

Women's Advisory Board

Applicants At-A-Glance

Six (6) Terms

Name	District	Gender	Ethnicity
Acuna, Shante	3	Female	Hispanic
Alexander, Dayna	1	Female	African American
Anderson, Darryl	2	Male	Other
Banka, Mythili	1	Female	Asian or Pacific Islander
Barfield, Renee	4	Female	African American
Barnette, Phyllis	5	Female	African American
Craft, Satoria	5	Female	Other
Dell, Christina	5	Female	Caucasian/Non-Hispanic
Fowlkes, Tanya	1	Female	African American
Jonas, Kaovny	6	Female	Asian or Pacific Islander
Lee, Caitlyn	4	Female	Hispanic/Caucasian
Nunez, Ingrid	1	Female	Hispanic
Scott, Sharon	6	Female	African American
Sullivan, Holly	3	Female	Hispanic/Caucasian

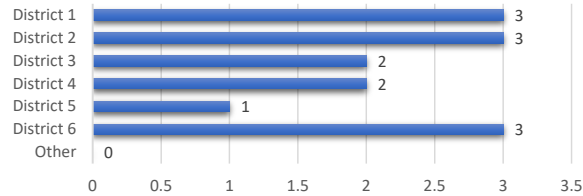
Note: There are five (5) unexpired terms and one (1) full three-year term available on the Women's Advisory Board. Terms will be distributed in the order the application was received.

WOMEN'S ADVISORY BOARD DEMOGRAPHICS

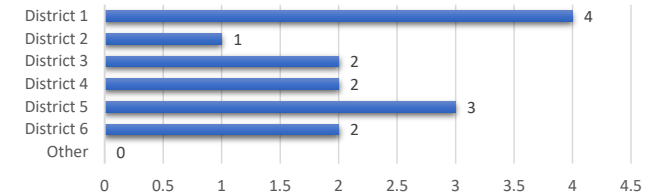
Districts

	Members	Applicants
District 1	3	4
District 2	3	1
District 3	2	2
District 4	2	2
District 5	1	3
District 6	3	2
Other	0	0
Total	14	14

Members by District



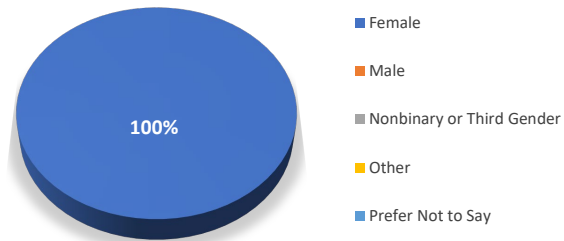
Applicants by District



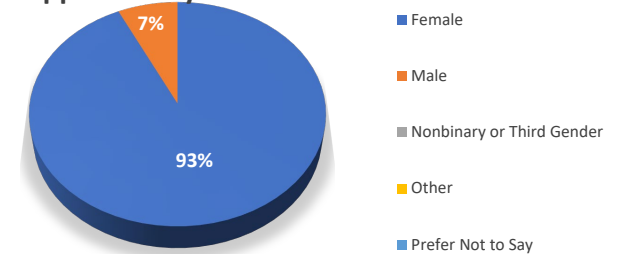
Gender

	Members	Applicants
Female	14	13
Male	0	1
Nonbinary or Third Gender	0	0
Other	0	0
Prefer Not to Say	0	0
Total	14	14

Members by Gender



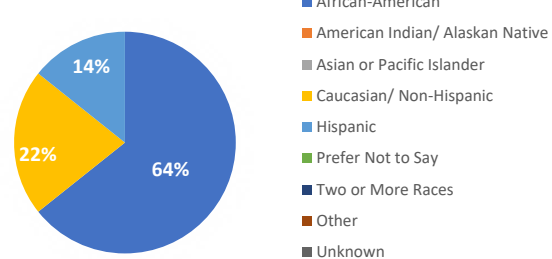
Applicants by Gender



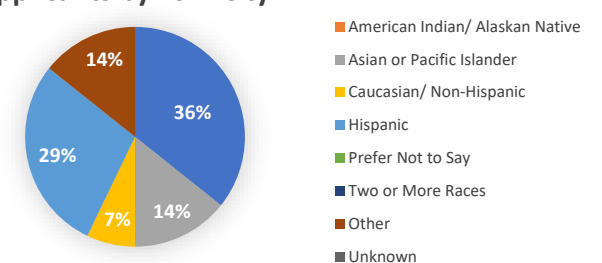
Ethnicity

	Members	Applicants
African-American	9	5
American Indian/ Alaskan Native	0	0
Asian or Pacific Islander	0	2
Caucasian/ Non-Hispanic	3	1
Hispanic	2	4
Prefer Not to Say	0	0
Two or More Races	0	0
Other	0	2
Unknown	0	0
Total	14	14

Members by Ethnicity



Applicants by Ethnicity



Recommendation Statement



MECKLENBURG COUNTY

COMMUNITY SUPPORT SERVICES

MEMO

TO: Mecklenburg Board of County Commissioners

FROM: Denawa Deniece, Chair of the Women's Advisory Board

DATE: February 11, 2026

RE: Recommendations for Nominations to the Women's Advisory Board

We are aware the Mecklenburg Board of County Commissioners is considering applicants for vacant positions on the Women's Advisory Board. We have reviewed the applications submitted and wish to make the following recommendations based on the individuals' qualifications, background, and indicated willingness to serve. Ultimately, we understand the Board of County Commissioners can appoint anyone they deem qualified to serve.

Applicants recommended:

- Dayna Alexander (District 1) – A long-time resident of Mecklenburg County, Ms. Alexander's background indicates she is well-versed in the public sector with heavy emphasis on women's issues.
- Satoria Craft (District 5) – Ms. Craft's application indicates a background in advocacy for youth and underserved communities. Her law and litigation background will bring a helpful perspective to the board.
- Tanya Fowlkes (District 1) – Ms. Folks' application conveyed energy and passion specific to the mission of the Women's Advisory Board. Her reasoning for wanting to join the board was compelling.
- Holly Sullivan (District 3) – Ms. Sullivan's application highlights her heart for community and service, as well as a diverse skillset that will benefit the board.
- Sharon Scott (District 6) – Ms. Scott's application indicates prior board experience and a diverse skillset that will benefit the board.
- Kaovny Jonas (District 6) – Ms. Jonas' application conveyed passion, drive, and awareness of women's issues. Her experiences and background in immigration will benefit the board.

If you have any questions or require additional information, please feel free to contact the Women's Advisory Board Chair, Denawa Deniece at denawa.alberti@gmail.com.

Statement to Applicants

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Profile

Shante L Acuna
First Name Middle Initial Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

shante.acuna@gmail.com
Email Address

12205 westbury glen court
Home Address

Charlotte NC 28262
City State Postal Code

Home: (704) 303-6039 Home: (704) 315-3654
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 3

How long have you been a resident of Mecklenburg County? Please include months, or years.

20.8

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ Hispanic

Gender *

☒ Female

Interests & Experiences

Education

Hs College Real estate

Self

Employer

Self

Occupation

Business and civic experience

Youth football head coach nc panthers flag, VA volunteer, NCmedassist volunteer, elevation church leader

Area of expertise and interests/skills

People. Community. Vocal strength for the array of folk. Much welcomed and adored.

Additional Comments

Doing something different to make change, with or without this platform.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

NO.

Why are you interested in serving on the board(s) to which you are applying?

To make change, Sherlock, for the common folk, by us common folk, the correct way, before we take to the internet and social.

Have you attended a meeting of the advisory board(s) to which you are applying?

☒ Yes ☐ No

Hours Per Month Available for Position

Name it.

How did you learn of the vacancy? *

☒ Other

If you answered other - Where did you learn of this vacancy?

Wild guess.

Disclosure

Shante L Acuna

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Shanté Laurain Acuña

Statement to Applicants

Profile

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Dayna Alexander
First Name Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

dayna_alexander@hotmail.com
Email Address

11126 Pagebrook Lane
Home Address

Charlotte NC 28214
City State Postal Code

Mobile: (704) 942-4006
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 1

How long have you been a resident of Mecklenburg County? Please include months, or years.

28

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ African American

Gender *

☒ Female

Interests & Experiences

Education

Doctor of Public Health, Community Health Behavior and Education - Georgia Southern University (GSU), May 2014 Dissertation: Preventing childhood obesity: A mixed methods study into the perceptions of African Americans in a rural community Master of Science in Public Health, Community Health - University of North Carolina at Charlotte (UNC Charlotte), December 2010 Thesis: The association between recreational parks and facilities and childhood obesity: A cross-sectional study of 2007 National Survey of Children's Health participants Bachelor of Science, Psychology - UNC Charlotte, May 2006, Minors: Women Studies and Biology

Centers for Disease Control
and Prevention

Employer

Senior Health Scientist

Occupation

Business and civic experience

• American Diabetes Association, Member, June 2024 - Present • Expanding the Bench Community of Practice, Member, April 2020 - Present • Charlotte Alumnae Chapter of Delta Sigma Theta Sorority, Inc., Member, April 2004 - Present • Eagle Mentoring Program, GSU, February - May 2022, June - November 2022, January - June 2023, February - May 2025

Area of expertise and interests/skills

Solution-oriented leader and public health practitioner with 17+ years of research and evaluation experience (i.e., community engagement and mobilization, program and policy development, health communications) related to chronic and infectious disease prevention and management. Proficient in leading the design, implementation, translation, and dissemination of mixed methods research and evaluation. Formulates and implements strategic program plans aligned with organizational objectives, guidelines, and performance measures. Responsive to the needs and priorities of families, communities, and populations by equitably scaling preventative health and culturally tailored interventions. Skilled in providing training and technical assistance to communities, states, tribal nations, faith-based organizations, healthcare facilities, health departments, youth councils, and national organizations.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No

Why are you interested in serving on the board(s) to which you are applying?

As a Charlotte native, I'm interested in obtaining a position on the Women's Advisory Board because it will allow me to advocate for strategies, policies, and programs that will uplift women residing in Mecklenburg County. Concurrently, this position will also allow me to address local issues, such as access to healthcare, reproductive justice, and violence prevention. My curriculum vitae affirms my work ethic, accomplishments, and collaborative nature in multiple sectors (e.g., government, public health, medicine, and business). Thus, I will apply my leadership values and channel my passion into action to promote justice and equality for women. It is my vision to collaborate with the other board members and external partners to build a legacy that improves the lives of women today and generations to come in Mecklenburg County.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

5-6 hours per month

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[Dayna_S_Alexander_CV_June_2025.pdf](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Dayna S. Alexander

Board Specific Questions

DAYNA S. ALEXANDER, DrPH, MSPH, MCHES®, FAC-COR II

704. 942.4006 | dayna_alexander@hotmail.com | <https://www.linkedin.com/in/daynaalexander>

SUMMARY OF EXPERTISE

Solution-oriented leader and public health practitioner with 17+ years of research and evaluation experience (i.e., community engagement and mobilization, program and policy development, health communications) related to chronic and infectious disease prevention and management. Proficient in leading the design, implementation, translation, and dissemination of mixed methods research and evaluation. Formulates and implements strategic program plans aligned with organizational objectives, guidelines, and performance measures. Responsive to the needs and priorities of families, communities, and populations by equitably scaling preventative health and culturally tailored interventions. Skilled in providing training and technical assistance to communities, states, tribal nations, faith-based organizations, healthcare facilities, health departments, youth councils, and national organizations. Trained in leading technical monitoring and administration of government contracts valued between \$250,001-\$24,999,999.

CURRENT EXPERIENCE

Senior Health Scientist (GS-14),

Centers for Disease Control and Prevention (CDC),
National Center for Chronic Disease and Health Prevention (NCCDPHP),
Division of Diabetes Translation (DDT),
Translation, Health Education, and Evaluation Branch (THEEB),
Performance Improvement and Evaluation Team (PIE)

05/2023 – present
40 hours/week

Leadership

- Serves as Acting Team Lead, as needed, for the PIE Team assisting the Branch and Office of Director leadership in executing key decisions for diabetes-related funding opportunities and studies that align with DDT's strategic plan and mission; participates in division and cross division senior leadership meetings; develops strategic plans and team policies and procedures; and serves as the DDT point of contact for evaluation-related congressional policy requests related to Healthy Foods, rural health, and community responsive evaluation activities.
- Works in tandem with PIE Team Lead/Lead Health Scientist to implement effective and equitable team processes, including goal setting, task allocation, and performance evaluation among PIE team members; overseeing bi-weekly team meetings to discuss updates, facilitators and barriers on all projects/duties; ensures that expectations of the Branch, Division, and Center are clearly and thoroughly integrated into the PIE team's goals and objectives for all projects, and provides direct feedback to PIE Team Lead/Lead Health Scientist.
- Mentors 2-6 Goldbelt C6 LLC contractors; clearly defines roles and responsibilities; implements training programs and professional development opportunities to maximize individual and team performance and ensures alignment with organizational goals.

Contracts

- Serves as Project Lead/Government Technical Monitor for a \$1 million contract, "Innovations in the Use of the Self-Directed On Your Way to Preventing Type 2 Diabetes Tool among Individuals with Low Socioeconomic Status who Reside in Rural Areas"

- project, including collaborating with the assigned COR II; reviewing and editing evaluation terms of references, formative research and evaluation plans, and qualitative instruments; advising 7 contractors on addressing public health issues (e.g., food insecurity, social determinants of health, diabetes management, communication, translation, and dissemination of project results, etc.); and managing unanticipated barriers by independently adjusting deadlines and priorities and implementing a course of action, as needed, when additional issues were identified.
- Serves as Project Lead/Government Technical Monitor for a \$1 million contract, “Evaluation of Diabetes Self-Management Education and Support (DSMES) and Food Pantry Services” project, including collaborating with the assigned COR II and community-based organizations to address diabetes prevention, management, and education; advising 4 contractors and 2 health scientists on CDC Evaluation Framework and Culturally Responsive Framework; reviewing and providing feedback on formative and evaluation plans, data analysis plan, manuscripts, and qualitative and quantitative instruments.
 - Negotiates, executes, conducts high level analysis of acquisition planning, market research, industry engagement, proposal evaluation and source selection, quality assurance, and contract administration of federal contracts with nonprofit, communications, and national organizations to maintain and enhance diabetes management, services, and initiatives.

Collaboration and Consultation

- Fosters strong relationships with internal and external stakeholders, providing guidance and support to ensure data-driven decision-making and project success.
- Manages timelines, resources, and communication across teams.
- Collaborates with internal leaders and external partners to identify research priorities and design evaluation plans that support long-term project planning and management.

Monitoring and Evaluation

- Serves as Senior Evaluation/Health Scientist Co-Lead for DP23-0020, *A Strategic Approach to Advancing Health Equity for Priority Populations with or at Risk for Diabetes*, providing expertise and consultation to evaluation and program staff in the development of all community and evaluation activities including: National-, State-, and Recipient-level evaluation activities including, but not limited to, intervention planning and implementation, including state health department (SHD) case studies, recipient-level rapid evaluation assessments, primary and secondary data collection including performance measure data, evaluation data collection tools, analysis and interpretation, development of measurable goals and objectives, logic models and theories of action.
- Leads the development of evaluation guidance documents for staff technical reviews and standard language for reviewing evaluation deliverables to support program improvement by enhancing program monitoring, evaluation and reporting efforts and communication, translation, and dissemination of results through evaluation reports, recipient and strategy profiles, activity memos, and health impact statements for use with practitioners.
- Leads the technical review process for DP23-0020 including developing/updating all evaluation Standard Operating Procedures (SOPs) for submission and review of evaluation deliverables, oversees the reporting webinars including developing, adjusting priorities and resources as needed to maximize support provided to recipients, including recipient meeting content, guidance documents and Q&As prior to distributing to recipients, ensuring all technical reviews are completed on time and posted by the Evaluation Technical Assistance Liaisons and PIE team evaluators.

- Serves as Senior Evaluation/Health Scientist Co-Lead for DP23-0021, *A Strategic Approach to Advancing Health Equity for Priority Populations with or at Risk for Diabetes—Subject Matter Expertise, Training, and Technical Assistance*, overseeing and providing constructive developmental feedback, responding to evaluation needs of the technical assistance provider/recipient (Emory University/MATCH), developing and revising SOPs for stakeholder use for evaluation reporting, as well as providing verbal and written feedback to contractors with project deliverables.
- Serves as Senior Evaluation/Health Scientist Lead and recognized Subject Matter Expert (SME) to Good Health and Wellness in Indian Country (GHWIC DP19-1903) recipients (i.e., 8 Tribal and Indian organizations) with Division of Population Health (DPH) and Division of Heart Disease and Stroke Prevention (DHDSP) colleagues to develop and refine evaluation guidance, culturally responsive indigenous evaluation tools, performance measures, indicators, success stories, data collection and analyses; advise on actionable insights to support adoption of the National Diabetes Prevention Program; participate in site visits to provide evaluation technical assistance to funded recipients; train two new evaluators on indigenous evaluation practices and strategies; supports the creation and maintenance of strategic community partnerships and program operations.

