

City of Memphis

TENNESSEE

A C WHARTON, JR.
MAYOR

July 16, 2013

The Honorable Shea Flinn, Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514
Memphis, TN 38103

Dear Chairman Flinn:

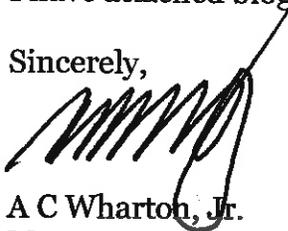
Subject to Council approval, it is my recommendation that:

Janet Smith-Haltom

be reappointed to the Fire Department Board of Appeals with a term expiring
October 7, 2015.

I have attached biographical information.

Sincerely,



A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



City of Memphis

BIOGRAPHICAL INFORMATION APPOINTMENT TO BOARD/COMMISSION

Fire Department Board of Appeals

BOARD/COMMISSION

Name: Janet Smith-Haltom Race C M F

E-Mail Address: jhaltom@hbginc.com Fax 901-525-2570

Profession/Employer: Hnedak Bobo Group

Business Address: 104 South Front St. Zip 38103 Phone: 901-525-2557

Education: Bachelor of Architecture, University of Arkansas

Name of Spouse: Jeff Haltom Number of Children: 3

Home Address: 881 Harbor Isle Circle West Phone: 901-523-9203

City: Memphis State: TN Zip: 38103

I certify that I am a resident of the City of Memphis (Unincorporated areas and surrounding counties are not considered). Yes or No If yes, how long? 28

Professional Organization/Associations:

Memphis Fire Board of Appeals, Former Chairman, 3 Years, Member since 1996; American Institute of Architects, Member and Program Director, 2005; AIA Committee on Architecture for Justice, Member; South Main Historic District, Loft Tour Chairman, 3 Years; National Trust for Historic Preservation, Member; Urban Land Institute, Member; International Downtown Association, Member; Council for Urban Economic Development, Former Member; International Economic Development Council, Former Member; Memphis Housing Association Transformation Task Force, Former Member; Memphis Heritage, Member

Other Organizations/Association:

Other Interests:

Painting, Photography, Pottery

Signature _____ Date _____



JANET SMITH-HALTOM, AIA

PRINCIPAL

Hnedak Bobo Group

YEARS WITH HBG: 28

EDUCATION

Bachelor of Architecture, University of Arkansas

LICENSES/CERTIFICATIONS

Licensed Architect in the State of Tennessee

Certified by National Council of Architectural
Registration Boards

PROFESSIONAL RECOGNITION

"Superwoman of Business,"
Memphis Business Journal

"Downtown Pioneer of the Decade,"
Downtowner Magazine

"Top 40 Under 40" Awards honoree,
Memphis Business Journal

PUBLICATIONS/SPEAKING ENGAGEMENTS

"Adaptive Reuse in Memphis: The Ultimate
Recycling", *Speaker at Memphis Heritage's
Presentation Series and at Memphis Kiwanas Club*

"Education in our Downtowns," *Speaker at the
International Downtown Association Conference*

"Capitalizing on Culture," *Speaker at the
International Downtown Association Conference*

Feature article on four women in construction,
Southern Women's Magazine

"Lest They Forget," *article on the historic Fire
Museum of Memphis, Interior Design magazine*

"Preserving A Downtown's Heritage in
Memphis," *Urban Land magazine*

"Once, she built forts for playmates...,"
Commercial Appeal

"Women in Architecture,"
Exhibit of Works, *Auburn University*

"Spotlight on Janet Smith-Haltom," *Women in
Architecture, American Institute of Architects*

A Principal/Partner of Hnedak Bobo Group, Janet has successfully managed projects that have shaped the face of Memphis architecture. She is a leader for the firm's award-winning, historic, urban mixed-use and hospitality specialties. Janet has been recognized throughout the years with accolades and design awards for her work on a variety of projects, particularly housing and public projects. As a result of her keen insight into the unique cultures of our urban residential environments, Janet has been asked to speak at numerous professional organizations, including the International Downtown Association and Memphis Heritage. Janet has also served on Memphis' mayor-appointed Fire Board of Appeals since 1996, serving as Chairman for three of those years.

REPRESENTATIVE PROJECT EXPERIENCE:

Sterick Building, Memphis, TN

Peabody Place Mixed-Use Residential
Development/Renovation, Memphis, TN

- Gayoso Apartments
- Haverly's Apartments
- Pembroke Apartments

**Recipient of Multiple Awards in Design
Excellence*

Metro 67 Madison Apartments, Memphis, TN

**Recipient of Multiple Awards in Design
Excellence*

Memphis Pyramid Redevelopment,
Memphis, TN

Historic Texaco Building, Houston, TX

Memphis Main Street Pedestrian/Light Rail
Mall, Memphis, TN

Orgill Apartments, Memphis, TN

Main Street Demonstration Block, Memphis, TN

Central Station Feasibility Study, Memphis, TN

Delancey Condominiums, Washington D.C.

Threefoot Building Mixed-Use Residential
Development, Meridian, MS

One Beale Mixed-Use Condo-Hotel
Development, Memphis, TN

University of Memphis, Memphis, TN:

- Robison Hall Renovations
- Law School Renovations
- Residence Hall Renovations

University of Tennessee Health Sciences
Center Phase I and Phase II, Memphis, TN

Greeneville Federal Courthouse/Office
Building, Greeneville, TN

**Recipient of Multiple Awards in Design
Excellence*

Western Mental Health Facility, Bolivar TN

"The design and scheme of our project incorporates a transition between the historical fabric of the city and its future expansion, and its success is a direct result of Janet's dedication, determination and hard work. Her experience as a team leader and manager has been one of the greatest assets for this project. We have worked very closely with Janet and her firm, and we have never had a project run as smoothly or efficiently as this one. She has integrated herself as part of our "court family" and we are proud to have her working with us."

