



Travis County Commissioners Court Agenda Request

MEETING DATE: December 16, 2014

PREPARED BY/PHONE NUMBER: Deone Wilhite 512-854-9111

ELECTED/APPOINTED OFFICIAL/DEPT. HEAD: Commissioner Ron Davis, Pct. 1

COMMISSIONERS COURT SPONSOR: Commissioner Ron Davis, Pct. 1

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON APPOINTMENT OF SHAWN BARNES TO THE BOARD OF COMMISSIONERS OF EMERGENCY SERVICES DISTRICT (ESD) NO. 12 FOR THE TERM JANUARY 1, 2015 THROUGH DECEMBER 31, 2016.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See Attachments

STAFF RECOMMENDATIONS:

Please approve

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 1 Office	Ron Davis	Completed
County Judge's Office		
Commissioners Court		

November 4, 2014

The Honorable Ron Davis
Travis County Commissioner, Precinct 1
PO Box 1748
Austin, TX 78767

Shawn Barnes
12404 Waterford Run Way
Manor, TX 78653

Re: Emergency Services Commissioner Appointment – TCESD No. 12

Dear Commissioner Davis,

I am writing today to ask for your consideration of an appointment to the Travis County Emergency Services District No. 12's Board of Emergency Services Commissioners. My research indicates that one of the Commissioner's term expired last year and is serving until a replacement named, and another Commissioner's term expires as of December 31, 2014. I have attached my resume for consideration.

I am a new resident in the Manor area and am interested in serving my community. Nevertheless, I am not new to Emergency Services Districts and their unique needs and challenges - especially in communities facing rapid growth and annexations as we are seeing in Central Texas. I have over 20 years of experience in fire and emergency services from both a volunteer and a career standpoint.

I served as an Emergency Services Commissioner for the Bastrop County Emergency Services District No. 1 from its inception in 2002 through 2011 when I moved out of the District. During that time I assisted in the oversight and transformation of a completely rural volunteer fire department to the first ever combination career/volunteer department with a Fire Chief in Bastrop County's history. In conversations with residents within TCESD 12's service area, as well as conversations with fire service personnel throughout Travis County, I believe I have the experience to contribute to maintaining the ongoing work of the ESD and helping prepare for future challenges this, and all ESDs, will face.

I am happy to meet with you or your staff in person or via telephone, if desired, to answer any questions you may have. I will follow up with you soon to see if you need anything further. Until then, please feel free to contact me if needed. I am available by telephone at (512) 497-9030 or email at shawn@shawnbarnes.org. Thank you for your time and consideration.

Respectfully,



Shawn Barnes

Shawn Barnes, ENP, RPL

12404 Waterford Run Way
Manor, TX 78653
512-497-9030
shawn@shawnbarnes.org

Summary of Qualifications

I have a broad range of experience in public safety and public safety administration with an emphasis in the fire service and emergency management, as well as private sector experience. I have a strong desire to serve my community in a position that allows me to make a positive impact on the community and others I serve. I am an open-minded person always looking for areas to improve.

Employment History

9-1-1 Operations Coordinator

July 2004 to Present – Capital Area Emergency Communications District/Capital Area Council of Governments, Austin, TX

- Oversee network and technical operations of a 9-1-1 system serving 2.1 million residents in 10 counties
- Provide oversight and resolution to 33 9-1-1 centers with technical issues, operations, and best practices
- Ensure compliance of 9-1-1 contracts/Inter-local Agreements, policy, and procedures
- Develop testing plans for equipment deployments, recovery, and quality improvement
- Plan, develop and deploy contingency/disaster recovery plans for 9-1-1 centers
- Oversee design, deployment, operation, and maintenance of wireless 9-1-1 and VoIP location technology in the 10 county Central Texas region
- Oversee compliance to FCC requirements for 9-1-1 in VoIP, wireless, and traditional 9-1-1 service
- Plan transition to IP based 9-1-1 services

Communications Director

March 2001 to July 2004 - Bastrop County Sheriff's Office, Bastrop, TX

- Oversaw a multi-jurisdictional 9-1-1 center operations/administration
- Developed, maintained, and oversaw operational standards for 9-1-1 center communications
- Managed 800 trunked and VHF radio systems
- Planned communications center expansion
- Assisted in development of County-wide Emergency Management Plan
- Directed 16 employees
- Hostage Negotiator/Crisis Intervention Team Member

Store Manager

August 1990 to March 2001 - McDonald's

- Responsible for customer service levels
- Administered training program
- Directed all aspects of business operations and profit management
- Managed 70 employees including selection and develop of management team

Education

August 1992 to May 1993 - San Jacinto College, Deer Park, TX

- Fire Protection Technology
 - Texas Commission on Fire Protection, Structural Firefighter

