

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">It is the applicant's responsibility to keep the information on this form current. To advise the County of any changes please contact Christine Coble by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov</p> <p style="text-align: center;">Applications will be discarded if no appointment is made after two years.</p>		
Name: Ronald D. Baker		Date: 09/15/2009
Home Phone: 850-222-7350	Work Phone: 850-921-3194	Email: natdre9@embarqmail.com
Occupation: Government	Employer: State of Florida	
<p>Please check box for preferred mailing address.</p> <p>Work Address: 107 East Madison Street</p> <p>City/State/Zip: Tallahassee/Florida/32399-4120</p>		
<p>This is my preferred mailing address</p> <p>Home Address 110 Goose Creek Trail</p> <p>City/State/Zip: Tallahassee, Florida. 32317</p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes</p> <p>Do you own property in Leon County? <input checked="" type="checkbox"/> Yes If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes</p> <p>For how many years have you lived and/or owned property in Leon County? <u>16</u> years</p> <p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference</p> <p>1st Choice: <u>Citizen Charter Review Committee</u> 2nd Choice: _____</p>		
<p>If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please check those areas in which you are interested, or describe other areas not listed:</p> <p>Human Services ___ Housing ___ Health Care ___ Science ___ Library Services ___ Growth Management ___ Tourist Development ___ Transportation ___ Bicycle/Pedestrian ___ Parks & Recreation ___ Code Enforcement ___ Other Areas _____</p>		
<p>Have you served on any previous Leon County committees? <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) have you served? _____</p>		
<p>How many days per month would you be willing to commit for Committee work? <u>2 to 3</u></p> <p>And for how many months would you be willing to commit that amount of time? <u>6 or more</u></p> <p>What time of day would be best for you to attend Committee meetings? <u>Open</u></p>		
<p>(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.</p> <p>Race: Caucasian <input checked="" type="checkbox"/> African American Hispanic Asian Other Sex: <input checked="" type="checkbox"/> Male Female Age: _____ Disabled? Yes No</p> <p style="text-align: center;"><i>Persons needing a special accommodation to participate in an Advisory Committee should contact Christine Coble by telephone at 606-5300 or e-mail at CobleC@mail.co.leon.fl.us</i></p>		

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application. Please attach your resume, if one is available.

I am a talented, results-oriented Professional with a proven record of accomplishment in evaluating, planning and leading comprehensive policy strategies in support of department and state goals and objectives. I have a B.A. in Political Science, Graduate course work in public administration. Additionally I have training and experience in the following fields: Business & Economic Development • Business Case Development and evaluation • Negotiation • Project Management, Policy Development & Evaluation • Strategic Planning • Budget • Operations Management • Legislative Affairs • Project Management • Governmental Efficiency & Effectiveness • Budget & Cost Control • Contract Management • Statewide Procurement Development and Evaluation • Organization & Staff Development and Change Management. I bring to the table a deep understanding of government on the local and state level and the interaction between individual governments and their counterparts & strategic partnerships, as well as the dynamic nature of government and the pressures governmental leaders face in fulfilling their statutory mandated responsibilities and the needs of the public. I chose to apply for the Citizen Charter Review Committee because I believe strongly that our community's better days are ahead of us, not behind us and serving on this committee would provide me with the opportunity to help position County government to meet the challenges and opportunities of the future.

References (you must provide at least one personal reference who is not a family member):

Name: Irene Cabral _____ Telephone: 850-671-5788 _____

Address: 6152 Jason Trail, Tallahassee, Florida 32317 _____

Name: Miriam Jugger _____ Telephone: 850-297-0138 _____

Address: P.O. 3704 Tallahassee, Florida 32315 _____

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE QUESTIONS BELOW, YOU MUST COMPLETE AN ORIENTATION BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes No
Are you willing to complete a financial disclosure form, if applicable? Yes No
Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No If yes, from whom? _____
Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes No
Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No If yes, please explain _____
Do you or your employer, or your wife or child or their employers, do business with Leon County? No Yes
If yes, please explain _____
Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No Yes
If yes, please explain _____

All statements and information provided in this application are true to the best of my knowledge.