*—U.S. District Judge Thomas G. Hull on the U.S. Federal Courthouse Project,
Greeneville, Tennessee*

**FIRE DEPARTMENT BOARD of APPEALS
5 Member Board
3 Year Term**

Ronald Fuller	M/W	10-07-13	3yr. Term
Howard Glatstein	M/W	10-07-13	3yr. Term
Janet Smith Haltom	F/W	10-07-11	3yr. Term
Majid E. Hatamzadeh		10-07-15	3yr. Term
Robert C. Jacobson		10-07-14	3yr. Term

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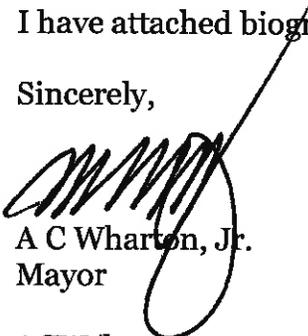
Subject to Council approval, it is my recommendation that:

Christopher M. Hearn

be appointed to the Minority Business Development and Oversight
Commission with a term expiring July 1, 2016.

I have attached biographical information.

Sincerely,


A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



City of Memphis

BIOGRAPHICAL INFORMATION APPOINTMENT TO BOARD/COMMISSION

Minority Business Development and Oversight Commission (MBOC) BOARD/COMMISSION

Name: Christopher M. Hearn Date of Birth: 2/21/1972

Business Address: 6419 Poplar Ave. Suite 500, Memphis, TN 38119
Phone: 901-413-7878

E-Mail Address:
Christopher.Hearn@ey.com

Profession/Employer: Tax Accountant Ernst & Young LLP

Education: Mississippi Valley State Univ. BS Business. & Southern Illinois Univ. Ma. Taxation

Name of Spouse: Cheryl McInmore Hearn Number of Children: 1

Home Address: 2059 Oak Springs, Phone: 901-757-9192

City: Memphis, State: TN Zip: 38016

I certify that I am a resident of the City of Memphis (Unincorporated areas and surrounding counties are not considered). Yes or No If yes, how long? 13 years

Professional Organization/Associations: Certified Public Accountant State of TN. National Association of Black Accountants

Other Organizations/Association: Member of Greenwood CME church

Other Interests: _____

Signature Christopher M. Hearn Date 6/13/2013

CHRISTOPHER HEARN, CPA

OBJECTIVE

- Intend to impact the profitability of a large CPA firm through effective application of management, strategic planning, and negotiation, leadership, and research capabilities.
- Seeking an opportunity that rewards significant accomplishments, with professional growth opportunities.

MANAGEMENT OVERVIEW

Established a 15+ year record of management accomplishments in accounting and taxation. Offer effective skills in strategic planning; management of multi-state taxation issues; control of audit engagements; role as the key negotiator or point of contact on special projects; development and improvement of standards and methods; and implementation of improved computer capabilities. Able to anticipate trends and implement new ideas and approaches that solve problems. Recognized as a hands-on leader and effective communicator who can consistently achieve high levels of operational efficiency and profitability as well as exceed goals and expectations.

Strengths

- Efficient in 1120 Tax Return Prep.
- Prepare and review FAS 109 calculations for large fortune 500 companies.
- Advising management regarding effects of business activities on taxes, and on strategies for minimizing tax liability.
- Work with large fortune 500 companies to implement tax technology tools as well as designing process around the tool.
- Excellent project management and project planning skills.
- Great understanding of tax technology tools and ERP systems and how to create a business case for their need.
- Ability to manage large multiphase engagements, while delivering quality work while staying within in budget by effectively leveraging the work.

EXPERIENCE

Ernst & Young LLP

December 07-Present

Manager (Tax Performance Advisory)

- Work within the TPA group to provides an array of tax functions and advisory services to improve the operating performance of corporate tax departments including: tax function assessments, tax provision process redesign, SOX 404 documentation and advisory services, data improvement and information access, document management and record retention, tax function merger integration, organizational design, change management and project management services.
- Represented a corporate tax group during the design phase of an ERP implementation to confirm the tax department business requirements were being met.
- Worked with the tax department and the IT department to attain legal entity information and tax sensitize the chart of accounts to ensure optimal use of the tax technology tool.
- Worked with tax departments to document the current state of the tax department then, design and document the future desired state of the tax department with the implementation of a tax technology tool.
- During the implementation of tax technology tools, work with the client to recalculate the prior period using the newly installed tool and run a parallel process using the old process and the new process with the tax technology tool to ensure the tools accuracy.
- Served as the lead project manager on all phases of the tax technology tool implementations.

Specific tax preparation software include

OneSource Tax Provision (**Certified Implementer**)

OneSource Tax Compliance

Corp Tax Compliance

Corp Tax Provision

Sedgwick CMS, Memphis TN

December 06 – December 07

Senior Tax Analyst

- Responsible for all aspects of FAS 109 accounting
- Perform tax accounting including deferred and current provisions and purchase accounting
- Provide Audit support for IDR's
- True up tax accounts after audits are closed and anticipate audit needs and, learn from past audit experience to prevent

future audit exposure

- Review tax depreciation and amortization
- Prepare monthly income tax accruals
- Reconcile and rollforward all tax accounts
- Maintain Federal and State NOL schedules

AMERICAN HOME SHIELD, Memphis, TN

2000 – December 06

Senior Tax and Regulatory Accountant Directly involved with day-to-day management and decision making regarding the corporation's tax accounting function. Develop, recommend, and implement new policies and procedures concerning departmental objectives: (1) keep top management informed on department needs, plans, and projects, (2) provide key input on the employment and development of departmental employees, and (3) conduct planning and technical research of laws, regulations, and case law.

