

## MEMORANDUM

Substitute  
Agenda Item No. 9(A)(1)

---

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** October 18, 2022

**FROM:** Geri Bonzon-Keenan  
County Attorney

**SUBJECT:** Resolution accepting the County  
Mayor's recommendation and:  
(I) appointing Megan Bertrand,  
Charles Lee Dinkins, and Joseph  
Poitier and (II) reappointing  
Cecilia De Loof, Rene Gamboa  
and Kenneth Kilpatrick to serve  
as Community Representative  
Members on the Miami-Dade  
County Youth Crime Task Force  
Advisory Board for two-year  
terms

Resolution No. R-1010-22

---

**This substitute differs from the original version as stated in the Mayor's memorandum.**

The accompanying resolution was prepared by the Juvenile Services Department and placed on the agenda at the request of Prime Sponsor Community Safety and Security Committee.

  
\_\_\_\_\_  
Geri Bonzon-Keenan  
County Attorney

GBK/uw

# Memorandum



**Date:** October 18, 2022

**To:** Honorable Chairman Jose “Pepe” Diaz  
and Members, Board of County Commissioners

**From:** Daniella Levine Cava  
Mayor 

**Subject:** Resolution Accepting the Mayor’s Recommendation to Appoint Megan Bertrand, Charles Lee Dinkins, and Joseph Poitier and Reappoint Cecilia De Loof, Rene Gamboa and Kenneth Kilpatrick to serve as Community Representative Members on the Miami-Dade County Youth Crime Task Force Advisory Board

---

**This substitute item differs from the original in that it removes Thema Campbell from the members seeking reappointment to serve as Community Representative members on the Miami Dade County Youth Crime Task Force Advisory Board and makes the conforming change to the title. Ms. Campbell has requested to withdraw her application.**

## **Executive Summary**

This resolution requests the Board of County Commissioners (Board) to authorize the appointment of Megan Bertrand, Charles Lee Dinkins, and Joseph Poitier and the reappointment of Cecilia De Loof, Rene Gamboa and Kenneth Kilpatrick to serve as Community Representative members on the Miami-Dade County Youth Crime Task Force Advisory Board (YCTF). The YCTF is a multi-disciplinary entity dedicated to reducing juvenile delinquency and recidivism.

## **Recommendation**

It is recommended that the Board of County Commissioners (Board) accept the Mayor’s recommendation and adopt the attached resolution to appoint Megan Bertrand, Charles Lee Dinkins, and Joseph Poitier and to reappoint Cecilia De Loof, Rene Gamboa and Kenneth Kilpatrick to serve as Community Representative members on the YCTF.

## **Scope**

The YCTF advises the Board on matters related to youth crime, youth weapons violence and youth crime prevention as well as addresses the unmet needs and gaps in services for arrested and at-risk youth countywide.

## **Delegation of Authority**

This resolution does not delegate authority to the County Mayor or County Mayor’s designee.

## **Fiscal Impact/Funding Source**

This resolution has no fiscal impact on Miami-Dade County.

## **Track Record/Monitor**

The Clerk of the Board monitors appointments and the Juvenile Services Department provides staff assistance to the YCTF.

**Background**

The Dade County Juvenile Crime Task Force, the YCTF's predecessor, was established by this Board through Resolution No. R-223-97. Thereafter, the Board adopted Resolution No. R-355-00 and created the YCTF to address youth crime and violence programming needs in the County. From its inception in 1997 through January 2002, the Board reauthorized the YCTF by resolution annually. On July 23, 2002, the Board adopted Ordinance No. 02-131, which codified the YCTF in article XCVIII of the Code of Miami-Dade County, Florida (the Code).

The YCTF is an advisory board to the Board of County Commissioners, for the countywide coordination of juvenile justice activities, which is comprised of a maximum of 31 voting members, including, but not limited to, elected officials, educators, criminal and juvenile justice professionals, human service practitioners and community leaders, who have demonstrated expertise and involvement in the fight against crime and violence.

Section 2-1432 (t) of the Code provides for the appointment of members to the YCTF. Such members must work for or serve on the board of directors of organizations that work with youth and/or crime prevention and be recommended by the County Mayor for such appointment by the Board. Members of the YCTF are knowledgeable of and interested in matters related to youth crime, youth weapons violence and youth crime prevention and advises this Board on such matters. Pursuant to the YCTF's bylaws, Community Representative members are appointed for a term of two years and must be reappointed to continue serving. Cecilia De Loof, Rene Gamboa and Kenneth Kilpatrick are Community Representative members who have served on the YCTF for more than two years.

Additionally, the YCTF unanimously recommended appointment of Megan Bertrand, Charles Lee Dinkins, and Joseph Poitier and re-appointment of Cecilia De Loof, Rene Gamboa and Kenneth Kilpatrick. Their resumes, which summarize their experience and qualifications, are attached to the resolution as Composite Exhibits A and B.

Attachments



Morris Copeland  
Chief of Community Services Officer



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** October 18, 2022

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Substitute  
Agenda Item No. 9(A)(1)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☒ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ to approve
- ☐ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

|                |             |                                       |
|----------------|-------------|---------------------------------------|
| Approved _____ | Mayor _____ | Substitute<br>Agenda Item No. 9(A)(1) |
| Veto _____     |             | 10-18-22                              |
| Override _____ |             |                                       |

RESOLUTION NO.                      R-1010-22

RESOLUTION ACCEPTING THE COUNTY MAYOR’S  
RECOMMENDATION AND: (I) APPOINTING MEGAN  
BERTRAND, CHARLES LEE DINKINS, AND JOSEPH  
POITIER AND (II) REAPPOINTING CECILIA DE LOOF, RENE  
GAMBOA AND KENNETH KILPATRICK TO SERVE AS  
COMMUNITY REPRESENTATIVE MEMBERS ON THE  
MIAMI-DADE COUNTY YOUTH CRIME TASK FORCE  
ADVISORY BOARD FOR TWO-YEAR TERMS

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board:

**Section 1.**        Incorporates by reference the above recital herein and approves same.

**Section 2.**        Accepts the County Mayor’s recommendation and hereby appoints Megan Bertrand, Charles Lee Dinkins, and Joseph Poitier, whose resumes are attached hereto as Composite Exhibit A, to serve as Community Representative Members on the Miami-Dade County Youth Crime Task Force in accordance with section 2-1432(t) of the Code of Miami-Dade County, Florida (“Code”) for a two-year term or as otherwise set forth in article XCVIII or chapter 2, article IB of the Code.