Signature: _____ Ronald D. Baker _____

Please return Application to Christine Coble, Agenda Coordinator
Leon County Board of County Commissioners
301 South Monroe Street
Tallahassee, FL 32301

Ronald D. Baker

110 Goose Creek Trail • Tallahassee, Florida 32317 • natdre@embarqmail.com

(H) (850) 222-7350 • (C) (850) 556-2469 • (W) (850) 921-3194

Areas of Expertise

Policy Development & Evaluation • Organizational Efficiency & Effectiveness • Strategic Planning • Legislative Affairs • Operations Management • Budget • Project Management • Outsourcing Evaluation and Analysis • Financial Analysis • Business Case Development, Evaluation and Analysis

I am a talented, results-oriented Professional with a proven record of accomplishment in evaluating, planning and leading comprehensive policy strategies in support of department and state goals and objectives. Expert in the development of public policy, as well as, program efficiency and effectiveness plans, and overseeing the evaluation of numerous large, medium and small scale outsourcing & procurement projects. Demonstrated deep experience & success in working with diverse agencies and issues. Intimately involved in & instrumental in the establishment of three statewide entities, The Governor's Center for Efficient Government, the Office of Procurement Excellence and the Council on Efficient Government, whose mission was to promote fair and transparent best business practices in government in order to foster accountability, competition, efficiency and innovation in the way state agencies deliver services to Florida's citizens. Led the development of the state's Gate Project Management Evaluation process and standards for the evaluation of large scale procurements and outsourcing initiatives. Led the development of the state's project management training system. Provided strategic direction and guidance to the senior management of numerous state agencies concerning outsourcing and large scale contracting issues.

Core competencies and areas of expertise include:

Policy Development & Evaluation • Strategic Planning • Budget • Operations Management •
Legislative Affairs • Project Management • Budget & Cost Control • Contract Management
Statewide Procurement Development and Evaluation • Organization & Staff Development •
Change Management

PROFESSIONAL EXPERIENCE

STATE OF FLORIDA, Tallahassee, Florida

Agency for Workforce Innovation/Office of Early Learning May/2007 to Present

Position: Lead Policy Analyst

Supervisor: Stephanie Savestanan

I am responsible for policy and rule development for the Office of Early Learning which involves the State of Florida's School Readiness and Voluntary Prekindergarten Education Program. I am also responsible for day to day supervision of office staff, communication with external parties, assisting with legislative activities of the office, and serve on various workgroups as required.

Department of Business and Professional Regulation

November/2006 to

February/2007

Position: Chief – Corporate ADR Programs

Supervisor: Simone Marsteller,

Agency Head

I was responsible for coordinating the Department's various alternative dispute resolution programs to ensure consistency across all of the Department's business lines, Boards and Divisions.

STATE OF FLORIDA, Tallahassee, Florida

Department of Management Services

2005 to November/2006

Position: Director, Office of

Supervisor: John Holley, Agency Chief of Staff

Procurement Excellence & Council on Efficient Government

I was responsible for providing leadership as head of the Office of Procurement Excellence. I was responsible for all aspects of Office management and operations, staff supervision and management, budget, providing support to the department's legislative affairs office, strategic planning, project review and evaluation, technical support to state agency personnel, business development, review and evaluation. Managed the Office from its creation to the time I left.

1. Developed the Operating Charter for the Office of Procurement Excellence
2. Developed the Operational plan and organizational structure
3. Developed and managed the Office's budget and financial plan
4. Directed the outsourcing/privatization evaluation and review process
5. Provided oversight and technical assistance during the development of business cases by department staff and agency personnel
6. Represented the Office or Department on the behalf of the Secretary at various meetings

7. Served as lead on the development of business cases as needed
8. Oversaw ongoing the review & evaluation of past and current outsourcing projects
9. Trouble shot issues as required
10. Served on several procurement evaluation/assessment teams
11. Worked on the development and evaluation of legislation creating the Council on Efficient Government
12. Developed all departmental supporting documentation, staffing and funding requirements for the Council of Efficient Government legislation
13. Review and assist in the development or response to legislation that impacts the Office and the Department
14. Served as the Office's liaison with State agencies and external organizations
15. Oversee and conduct Office outreach efforts

STATE OF FLORIDA, Tallahassee, Florida

Department of Management Services

2004 to 2005

Deputy Director/Director

Supervisor: Robert Hosay, Interim Secretary;

Governor's Center for Efficient Government

I was responsible for providing executive leadership and support for during the establishment and operation of this important Governor's Initiative. My responsibilities included all aspects of day-to-day operations management, budget, providing support to the department's legislative affairs office, strategic planning, project review and evaluation, technical support to state agency personnel, business development, review and evaluation, creation of an employee transition package.

