

Fire Chief

22+ years’ experience in leading high-impacting fire and EMS program initiatives.

Accomplished, dedicated, and goal-oriented Fire and EMS services professional with an extensive background in developing and leading key program initiatives focused on fire/EMS service, emergency management, safety, and budget management. Skilled in analyzing program positions to identify and remediate operational and safety gaps. Talent for providing effective transformational leadership driving enhanced resource management, efficiency, program growth, and effectiveness. Collaborative communicator capable of cultivating key relationships across community agencies to promote best practices and expanded emergency resources.

Areas of Expertise

- Fire & EMS Operational Leadership
- Budgeting
- Project Planning & Management
- Incident Command
- Continuous Improvement
- Hazardous Materials
- Emergency Management
- Strategic Analysis & Planning
- Leadership & Development
- Resource Management
- Change Management
- Relationship Management
- Fire Prevention
- Training & Facilitation

Professional Experience

League City Fire Department, League City, TX
Executive Director

Fire Chief, 2021 – September 27, 2024

Responsible for the Fire Directorate, which includes the following divisions (Fire, EMS, Community Risk Reduction, and Neighborhood Services). As the Fire Chief, I oversee the delivery of fire suppression, rescue operations, hazardous materials responses, inspections, review of construction plans, investigations, emergency management planning, and public education programs that include a total of 145 volunteer firefighters, 62 full-time personnel and a combined budget of \$12 million.

Responsibilities include:

- ♦ Managing daily operations of the League City Fire Department by interacting with city staff and volunteers, creating policies and procedures, reviewing daily operations, and managing maintenance of fire stations, grounds, and fire and medical equipment.
- ♦ Manage and work collaboratively with personnel at emergency scenes.
- ♦ Create a long-term staffing plan established with the City Manager to ensure the city maintains emergency services necessary for growth.
- ♦ Attend and contribute as necessary to city meetings, including council meetings, volunteer business meetings, and city staff meetings.
- ♦ Develop a departmental budget and ensure adherence throughout the fiscal year.
- ♦ Create a long-range plan for the department by evaluating the operations, equipment, apparatus, staffing, and facilities, including the departments and city’s anticipated future needs.

Denton County Emergency Services District No. 1 (Formally Argyle Fire District), Argyle, TX

Denton County ESD #1

Assistant Fire Chief, 2013 – August 2021

Responsible for the management of the operations budget and personnel staffing. Attend meetings with Denton County ESD #1. Oversee the performance and development of fire operations, serving as the Operations Chief, Fire Prevention Chief Officer, and Training Chief. Facilitate educational sessions on fire prevention and firefighting. Provide strategic leadership and mentorship to fire department staff. Experience in data analysis for fire/EMS response and strategic plans. Develop and implement incident command strategies ensuring alignment with current practices and personnel safety. Respond to major incidents. Plan and coordinate safety and emergency strategies for special details. Serve as part of the Texas Emergency Management Assistant Team (TEMAT). Deliver instruction in NIMS ICS 300 and 400.

- ♦ Instrumental in successfully responding to major incidents, including Hurricane Harvey, as an Ambulance strike team leader and as (M-IST) Medical Incident Support Team Member with EMTF-2.
- ♦ Entrusted to plan Safety and Emergency initiatives for Former Secretary of State Rex Tillerson.
- ♦ Recipient of the 2012 Officer of the Year Award, 2015 Fire Chief's Citation Award, and various lifesaving awards.
- ♦ A key contributor to the successful coordination of one of the largest Active Shooter Drills in North Texas.
- ♦ A key contributor to the successful reduction of the fire district ISO rating from a 4 to a 3.
- ♦ Obtained the Executive Fire Officer (EFO) designation from the National Fire Academy.
- ♦ Deployed to the Town of Quanah and Foard County with EMTF and TFS for two wildfires as a Medical Unit Leader working with a Type 1 Incident Management Team.
- ♦ TIFMAS FF Type 1 certified
- ♦ Open TIFMAS Engine Boss Task Book
- ♦ Open Medical Unit Leader – Wildland Task Book

Argyle Fire District, Argyle, TX

Division Chief/Fire Marshal, 2007 – 2013

- ♦ Effectively instructed city council members on the importance and the return on investment of residential fire sprinkler systems.
- ♦ Delivered education to citizens on wildfire damage prevention and management.
- ♦ Effectively instructed city council members on the importance of adopting a fire code fee schedule.
- ♦ Conducted Pre-plans, fire inspections, fire plan reviews, and gas well inspections.