**Section 3.** Accepts the Mayor's recommendation and hereby reappoints ~~[[Thema Campbell,]]~~<sup>1</sup> Cecilia De Loof, Rene Gamboa and Kenneth Kilpatrick, whose resumes are attached hereto as Composite Exhibit B, to serve as Community Representative Members on the Miami-Dade County Youth Crime Task Force in accordance with section 2-1432(t) of the Code for a two-year term or as otherwise set forth in article XCVIII or chapter 2, article IB of the Code.

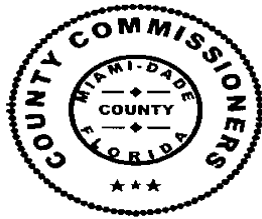
The foregoing resolution was offered by Commissioner **Rebeca Sosa**, who moved its adoption. The motion was seconded by Commissioner **Oliver G. Gilbert, III** and upon being put to a vote, the vote was as follows:

|                  |                                       |                        |            |
|------------------|---------------------------------------|------------------------|------------|
|                  | Jose "Pepe" Diaz, Chairman            | <b>aye</b>             |            |
|                  | Oliver G. Gilbert, III, Vice-Chairman | <b>aye</b>             |            |
| Sen. René García | <b>aye</b>                            | Keon Hardemon          | <b>aye</b> |
| Sally A. Heyman  | <b>aye</b>                            | Danielle Cohen Higgins | <b>aye</b> |
| Eileen Higgins   | <b>aye</b>                            | Kionne L. McGhee       | <b>aye</b> |
| Jean Monestime   | <b>aye</b>                            | Raquel A. Regalado     | <b>aye</b> |
| Rebeca Sosa      | <b>aye</b>                            | Sen. Javier D. Souto   | <b>aye</b> |

---

<sup>1</sup> The differences between the substitute and the original item are indicated as follows: Words stricken through and/or ~~[[double bracketed]]~~ shall be deleted, words underscored and/or >>double arrowed<< are added.

The Chairperson thereupon declared this resolution duly passed and adopted this 18<sup>th</sup> day of October, 2022. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.



MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

**Basia Pruna**

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

A handwritten signature in black ink, appearing to be "SG", is written over a horizontal line.

Shanika A. Graves

Exhibit A

New Appointments

Resumes



## APPLICATION FOR NOMINATION TO THE YOUTH CRIME TASK FORCE (YCTF)

The Youth Crime Task Force (YCTF) is a voluntary board. YCTF was initially established by resolution in 1997, to provide recommendations to the County Mayor and the Board of County Commissioners to address youth crime and violence programming needs, and for the countywide coordination of juvenile justice activities. Membership is open to those who work for, or serve on the Board of Directors of an organization that works with youth and/or crime prevention, and who are qualified electors of Miami-Dade County.

**This application must be submitted to the Miami-Dade County Clerk of the Board.**

**Please Print**

Name: Joseph Poitier, M.D.

Date of Birth: 7/15/1954

**Permanent Residence**

Address: 1284 NE 92nd Street

Apt:

City: Miami Shores

State: Florida

Zip Code: 33138

County Commission District: 3

Voter Registration Number: 109140566

Phone: (Home): (305)751-1211

Office: (305)895-3231

Cell: (786)251-5155

Fax: (305)895-3271

Employer's Name: New Horizons Community Mental Health Center

Address: 1469 NW 36th St Miami, FL. 33142

Job Title: Medical Director

Email: jpoitier@nhcmhc.org

**Race/Ethnicity:** (Optional/for the purpose of ensuring a diverse makeup of the YCTF)

☐ White Non-Hispanic

☒ Black Non-Hispanic

☐ Asian or Pacific Islander

☐ Hispanic ☐ American Indian or Alaskan Native

☐ Other (specify)

**Gender:** ☒ Male

☐ Female

**Please list your qualifications in these areas (you may attach additional sheets):**

Civic and Community Involvement

PSYCHIATRIST WITH GENERAL MENTAL HEALTH EXPERIENCE, JAIL EXPERIENCE, ADULT, YOUTH AND CHILD EXPERIENCE. HAS WORKED IN THE PUBLIC AND PRIVATE SECTOR

Business and/or Professional Knowledge, Skills and Abilities

WAS CHIEF PSYCHIATRIST OF THE MIAMI DADE JAIL SYSTEM FOR 25 YEARS. HAVE WORKED IN THE MENTAL HEALTH FIELD FOR 40 YEARS. HAS BEEN FEATURED IN THE BOOK, 'CRAZY' AND IN A DOCUMENTARY ABOUT THE MIAMI DADE COUNTY JAIL SYSTEM.  
HELPED TO SET UP THE MENTAL HEALTH DIVERSION SYSTEM IN MIAMI DADE COUNTY  
WAS A MEMBER OF THE MENTAL HEALTH SUBCOMMITTEE OF THE SUPREME COURT OF FLORIDA'S STEERING

Experience or Interest in the Fields of Juvenile Justice, Crime Prevention, Mental Health, Research Studies

TO CONTRIBUTE MY EXPERIENCE IN MENTAL HEALTH AND THE LAW TO THE COMMITTEE.

Why do you wish to serve on the YCTF?

DONATE MY YEARS OF KNOWLEDGE OF MENTAL HEALTH AND THE LAW TO THE COMMITTEE AND MAKE SURE FUNDS ARE ADEQUATELY DISTRIBUTED

What do you hope to accomplish as a member of the YCTF?

How did you hear about the vacancy?

\*Newspaper (specify):

\*Internet/Website:

\*Other (specify):

WORD OF MOUTH

**INSTRUCTIONS:**

Persons wishing to be considered by the Nominating Committee for inclusion in the slates of candidates from which appointments to the YCTF will be made must submit a completed application form via email to [JAC0100@miamidade.gov](mailto:JAC0100@miamidade.gov) and a hard copy to the **Clerk of the Board** at the address below:

**Miami-Dade County  
Clerk of the Board  
Stephen P. Clark Center  
111 NW 1st Street, Suite 17-202  
Miami, Florida 33128**

RESUME OR ADDITIONAL INFORMATION MAY BE ATTACHED, BUT DOES NOT REPLACE THIS FORM. ***YOU MUST SUBMIT THIS FORM.*** PLEASE LIMIT RESUME OR ADDITIONAL INFORMATION TO NO MORE THAN TWO (2) PAGES.

Members of the YCTF are subject to the Florida Open Records, Government in the Sunshine and Financial Disclosure laws, the Conflict of Interest and Code of Ethics Ordinance and the investigatory powers of the Inspector General.

