs and services. Serve on internal committees, and special projects as assigned
- 2011-2013** **Consultant** – S.A.O. Human Trafficking Team – Meetings with outside agencies, on policies for the provision of services to victims of human trafficking.
- 2004-2013** **Chief Administrator**, Misdemeanor & Felony Domestic Violence Units, Sexual Battery Unit, Sexual Violent Predator Unit, Unified Family Courts & Director of the Mobile Operations Victims Emergency Services (M.O.V.E.S.) Program. Responsible for several operational units including the Human

Trafficking Unit. Work closely with the Division Chiefs' and operational management support staff. Create policies, procedures and conduct administrative meetings. Represent the State Attorney at community forums, and statewide boards. Develop strategic plans, policies and procedures. Conduct promotional level interviews. Collaborate and establish partnerships with community stakeholders. Conduct trainings and presentations statewide on the effects of domestic violence in our homes schools and the workplace.

1992-2004 **Administrator, County Court/Misdemeanor and Felony Domestic Violence Units**
Responsible for staffing, training, development of management personnel. Establish policies and procedures for optimum operations of the domestic violence units. Conduct promotional level Interviews, represent the State Attorney's office at criminal justice re-design meetings, at community forums and Judicial Boards.

1982- 1992 **Administrator, County Court, Criminal Misdemeanors, Traffic/DUI Divisions, Criminal Intake and Worthless Checks Division.**
Responsible for the operations of the highest caseload division within the State Attorney's Office. Establish policies and procedures, restructure operations for optimum performance. Conduct entry level and promotional interviews, train and develop management personnel. Work on the CJIS re-design phase of the Calendaring Workbench for Criminal Traffic and the Criminal Justice Information System.

1980 – 1982 **Supervisor, Child Support Enforcement Division**
Managed a staff of six Paralegals. Enforce child support orders, attend court hearings before the Magistrate re non complying respondents and establish Child Support Orders. Train new paralegals', develop procedures and training manual for management.

1978-1980 **Paralegal Specialist, Child Support Enforcement Division**
Responsible for a division of 800 cases, interviewed respondents for the stipulation of child support orders, attended court on contempt cases,

reviewed arrears owed by respondents, worked on cases upcoming for emancipation.

SPECIAL CERTIFICATIONS/AWARDS

- 2013** Proclamation – Honorary Deputy Clerk of the Court for Outstanding Community Achievement and Dedication
- 2011** Office Of The Attorney General and the Coral Gables Police Department Justice For All Award
- 2007** Florida Prosecuting Attorney’s Association – Russell Knowles-James Strickland Award for Administrative Excellence
- 2005** Domestic Violence/Sexual Assault Council SPIRIT Award
- 1997** Dade Chiefs of Police Recognition Award for the Design and Implementation of the County Court Standby Program
- 1996** National Crime Victims’ Rights Week Award for Dedication and Commitment to Victims’ Rights and Services
- 1989** Chief Judge Wetherington’s Recognition for Participation in the Criminal Justice System Re-design
- 1989** Ross A. Garnsey Memorial Award for my service to Victims of DUI

PROFESSIONAL TRAININGS

- Professional Grant Proposal Writing workshops/trainings
- Extensive trainings on the Dynamics of Domestic Violence & Its Effect On The Family
- State Justice Institute Working Committee: Dual-Diagnostic Treatment Program
- Administrative Judge’s Committee on Domestic Violence
- Training in San Diego, Ca. on Sexual Assault Response teams and S.A.N.E.
- Trainings on Stalking, Sexual Predators and Dating Violence
- Conducted a training for the Supreme Court Justice Council on Domestic Violence as part of a selected team with Commissioner Seijas in Montevideo, Uruguay

- Florida Council Against Sexual Violence Advocacy Core Training: Train-the-Trainer Certificate of Trainer Designation
- Human Trafficking Training Institute in New Your City, N.Y.

COMMUNITY COMMITTEES/BOARDS

2012-2013	Miami Dade Human Trafficking Community Coalition
2011-2013	Appointed Co-Chair of Policy and Legislative Committee of the Florida Network of Victim Witness Services (F.N.V.W.S.) for the State
2012-2013	Co-Chair of the Domestic Violence Sexual Assault Council
2012-2013	Co-Chair of the Domestic Violence Oversight Board (DVOB)
2011-2013	Domestic Violence Employee Assistance Committee Chief)
2011-2013	State Attorney Human Trafficking Policy Institute Task Force
2010-2012	Public Affairs Committee of the Domestic Violence Oversight Board (Chair)
2009-2013	Appointed by the State Attorney to the DMMF Committee
2009-2013	Domestic Violence Grants Committee
2009-2010	Appointed by Commissioner Sorenson to the Domestic Violence Oversight Board
2007-2008	Appointed to the F.N.V.W.S. as Conference Chair. Hosted Tri-lingual conference
2005-2012	Law Enforcement Sub-Committee (Co-Chair)
2005-2008	Children’s Trust Safety Network Committee
2004-2012	Sexual Assault Response Committee
2003-2013	Domestic Violence Sexual Assault Council
2000-2013	Domestic Violence Court Operations Committee
2000-2013	Miami-Dade County Child Death Review Team
1999-2013	Miami-Dade County Fatality Review Team
1998-2013	Domestic Violence Coordinating Council Committee
1994-2012	Criminal Justice Information Systems Committee
1990-2004	Dade County Alliance Against Domestic Violence