- As a Senior Tax & Regulatory Accountant: (1) assist with training, and developing skill levels of associates; (2) motivate employees to work toward project, task, and team goals; (3) complete various accounting and miscellaneous projects; and (4) improve process efficiencies by creating computerized spread sheets.
- Reconcile bank and general ledger accounts, prepare journal entries, and report on recommendations, errors, etc.
- Review and analyze records and tax accounts for trends, errors, and discrepancies.
- Perform audits of financial statements, compilation of unaudited financial statements, and preparation of state sales and use tax returns.
- Prepare and Review Federal Income Tax Return and Federal Tax Provision (FAS 109). Responsible for FAS 109 calculation on all quarterly and annual reports, and the maintenance of all related tax accounts.
- Responsible for FAS 109 calculation during purchase accounting.
- Work directly with external auditors on all questions concerning any tax transaction.
- Research tax issues and report findings to senior management.

CHRISTOPHER HEARN, CPA

EDUCATION

SOUTHERN ILLINOIS UNIVERSITY, Carbondale, IL

M.S. Accounting

GPA: 3.2/4.0

MISSISSIPPI VALLEY STATE UNIVERSITY, Itta Bena, MS

B.A. Accounting

Graduated cum laude

GPA: 3.4/4.0

MINORITY BUSINESS DEVELOPMENT AND OVERSIGHT COMMISSION

9 Member Board & 2 Ex Officio Members

3 Year Term

Black, Anita	W/F	07-01-13	3yr. Term
Jones, Melvin	B/M	07-01-13	3yr. Term
Lee, Vincent	B/M	07-01-13	3yr. Term
Martin-Kelly, Anna		07-01-13	3yr. Term
Romo, Juan	H/M	07-01-13	3yr. Term
Moore, Judith Black	B/F	07-01-13	3yr. Term
Whisenant, Sabrina		07-01-13	3yr. Term
Williams, Roby	B/M	07-01-13	3yr. Term
Willis, Ron D.	B/M	07-01-13	3yr. Term

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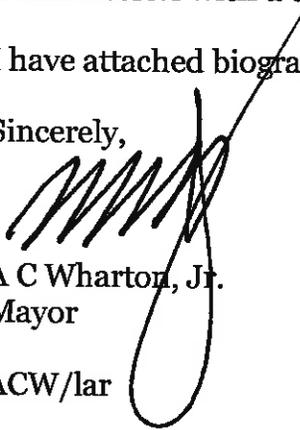
Subject to Council approval, it is my recommendation that:

Clarence R. Scott

be appointed to the Minority Business Development and Oversight
Commission with a term expiring July 1, 2016.

I have attached biographical information.

Sincerely,


A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



**BIOGRAPHICAL INFORMATION
APPOINTMENT TO
BOARD/COMMISSION**

**City of
Memphis**

**Minority Business Development and Oversight Commission (MBDOC)
BOARD/COMMISSION**

Name: Clarence R. Scott **Date of Birth:**

Business Address: 4111 Goodwick Memphis TN **Phone:**

E-Mail Address:

crscott4111@yahoo.com

Profession/Employer: IT Consulting/CRS Consulting

Education: Bachelors Business Administration (Washburn University, Topeka
Kansas)

Name of Spouse: Valerie Scott **Number of
Children:** 3

Home Address: 4111 Goodwick **Phone:**

City: Memphis **State:** TN **Zip:** 38125

**I certify that I am a resident of the City of Memphis (Unincorporated areas and
surrounding counties are not considered). Yes or No _____ If
yes, how long? 20**

Professional Organization/Associations: WIN Board member, AutoZone Liberty Bowl
Board, Kappa Alpha Psi Fraternity,

Other Organizations/Association: Riverview Community Youth Development Program, Caldwell Guthrie Kappa Days of Caring

Other Interests: Church Leadership, Gardening

Signature Clarence R. Scott Date 7/2/2013

Bio:

CLARENCE R. SCOTT

A native of Youngstown, Ohio he attended Washburn University in Topeka, Kansas. He graduated with a BBA from the School of Business with a major in management and minor in Economics. While at Washburn he was a member of the basketball team, the American Management Society and the Black Student Alliance.

Retired from the IBM Corporation after thirty of service, where he was an enterprise Server Manager responsible for the one hundred million dollar distribution cluster business in Tennessee, Mississippi and Alabama. During his tenure at IBM he has managed or supported New Business, Emerging Large Accounts, Large Accounts and Enterprise Accounts. While at IBM he has earned many awards for sales excellence including;

21 hundred percent Clubs

2 Golden circles

2 leadership awards

Stock options

Multiple Branch manager, Regional manager, Area Manager and Marketing manager awards for performance.

He has been married for 27 years to his wife Valerie and is the proud father of three children Clarence Jr., Christopher and Colbee Scott.

Clarence is active in the Memphis Community, having served as Polemarch of the Memphis Alumni Chapter of Kappa Alpha Psi Fraternity Inc., President of the River Community Youth Development Program Inc., board member of Big Brothers & Big Sisters of Memphis, on MIFA's Teen Job Services Board, Memphis Work force Investment Board and is President of Kappa Alpha Psi Memphis Alumni Service Corporation.

He is a member Greenwood CME Church and serves as President of Steward Board number one and is Chief Chairman of Greenwoods three steward boards. He also serves as a member on the Board of Christian Education, the Finance committee and Coaches the Greenwood Pharaohs Basket team through Memphis Athletic Ministries. Clarence attends the Christian Growth Sunday School Class at Greenwood.

Clarence R. Scott Sr.

4111 Goodwick Drive Memphis, Tennessee - 901-481-0075 - crscott4111@yahoo.com

OVERVIEW

Senior level leader and Business Management Executive with a demonstrated record of accomplishments in securing key client relationships to generate new and drive existing business growth. Innovative and resourceful marketing professional with experience in developing and implementing sales and marketing strategic initiatives.

Proven record of success with more than 20 years of experience as a multiple award winner to include sixteen (16) one hundred percent clubs, two (2) golden circles, IBM leadership awards, stock options, and numerous area, regional and marketing management awards. Strong ability to collaborate effectively with senior executives to achieve business results.