## APPLICATION FOR NOMINATION TO THE YOUTH CRIME TASK FORCE (YCTF)

The Youth Crime Task Force (YCTF) is a voluntary board. YCTF was initially established by resolution in 1997, to provide recommendations to the County Mayor and the Board of County Commissioners to address youth crime and violence programming needs, and for the countywide coordination of juvenile justice activities. Membership is open to those who work for, or serve on the Board of Directors of an organization that works with youth and/or crime prevention, and who are qualified electors of Miami-Dade County.

**This application must be submitted to the Miami-Dade County Clerk of the Board.**

**Please Print**

Name: Charles Lee Dinkins

Date of Birth: May 31, 1958

**Permanent Residence**

Address: 1141 Kasim Street

Apt:

City: Opa Locka

State: FL

Zip Code: 33054

County Commission District: 1

Voter Registration Number: 108991454

Phone: (Home): 3056104164

Office: 3056374404

Cell: 3056104164

Fax: 3056374474

Employer's Name: Hosanna Community Foundation, Inc.

Address: 2171 NW 56th Street - Miami, FL 33142

Job Title: President & CEO

Email: revdink@bellsouth.net

**Race/Ethnicity:** (Optional/for the purpose of ensuring a diverse makeup of the YCTF)

☐ White Non-Hispanic

☒ Black Non-Hispanic

☐ Asian or Pacific Islander

☐ Hispanic ☐ American Indian or Alaskan Native

☐ Other (specify)

**Gender:** ☒ Male

☐ Female

**Please list your qualifications in these areas (you may attach additional sheets):**

Civic and Community Involvement

Urban Partnership of Miami Dade County Florida - Drug Free Community Coalition 12/2010 - Current  
Evidence2Success Awardee March 2018 - July 2019 - Program Director  
Together for Children - Secretary Liberty City Coalition - August 2019 - Current  
Community Anti-Drug Coalitions of America Member (CADCA) - 12/2010 - Current

Business and/or Professional Knowledge, Skills and Abilities

Thirty-three (38) years of increasingly successful experience as a Not-For-Profit Employee. Twenty-five years of supervisory and community level prevention science experience. Goal oriented, a natural leader, dependable, work well without direct supervision, able to build rapport with people of all ages and from diverse backgrounds, work well in demanding environments, strong community relations and have a professional attitude toward people and work.

Experience or Interest in the Fields of Juvenile Justice, Crime Prevention, Mental Health, Research Studies

See Attachment

Why do you wish to serve on the YCTF?

See Attachment

What do you hope to accomplish as a member of the YCTF?

See Attachment

How did you hear about the vacancy?

\*Newspaper (specify): N/A

\*Internet/Website: miamidade.gov

\*Other (specify): Retired County Employee - Retired April 2018

**INSTRUCTIONS:**

Persons wishing to be considered by the Nominating Committee for inclusion in the slates of candidates from which appointments to the YCTF will be made must submit a completed application form via email to [JAC0100@miamidade.gov](mailto:JAC0100@miamidade.gov) and a hard copy to the Clerk of the Board at the address below:

Miami-Dade County  
Clerk of the Board  
Stephen P. Clark Center  
111 NW 1st Street, Suite 17-202  
Miami, Florida 33128

RESUME OR ADDITIONAL INFORMATION MAY BE ATTACHED, BUT DOES NOT REPLACE THIS FORM. **YOU MUST SUBMIT THIS FORM. PLEASE LIMIT RESUME OR ADDITIONAL INFORMATION TO NO MORE THAN TWO (2) PAGES.**

Members of the YCTF are subject to the Florida Open Records, Government in the Sunshine and Financial Disclosure laws, the Conflict of Interest and Code of Ethics Ordinance and the investigatory powers of the Inspector General.

**Please list your qualifications in these areas (you may attach additional sheets):**

**Civic and Community Involvement**

Urban Partnership of Miami Dade County Florida - Drug Free Community Coalition 12/2010 - Current  
Evidence2Success Awardee March 2018 - July 2019 - Program Director Together for Children - Secretary  
Liberty City Coalition - August 2019 - Current Community Anti-Drug Coalitions of America Member  
(CADCA) - 12/2010 – Current

**Business and/or Professional Knowledge, Skills and Abilities**

Thirty-three (38) years of increasingly successful experience as a Not-For-Profit Employee. Twenty-five years of supervisory and community level prevention science experience. Goal oriented, a natural leader, dependable, work well without direct supervision, able to build rapport with people of all ages and from diverse backgrounds, work well in demanding environments, strong community relations and have a professional attitude toward people and work.

**Experience or Interest in the Fields of Juvenile Justice, Crime Prevention, Mental Health, Research Studies**

Since December 1995, manages, directs and supervises all programs implemented by Hosanna Community Foundation. Long-standing member of the Liberty City, Brownsville and Model City communities; holds a BS degree in Marketing, Master of Divinity and a Master's in Public Administration, and has over 30 years of administrative experience within the public sector. As a lay counselor more than 20 years of pastoral training, Rev. Dinkins is a Certified Train-the-Trainer for the Strengthening Families Program (a Model program as designated by SAMHSA), and is certified to facilitate Restorative Group Conferences, Assessment & Utilization of Family Strengths activities, Strength-Based Interventions for Serious Family Conflict, Instructor Techniques Workshop, and has his certification to conduct Individual Course of Action (ICA) Plans. Leads the Urban Partnership of Miami-Dade County Coalition since December 2010 which has developed a comprehensive youth prevention strategy addressing positive youth development; to include youth violence and other crime related activity through the use of a "Risk and Protective Factor" Framework.

**Why do you wish to serve on the YCTF?**

My desire to serve stems from my connection to the communities of Miami-Dade County. To date our methods of addressing the adverse childhood experiences of youth within the family and at the community level as not proven to be extremely effective. To date this lack effectiveness is displayed in the number of youth related gun murders, the number of youth who desire improve positive bonding from their parents and the lack collective effort on the part of government and community partners using methods that has not proven to address the root cause of problem youth behaviors. I owe Miami-Dade County as a youth it was the prosocial activities and positive adult role models that assisted my development as a youth. Now after a decade of community mobilization training from CADCA and other national social justice trainings it is my desire to facilitate a county-wide coordinated strategy using prevention science methods to improve the quality of life for all of Miami-Dade County's youth.

**What do you hope to accomplish as a member of the YCTF?**

My goal is to accomplish well thought community plans for indigenous communities across Miami-Dade County; to establish a county-wide dash board displaying identified indicators such as but not limited to Substance Abuse, Academic Achievement, Mental Health, Youth Gun Murder and Collective Efficacy among community members. It is my belief that a strong component of improving community safety and improved support for our youth has its foundation in the creation and strengthen of "Informal Community Controls among community residence. Communities through effective "Informal Community Control methods are empowered to get involved in resolving community crime without putting their lives in danger, improve youth wellness and the quality of life countywide.

