

RECEIVED APR 19 2011

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p>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 Applications will be discarded if no appointment is made after two years.</p>			
Name: Darlene Long		Date: 4-17-11	
Home Phone: 8506569739	Work Phone: 8505591856	Email: Darlene@remtally.com	
Occupation: Project Manager/consultant	Employer: TCC – teaching algebra		
Please check box for preferred mailing address.			
<input checked="" type="radio"/> Work Address: City/State/Zip:			
<input checked="" type="radio"/> Home Address 4217 Summertree Drive City/State/Zip: Tallahassee, Fl 32311			
Do you live in Leon County? <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, do you live within the City limits? <input checked="" type="radio"/> Yes <input type="radio"/> No Do you own property in Leon County? <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, is it located within the City limits? <input type="radio"/> Yes <input checked="" type="radio"/> No			
For how many years have you lived in and/or owned property in Leon County? <u>46</u> years			
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference			
1st Choice: <u>Status of Women and Girls</u> 2nd Choice:			
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: Culture and Arts ___ Environmental/ Growth Management <input checked="" type="checkbox"/> Health Care ___ Human Relations ___ Human Services ___ Housing <input checked="" type="checkbox"/> Library Services ___ Other Areas _____			
Have you served on any previous Leon County committees? <input type="radio"/> Yes <input checked="" type="radio"/> No			
If Yes, on what Committee(s) have you served?			
How many days per month would you be willing to commit for Committee work? <input type="radio"/> 1 <input type="radio"/> 2 to 3 <input checked="" type="radio"/> 4 or more			
And for how many months would you be willing to commit that amount of time? <input type="radio"/> 2 <input type="radio"/> 3 to 5 <input checked="" type="radio"/> 6 or more			
What time of day would be best for you to attend Committee meetings? <input checked="" type="radio"/> Day <input type="radio"/> Night			
(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.			
Race: <input checked="" type="radio"/> Caucasian <input type="radio"/> African American <input type="radio"/> Hispanic <input type="radio"/> Asian <input type="radio"/> Other			
Sex: <input type="radio"/> Male <input checked="" type="radio"/> Female Age: <u>63</u> Disabled? <input type="radio"/> Yes <input checked="" type="radio"/> No			
District <u>5</u>			
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@leoncountyfl.gov			

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 served on the BOD for 2-1-1 Big Bend for 3 years, Tallahassee Soccer Assoc BOD for 6 years, was math teacher at Rickards for 7 years and dept chair, coached softball, volleyball, and basketball (girls) at Rickards, many offices in Beta Sigma Phi, social/service sorority, captain of several ladies tennis teams, have MS degree in math ed from FSU, am certified Project manager and IT consultant, am a licensed Real Estate Broker for 33 years in Leon Co. I have worked my whole life for equality for women from when I was first told I would be hired to teach math if I were a man. We raised an adopted boy and girl, and 4 foster girls, a niece, and several other boys and girls living with us a short time from Turnabout. I am retired from the state but still teaching at TCC this semester, and may do consulting in the future.

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

Name: Randy Nicklaus Telephone: 850-617-6317

Address: 2-1-1 Big Bend PO Box 10950, Tallahassee, FL 32302

Name: Edwin Lott Telephone: 850-566-8421

Address: 1211 Circle Drive, Tallahassee, FL 32301

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 FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? 9 Yes x No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? x Yes 9 No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? 9 Yes x No If yes, from whom? _____

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? x Yes 9 No

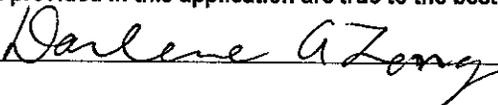
Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? 9 Yes x No If yes, please explain _____

Do you or your employer, or your spouse or child or their employers, do business with Leon County? 9 Yes x No 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? 9 Yes x No

If yes, please explain _____

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

Signature: 

Please return Application

by mail: Christine Coble, Agenda Coordinator
Leon County Board of County Commissioners
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

Project Management Professional – Business Analyst and Data Architect

Experienced in managing projects, business processes, and data related to information technology for diverse government agencies, while using versatile approaches to conflict resolution, risk management, and common sense methodologies.

Responsive and Flexible Team Leader - proficient at adapting to diverse teams and balancing skills and requirements.

- FSPLI Project for DEP – successfully dealt with friction between team members, and balanced technical environment changes imposed by DEP/MIS.
- DEP/DARM EASIIR Project - built cooperation and consensus among district compliance inspectors to determine automated Air Inspection requirements.
- AHCA Wang Migration Project – coordinated programming and system staff assignments to facilitate migration of Hospital Patient Data System to UNIX platform.
- BOR/SUS – conversion to SAMAS statewide accounting system from SUS CORE system, which required the training of staff in NATURAL programming before applying their skills to program conversion.