Writing, Reporting, and Communication

- Leads the communication and dissemination of cooperative agreement (1903, 2320, 2321) and special evaluation studies projects through presentations in branch meetings and public health and evaluation conferences, briefs, reports, and publishing manuscripts.
- Communicates evaluation findings through reports, presentations, and other dissemination modes.
- Facilitate the collaborative design of data storytelling tools (e.g., dashboards, presentations, reports) for the PIE Team, internal branches, external partners, and national audiences to showcase the need for and effectiveness of services.

Subject Matter Expert

- Serves as a subject-matter expert in food nutrition, community engagement, community-based participatory research, including frameworks, methodologies, best practices, and resources.
- Manages and provides a programmatic and scientific oversight of a community-engaged research and evaluation portfolio focused on intervention research addressing social determinants of health and diabetes.
- Serves as a clearance proxy for multiple roles, including the Associate Director, Performance Improvement and Evaluation Team Lead, and Synthesis, Translation, Action, And Research Team Lead.
- Serves on Councils to contribute to the development of strategic plans, resources, evidence-based tools, and training(s) for use by CDC staff, funded recipients, and other internal and external partners.

PRIOR EXPERIENCE

Health Scientist (GS-13),
Centers for Disease Control and Prevention (CDC),
National Center for Chronic Disease and Health Prevention (NCCDPHP),
Division of Diabetes Translation (DDT),
Translation, Health Education, and Evaluation Branch (THEEB),

05/2021 – 05/2023
40 hours/week

Performance Improvement and Evaluation Team (PIE)

- Served as Project Lead/Government Technical Monitor for a \$500,000 contract, “Implementation Research to Increase Access to Fruits and Vegetables for People with Diabetes in Urban, Low-Income, Underserved Areas (Food is Medicine)” project, including collaborating with the assigned COR II, Division of Nutrition, Physical Activity, and Obesity (DNPAO) colleagues, private and non-private organizations and community-based organizations providing nutrition assistance services; advising 4 contractors and 1 health scientist on culturally responsive and appropriate implementation tools and evaluation tools; reviewing and providing feedback on evaluation terms of references, work plans, statement of work, formative research and evaluation protocols and plans, literature reviews, qualitative and quantitative instruments, and dissemination products; and managing unanticipated barriers with COR II by adjusting priorities
- Delivered proactive and reactive monitoring and evaluation technical assistance to nine DP 18-1815 and five DP18-1817 recipients and CDC branches (e.g., Program Implementation Branch) throughout the program life cycle, including participating in quarterly and ad hoc meetings with funding recipients; responding to evaluation-related questions and concerns; and reviewing and providing feedback on evaluation plans, performance measure reports, evaluation reports, manuscript concept proposals, health impact statements, and annual performance reports
- Integrated culturally responsive evaluation and equitable framework elements into evaluation reporting guidelines and feedback to DP18-1815, DP18-1817, and GHWIC DP 19-1903 recipient evaluation deliverables
- Utilized social justice and community engagement principles to empower recipients and advocate for policy, systems, and environmental changes through DP18-1815, DP18-1817, and GHWIC DP 19-1903 cooperative agreement strategies and recipient activities
- Applied chronic disease prevention and management technical expertise while reviewing DDT products by examining content for accuracy and relevancy and analyzing implications on current and future goals, policies, and strategic plans

Health Scientist (GS-13),
CDC, NCCDPP,
Office on Smoking and Health (OSH),
Epidemiology Branch, Evaluation Team

11/2019 – 05/2021
50-55 hours/week

- Served as co-lead for DP20-2001 cooperative agreement on advising OSH Evaluators, Project Officers, and staff in the development of evaluation activities, including national evaluation and recipient-level evaluation activities (e.g., logic models, data collection, analysis and interpretation, evaluation reports); advised staff in evaluation protocols (i.e., plans, data collection tools, and reporting templates); oversaw and provided feedback related to evaluation technical assistance; responded to evaluation priorities and needs of the recipients and their partners; and presented/trained evaluators on DP 20-2001 evaluation Standard Operating Procedures (SOPs)
- Served as recognized SME to Good Health and Wellness in Indian Country (GHWIC DP 19-1903) recipients (i.e., 5 American Indian tribal nations and organizations and 1 Alaska Native tribal organization), with DPH, DHDSP, DDT, and DNPAO colleagues to develop and refine reporting guidelines and templates, performance measures, indicators, success stories, data collection and analyses, and integrate culturally responsive evaluation and equitable approaches; advised on actionable insights to support adoption and implementation of commercial tobacco related policies; utilized cultural competency skills

- to form meaningful, cohesive partnerships with tribal nations and community partners; coordinated site visits to provide evaluation technical assistance to funded recipients; and supported the creation and maintenance of strategic community partnerships and program operations
- Served as Project Lead/ Government Technical Monitor for the flavored tobacco product policy restrictions evaluation project, including collaborated with the assigned COR II and OSH Policy Branch, FDA, CDC Foundation, Center for Black Health Equity, National LGBT Cancer Network Alliance colleagues, and community partners reviewing flavored commercial tobacco product disparities; advised 4 contractors, 1 ORISE fellow, and 2 health scientists on evaluation tools; reviewed and provided feedback on evaluation terms of references, work plans, statement of work, environmental scans, formative research and evaluation protocols and plans, literature reviews, qualitative and quantitative instruments, and translation and dissemination products; and managed unanticipated barriers with COR II by adjusting priorities, staffing changes, and deadlines and implemented a course of action, as needed, when additional issues were identified
- Co-led the development and implementation of the National Tobacco Control Program (NTCP) evaluation to identify and address the behavioral, policy, and environmental components; developed performance measures and indicators to record process and impact for state programs implementing NTCP; collected and tracked social determinants of health data from OSH and external sources; and recommended and executed changes in tobacco programs as a result of monitoring and evaluation findings
- Served on various OSH workgroups, including Social Determinants of Health, Disparities Deep Dive, American Indian Youth Tobacco Survey, American Indian/ Alaska Native, Evaluation, and Surveillance

Health Scientist (GS-13),
 CDC, Center for Global Health
 Division of Global HIV and TB (DGHT),
 HIV Prevention Branch (HPB),
 Community Engagement Team

01/2019 – 11/2019
 40 hours/week

- Led the development of community engagement strategic plans to guide program improvement for 4 President's Emergency Plan for AIDS Relief (PEPFAR) countries (i.e., South Africa, Zambia, Zimbabwe, and Tanzania), including leading desktop reviews to understand and standardize data methodologies and the impact and outcomes of specific donor-funded activities; identified HIV program implementation gaps and implemented solutions during site visits; and advised on the design and implementation of HIV communication products and programs
- Led proactive and reactive community engagement, communication, and performance monitoring technical assistance to 4 PEPFAR recipients, CDC DGHT branches (e.g., Maternal and Child Health Branch), community-and faith-based organizations, and USAID partners throughout the program's life cycle, including participating in monthly and ad hoc meetings with funding recipients; responded to community engagement, communication, and performance monitoring-related questions and concerns; reviewed and provided feedback on community engagement, communication, and performance monitoring plans and reports; developed and implemented relevant and appropriate metrics to monitor progress related to social determinants of health; and navigated and fostered international relations to establish HIV activities and initiatives
- Led quality assurance (QA) and improvement (QI) efforts for CDC PEPFAR-led initiative, Siyenza, including scaling up evidence-based public health interventions at 5 health clinics in South Africa; executed the QA and QI process to ensure clinic mechanisms aligns with

- PEPFAR standards, policies and procedures, and identified areas of non-compliance; analyzed metrics (e.g., diagnoses, clinical procedures, operational performance) to provide valid recommendations regarding the prioritization of retention strategies; and improved and streamlined practices and policies of HIV treatment with healthcare staff and community health workers during site visits
- Served as Acting Community Engagement Team Lead, as needed, in absence of the Lead Public Health Advisor, including collaborated with senior branch leadership to help foster and guide a data-driven culture across community engagement efforts and HIV prevention programs in PEPFAR funded countries and ensured scientific and technical accuracy of concept notes, proposals, protocols, and scientific papers authored or co-authored by team, branch, and division members

Behavioral Scientist (GS-13),

CDC

12/2016 – 01/2019

40 hours/week

National Center for HIV/AIDS, Viral Hepatitis, STD, and TB Prevention (NCHHSTP),
Division of HIV/AIDS Prevention, Prevention Communication Branch,
Research and Evaluation Team

- Served as lead researcher and evaluator for 5 national HIV prevention communication campaigns and one initiative including *Prevention IS Care* (a campaign for health care providers), *Doing It* (a campaign for gay and bisexual men, African American women, transgender women and men), *Let's Stop HIV Together* (a campaign for gay and bisexual men, African American women, transgender women and men, families), *HIV Screening. Standard Care.* (a campaign for primary care providers), *Prescribing HIV Prevention* (a campaign for internal medicine specialists and family practitioners), and *Business Responds to AIDS* (an initiative for businesses, such as Delta Airlines and Home Depot)
- Led formative research for HIV prevention communication initiatives including literature reviews and environmental scans to improve the design and delivery of public health messages
- Led monitoring and evaluation activities of HIV prevention communication initiatives, including the development of timelines, evaluation plans, performance indicators, logic models, metrics, and quarterly and annual report templates
- Served as Project Lead/ Government Technical Monitor on 5 national HIV prevention communication campaigns and one initiative, including collaborated with the assigned COR II; reviewed and edited evaluation terms of references, formative research and evaluation plans, and mixed-methods instruments; developed theoretical and conceptual frameworks to guide the design and evaluation of HIV prevention communication campaigns; advised 8 contractors and 3 ORISE fellows on monitoring campaign metrics and CDC Evaluation Framework; evaluated contractor performance; ensured that research and evaluation projects complied with Institutional Research Board (IRB) procedures, Paperwork Reduction Act (PRA), and Privacy Act; collaborated with national partners and other branches across the Division to focus on HIV prevention priorities and program improvement and managed unanticipated barriers by adjusting priorities and deadlines and implementing a course of action, as needed, when additional issues were identified
- Translated and disseminated HIV research and evaluation findings into recommendations and quarterly and annual reports, strategic briefs, publications, and poster presentations to internal and external stakeholders

Research Associate,

Winston-Salem State University

Department of Health, Physical Education, and Sport Studies

D.S. Alexander

09/2014 – 09/2018

8 hours/week

- Co-led the design and implementation of process evaluations on coronary heart disease, diabetes, and obesity/nutrition interventions
- Led data collection efforts including the design and implementation of qualitative (focus groups and interviews) and quantitative (surveys) instruments, analyzed and interpreted data, and disseminated research and evaluation findings to school, county, and government officials
- Provided training and technical assistance on data collection and evaluation to Research Assistants (i.e., Physical Education undergraduate students and community members)
- Assisted and utilized community-based participatory research (CBPR) methods to identify health needs in urban communities
- Developed and maintained partnerships with community leaders and members, faith-based organizations, and health departments

Evaluation Fellow,

CDC, Office of Associate Director for Policy,
Evaluation Team

08/2016 – 12/2016

40 hours/ week

- Developed and implemented the Health Impact in 5 years (HI-5) initiative evaluation plan (logic model, evaluation questions, and methodology, data collection); engaged and supported a multi-sector team of CDC subject matter experts on the review of evidence-based interventions and practices for preventive services at the community and population levels to assess feasibility and suitability in priority communities; and collaborated and sustained partnerships with high level officials and representatives from public health organizations (Robert Wood Johnson Foundation, National Association of County and City Health Officials, and University of Kansas) to disseminate the HI-5 initiative results
- Developed evaluation plans for policy/economic capacity building initiatives (i.e., CDC Policy Academy and Policy Community of Practice), including identified and analyzed public health issues and their impact on local policies; and conducted literature searches and environmental scans using PubMed, Westlaw, and other databases to support public health policy decision-making

Evaluation Fellow,

CDC, NCCDPHP,
Division of Reproductive Health (DRH),
Applied Sciences Branch,
Adolescent Reproductive Health Team

08/2015 – 08/2016

40 hours/week

- Developed and implemented the Community-Wide Initiative (CWI) evaluation plan, including the logic model, evaluation questions, methodology, and data collection; engaged and supported a multi-sector team of CDC subject matter experts and external partners (e.g., youth stakeholder organizations, Advocates for Youth) on the review of evidence-based interventions and practices on teen pregnancy prevention access and quality; served as a Community Engagement Subject Matter Expert; revised communication products (e.g., Social Determinants and Teen Pregnancy Prevention webpages); advised 3 contractors on evaluation tools; reviewed and provided feedback on qualitative data collection and analyses; disseminated evaluation lessons learned to various audiences using different modes (e.g., presentations, reports)

- Co-led the Contraceptive Action Plan project, including collaborating with the assigned COR II; reviewed and synthesized literature to identify evidence-based public health programs and policies to expand and improve teen pregnancy programs and access to contraception among teens; reviewed and edited formative research plans and qualitative instruments; advised 2 contractors on increasing awareness and access to cost-effective contraceptive methods; and managed unanticipated barriers by independently adjusting deadlines and priorities
- Delivered reactive monitoring and evaluation technical assistance to three teen pregnancy organizations throughout the program life cycle, including participating in monthly and ad hoc meetings with funding recipients; responded to evaluation-related questions and concerns; and reviewed and provided feedback on evaluation plans and youth organizational assessments
- Led the development of the Safe States Alliance built environment evaluation plan; engaged and supported a multi-sector team of external stakeholders on active transportation and built environment; developed and conducted interviews with high level state officials and analyzed qualitative data using NVivo; and prepared and disseminated evaluation findings to Safe States Alliance and CDC leadership
- Led the development of the CDC's Office of Technology and Innovation evaluation plan, including logic model, survey instrument, conceptual framework; engaged Health Scientists and Epidemiologists in various aspects of program and survey design; prepared and disseminated summary reports and oral presentations

Postdoctoral Research Associate,
University of North Carolina at Chapel Hill
University of North Carolina Eshelman School of Pharmacy

08/2014 – 08/2015
40 hours/week

- Actively developed and fostered community partnerships with stakeholders (health care providers, schools, Mountain Area Health Education Center, faith-based organizations, and non-profit organizations) in medically underserved areas to increase research activities in reducing chronic health disparities
- Employed community-based participatory research (CBPR) methods to identify health needs in rural communities
- Co-led data collection efforts and analyzed and interpreted qualitative and quantitative data
- Assisted in the development and implementation of interventions that enhanced chronic disease (i.e., asthma, chronic obstructive pulmonary disease, and vasculitis) self-management among children, adolescents, and adults
- Prepared and submitted UNC grant and Institutional Review Board (IRB) applications

Research Associate,
Georgia Southern University,
Georgia Practice Based Research Network

08/2011 – 08/2014
40 hours/week

- Co-led the strategy development and portfolio of the Practice Based Research Network with three Principal Investigators and two Research Associates
- Designed, implemented, and evaluated QI programs among health departments and 6 Georgia health districts to ensure preventative services were offered to clients specifically related to teen pregnancy and HIV testing
- Established and maintained partnerships and coalitions among local and county health departments, district directors, and universities to ensure successful program design and implementation

- Co-led 6 Georgia health departments in the public health accreditation process including implementing their quality improvement plans and conducting community health assessments
- Conducted in-depth interviews, observations, and focus groups among stakeholders including community members, health department leadership, Georgia district directors, and non-profit hospitals

Research Project Manager,
Georgia Regents University

11/2012-11/2013
15 hours/week

- Recruited, screened, hired, trained, and supervised 4 Research Assistants to conduct qualitative asthma-related research among three urgent cares and emergency rooms
- Conducted quarterly performance appraisals among employees
- Provided technical, scientific, and evaluation expertise on asthma to the research team, funding agency, IRB, and Georgia Regents University leadership
- Developed structured interview protocols for caregivers of 8-13-year-old children
- Prepared and disseminated quarterly and summary reports and presentations for the Principal Investigator, funding agency, and professional associations