**How did you hear about the vacancy?**

Charles L. Dinkins  
1141 Kasim Street  
Opa Locka, FL 33054

Home 305-769-3930  
Cell 305-610-4164  
Email: revdink@bellsouth.net

---

Thirty-three (38) years of increasingly successful experience as a Not-For-Profit Employee. Twenty-five years of supervisory and community level prevention science experience. Goal oriented, a natural leader, dependable, work well without direct supervision, able to build rapport with people of all ages and from diverse backgrounds, work well in demanding environments, strong community relations and have a professional attitude toward people and work.

Dedicated, results focused manager with strong organizational, financial and quality improvement skills. Noted for improving efficiency and productivity, motivating staff, and community organizing. Effective in identifying areas for cost reduction and managing complex budgets. Strengths:

- |                                              |                                         |
|----------------------------------------------|-----------------------------------------|
| * <b>Strategic Planning</b>                  | * <b>Program Operational Experience</b> |
| * <b>Planning &amp; Management</b>           | * <b>Community Relations</b>            |
| * <b>Performance Optimization</b>            | * <b>Problem Resolution</b>             |
| * <b>Budgeting &amp; Finance</b>             | * <b>Complaint Reduction</b>            |
| * <b>Quality &amp; Resource Maximization</b> | * <b>Powerful Presentation</b>          |

*Microsoft Word, Excel, Access, PowerPoint, Outlook; governmental systems*

---

#### **Program Operational Experiences:**

Founded a Hosanna Community Foundation, Inc., a non-profit in 1995. HCF has served several thousand youth and families, proving academic enhancement activities to include family interventions and case management for families in crises.

- Maintains and assume the responsibility for directing the Youth and Family Programs
- Designed route coordination systems
- Coordinates budgeting and logistical aspects for equipment selections and purchases
- Utilized community relation's skills to positively resolve complaints or parental disputes
- Within one-year increase program youth academic skills by 20%.
- Developed schedules to achieve maximum efficiency with available resources.
- Increased staff productivity by purchasing specific equipment and modifying work plans
- Over the past year improved employee morale through move frequent meetings and team building initiatives.
- Adjust workloads when needed to accomplish organizational goals
- Effectively managed budget constraints.
- Manage and maintain a division which consisted of a staff of one-hundred and ninety-eight.

#### **Administrative Experiences:**

Since December 1995, manages, directs and supervises all programs implemented by Hosanna Community Foundation. Long-standing member of the Liberty City, Brownsville and Model City communities; holds a BS degree in Marketing, Master of Divinity and a Master's in Public Administration, and has over 20 years of administrative experience within the public sector. As a lay counselor with more than 12 years of pastoral training, Rev. Dinkins is a Certified Train-the-Trainer for the Strengthening Families Program (a Model program as designated by SAMHSA), and is certified to facilitate Restorative Group Conferences, Assessment & Utilization of Family

Strengths activities, Strength-Based Interventions for Serious Family Conflict, Instructor Techniques Workshop, and has his certification to conduct Individual Course of Action (ICA) Plans. Led youth group development from church outreach to a viable family outreach program serving over 1,000 families.

Managed about 800 publicly owned vacant properties identified by Team Metro for debris removal and lot clearing. Oversaw the demolition of over 50 homes designated as unsafe structures. Billed owners for the clean up.

Developed and managed a \$78 million annual budget, planned and coordinated work in conjunction with operations staff.

- Analyzed each line item in the budget to ensure that the numbers reflected true costs resulting in a reduction of annual budget escalations.
- Identified time sheet fraud by contract employees. Implemented monitoring systems, checks and balances to eliminate the problem.
- Captured accurate data on manpower efficiency by going out into the field and comparing activity to time sheets. Determined the parameters of an efficient collection's employee workday. The data was incorporated into a new computer system for waste management tracking. As a result, temporary staff costs were reduced from a high of \$1 million annually to \$600-700,000 annually.
- Managed challenging labor issues by reducing household accounts, re-routing collections crews and creating new routes, which eliminated the need to add new employees.

#### **Other Experiences:**

|                                           |                              |                       |
|-------------------------------------------|------------------------------|-----------------------|
| <b>Hosanna Community Foundation, Inc.</b> | <b>President &amp; CEO</b>   | <b>1995 - Current</b> |
| <b>Miami-Dade County</b>                  | <b>Miami, Florida</b>        | <b>1983-4/30/18</b>   |
| PWD Administrative Officer 3              | Public Works - Right of Way  | 11/08-4/30/18         |
| SWM Acting Trash Division Chief           | Trash Collection Operations  | 4/2008 – 10/2008      |
| SWM Special Project Administrator I       | Disposal Operations          | 1/2003-4/2008         |
| SWM Administrative Officer 3              | Trash Collections Operations | 1/2000-12/2003        |
| SWM Acting Administrative Officer 3       | Trash Collections Operations | 12/1993-12/1999       |
| Intern, County Managers Office            |                              | 2/1992-11/1993        |
| SWM Waste Enforcement Officer I           |                              | 6/1985-1/1992         |
| Aviation Department, Landside Operations  |                              | 8/1983-5/1985         |

#### **CIVIL SERVICE:**

**Miami Children Initiative** . Miami, Fl 8/2009 to /10/2010

- Serve as Chair for Faith Community Committee
- Serve as Steering Committee Chair (Seeded the initial Board of Directors)

**Miami/Miami-Dade Weed and Seed, Inc.** Miami, Fl 1/96 to 2/2007

- Serve as Chair for Faith and Moral Development Committee (Miami Children Initiative)
- Serve as Steering Committee Chair for Liberty City/Model City (Miami/Miami-Dade Weed and Seed)



**March of Dimes Birth Defects Foundation** Miami, FL 1/98 to 1/2002

- Designed and planned youth activities as Adult Advisor
- Served as liaison between youth and Board of Directors

**Certifications:**

**The State of Florida Department of Health and Rehabilitative Services**

- Assessment & Utilization of Family Strengths (July 18, 1996)
- Strength-Based Interventions for Serious Family Conflict (July 25 and August 1, 1996)

**Liberty City Family Empowerment Connection (Urban League of Greater Miami)**

- Individualize Course of Action Train the Trainer Course Completion (May 2003)

**King David Foundation, Inc.**

- Strengthening Families Program Train the Trainer Course Completion (Jan. 27-28, 2003)

**Department of Juvenile Justice**

- Instructor Techniques Workshop Train the Trainer Course Completion (Feb. 12-23, 2007)