Detail-Oriented Manager with Strong Follow Through - adept at multi-tasking, delegation, and dogged determination to keep project on track.

- DOH, Tobacco Bureau – guided project through the DOH Governance process and bid the solution for a web application, ATACS, to expedite their activity data collection and tracking of contracted providers. Successful delivery of application on time and within budget.
- Leon County Document Imaging Project – required coordination of vendor assistance, staff programming, and determination of imaging needs for different county offices.
- DEP DARM Applications – coordinated Help calls, application change requests, enhancements, and other related activities that were performed by staff and outside contractors.
- AHCA MIS CIO – handled decisions involving IT direction in agency areas of applications development, network, security, systems, help desk support, and Y2K compliance by conferring with and building consensus among managers and staff.
- BOR/SUS – responsible for application systems support manuals, training, and technical releases to nine university running programs at three regional data centers.

Honest and Experienced Communicator - able to convey information clearly and concisely, and quickly resolve conflicts using emotional intelligence.

- AWI IRORA Project – informed executive sponsors and PMO office as soon as apparent that the scope of the project was beyond funding, and presented alternatives.
- DEP/DARM EPSAP Project – made presentations highlighting the potential of an Automated Permitting process to FDEP District office and facility engineers obtaining their buy in, and continued maintaining communications to sponsors and project team.
- AHCA MIS CIO – consistently discussed agency health initiatives and goals involving technology with state health organizations and technology workgroups.

Education

Darlene A. Long, PMP

home: (850) 656-9739

Darlene@REMTally.com

cell: (850) 559-1856

- Bachelor of Science Degree from Florida State University, Major in Mathematics, minor in Education and Physics (FSU and Padolf Foundation scholarships)
- Master of Science Degree from Florida State University, Major in Mathematics Education, minor in Computer Science. (Math Ed Fellowship)

Certifications

- Project Management Professional PMP certification, July 2006
- Florida Teaching Certificate, expired 1991
- Licensed Real Estate Broker since 1978

Professional Experience

Adjunct Professor, Tallahassee Community College 1/11 – present

- Teaching Intermediate Algebra.

Project Manager, Kyra Infotech 2/10 – 12/10

- Project Manager for rewrite of the PPMTS (Parks Project Management Tracking System) from Oracle forms to JAVA. This was at the Department of Environmental Protection.

Project Manager, IS Consulting 6/08 – 12/09

Department of Health, ATACS Project

- Project Manager for the Bureau of Tobacco Prevention Programs with DOH for their Automated Tobacco Activity Collection System project
- BTPP staff was processing manually the activities to accomplish goals, and strategies for tobacco prevention and cessation that are reported by the contracted providers. ATACS automates and better facilitates this process using an Internet application.

Project Manager, Brandt Information Systems 8/07 – 11/07

Agency for Workforce Innovation, IRORA Project

- Independent Contractor to handle Project Management duties for the Interstate Reciprocal Overpayment Recovery Agreement.
- Assist AWI PMO in establishing standards and processes for use in future project management

MIS Special Projects Coordinator 2/06 – 8/07

Leon County Government

- Development and implementation of Electronic Data Management System project involving the imaging of county documents from multiple departments.
- Managed staff including programmers, clerks, and document scanners.
- Perform business analysis to determine the best way to implement the Hansen vendor software in various business units.

Project Manager, Independent Contractor 1/05 - 11/05

Department of Environmental Protection/Division of State Lands

- Project consisted of creating a new schema on the Oracle 9i platform, loading Florida County Tax Roll data, and developing JAVA web based reports and processing screens.

DEP was in the process of migrating from their standard ISDM to RUP project management.

- Handled all phases of project management following the DEP ISDM for the Florida Statewide Public Lands Inventory Project. (FSPLI)
- Recommended additional staff and coordinated their technical assignments, producing screen prototypes and use case descriptions of their functionality.
- Performed business analysis for Bureau of Invasive Plant Management

Systems Project Administrator

3/99 – 1/05

Department of Environmental Protection/Division of Air Resource Management (DARM)

- Coordinated all application development performed for DARM by outside contractors utilizing Visual Basic programs, Oracle databases, and Active Server Pages.
- Overall Project Manager for large scale projects involving automating compliance inspections, permitting, document management, and other Web-based applications. (EASIR – Electronic Access System for Inspection Information Retrieval, won 2 Davis Productivity Awards) (EPSAP – Electronic Permit Submittal and Process)
- Managed staff support for training, help calls, and other computer related needs of the districts and local area offices, as well as the central office.
- On DEP Data Administration Team for the Integrated Management System(IMS) project.
- Implemented a data dictionary on the Web to update and define Division data.