Project Coordinator,
Gramercy Research Group

03/2011 – 08/2011
60 hours/week

- Led the recruitment and engagement of 31 faith-based organizations for the Learning and Developing Individual Exercise Skills (L.A.D.I.E.S) study
- Directed the successful implementation of the L.A.D.I.E.S study including enrollment, implementation, and follow-up activities among 450 participants
- Actively developed strong community relationships with faith-based organizations, universities, hospitals, health departments, clinics, and community members
- Supervised, monitored, and evaluated 25 employees (including Community Health Workers, Recruiters, Program Facilitators)
- Developed and implemented Standard Operating Procedures for employees to ensure adherence to Gramercy standards, procedures, and instructions

Pediatric Oncology Research Coordinator,
Carolinas Medical Center (CMC)
Blumenthal Cancer Center

04/2008 – 03/2011
40 hours/week

- Consented and counseled pediatric patients on oncology randomized clinical trials from the time of diagnosis, through treatment, and following remission
- Adhered to Children's Oncology Group guidelines to understand the causes of cancer and find effective treatments for children
- Reviewed, audited, and maintained patient medical records
- Ensured the safety and quality of tissue and blood specimen collection to help develop new treatments and submit the data to global regulatory agencies
- Developed and submitted IRB applications and ensured clinical trials adhere to IRB and HIPAA compliance regulations

Graduate Research Assistant,
University of North Carolina at Charlotte,
Department of Public Health Sciences

08/2009 – 08/2010
15 hours/week

- Recruited and retained 25 participants for the Fertility Oral Contraceptive Use Study to increase contraception usage
- Conducted baseline and monthly follow-ups interviews with participants to ensure medication adherence
- Developed and sustained partnerships among UNCC and local hospitals in Charlotte, NC
- Contributed to preparation of quarterly and annual reports for the National Institutes of Health

Parents Matter Program (PMP) Facilitator,
Gaston County Health Department

05/2009 – 11/2009
5 hours/week

- Taught the PMP curriculum in five sessions with groups of 12- 15 participants to educate caregivers on adolescent sexual health
- Led and facilitated parents to comfortably discuss sexuality and sexual risk reduction with their children
- Promoted and sustained collaborations among faith- based organizations, health departments, schools, and community members
- Administered participant baseline and post-intervention evaluations to monitor program success
- Assisted the Program Coordinator in preparing interim and final reports to the CDC

Certified Pharmacy Technician III,
Carolinas Medical Center,
Pharmacy

08/2006 – 04/2008
40 hours/week

- Assisted Pharmacists in performing a variety of technical duties related to the preparation, packaging, compounding, and distribution of medications
- Compounded prescriptions and prepared chemotherapy intravenous medications according to the Food & Drug Administration guidelines
- Developed and implemented training programs for 2-10 employees per quarter
- Scheduled and supervised 2-10 employees to ensure productivity and high-quality workflow
- Maintained high standards of safety and sanitation when preparing chemotherapy intravenous medications

Certified Pharmacy Technician,
Walgreen's,
Pharmacy

11/2004 – 04/2007
25 hours/week

- Assisted Pharmacists and Pharmacy Manager by coordinating activities to provide efficient and optimum patient care and pharmacy services
- Resolved daily claims for third party prescription processing with an understanding of the online rejections and plan parameters of insurance protocols
- Developed workflow guidelines, policies and procedures, and additional tools to maximize productivity, standardize practice, and maintain regulatory readiness

- Assisted Pharmacists in dispensing medication orders and maintaining patient profiles and controlled substance orders

TEACHING EXPERIENCE

Adjunct Instructor, Concordia University St. Paul, Department of Kinesiology 06/2022 – 03/2023
Adjunct Instructor, Concordia University Chicago, Department of Health and Human Performance
05/2017 – 10/2021

CDC EMERGENCY RESPONSES EXPERIENCE

Communications Section Lead , CDC, COVID-19 Response	06/2022 – 07/2022
Communications Team Lead , CDC, COVID-19 Response	03/2022 – 04/2022
Communications Co-Deputy Lead , CDC, COVID-19 Response	06/2021 – 07/2021
V-safe Pregnancy Coordinator , CDC, COVID-19 Response	03/2021 – 04/2021
Evaluator , CDC, COVID-19 Response	08/2020 – 09/2020
Health Scientist , CDC, EVALI Response	01/2020 – 04/2020
Evaluation Fellow , CDC, Zika Response	08/2015 – 09/2015

GUEST LECTURES

1. **Culturally Responsive Evaluation.** Atlanta, GA. Harvard University, Program Evaluation Practicum, January 2021, January 2022, January 2023, January 2024, January 2025.
 2. **Integrating Health Equity into Evaluation Efforts.** Atlanta, GA. Harvard University, Program Evaluation Practicum, January 2021, January 2022, January 2023, January 2024, January 2025.
 3. **Integrating Health Equity into Program and Policy.** Atlanta, GA. Harvard University, April 2022.
-

INTERNSHIP

Girls on the Run Intern (GOTR), Gaston County Health Department 08/2009 – 08/2010

RESIDENCY POSITION

Annie E. Casey Foundation Scholar, William and Flora Hewlett Foundation 08/2018 – 10/2018

CONSULTANT POSITIONS

MPH External Reviewer , St. Francis College	10/2021 – 10/2021
Researcher , Research and Evaluation Group	07/2018 – 08/2018
Evaluator , FOCUS + Fragile Kids	04/2017 – 06/2017
Evaluator , Robert W. Woodruff Library/Emory University	03/2016 – 09/2016
Evaluator , Chatham County Health Department	05/2014 – 07/2014

PUBLICATIONS

Peer reviewed:

1. **Alexander DS**, Saelee R, Rodriguez B, Koyama AK, Cheng YJ, Tang S, Rutkowski RE, Bullard KM. (2025). Diabetes distress among US adults with diagnosed diabetes, 2021. *Preventing Chronic Disease*.
2. Kidder D, Fierro L, Luna E, Salvaggio H, McWhorter A, Bowen S, Murphy-Hoefer, R, Thigpen S, **Alexander DS**...CDC Evaluation Framework Work Group, (2024). CDC Program Evaluation Framework, 2024. *Morbidity and Mortality Weekly Report*, 73(6).
3. Saelee R, Bullard KM, Wittman JT, **Alexander DS**, Hudson D. (2024). State-Level Household Energy Insecurity and Diabetes Prevalence Among US Adults, 2020. *Preventing Chronic Disease*, 21:240087.
4. Saelee R, **Alexander DS**, Wittman JT, Pavkov ME, Hudson DL, Bullard KM. (2024). Racial and economic segregation and diabetes mortality in the United States, 2016-2020. *Journal of Epidemiology & Community Health*, 78(12):793-798.
5. Saelee R, **Alexander DS**, Onufrak S, Imperatore G, Bullard KM. (2024). Household Food Security Status and Allostatic Load Among US Adults: National Health and Nutrition Examination Survey 2015–2020. *Journal of Nutrition*, 21:230297.
6. Wittman JT, **Alexander DS**, Bing M, Montierth R, Xie H, Benoit SR, & Bullard KM. (2023). Identifying priority geographical locations for diabetes self-management education and support programs in the Appalachian region. *Preventing Chronic Disease*.
7. Allnutt AE, Smith DJ, Torrence WA, & **Alexander DS**. (2022). Examining weight bias attitudes and obesity beliefs among undergraduate students. *Journal of American College Health*.
8. Watson C, **Alexander DS**, Oliver B, & Trivers K. (2022). Substance use among adult marijuana and nicotine e-cigarette or vaping product users, 2020. *Addictive Behaviors*.
9. Puvanesarajah S, Tsai J, **Alexander DS**, Tynan MA, & Gentzke AS. (2021). Youth indoor and outdoor exposure to secondhand smoke and secondhand aerosol. *American Journal of Preventive Medicine*.
10. Marinaro M, De Waal D, & **Alexander DS**. (2021). Do high protein recommendations for athletes result in kidney injury and dialysis? *Seminars in Dialysis*.
11. Puvanesarajah S, Wang T, **Alexander DS**, Gomez Y, Head SK, Alexandridis AA, Jamal A, & Trivers K. (2021). Awareness and use of heated tobacco products among middle school and high school students, United States, 2019-2020. *Nicotine & Tobacco Research*.
12. **Alexander DS**, Kiser S, North S, Roberts C, & Carpenter DM. (2021). Exploring community members perceptions to adopt a Tele-COPD program in rural counties. *Exploratory Research in Clinical and Social Pharmacy*.
13. **Alexander DS**, Cao C, & Alfonso M. (2020). Examining whether the Social Cognitive Theory concepts predict childhood obesity prevention outcome expectations. *International Quarterly of Community Health Education*.
14. **Alexander DS**, Williams-Brown C, & Roberts D. (2020). Benefits and Challenges with Conducting Focus Groups to explore Diabetes Prevention Perceptions and Practices among Black Church Congregants. *SAGE Research Methods Cases: Medicine and Health*.
15. **Alexander DS**. (2020). Concurrent Triangulation Mixed Methods Research: Designing and Conducting a Childhood Obesity Study in a Rural Setting. *SAGE Research Methods Cases: Medicine and Health*.
16. Williams-Brown C, **Alexander DS**, Booker MA. (2019). Perceptions and practices of diabetes prevention among African Americans participating in a faith-based community health program. *Journal of Community Health*.
17. **Alexander DS**, Alfonso ML, & Nazaruk D. (2018). Exploring Childhood Obesity Perceptions among Caregivers of African American Children. *Journal of African American Studies*.

18. Williams-Brown C, **Alexander DS**, Cummins K, Price AA, & Booker MA. (2017). Steps to a healthier heart: Improving Coronary Heart Disease knowledge among African American women. *American Journal of Health Education*.
19. Abraham OK, **Alexander DS**, Schleiden LJ, & Carpenter DM. (2017). Identifying barriers and facilitators that affect community pharmacists' ability to engage children in medication counseling: A pilot study. *Journal of Pediatric Pharmacology and Therapeutics*.
20. **Alexander DS**, Alfonso ML, Cao C, & Hansen AR. (2017). Assessing child body mass index perceptions among African American caregivers in a rural community. *Journal of Racial and Ethnic Disparities*.
21. Abraham, OK, Brothers A, **Alexander DS**, & Carpenter DM. (2017). Pediatric medication use experiences and patient counseling in community pharmacies: Perspectives of children and parents. *Journal of the American Pharmacists Association*.
22. **Alexander DS**, Alfonso ML, Cao C, & Wright A. (2017). Do maternal caregiver perceptions of childhood obesity risk factors and obesity complications predict support for prevention initiatives among African Americans? *Maternal and Child Health Journal*.
23. **Alexander DS**, Hogan S, Jordan J, DeVellis R, & Carpenter DM. (2016). Examining whether the Information- Motivational –Behavioral Skills (IMB) model predicts medication adherence for patients with a rare disease. *Patient Preference and Adherence*.
24. **Alexander DS**, Alfonso ML, & Cao C. (2016). Development and psychometric testing of the Childhood Obesity Perceptions (COP) survey among African American caregivers: A tool for obesity prevention program planning. *Evaluation and Program Planning*.
25. Williams-Brown C, **Alexander DS**, Warren C, & Booker M. (2016). A qualitative approach: Evaluating the Childhood Health and Obesity Initiative Communities Empowered for Success (CHOICES) pilot study. *Journal of Racial and Ethnic Health Disparities*, 1-9.
26. Carpenter DM, Abraham OK, **Alexander DS**, & Horowitz K. (2016). Counseling of children and adolescents in community pharmacies: Results from a 14-day observational study. *Journal of the American Pharmacists Association*, 56, 266-269.
27. Carpenter DM, Thorpe CT, **Alexander DS**, Sage A J, Lewis ME, Hogan SL, Geryk LL, & DeVellis R. (2016). The relationship between social support, social constraint, and psychological adjustment for patients with rare autoimmune disease. *Current Rheumatology Reviews*.
28. Carpenter DM, **Alexander DS**, Elio A, DeWalt D, Lee C, & Sleath BL. (2016). Using tailored videos to teach inhaler technique to children with asthma: Results from a school nurse-led pilot study. *Journal of Pediatric Nursing*, 31(4), 380-389.
29. Whitt-Glover M, Borden S, **Alexander DS**, Kennedy BM, & Goldmon MV. (2015). Recruiting African American churches to participate in research: The Learning and Developing Individual Exercise Skills (L.A.D.I.E.S.) for a better life study. *Health Promotion Practice*, 1-10.
30. Livingood WC, Peden A, Shah GH, Marshall N, Gonzalez K, Toal R, **Alexander DS**, Wright AR, Woodhouse L. (2015). Comparison of Practice Based Research Network Quality Improvement technical assistance and evaluation to other ongoing Quality Improvement efforts for changes in Agency Culture. *BMC Health Services Research*, 15, 300-305.
31. Peden A, Shah G, **Alexander DS**, Toal R, Wright A, Anderson A, Ulrich S, & Jones J. (2015). Accreditation readiness in Georgia: Lessons from a technical assistance observational case study. *Journal of Georgia Public Health Association*.
32. **Alexander DS**, Carpenter DM, Geryk L, Arrindell C, DeWalt D, Weaver M, & Sleath B. (2015). Are children with asthma overconfident that they are using their inhalers correctly? *Journal of Asthma*, 14, 1-6.
33. **Alexander DS**, Carpenter D, Hogan S, Jordan J, & DeVellis R. (2015). The relationship between peer support, medication adherence, and quality of life among patients with vasculitis. *Clinical Experimental and Rheumatology*, 33 (2), 185-186.

34. **Alexander DS**, Alfonso ML, & Hansen AR. (2014). Childhood obesity perceptions among African American caregivers in a rural Georgia community: A mixed methods approach. *Journal of Community Health*, 40(2), 367-378.
35. Marshall NA, Livingood WC, Peden A, Shah G, Toal R, **Alexander DS**, Wright A, Jump S, Freeman S, Davis K, Woodhouse L, & Penix K. (2013). Evaluating Quality Improvement to Improve HIV Reporting. *Frontiers in Public Health Services and Systems Research*, 2(7), 1-7.
36. **Alexander DS**, Livingood WC, Marshall NA, Peden A, Toal R, Shah GH, Wright A, Cummings P, Gonzalez K, & Woodhouse L. (2013). Assessing a Quality Improvement Project in a Georgia County Health Department. *Frontiers in Public Health Services and Systems Research*, 2(6), 1-6.
37. Livingood W., Marshall N, Peden A, Gonzales K, Shah G, **Alexander DS**, Toal R, Davis K, Dixon B, Cummings P, & Woodhouse L. (2013). Cross Jurisdictional Sharing and Accreditation: Early lessons learned from conducting QI with Georgia's health districts. *Journal of Public Health Management and Practice* Published online.
38. Shah G, Leep C, & **Alexander DS**. (2013). Profile-IQ: Web-based Data Query System for Local Health Department Infrastructure and Activities. *Journal of Public Health Practice Management*, 1-7.
39. **Alexander DS**, Brunner LR, Piper C, & Tanner A. (2012). The Association of Recreational Parks and Facilities and Childhood Obesity among 2007 National Survey of Children's Health (NSCH) Participants. *Journal of Epidemiology & Community Health*, 67(5), 427-431.
40. Livingood WC, Marshall N, Peden A, Shah G, **Alexander DS**, Penix K, Gonzalez K, Lawrence R, Toal R, & Woodhouse L. (2012). Health Districts in Georgia as Quality Improvement Collaborative and Multi-Jurisdictional Accreditation Entities. *Journal of Public Health Practice Management*, 18(6), 561-570.
41. Livingood WC, Marshall N, Peden A, Gonzales K, Shah G, Penix K, **Alexander DS**, Toal R, Davis K, Dixon B, Cummings P, & Woodhouse L. (2012). Building Capacity to support and study QI in Local Georgia Public Health Systems. *Frontiers in Public Health Services and Systems Research*, 1(3), 1-7.