Argyle Fire District, Argyle, TX

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EMS Captain 2006 – 2007

- ♦ Selected to serve as the EMS Captain, effectively managing inventory procurement and CQI EMS reports.
- ♦ Responded to Fire/EMS incidents

Argyle Fire District, Argyle, TX

Firefighter, 2002 - 2006

- ♦ Responded to Fire/EMS incidents

Denton Fire Department, Denton, TX

Driver/Engineer-Paramedic, 2012 - 2016

Conducted rescue operations as a member of the TEEX TTF-1 Swift Water Team. Investigated suspected arson cases. Performed duties associated with EMS response and Fire Suppression. Instructed departmental staff on HazMat management, reporting, and operations, ensuring up-to-date best practices.

- ♦ Promoted to Driver/Operator for a Quint company providing HazMat operations.
- ♦ Recognized through the receipt of EMS lifesaving awards.

Denton Fire Department, Denton, TX

Firefighter-Paramedic, 2006 - 2012

Tarrant County Community College, Fort Worth, TX

Adjunct Instructor, 2007 - 2013

Provided comprehensive instruction as a subject matter expert (SME) in Vehicle Extrication, Confined Space, and Heavy Machinery, as well as Swift Water Rescue Technician courses, focused on developing and enhancing skill sets of the local departments and response teams. Served within the Special Operations Division and as the Hazmat Technician.

Coppell Fire Department, Coppell, TX

Firefighter/Paramedic, 2005 - 2006

Education

Bachelors in Fire Administration
Associate of Applied Science in Fire Science
Columbia Southern University

Credentials

Emergency Medical Technician - Licensed Paramedic | **EFO, National Fire Academy** | Chief Fire Officer Designation, CPSE Accreditation | Fire Service Chief Executive Officer Graduate, Texas A&M (TEEX) | Fire Service Executive, Texas Fire Chiefs Association | EMS Instructor | TCOLE Peace Officer | Command & Control of Incident Operations National Fire Academy | NIMS ICS 300 and 400 Instructor

Training & Development

Firefighter Master | Driver Operator – Pumper | Hazardous Materials Technician | Hazardous Materials Incident Command | Fire Officer IV | Fire Instructor III-Master | Arson Investigator | Fire Inspector Intermediate | Incident Safety Officer | Wildland Firefighter | Confined Space Rescue Technician | Rope Rescue Technician | Trench Rescue Technician | Swift Water Rescue Technician | Heavy Machinery Technician

PROFESSIONAL SKILLS

Budget Management

As a member of the City of League City administrative team, I work together to forecast and prepare our \$12-million Fire Directorate operating budget. I have managed the administrative and operations budget since 2021 and work with the City Administration and elected officials to create new programs, create replacement plans for capital items, and add a second staffed stipend engine and a second Peak-time ambulance.

Strategic Planning

As part of the administrative team, we work together to create a strategic plan for adding more fire stations, hiring and placing new apparatus in service. We have successfully obtained the First Responder EMS designation for our fire department, we are the first and only department in Galveston County to offer whole blood emergency services to our community. We currently have a plan in place for additional fire stations, replacing apparatus, and adding a second Peak-time ambulance to handle the calls. Costs for city services, apparatus, fire stations, and equipment have increased, so it's important for us to have a plan in place to forecast capital expenses and be financially responsible.

Emergency Medical Task Force

I am a current/active member of EMTF as a M-IST. I have experience in state deployments for disasters, operating as an Ambulance Strike Team Leader, M-IST, and as a Med-L for wildland fire deployments.