EXECUTIVE PROFILE

- **Exceptional team builder, motivator and mentor.** Successfully direct and motivate staff to produce optimum bottom line results
- In pursuit of organizational goals. Comfortable interfacing with and influencing all organizational levels, articulating goals, achieving consensus and driving synergy with high performance, cross functional teams
- **Strategic, cognitive thinker and visionary leader.** With the unique ability to identify hidden opportunities and effectively change to compete more effectively. Experienced developing and executing short and long-term tactical plans, setting company goals and managing program implementations for aggressive growth.
- **Proven record of taking on new challenges.** Consistently maximize business opportunities, deliver return on investment for stakeholders, and achieve financial and strategic objectives.

Volunteer Experience

President - Kappa Alpha Psi Memphis Alumni Service Corporation 2006 - present

Manage all fund development activities, including grant writing, cultivation and stewardship of donors, event planning, and identifying new resources. Actively seek and maintain a diverse donor base of individual, business, foundation and government segments.

Memphis Work force Investment Network 2008 - present

Member Board of Directors

AutoZone Liberty Bowl Game 2006 - present

Member Board of Directors

Professional Experience Greenwood CME Church

Financial Officer - Greenwood CME Church. (Jan 2010 - Present)

- Oversee all financial matters of Greenwood CME Church, while reporting to and working closely with the church official board.
- Responsible for partnering with the senior leadership and the church official board to develop and implement growth and development strategies across the organization.
- Responsible for overseeing all finances, cash flow planning, Budgeting and Financial management.
- Developed and utilize forward-looking, predictive models and activity-based financial analyses to provide insight into the church's operations and business plans.
- Oversee the accounting department to ensure proper maintenance of all accounting systems and function.

Professional Experience IBM

IBM Senior Brand Consultant XSeries Brand Competitive Accounts (Jan 2009 - July 2010)

- Executed sales leadership in Competitive x86 enterprise account set, identifying key business segments and solutions to meet customer requirements to win-back market share.
- Used in-depth knowledge of competitive platforms offerings, strategies, plans and effectively differentiated IBM offerings from competitive alternatives to secure commitments from large enterprise customers to standardize on IBM server platform.
- Collaborated with IBM business partners to build strategic coverage model in competitive server accounts to attain twenty million dollar revenue plan and develop long term customer relationships to impact future revenue and growth of IBM market share in competitive enterprise account set.
- Demonstrated business knowledge and ability to understand client issues in major corporations and articulate the value in context of IBM business strategies and offerings to secure executive briefings to nurture strategic partnerships.
- Lead negotiations with client management including c-Level executives for leading edge total solutions.
- Designed total integrated solutions including hardware, software, services, and offerings from other disciplines, to meet complex customer business requirements combining solutions with terms and conditions to create final customer proposals.
- Established implemented and maintained sound marketing plans and forecast for competitive enterprise accounts in the Tennessee Distribution Cluster and Public Sector.

IBM Senior Power Systems Brand Consultant AL, MS, TN, GA (July 2004 - Dec 2008)

- Leveraged consultative sales and strategic planning capabilities to effectively lead team in large Enterprise and Public Sector Accounts in Tennessee, Alabama, Mississippi and Georgia to increase revenue, profit and market share for IBM.
- Established and managed relationships in key accounts while building solid network of business partners to extend coverage strategy and over achieve forty five Million dollar revenue plan.
- Identified, qualified and closed multiple large and complex business and IT solution led opportunities.
- Demonstrated business knowledge and ability to understand client issues in major corporations and articulate the value in context of IBM business strategies and offerings.
- Developed business unit projects and programs to meet customer business objectives and build opportunity pipeline to provide significant ongoing financial return to IBM.

- Sold and managed multi-million dollar projects committing multiple resources and achieving customer satisfaction, cost, expense, revenue and other business measurements of critical importance.
- Built strong alliances with Channel Partners, extended IBM team and Lead negotiations with client management including c-Level executives to build leading edge total solutions.
- Established implemented and maintained sound marketing plans and forecast for assigned territory to over achieve revenue commitments to the business.
- Mentored and supported new sales team members.

IBM Enterprise Server Brand Manager/Large Accounts, Alabama, Mississippi Tennessee (June 2004 - July 2000)

- Managed sales efforts of eight IBM Brand Specialist and Business Partners Engaged in the selling of IBM Servers and Storage in the TN Enterprise Distribution Cluster and Public Sector accounts for Alabama, Mississippi and Tennessee.
- Represented IBM to the customer in the attainment of all Hardware Brand revenue, expense, profit and customer satisfaction objectives for Server and Storage Group.
- Identified business opportunities and planned strategies within the business unit to over achieve one hundred thirty four million dollar revenue plan.
- Influenced Territory coverage strategy by noting and communicating replicable successes and high risk/low reward behavior.
- Reviewed or concurred to customer contracts for large and complex opportunities, involving others as necessary and ensured compliance by all parties (IBM, Customer, Partner).
- Influenced key client executives and exercised authority appropriate to client requests.
- Lead major strategy sessions made up of multiple functional groups and evaluated IBM's competitive posture.
- Identified key business segments and solutions and developed channel and support strategies.
- Provided leadership to Opportunity Sales Team and all virtual team members engaged in the coverage model.

IBM Senior iSeries Brand Specialist West TN (June 2000 - Jan 1999)

- Lead team of sales professionals and provided ongoing sales guidance to design solutions for large or complex opportunities.
- Coordinated IBM cross brand platforms, including Hardware, Software, Services and non IBM resource to successfully encourage customers to expand technology.
- Executed sales, business and professional skills to work with all levels of customer management.
- Provided input to sales objectives and strategies for the business unit.
- Developed business and sales strategies for communicating new developments or announcements in the discipline to client teams, IBM Business Partners and customers.
- Leveraged expertise to directly influence resource outside the business unit (sales headquarters, product brand management, development) to identify and close key business segments and solutions.

