

**REGIONAL VICE PRESIDENT  
CHIEF OPERATING OFFICER  
EXECUTIVE DIRECTOR**

**\*USMC – Veteran\***

**PROFILE**

Ambitious and focused operations and business development expert with experience creating strategic alliances with all stakeholders to effectively align with and support key initiatives. Progress-driven planner adept at building and retaining high-performing teams. Leverages effective daily operations planning, budgeting, and resource management to reach operational objectives.

**CONTACT**

703-727-0964  
[kemp323@aol.com](mailto:kemp323@aol.com)

<https://www.linkedin.com/in/brad-baecht-lcam-cmca-ams-pcam-06483b12/>

**KEY SKILLS**

- Policies & Procedures Development & Implementation
- Organizational Management
- Start-up mobilization
- Culture Driven
- Workforce Management
- Business Administration
- Retail Operations
- CRM
- Staff Development
- Conflict Resolution
- Capital & Reserve Planning
- Business, Operations and Accounting Management
- Process Improvements
- Financial Analysis
- Multi-unit Operations Management
- Maintenance Planning
- Social Media Marketing
- Dedicated to Continuous Improvements, Learning
- Accountability
- Emergency Management
- Project Management
- Business Development
- Social Media
- Marketing and Branding

**BRAD  
BAECHT, LCAM, CMCA, AMS, PCAM**

---

**WORK EXPERIENCE**

**Regional Vice President** Jan 2022 to Present  
**KW Property Management & Consulting,  
Palm Beach/Broward/Jacksonville/Orlando/Tampa**

HOA | COA | Country Club | Resort

Spearheaded business development strategies, resulting in \$22m in annual revenue growth. Streamlined operational processes for 7,000+ units and nearly 50 communities while maintaining quality standards. Directed successful mergers and acquisitions, integrating new businesses seamlessly. Developed and implemented comprehensive training programs, contributing to 96% improvement in employee performance as measured by KW's Standards of Excellence KPI's which has led the company for the past 9 months. Nurtured client relationships, achieving increase in client satisfaction and retention. Built and led cohesive teams, fostering a collaborative and results-driven work environment. Conducted market analysis to identify growth opportunities and inform strategic decision-making. Managed end-to-end human resources functions, enhancing employee engagement and retention. Negotiated complex agreements, optimizing terms and ensuring favorable outcomes.

**Chief Operating Officer | Vice President | Executive Director of Property Management** 2015 to 2022  
**Boca West Master Association, Boca Raton, FL**  
**Managing Partner: Boca West Realty and Community Advisors**

**Annual budget: \$17M**  
Large-scale Country Club | 1450 acres | 3,500+ units | 56 Villages | Staff of 80

Manage day-to-day operations. Oversee business planning, champion culture, accounts payable/receivable, payroll, budget development, site management including hiring management staff, onboarding, administering contracts, recruiting volunteers, golf course maintenance, project management, construction, marketing and sales, public speaking, teaching, junior program development, food and beverage, merchandising, fleet management, division maintenance, lakes and wetlands, roads, guardhouses, parks.

**Regional Management Executive** 2014 to 2015  
**Castle Group, Palm Beach County and Broward County, FL**

Property and Association Management Company

Responsible for transition, training, and overseeing the operational, administrative, financial, human resources, maintenance and security functions of luxury residential condominium, country club, master planned, and large-scale homeowner associations.

**PROFESSIONAL AFFILIATION / EDUCATION**

- Florida Licensed Community Association Manager (LCAM) 2012-present
- Club Managers Association of America 2015-present
- Certified Manager of Community Associations (CMCA) 2012-present
- Association Management Specialist (AMS) 2016-present
- Professional Community Association Manager (PCAM) 2019-present
- George Mason University 2008-2012 – BS in Business Administration

- Florida Atlantic University – Certificate in Hospitality and Tourism Management
- Marine Corps Association 2001-present
- Community Associations Institute 2012-present
  - Gold Coast Chapter Board Member 2021-present
  - Social and Member Committee 2017-present

## **ADDITIONAL EXPERIENCE PRIOR TO 2014**

**General Manager**, Associa,  
Centreville, VA *Annual budget: \$14M*

**Property Manager**, Cardinal  
Management Group, Falls Church, VA  
*Annual budget: \$4M*

**Covenants Advisor**, Reston  
Association, Reston, VA

**Corporal – Combat Engineers**,  
United States Marine Corps  
Created and implemented policies,  
standards and procedures governing  
physical security, and guard  
operations. Conducted reviews,  
surveys and evaluations of facilities to  
ensure adherence to policies and  
guidelines. Planned and presented  
various training sessions to personnel  
regarding managing physical security  
programs. Assisted in maintaining  
large fleet of military vehicles.  
Licensed Heavy Equipment Operator.  
Recognized numerous times for  
performance as Heavy Equipment  
Operator.

## **AWARDS / RECOGNITION**

- *Finalist for the 2017, 2018, and 2019 National Manager of the Year*
- *Nominated for the 2014 Castle Group Rookie of the Year*
- *Recognized in the Castle Group Newsletter for role with Mission United*
- *Received Achievement Award's for contribution to perfect annual audits to \$14 million-dollar budget.*
- *Recipient of the 'Gung Ho Marine' in Ft. Leonard Wood, MO for leadership excellence.*
- *George Mason University – Deans List, 4.0 GPA*
- *Best of Boca Raton - 2019*
- *Nominated for 2023-2024 40 under 40 award*

**Sacra Durandisse, MBA, MS, MCAP, LMHC**  
**407-731-6656**  
**sdurandisse@yahoo.com**

**Re: Employment Opportunities**

Dear Sir or Madam:

Enclosed you will find my resume for the position currently available. Please accept my resume as an indication of my interest in joining your organization.

