#### Fire Chief

A dynamic, service oriented professional with over 35 years' fire service experience. Community-focused leader dedicated to continuous improvement of emergency medical services, firefighting capabilities, training, and response. Key player in developing long-term strategy, programs, and policies that exceed national standards. I have strong leadership qualities with a diverse background in the fire service.

Demonstrated leadership and technical skills in all areas of Fire, EMS, and Rescue Services including: Incident Command | EMS | Special Operations | Technical Rescue | Fire Suppression | HAZMAT | Safety and Health | Strategic Planning | Fire Training Academy | Marine Operations | Fire/Explosive Investigations | Bomb Squad/K-9 Operations | Officer Training | Labor Relations

## **QUALIFICATIONS OVERVIEW**

#### **Education:**

- Graduated the Anne Arundel County Fire Academy
- Graduated the Anne Arundel Community College Cardiac Rescue Technician Program (Medic)
- Graduated the Anne Arundel County Police Academy
- Graduated the Federal Bureau of Investigation Hazardous Devices School (Bomb Technician)
- Anne Arundel Community College Associate of Arts Degree, Criminal Justice (1994)
- University of Maryland Baccalaureate of Science Degree, Fire Science (1998)
- Johns Hopkins University Master of Science Degree, Management (2007)
- Johns Hopkins University Fire and EMS Executive Leadership Program, Certificate (2007)

Highlights of Certifications: Certified Fire Officer IV, Certified Instructor III, Fire Inspector II, Fire Investigator, HAZMAT-Technician, EMT B, Health & Safety Officer, Hazardous Devices Technician-Bomb Technician (complete certifications list available upon request)

**Budget Management**: Operating and Facilities Budgets and Grant Management/Administration with an annual budget of \$17 million.

### **Emergency Management/Strategic Planning**

- Intricately involved in developing the City of Annapolis' Emergency Management Plan; strategic planning on disaster response/management.
- Assisted in developing City's response to Homeland Security planning determined hazards and response to weapons of mass destruction
- Assisted in developing City of Annapolis' terrorism response program in collaboration with Annapolis Fire
  and Police Departments conducted vulnerability assessments of high risk buildings and developed policy;
  acquired grant funding for preparation, implementation, and training exercises.

# **Event Management/Incident Command**

- Assist, oversees and creates all incident action plans and assists with the strategic planning, management security, and emergency response for all special events in the City.
- Assisted with Incident Action Plans for various events including: Presidential and dignitary visits, U.S. politicians, entertainers, Naval Academy athletic events, community marathons, and concerts.
- Incident Commander for various special events.

• Directed on-scene command for multiple alarm fires | Provided on-scene command for fire, HAZMAT, water rescues, mass casualty incidents, vehicle rescue, and technical rescue scene management.

## Public Safety/Firefighter Safety/Code Enforcement

- Served as Fire Marshal for City of Annapolis with oversight in the Code Enforcement Division buildings, inspections, and restaurant openings.
- Commander of Fire and Explosive Unit with oversight of Fire/Arson Investigation and Bomb Squad activities.
- Public Information Officer
- Created numerous operating procedures and policies pertaining to emergency medical services, firefighter and public safety.

### Instructor/Training

- Certified Instructor III and Maryland State Emergency Service Instructor—Taught firefighting, management, rescue, EMS, Hazardous Materials (all disciplines) at the Maryland Fire and Rescue Institute through the University of Maryland and local fire academies.
- Created in-service training programs for fire fighters/EMS and law enforcement throughout the City, County and State.

#### PROFESSIONAL EXPERIENCE

### ANNAPOLIS FIRE DEPARTMENT, MARYLAND - 1986 to present

### **Department Statistics**

Annapolis is a center for business and government for the State of Maryland and Anne Arundel County, a popular visitor destination and a recreation boating hub. Home of the United States Naval Academy and St. John's College (the third oldest institution of higher learning in the U.S.), Annapolis is the site of a wide variety of special events and cultural activities.