**Family Therapy Training:**

**The BRIEF STRATEGIC FAMILY THERAPY® (BSFT)** Program is a short-term, structured, problem-focused, and practical approach to the treatment of adolescent conduct problems, associations with antisocial peers, drug use and their accompanying maladaptive family interactions. (Center of Family Studies University of Miami Family Center April 2008 – April 2009)

**Community Mobilization Training**

Community Anti-Drugs Coalitions of America (CADCA) Attended National Coalition Academy a three-week training on community coalition development, prevention science, advocacy, policy structure and the process of making and implementation thereof, etc. (March – June 2014 and March – June 2016)

**Education**

Jacksonville Baptist Theological Seminary  
**Master of Ministry**

Jacksonville, Florida  
1994

Florida International University  
**Master of Public Administration**      **3.0 GPA**

Miami, Florida  
1990

Southern University  
**Bachelor of Science in Marketing**

Baton Rouge, Louisiana  
1981

## APPLICATION FOR NOMINATION TO THE YOUTH CRIME TASK FORCE (YCTF)

The Youth Crime Task Force (YCTF) is a voluntary board. YCTF was initially established by resolution in 1997, to provide recommendations to the County Mayor and the Board of County Commissioners to address youth crime and violence programming needs, and for the countywide coordination of juvenile justice activities. Membership is open to those who work for, or serve on the Board of Directors of an organization that works with youth and/or crime prevention, and who are qualified electors of Miami-Dade County.

**This application must be submitted to the Miami-Dade County Clerk of the Board.**

**Please Print**

Name: Megan Bertrand Date of Birth: 08/29/90

**Permanent Residence**

Address: 900 West Ave Apt. #: 1011

City: Miami Beach State: FL Zip Code: 33139

County Commission District: District 5

Phone: (Home) \_\_\_\_\_ (Office) 305-883-3900

(Cell) 248-496-3522 (Fax) \_\_\_\_\_

**Employer's Name:**

Academy For International Education

Address: 1080 La Baron Drive Miami Springs, FL 33166

Job Title: Vice Principal, Operations, STEM Email: bertrandmegan@gmail.com

**Race/Ethnicity:** (Optional/for the purpose of ensuring a diverse makeup of the YCTF)

White Non-Hispanic ☒ Black Non-Hispanic ☐ Asian or Pacific Islander ☐

Hispanic ☐ American Indian or Alaskan Native ☐ Other (specify) ☐ \_\_\_\_\_

**Gender:** Male ☐ Female ☒

**Please list your qualifications in these areas (you may attach additional sheets):**

Civic and Community Involvement

Please see attached resume

**MEGAN BERTRAND**  
248-496-3522 | bertrandmegan@gmail.com

---

**PROFILE**

- Visionary leader and problem solver focused on innovation and creativity
- Change agent in Science, Technology, Engineering, and Mathematics (STEM) curriculum integration
- Teach for America (TFA) Detroit Corps Alumna

---

**EDUCATION**

|                                                                                    |                            |
|------------------------------------------------------------------------------------|----------------------------|
| Florida International University, Miami, FL                                        | August 2015- December 2016 |
| • Masters Degree in Educational Leadership and Administration                      |                            |
| University of Michigan, Ann Arbor, MI                                              | August 2012-June 2015      |
| • Teacher for America Certification Program                                        |                            |
| Denison University, Granville, OH                                                  | August 2008- May 2012      |
| • Bachelor of Arts, Education for Community and Business with a minor in Chemistry |                            |

---

**PROFESSIONAL EXPERIENCE**

---

***Academy for International Education (AIE) Title I Charter School, Miami, FL***

**Vice Principal, Operations, STEM** August 2018- Present

- Supervise 89 employees and oversee 850 students in grades K-12
- Provide ongoing coaching and instructional feedback to 48 teachers
- Lead Professional Development for all Instructional Staff: Classroom Management, STEM Curriculum Integration, DATA Analysis, Parent Communication, Digital Learning Programs
- Drove numerous improvement initiatives that raised AIE's statewide school grade from a C to an A over 3 years
- Wrote and maintain Title I, Title IV Grants and Re-Opening of Schools State Application
- Directly responsible for: School-Wide Discipline (PBIS), Project UP-START, Threat Assessment Team
- Crisis Team and Law Enforcement Liaison

**Assistant Dean, STEM Coordinator Grades K-8** July 2016-July 2018

- Applied and obtained approval to expand AIE with a Science and Technology High School
- Implemented a STEM program that led the organization to being designated a Gold STEM School
- Implemented and supported IT initiatives in digital teaching and learning including: Google Classroom, ReadyAI, Labster, STEMScopes, Kickboard, Planbook, i-Ready, Gizmos, Inner Explorer, Kognito, BlocksCAD, BVERFI, Flying Classroom, Lenovo Virtual Reality Headsets, Project 10 Million, Girls Who Game, Uber Air

**Middle School Science Teacher** August 2015-June 2016

- K-8 Lead Teacher and Instructional Coach
- Performed all responsibilities associated with teaching Physical Science Honors, Comprehensive Science II and Comprehensive Science III

---

***Washington-Parks Academy, Detroit, MI***

**Science Department Chair** January 2013-June 2015

- Designed, presented and supported the implementation of a K-8 science curriculum to 55 instructional staff members

**Third Grade Science Teacher** July 2012-June 2015

- Performed all responsibilities associated with teaching 3<sup>rd</sup> grade science to 120 students
- Communicated school needs and received school funding from Verizon, TFA and DonorsChoose.org

---

**PUBLICATIONS**

|                                                                                          |               |
|------------------------------------------------------------------------------------------|---------------|
| • On-Demand Virtual Course- Promoting Student Engagement in a Virtual Setting, Kickboard | October 2021  |
| • Planning Remote and Hybrid School Culture Programs for Fall 2020, Kickboard            | June 2020     |
| • Virtual Online Learning Impact on School Culture & Climate, Kickboard                  | April 2020    |
| • How to Get Students to Buy into School Culture Programs, Kickboard                     | March 2020    |
| • Adapting Schools to the Uncertain Circumstances of Coronavirus, Kickboard              | March 2020    |
| • Customers Can Now Use Alexa to Stay Up to Date with School, Amazon Education           | November 2019 |

---

**HONORS AND AWARDS**

|                                                                                     |                               |
|-------------------------------------------------------------------------------------|-------------------------------|
| • Forbes 30 Under 30 Nomination                                                     | January 2020                  |
| • Shijiazhuang Foreign Language School in China, Business Relations & STEM Educator | March 2016-August 2016        |
| • Top Region Gizmos Science Educator Award, Miami, FL                               | December 2015                 |
| • Sue Lehmann Excellence in Teaching TFA Award, Detroit, MI                         | June 2014                     |
| • Denison University Club for Students, President, Granville, OH                    | September 2011-September 2012 |

---

**OTHER ACTIVITIES & PERSONAL INTERESTS**

- Independent Educational Consultant
- Be Strong International
- Running, Beach Volleyball

**Business and/or professional knowledge, skills, and abilities**

I am currently the Vice Principal at Academy for International Education (AIE).