Realizing that a resume cannot fully convey either my ability or desire to work for your organization, I would welcome the opportunity to meet with you personally to discuss the possibility.

I am confident that I possess the experience and the qualification necessary to make an immediate and positive contribution to your organization.

I hope you will consider my resume favorably. I look forward to hearing from you so that we may arrange an interview.

I may be contacted at the address and telephone number listed above.

Thank you for your consideration in reviewing this material and for your forthcoming response.

Sincerely,

Sacra Durandisse

Sacra Durandisse, MBA, MS, MCAP, LPC, LMHC  
407-731-6656  
sdurandisse@yahoo.com

---

**OBJECTIVE:** To obtain a position in a professional environment with the opportunity for growth.

**EDUCATION:**

**WALDEN UNIVERSITY, COLUMBIA, MARYLAND**

Ph.D., Completion Date: Pending  
Clinical Psychology  
Current GPA 3.6

**STRAYER UNIVERSITY, PALM BEACH GARDENS, FLORIDA**

Master of Business Administration, Completion Date: June 2013  
Management  
GPA 3.5/4.0 (Recipient of Medallion Honors Award)

**PALM BEACH ATLANTIC UNIVERSITY, WEST PALM BEACH, FLORIDA**

Master of Science, Completion Date: December 2007  
PSY-Counseling/School Guidance Counseling  
GPA 3.5/4.0 (Honors)

**CERTIFICATIONS:**

LMHC-License Mental Health Counselor: Washington State

LMHC-License Mental Health Counselor: Florida

LPC-License Practical Counselor-Virginia

LMHC-License Mental Health Counselor: Florida

MCAP- Masters Level Certified Addictions Professional-National Certification  
(Issued in Florida)

LCPC-License Practical Counselor-Maryland

**Specialized:**

Maryland Approved Supervisor for License Graduate Professional Counselors LGPC

**COMPUTER SKILLS:**

Microsoft Office: Microsoft Excel, Access, PowerPoint, Word, FrontPage, SPSS Word, Publisher, PowerPoint, Outlook, Kip, Tier, KIPU, ICANOTES, Share-point, and Access Accounting Software

## **EXPERIENCE:**

### **SMD Behavioral Health Consulting Firm, Palm Beach County, FL**

**3/2013- Present**

#### **Consultant/Clinical Services/Psychotherapy/Mental Health/Substance Abuse Counseling**

- Specializes in the creation and implementation for substance abuse and mental health facilities as well as family systems.
- Consulting work includes preparation for CARF (USA), JOINT COMMISSION ACCREDITATION (USA), CJI-JOINT COMMISSION INTERNATIONAL ACCREDITATION (Middle East: DUBAI and SAUDI ARABIA.)
- Chart and Documentation Auditing (Per Best Practice Standards, Per Medical Necessity Insurance Guidelines, Etc.)
- Clinical Training with Clinical Staff regarding Dual Diagnosis Treatment for Substance Abuse Addiction and Treatment, Eating Disorders, Trauma Counseling, Learning Disabilities, Cognitive related Psychiatric Conditions.
- Treating patients who suffer from chemical dependency, mental health, and spectrum disorders.
- Experience from all levels of care including, intensive outpatient treatment, partial hospitalization, residential treatment, detox, transitional living, eating disorders, and trauma settings for those with addiction and mental health diagnoses.
- Clinical review of medical records in accordance with federal, state, local, and job specific agencies, while consulting for startup treatment centers as well as assisting those centers in need of managerial experience while applying or complying with DCF, CARF, AHCA, COA, and joint commission standards of care.
- Conduct psychiatric evaluation for emotional or psychological problems.
- Provide individual and group counseling as needed.
- Monitor clients' progress: coordinate problem cases and point out areas in which guidance and development techniques can be improved.
- Maintain documentation & records.

### **Healthcare Living for Families**

**Windsor Mill, MD 21244**

**3/2024-Present**

#### **PRP Director (Interim position)**

- Manage medical records and request records from outside agencies.
- Complete and track individual rehabilitation plans.
- Complete Authorizations via Optum/Incedo for all adult and child clients in PRP.
- Perform initial and ongoing staff trainings.
- Review client services to meet COMAR and billable standards.
- Provide supervision over PRP Counselors.

- Check for note corrections and release notes.
- Complete monthly PRP spreadsheet and billing sheets for all PRP Counselors.
- Schedule and complete new client intakes.
- Assign new clients to PRP Counselors.
- Reach out to outside agencies and the community for new client referrals into the program.
- Mediate client complaints.
- Participate in weekly multidisciplinary treatment team meetings.
- Engage with on-site/offsite with clients for emergencies.
- Facilitate PRP All Staff meetings once a month.
- Respond to and manage PRP Counselor's concerns regarding case management for any client in PRP, both adults and children.
- Attend one-on-one meetings weekly with Chief Executive Officer.
- Maintain accreditation compliance for PRP and maintain availability for all audits/surveys.