PEER-REFEREED PODIUM PRESENTATIONS

1. **The Adaptation of the "On Your Way to Preventing Type 2 Diabetes" Tool.** Atlanta, GA. Centers for Disease Control and Prevention. CDC Translation Day, December 2024.
2. **"The Role of the Food Bank Leader": A Qualitative Perspective of Developing a Diabetes Program Toolkit.** Atlanta, GA. Centers for Disease Control and Prevention. CDC Translation Day, December 2024.
3. **Evaluating Diabetes Self-Management Education and Support Services (DSMES) delivered alone and in combination with Produce Packages at a Food Bank in Texas.** Co-presenter. Atlanta, GA. Centers for Disease Control and Prevention. December 2024.
4. **On Your Way to Preventing Type 2 Diabetes Tool: Formative Research Findings, Recommendations, and Next Steps for the Demonstration Evaluation Study.** Atlanta, GA. Centers for Disease Control and Prevention. Translation, Health Education, and Evaluation Branch Meeting, December 2023.
5. **On Your Way to Preventing Type 2 Diabetes Tool: Formative Research Findings, Recommendations, and Next Steps for the Demonstration Evaluation Study.** Atlanta, GA.

- Centers for Disease Control and Prevention. Translation, Health Education, and Evaluation Branch Meeting, December 2023.
6. **Strategies for Type 2 Diabetes Prevention and Management: The State of Diabetes in the Black Community.** Atlanta, GA. Centers for Disease Control and Prevention. Blacks in Government Meeting, November 2023.
 7. **Prioritizing Health Equity in Diabetes: DP23-0020 Component C Evaluation.** Atlanta, GA. Centers for Disease Control and Prevention and Emory University. Ignite Meeting, September 2023.
 8. **Changing the Health Trajectory of Black Communities.** Atlanta, GA. USDA Food and Nutrition Services Black History Event, February 2022.
 9. **DP18-1815/DP18-1817 Category A Evaluation and Performance Measurement.** Atlanta, GA. South Carolina Annual Partner Connect Meeting, January 2022.
 10. **Good Health and Wellness in Indian Country: Year 1 Outcomes and Reflections of Diabetes Efforts.** Atlanta, GA. Centers for Disease Control and Prevention, November 2021.
 11. **COVID-19 Toolkit for Communities.** Atlanta, GA. Centers for Disease Control and Prevention and Department of Education, August 2021.
 12. **Flavored tobacco products restrictions evaluation plan.** Atlanta, GA. Centers for Disease Control and Prevention, May 2021.
 13. **Using program evaluation to show impact and inform commercial tobacco control program development.** Atlanta, GA. Centers for Disease Control and Prevention, August 2020.
 14. **Impact of Good Health and Wellness in Indian Country Project – Commercial Tobacco.** Atlanta, GA. Centers for Disease Control and Prevention, July 2020.
 15. **Defining and facilitating community engagement in global settings.** Atlanta, GA. Centers for Disease Control and Prevention, August 2019.
 16. **Community engagement strategies to implement Undetectable= Untransmittable in Uganda communities.** Atlanta, GA. Centers for Disease Control and Prevention, April 2019.
 17. **Communicating with health care providers about treatment as prevention (TasP) and viral suppression.** Atlanta, GA. Centers for Disease Control and Prevention, March 2019.
 18. **Findings and recommendations of the Prevention IS Care mental health and substance use brochure testing.** Atlanta, GA. Centers for Disease Control and Prevention, November 2017.
 19. **Act Against AIDS Initiative: Partnering with health departments.** Atlanta, GA. Centers for Disease Control and Prevention. May 2017.
 20. **Applying evaluation findings and lessons learned from a 5-year Community-Wide Teen Pregnancy Prevention Initiative.** Atlanta, GA. Centers for Disease Control and Prevention. September 2016.
 21. **A multi-level approach to reduce health disparities among families and communities.** Raleigh, NC. North Carolina State University. July 2016.
 22. **Using the Social Ecological Model to promote healthy families and communities.** College Park, MD. University of Maryland. May 2016.
 23. **How to write an evaluation plan.** Atlanta, GA. Centers for Disease Control and Prevention. December 2015.
 24. **Applying the Social Ecological Model to address health disparities.** Atlanta, GA. Mercer University School of Pharmacy. July 2015.
 25. **Conducting community-based participatory research to prevent health disparities.** Omaha, NE. University of Nebraska at Omaha. May 2015.
 26. **Enhancing quality improvement organizational culture in Georgia's local public health agencies.** Lexington, KY. Keeneland Conference. April 2014.

27. **The health care professional shortage in Burke County, GA.** Statesboro, GA. Georgia Southern University. October 2013.
28. **Clarifying and expanding concepts of cross-jurisdictional sharing: Early lessons learned from conducting QI with Georgia's health districts.** Co-presenter. Lexington, KY. Keeneland Conference. April 2013.
29. **Women's health: A global perspective.** Statesboro, GA. Georgia Southern University. November 2012.
30. **Substance free housing at Georgia Southern University.** Statesboro, GA. Georgia Southern University. March 2012

PEER- REFEREED POSTER PRESENTATIONS

1. **Unpacking Knowledge and Prevention Behaviors for People with Lower Incomes Residing in U.S. Rural Communities: Social Determinants to Type 2 Diabetes Prevention.** New Orleans, LA. 17th Health Disparities Conference. March 2024.
2. **An examination of the association between HIV testing and PrEP use among gay and bisexual men.** Atlanta, GA. American Public Health Association. November 2017.
3. **Using videos to verify child and caregiver understanding of jargon during pediatric asthma visits.** Co-presenter. International Conference on Communication in Healthcare. Heidelberg, Germany. September 2016.
4. **Using tailored videos to teach children how to use their asthma inhalers.** Co- presenter. International Social Pharmacy Workshop. Aberdeen, Scotland. July 2016.
5. **Identifying Barriers & Facilitators that affect community pharmacy staff ability to engage children in medication counseling.** Co-presenter. Baltimore, MD. American Pharmacists Association Annual Meeting. March 2016.
6. **Development and psychometric testing of the Childhood Obesity Perceptions (COP) Survey: A tool for program planners and evaluators.** Atlanta, GA. Georgia Public Health Association. March 2016.
7. **Assessing student's needs for clinical pharmacy services at a university campus health center.** Co-presenter. New Orleans, LA. American Society of Health-Systems Pharmacists. December 2015.
8. **Using tailored videos to teach children how to use their asthma inhalers.** Co-presenter. Chicago, IL. American Public Health Association. November 2015.
9. **Childhood obesity perceptions among African American caregivers in a rural Georgia community: A mixed methods approach.** Atlanta, GA. Georgia Public Health Association. April 2015.
10. **The relationship between peer support, medication adherence, and quality of life among patients with vasculitis.** London, England. Vasculitis & ANCA workshop. April 2015.
11. **Accreditation efforts in Georgia: A technical assistance case study.** Lexington, KY. Keeneland Conference. April 2015.
12. **The relationship between positive and negative social interactions and psychological adjustment for vasculitis and lupus patients.** London, England. Vasculitis & ANCA workshop. April 2015.
13. **Adolescent, Caregiver, and provider preferences for an asthma self-management app.** Co-presenter. Los Angeles, CA. Society for Adolescent Health and Medicine. March 2015.
14. **Examining underlying causes of Emergency Department use for medical care of asthma in children.** Atlanta, GA. Georgia Public Health Association. April 2014.

15. **A method to identify quality improvement initiatives in Georgia's multijurisdictional public health system.** Co-presenter. Orlando, FL. Academy Health. March 2012.

DISSERTATION COMMITTEES

PhD Dissertation Advisor (Chair)

2020-2021

Allnutt, A. – Dissertation Title: Examining Weight Bias Attitudes and Obesity Beliefs Among Undergraduate Students (graduated May 2021)

2019-2020

Richardson, M. – Dissertation Title: Reynolds Risk Score and Risk of All-Cause and Cardiovascular Mortality among U.S. Adults: NHANES 1999-2004 (graduated May 2020)

MEDIA CONTRIBUTIONS

1. **Alexander DS.** (2016). LAWG Week: Dayna S. Alexander on CDC in Atlanta. American Evaluation Association.
2. Runkle E, & **Alexander DS.** (2016). LAWG Week: Elizabeth Runkle and Dayna S. Alexander on the Atlanta Nonprofit Scene. American Evaluation Association.

TECHNICAL REPORTS

1. Hatfield D, **Alexander DS**, & Farris KD. (2024). *Evaluation of Diabetes Self-Management Education and Support (DSMES) and Food Pantry Services*. Atlanta, GA: Centers for Disease Control and Prevention.
2. Caban S, **Alexander DS**, & Williams A. (2024). *On Your Way to Preventing Type 2 Diabetes Demonstration Study Report*. Atlanta, GA: Centers for Disease Control and Prevention.
3. Caban S, **Alexander DS**, & Williams A. (2023). *On Your Way to Preventing Type 2 Diabetes Formative Evaluation Research Report*. Atlanta, GA: Centers for Disease Control and Prevention.
4. Arena L, **Alexander DS**, & Farris. (2023). *Implementation Research to Increase Access to Fruits and Vegetables for People with Diabetes in Low-Income and Underserved Areas*. Atlanta, GA: Centers for Disease Control and Prevention.
5. **Alexander DS.** (2020). *Good Health Wellness in Indian Country Evaluation Technical Assistance*. Atlanta, GA: Centers for Disease Control and Prevention.
6. **Alexander DS**, Downey R, Rasheed M, & Taylor J. (2018). *Examining the Doing It Digital Media Buy in West Virginia*. Atlanta, GA: Centers for Disease Control and Prevention.
7. **Alexander DS**, & Downey R. (2017). *Business Responds to AIDS Annual Report*. Atlanta, GA: Centers for Disease Control and Prevention.
8. **Alexander DS**, & Rasheed M. (2017). *Doing It Quarterly Report*. Atlanta, GA: Centers for Disease Control and Prevention.
9. **Alexander DS**, & Rasheed M. (2017). *Prevention IS Care Annual Report*. Atlanta, GA: Centers for Disease Control and Prevention.
10. Williams A, Porter J, Robinson I, Thornton T, & **Alexander DS.** (2017). *Impact Evaluation Report: Pedestrian Injury Prevention Action Team Program*. Atlanta, GA: Safe States Alliance.

TOOLKITS

1. Hatfield D, **Alexander DS**, & Farris KD. (2024). A Toolkit for Providing Diabetes Programs at Food Banks. FHI 360.
 2. Vo L, Hast M, Jordan J, & **Alexander DS**. (2020). Toolkit for Implementing Monitoring and Evaluation of COVID-19 Mitigation Strategies in School. Centers for Disease Control and Prevention.
 3. Miles IW & **Alexander DS**. (2019). Undetectable=Untransmittable Strategic Toolkit. Centers for Disease Control and Prevention.
-

EDUCATION

Doctor of Public Health, Community Health Behavior and Education - Georgia Southern University (GSU), May 2014

Dissertation: Preventing childhood obesity: A mixed methods study into the perceptions of African Americans in a rural community

Master of Science in Public Health, Community Health - University of North Carolina at Charlotte (UNC Charlotte), December 2010

Thesis: The association between recreational parks and facilities and childhood obesity: A cross-sectional study of 2007 National Survey of Children's Health participants

Bachelor of Science, Psychology - UNC Charlotte, May 2006, Minors: Women Studies and Biology

CERTIFICATIONS

Leaders in Equitable Evaluation and Diversity Scholar - Annie E. Casey Foundation, November 2018

Certificate in Public and Nonprofit Management – GSU, December 2014

Certificate in Community Health Promotion – UNC Charlotte, May 2008

PROFESSIONAL CREDENTIALS

Master Certified Health Education Specialist (MCHES), License: 17660, April 2017 - Present
Contracting Officer Representative (FAC-COR II), U.S. Department of Health and Human Services, November 2024

Six Sigma Green Belt Certificate, Aveta Business Institute, December 2011 - 2014

Certified Pharmacy Technician (CPhT), License: 350101060342431, March 2004 - 2014

SOFTWARE SKILLS

Quantitative: SPSS v28.0 (intermediate)

Qualitative: NVivo v12.0 (intermediate), MAXQDA v2022.0 (intermediate), Atlas.ti v9 (intermediate)

SERVICE

Mentoring:

- **Eagle Mentoring Program**, GSU, February – May 2022, June – November 2022, January – June 2023, February – May 2025
- **CommunAbility Program**, UNC Charlotte, August 2021 – May 2022

Editorial Services:

- **Journal of Racial and Ethnic Health Disparities**, Reviewer, June 2017 – March 2021
- **Journal of Health Promotion and Practice**, Reviewer, October 2012 – March 2021

Current Professional Affiliations:

- **American Diabetes Association**, Member, June 2024 – Present
- **Expanding the Bench Community of Practice**, Member, April 2020 – Present
- **American Public Health Association**, Member, August 2008 – Present
- **Charlotte Alumnae Chapter of Delta Sigma Theta Sorority, Inc.**, Member, April 2004 – Present
- **Atlanta Area Evaluation Association**, Member, September 2015 – March 2023

Government Services:

- **DDT Community Clinical Linkages Community of Practice**, Member, January 2025 - Present
- **NCCDPHP Essential Evaluation Practice Workgroup**, Member, March 2024 - Present
- **CDC Evaluation Framework Refresh**, Steering Committee Member, March 2022 – July 2024
- **DDT Work Group**, Member, February 2022 – September 2024
- **NCCDPHP Task Force**, NOFO sub-group member, August 2020 – February 2022
- **American Indian Youth Tobacco Work Group**, February 2020 – May 2021
- **Evaluation Work Group**, Member, November 2019 – May 2021
- **Adolescent Girls and Young Women Community of Practice**, Member, January 2019 - November 2019
- **Stigma and Discrimination Work Group**, Co-lead, January 2019 - November 2019
- **Data Visualization Work Group**, Member, November 2017- December 2018
- **Behavioral and Social Science Work Group**, Member, April 2017- December 2018
- **Implementation Science Work Group**, Member, August 2018 - December 2018

AWARDS

- **U.S. Public Health Service Outstanding Unit Citation for CDC COVID-19 Vaccine Safety Team (Group Award)**, Recipient, November 2023
- **National Commission for Health Education Credentialing 2021 Outstanding Service and Leadership Award**, Recipient, March 2022
- **University of North Carolina at Charlotte 10 under 10**, Recipient, October 2020
- **CDC Excellence in Partnership Award- National HIV Testing Day Partnership with Hair Salons and Barbershops (Group Award)**, Recipient, December 2018
- **Wiederholt Prize for Best Published Paper Award for Economic, Social, and Administrative Sciences (Group Award)**, Recipient, October 2018
- **Georgia Southern University 40 under 40**, Honoree, September 2018
- **Young Government Leaders under 40**, Honoree, April 2017
- **Excellence in Frontline Public Health Service**, Honoree, March 2017
- **Golden Key International Honor Society**, Inductee, November 2014
- **Phi Kappa Phi National Honor Society**, Inductee, March 2014
- **UNC Charlotte University Transition Opportunities Program (UTOP) Alumni Award**, Recipient, August 2013
- **Beta Phi Delta Omega Public Health Honorary Society**, Inductee, April 2012
- **UNC Charlotte International Women's Day**, Honoree, March 2010
- **UNC Charlotte National Pan-Hellenic Council Service Leader Award**, Recipient, May 2006
- **UNC Charlotte Black Student Union Sojourner Truth Award**, Recipient, May 2005
- **UNC Charlotte Minority Presence Grant**, Recipient, May 2001-2004
- **UNC Charlotte Mathematics and Science Education Network Scholarship**, Recipient, May 2001-2004
- **UNC Charlotte UTOP Most Ambitious Award**, Recipient, May 2001

Statement to Applicants

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Profile

Darryl J Anderson
First Name Middle Initial Last Name

dxa5123@icloud.com
Email Address

8125 Sycamore Creek Drive Apt K
Home Address

Charlotte NC 28273
City State Postal Code

Home: (717) 678-9392
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 2

How long have you been a resident of Mecklenburg County? Please include months, or years.

6 Months

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ Other

Gender *

☒ Male

Interests & Experiences

Education

Master of Business Ethics & Compliance with a concentration in Forensic Accounting - Cambridge College

JP Morgan

Employer

Associate

Occupation

Business and civic experience

Over 12 years of experience in the banking and financial services industry with JPMorgan Chase, currently serving as a Bankruptcy Support Associate. Skilled in risk management, compliance oversight, and financial process governance, with a background that spans credit analysis, reporting, and regulatory accountability. In parallel, I lead AccessPoint Headquarters (APHQ), where I design and implement compliance-driven frameworks that address inequities in health, housing, and financial access. My civic engagement includes collaborating with legal aid and tenant advocacy networks to address eviction barriers, pursuing habitability claims through civil court, and developing community-focused programs that support Medicare/Medicaid-eligible populations.