Bureau Chief of MIS, Agency for Health Care Administration 5/98 – 3/99

- Developed Legislative Budget Requests for AHCA Information Technology issues.
- Reviewed and approved requisitions for all Information Technology related software and hardware purchases.
- Represented AHCA on various State health and technology related workgroups.
- Participated in the development and implementation of agency strategic planning, and other IT Business Management functions.
- Reduced staff turnover by providing incentives in the form of special pay increases, bonuses, improved morale, training, and other innovated retention strategies.
- Developed the Information Technology budget and controlled spending, including several bid processes for software and hardware contracts.
- Guided direction AHCA/MIS including Microsoft Office suite, Exchange Server, NT network platform, Informix and Oracle databases, client-server development with Visual Interdev, Sun UNIX platforms, Internet development, security policies and procedures.

Data Processing Manager Agency for Health Care Administration 8/93 – 5/98

- Reviewed and directed the hiring and performance of consultants on assignment with the agency working on automated systems.
- Directed programmers/analysts in the maintenance, enhancement, and security of health related computer systems for various AHCA divisions.
- Utilized Microsoft Project for IT development projects following AHCA's ISDM.
- Participated in the development of policies and procedures for applications area, including security and data backup recommendations.

- Project leader for the systems migration from Wang to UNIX platform, ambulatory center patient data collection process, and Y2K compliance of legacy systems.
- Performed data modeling functions with the ERWin modeling tool for relational databases, and created data dictionary for defining agency data.
- Directed MIS workgroups on different aspects of operations, security, and standards.
- Participated in creation and review of RFPs and ITNs to determine provider selection for Medicaid and Florida State Employee Health Insurance contracts.

Consultant MIS Software Development

10/89 – 8/93

- Programmed an Applicant Tracking System for Emergency Medical Services.
- Programmed the Inventory Control System. (Dept. of Corrections)
- Enhanced the Program Placement System. (Dept. of Corrections)
- Developed the Court Ordered Payment and Inmate Restitution System. (DOC)
- Project Manager for Bridge Characteristic Inventory Conversion from IMS database to DB2 database structure. (Dept. of Transportation)
- Coordinated CICS batch job submission interface with IEF Case tool system. (DOT)
- Project Manager for DOT while supervising another contractor working on a Permit Tracking System in CICS.

Systems Coordinator / Software Specialist, Board of Regents, SUS

12/80 – 9/89

- Managed the Systems Support area, Standard Software Development Unit of the BOR.
- Coordinated inter-institutional committees on Finance and Accounting, and Purchasing.
- Conducted business analysis to determine the needs and requirements of various areas for computerized management information systems.
- Created Administrative Systems Support Training manuals, and directed the publication of documented procedures, technical manuals, and user manuals.
- Developed and implemented procedures to maintain updated production libraries and provide for their security at the State University Systems three regional data centers.
- Project management, analysis, design, and development for the conversion to SAMAS from the CORE accounting system and the property inventory system.
- Coordinated the project to interface COPES and the State University System (SUS).
- Converted university system files and programs to use VSAM file structure, and maintain their security and data integrity.
- Trained over 120 university personnel to program in NATURAL in one year.
- Prepared and presented papers at CUMREC (College and University computer user's conference) from 1987-89.

Research Associate Division of Community Colleges

7/78 – 12/80

- Responsible for the accuracy, security, and reporting of the data in the Community College Management Information system from 28 community colleges.
- Performed as Systems designer and programmer for a management analysis package, and enrollment projection model, and the College Information Network (COIN).
- Created ad hoc reports for Budget and Finance section written in APL.

Systems Analyst Department of Law Enforcement

4/77 – 7/78

Darlene A. Long, PMP

home: (850) 656-9739

Darlene@REMtally.com

cell: (850) 559-1856

- Maintained COBOL programs for the Criminal History Unit.

Skills

- Self-directed, reliable, energetic, good communicator
- Excellent at organizing and coordinating multiple tasks
- Assumes responsibility, leadership, and makes decisions
- Proficient in various project management philosophies and methodologies
- Follows chain of command, is flexible but maintains focus, and adapts to change
- Superior leadership, negotiation, budgeting, planning, and project facilitation
- Exceptional computer skills and knowledge in systems design and development, software, data analysis, security, and project management
- General knowledge of NT network, UNIX systems, and various databases
- Supports an objective, fair, and rational view of how IT can serve an organization

Professional References

Mark Lundberg, Acting Tobacco Bureau Chief, 850-926-3591 x 114

Joseph Kahn, DEP - Former Division Director for DEP, home: 727-5540

Eric Schweska, DEP – Was Client for FSPLI Project, 521-8242, cell: 322-2344

Edwin Lott, ISC – Was CIO at AHCA, 566-8421

Pat Curtis, Leon County – CIO, 606-5500