Previous Positions Held

- IBM Hardware Marketing Manager
- IBM Senior AS/400 Marketing Specialist
- IBM Advisory Marketing Representative
- IBM Southern Area Mid-Range Brand Advisory Marketing Rep.
- IBM Account Marketing Representative

Education

Bachelor of Business Administration, Management
Washburn University, Topeka Kansas

City of Memphis

TENNESSEE

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MAYOR

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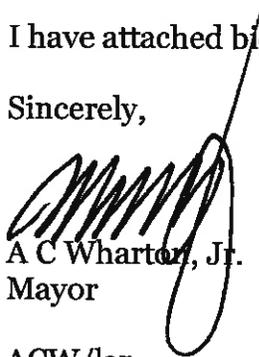
Subject to Council approval, it is my recommendation that:

Cynthia Daniels

be appointed to the Minority Business Development and Oversight Commission with a term expiring July 1, 2016.

I have attached biographical information.

Sincerely,


A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



City of Memphis

BIOGRAPHICAL INFORMATION APPOINTMENT TO BOARD/COMMISSION

Minority Business Development and Oversight Commission (MBDOC)
BOARD/COMMISSION

Name: Cynthia Daniels Date of Birth: 08/19/1980

Business Address: 3890 Hwy 51N., Southaven, MS 38672 Phone: (662)449-2554 ext. 2570

E-Mail Address: president@mulyp.org

Profession/Employer: Helen of Troy

Education: Masters of Science, Business Management

Name of Spouse: N/A Number of Children: N/A

Home Address: 5848 Ardwick Drive #2 Phone: (678)793-8569

City: Memphis State: TN Zip: 38119

I certify that I am a resident of the City of Memphis (Unincorporated areas and surrounding counties are not considered).
Yes or No If yes, how long? 3 years

Professional Organization/Associations: Memphis Urban League Young Professionals

Other Organizations/Association: _____

Other Interests: _____

Signature Cynthia Daniels Date 6/17/13

Cynthia Daniels' Biography

Cynthia Daniels is employed as a Human Resources Senior Human Resources Generalist for Helen of Troy, a prominent distribution company. She is responsible for recruitment of job applicants, hiring, training, and maintaining staff to fill 600 positions. Cynthia Daniels is from Atlanta, GA. She earned her Bachelors and Masters Degrees from Alabama A&M University.

Through Girl Scouting, Cynthia developed a desire to make a difference in her community. She volunteered at the Community Food Bank and partnered with the Public Library Reading Program for inner city children. In college, Cynthia joined Delta Sigma Theta Sorority, Inc., an organization dedicated to public service. Cynthia developed service projects and worked with communities to solve problems through the organization.

Cynthia joined the Memphis Urban League Young Professionals because it gave her opportunities to serve her community and help others. Her work in the organization has led to her ascension to President of MULYP within two years' time. In December 2011, Cynthia was honored at the Agent of Change Awards with the "MULYP Member of the Year" award for her efforts. In February 2012, Cynthia was appointed to the MULYP Board as Civic Engagement & Advocacy Chair. As chairperson, Cynthia recruited 74 new members for the organization and improved and increased attendance to MULYP events by more than 50% in 2012. She has increased the exposure and knowledge of MULYP in the Memphis community by developing new partnerships with non-profits.

CYNTHIA DANIELS

5848 Ardwick Drive Apt. #2
Memphis, TN 38119

cynthia.daniels09@gmail.com
678.793.8569

Qualifications

Human Resources professional with experience emphasizing in operations management and development. Expert at collaborating with management to determine hiring needs. Excellent skills in problem solving, multi-tasking and communications. Experience with data tracking tools including iCIMS, Oracle Taleo and HRB.

- Recruitment & Selection
 - Strategic Planning
 - Training & Development
 - Employee Relations
 - HR Policy & Procedure
 - EEO & Diversity
-

Experience

2012-Present

PRESIDENT

Memphis, Tennessee

Memphis Urban League Young Professionals

- **Organizational Restructuring:** Devised a strategic plan that addressed programmatic needs, supported services required to advance organizational goals, and effective recruitment planning and communication. Evaluated the current and desired organizational culture, combining quantitative analysis, interviews and membership research. Implemented new models that allowed Memphis Urban League Young Professionals' brand to contribute to sustaining their social impact, serving their mission, and staying true to their organization's values and culture.
- **Recruitment & Development:** Launched a recruitment strategy in June 2012 to increase the awareness of the organization to young professionals, ages 21-40 and engage them in local Workforce Development and Youth Education & Mentoring programing. Conducted individual outreach with potential members through phone banking, social media and coordinating information sessions. Since June 2012, I have recruited 65 new members for the organization and improved and increased attendance to MULYP events by more than 50%. Current membership is at 150 members.
- **Partnerships & Communication:** Increased the exposure and knowledge of MULYP in the Memphis community by developing new partnerships with non-profits. Organized community events to increase awareness and visibility of MULYP.

2011 - Present

SENIOR HUMAN RESOURCES GENERALIST

Southaven, Mississippi

Helen of Troy

- **Recruitment & Selection:** Develop a business strategy that enables the Distribution Center Business Strategies through recruitment, retention and customer service initiatives. Provide operations support by designing, implementing and maintaining a pipeline of qualified candidates to fill various positions. Recruit qualified candidates through phone banking, career fairs and networking events. Ensure all recruitment and application data is tracked in HRB database.
- **HR Policy & Procedure:** Guarantee proper application of policies, procedures and requirements involving Human Resource Programs. Provide Human Resources functional expertise that includes Payroll, Associate Relations, Labor Relations, Recruitment, Training and Development. Provide recommendations regarding warnings, terminations, ADA issues, EEOC and Labor Laws, and all other procedures necessary to mitigate risk.
- **Employee Relations:** Prevent and resolve problems involving individuals which arise out of or affect work situations. Advise supervisors on how to correct poor performance and employee misconduct. Provide employees with a better understanding of management's goals and policies.