AIE is a tuition-free, Title I school and serves students in grades K-12. AIE is the nation's first District-Managed Public Charter School which was developed by Superintendent Alberto Carvalho.

I received my Master's degree in Educational Leadership and Administration from Florida International University and graduated from Denison University with a degree in Education for Community and Business & Chemistry.

Prior to being an administrator, I joined Teach for America and taught in Detroit, Michigan. When I moved to Miami, I taught middle school science and was quickly promoted within the organization. My professional knowledge, skills and abilities can be showcased through different accolades including being a finalist in Forbes 30 UNDER 30, receiving the Sue Lehmann Excellence in Teaching Award from Teach for America, being selected as a Be Strong Ambassador through Miami-Dade, and speaking at the National Charter School Conference.

I have also been published for articles that I have written about positive behavior incentive systems (PBIS), the importance of community and family engagement, and how to plan remote and hybrid school-wide culture programs. I piloted Amazon Alexa's positive behavior program through an organization called Kickboard and have been featured nation-wide as leading this endeavor in the educational space.

I am passionate about Science, Technology, Engineering and Mathematics (STEM). I led AIE in becoming a gold designated STEM school. More importantly, I have developed partnerships with leaders in the field who have provided mentorship and even employment opportunities to some of our most at-risk students.

**Experience or interest in the field of Juvenile Justice, Crime Prevention, Mental Health, Research Studies**

I have worked closely with School Operations, M-DCPS Police Department, Miami Springs Police Department, M-DCPS Department of Mental Health Services, and other organizations such as the Department of Children and Families (DCF), and the Federal Bureau of Investigation (FBI). I am very familiar with Senate Bill 7030 and M-DCPS School Board Policy 8405 but am interested in learning more about juvenile justice and how I can play a larger role in crime prevention.

I am certified in Youth Mental Health and First Aid through the National Council for Behavioral Health. I have also completed the School Environmental Safety Incident Reporting training (SESIR) and additional trainings through Kognito for at-risk students in grades K-12.

### Why do you wish to serve on the YCTF?

I wish to serve on the YCTF because I want to use my experiences and learnings from my daily interactions with students, families, and community partners to help drive positive change in Miami-Dade. Working with students in grades K-12, specifically in environments where the potential to engage in criminal activity is high, allows me to have direct insight as to what is going on at the local level. I want to serve on the YCTF because I know that by working with other leaders in the field, we can better identify ways to mitigate the potential for students to engage in criminal activity. Together we can find ways to provide intervention services that educate youth about how the decisions they make today can change the trajectory of their lives tomorrow.

### What do you hope to accomplish as a member of the YCTF?

As a member of the YCTF I hope to work together with community leaders to decrease the number of youth related cases of crime related activities. Another goal would be to find creative ways to provide on-going mental health support and services for youth. The COVID-19 pandemic has presented unfathomable challenges for students. The psychological distress that students have experienced is hard to even explain. From the experiences I've had with students this year, I can assure you that the Pandemic will have lasting mental health effects. As a member of the YCTF, I hope to drive mental health initiatives and develop research-based intervention programs. By engaging community stakeholders through a collaborative approach, we can work together to facilitate a mechanism for positive change.

How did you hear about the vacancy?

- Newspaper (specify): \_\_\_\_\_
- Internet/Website: \_\_\_\_\_
- Other (specify): Justin Pinn, Director-Alumni Strategic Initiatives  
(Teach For America)

### INSTRUCTIONS:

Persons wishing to be considered by the Nominating Committee for inclusion in the slates of candidates from which appointments to the YCTF will be made must submit a completed application form via email to [jac0100@miamidade.gov](mailto:jac0100@miamidade.gov).

**RESUME OR ADDITIONAL INFORMATION MAY BE ATTACHED, BUT DOES NOT REPLACE THIS FORM. YOU MUST SUBMIT THIS FORM. PLEASE LIMIT RESUME OR ADDITIONAL INFORMATION TO NO MORE THAN TWO (2) PAGES**

Members of the YCTF are subject to the Florida Open Records, Government in the Sunshine and Financial Disclosure laws, the Conflict of Interest and Code of Ethics Ordinance and the investigatory powers of the Inspector General.

Exhibit B  
Reappointments  
Resumes

## CECILIA DE LOOF

### KEY QUALIFICATIONS

---

Over 10 years of leadership roles in nonprofits with experience in:  
Strategic planning and facilitation: Led strategic planning processes. Well-versed in translating missions and goals into operating plans with clear benchmarks and objectives.  
Staff hiring, supervision and performance evaluations.  
Organizational development and capacity building.  
Grants management and writing.  
Budget management.

### EDUCATION

---

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| <b>Universidad Nacional de Mar del Plata, Argentina</b> | 03/1998 – 03/2005 |
| Master of Social Work                                   |                   |
| <b>Florida International University</b>                 | 2012              |
| Field Instructor certification                          |                   |
| <b>Barry University</b>                                 | 2015              |
| Clinical supervision field education certification      |                   |

### PROFESSIONAL EXPERIENCE

---

|                                                         |                   |
|---------------------------------------------------------|-------------------|
| AYUDA Inc. Non-Profit Organization, Miami, Florida, USA | 02/2011 – Present |
|---------------------------------------------------------|-------------------|

The mission of AYUDA is to help improve the lives of children and families who are underserved and/or at risk in South Florida through education, life skills training and programs that support self sufficiency.

#### ***Programs Director***

- Responsible for managing and coordinating AYUDA's programs.
- Responsible for supervising staff members.
- Preparing and conduct weekly staff meetings.
- Direct services to clients. Individual counseling/psycho-educational group sessions.
- Address staff/program needs if difficulties in service delivery are detected.
- Oversight of completion of appropriate file documentation.
- Address the community at large to inform other agencies/group as to the agency's programs, funding sources, further fund raising possibilities and welfare being derived by the community because of these programs
- Develop funding proposals for the organization to ensure the continuous delivery of services
- Coordinates and conducts performance improving audits.
- Responsible for quarterly reports, data collecting and analysis from all sites providers.
- Serve as task supervisor for University's interns (Master's level and Bachelor's level)

|                                                          |                   |
|----------------------------------------------------------|-------------------|
| <b>Look Good... Feel Better, Buenos Aires, Argentina</b> | 03/2008 – 12/2009 |
|----------------------------------------------------------|-------------------|

Look Good... Feel Better is a non-medical, brand-neutral public service program that teaches beauty techniques to cancer patients to help them manage the appearance-related side effects of cancer treatments.