- Emergency Medical Technician – EMT- B
 - Texas Department of Health
- May 1993 to June 1997 - McDonald's Corporation, Oak Brook, IL*
- Completed McDonald's Advanced Business Management Operations Curriculum (Hamburger University)

Other Experience and Qualifications

- National Emergency Number Association (NENA)
 - Emergency Number Professional – ENP
 - Member – Converged Services Working Group
 - Member – NG Data Transition Working Group
 - Member – LVF/ECRF Working Group
- International Association of Public-Safety Communications Officials (APCO)
 - President, Texas Chapter – 2013/2014
 - Board of Officers, Texas Chapter – 2009-2014
 - Registered Public Safety Leader – RPL
 - Chairperson – Texas Chapter, Education Committee
- National Academy of Emergency Dispatch
 - Senior Emergency Fire Dispatch Instructor
 - Emergency Fire Dispatcher “Q” Certification
- Texas Commission on Law Enforcement (TCOLE)
 - Licensed Instructor
 - Advanced Hostage Negotiator/Crisis Intervention Certification
 - Telecommunicator
 - Crisis Negotiations
 - TDD/TTY
- National Fire Protection Association (NFPA)
 - Instructor II
 - Fire Officer I, II
 - Incident Safety Officer
- Texas State Firefighter's & Fire Marshall's Association (SFFMA)
 - Advanced Firefighter
 - Incident Safety Officer
 - Departmental Health & Safety Officer
- National Fire Academy
 - Strategy and Tactics
 - National Incident Management System (NIMS)
- Commissioner, Bastrop County Emergency Services District No. 1 - 2002-2011
- Proficient in Microsoft Office
- Firefighter/Officer
- Texas Association of Regional Councils
 - Chairperson – Converged Services Technical Committee
 - Member – Equipment Replacement Committee
- Member of Texas 9-1-1 trainers forum
- Member Public Educators of Texas

Professional Organizations

- Association of Public Safety Communications Officials (APCO)
- National Emergency Number Association (NENA)
- Texas State Firefighter's and Fire Marshall's Association

References

References are available on request.



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COMMISSIONERS COURT SPONSOR: Commissioner Ron Davis, Pct. 1

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION ON REAPPOINTMENT OF BRIAN RAYGON TO THE BOARD OF COMMISSIONERS OF EMERGENCY SERVICES DISTRICT (ESD) NO. 12 FOR THE TERM JANUARY 1, 2015 THROUGH DECEMBER 31, 2016.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

See Attachments

STAFF RECOMMENDATIONS:

Please approve

ISSUES AND OPPORTUNITIES:

None

FISCAL IMPACT AND SOURCE OF FUNDING:

None

REQUIRED AUTHORIZATIONS:

Commissioner Precinct 1 Office	Ron Davis	Completed
County Judge's Office		
Commissioners Court		

Commissioner Ron Davis:

I would like to formally express my interest to renew my commitment and volunteer as an Emergency Services District#12 Board of Commissioner for Travis County. I have been a Commissioner since March 2014 and my term will expire on December 31, 2014. In a nutshell, the experiences provided me opportunities to see, feel and work along side with the men and women of ESD# 12. Finally, it gave me an outlook as an ESD# 12 resident on the strengths, weakness, opportunities and strengths of the district.

I have attached my resume for your review. Let me know if you have further questions.

Sincerely,

Comm. Brian B. Raygon

Brian Ballena Raygon

13713 Glen Mark Drive • Manor, Texas 78653 • (512) 739 – 3387 • braygon@tcesd12.com

Objective: To continue volunteering and renew my commitment as one of the Board of Commissioners for Travis County Emergency Services District (ESD) #12

Background Overview

- Completed, coordinated and supervised royalty audits on Oil and Gas companies, leasing with the State of Texas (collected audit billings are deposited into Permanent School Fund)
- Coordinated, managed and led transition to TeamMate Audit Software
- Received merit increases or promotions every year since May 2001, earned an MBA while working more than 40 hours per week
- Spearheaded fund-raising activities and collected \$3,000 for family members, relatives and friends that were directly affected by Super Typhoon Haiyan in Guiuan, Philippines in 2013
- Currently an Active Half-Marathon Runner

Professional Experience

Board of Commissioner, March 2014 through Present
Travis County Emergency Services District #12

- Oversee the Operation, Financial and Strategic Planning Activities of the district
- Actively participate in the monthly ESD Meetings, including emergency and executive sessions
- Currently residing in Shadowglen Manor, Texas

Minerals Audit Coordinator, February 2014 through Present
Texas General Land Office (GLO), Austin, Texas

- Performs audits and limited reviews that are highly complex in nature or large in scale
- Coordinates royalty audits done by State, Federal and Contract Auditors (including risk assessment for the oil and gas leases and maintenance of audit inventory for future audits)
- Provides independent technical reviews on audit work-papers and State's Annual and Quarterly Mineral Valuations work-papers
- Serves as Audit Resources Liaison to State and Contract Auditors