**Unlimited Bounds**  
**Baltimore,MD**  
**Executive Director**  
**5/2023-2/2024**

- Developing an integrated process for planning, policy, and services to ensure a coordinated quality system of care is available to individuals with behavioral health conditions.
- Supports, promotes recovery, resiliency, health, and wellness for individuals who have emotional, substance use, addictive and/or psychiatric disorders.
- Leads and manages the behavioral health system through Clinical Services, Facilities, Operations, and Population-Based Behavioral Health.
- System of care (with a budget of over \$1 Million) includes residential, PHP, IOP, OP level of care dual diagnosis behavioral health programs (Mental Health and Substance Abuse).
- Residential centers for the treatment of adults, Core Service Agencies, consumer organizations, and close collaboration with Medicaid to oversee the community behavioral health system.
- Supports operations.
- Provide leadership in developing plans with the owners, and staff.
- Carrying out plans and policies, planned developed procedures and routines that facilitate the work of the organization and assure a timely human response, to all office communications (phone, email, fax, etc.).
- Oversee programming effectiveness including design, marketing, promotion, delivery and quality of programs, products and services.
- Recommend development of new programs and responses to the community as appropriate to the owners approval.

- Assist with volunteer training. 4. Financial, Tax, Risk and Facilities Management – work with the Finance Committee to develop and recommend the annual budget for owners approval; prudently manage organization’s resources within those budget guidelines according to current laws and regulations.
- Maintain official records and documents, and ensure compliance with federal, state and local regulations.

**Military and Family Life Counseling (MFLC)**

**Leidos, Defense and Intelligence Group Contractor for The Department of Defense’s (DoD’s)**

**Position in: Iwakuni, Japan**

**May 2022-January 20223 (Contract Position)**

- Build support coalitions with military support systems such as Family Readiness, Family Advocacy, Exceptional Family Member Program and more.
- Promote skill-building, readiness and resilience through approved, evidence-based materials and tools that instill capabilities for better health and wellness.
- Give presentations and briefings to service members and military leadership at military-connected community events.
- Build rapport with military families through community outreach that creates awareness about the importance of counseling services.
- Provide support for military service members returning from deployment with reintegration to civilian life and reunion with their families.
- Become an integral part of the military leadership community that shapes our nation’s future.
- Face-to-face counseling to military service members and their families (Individual, Couples, Family, and Children).
- Visibility at assigned installation, supporting military-connected students, parents and staff.
- Recommending appropriate referrals and handoffs based on your experienced differential clinical skills to military and community resources according to the needs of military service members and their families.
- Developing and/or using approved counseling, training and education programs and materials.
- Communicating information regarding trends and issues at assigned installation to Team Leads.
- Participating in regular in-service training or other contract activities as assigned.
- Participating in installation and community events.

**Center for Discovery**

**Enumclaw, WA**

**06/2020- 04/2021-(Laid off due to Covid)**

**Discovery Mood and Anxiety**

**Tacoma, WA**

**Program Director**

**10/2021-04/2022**

**Program Director**

- Overseeing all aspects of the program to ensure quality.
- Initiating any quality improvement measures that may be necessary.
- Supervising weekly Treatment Team Meetings to ensure consistent and effective communication between treatment team members, proper oversight of client development and progress and to ensure a team approach is utilized in the treatment of our clients.
- Monitoring and assessing staff morale and building team spirit and continuity; intervening and addressing any staff-related issues that are presented.
- Participating in the interview process in a collaborative fashion to determine the appropriateness and qualifications of prospective staff members.
- Providing adequate and ongoing training of facility employees, and sufficient oversight/supervision to ensure that all services are in keeping with the Discovery Mission Statement.
- Providing bi-monthly in-service trainings to all Professional and Counseling treatment staff.

**Areas of development and in-service training include but are not limited to:**

- Diagnosis and Assessment
- Group Therapy
- Milieu Management
- Communication Skills
- Evaluating and apprising each member of the professional staff; completes a written narrative clearly identifying strengths, weaknesses, and goals for the coming year. These reviews to be completed after the first three months of employment and yearly thereafter.
- Contributing to effective teamwork by working independently with staff to combine their skills and energies in a focused manner and in keeping with the Discovery Mission Statement.
- Completing utilization reviews, overseeing primary therapist process of utilization review, and assisting in the process of ensuring that all client stays are covered in some way (i.e., insurance, private pay, etc.).

- Ensuring full adherence to the policy and procedure manual.
- Ensuring adherence to health code policies, JACHO and licensing regulations. Provides oversight of any/all audits, as necessary.
- Working with staff and facility manager to arrange coverage of all shifts, ensuring adequate staffing is provided. Adjusting staffing to match census when necessary.
- Serving as a positive role model to treatment staff, employees, clients, and guests by maintaining a positive, caring, and professional attitude.
- Maintaining a client caseload as appropriate to census; assigning client cases based upon match with each therapist; providing individualized and family therapies as needed.
- Co-leading process groups and/or any additional clinically oriented groups on an as-needed basis.
- Providing oversight of all other groups conducted.
- Participating in the marketing plan as requested.
- Maintaining collaborative relationships with outpatient treatment team professionals.
- Conducting facility tours for professionals in the community or families, as necessary.
- Complying with the employee dress code and ensuring program staff does the same.
- Completing tasks in a timely and accurate manner.
- Establishing and achieving realistic goals within the position.
- Attending designated meetings and/or conference calls.
- Providing on-call support in conjunction with clinical staff and providing ultimate oversight when necessary.
- Participating in supporting Discovery in Recovery and/or Parent Support/Alumni Groups.
- Maintaining the confidential nature of resident and related activities.
- May be required to travel to other facilities to attend trainings from time to time.

