

# Memorandum



**Date:** June 5, 2014

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

**From:** Carlos A. Gimenez  
Mayor 

**Subject:** Mayoral Appointment  
Director – Miami-Dade Corrections and Rehabilitation Department

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Pursuant to the authority vested in me under the provision of Section 2.02-C of the Miami-Dade County Home Rule Charter, effective immediately, I hereby appoint Ms. Marydell Guevara to the position of Director of the Miami-Dade Corrections and Rehabilitation Department (Department).

Ms. Guevara is a seasoned and highly qualified veteran of the Department with 31 years of service with Miami-Dade Corrections and Rehabilitation Department. For over 24 year, Ms. Guevara has held several management-level positions starting as a Correctional Sergeant in 1990 to her appointment of Deputy Director in 2004. As a Deputy Director, she managed and oversaw the Department's operations, as well as the administrative and support functions. Following the retirement of former Director Timothy P. Ryan, Ms. Guevara was appointed to the position of Interim Director in January 2014 assuming full duties and authority.

Moving forward, I am confident that Ms. Guevara will continue to lead the Department and its employees ensuring that the residents of Miami-Dade County live in a safe community. Ms. Guevara's many accomplishments are reflected on her extensive resume, attached for your reference. Please continue to extend your full support as she assumes her new role.

Attachment

c: Honorable Harvey Ruvlin, Clerk, Circuit and County Courts  
Robert A. Cuevas, Jr., County Attorney  
Office of the Mayor Senior Staff  
Department Directors  
Charles Anderson, Commission Auditor  
Christopher Agrippa, Clerk of the Board

# MARYDELL GUEVARA

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Miami, FL 33147

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## MIAMI DADE CORRECTIONS AND REHABILITATION DEPARTMENT

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Highly qualified executive with more than 24 years of progressive supervisory/management experience in the Miami-Dade Corrections and Rehabilitation Department (MDCR). Oversees a correctional system with approximately 4,800 inmates, over 2,846 employees and a budget of \$291 million. Strong leadership and work ethic; ability and initiative to identify, prioritize and accomplish projects and achieve established goals and objectives. Maintains excellent rapport with Mayor's Office, County Manager's Office (through Assistant County Manager), Board of County Commissioners, bargaining units (PBA, GSA and AFSCME), community agencies (Lindsey Hopkins Technical School, Miami-Dade County Public Schools), the judiciary, other law enforcement and county agencies (County Attorney's Office, Miami-Dade Police Department), personnel (sworn/civilian) within the department and the general public. Florida Certified Correctional Officer, in accordance with Florida Statute 943.1395. Accomplishments include:

- ACA Accreditation of Boot Camp Program
- Increased In-House Training for Sworn Staff
- Established Citizen Advisory Committee for Boot Camp Program
- Developed Defensive Tactics Training Program
- Served on FDLE's Defensive Tactics Committee
- Assisted in Development of 40-Hour Training Course for Supervisors
- Committee Member of the MDCR Task Force
- Selected as instructor for the National Jail Leadership Academy

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## PROFESSIONAL EXPERIENCE

### Miami-Dade Corrections and Rehabilitation Department

1983 - Present

#### DEPUTY DIRECTOR/ASSISTANT DIRECTOR (7/04 - Present)

Manages, plans and oversees department operations through subordinate administrators to ensure that county and department goals and objectives are achieved in an effective and fiscally responsible manner. Administers and directs the department's jail operations, as well as administrative and support functions, which include: six detention facilities, a community corrections center, administration and finance, planning, inmate programs, and the accreditation process to ensure compliance with the American Correctional Association, Florida Model Jail Standards, Florida Statutes, Florida Department of Law Enforcement, American Jail Association, Florida Corrections Accreditation Commission, federal, state and county laws and regulations. Assumes full authority in the absence of the Department Director and makes day-to-day decisions.

#### CAPTAIN/FACILITY SUPERVISOR (8/99 - 7/04)

##### Boot Camp Program

Prepared and maintained the Boot Camp Program's budget within established constraints. Directed management and supervision of the facility's daily operations, cadets and assigned staff. Strategized, managed, and directed the first accreditation of the Boot Camp Program. Achieved the American Correctional Association's accreditation of the facility with 98.8% compliance, one of the highest for a boot camp program. Researched, wrote and implemented all standard operating procedures for the Boot Camp Program. Planned, supervised, coordinated and participated in all aspects of the program: initial intake process, educational curriculum, counseling and discipline, job preparedness, work release program and graduation. Established a partnership with educational/job readiness/county agencies that provided new computers and software for the learning lab, 100% employment placement of eligible work release participants, weekly full-service book mobile stop at the facility and transportation costs for the cadets. With the assistance of subordinates, completed and passed annual FMJS Inspections, Miami-Dade Fire Department Inspection, monthly, weekly internal and external inspections.

# MARYDELL GUEVARA

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**ADMINISTRATIVE LIEUTENANT/EXECUTIVE OFFICER (1/95 - 8/99)**  
**CORRECTIONAL SERGEANT (12/90 - 1/95)**

As administrative lieutenant, provided the facility supervisor with direct administrative and operational support, and performed in the capacity of facility supervisor in the absence of the assigned captain. During special assignment to the Women's Detention Center's accreditation team provided direct administrative and operational support in preparation for and throughout the Accreditation audit. During tenure as sergeant, was assigned as defensive tactics coordinator and managed and coordinated defensive tactics training for basic correctional officer recruits at the academy. Also worked at various departmental facilities, such as Women's Detention Center, Pre-Trial Detention Center, Special Operations and as Classification Supervisor.

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## **EDUCATION/SPECIALIZED TRAINING**

### **Bachelor of Science in Criminal Justice**

Florida International University (2003)

### **Associate in Arts**

Miami-Dade Community College (1990)

### **Academy for Strategic Management**

Excellence & Ethics in Management  
Florida International University (2000)

### **Driving Government Performance for Miami-Dade County Executives**

Harvard University  
John F. Kenney School of Government  
Executive Education (2010)

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## **CERTIFICATES**

- NIMS 1-300 and 1-400 Courses (2006)
- West Palm Beach Sheriff's Office's Assessor for Morris and McDaniel Inc. (2003)
- Team Building for Successful Public Service (2000)
- Nonviolent Social Change, Level 1 Trainer, the King Center (1997)
- Rehabilitation Training Instructor Course, United States Army (1995)
- Human Diversity Instructor (1993)
- Field Training Officer (1991)
- Defensive Tactics Instructor (1989)
- Firearms Instructor (1988)

## **REFERENCES**

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Available Upon Request