2010-2011

FIELD RECRUITER

Memphis, Tennessee

TMX Finance

(Contract Position)

- **Recruitment & Development:** Responsible for sourcing and recruiting candidates to fill positions throughout the Tennessee Market, which consists of 150 TitleMax locations. Professionally communicate the value proposition of the TitleMax employment opportunity to candidates and candidate sources. Forecasted, developed and executed comprehensive sourcing plans for the Tennessee Market to create a candidate pipeline consistent with business trends.
- **Hiring & Selection:** Presented fully screened, qualified candidates to Hiring Managers in a timely manner to maximize customer service and reduce time to fill various positions. Collaborated with the Hiring Manager to ensure that all hired candidates are on-boarded with the highest level of satisfaction. Conducted interview training sessions for Store Managers, as designated by upper-level management.
- **Employment Branding:** Maintained knowledge of all markets that are assigned to include: competitors, community organizations, networking opportunities and market statistics. Attend networking events and career fairs to promote TitleMax. Researched, designed and implemented staff development programs for orientation, training and continuing education.

2008 - 2010

RECRUITING MANAGER

Atlanta, Georgia

Big Brothers Big Sisters of Metro Atlanta

- **Program Start Up:** Conducted in-person meetings with corporate senior-level executives, for the purpose of promoting the School Mentoring Program to prospective companies and building on existing relationships. Assisted in the development of key marketing collateral, including program brochures.
- **Program Recruitment:** Recruited corporate volunteers from various companies and partnered them with local schools to mentor and tutor students. Responsible for solidifying Big Brothers Big Sisters presence through consistent participation in networking organizations and events. Maintained a recruiting budget that included pre-employment screening costs and other materials.
- **Curriculum Design:** Collected, compiled and analyzed data to develop training programs and skill building sessions for volunteer Big Brothers and Big Sisters.

2004 - 2008

HUMAN RESOURCES GENERALIST

Huntsville, Alabama

Parisian

- **Staff Recruitment:** Created job postings using Taleo software to fill vacant positions in a timely manner. Recruited, interviewed, evaluated applicants, checked references, and extended offers to qualified candidates for exempt and non-exempt positions. Successfully processed applications, arranged background investigations, performed interviews, and conducted New Hire training.
- **Employee Relations:** Responded to employee relation issues such as employee complaints, grievances and harassment allegations. Spearheaded performance management processes for personnel, including contribution ratings, salary administration, promotions and performance improvements.
- **Policy & Procedure:** Reviewed planned disciplinary actions proposed by managers. Ensured awareness and company compliance with respect to appropriate labor laws at State and Federal level. Gained solid experience with federal, state and disability laws and regulations.

Education

2003- 2006

Masters of Science, Business Management, *cum laude*, Alabama A&M University, Normal, AL

1998 - 2003

Bachelor of Science, Behavioral Science, *cum laude*, Alabama A&M University, Normal, AL

City of Memphis

TENNESSEE

A C WHARTON, JR.
MAYOR

July 16, 2013

The Honorable Shea Flinn, Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514
Memphis, TN 38103

Dear Chairman Flinn:

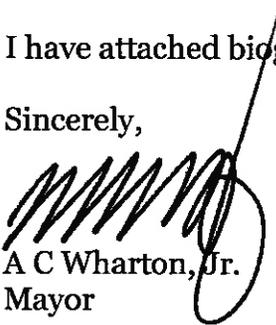
Subject to Council approval, it is my recommendation that:

Marcel C. Hill

be appointed to the Minority Business Development and Oversight Commission with a term expiring July 1, 2016.

I have attached biographical information.

Sincerely,


A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



City of Memphis

BIOGRAPHICAL INFORMATION APPOINTMENT TO BOARD/COMMISSION

Minority Business Development and Oversight Commission (MBOC) BOARD/COMMISSION

Name: MARCEL C. HILL Date of Birth: 10-9-61

Business Address: 2183 FREEMONT RD
MEMPHIS TN 38114 Phone: 901-744-3483

E-Mail Address: chillebell@south.net

Profession/Employer: Highway/Airport - CHARLES H. HILL CONTRACTORS INC

Education: MEMPHIS STATE UNIV. 1985 - B.B.A. BUS. ADMIN

Name of Spouse: N/A Number of Children: 1

Home Address: 79 W. GRAND HEIGHTS Phone: 901-828-1608

City: MEMPHIS State: TN Zip: 38109

I certify that I am a resident of the City of Memphis (Unincorporated areas and surrounding counties are not considered). Yes or No If yes, how long? 51 years

Professional Organization/Associations: World Trade Club, Black Business Assn, NMBAC, Tenn. Dept. of Transp. Advisory Committee

Other Organizations/Association: Ward Chapel AME Church - Women Board President

Other Interests: NAWBO + WBBOE

Signature *Marcel C. Hill*

Date 6/18/2013

MARCEL C. HILL

79 W GRAND HEIGHTS

Memphis Tn 38109

Phone: (901)828-1608

CHHILL@BELLSOUTH.NET

QUALIFICATIONS

Charles H. Hill Contractors is a specialty construction contractor. Founded in 1955 by Charles Hill and is now in it's third generation of operations. A certified minority business with various governmental agencies and has been in its location South Memphis since inception. We have a reputation in the community for doing quality work, an experienced core team and a commitment to performing professional work and our reliability as a service provider. We perform work on projects for various types of land uses such as industrial, airport runways, roads, streets, highways, subdivisions, shopping malls/strip centers, churches, public transportation and housing developments

EDUCATION

1985	BBA - BUSINESS MANAGEMENT - MEMPHIS STATE UNV.
2001	CONSTRUCTION PROJECT MANAGEMENT COURSE - MPHS BUS DEV CENTER
2006	MEMPHIS BUSINESS ACADEMY - MMBC
2006	CONSTRUCTION BUSINESS MANAGEMENT TRAINING - TURNER UNIVERSAL

EMPLOYMENT

2003- PRESENT	PRESIDENT/CEO -CHARLES H. HILL CONTRACTORS INC Handle overall day to day to include site development for various types of land uses, install and monitor environmental devices such as erosion control, rip rap to include trucking, hauling, landscaping, sodding, seeding, excavation, clearing and concrete flatwork. Oversee various levels of positions such as bidding estimating, contract administration, purchasing, scheduling of field operations, fleet and equipment maintenance, financial management, processes, procedures, technology, business development, sales, payroll and employee relations.
1991-2003	Secretary/Treasurer - Office Manager - C.H. Hill Inc. Involved in contract administration, bidding, estimating, directing office & field personnel, development of sales strategies, prime contractor relations, work with suppliers on purchase orders for field supplies, equipment and vehicle utilization.