1. Oversaw day-to-day operations, including supervision of staff
2. Assisted with the evaluation and selection of Center staff
3. Developed and managed the Center's budget and financial plan
4. Served as liaison with legislative staff
5. Served as liaison with OPPAGA staff
6. Developed employee transition standards for outsourcing projects
7. Assisted in and was responsible for the development of standards & guidelines for the Center's new Gate evaluation process
8. Drafted legislation to codify the Center for Efficient Government
9. Developed the Center's business case template
10. Developed Office operating procedures
11. Provided technical assistance to agency staff in complying with the Gate process
12. Provided oversight and technical assistance during the development of business cases by Center staff and agency personnel
13. Developed the initial list of projects to be reviewed for consideration as outsourcing projects
14. Represented the Center on the behalf of the Secretary & Executive Director as required
15. Served as lead on the development of business cases as needed
16. Developed and oversaw the Center's the business case analysis process
17. Oversaw the financial analysis of submitted outsourcing proposal
18. Oversaw and assisted in the review & evaluation of past and current outsourcing projects
19. Oversaw and assisted in the development of the Center's outsourcing project database
20. Oversaw and assisted in the evaluation and analysis of future outsourcing & contracting projects
21. Reviewed and assisted in the development or response to legislation that impacts the Center, the Gate process and the Department
22. Served as the Center's liaison with external organizations

23. Conducted minority vendor outreach efforts
24. Conducted outreach activities with legislative staff
25. Conducted outreach activities with state agency personnel

STATE OF FLORIDA, Tallahassee, Florida

Department of Management Services

2003 to 2004

Policy Director

Supervisor: Pam Pfeifer, Chief of Staff

Supervisor: Robert Hosay, Deputy Secretary

I was responsible for assuring the policy and program initiatives of DMS was aligned with the Secretary's mission for DMS to be recognized as a customer focused agency by providing effective and efficient services and the Governor's goals for the state. I was also responsible for developing innovative solutions/ideas in order to improve Florida's state workforce, streamline business processes, provide more efficient and effective services to our customers or be more accountable to Florida's taxpayers.

1. Oversaw and participated in the development of various key agency policies and initiatives, such as real estate & workspace consolidation and creation of the Center for Efficient Government
2. Oversaw weekly policy meetings between legislative staff and key departmental personnel
3. Conducted a policy review & evaluation of the Department's Divisions
4. Worked with Agency Managers in the development of their respective legislative budget request
5. Provided recommendations to the agency head concerning issues impacting the agency
6. Conducted an evaluation of the feasibility of combining the operations of the Department of State's Division of Corporations and the Department of Revenue
7. Served as a liaison with the Governor's Office of Policy and Budget
8. Represented the Department on the behalf of the Secretary & Chief of Staff at various meetings
9. Evaluated the request for the state to establish a "3121" optional retirement program for the state's OPS workforce
10. Oversaw the development of the ITN for the RESPECT program
11. Developed new rules for the RESPECT program
12. Assisted in the development of the State of Florida's Annual Workforce Report
13. Evaluated and developed recommendations for improvements to food service in the Capitol building and the Capital Circle Office Complex
14. Assisted in hosting a delegation of officials from Columbia

STATE OF FLORIDA, Tallahassee, Florida

Executive Office of the Governor,

1999 to 2003

Senior Policy Analyst

Supervisor(s): Teresa Tinker, Policy Coordinator

Brad Thomas, Policy Coordinator

My primary responsibility was formulating policy and budget recommendations for the Governor and Senior staff, concerning issues involving the following agencies: Public Service Commission, Department of Insurance, Department of Banking & Finance, Department of Revenue, Department of State, Department of Community Affairs, Department of Military Affairs, Department of Highway Safety & Motor Vehicles,

Highway Patrol, Governor's Office and Florida Housing Finance Corporation.

1. Provided policy analysis and recommendations to senior staff and the Governor impacting a diverse group of state agencies and their respective programs including the following wide range of regulatory issues transportation, economic development, law enforcement, emergency management, energy, telecommunications, insurance, and banking & finance
1. Provided Budget analysis and recommendations to senior staff and the Governor impacting a diverse group of state agencies and their respective programs including the Public Service Commission, Department of Insurance, Department of Banking & Finance, Department of Revenue, Department of State, Department of Community Affairs, Agency for Workforce Innovation, Department of Business & Professional Regulation, Department of Transportation, Department of Military Affairs, Department of Highway Safety & Motor Vehicles, Highway Patrol, Governor's Office and Florida Housing Finance Corporation.
2. Developed policy issues and initiatives
3. Evaluated proposals for the deregulation of the State's electric energy industry
4. Evaluated proposals for the deregulation of the State's telecommunications industry
5. Served on the Department of State Transition Workgroup
6. Assisted a wide range of state agencies of budget, policy and operational issues
7. Assisted developing, analyzing, and tracking legislative proposals
8. Represented the Governor's Office at various meetings
9. Drafted and reviewed legislation
10. Provided advice and recommendations on legislative, policy & budget issues to senior staff and the Governor
11. Drafted correspondence and talking points for the Governor and Senior Staff
12. Conducted outreach to local government officials, private industry officials and the public