Area of expertise and interests/skills

Governance, compliance, and risk management in highly regulated industries Bankruptcy, credit analysis, and financial process oversight Data analytics and reporting (Tableau, Alteryx, Excel) to support accountability and transparency Health equity navigation with emphasis on Medicare/Medicaid access Housing and tenant rights advocacy, including eviction defense and habitability enforcement Systems thinking: bridging financial, legal, and health infrastructures to address inequities Conflict resolution, mediation support, and cross-sector collaboration

Additional Comments

With over a decade of experience in banking and financial services, my work now focuses on addressing systemic inequities, most recently across healthcare, housing, and administrative systems. I apply governance and compliance expertise to restore agency, dignity, and clarity for populations navigating complex structures. This wide-lens approach allows me to bridge institutional accountability with community advocacy, ensuring that solutions are both equitable and sustainable.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No

Why are you interested in serving on the board(s) to which you are applying?

I am motivated to serve because I understand both the structural and personal sides of inequity. With over a decade of governance and compliance experience in the banking industry, I bring skills in risk management, accountability, and systemic oversight. At the same time, my lived experiences; including navigating housing insecurity, advocating for administrative rights, and working within health equity frameworks. Have given me a direct understanding of the challenges many residents face. I am passionate about using my professional expertise and personal perspective together to strengthen Mecklenburg County's ability to deliver fair, effective, and equitable systems that restore agency and dignity to vulnerable populations.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

15

How did you learn of the vacancy? *

☒ Other

If you answered other - Where did you learn of this vacancy?

Chat GPT inquiry

[NC_Board_Resume.docx](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Darryl J. Anderson

D. Jamel Anderson

Charlotte, NC • 717-678-9392 • dxa5123@icloud.com

Professional Résumé - Banking & Compliance Experience

Professional Summary

Governance and compliance professional with 12+ years of banking and financial services experience, specializing in **risk management, regulatory oversight, and systemic accountability**. I apply these skills to identify common gaps in **health, housing, and financial inequities**, ensuring that individuals navigating complex systems can do so with greater **agency, dignity, clarity, and equity**. My expertise bridges institutional governance and community advocacy, making me equally effective in boardroom strategy and grassroots engagement.

Core Competencies

- Governance & Compliance Oversight
- Risk Management & Internal Controls
- Financial Reporting & Ethics
- Regulatory Process Management
- Data Analytics (Tableau, Alteryx, Excel)
- Cross-Departmental Training & Communication

Professional Experience

JPMorgan Chase & Co. - Charlotte, NC

Bankruptcy Support Associate | Reporting Analyst | Credit Specialist
2021 - Present

- Ensured compliance with **bankruptcy, credit risk, and regulatory obligations** in high-volume, regulated environments.

- Conducted **risk assessments and compliance reviews** across consumer, corporate, and commercial banking lines.
- Delivered accurate **financial reporting and process controls**, contributing to internal and external audits.
- Utilized advanced **data systems** (Tableau, Alteryx, Excel) to monitor case flow, identify inefficiencies, and recommend process improvements.
- Facilitated **training, cross-department communication, and procedural updates**, reinforcing adherence to federal banking regulations.
- Collaborated with management and legal teams on sensitive cases, maintaining confidentiality and compliance standards.

Education

M.S. Business Ethics & Compliance (Forensic Accounting concentration) – Cambridge College

Statement to Applicants

Profile

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Mythili Banka
First Name Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

mythbanka@gmail.com
Email Address

6416 willow pin lane
Home Address

Huntersville NC 28078
City State Postal Code

Mobile: (302) 563-6984
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 1

How long have you been a resident of Mecklenburg County? Please include months, or years.

4 years

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ Asian or Pacific islander

Gender *

☒ Female

Interests & Experiences

Mythili Banka

Education

Masters in Information Systems and Technology Management

Egen solutions AI

Employer

Senior Assistant Director

Occupation

Business and civic experience

Senior director with 15 years of experience in software engineering and marketing platforms.

Area of expertise and interests/skills

Marketing and Decisioning

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

Yes, ISTAC and currently serving with the end date coming up soon on 02/2026

Why are you interested in serving on the board(s) to which you are applying?

Being a woman, woman advisory board seemed very interesting and Mecklenburg county has great potential to have women leaders

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

10

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[Mythili Resume 2024.pdf](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Mythili Banka

Board Specific Questions

Mythili Banka

bankamythili@gmail.com

+1 302 563 6984

SUMMARY:

- Highly experienced Pega CDH Implementation Specialist with 13 years of full lifecycle system development expertise.
- Proficient in Pega CDH versions 8.6, 8.4, 7.4, 7.3, and 7.2, delivering robust software applications.
- Skilled in integrating Pega CDH with Customer Data Platforms like Celebris, Snowflake, and Adobe AEP.
- Extensive experience in digital marketing, utilizing Pega CDH for care, retail, web, mobile, IVR, and email channels.
- Expertise in designing use cases for decisioning projects and optimizing Pega CDH implementations for performance.
- Knowledgeable with Agile, Scrum, and Waterfall methodologies and tools for project management.
- Master's in Information Systems and Technology Management, with a full scholarship from the University of Delaware.
- Bachelor's in Computer Science from SASTRA University.

CERTIFICATIONS:

- Certified Pega Lead System Architect Level 1 V7.4
- Certified Decisioning Consultant v8
- Certified Senior Pega Marketing Consultant 71v1.
- Certified Pega Marketing Consultant 71v1.
- Certified Pega Business Architect 71v1.
- Certified Pega Senior System Architect v7.2

INDUSTRY EXPERIENCE:

- Telecommunications, Finance, Retail, Auto Finance

SKILLS:

- **Marketing Concepts:** PEGA 8.x, Pega NBA Designer, PEGA Next Best Action Technologies, Pega Simulation Capabilities, Digital Marketing using Mobile and Web Channels, Predictive and Adaptive Analytics, Text Analytics, Eligibility rules, Compatibility rules, Suppression policies, Strategy Design and Execution, Data Flows, Activities, SOAP and REST Services.
- **Query Languages** : SQL, PL/SQL.
- **Tools** : PEGA 8.6, 8.4, 7.4, 7.2, Snowflake, DBT, Oracle PLSQL, Campaign Analytics tools, Adobe Tech Stack,

PROFESSIONAL EXPERIENCE:**Egen Solutions – Drive Time , Senior Asst. Director****Oct 2023 – Present**

- Superheading the development of data-driven marketing platforms for Drive Time Automotive Group using decisioning platform like Pega CDH and customer data platforms like Snowflake and Twilio
- Specializing in Data, AI, and ML solutions for marketing optimization and developing Adaptive models
- Collaborating with cross-functional teams to execute omnichannel communication strategies for owned and paid channels
- Ensuring personalized and consistent customer interactions across channels.
- Enhancing customer engagement and loyalty through data-driven insights and strategies.

Ally Financial, Director - Data Management**Nov 2021 – Oct 2023**

- Successfully led the implementation of Pega Customer Decision Hub (CDH) application, resulting in a seamless omnichannel marketing experience for customers across email, IVR, web, and mobile channels.
- Developed and executed customer segmentation strategies, independent of marketing strategies, leading to personalized and relevant interactions with prospects and customers.
- Optimized customer segmentation and personalization capabilities within Pega CDH, significantly improving customer engagement and satisfaction.
- Conducted informative business sessions, educating stakeholders on using Pega effectively for marketing, resulting in improved cross-functional collaboration and alignment.
- Collaborated closely with business and channel product owners to gather requirements, translating business needs into actionable customizations for the Pega CDH application.
- Analyze data using platforms like snowflake to create data transformation strategies to enable usecases in pega along with Data architects
- Provided thought leadership to project implementation and resource management, ensuring the successful completion of the project within the specified timeline and budget.
- Presented project overviews to executive and senior directors, effectively communicating project progress and outcomes.

Accenture, Pega Decisioning Architect (multiple clients)**Jan 2015 – Oct 2021**

- Owned end-to-end project delivery, encompassing resource management, budgeting, and solution architecting, ensuring successful project outcomes.
- Led discovery sessions and created RFP's, project plans for onboarding new clients across different industries
- Led and mentored the development teams, assigning technical requirements, and fostering creativity to deliver innovative Pega solutions.
- Successfully increased team productivity, leading to improved efficiency and providing exceptional value to clients' investments.
- Managed application support activities and guided the team in performance tuning activities, resulting in optimized application performance.
- Facilitated promotions and ratings for team members based on performance, identified high-

potential individuals for critical assignments, and ensured the continuous growth of direct reportees in technical, functional, and project management capabilities.

- Designed the application enterprise rulesets and class structure, establishing a robust foundation for future scalability and customization.
- Developed REST Integration Services to integrate CDH with platforms like IBM Watson, Adobe Tech stack(AEP, AEM, Analytics)leveraging the power of Pega Decisioning and Pega Rules Engine to deliver innovative and responsive customer experiences.
- Designed marketing strategies to determine the best offers based on customer data, driving personalized and relevant interactions.
- Effectively managed onshore, offshore, and nearshore teams, ensuring adherence to delivery SLAs and achieving project targets.

Virtusa Consulting Senior System Architect

Aug 2014 to Jan 2015

- Lead a Team of three by mentoring the resources on various areas of the project.
- Support the users and fix the defects raised in Quality Center, ALM.
- Be attentive and provide accurate solutions by analyzing the defects.
- Deployment of the application during the release using Unix in UAT, QA, PROD. Debugging the defects and providing a solution to the users with in SLA..

Accenture, System Architect

Jan 2010 to Jan 2013

Responsibilities:

- Development of the Application based on the Functional Requirements.
- Worked with the Leads and Business Analysts to define business requirements for designing, testing, and analyzed those requirements.
- Design and development of Harness rules, Layout and Sections.
- Actively involved in the User Interface solutions for the clients. Creation of Data models, UI (Sections and Flow actions) as per the use cases.

Statement to Applicants

Profile

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Renee Barfield
First Name Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

rbarfield@ashleyfurniture.com
Email Address

2121 Village Lake Drive
Home Address

CHARLOTTE NC 28212
City State Postal Code

Mobile: (704) 772-8555
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 4

How long have you been a resident of Mecklenburg County? Please include months, or years.

20 Years

My age range is (please select one): *

☒ Over 55

Ethnicity *

☒ African American

Gender *

☒ Female

Interests & Experiences

Education

H.S. Collage CPCC York Tec.

Ashley Logistics

Employer

Dispatch / Load Planner.

Occupation

Business and civic experience

I have access to and can process vast amounts of legal and ethical information and offer Strategic Oversight and Financial Governance.

Area of expertise and interests/skills

I can analyze problems, identify potential solutions, and provide insightful recommendations and I have access to a vast amount of information across numerous topics.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

Yes back in 2015 Matching Grant.

Why are you interested in serving on the board(s) to which you are applying?

Serving on a board can is a way for me to give back to the community and make a positive impact.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

40

How did you learn of the vacancy? *

☒ NotifyMe Email

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Renee Barfield

Board Specific Questions

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

First Name

Last Name

N/A

Email Address

Home Address

City

State

Postal Code

Primary Phone

Alternate Phone

☒ 5

60

☒ Over 55☒ African American☒ Female☒ African American

Gender *

☒ Female

Interests & Experiences

Education

DHSc, Clinical Mental Health Counseling

Dr Philly B Consulting

Employer

Principal Consultant

Occupation

Business and civic experience

Community advocate, nonprofit administrator and manager, former CRC Member, Former JCPC Member, MH/SUD Clinician

Area of expertise and interests/skills

Community advocacy, nonprofit admin/mgmt, youth advocacy, mental health services/support

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

6/2023

Why are you interested in serving on the board(s) to which you are applying?

Community advocacy and services. Interested in learning more about the business development and the community support services aspects of the ABC Board. Having over 20+ years in the mental health and substance use disorder profession will assist in the annual community grant programs.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

15

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[Meck_Comm.pdf](#)

Upload a Resume

Phyllis Barnette

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Dr Phyllis Y Barnette

Dr. Phyllis Barnette
Telephone: 704.231.1469 • Email: drphillyb@gmail.com

Mecklenburg County
700 E. 4th Street, Ste 220
Charlotte, NC 28202

I am writing to express my interest in your Senior Health Program Manager – Office of Chronic Disease Policy and Prevention opportunity. As a seasoned clinical supervisor, public health educator, and leader with years of experience in health and wellness, focused on public health, I am confident that my skill set, and educational background make me an ideal candidate for this role.

My experience includes education of both clients and clinicians and extensive group facilitation of all ages. Experienced in leadership, program development, and implementation of strategic public health initiatives. I have consistently maintained an organized, detail-oriented approach to supervising team members, managing projects, ensuring that objectives are met with efficiency and quality. Other duties and responsibilities include supervising and mentoring emerging professionals—all while fostering a strengths-based environment promoting growth and support. I welcome the opportunity to further discuss how my educational and professional experience can contribute to your organization.

Thank you for considering my application, and I look forward to the chance to engage with you about your opportunity.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Phyllis Barnette', with a stylized, flowing script.

Dr. Phyllis Barnette, DHSc, MA, LCAS, CCS

Dr. Phyllis Barnette

Telephone: 704.231.1469 • Email: drphilyb@gmail.com

PROFESSIONAL SUMMARY

Visionary leader and accomplished professional with a robust background in health and wellness education, program development, and clinical supervision. Expertise in managing multidisciplinary teams, designing and implementing impactful programs, and driving organizational goals. Demonstrated success in fostering environments that promote personal and professional growth, holistic well-being, and equity in service delivery.

Core Competencies

- Behavioral/Mental Health Subject Matter Expert
 - Community Advocacy & Outreach
 - Data-Driven Decision-Making
 - Health & Wellness Educator
 - Leadership & Team Development
 - Organizational Development
 - Project Management
 - Research Project Coordination
 - Rural Health Research Scientist
-

PROFESSIONAL EXPERIENCE

Anuvia Prevention & Recovery Center

Clinical Manager

May 2025 - present

- Administrator and clinical/substance use disorder lead for clients seeking detox and residential program services. behavioral/mental health patients, developed person-centered diagnosis and treatment goals and plans.
- Drive the clinical and substance use disorder supportive services, develop innovative partnerships to expand access to community mental health, substance use disorder and wellness resources and support.
- Health educator/facilitator for clinical and medical team members for the accreditation and licensure requirements and to promote and maintain agency accreditation and service definition requirements.
- Lead group counseling sessions and educational workshops to address substance use prevention and promote holistic well-being.
- Supervise and mentor emerging professionals pursuing licensure, fostering competency and career growth.

Zenith Hope Center

Contract Clinical Supervisor/Health Educator

June 2017 – May 2025

- Administrator and development lead for health and wellness training tracks for behavioral/mental health patients, developed person-centered diagnosis and treatment goals and plans.
- Drive the development for support of innovative community outreach programs and partnerships to expand access to mental health, substance use disorder and wellness resources.
- Health educator/facilitator for clinical and medical team members for the accreditation and licensure requirements and to promote holistic health and well-being as professionals.

- Lead group counseling sessions and educational workshops to address substance use prevention and promote holistic well-being.
- Supervise and mentor emerging professionals pursuing licensure, fostering competency and career growth.

Center 360

Executive Director/Remote Learning Program Lead

March 2020 –May 2021

- Cultivated relationships with community stakeholders to expand services and secure long-term funding.
- Directed all aspects of organizational operations, including program development, fundraising, and strategic partnerships.
- Designed and implemented the Remote Learning Program, successfully supporting middle school students' academic and social-emotional needs during the pandemic.
- Supervised staff and volunteers, fostering a collaborative and mission-driven team culture.

C4 – Christ Centered Community Counseling

Contract Community Mental Health Clinician

August 2017 – February 2018

- Delivered health education and prevention counseling to at-risk youth and families, empowering them to make healthier informed choices.
- Conducted behavioral health research by assessing treatment efficacy and compiling case study reports for clinical evaluations.
- Applied evidence-based methodologies in counseling and health education, contributing to public health research initiatives.

Hope Haven, Inc.

V.P. of Resident Services

June 1999 – July 2012

- Key leadership role as part of the executive management team, reporting directly to the CEO and contributing to organizational decision-making.
- Directed research projects focused on education, substance use disorder prevention and treatment, healthcare and housing stability, leveraging data-driven decision-making.
- Designed and implemented data collection frameworks to evaluate the effectiveness of health and wellness programs.
- Supervised a multidisciplinary team of four staff members, providing guidance, training, and performance evaluations.