Demographic: 7 square city miles/suburban development, 15 miles of shoreline

Population: 39,000 residents with over 2 million visitors annually

Personnel & Facilities: 3 City stations, 1 County/City shared station, 140 full-time personnel, 30 volunteers,

Response: 13,000 per year

Shared Resources: United States Naval Academy Fire Department, Anne Arundel County Fire Department

#### **Key Accomplishments**

- Acting Fire Chief of the Annapolis Fire Department
- Assisted with achieving ISO Class I rating for the Annapolis Fire Department. One of only 2 Class I departments in the state of Maryland.
- Directed initiatives and succeeded in the Annapolis Fire Department earning national accreditation.
- Revised, edited, and updated the department's policy manual bringing all administration, operations, FIB, and EMS operations into federal and state regulatory compliance.
- Initiated the Fire Marshal's Office Explosive Detection Canine Program after conducting a needs assessment. This program was initiated with funding provided by public donations. To date, the department has placed four Explosive Detection Canine teams into service with outside funding sources. Saving the City of Annapolis approximately \$52,000.
- Created the Annapolis Fire Marshal's Office Explosive Services Unit. This is a Nationally Accredited Bomb Squad that has enhanced explosive services throughout the State of Maryland.
- Successfully supported an initiative for Federal Grant funding for the bomb squad. The City of Annapolis was awarded a \$320,000 grant to increase the response capabilities of the squad.
- Successfully lobbied the State Legislature to change the law regarding the authority of City of Annapolis Fire and Explosive Investigators. This legislation clarified the authority of these investigators and certified them as police officers under Maryland law.

### **Career Progression**

#### Deputy Chief - April 20, 2017-Present

Second in commander of the department overseeing all emergency and support operations consisting of 140 personnel

- Charged with planning, directing and administering all programs throughout the department.
- Developed and supported departmental budget of \$17M
- Acted as Chief of the department in the Chief's absence.

### Deputy Chief - 2007-March 1, 2017 (Retired)

Second in commander of the department overseeing all emergency and support operations consisting of 143 personnel

- Charged with planning, directing and administering all programs throughout the department.
- Developed and supported departmental budget of \$13M
- Acted as Chief of the department in the Chief's absence.

#### Battalion Chief - 2005-2007

Managed operating budget | Progressive level of responsibilities, supervisory, and management oversight in Administration/Technical Services, Special Operations, and Shift Command.

Management oversight of the:

- Fire Marshal's Office
- Fire and Explosive Services
- Administrative Section
- Maintenance Division
- Development and Implementation of Department Goals
- Budget Preparation and Management
- Grant Proposal and Administration

#### Captain - 2002-2005

- Prepared, submitted and managed administrative budget, submitted grant proposals
- Managed, planned, directed Fire Marshal's Office
- Directed and planned Public Information and Education Activities
- Fulfilled Safety Officer responsibilities
- Managed Annapolis Special Emergency Team (Tactical Medical Unit)
- Oversaw day to day fire station operations and maintenance
- Provided on-scene command in response and rescue operations

## Emergency Services Instructor - Maryland Fire Rescue Institute - October 1997 - Present

- Lead and Support Emergency Services Instructor Firefighter Courses
- Lead and Support Emergency Services Instructor Fire Officer and Management Courses
- Taught at regional Fire and Police Academy's
- Instructor Evaluator

#### **Prior Positions**

Company Officer/Lieutenant, 1998-2002 Fire Fighter First Class, 1990-1998 Firefighter/Medic, 1986-1990

### **Community Service**

 Operation Santa – Collecting and distributing gifts for needy children in the Annapolis, Baltimore Metropolitan Area

- Muscular Dystrophy Association Participated and collected funding in support of the Muscular Dystrophy Association
- Advisory Committee Light House Shelter
- Peninsula Athletic Association Assistant Baseball Coach

### **Professional Affiliations**

- International Association of Fire Chiefs
- International Association of Bomb Technicians and Investigators
- United States Police Canine Association
- International Association of Arson Investigators, Maryland/DC Chapter
- Maryland Arson and Explosive Investigators Association
- Annapolis Firefighters Emerald Society

#### **Honors & Distinctions**

- Exemplary Performance
- Unit Citations
- Letters of Commendation
- John Paul Jones Fire Safety Award
- Multiple letters of appreciation on file
- Member Training Team