Leon County Board of County Commissioners, Tallahassee, FL

1998 to 1999

Office of Management and Budget

Management & Budget Analyst

Supervisor: Don Corley

I was responsible for guiding various departments through the legislative and budget development process. Along with, providing outreach to local government officials, private industry officials and the public. I assisted in the development and evaluation of various policy and budget issues including the development of recommendations and options for consideration and implementation by the Board of County Commissioners. I was also responsible for the complex fiscal analysis and forecast of revenue projections and expenditures used in the county's five year financial plan. I assisted in the development and preparation of the county's quarterly reports, which included revenue and fiscal forecasts, fiscal trends, and performance monitoring detail.

1. Performed complex program & policy evaluations along with the evaluation and development of strategies and policies to increase organizational efficiency and effectiveness.
2. Assisted in the development of background papers on various special projects including consideration of options for the improvement of fire protection in the unincorporated portions of Leon County, regulation of private water & sewer utilities in the unincorporated portions of Leon County, and regulation of the local cable franchise.
3. Developed correspondence responses for the Department Director, County Administrator and various members of the Board of County Commissioners.
4. I worked with various federal, state and local governmental officials in the pursuit of county policies.
5. Monitored state legislative issues having an impact on Leon County's fiscal or management policies.
6. Assisted in the development and implementation of the county's annual operating and capital improvement budgets, evaluation of local community budget projects/issue requests.

Leon County Board of County Commissioners, Tallahassee, FL

1996 to 1998

Leon County Probation Department

Probation Officer II – Domestic Violence Caseload Officer

Supervisor: Jan Taylor

I was responsible for the supervision of 230+ misdemeanor offenders who were sentenced to probation for a range of domestic related offenses. This included preparing and presenting written and oral reports for the courts and county staff concerning the progress of the probationers assigned to me, collections of fines and restitution, and issues surrounding the county's specialized domestic violence program.

- 1 Assisted with the supervision and training of the other probation officers within the department
- 2 Assisted the Judges, State Attorneys, Deputy Clerks of Court & Defense Attorneys in understanding the various policies and procedures of the probation department in general, and domestic violence program in particular.
- 3 Served as a member on the area Domestic Violence Working Group.
- 4 Worked with various state, local and federal agencies and groups concerning the progress and completion or violation of the court-ordered conditions of the probationers assigned to me.
- 5 Assisted in the development and completion of various budget and policy documents concerning the department.

Leon County Board of County Commissioners, Tallahassee, FL

1993 to 1996

Leon County Probation Department

Probation Officer I

Supervisor: Jan Taylor

I was responsible for the supervision of 150+ misdemeanor offenders who were sentenced to probation for a range of offenses. This included preparing and presenting written and oral reports for the courts and county staff concerning the progress of the probationers assigned to me, collections of fines and restitution, and issues surrounding the county's specialized domestic violence program.

- 1 I was responsible for making referrals to outside agencies and groups for any assistance needed by my clients
- 2 Worked with various state, local and federal agencies and groups concerning the progress and completion or violation of the court-ordered conditions of the probationers assigned to me

EDUCATION

VALDOSTA STATE UNIVERSITY, Valdosta, Georgia

Bachelor of Arts, Political Science

VALDOSTA STATE UNIVERSITY, Valdosta, Georgia

Completed major course work in the Masters of Public Administration Program

Completed courses in Procurement, Business Case Essentials, Mastering the Business Case Process,

Negotiation, State Purchasing Principles and Policies

Selected twice as an Governor's Intern

Interests include: Fishing, The use of Symbolism, Airplanes, Technology, History, Politics, Public Policy, Governmental Regulation & Oversight and Computers

Knowledge, Skills & Abilities

I have advanced skills in written and verbal communication; advanced experience in organizational efficiency & effectiveness; experienced in change management; advanced experience in state & local government legislative affairs; advanced executive level experience in state & local government policy development; advanced experience in state & local government budgeting; experience in organizational leadership and staff development; training and experience in conflict resolution; experience in public outreach and presentations; experience in operations management; experience as a supervisor and manager; experience in project management leadership & evaluation; experience at public speaking; I completed Supreme Court training as a mediator; experienced in Grant writing and evaluation.

I am proficient in a wide array of software applications including the following: WordPerfect, MS Word, MS Excel, LASPBS, MS Visio; MS PowerPoint.

References

Robert Hosay	850-523-2150
Greg Tuberville	850-577-0444
Steve Hebert	850-487-1175
Irene Cabral	850-671-5788
Teresa Tinker	850-487-1884