**Turning Winds Academic Institute**

**Troy, MT**

**Clinical Director/Utilization Review Specialist**

**January 2019 – February 2020 (One-year Contract)**

- Demonstrates knowledge of child development, psychopathology, trauma-informed and relationally based treatment, and evidence-based treatment modalities and translates this knowledge into classroom-based psycho-educational interventions as well as individual, group, and family therapy and crisis intervention designed to promote positive social and emotional development, increase healthy and effective coping skills, improve functioning at school, and increase student self-understanding.
- Collaborates with Admissions Coordinator to ensure that intakes are assigned and completed in a timely manner.
- Conducts initial evaluations, performs mental status exams, accurately diagnoses, and develops and presents clear clinical formulations that are specific, attainable behaviorally oriented treatment plans, and identifies and provides therapeutic interventions appropriate to specified problems.
- Provides guidance and consultation to interdisciplinary team regarding the effective implementation of therapeutic programs within the educational program.

- Serves as a role model for staff to promote strong work ethic and the use of evidence-based trauma informed relational approaches/models of intervention with youth and families, as well as other staff members.
- Provides clinical support and leadership across all teams as needed.
- Provides clinical services to designated number of students.
- Facilitates communication between guardians, classroom staff and school-based psychiatric provider for medication reviews.
- Assists in the development of the client's (student's) Individual Educational Plan (IEP) and provides discipline related mandated services in compliance with the IEP.
- Provides clinical supervision to clinical staff and clinical trainees.
- Provides orientation to new clinical staff.
- Provides guidance, intervention, and direction in clinical emergency situations. Assists clinicians and staff in hospitalizations and mandated reporting situations. Orders and participates in emergency safety interventions (i.e., restraint and /or seclusion) when needed.
- Reviews and edits clinical documents and reports.
- Completes risk assessments and Functional Behavioral Assessments as needed for students across the program.
- Completes psychological evaluations as assigned if a psychologist.
- Communicates in a positive, effective manner with all clinical, educational, and administrative service providers and provides clinical consultation to classroom staff.
- Completes performance evaluations for supervised clinical staff.
- Identifies potential risk factors and taking measures to reduce those risks in the milieu through reinforcement of positive and safe behaviors, trauma-informed and relationally based therapeutic interventions, and reporting of suspected child abuse/neglect, according to agency policies and procedures.
- Trains and participates in emergency safety interventions authorized and approved by the agency when a student presents with an imminent safety concern.
- Serves as a trainer for one of the training programs provided to staff.
- Orders restraint/seclusion if a student demonstrates an imminent safety concern, in accordance with agency practice.
- Continues to develop knowledge and understanding about the history, traditions, values, family systems, and artistic expression of groups served as well as uses appropriate methodological approaches, skills, and techniques that reflect an understanding of culture

with Executive Director and Program Directors.

- Perform qualitative chart audits as required to ensure compliance.
- Review and modify all Policy and Procedures on an annual basis and modify when required.

### **Maabar Social Consultancy, Jeddah, Saudi Arabia**

#### **Consultant-Clinical/Program Director**

**December 2016-February 2017 (2 Months Direct Consultant Contract)**

**February 2017-December 2019 (Virtual/Remote Consultation)**

- Responsible for the recruitment, retention, discipline, evaluation, and training of all clinical department staff members.
- Ensures that clinical services are delivered according to policy and procedures.
- Participate, as part of the senior management team, agency planning and implementation of new programs or clinical services.
- Evaluate all pre- or post-admission clinical data to coordinate treatment services on all clients admitted to our center.
- Consult with admissions team as needed to ensure potential admissions meet inclusion criteria for admission.
- Ensure that all services being provided are following HIPAA, JCI, KSA Ministry of Health.
- Communicate with families or referral sources as deemed appropriate.
- Coordinate all training for staff in conjunction with Executive Director and Program Directors.
- Perform qualitative chart audits as required to ensure compliance.
- Review and modify all Policy and Procedures on an annual basis and modify when required.

### **Graces Way Recovery, West Palm Beach, FL**

#### **Clinical Substance Abuse Counselor**

**5/2014-12/2016 (Full Time)**

- Conduct clinical assessments, treatment, case management, consultation, referral, and education
- According to the individual's professional discipline.
- Conduct psychosocial evaluations and provide therapeutic interventions including crisis counseling to individuals, groups and families as needed to facilitate.
- Evaluate the individual and family systems.

- Assess client's functioning within work, family and routines of daily living and identifies areas needing continued support, resources, and treatment in order to assist clients.
- Develop, implement, and maintain partnerships with other community providers.
- Maintain case records to reflect course of treatment and provide required documentation.
- Provide follow-up and aftercare planning services as needed. Expeditiously discharges inactive clients.
- Attend staff meetings, supervisory conferences, and other activities, which ensure the smooth functioning of clinical operations.

**South Bay Correctional Facility/**

**Correctional Health Care Companies/Geo Care, South Bay, FL**

**Mental Health Specialist**

**12/13- 7/2014 (Contract position)**

- Conduct mental health assessment as necessary, make recommendations regarding the client's Mental Health/Psychiatric treatments, and evaluation for emotional or psychological problems.
- Provide personal and social adjustment counseling on an individual basis to inmates within the prison system.
- Monitor inmate mental health progress, and coordination with clinical staff on inmate treatment.
- Monitor clients' progress: coordinate problem cases and point out areas in which guidance and development techniques can be improved.
- Maintain documentation & records.
- Promote the development of positive social skills through modeling appropriate behaviors and intervening when inappropriate behaviors are observed.
- Maintain accountability of staff, clients, and property; adhere to safety practices.