Senior Auditor (Auditor VI), March 2010 through January 2014
Texas General Land Office (GLO), Austin, Texas

- Performed highly advanced and/or managerial auditing work on State Oil and Gas leases, which include conducting, planning, scheduling, reviewing audits done by other auditors, developing audit strategies and reporting results to management
- Provided guidance, oversight and technical expertise to the Director, Manager, Legal Staff, other State and Contract Auditors in conducting GLO's oil and gas royalty compliance audits and identifying areas susceptible to royalty underpayments
- Coordinated audit efforts with GLO's experts such as Field Inspectors, Petroleum Engineers, Geologists and Attorneys for the purpose of understanding activities of oil and gas operations and finding resolutions to audit billings and exceptions
- Trained and oversaw Mineral Auditors in Houston, Texas and supervise other auditors in conducting audit fieldwork and field site visit

Audit Team Leader, December 2007 through February 2010
Texas General Land Office (GLO), Austin, Texas

- Provided supervision, oversight and guidance to Field, MMS and Desk Auditors in conducting oil and gas royalty compliance audits, which include assignment of audits, development of workplan and audit strategies, review audit progress and prepare employee performance evaluation
- Communicated Audit Team's Performance, which include preparing Bi-weekly Reports and Quarterly LBB Measures to Audit Director and Executive Management, briefing newly hired Director and meeting with auditee(s) and their attorneys to discuss audit findings, how those findings were derived and finding resolution to settle the outstanding audit billings
- Coordinated audit efforts with GLO's experts such as Field Inspectors, Petroleum Engineers, Geologists and Attorneys for the purpose of understanding activities of oil and gas operations
- Acted as the training coordinator for current audit staff, which include identifying training needs for audit staff, developing training presentation materials for GLO's audit program, statutes, regulations and techniques for assessing additional royalties and providing in-house training for TeamMate audit software and GLO's auditing procedures
- Assisted with the Agency's financial statement process, which include developing audit claims, responding to inquiries made by financial reporting staff, consultants and external auditors, and providing oversight to the preparation of quarterly/annual Mineral Valuation

Senior Auditor (Auditor VI), June 2007 through November 2007
Texas General Land Office (GLO), Austin, Texas

- Performed highly advanced and/or managerial auditing work on State Oil and Gas leases, which include conducting, planning, scheduling, coordinating, and reviewing audits and reporting results to management

- Provided guidance and assistance to assisting and other lead auditors, which include supervising the work of others, reviewing workpapers and developing audit strategies
- Coordinated and communicated the collection of outstanding audit billings and resolution of audit issues with Legal Services, auditee and assisting auditors
- Demonstrated exemplary and consistent performances, can-do attitude and technical expertise, which led to Audit Team Leader promotion

Lead Auditor (Auditor III), May 2004 through May 2007
Texas General Land Office (GLO), Austin, Texas

- Performed moderately complex auditing work on State Oil and Gas leases, which include examining and verifying oil and gas royalty accounting records to ensure legal compliance with state statutes and agency regulations
- Provided assistance and lead review on assisting auditors with limited input from my supervisor
- Coordinated and communicated the collection of outstanding audit billings and resolution of audit issues with Legal Services, auditees and assisting auditors
- Demonstrated exemplary and consistent performances, can-do attitude, dedication and hard work, which led to three-level position promotions (from Auditor III to Auditor VI)

Staff Auditor, May 2001 through April 2004
Texas General Land Office (GLO), Austin, Texas

- Performed entry-level auditing work on State Oil and Gas leases, which include examining and verifying oil and gas royalty accounting records to ensure legal compliance with state statutes and agency regulations
- Assisted in the collection of outstanding audit billings and provide recommendations to resolve audit issues
- Performed and complete special projects on time
- Demonstrated consistent and outstanding performances, can-do attitude and hard work, which led to merit increases, bonus and two promotions

Associates, April 1999 through April 2001
1129 Wal-Mart, Austin, Texas

- Interned as a Manager Trainee and provided assistance to Assistant Managers in the daily operations of hard line product departments
- Managed Toys Department, which include ordering, monitoring and assisting inventory specialists in filling up and stacking department's merchandises
- Worked and volunteered as a cashier, sales associates and inventory specialists when needed

Education

MBA-Business Administration (2003 – 2009)
Texas State University-San Marcos

San Marcos, Texas

BBA-Accounting (1996 – 2000)
St. Edward's University
Austin, Texas

Skills

- Proficient in TeamMate Audit Management Software, GLO's Geographic Information System (GIS) Web, PI Dwrights, DrillingInfo, Excel, Pivot Table, Word PowerPoint and Access Database
- Certified TeamMate EWP User and Champion
- Ability to manage and complete multiple tasks on time
- Dedicated, self-starter and goes above and beyond on any assigned tasks and objectives
- Completed six Half-Marathon Races since 2013