PROFESSIONAL/COMMUNITY INVOLVEMENT

- | | |
|--|------------------------|
| • Addiction Professionals North Carolina (APNC) Board Member | January 2023 – present |
| • Charlotte Neighborhood Matching Grants (NMG) Fund Board Member | June 2024 - present |
| • CLT Bike Camp – Board Member | May 2014 – present |
| • Mecklenburg County – Juvenile Crime Prevention Council (JCPC) Member | June 2020 – July 2023 |
| • North Carolina Public Health Association – Public Health Member | June 2021 - present |

PROFESSIONAL CERTIFICATIONS/LICENSURE

North Carolina Addictions Specialist Professional Practice Board (NCASPPB)
 Certified Clinical Supervisor (CCS # 20348)

February 2021

North Carolina Addictions Specialist Practice Board (NCASPPB)
Licensed Clinical Addictions Specialist (LCAS # 2109)

August 2013

PUBLIC COMMISSIONS

NC Notary Public (19940350054)

February 1994

EDUCATION

DHSc – Health Sciences (Rural Health Focus) Campbell University

December 2024

M.A. – Clinical Mental Health Counseling UNC-Charlotte

May 2010

B.S. – Social Sciences Gardner-Webb University

May 2004

Statement to Applicants

Profile

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Satoria Craft
First Name Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

satoriacraft@gmail.com
Email Address

3635 Eastover Ridge Dr Apt.1516
Home Address Suite or Apt

Charlotte NC 28211
City State Postal Code

Home: (704) 426-2450
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 5

How long have you been a resident of Mecklenburg County? Please include months, or years.

3 years

My age range is (please select one): *

☒ 18 to 29

Ethnicity *

☒ Other

Gender *

☒ Female

Interests & Experiences

Education

University of North Carolina at Greensboro Bachelor of Arts, Political Science (2018–2022)

Sodoma Law

Employer

Legal Secretary

Occupation

Business and civic experience

Legal professional at Sodoma Law, supporting litigation and legal operations Leader of firmwide Culture Crew, organizing internal initiatives and community engagement events Former President, Legal Professionals Association – led programming for aspiring attorneys Former Title I school teacher in Charlotte-Mecklenburg Schools (CMS), focused on educational equity Former Teach for America and AmeriCorps member Event organizer and volunteer for local community service initiatives Lifelong North Carolina resident Actively pursuing a legal career in public interest law and community advocacy, JD applicant and aspiring attorney Regular participant in public forums and civic events in the Charlotte area

Area of expertise and interests/skills

Public Service & Community Advocacy Education Equity & Youth Empowerment Legal Research & Case Support Diversity, Equity & Inclusion (DEI) Programming Leadership & Organizational Development Event Planning & Employee Engagement Civic Engagement & Local Government Awareness Communication & Public Speaking Strategic Planning & Program Implementation Mentorship & Professional Development

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No.

Why are you interested in serving on the board(s) to which you are applying?

I am deeply committed to creating a more just, equitable, and empowered Mecklenburg County, particularly for youth, women, and underserved communities. My background as a Title I educator and legal professional has shown me how systemic barriers affect families at every level — from the classroom to the courtroom. I want to serve on the Juvenile Crime Prevention Council to help disrupt the school-to-prison pipeline and advocate for early interventions that support rather than punish our youth. On the Women’s Advisory Board, I aim to uplift policies that advance safety, economic equity, and representation for women across Mecklenburg County. Lastly, through the Communications Board, I hope to help make local government more accessible, transparent, and engaging for all residents — especially those historically left out of the conversation.

Have you attended a meeting of the advisory board(s) to which you are applying?

☒ Yes ☐ No

Hours Per Month Available for Position

Unlimited.

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[Craft_Satoria_Resume.pdf](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

I, hereby, authorize Mecklenburg County to verify all information included in this application. I certify that I have read the appointment policy and that the information contained in this application is true according to the best of my knowledge and belief. I certify that I am providing my legal name and address in which I reside. I understand that inaccurate or untrue information will be cause for removal from any appointed advisory board. By submitting this application, I agree to adhere to all County policies pertaining to advisory boards, including attendance. I understand if I do not achieve 65% annual attendance, I will be automatically removed from the board or commission to which I am appointed. I understand that this application is subject to the N.C. Public Records Law (NCGS § 132-1) and may be released upon request.

☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Satoria Craft

SATORIA CRAFT

Charlotte, NC 28202 ♦ 704-426-2450 ♦ satoriacraft@gmail.com

EDUCATION

Bachelor of Arts: Political Science , 05/2022

University of North Carolina Greensboro - Greensboro, NC

- Dean's List 2022
- 2.9 uGPA

WORK HISTORY

Receptionist, 08/2023 - Current

Sodoma Law – Charlotte, NC

- Improved office organization by establishing multiple processes for confidential record-keeping and security.
- Advocated for clients by resolving complaints and inquiries promptly and professionally while cultivating positive relationships with clients and colleagues.
- Enhanced firm culture and values by increasing our community outreach and creative event planning, including the first company wide Black History Month celebration and monthly professional development seminars.

Server Assistant, 04/2023 - Current

O-Ku – Charlotte, NC

- Gained expertise on Japanese cuisine and utilized that expertise to create meaningful culinary experiences for restaurant guest.

Notary Signing Agent, 07/2020 - Current

Self-Employed – North Carolina

- Demonstrated commitment to ethical practices by adhering to the National Notary Association Code of Professional Responsibility and North Carolina Notary Laws at all times.
- Provided consistent delivery of high-quality notary services, resulting in repeat clients and positive word-of-mouth referrals.

Middle School Social Studies Teacher , 08/2022 - 06/2023

North Ridge Middle School – Charlotte, NC

- Developed strong rapport with students by creating an inclusive classroom environment that encouraged participation from all learners.
- Assisted in organizing school-wide events such as assemblies or fundraisers which promoted a sense of community among students and staff.
- Collaborated with colleagues to develop interdisciplinary lessons, fostering a comprehensive understanding of social studies topics.

Corps Member , 05/2022 - 06/2023

Teach For America – Charlotte, NC

- Selected from over 46,000 applicants nationwide to teach in an under-resourced public school.
- Attended monthly professional development training sessions on data analysis, teaching methods, and behavior management.

Assistant Bar Manager, 01/2020 - 07/2022

Crazy Crab – Greensboro, NC

- Cultivated a loyal customer base by delivering exceptional service experiences, resolving complaints promptly, and soliciting feedback for continuous improvement efforts.
- Ensured compliance with all local licensing requirements related to alcohol sales/service as well as other pertinent laws and regulations.
- Improved customer satisfaction by creating and implementing innovative cocktail recipes and seasonal drinks.

ACTIVITIES

Volunteer, 12/2023 - Current

Dove's Nest - Charlotte, NC

- Prepare and serve meals for women who have been victims of domestic violence, drug abuse, etc.
- Led an initiative to have my colleagues participate in volunteer opportunities with this organization.

President, 01/2020 - 05/2022

Legal Professions Association - Greensboro, NC

- Served as the official representative and contact for an organization of students aspiring to work in the legal field.
- Implemented an organization core value of community outreach by coordinating several initiatives to serve marginalized communities of Greensboro.
- Collaborated with law students, professors, admission counselors, and other student organizations to plan networking and professional development events for aspiring law students.

Panelist, 03/2022

Conference on African American and African Diaspora Cultures and Experiences - Greensboro, NC

- Completed years of research and close mentorship of professors to develop my own forty-page dissertation on the topic of the complexities of biracial womanhood, colorism, and intersectionality of race and gender.
- Presented my dissertation to a panel and audience of hundreds of professors and students across multiple academia departments, answering questions, and engaging in meaningful conversation with my academic community on this topic.

Change Agent, 03/2020

UNCG Alternative Spring Break - Washington, D.C.

- Volunteered services to several organizations and churches that provide resources to the unhoused community of D.C.
- Learned and observed the causes and possible solutions of political, social, and economic issues of D.C.

Statement to Applicants

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Profile

Christina Dell
First Name Last Name

christina_dell@outlook.com
Email Address

10223 Prince Edward Lane
Home Address

Charlotte NC 28277
City State Postal Code

Mobile: (704) 890-9620
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 5

How long have you been a resident of Mecklenburg County? Please include months, or years.

7 months

My age range is (please select one): *

☒ 46 to 55

Ethnicity *

☒ Caucasian-Non-Hispanic

Gender *

☒ Female

Interests & Experiences

Education

Bachelor of Music

Unemployed

Employer

Looking for work

Occupation

Business and civic experience

Over 20 years working for the municipal government in Ottawa Canada. Experience as supervisor in the Parks and Recreation department and several years working in Volunteer and Employee recruitment with HR. I have experience running community centers, including hiring and training employees and volunteers.

Area of expertise and interests/skills

Expertise in direct and written contact with clients, stakeholders and Municipal Government Councilors Extensive supervisory experience in various Municipal operational service roles Proficiency with Municipal Business Support Services in planning, training, outreach & development Champion Equity, Diversity and Inclusivity Also have a love of music and the arts.

Additional Comments

As noted above I am currently unemployed, I moved to Charlotte in March and am still looking for employment. My most recent employer was the City of Ottawa in Ontario Canada which I left only due to my move to the US. Also, I live in District 7 which was not an option in the drop down list above.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No.

Why are you interested in serving on the board(s) to which you are applying?

As a permanent US resident and a new resident of Charlotte I wish to be involved in my new community and am very interested in participating in a board. Of the boards with current openings I felt my background and experience was best suited for the 3 boards for which I have chosen to put forth my application.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

12

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[Christina Dell Resume 2025.docx](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

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☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

Disclaimer

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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Christina Dell

Christina Dell

10223 Prince Edward Lane
9620

Charlotte, NC 28277

Christina_Dell@outlook.com

704-890-

Profile

Expertise in direct and written contact with clients, stakeholders and Municipal Government Councilors

Extensive supervisory experience in various Municipal operational service roles

Proficiency with Municipal Business Support Services in planning, training, outreach & development

Ability to self-start, problem solve and work with minimal supervision

Champions Equity, Diversity and Inclusivity

Experience

Coordinator - HR Planning, Training & Development

City of Ottawa, Ottawa, ON June 2019 – March 2025

Responsible for playing a key role in the coordination, planning, procurement, development, delivery and evaluation of departmental HR and training strategies to support and enhance the organization's commitment to a performance improvement approach to human resources.

- Leads eligibility list hiring and recruitment process.
- Developed terms of reference and team structure for Equity and Diversity Champion team.
- Communicates policies and procedures and provides updates to departmental employees.
- Maintains affiliation agreements with colleges on behalf of the Recreation department.
- Led transition to SharePoint intranet and maintains content ensuring accuracy.
- Manages department wide projects with external partners.
- Leads and Coordinates branch of Municipal Emergency Team.
- Organizes, communicates and participates in Recruitment & Outreach Events

Recreation Supervisor - Various Community Centres

City of Ottawa, Ottawa, ON August 2013 – June 2019

Responsible for the day-to-day operation and budget of facilities and service delivery for recreation venues. Ensures the operations, processes and services are customer-centric and efficient and delivers community recreation programs.

Coordinates and identifies new ways of delivering a variety of programs and

services by collaborating and integrating services with other city departments, partnering with outside agencies and associations, participating in community relations projects, and establishing and maintaining linkages within the community. Manages the work of full-time, part-time and volunteer staff with responsibility for performance appraisals, probationary assessments and discipline.

- Administered and monitored facility-based operational budgets for multiple recreation facilities.
- Led a full-time and part-time work force of over 100 employees in a unionized environment.
- Coordinated the delivery of over 100 programs each season for a diverse clientele.
- Created linkages with community associations to identify recreational needs of the community.
- Completed weekly cash management revenue and financial reports along with bank deposits.
- Managed facility usage and maintained bookings and rental contracts for user groups.

Program Coordinator - Various Community Centres

City of Ottawa, Ottawa, ON September 2004 – August 2013

Responsible for coordinating and supervising the delivery of a wide range of recreation programs and services offered through City of Ottawa Recreation Facilities to a diverse group of clients of varying ages and abilities.

- Hired, trained, scheduled and evaluated over 80 part-time staff and contract instructors.
- Scheduled and organized programs to maximize efficient use of instructors and facility space.
- Input program data into online system for registration and inclusion in marketing guides.
- Organized and coordinated special events and workshops to enhance visibility in the community.
- Conducted research and organized statistics, including inventory of all available area programming, resident surveys, participant attendance and facilities usage.
- Implemented marketing strategies by drafting articles, publicity campaigns and communications with community groups and associations.

Education

Bachelor of Music Honours, Carleton University - Ottawa, ON, Canada

Professional Development

Health and Safety & Workplace Worker, Supervisor & Inspection Training
Province of Ontario Emergency and Incident Management Certifications
Project Management - Introduction
Presentation Skills
Leadership, Communication and Client-Centric focused workshops

Additional Information

Computer skills

- O365 - Word, SharePoint, Teams, Excel
- SAP HR and Budget Management
- Recreation Management Software

References available upon request

Statement to Applicants

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Profile

Tanya L Fowlkes
First Name Middle Initial Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

Tasha

tlfowlkes@gmail.com
Email Address

3650 Full Moon Avenue Apt 2721
Home Address

Charlotte NC 28262
City State Postal Code

Mobile: (757) 814-0267
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 1

How long have you been a resident of Mecklenburg County? Please include months, or years.

4 years 5 months

My age range is (please select one): *

☒ 46 to 55

Ethnicity *

☒ African American

Gender *

☒ Female

Interests & Experiences

Education

Associate of Applied Science - Hospitality Management 2008 Bachelor of Science - Tourism and Hospitality Management 2010 Master of Business Administration Project Management - 2017

Maersk Inc

Employer

Senior Customer Success
Partner

Occupation

Business and civic experience

My experience combines organizational and people focused business skills with a commitment to civic engagement. I've organized several events for family and friends, as well as volunteering my time to several organization through my job and on my own. I uphold my civic duties by being a law abiding, tax paying citizen; I vote in all local and federal elections and I enjoying helping women one on one in their areas of need.

Area of expertise and interests/skills

I have strong organizational skills and a collaborative mindset, with the natural ability to step in and fill gaps when needed. I value building and fostering positive interpersonal relationships and I thrive in spaces where I am able to be of service to others. Outside of work, I'm an avid reader and passionate traveler, but what I enjoy most is helping women organize their lives and defining their personal style in a way that feels organic and empowering to them.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No

Why are you interested in serving on the board(s) to which you are applying?

I want to join this board because I believe in the value of women supporting, empowering and encouraging each other. I want to contribute my time and skills in a way that creates a real, lasting impact for other women and the board's mission feels like a natural extension of how I show up for me and I would love to extend that to other girls and women.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

3

How did you learn of the vacancy? *

☒ Word of Mouth

If you answered other - Where did you learn of this vacancy?

Kandice McQueen

[Implementation_Resume.docx](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

Disclaimer

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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Tanya L. Fowlkes

Tanya L. Fowlkes, MBA

Charlotte, NC | (757) 814-0267 | tlfowlkes@gmail.com

Logistics Professional | Account Management | Process Improvement | Training Development

Customer-oriented professional with over 15 years' experience seeking a Contract Management position where I can employ my skills and knowledge analyzing data, supporting teams, improving processes, gained while earning my Master's Degree in Business Administration with a concentration in Project Management.

PROFESSIONAL EXPERIENCE

Maersk-Inc, Charlotte, NC September 2022 – present

Senior Customer Experience Partner

Support the Sales team in coordinating and managing the fulfillment of the organization's contract requirements. Proactively review, interpret, and analyze contracts to ensure that terms align, rates and free time agreements are in place and file with the Federal Maritime Commission.

- Collaborate with Sales and Management to determine root causes of customer issues.
- Investigate and resolve disputes related to Contracting and Pricing.
- Facilitate and manage the end-to-end contract process to include Sales, Contracting, Troubleshooting, exception handling, systems savvy in GCSS, SAP, SharePoint, communicating to all stakeholders timely, throughout the entire process.
- Analyze gaps between operational service levels and data output and make recommendations to address identified gaps.
- Act as a bridge between Origin team and the client to improve understanding and facilitate communication, to meet requirements for Account Holders and ensure completion of deliverables.
- Provide personalized service and build relationships with internal and external customers, identifying current and future customer requirements, and providing solutions to maintain and build business relationships.

Maersk Inc, Charlotte, NC July 2021 – September 2022

Senior Customer Experience Partner

Manage Care Account to resolve and reduce customer issues. Proactively identify program exceptions, then troubleshoot and solve according to broad guidelines provided by the Program Manager, KCM or Customer Experience Manager.