Incident Management Experience and Training

I have broad experience as an Incident Commander with all types of incidents, from basic EMS calls, to mass casualty MVAs, to multi-alarm structure fires and large-scale incidents. I have received additional training from the National Fire Academy on incident management and have been involved with many EOC activations operating at the City of League City EOC. I am also a member of the Texas Emergency Management Team and a member of the East Texas IMT type 3 team. I have deployed as an IMT member to a tornado in East Texas.

Hazardous Materials Experience/Training

I am an experienced incident commander who has managed fire department hazardous materials teams within a large suburban community. I have experience as the incident commander of hazardous materials incidents. I am trained as a TCFP Hazardous Materials Incident Commander, TCFP Hazardous Materials Technician Level with hazardous materials specialty certifications.

Volunteer, Career and Part-time Firefighters

I have experience with volunteer, part-time, and career firefighters. Being a combination fire department I have supervised volunteer, part-time, and full-time members throughout my career, I understand the challenges with recruiting, training and maintaining a viable program.

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Wildland firefighting

I have experience with wildland firefighting and am a current member with TIFMAS. I have a FF type 1 credential through TIFMAS and have an open Engine Boss and Medical Unit Leader Task Book. I have commanded multiple multi-alarm grass fires and have implemented a Wildland Urban Interface program for our community.

Swift Water Rescue

I am a former Texas Task Force 1 swift water team member and made multiple deployments as a swift water team member.

City and State Officials

I possess extensive experience collaborating with city council members, city managers, and other municipal leaders. I have a proven track record of crafting and delivering professional presentations to city council members. Furthermore, I have demonstrated expertise in providing testimony at the state capitol and engaging with state representatives on behalf of the Emergency Service District.

Training

I have experience developing, implementing, and delivering a wide range of training programs, including firefighter training, EMS, safety, and NIMS 300 and 400. I was an adjunct instructor at Tarrant County College and also served as a training liaison officer with the Denton County Fire Chiefs. I hold a level 3 Master's certification as an instructor. Additionally, I have designed and administered promotional examinations for driver/engineer, lieutenant, and captain positions.

Fire Prevention

I have experience developing an effective fire prevention program and recommending fire code amendments to multiple town councils. I have worked with several town councils to help the emergency services district pass the residential fire sprinkler ordinance, establish a fire plan review fee schedule, and create an ordinance for gas well requirements and inspections. Additionally, I have worked as a fire/arson investigator and have handled multiple arson cases with the district attorney's office. I also have experience conducting fire inspections, pre-plans, and implementing a program to certify our company officers as fire inspectors to conduct inspections while on duty.

Technical Skills

During my career, I've had many opportunities to use various computer software programs common to the fire service, including Microsoft Windows operating systems, Microsoft Office applications, Fire and EMS Incident Records Management, Computer-Aided Dispatch (CAD), and Web EOC. I have experience researching and recommending new fire RMS, staffing, and equipment check programs so our department can operate efficiently.

ORGANIZATIONS

Texas Fire Chiefs Association
Volunteer Director with the Texas Fire Chiefs Association
International Fire Chiefs Association
International Firefighters Association
Center for Public Safety Excellence
Clear Creek Community Church
League City Rotary Club

PROFESSIONAL REFERENCES

Donna Welsh Ret. Town Administrator-Town of Copper Canyon

[REDACTED]

Brad Lahart Battalion Chief-City of Denton

[REDACTED]

[REDACTED]

Tommy Cones City of League City Councilman

[REDACTED]

[REDACTED]

Sean Saunders City of League City Councilman

[REDACTED]

[REDACTED]

Nicole Smith Assistant Fire Chief - EMS

[REDACTED]

[REDACTED]

PERSONAL REFERENCES

Shane Rutledge Driver/Engineer-City of Denton

[REDACTED]

[REDACTED]

Cody Miller Assistant Fire Chief – Denton County ESD No.1

[REDACTED]

[REDACTED]

Sam Johnson Captain -Denton County ESD No.1

[REDACTED]

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