Memberships/Boards

Airway Lamar Business Assoc./Memphis Depot Redevelopment , Black Business Association, American Builders Corporation , 2006 Member of the Tennessee Department of Transportation Advisory Committee, Mid South Minority Business Council.

City of Memphis

TENNESSEE

A C WHARTON, JR.
MAYOR

July 16, 2013

The Honorable Shea Flinn, Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514
Memphis, TN 38103

Dear Chairman Flinn:

Subject to Council approval, it is my recommendation that:

Shante K. Avant

be appointed to the Minority Business Development and Oversight Commission with a term expiring July 1, 2016.

I have attached/biographical information.

Sincerely,



A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



City of Memphis

BIOGRAPHICAL INFORMATION APPOINTMENT TO BOARD/COMMISSION

Minority Business Development and Oversight Commission (MBDOC)
BOARD/COMMISSION

Name: Shante K. Avant Date of Birth: 12-14-72

Business Address: 40 S. Main Street, Suite 2380, Mphs, TN 38103 Phone: 901-525-1237

E-Mail Address: shanteavant@wfgm.org

Profession/Employer: Deputy Director/ Women's Foundation for a Greater Memphis

Education: Master's of Science in Social Work and Bachelor of Arts in Psychology both from the University of Tennessee.

Name of Spouse: _____ Number of Children: 1

Home Address: 722 Parkdale Phone: 901-219-7204

City: Memphis State: TN Zip: 38116

I certify that I am a resident of the City of Memphis (Unincorporated areas and surrounding counties are not considered). Yes or No _____ If yes, how long? 40 years

Professional Organization/Associations: Women's Funding Network, Social Work Community Advisory Board

Other Organizations/Association: Board of Directors Clean Memphis, Board of Directors Community LIFT, Secretary, Young Women Philanthropists, New Memphis institute Fellows Advisory Board, Mayors Advisory Board on Education

Other Interests: Grantmakers Forum, Early Success Coalition

Signature

Date 7/9/13

Shante K. Avant

Bio

Shante K. Avant, native Memphian and graduate of Immaculate Conception High School. She went on to earn her bachelor's and master's degree from the University of Tennessee at Knoxville. After completing her studies, she returned to Memphis with the belief that her beloved city had much to offer to her and she to it. She currently serves as Deputy Director for the Women's Foundation for a Greater Memphis (WFGM) and manages WFGM's staff and operations. She has 17 years of non-profit experience, specifically with agencies focused on women and children. She is also responsible for grant allocations, creating strategic partnerships to collaborate with corporate partners, community organizations, institutional giving and large donors. She has a Master's of Science in Social Work and a Bachelor of Arts in Psychology, both from the University of Tennessee

Shante's community involvement includes serving on the board of directors for Clean Memphis and Community LIFT, and was recently appointed to the Mayors Advisory Council on Education. Other accomplishments include Top 40 fewer than 40, The Leadership Academy, MPACT Memphis, Past Board Chair, Women's Funding Network International Leadership Cohort and Leadership Memphis. Other affiliations include and Memphis Urban League Young Professionals and Young Women Philanthropists. She is the proud mother of one daughter.

City of Memphis

TENNESSEE

A C WHARTON, JR.
MAYOR

July 16, 2013

The Honorable Shea Flinn, Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514
Memphis, TN 38103

Dear Chairman Flinn:

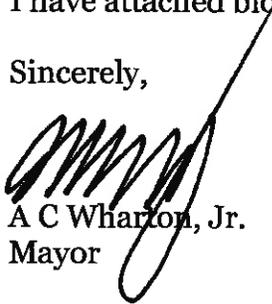
Subject to Council approval, it is my recommendation that:

Anita Black

be reappointed to the Minority Business Development and Oversight Commission with a term expiring July 1, 2016.

I have attached biographical information.

Sincerely,


A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



City of Memphis

**BIOGRAPHICAL INFORMATION
APPOINTMENT TO BOARD/COMMISSION**

MBDOC

BOARD/COMMISSION

Name: Nita Black Race Caucasian M F

E-Mail Address: NitaBlack@MAPMomentum.com Fax _____

Profession/Employer: Management Consultant, Primacy Solutions LLC dba MAP Momentum

Business Address: 1661 International Place Drive #400 Zip 38120 Phone: (901)413-1315

Education: BBA - Accounting, University of Memphis

Name of Spouse: Charles D. Black J. Number of Children: 3 adults

Home Address: 1447 Marcia Phone: (901)413-1315

City: Memphis State: TN Zip: 38117

I certify that I am a resident of the City of Memphis (Unincorporated areas and surrounding counties are not considered). Yes or No If yes, how long? 2008

Professional Organization/Associations:
National Assn. of Women Business Owners NAWBO
Memphis Area Minority Contractors Assn MAMCA

Other Organizations/Association:
Business Network International

Other Interests:
Forming a non-profit incubator to serve the working poor

Signature Nita "Nita" Black Date July 8th, 2013

Anita A. Black

1447 Marcia Memphis, TN 38117 Phone (901)413-1315 Email NitaBlack@MAPMomentum.com
Mailing Address: P.O. Box 111409 Memphis, TN 38111-1409

Professional Summary

Anita Black (Nita) is an active women's advocate, leveraging numerous ongoing strategic relationships to build economic, political, and social bridges that benefit women. Her business experience includes management, sales, budgeting, research, community development, and strategic planning. In addition to over thirty years experience as a banker/consultant in the financial services industry, Nita Black is a servant leader. She has volunteered and been active in various non-profits, owned and managed her own business, and raised three daughters. A native Memphian, she is Past-President of the National Association of Women Business Owners (2009-2011) Memphis Chapter which doubled membership, tripled funding, and improved programs during this time. She is co-founder of the Women's Business Success Center of Memphis and currently active in Greater Memphis Business and Professional Women, the League of Women Voters of Memphis/Shelby County, and the Memphis Area Women's Council.