### ***Program Director***

Responsible for managing and coordinating Look Good... Feel Better group programs offered at the local, state, and nationwide level.

Developed and implemented fundraising strategies to increase the number of corporate partners and strengthen the program's financial support.

Coordinated and lead workshops among volunteer beauty professionals and cancer patients.

Coordinated services with groups of physicians and nurses, cancer treatment centers and hospitals to enhance women's access to the program and workshops.

Responsible for a team of 65 volunteers (aestheticians, hairstylists, makeup artists, and nail technicians).

Designed and launched the updated and current Argentine main webpage for Look Good... Feel Better.

Spokesperson for Look Good... Feel Better, participating in advertising campaigns, magazine publications and television press releases.

Trained and guided professionals from Uruguay, Chile and Colombia in preparation for the debut of Look Good... Feel Better programs in these three South American countries.

### **World Laser Clinic: plastic and reconstructive surgery clinic, Santiago, Chile**

03/2005 – 12/2007

#### ***Clinical Therapist***

Assessed patients' psychosocial, cultural and spiritual needs pre and post surgical procedure.

Completed comprehensive reports detailing psychosocial needs and recommendations for treatment and permanency.

Evaluated patients to establish diagnosis and monitor patient behaviors and symptoms.

Coordinated services with multidisciplinary staff, including psychologists, nurses, psychiatrists, and clinical nutritionists.

Maintained patient case records, documenting in a thorough and timely manner in accordance with professional standards.

### **Hospital Interzonal de Mar del Plata, Mar del Plata, Argentina**

11/2002 – 11/2004

#### ***Geriatric Social Worker***

Evaluated each geriatric patient at admission and formulated appropriate treatment plan.

Assessed the psychosocial needs of geriatric patients and provided interventions based on family needs.

Provided advocacy and linkage to community resources (nursing homes, outpatient therapy services, day care centers, home health, mental health centers, etc.).

Communicated with members of the health care team, through formal and informal means of transmitting information, in order to provide optimal care of geriatric patients and families.

Actively participated with the health care team to problem-solve and plan interventions that targeted high-risk geriatric patients in order to maximize opportunities for preventive health.

Participated in weekly interdisciplinary rounds.

Assisted in crisis intervention and hospitalizations when needed.

### **Children - Youth Services, Mar del Plata, Argentina**

05/1999 – 01/2002

#### ***Children Youth and Family Counselor***

Identified, assessed, and responded to children and youth needs.

Planned and facilitated parent education modules and substance abuse education groups to parents.

Created projects that reduced behaviors and conditions that lead to poor developmental outcomes such as violence, substance abuse, depression, harassment, and child maltreatment, among others.

Carried out recreational, artistic and learning projects aimed to reduce the exposure to risk factors (such as gang activity) and increase exposure to protective factors (such as prosocial peers and caring adults).

Provided resilience-oriented counseling intended to improve family communication and relationships,



assist youth in gaining access to resources, and help children undergoing emotional struggles.

## **TRAINING**

---

QPR Suicide Prevention Gatekeeper Program-Switchboard of Miami.

CCDH Learning Together: Strategies that Work for all children.

Engaging Families and Trauma Informed Care –Choices et al.

Identifying and Reporting Child Abuse and Neglect- Department of Children and Families.

SAMIS Training.

Domestic/Dating Violence Training for Mental Health Care Professionals-Barry University.

## **COMMUNITY INVOLVEMENT**

---

**Un techo para mi país, Chile/Argentina**

2006; 2008

An organization similar to Habitat for Humanity which builds houses for the poor in Latin America.

Volunteer work helping build houses in extremely poor communities in different countries: Chile (2006) and Argentina (2008)

## Rene Daniel Gamboa

---

### Education

ABD - Walden University, Minneapolis, MN, (Expected completion of dissertation, 2022)

Area: Industrial and Organizational Psychology

Lean Six Sigma Green Belt, Jackson Memorial Hospital, October 2017

Qualified Supervisor for Registered Mental Health Interns for L.M.H.C.

L.M.H.C. - Licensed Mental Health Counselor , Miami FL

January 2008, Miami, FL

D.A.P.A. – Diplomate American Psychotherapy Association designation, Miami, FL September 2012

B.C.P.C. - Board Certified in Professional Counseling, Miami, FL  
May 2007

M.S - Nova Southeastern University, Ft Lauderdale, FL 2004

Area: Mental Health Counseling

B.S – University of Florida, Gainesville, FL 1999

Area: Psychology

### Work experience

January 2022 – Present

MATTER: MAT Therapy Engagement Recovery

Public Health Trust of Miami Dade County

Jackson Behavioral Health Hospital, Miami, FL

#### **Program Director**

- Hiring and Implementation of federally funded (SAMHSA) grant
- Oversee day to day operations
- Increase referral sources to expand level for provision of services

October 2018 – Present

Gate Program for Juvenile Weapon Offenders

Public Health Trust of Miami Dade County

Jackson Behavioral Health Hospital, Miami, FL

#### **Project Manager/ Gate Program Director**

- Oversee day to day operations of Gate program
- Supervision of Gate program staff
- Complete monthly reporting for Miami Dade County Office of Management and Budget Review.

- Financial overview of program budget and expenditure reporting
- Curriculum development and oversight.
- Oversee existing grant and new funding opportunities
- Research to provide context for growth of the program

December 2011 – September 2018

Gate Program for Juvenile Weapon Offenders  
Jackson Memorial Hospital, Miami, FL

#### **Program Coordinator**

- Data collection including assessments
- Obtaining consents and liability releases from client/parents
- Interview referred clients/parents for enrollment into program
- Maintain confidentiality of all records
- Teacher course coordination and supervision
- Develop monthly progress and compliance report for each juvenile to keep Program Director, juvenile court judges, public defenders, prosecutors and probation officers/assessment counselors informed about program activities and benefits.
- Assist Program Director with monthly status and financial reports,
- Quarterly reports and administration of the budget responsibilities for the program.
- Supervise Program Assistant
- Participate in Instructor Evaluations.
- Contacting adjudicated participants for class changes if absent
- Providing post graduate clients after care counseling
- Follow up information with community based organizations.