**Correctional Health Care Companies, Delray Beach, FL**

**Mental Health/Substance Abuse Counselor**

**7/12- 3/2013 (Contract position)**

- Review client health information, conduct mental health assessment and make recommendations with regard to the client's treatment, recommending medical or psychiatric evaluation for emotional or psychological problems.

- Provide personal and social adjustment counseling on an individual and group basis in coordination with Administration, Parole authorities and other facility programs.
- Monitor clients' progress: coordinate problem cases and point out areas in which guidance and development techniques can be improved.
- Maintain documentation & records.
- Promote the development of positive social skills through modeling appropriate behaviors and intervening when inappropriate behaviors are observed.
- Maintain accountability of staff, clients, and property; adhere to safety practices.

**Legacy Behavior Health Center, West Palm Beach, FL**

**Substance Abuse Specialists**

**4/11-2/2012 (10 Month Contract position)**

- Assist the Clinical Director as needed in the areas of state and CARF inspections, staffing meetings and concerns, and other areas as needed
- Oversees client services and ensures compliance with established program standards and service delivery objectives.
- Serves as a resource to assigned staff in identifying and resolving complex case problems.
- Assumes client caseload in response to workload or staffing shortages.
- Provide comprehensive therapy to individual within the Haitian community who has been affected by the earthquake in their country.
- Provide counseling to clients with substance abuse history/mental health related conditions
- Provide individual counseling to clients with substance abuse history/mental health related conditions.
- Facilitate substance abuse groups, anger management groups, and conflict resolution groups, to individuals and families.
- Conduct comprehensive mental health psychological assessments on the individuals on my caseload.
- Participate in the development of individual treatment plans and treatment plan reviews, to meet the needs of the clients.

**Happy Home Child Learning Center, Alexandria, VA**

**School Social Worker (1-year Contract position)**

**6/09-6/10 (1 Year Contract position)**

- Conduct cognitive observations/assessments on children, as needed.
- Conduct individual and group counseling with students and their families as needed.
- Work collaboratively with teachers, school director, and outside agencies in order to establish more effective strategies and techniques, to improve good social skills.
- Develop and implement necessary systems to promote academic growth.
- Documents all direct and collateral contacts into the school records.
- Advocates and negotiates internal and external systems on behalf of the student within the scope of academic services consistent with professional standards

**Westwood College, Annandale, VA**

**Adjunct Professor/Criminal Justice/Psychology**

**6/09-12/09 (Part-Time)**

**Courses Taught Include:**

- Courses Taught: Introduction to Psychology
- Courses Taught: Mental Health Issues in the Criminal Justice System
- Develop and manage syllabus materials.
- Responsible for selecting and compiling tests, assignments and/or online discussion exercises that permit measurement of performance relative to standardized learning objectives.
- Responsible for reviewing any textbook and other courseware changes with the academic department.
- Facilitate Class Instruction.
- The adjunct professor is responsible for teaching the assigned class in accordance with learning objectives and session plan outlines specified by the academic establishment.
- Evaluate Student Performance.

**Fairfax County/Crossroads, Kingstown, VA**

**Substance Abuse Counselor II**

**8/08- 3/09**

- Provide comprehensive therapeutic services for residence.
- Develop and implement interventions for relapse prevention.
- Documents all direct and collateral contacts into the psychiatric/medical records.
- Participate in treatment planning conferences to assist in identifying the progress a resident has made, towards complete drug and alcohol rehabilitation services.
- Provide individual counseling to clients within a residential drug and alcohol treatment program.
- Facilitate substance abuse groups, anger management groups, and conflict resolution groups, to the residence within the residential treatment program.
- Participate in the development of individual treatment plans and treatment plan reviews, to meet the needs of the clients.

**Treasure Coast Forensic Treatment Corrections Center/Geo Care**

**Indian-town, FL**

**Lead-Forensic Social Worker**

**7/07- 8/08**

- Provide comprehensive therapeutic services and complete biopsychosocial summaries for ITP and NGI residence.
- Develop and implement interventions for barriers to discharge list.
- Documents all direct and collateral contacts into the psychiatric/medical records.
- Advocates and negotiates internal and external systems on behalf of the resident within the scope of clinical training and consistent with professional standards.
- Participate in treatment planning conferences to assist in identifying the progress a resident has made, towards becoming competent to proceed with court trail for pending criminal charges.

**4/03-4/04 & 12/06-6/07**

**Sago Palm Academy, Pahokee, FL**

**MH Coordinator/Lead Substance Abuse Counselor**

- Delivers behavioral health and co-occurring substance abuse services to adolescents, children, and their families, including the severely mentally ill population, within a multidisciplinary team.
- Provide individual counseling to youth with Substance Abuse history/Mental Health related conditions, within a level 8 residential treatment program.
- Facilitate Substance Abuse groups, anger management groups, and conflict resolution groups, to the youth in the residential juvenile treatment program.
- Conduct comprehensive mental health psychological assessments on the individuals on my caseload.
- Participate in the development of individual treatment plans and treatment plan reviews, to meet the needs of the clients.
- Participate in treatment planning conferences to assist in identifying strengths and weaknesses of the clients.
- Responsible for developing individualized treatment and education plans.
- Administer SASSI, MAYSI evaluations as needed.

**SUMMARY:**

Bilingual in Creole (Haitian language) and conversational French. Volunteer Services, Christ Fellowship Palm Beach Gardens, FL-Children's Disabilities Ministry.

