Milwaukee, WI

Experience

DIRECTOR, OFFICE OF PERFORMANCE, STRATEGY AND BUDGET (BUDGET DIRECTOR) | MILWAUKEE COUNTY DEPARTMENT OF ADMINISTRATIVE SERVICES (DAS) | 2018 TO PRESENT

- Responsible for management and leadership over Milwaukee County's \$1.3 billion annual budget process, including development of the County Executive's Recommended Budget
- Facilitate a collaborative and transparent budget process by providing routine updates and seeking input from the County Executive, County Board, Comptroller's Office, County departments, and the community
- Identify long-term solutions to improve the County's fiscal sustainability, including advancement of solutions identified by "Fair Deal for Milwaukee" Workgroup, facilitated by the budget office
- Advance the County's strategic plan and vision to achieve racial equity by ensuring that racial equity
 considerations are built into all budget decisions, including development of a Racial Equity Budget Tool
 and development of revised capital budget scoring criteria
- Manage the Central Business Office which provides centralized accounting and financial management services for the Department of Administrative Services multiple County customer departments
- Implementation and management of the Continuous Improvement Office, which was launched in 2019 to complete initiatives which improve the efficiency and performance of countywide operations
- Manage and support the implementation of the Grants and Special Projects Office, created in 2021 to support County departments in efforts to pursue external funding to advance strategic initiatives
- Provide leadership over COVID-19 response efforts, including representation on the Emergency Operations Center and management of COVID-19 grants including CARES (\$77M) and ARPA (\$183M)

ASSISTANT DEPUTY COMMISSIONER | NEW YORK CITY DEPARTMENT OF SOCIAL SERVICES | 2016-18

- Provided administrative, financial, and budget oversight for the largest local social service district in the county, with a budget \$12 billion and 15,000 staff administering various social services programs
- Implemented new financial and administrative processes pertaining to of the integration of the Department of Homeless Services into the Department of Social Services (\$2 billion agency integration)
- Represented the Department of Social Services at Community Board meetings throughout NYC
- Managed position control activities for an expanded department with approximately 15,000 staff, including development of new systems and processes which streamlined approval of personnel actions
- Developed and monitored department performance data to ensure compliance with goals established in the Mayor's Management Report; developed corrective actions when necessary

BUDGET DIRECTOR | NEW YORK CITY DEPT OF SOCIAL SERVICES | 2015-2016

- Management and oversight of the department's overall \$10 billion operating budget
- Assisted in the development and implementation of "Client Services Re-engineering" efforts which streamlined and improved the administration of Cash Assistance and Nutrition Assistance programs
- Developed the agency's five-year financial plan, including efficiency initiatives to consistently meet multimillion dollar "Program to Eliminate the Gap" savings targets established by the Mayor's Office

BUDGET MANAGER | CITY OF SAN LUIS OBISPO, CALIFORNIA | 2014-2015

- Coordinated with the City Manager and all departments to develop and oversee the City's \$175 million annual budget and Two-Year Financial Plan process
- Prepared the City's Five-Year Fiscal Forecast and worked with the City Manager to ensure that the forecast was balanced in all years, with fund balance amounts meeting established City goals
- Facilitated community engagement efforts, including highly attended participatory budgeting sessions
- Assisted with development and implementation of "Measure G," a 1% sales tax option which was approved by 70% of voters in in November 2014, generating over \$5 million annually for city services

MEDICAID BUDGET DIRECTOR | NYC DEPARTMENT OF SOCIAL SERVICES | 2010-2014

- Provided management and oversight of NYC's Medicaid budget, with local funding of over \$6 billion
- Collaborated with the NYC Mayor's Office of Management and Budget and legislative affairs to analyze fiscal impacts of the Affordable Care Act to advocate for NYC to receive its fair share of federal funding
- Developed Medicaid revenue enhancement initiatives to maximize State and Federal funding
- Coordinated with the Medicaid program and the State of NY on plans to transition Medicaid administrative functions from the City to the State as part of Statewide Medicaid consolidation efforts

MEDICAID POLICY AND BUDGET ANALYST| NYC DEPARTMENT OF SOCIAL SERVICES | 2009-2010

- Analyzed State and Federal legislative changes, including NY State Medicaid Redesign and the Affordable Care Act, and made recommendations regarding local programming changes needed and fiscal impacts
- Assisted in the development of corrective action plans to address audit findings, including development of a new funding request for 160 Medicaid administrative staff that was approved by the Mayor's Office

SENIOR ANALYST / ANALYST | NYC MAYOR'S OFFICE OF MANAGEMENT AND BUDGET | 2006-2009

- Reviewed departmental budget requests and made recommendations regarding funding proposals
- Functioned as a project manager for the "NY/NY III" Supportive Housing initiative (9,000 housing units), working with departments to ensure new housing units were coming online according to schedule

Education

MASTER OF PUBLIC ADMINISTRATION | 2006 | UNIVERSITY OF WISCONSIN - MILWAUKEE

- Focus Area: City Management
- President, Public Administration Student Society
- Internships: City of Milton, WI, Milwaukee County, St. Clare Management (housing provider)

BACHELOR OF BUSINESS ADMINISTRATION | 2003 | UNIVERSITY OF WISCONSIN MILWAUKEE

- Double Major in Human Resources Administration and Political Science, Minor in Economics
- Study Abroad, Hague University, Netherlands

Other

- Board of Directors, VIA Community Development Corporation (formerly LBWN) (Current)
- Member, Wisconsin Policy Forum Finance Committee (Current)
- Youth Sports Coach, Milwaukee Kickers & MPS Recreation (Current)
- Member, Neighborhood Action Plan Committee, Layton Boulevard West Neighbors (2019)