Jan 2004 – December 2011

Juvenile Alternative Sanctions Program, Civil Citation Program, Juvenile Services Department, Miami, FL

#### **Juvenile Assessment Counselor, Mental Health Specialist**

- Conducting suicide assessments to at-risk youth to determine if client is in need of initiating request for involuntary examination for treatment.
- Clinical supervision of T.A.S.C. files within the department to ensure accuracy of assessment and required signatures on informed consent paperwork.
- Direct supervision for master's level interns regarding program and clinical/assessment functions.
- Conducting T.A.S.C. evaluations for the Department of Juvenile Justice Department and providing a summary to the probation department regarding evaluation recommendations.
- Utilization of a comprehensive assessment tool (GAIN-Q) with clients to determine physical, social, emotional, medical, and environmental needs/problems and establish desired outcome.
- Determining appropriate client needs for diversion in collaboration with parents, clients and etc.
- Manage caseloads and ensure contacts as needed on a case by case basis with all clients as well as with any community based organizations.

January 2005 -- July 2006

Psych Solutions, Inc. Coral Gables, FL

**Therapist**

- Provide individual therapeutic behavioral on site services with children ages 4 to 18 as well as with their family members.
- Establish individual treatment plan goals as well as revise stated goals based on client(s) level of progress.
- Address aftercare issues with client to assist with termination of sessions as well as provide documentation on all therapeutic services rendered.

April 2002 – January 2004

Cuban/Haitian Initiative, Miami Dade County, Department of Human Services, Miami, FL

***Juvenile Services Specialist***

- Determining appropriate client needs for diversion, assessment, Community work service and meditation.
- Complete a comprehensive initial assessment of clients to determine appropriate needs for services.
- Arrange for services needed by the clients and follow up contacts made for services.

January 2002 – April 2002

Community Health of South Dade Incorporated, Miami, FL

**Social Worker I, Healthy Start Program**

- Assessing socio-economic needs for the participants of the program.
- Develop individual case management plan involving the participant.
- Coordination with Health Care providers and maintain regular contacts with the client to ensure that needs are met.
- Implement individual case management plans that will enable to achieve client's potential.
- Deliver and document services based on Healthy Start and CHI policies and procedures.

June 2000 – December 2001

Bridges of America-Dade Correctional Institution, Florida City, FL

**Substance Abuse Lead Counselor**

- Supervision of day to day program operations of the male Annex unit staff in conjunction with maintaining communication with program director regarding program activities/ occurrences.

- Individual and group counseling sessions.
- Didactic lectures on addiction education.
- Facilitating large group meetings, treatment plan coordination.
- Maintenance of caseload files and address/enforce rules and regulations of the program through verbal reprimands, corrective consultations and reports.

September 1999 – June 2000

Assurant Group, Miami, FL  
**Treasury Coordinator**

- Executing overnight investments funds trades and maintain related reports by collecting trade information.
- Inputting trades into the SEI and Federal Investors System.
- Verifying interest received; preparing trade reports for all companies and special deposits.
- Ensuring accuracy of receipts by identifying, researching and correcting lock box deposit and returned items.

#### Volunteer Work

June 1999 – August 1999

Recreation Therapy Supervisor, Nursing Home Care Unit,  
 Veterans Administration Hospital, Gainesville, FL

- Aided the recreation staff in running activities set up for the patients.
- Preparation of meals, choosing entertainment activities such as bingo, movies, trivia and interacting with patients on a one on one basis.
- Escorting patients to and from Nursing Home Care Unit to locations around the VA Hospital.

January 1999 – April 1999

Group Counselor, Diabetes Project Unit, Shands Hospital

- Assist patients monitor their blood glucose levels.
- Counsel on how to maintain their diabetes more efficiently and engage in physical recreational activities.

---

## Work History

- **The Alternative Programs, Inc., Executive Director**, 2015-Current. Responsible for the countywide oversight, strategic planning, financial & administrative implementation of the "Alternatives to Incarceration" (ATI), non-violent, pre-trial release, diversion & intervention programs for low-income adult citizens and the "Improving Community Control" (ICC) juvenile rehabilitation program for Central Miami-Dade County on behalf of the 11<sup>th</sup> Judicial Circuit of Florida;
- **Brownsville Transit Village, Director: Residential Affairs & Safety**, 2011-2015 Coordinated and implemented residential affairs & physical security programs pursuant to the property's Land Use Restriction Agreements (LURA).
- **Admiral Security Services, Account Manager**, 2009-2011: Managed security operations at Sawgrass Technology Park, a 653,000 square foot office complex in Sunrise, Florida.
- **Urban Platinum Consulting, LLC, Principal Consultant**, 2010-2012: Successfully Co-ordinated and implemented a liaison and local employment program for Carlisle Development Group. Project: Brownsville Transit Village Apartments.

---

## Civic Leadership

- **Brownsville Civic Neighborhood Association, Inc. (BCNA), President**, 2013-Current
- **The Alternative Programs, Inc., Board Director**, 2007 – 2015, Chairperson 2014-2015
- **Miami-Dade Commission on Human Rights, County Commission Dist. 2 Appointee**, Current, "E-RACE" Ad Hoc Chairperson 2007 – 2010
- **Mom and Pop Small Business Grant Program Selection Committee, County Commission District 3 Appointee**, 2007 - Current
- **The Circle of Brotherhood**, Current
- **Miami-Dade Transit "10Ahead" 10-year Plan Steering Committee, County Commission Dist 3. Appointee**, 2014
- **Joint Alumni Coalition of Miami-Dade County, Committee on Voter's Registration and Education in MDCPS, Chairperson**, 2007 - 2011
- **Miami-Dade County Office of Community & Economic Development, Model City Community Advisory Committee, Chairperson**, 2008-2009, 2003-2004
- **Brownsville Charrette Neighborhood Foundation, Inc., President**, 2004 - 2008
- **Miami-Dade County Mayor's Task Force on African Trade, Member**, 2002-2003
- **Miami-Dade County Brownfields Oversight Committee, Member**, 2002

---

## Awards

- **Miami-Dade County Black Affairs Advisory Board, *Heritage Planning Committee***, 2008 Black Pillars of the Community Humanitarian Award
- **Miami-Dade Board of County Commissioners**, 2010, Certificate of Appreciation, Contributions to the Community, Miami-Dade Commission on Human Rights
- **Miami-Dade Board of County Commissioners**, 2004, Certificate of Appreciation Outstanding Service to the Community, Brownsville Charrette Committee

---

## Education

- **Miami Central Senior High School, Graduate**, 1991
- **Miami-Dade Community College (North Campus) Business Administration**, 1991-1992