Bradley Gotshall  
4709 Buck Run Ln.  
Harrisburg, PA 17110

## **CONFIDENTIAL APPLICATION**

To whom it may concern:

My love of local government began during my senior year in high school, during which period I ran successfully for council in my hometown, eventually serving two terms. Throughout that period, I also had a chance to intern for PA State Senator David Argall, both in his district and capitol offices. At one point, I was experiencing local government (with my work as council member), county government (working with the Schuylkill County Treasurer's office), and state government (interning with Senator Argall) all at once – more government than anybody should have to experience at any one given moment!

Although considerably younger than the great majority of current municipal managers, many of whom will be competing against my resume for this very role, I hold more experience in the field of local government than almost any of them, as a percentage of my years of life. While my resume indicates a propensity to “job-hop”, as I have heard, it shows a deeper quality of myself than is able to be shared on paper. With the number of communities I have led, comes many varieties of experience of local government administration issues. In terms of Pennsylvania municipal governance, I have seen it all: from the administration of the very small (Red Hill Borough – 2,300 residents) to the second-largest Township of the Second Class in Pennsylvania (Lower Paxton Township - 53,000 residents) to college towns (Millersville Borough and Indiana Borough).

With each of these communities, my commitment to local government has been evident: ensuring that the elected officials are as informed and educated as possible, providing for the most effective and efficient delivery of municipal services, excelling the transparency of government operations, and executing a fair, equitable policy of personnel administration. Beyond the niche qualities needed in each distinct community, these key functions of a municipal manager often cannot be learned; they are inherent to the individual and require years of cultivation and practice.

As Borough Manager of the Borough of Red Hill, although only for a very short period of time, I led a charge to modernize and branch out. Finally, the Borough accepts credit cards as a form of payment, is a member of PLGIT for the first time – employing the Procurement Card system, adding an efficient, accountable purchasing structure - and is using technology more than ever before to create a more efficient internal operation. The Borough, through my direction, changed the long-standing solid waste and recycling collection practices, moving towards a more equitable and financially responsible system. For the first time, the Borough also began to utilize a Capital Improvement Plan, to realize long-term projects and capital purchases.

During my tenure as Manager of the Borough of Indiana, I got the unique chance to guide a municipality that serves as host to a public university, the Indiana University of Pennsylvania (IUP), a chance that many municipal managers don't often get, especially at my age. In this role, I have worked to modernize Borough operations, working to accept credit cards online and in Borough Hall; joining as a member of PLGIT, employing the Procurement Card system; and implementing a mass notification system. For the first time, the Borough, through my initiative, implemented a 5-year Capital Improvement Plan, and passed a complete budget package that will work to be a communicative tool, expressing the story behind the figures.

Indiana Borough provided me invaluable experience, overseeing a workforce of 55 plus full-time employees, 18 part-time employees, a \$13.3 million budget (general fund \$6.3 million), and balancing a town-gown relationship that often comes with a share of high stress, and little cooperation.

Today, I serve as Manager of the Township of Lower Paxton, the largest municipality in Dauphin County (13<sup>th</sup> largest municipality in the Commonwealth) and a suburb of the City of Harrisburg. In this capacity, I oversee an organization of approximately 225 employees with an all-funds budget of approximately \$83 million. This position has given me wonderful exposure to leading one of the larger municipal organizations in Pennsylvania. With such an opportunity, it has been my goal to implement many much-needed organizational and operational changes in order to bring about the most transparent and efficient organization possible. To date, I am in the process of bringing about a reorganizational plan with the goal of realigning workflow and correcting terrible workplace inefficiencies; addressing multiple convoluted budgeting practices that have threatened the concept of public finance transparency; organizing and properly ensuring municipal assets that have for quite some time been unrepresented; and modernizing operations to take advantage of technology.

In addition to the initiatives described hereinabove, I have also begun the process of implementing the Township's first CDBG Entitlement Program (having recently crossed the entitlement status population threshold) and career fire department, both of which include ensuring our community invests in a prosperous housing stock, economic development functions, and broadly ensuring a safe, healthy living environment for our residents.

While my career is marked with a number of municipal stops along the way, the one constant is my absolute adoration for local government; I love what it represents, and I love what it is able to accomplish when administered properly. I humbly, but aggressively will defend my decade-plus career in this field against anybody my age, or with more experience, for that matter.

I thank you for your time and consideration and look forward to a chance to discuss my qualifications with you.

Sincerely,  
Brad Gotshall

## EDUCATION

<b>Pennsylvania State University</b> – Bachelor of Science, Public Policy	2015
<b>Pennsylvania State University</b> - Master of Arts, Public Administration	2021

## EXPERIENCE

**PA Dept. of Community & Economic Development – Peer Consultant (Contracted)** 2022-Present

Contracted by the Pennsylvania Department of Community & Economic Development's Governor's Center for Local Government Services to perform peer consulting services for municipalities within the Commonwealth's Southeast region. Consulting services performed include technical assistance in the functional areas of administration and financial services.

**Township of Lower Paxton – Township Manager** November 2018 - Present

Population: 53,000; Annual Budget (2025): \$100 million; Total Staffing: 173 Full-Time, 69 Part-Time.

Departments of the Township include Administration, Finance, Community Development, Public Safety (Police, Fire), Public Works, Sewer, Parks and Recreation, and Economic Development.