- Collaborate with Sales Team and Management to determine root causes of customer issues.
- Maintain Standardized Operation Procedures for the care account, ensuring all current processes are up to date and accurate.
- Analyze gaps between operational service levels and data output and make recommendations to address identified gaps.
- Act as a bridge between origin team and the client to improve the understanding and facilitate the communication, to meet requirements for account holders and ensure completion of deliverables.
- Investigate EDI to analyze inputs to determine where/why error occurred. Coordinate with key systems/origin personnel to drive change where needed and improve EDI performance.

TeamWRX, Atlanta, GA February 2021 – June 2021
Office Manager & Hospitality Account Manager

Responsible for keeping the office running smoothly while offering administrative support to various members of Executive level staff including the COO, Director of Recruiting, Payroll Manager, and Staffing Account Managers.

- Assisted with recruiting, staffing, and processing payroll for all Hospitality Events.
- Attended onsite Goodwill Job fair twice per week; review resumes and screen candidates to assess potential fit within the company, then present top candidates to Account Managers/Hiring Team
- Increased on-time payroll submissions to 100% by proactively communicating with the Payroll team, Account managers, and employees to collect and enter Direct Deposit information.
- Responded to all payroll inquiries and complaints within 2 hours, resulting in a consistent 95% satisfaction rating.
- Answered phones and performed confidential administrative duties, complete I-9 documents, and other personnel issues.

COUNTRY Financial, Atlanta, GA September 2018 – May 2020
Agency Office Assistant

Contributed to the overall success of the Agency while supporting the Agency Manager serving in the capacity of Executive Assistant assisting with production, training, administration, and support for the Agency Team in a collaborative environment on day-to-day operations.

- Arranged meetings, conferences, special events, and luncheons.
- Scheduled interviews, meetings & appointments, maintained calendar of events, assisted with travel arrangements, monitored budgets and processed and reconciled invoices.
- Monitored and ensured successful completion of all new hire and job training and continuing education training for the Agents and Agent Assistants.
- Served as a liaison between Office Assistants, Agents, and Agency Manager.
- Performed confidential administrative duties, completing I-9 documents, and other personnel issues.
- Processed Auto, Home and Life Quotes as well as sold and bind new insurance policies.

CMA CGM, LLC, Norfolk, VA May 2015 – July 2018
Import Premier Account Manager, June 2017-July 2018

Managed Import accounts to resolve and reduce customer issues. Oversaw preparation, development, and execution of quality reports, monitored shipment statuses, managed records, and served as liaison between shippers and their customs brokers, freight forwarders and consignees to ensure timely receipt of goods.

- Collaborated with Sales Team and Management to determine root causes of customer issues and achieved 30% lower complaints across the department.
- Standardized Account Management procedures reducing weekly aging and idle containers by more than 75%.

- Developed and implemented tracking tools and reports for new account implementations as well as for existing accounts.
- Served as a liaison between clients and all cross functional teams to assess company's ability to meet requirements for account holders and ensured completion of deliverables.
- Earned multiple customer service awards for quality and dedication of performance in a rapidly changing, fast-paced environment.

Export Premier Representative STARS Team, May 2015 – June 2017

Managed Export NVOCC accounts for STARS customers to resolve customer issues and conducted training needs assessments and training programs to address technical and skills gaps. Monitored Key Performance Indicators to ensure required department service levels were achieved and developed new training programs and worked to improve existing programs to increase overall Department Customer Satisfaction.

- Coordinated with internal groups as necessary in order to ensure customer requests were addressed and processed accurately and efficiently.
- Coordinated Export bookings and tracked and monitored shipment statuses.
- Researched, resolved, and reduced customer service complaints on the STARS teams by 30% through efficient training initiatives.
- Served as the teams On-the-Floor Trainer and conducted on the job training for new hire employees, as well as created job aides to assist with learning and development.
- Monitored Key Performance Indicators to ensure that team production and deliverables were being met for STARS customers.

EDUCATION & PROFESSIONAL DEVELOPMENT

Master of Business Administration, Strayer University (2017)

Bachelor of Science in Tourism and Hospitality Management, Norfolk State University (2010)

State of Georgia Property and Casualty Insurance License (2019)

State of Georgia Life, Accident, and Sickness License (2019)

Lean Six Sigma Green Belt (2025)

TECHNICAL SKILLS

Microsoft Office Google Docs SharePoint Adobe Acrobat

Oracle Social Media Web Platforms Zip Recruiter Indeed

Statement to Applicants

Profile

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Kaovny M Jonas
First Name Middle Initial Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

kmjonas@cambodianlegacy.org
Email Address

16214 Fieldstone Trace
Home Address

Charlotte NC 28278
City State Postal Code

Mobile: (803) 467-9931
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 6

How long have you been a resident of Mecklenburg County? Please include months, or years.

over 2 years

My age range is (please select one): *

☒ 46 to 55

Ethnicity *

☒ Asian or Pacific islander

Gender *

☒ Female

Interests & Experiences

Kaovny M Jonas

Education

My education has been a mix of formal schooling and real-world leadership. I have a bachelors degree in Business Management. I studied in the U.S. after immigrating from Cambodia as a child, and I continue to invest in my growth through nonprofit training, grant writing workshops, and community leadership programs. Most of all, I consider my cultural background and lived experiences as my greatest education, because they guide how I serve and connect with others.

Cambodian Legacy Project

Employer

Co-Founder and CEO

Occupation

Business and civic experience

My business experience includes over a decade in the financial and customer service sectors, where I managed multi-million-dollar accounts, led collections and bankruptcy operations, and built a reputation for problem-solving and relationship management. Currently, I also work with LiveOps supporting credit monitoring and identity theft prevention. On the civic side, I am the CEO and Co-Founder of the Cambodian Legacy Project, a nonprofit in Charlotte that preserves Cambodian heritage while creating opportunities for intergenerational and cross-cultural connection. Through CLP, I oversee program development, grant writing, fundraising, and community partnerships. I've built collaborations with arts organizations, cultural groups, and chambers of commerce to ensure Cambodian voices and traditions are represented. My goal is always to connect diverse communities and empower the next generation to succeed while honoring their roots.

Area of expertise and interests/skills

I bring expertise in nonprofit management, grant writing, and community partnerships, as well as a strong business background in credit, collections, and customer service. I'm skilled in program development, budgeting, and fundraising, which I use daily in my role as CEO and Co-Founder of the Cambodian Legacy Project. Beyond technical skills, I excel at relationship building and collaboration — connecting people and organizations that might not otherwise come together. My interests include financial literacy education, cultural preservation through the arts, women's leadership, and creating opportunities for immigrant and refugee families to thrive. I'm passionate about helping women, youth, and multicultural communities embrace their identities while also finding power in collaboration.

Additional Comments

As an Asian American woman, I know firsthand how rarely our voices are amplified in government and civic leadership. Too often, our presence is overlooked, even though our communities have so much to contribute. By serving on this board, I hope to change that narrative — to bring visibility, share lived experiences, and help open doors for other women of color who deserve a seat at the table.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No

Why are you interested in serving on the board(s) to which you are applying?

I am interested in serving on the Women Advisory Board because I believe women's voices are essential to shaping policies and programs that reflect the needs of our diverse communities. As an Asian American woman and nonprofit leader, I bring both lived experience and professional expertise in community building, financial literacy, and cultural preservation. I want to contribute my perspective while also helping amplify the voices of other women who are too often underrepresented in leadership spaces.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

15 hours

How did you learn of the vacancy? *

☒ Other

If you answered other - Where did you learn of this vacancy?

I attended the Women's Day event at Camp North End (Canteen).

[Kaovny_Jonas_aapi_resume.docx](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Kaovny Ma Jonas

Board Specific Questions

Kaovny Jonas

Charlotte, NC | clprojectclt@gmail.com | (803) 467-9931

Professional Summary

Passionate nonprofit leader and educator committed to cultural equity and youth empowerment. Co-founder and CEO of the Cambodian Legacy Project, focused on preserving Cambodian heritage through education and the arts. Experienced in training facilitation, community outreach, grant writing, and curriculum advocacy. A proud Cambodian-American dedicated to bridging generational and cultural gaps in education.

Professional Experience**Cambodian Legacy Project – Co-Founder & Chief Executive Officer**

Charlotte, NC | March 2025-Present

- Founded nonprofit focused on preserving Cambodian culture and supporting Cambodian-American youth through language and dance programs.
- Lead curriculum development, community partnerships, and program implementation.
- Organize cultural events, school workshops, and intergenerational activities to foster cultural awareness.
- Public speaker, mentor, and cultural ambassador within the Charlotte community.
- Advocate for AAPI inclusion in education; participate in training and development webinars.

LiveOps (Remote) – Customer Service Representative

Remote | May 2023-Present

- Support clients such as Experian, TurboTax, and Nordstrom in high-volume call environments.
- Provide empathetic, secure, and efficient customer support via multiple platforms.

Kelly Services – Teachers On Call – Special Education Aide

Grafton, WI | 2022 – 2023

- Worked one-on-one with students with diverse learning needs.

- Partnered with teachers and parents to promote inclusive education and emotional well-being.

Time Warner Cable – Collections Specialist III
West Columbia, SC | 2003 – 2010

- Consistently ranked as top-performing collections agent.
- Trained new hires and conducted internal audits.
- Honored with the Total Quality Service award for customer care excellence.

Education

Limestone University – Bachelor of Science in Business Management
Graduated December 2006

University of Memphis - Early Childhood Education Studies 1997–2000
Completed coursework in early childhood development and instructional strategies.

Career Pause

From 2010 to 2022, I chose to take time away from full-time employment to raise my five children. During this period, I remained active in community organizing and continued developing my skills through volunteer work and independent learning.

Skills & Competencies

- AAPI Curriculum Advocacy & Cultural Training
- Nonprofit Leadership & Grant Writing
- Instructional Support & Workshop Facilitation
- Cross-Cultural Communication & Public Speaking
- Event Planning & Community Engagement

- Strategic Planning & Budget Oversight
- Trauma-Informed & Inclusive Education

Statement to Applicants

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Profile

Caitlyn T Lee
First Name Middle Initial Last Name

ctesslee@gmail.com
Email Address

11607 Millside Dr. Unit 308
Home Address Suite or Apt

Charlotte NC 28215
City State Postal Code

Mobile: (910) 998-2928
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 4

How long have you been a resident of Mecklenburg County? Please include months, or years.

3 months

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ Hispanic
☒ Caucasian-Non-Hispanic

Gender *

☒ Female

Interests & Experiences

Education

I hold a Master of Science in Industrial Organizational Psychology and a Bachelor of Science in Psychology.

Caitlyn T Lee

Humane Society of Charlotte

Employer

Community Support
Specialist

Occupation

Business and civic experience

I bring a unique blend of operational leadership and community engagement experience. Over the past decade, I've led strategic business operations across public health services, animal welfare, and non-profit sectors. I'm specialized in organizational development, performance analysis, and cross-functional team alignment. In all my roles, I am a motivated leader that's guided by solution-focused thinking and optimizing areas of growth. In my civic work, I've consistently engaged with the community through volunteer leadership, public events, and advocacy. I've organized and supported initiatives ranging from senior care animal enrichment, beach preservation, mental health awareness, and shelter support. My roles have included volunteer coordinator, chamber of commerce representative, and program organizer. I am commitment to building strong, connected, and compassionate communities. Community Health (7+ yrs experience). Animal Welfare Services (2+ yrs experience).

Area of expertise and interests/skills

I specialize in operational strategy, organizational development, and community engagement. My core strengths include process improvement, report analytics, data-driven decision-making, and cross-sector collaboration. I'm passionate about building sustainable systems that improve access to care, for both people and animals. I'm interested in creating inclusive community-centered solutions that aid the county's vision and mission. I'm also skilled in event planning, project management, and building bridges between community partners. My interests lie at the intersection of health equity, community relationships, and humane service delivery.

Additional Comments

Core competencies that have directly contributed to my impact efforts: - Event Planning and Coordination - Operational Strategy & Execution - Stake Holder Communication - Performance Data Reporting - Budget & Resource Management - Project & Program Management - Marketing and Network Outreach

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No.

Why are you interested in serving on the board(s) to which you are applying?

I'm interested in serving on the Advisory Board because I'm passionate about building bridges between organizations, non-profits, small businesses, and the communities they serve. I've worked directly with diverse populations to address both human and animal needs through accessible, compassionate care. I've seen how vital trust, communication, and effective leadership aids collaborative impact. I'm hoping to bring innovation and collaboration to Mecklenburg County like that of which I've brought to others. The opportunity to be on an Advisory Board holds a broader platform where I can help shape strategy, promote equity, and support programs that reflect the real relationship building in a community. I am passionate about practices within government where my skills can best be served and hoping to continue gaining a stronger understanding of how the framework within government functions, particularly as they relate to policy implementation and community engagement.

Have you attended a meeting of the advisory board(s) to which you are applying?

☒ Yes ☐ No

Hours Per Month Available for Position

20 hours

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[Ops_CTL_Resume_25_.pdf](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

Disclaimer

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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Caitlyn Tessa Lee

C. TESSA LEE

ctesslee@gmail.com

Results-oriented operations leader with a background in organizational development, process optimization, and team performance management. Known for designing and implementing efficient systems, leading report analytiucs, and aligning cross-functional teams with strategic goals. Adept at transforming complex challenges into scalable operational solutions across healthcare, nonprofit, and business sectors.

(910) 998-2928

Charlotte, NC

PROFESSIONAL EXPERIENCE

Humane Society of Charlotte - Charlotte, NC

Community Support Services

September 25' - Present, 40+ hrs/wk

Assists and empowers pet owners in solving pet related concerns by providing resources and information about internal and external programs with assistance options. Aides coordination support to Pet Food Bank operations. Supports departmental cross-channel communications.

River Road Animal Hospital - Southport, NC

Business Operations & Development Strategist

February 25' - July 2025, 40 + hrs/wk

Led operational redesign aligning practice goals with stakeholder vision and industry benchmarks. Implemented scalable systems for documentation, inventory control, and budgeting. Conducted Network analyses. Introduced monthly stakeholder reports utilizing key performance indicators (KPIs) and ROI metrics. Managed vendor coordination, community outreach logistics, and physical/digital asset branding.

CORE COMPETENCIES

- Operational Strategy & Execution
- Process Improvement & Efficiency Systems
- Organizational Change Management
- Cross-functional Leadership
- Staff Development
- Data-Driven Decision Making
- Performance Analysis & Reporting
- Budget & Resource Management
- Project & Program Management

EDUCATION

MS in Industrial Organization Psychology

Grand Canyon University

October 23'

BS in Psychology

Kennesaw State University

July 16'

Eastern Carolina Veterinary Referral Emergency & Specialty Hospital - Wilmington, NC

Referral Relationship Manager

September 24' - January 25', 50+ hrs/wk

Enhanced internal operations through ETL optimization and improved data reporting models. Supported HR and internal audits via staff feedback systems and review processes. Oversaw digital transformation of internal/external platforms and launched departmental alignment strategies. Applied SWOT analysis to inform high-impact decisions across operations and marketing. Led network of 140+ referral practices.

RHA Health Services- Wilmington, NC

Crisis Management Responding

May 23' - March 24', 50+ hrs/wk

Facilitated rapid-response operational decisions for high-need community populations. Implemented tracking systems for program effectiveness, staff allocation, and task distribution. Coordinated interdepartmental communication to meet cross-functional performance goals.

RHA Health Services - Wilmington, NC

Team Lead Specialized Case Manager

October 21' - November 22', 45+ hrs/wk

Managed caseload operations for over 50+ clients, overseeing state-funded housing transitions. Developed team training models and operational frameworks for compliance and quality assurance. Conducted formal investigations and managed internal documentation for state audits

C. Tessa Lee

ctesslee@gmail.com - (910) 998-2928 - Charlotte, NC

RHA Health Services - Asheville, NC

Residential Treatment Specialist

February 19' - November 21', 40 hrs/wk

Creation for project planning grant opportunities. Directed operations for residential care programs, including staffing, logistics, and compliance. Developed systems for long-term aftercare planning and coordinated grant-based initiatives.

Eliada Homes - Asheville, NC

Program Manager

April 18' - September 18', 50+ hrs/wk

Supervised 15+ staff members and aligned operations with regulatory care models. Developed scheduling solutions and optimized resource allocation under budget constraints.

Trails Carolina - Lake Toxaway, NC

Lead Field Instructor

March 17' - April 18', 45 hrs/wk

Oversaw wilderness-based programs, coordinated team logistics, and conducted training for field staff. Maintained detailed documentation aligned with treatment goals and crisis intervention strategies.