*Selective achievements include:* implementation of the first Capital Improvement Plan; creation and implementation of a new mixed-use zoning district ordinance at a key intersection of the Township – working with the land-owner on visioning of the parcels; ending each fiscal year of my tenure with a cash surplus; establishment of the 'Employee Engagement Committee'; executed two of the Township's largest bond issues in its history, each worth over \$55 million, two years in a row; implantation of the first CDBG Entitlement Program.

**Borough of Millersville – Borough Manager, Secretary, & Treasurer** January – November 2018

Population: 8,383; Annual Budget (2018): \$8.77 Million; Total Staffing: 29 Full-Time, 9 Part-Time.

The Borough of Millersville is the host municipality to Millersville University, a PASSHE system school. Departments of the Borough include Administration, Code Enforcement & Zoning, Police, Streets & Parks, and the Wastewater Treatment Department (overseeing the treatment plant).

**Borough of Indiana – Borough Manager, Secretary, & Treasurer** January 2017 – December 2017

Population: 13,981; Annual Budget (2018): \$12.9 Million; Total Staffing: 70 +.

The Borough of Indiana is the host municipality to The Indiana University of Pennsylvania (IUP), a PASSHE system school. Departments of the Borough include Administration, Code Enforcement, Planning & Zoning, Police, and Public Works (including a wastewater treatment plant).

**Borough of Red Hill – Borough Manager, Secretary, & Treasurer** 2016-2017

Population: 2,472; Annual Budget (2017): \$900,000; Total Staffing: 6.

**County of Schuylkill – Office Manager, District Attorney** 2014-2016

*Clerk Typist, County Treasurer* 2012-2014

**Elected, Frackville Borough Council – President Pro Tempore & Vice President** 2010-2016

## INTERNSHIPS

**State Senator David G. Argall (R-29)** – Tamaqua, PA 2009–2010; 2013

## MEMBERSHIPS

**Pennsylvania Municipal League**, statewide Legislative Committee; Southcentral District Alt. 2019-Present

**Association for Pennsylvania Municipal Management**, Vice President At-Large (Central) 2022-2024

**Pennsylvania State Association of Boroughs**, statewide Executive Board Alternate 2016

**Schuylkill County Boroughs Association**, Secretary; President 2015-2016

# Andrew Linko

Madeira Beach, FL 33708

[linknet24ps5jd\\_y9j@indeedemail.com](mailto:linknet24ps5jd_y9j@indeedemail.com)

+1 734 752 0820

## Professional Summary

---

Request position as an Electrician.

## Work Experience

---

### **Township Supervisor**

Charter Township of Brownstown-Brownstown, MI

December 2008 to April 2022

Supervisor is elected, term is 4 years. Voting member of Township board. Supervise daily Township business. Moderates board and annual meetings. Chief assessing officer (if certified). Secretary to board of review. Voting member for poverty relief. Township's legal agent. Must maintain records of supervisor's office. Develops Township budget. Appoints some commission members. May call special meetings. May appoint a deputy. Officer of election committee. Caretaker of township assets.

### **Journeyman Electrician**

FORD MOTOR COMPANY-Woodhaven, MI

May 1996 to October 2021

Inspect, construct, calibrate, adjust, modify, install, test, troubleshoot, repair and maintain electrical, electronic systems and equipment on stamping presses, automation, robots, PLC's.

Interpret blueprints, wiring and ladder diagrams, schematics, and sketches. Program robots and PLC's. Run conduit and feeder circuits.

### **Construction Electrician**

U.S. NAVAL RESERVE-Vienna, OH

August 1993 to August 2001

Supervise E-1, E-2, and E-3's. Install, maintain, repair telephone, high and low voltage electrical power distribution systems, street lighting, fire alarm, public address, interior wiring, erect poles, string wire and install transformers. Appointed Unit 23 clerk/messenger for unit communications, correspondence. Computerized, updated personnel record, evaluation for ms.

### **Journeyman General Electrician**

ALCOA, INC-Cleveland, OH

August 1994 to May 1996

Inspect, construct, calibrate, adjust, modify, install, test, troubleshoot, repair and maintain electrical, electronic, fluidic, pyrometric, and combustion control systems and equipment.

Operated transportation equipment and material handling as required. Interpret blueprints, wiring and ladder diagrams, schematics, and sketches. Program robots and PLC's.

### **Journeyman Electrician**

CSC INDUSTRIES, INC.-Warren, OH

August 1978 to August 1994

Inspect, repair, replace, troubleshoot, and maintain electrical equipment throughout the plant. Interpret blueprints, wiring diagrams, and sketches. Passed written and practical exam for Journeyman level. Transferred from Chem lab. Use AB PLC's.

## Education

---

### **MBA in Leadership Studies**

Baker College - Flint, MI

September 1999 to June 2002

### **Public Speaking and Human Relations**

Dale Carnegie

April 1994

### **BSAS in AAS, Electrical Engineering Technology, Labor and Technology**

Youngstown State University - Youngstown, OH

June 1985 to December 1992

## Skills

---

- Programmable Logic Controllers
- Stamping Press
- Electrical Experience
- Low Voltage
- Blueprint Reading
- Schematics
- Troubleshooting
- Fabrication
- Equipment Repair
- Cabling
- Computer Networking
- HVAC
- Communication skills
- Budgeting
- Programmable logic controllers
- Schematics
- Leadership
- Industrial equipment
- Quality control
- Manufacturing
- Construction
- Customer service
- Profit & loss