COMMUNITY INVOLVEMENT

- **(July 25') Senior Enrichment with Animal Care - Event Organizer**
The Landings of Oak Island Enrichment Event & River Road Animal Hospital - Oak Island, NC
- **(May 25') Beach Clean Up - Event Organizer/Volunteer**
Oak Island Beach Preservation Clean-up & River Road Animal Hospital - Oak Island, NC
- **(Feb 25' - July 25') Business representative support for community planning and events**
Member Representative - Southport Chamber of Commerce
- **(January 25') Animal Shelter Volunteer**
Sgt. Peppers Friends - Oranjestad, Aruba
- **(September 22' - September 23') Volunteer Representative, Event Organizer**
National Alliance on Mental Illness - Wilmington, NC
- **(October 20' - October 21') Animal Volunteer Intake Coordinator**
Asheville Humane Society - Asheville, NC
- **(October 20' - January 21') Volunteer Animal Assistant**
Heart of Foothills Animal Shelter - Asheville, NC
- **(June 16' - July 16') Cape Coast Intern**
Kennesaw State University - Ghana
- **(February 16' - April 16') Activity enrichment for IDD student charter - Internship**
Jacob's Ladder - Roswell, GA
- **(August 14' - July 16') Active Minds Chapter Vice President**
Kennesaw State University - Kennesaw, GA

Statement to Applicants

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Profile

Ingrid
First Name

Bravo Nunez
Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

ilbn58@gmail.com
Email Address

10310 Tisbury Rd Apt. 6202
Home Address

Charlotte
City

NC
State

28216
Postal Code

Mobile: (919) 672-1256
Primary Phone

Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 1

How long have you been a resident of Mecklenburg County? Please include months, or years.

3 years 3 months

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ Hispanic

Gender *

☒ Female

Interests & Experiences

Education

Master of Healthcare Administration '23 Bachelor of Science in Biology '16

Cross River Therapy
Employer

Director of Clinical
Operations
Occupation

Business and civic experience

No previous business or civic experience

Area of expertise and interests/skills

Community health, diversity and equity inclusion

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No

Why are you interested in serving on the board(s) to which you are applying?

I am seeking to gain civic experience through committees that serve interests I am passionate about.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

5

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[Ingrid Bravo Resume_Final.25_.pdf](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

Disclaimer

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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Ingrid Bravo Nunez

Ingrid Bravo Nunez

Charlotte, NC 28216 • Phone: 919-672-1256 • E-Mail: ilbn58@gmail.com

Education

The University of North Carolina at Wilmington May 2023

- Master of Healthcare Administration

The University of North Carolina at Chapel Hill May 2016

- Bachelor of Science in Biology

Work Experience

Director of Clinic Operations – Cross River Therapy July 2025 - Present

Charlotte, NC

- Oversee operations across multiple clinic sites in collaboration with Clinical Directors and Office Managers
- Supervise and support Office Managers to ensure consistent operational standards and efficiency across locations
- Develop and maintain organization-wide scheduling systems to maximize therapist and clinic utilization
- Partner with clinical and administrative leadership to improve workflows, documentation compliance, and revenue cycle performance

Operations Manager - Cross River Therapy August 2023 - July 2025

Charlotte, NC

- Oversee daily operations of the clinic in collaboration with the Clinical Director
- Work with the clinical and support services teams to accept and process referrals
- Develop and maintain the client/therapist master schedule to maximize clinic and therapist utilization
- Ensure clinical staff submit appointment documentation in a timely manner to support revenue cycle targets

Clinic Manager - Integrated Behavioral Health Management November 2022 - August 2023

Charlotte, NC

- Supervise daily practice operations including managing budgets, billing, staff scheduling
- Hire, train, and monitor front desk staff
- Credential providers with Medicare, Medicaid, and commercial payers
- Collaborate with providers to develop business strategies and patient services
- Oversee marketing team to ensure promotion of services and patient recruitment
- Serve as privacy and security officer to ensure OSHA and HIPAA compliance

Skills

- Fluent in Spanish
- Experience with EHR systems: Epic, Cerner, Allscripts, Athena, CentralReach

Statement to Applicants

Profile

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Sharón

First Name

W

Middle Initial

Scott

Last Name

What other names have you used? (includes, legal names, aliases, maiden names or professional monikers) NOTE: If none, please note N/A

N/A

careersinc_sws@yahoo.com

Email Address

7333 Roseland Avenue

Home Address

Charlotte

City

NC

State

28277

Postal Code

Home: (704) 258-2327

Primary Phone

Home: (704) 352-9249

Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 6

How long have you been a resident of Mecklenburg County? Please include months, or years.

21years, 20 months

My age range is (please select one): *

☒ 46 to 55

Ethnicity *

☒ African American

Gender *

☒ Female

Interests & Experiences

Education

Bachelors Degree

SourceDox, LLC

Employer

Project Director

Occupation

Business and civic experience

I am a serial entrepreneur with consulting firms in Biotech, software development and home rentals and renovations. I am a proud member of the Mecklenburg County Community Relations Committee and have been a supporter of the LBGT Better Business Bureau.

Area of expertise and interests/skills

Community service, time management • Day-to-day management of assigned clinical trial(s) to ensure deliverables are met in all phases of trial • Communication with internal and external team members on deliverables and ensuring timelines are met • Managing trial feasibility process • Working closely with study Functional Leads to execute clinical studies and maintain study cohesion • Drafting site materials including training, manuals, and support documentation • Monitoring clinical data to ensure timely entry and readiness for data review meetings • Clinical data analyses and interpretation for Senior Management • Reviewing clinical monitoring reports to ensure timely completion and identification of trends • Ensuring vendors meet trial deliverables • Maintaining overall trial metrics • Ensuring trial is conducted in accordance with ICH/GCP standards including multiple regions in global trials • Supporting clinical trial systems/databases (i.e., UAT) • May support additional clinical trial(s) in an unblinded Clinical Trial Manager capacity • Developing and maintaining strong, collaborative relationships with key stakeholders

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

Charlotte Mecklenburg Community Relations Committee - October 16, 2027

Why are you interested in serving on the board(s) to which you are applying?

I understand that there are several vacancies and if I can help, I usually do.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

I could work full time for 160hrs or more per month.

How did you learn of the vacancy? *

☒ Mecklenburg County Website

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Disclaimer

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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Sharón W. Scott

Board Specific Questions

Statement to Applicants

Which Boards would you like to apply for?

Women's Advisory Board: Submitted

Profile

Holly Sullivan
First Name Last Name

hollydbyrd@gmail.com
Email Address

5432 Dolphin Ln
Home Address

Charlotte NY 28215
City State Postal Code

Home: (980) 223-9881
Primary Phone Alternate Phone

What Mecklenburg County District do you live in? Please verify below. *

☒ 3

How long have you been a resident of Mecklenburg County? Please include months, or years.

20 years

My age range is (please select one): *

☒ 30 to 45

Ethnicity *

☒ Hispanic
☒ Caucasian-Non-Hispanic

Gender *

☒ Female

Interests & Experiences

Education

Bachelor of Arts- Political Science

Keller Williams

Employer

Real Estate Agent

Occupation

Business and civic experience

It's my passion and work outside the office that defines my purpose. For nearly twenty years, I've been deeply involved in civic and community engagement: volunteering with Charlotte Pride, the Women's Impact Fund, Charlotte United for Palestine and the Center for Cultural Compassion, amongst innumerable other causes. I've knocked on doors, organized fundraisers, made endless phone calls and channeled my passion to inspire others to get involved in causes that are important to them. While I have always had one foot in civic engagement, even as I built my career in business, I am now ready to dedicate myself to this work as a strategic leader, ready to deliver results for the community. I thrive under pressure, have an entrepreneurial mindset, and lead with both empathy and accountability. Most importantly, I bring a deep, unwavering commitment to civic engagement and community-driven impact

Area of expertise and interests/skills

I've built a career in leadership, operations, and management— first as a Sales and Performance Manager and later as a Real Estate Agent and Project Manager. As a successful real estate agent, I've built a multi-million dollar business, trained agents, built recruitment pipelines and managed outreach initiatives that demanded collaboration and relentless drive — skills that I hope to transfer to managing a campaign's people, budget and messaging. As a Project Manager at Black Harbor Holdings, I now oversee complex renovation projects, balancing logistics, timelines, and budgets while coordinating teams of contractors, inspectors, and investors.

Additional Information

If you are or have ever served on a Mecklenburg County board/commission, please answer yes or no. If yes, please disclose the Board and term-end date.

No

Why are you interested in serving on the board(s) to which you are applying?

I'm interested in serving on these boards because I care deeply about equity, community connection, and ensuring that all residents of Mecklenburg County have access to opportunities, safety, and a sense of belonging. Through my work and community involvement, I've seen firsthand how disparities in housing, education, and access to resources impact families—especially women and underrepresented groups. I want to help bridge those gaps by supporting initiatives that promote inclusion, fair housing, and stronger community relationships. For the Community Relations Committee, I'm especially drawn to its mission of preventing discrimination and fostering dialogue among diverse communities. I believe that building understanding and trust at the local level is key to long-term change. For the Women's Advisory Board, I'm motivated by the opportunity to advocate for policies and programs that improve the lives of women in areas like employment, health, and family stability. I want to contribute to discussions and creative problem-solving that elevate women's voices and strengthen our community as a whole.

Have you attended a meeting of the advisory board(s) to which you are applying?

☐ Yes ☒ No

Hours Per Month Available for Position

10

How did you learn of the vacancy? *

☒ Mecklenburg County Website

[resume.pdf](#)

Upload a Resume

Disclosure

Are you a Mecklenburg County resident?

☒ Yes ☐ No

Are you a current Mecklenburg County employee? (Mecklenburg County employees are prohibited from serving on any board where appointments are made by the Board of Commissioners. If you are a current, county employee who is to serve in an ex-officio and/or non-voting capacity on any board when required by law, please email clerk@mecknc.gov before submitting an application.)

☐ Yes ☒ No

Are you a current vendor with Mecklenburg County?

☐ Yes ☒ No

• Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? If yes, please explain the conflict.

☐ Yes ☒ No

Board Specific Questions

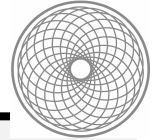
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☒ I Agree

Signature of Applicant (Sign Your Legal Name):

Holly Sullivan



PROFESSIONAL SUMMARY

Vision-driven change agent with exemplary record of real estate and sales leadership

Proven talent for aligning industry strategy and objectives with established sales paradigms to achieve maximum operational impacts with minimum resource expenditures. Growth-focused team leader who champions innovative solutions to drive continuous improvement, analyze data, and provide key insights to inform strategic plans. Exceptionally dedicated professional with keen interpersonal, communication, and organizational skills for the modern real estate landscape.

PROFESSIONAL EXPERIENCE

KELLER WILLIAMS, CHARLOTTE, NC & FORT MILL, SC, 9/2017 – PRESENT

Individual Real Estate Agent, 2020-Present

- Excel in the development of multimillion-dollar real estate business by networking and prospecting via numerous methods to include hosting open houses and attending various events.
- Accountable for obtaining property listings by meeting and building rapport with potential sellers, along with presenting a multi-bulleated marketing strategy.
- Spearhead contract negotiations for clients by understanding their needs and matching requirements to obtain best possible results.
- Market and show properties while staying in constant contact with home buyers and sellers.
- Engage in a number of business development initiatives and opportunities.
- Study local real estate community and demonstrate professional knowledge of available homes.

Assistant Team Leader, 2019-2020

- Attained company sales agent recruitment goals by researching competition, as well as developing, prospecting, and marketing strategies to dominate market share within target areas.
- Hosted training for existing and new sales associates to highlight key areas of business.
- Organized and led sales meetings and group discussions.
- Consulted with top associates to help increase production and maintain retention rates.

Lead Buyers Agent Specialist, 2017-2020

- Specialized in developing real estate partner relationships and building client trust.
- Conceived and implemented lead generation systems capable of prospecting and tracking for a high-producing real estate team.
- Directed the performance of all buyer agents on team, emphasizing accountability, system implementation, and motivation.
- Sustained a successful multimillion-dollar real estate business while continually developing strategies that grew a top performing team.
- Recruited candidates and facilitated interviewing and onboarding duties.
- Facilitated the developing of vital community relationships by leading a local networking group.

RED VENTURES, INDIAN LAND, SC, 2014 – 2016

Sales Performance Manager, 2014-2016

- Possessed six state licenses for the areas including Alabama, California, New Mexico, North Carolina, Maryland, and South Carolina.
- Administered a team of 8-14 agents to improve salesmanship skills, while concurrently exceeding goals and company metrics.
- Championed the new hire training program to successfully onboard new sales agents.

- Segmented marketing channels to identify ideal sales and customer service flows to reduce sales center costs and increase overall margin per call.
- Teamed effectively with performance managers in training and developing new leaders.
- Committed to maintaining optimal agent experience and culture.
- Translated business strategies into sales center initiatives, and ensured these were rolled out efficiently and to completion.
- Devised unique sales strategies based on trends and profitability metrics.

Inside Sales Agent, 2014

- Tasked with selling DirecTV satellite TV within a fast-paced, performance-based environment.
- Maintained a 30% DTV conversion base; consistently maintained high QA scores, as well as finishing in the top 10% for agent performance. •
- Coached new sales agents to familiarize them with the sales process and environment.

MCLEOD RESIDENTIAL RE-ENTRY CENTER, CHARLOTTE, NC, 2011 – 2014

Case Manager, 2011-2014

- Oversaw a caseload of 30-40 newly released inmates and clients to facilitate transition into becoming a contributing and productive member of society.
- Enacted research of community initiatives and worked to implement new resources for client transition.
- Contributed actively to center procedures for monitoring and rehabilitation of clients.
- Conducted mentorship and life skills programs to aid with transition initiatives

EDUCATION AND CREDENTIALS

BACHELOR OF ARTS IN POLITICAL SCIENCE

University of North Carolina at Charlotte, Charlotte, NC

ADDITIONAL INFORMATION



Mecklenburg County, NC

Women's Advisory Board

Board Details

The Women's Advisory Board is to identify periodically the Status of Women in Mecklenburg County; to work toward the betterment of the status of women in education, employment, family, community, health, law, finance, and social services; and to provide community leadership opportunities by initiating and promoting programs designed to serve the needs of women.

Must be a resident of Mecklenburg County.

Mission Statement

The mission of the Women's Advisory Board is to promote the critical and emerging needs of women in Mecklenburg County through education and service.

Purpose

The WAB is to identify periodically the status of women in Mecklenburg County; to recommend ways to work toward the betterment of the status of women in education, employment, family, community, health, law, finance, and social services; to work collaboratively with other organizations; and to provide community leadership opportunities by initiating and promoting programs designed to serve the needs of women.

Overview

- ☐ **Size** 15 Seats
- ☐ **Term Length** 3 Year
- ☐ **Term Limit** 2 Terms

Contact

- ☐ **Name** Elyse Hamilton-Childres, Abigail Wyatt
- ☐ **Phone** (704) 900-9343

Additional

Qualifications

Must be a resident of Mecklenburg County.

Advisory Board Details

Contact staff advisor for more information.

Meeting Dates/Times

Monthly - 4th Monday at 5:30 p.m.

Meeting Location

Valerie C. Woodward Center - Ste. 4023 3205 Freedom Drive Charlotte, NC 28202

Time Commitment

3 hours per month

Stipend

No

Special Notes**Job Description**

Women's Advisory Board

Board Roster

Kandice L Mcqueen

1st Term Oct 03, 2023 - Apr 30, 2027

Email kandiced@me.com

Appointing Authority BOCC

Home Phone Mobile: (803) 389-4883

Address

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Stephanie W Griffin

Partial Term Apr 01, 2025 - Apr 30, 2027

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Alexandria Foster

Partial Term Apr 01, 2025 - Apr 30, 2027

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Michele S Tokpah

Partial Term Apr 01, 2025 - Apr 30, 2027

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Denawa D Alberti

2nd Term Dec 21, 2021 - Nov 30, 2027

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Olga Better Stemmer

1st Term Jan 22, 2025 - Nov 30, 2027

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Appointing Authority BOCC

Home Phone Mobile: (704) 352-2856

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Ronea Chambers

Partial Term Apr 01, 2025 - Nov 30, 2027

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Catherine Etemad

1st Term May 20, 2025 - Apr 30, 2028

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Camellia T Nixon

1st Term Oct 03, 2023 - Nov 30, 2028

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