- Blueprint reading
- Computer networking
- Human resources
- Mechanical knowledge
- Maintenance
- Plumbing
- DocuSign
- Electrical systems
- Supervising experience
- Report writing
- Organizational skills
- Compliance management
- NEC
- Industrial electrician experience
- High voltage
- Electrical wiring
- Sensors
- Commercial electrician experience

## Certifications and Licenses

---

### **Journeyman Electrician**

#### **Driver's LicL520018591420ense**

March 2022 to April 2030

#### **Driver's License**

March 2021 to Present

### **Electrician Apprentice**

## **Fernando A. Vazquez, PE**

177 Ocean Lane Drive  
Unit 310  
Key Biscayne, FL 33149  
fernandovazq@gmail.com  
954-261-7188

### **Executive Summary**

Dynamic and results-driven municipal leader with over **35 years of experience** in public administration, infrastructure development, and executive-level management. Proven track record of leading diverse city departments, implementing strategic initiatives, and ensuring fiscal accountability while improving public services and fostering economic development. Skilled in **policy development, budget oversight, community engagement, and cross-departmental collaboration** to achieve organizational excellence.

Expertise in delivering transformative public works and infrastructure projects, including transportation, water and sewer systems, stormwater management, and coastal resilience. Adept at working with elected officials, regulatory agencies, and stakeholders to ensure alignment with community goals and government objectives.

### **Core Competencies**

- Executive Leadership and Organizational Management
- Strategic Planning and Policy Development
- Budget Oversight and Fiscal Accountability
- Economic Development and Community Relations
- Municipal Infrastructure and Utilities Management
- Cross-Departmental Collaboration and Team Building
- Emergency Management and Disaster Recovery
- Public-Private Partnerships and Funding Strategies

### **Professional Experience**

**Director of Operations – Southeast US and LATAM, TYLin**

## **June 2022 – Present** | Miami, FL

- Oversaw regional operations and business development for public infrastructure, coastal resilience, and utilities projects across the Southeast U.S. and Latin America.
- Managed multimillion-dollar budgets and coordinated across multidisciplinary teams to achieve project delivery excellence.

## **Senior Vice President, CES Consultants**

### **August 2015 – March 2019** | Miami Lakes, FL

- Directed municipal and regional infrastructure projects, including multimillion-dollar public works improvements.
- Developed organizational capacity by building cross-functional teams and enhancing staff performance.

## **Director – Capital Improvements Projects, Miami Beach**

### **April 2011 – May 2013** | Miami Beach, FL

- Directed the planning, implementation, and oversight of a **\$2.6 billion Capital Improvement Program**, delivering transformative projects in transportation, stormwater management, and public utilities.
- Collaborated with elected officials, city staff, and stakeholders to align CIP initiatives with strategic objectives.

## **City Engineer, Miami Beach, FL**

### **March 2005 – April 2011** | Miami Beach, FL

- Provided executive leadership for citywide infrastructure projects, including water and sewer systems, stormwater improvements, and coastal restoration initiatives.
- Developed and implemented the **Miami Beach Stormwater Master Plan**, later adopted by Miami-Dade County.

## **Director of Public Utilities, Dania Beach, FL**

**January 2003 – March 2005** | Dania Beach, FL

- Managed the city's water and sewer systems, including developing the **Water and Sewer Master Plan**, encompassing upgrades to treatment plants, pipelines, and storage tanks.
- Oversaw day-to-day utilities operations while ensuring regulatory compliance and efficient service delivery.

## **Assistant City Engineer, Fort Lauderdale**

**June 2002 – January 2004** | Fort Lauderdale, FL

- Oversaw the **\$1 billion Park Bond Program**, ensuring timely delivery of recreational infrastructure projects.
- Directed infrastructure improvements under the **WaterWorks 2011 Program**, modernizing water and sewer systems citywide.

## **Senior Manager, Jacobs Engineering**

**1995 – 2000** | Boston, MA

- Managed regional infrastructure projects, including the design and implementation of large-scale transportation and public works systems.
- Directed multidisciplinary teams to deliver projects on schedule and within budget.

## **Education**

### **Florida Institute of Technology**

Bachelor of Applied Science (B.A.Sc.), Ocean Engineering

### **Harvard University**

Certificate in Public Policy and Planning

## **Licenses and Certifications**

- **Florida PE License: #60517**
- Certificate in Public Policy and Planning, Harvard University

## Key Achievements

- **Strategic Planning and Budget Management:**
  - Managed annual budgets exceeding \$500 million, ensuring fiscal accountability and resource optimization across city departments.
  - Developed and implemented policies that improved operational efficiency and enhanced public services.
- **Municipal Leadership and Cross-Department Collaboration:**
  - Coordinated with department heads, elected officials, and community stakeholders to achieve consensus on complex municipal projects.
  - Strengthened organizational culture by fostering collaboration and accountability across diverse teams.
- **Public Infrastructure Delivery:**
  - Delivered transformative public works projects, including neighborhood water and sewer upgrades, stormwater improvements, and transportation system enhancements.
  - Directed the development of the **Mass Transit and Multimodal Plans** for Miami Beach, integrating public transit with pedestrian and bike infrastructure.
- **Emergency Management and Disaster Recovery:**
  - Played a pivotal role in disaster recovery during **Hurricanes Katrina and Wilma**, leading damage assessments, restoration efforts, and FEMA coordination.
  - Ensured continuity of essential services during crises through proactive planning and swift response.
- **Community Engagement and Economic Development:**
  - Promoted economic growth by aligning infrastructure investments with community development goals.
  - Spearheaded public outreach initiatives to build trust and transparency with residents and stakeholders.