Experience

First Tennessee Bank

Vice President - Loan Workout Officer - Main Headquarters - Memphis, TN. 2008 - Present

Responsibilities

- Develop and execute strategies to collect problem commercial loans as assigned.
- Analyze customer data, research and confirm industry success factors; manage portfolio of commercial loan customers, typically 25 to 30 customers annually.
- Minimize bad debt and bank charge-offs.

Annual goals were met with problem loan collections exceeding \$22 million in 2009, \$13 million in 2010, and \$9 million in 2011.

Primacy Solutions LLC and MO's Coffeehouse

Manager/Owner - 5100 Poplar and 3529 Walker - Memphis, TN. 2000 - Present

Responsibilities

- Assist entrepreneurs in completing business plan and accessing funding, including market research, competitive analysis, and financial forecasting.
- Oversee coffeehouse operations from 2003 to 2008, while continuing to consult with women and small business entrepreneurs and artists.

During this time, assistance was provided to approximately 100 small business owners; the coffeehouse operations included daily live music events and periodic art shows involving over 1000 musicians and artists; approximately 25 women in domestic abuse situations were assisted. Primacy continues to operate doing business as MAP Momentum.

First Tennessee Bank

Vice President and Manager, Private Client Services - Humphreys Center, Memphis, TN. 1998 - 2000

Responsibilities

- Manage bank operations at the Humphreys Center/Memphis, TN location.
- Produce 10 new banking relationships annually with at least \$10 million in new loan and deposit relationships, while minimizing bad debt; manage client portfolio and solve client problems.

Annual goals were met with over \$10 million in new loan and deposit relationships in 1999 and \$15 million in new relationships in 2000 with no charge-offs during this time. Experience included commercial and consumer loan origination of \$25,000 to \$5 million in typical size.

Anita A. Black

First Tennessee Bank

1973 - 1998

Vice President/Commercial Lender - Metropolitan Division - Memphis, TN 1997 - 1998
Manager and Vice President - Loan Rehab & Recovery - Chattanooga, TN - 1995 - 1997
Vice President - Loan Rehab & Recovery - Memphis, TN - 1987 - 1995
Vice President - Business & Institutions Group - Budgeting - Memphis, TN - 1984 - 1986*
Operations Officer - Metropolitan Division - Memphis, TN - 1980 - 1984
Administrative Assistant - Metropolitan Division - Memphis, TN - 1975 - 1979
Accounts Payable Clerk - Accounting - Memphis, TN - 1973 - 1975

*Attended night school at University of Memphis from 1978 to 1986. During 1986, attended University of Memphis fulltime taking 23 and 26 hours each semester plus summer courses to complete BBA degree in Accounting in 1987.

Education

University of Memphis - Memphis, TN.

1987

* BBA - Accounting major; Piano minor

References

Mayor Mark Luttrell
Shelby County Government
160 N. Main St., 8th Floor
Memphis, TN 38103
Office: (901)222-2004
Fax: (901)222-2051
mark.luttrell@shelbycountyttn.gov

Mary Singer
President
CRG Sustainable Solutions
1661 International Place Drive, Suite 400
Memphis, TN 38120
Cell: (901)277-4500
mary@tenantrepresentation.net

Carlee McCullough, Esq.
Office of Contract Compliance
City of Memphis
125 N. Main Street, Suite 546
Memphis, Tennessee 38103
Office: (901)576-6545
Fax: (901)576-6560
carlee.mccullough@memphistn.gov

Attendance Records

Minority Business Development and Oversight Commission

Board/Commission

From June 1, 2012 to June 30, 2013 Total No. of Meetings 12.

Member	Present	Absent
Anita Black	11	1
Judith Black Moore	Began 1/13—6	0

City of Memphis

TENNESSEE

A C WHARTON, JR.
MAYOR

July 16, 2013

The Honorable Shea Flinn, Chairman
Personnel, Intergovernmental & Annexation Committee
City Hall - Room 514
Memphis, TN 38103

Dear Chairman Flinn:

Subject to Council approval, it is my recommendation that:

Judith Black Moore

be reappointed to the Minority Business Development and Oversight Commission with a term expiring July 1, 2016.

I have attached biographical information.

Sincerely,



A C Wharton, Jr.
Mayor

ACW/lar

c: Council Members



City of Memphis

BIOGRAPHICAL INFORMATION APPOINTMENT TO BOARD/COMMISSION

Commission

BOARD/COMMISSION

Name: Judith Black Moore Race Black M F

E-Mail Address: judith.black@stjude.org Fax 901 595-3103

Profession/Employer: Director, Internal Communications, St. Jude Children's Research Hosp.

Business Address: 262 Danny Thomas Pl. Zip 38105 Phone: 901-595-2434

Education: BA Journalism, MBA - Marketing focus Clark Atlanta University/Strayer Univ.

Name of Spouse: Melvin Moore Number of Children: 3

Home Address: 6428 Messick Rd. Phone: 901-216-1188

City: Memphis State: TN Zip: 38119

I certify that I am a resident of the City of Memphis (Unincorporated areas and surrounding counties are not considered). Yes or No If yes, how long? 30 yrs. plus

Professional Organization/Associations:

National Black Journalists Association, National Association of Black MBAs

Other Organizations/Association:

Board member -- Kiwanis Club of Memphis (Publicity Chair), Blues City Cultural Center

Other Interests:

Alpha Kappa Alpha Sorority Inc.

Signature Judith Black Moore Date 7/5/2013

Judith Black Moore, MBA

(901) 595-2434/ 6428 Messick Rd. Memphis, TN 38119 judith.black@stjude.org

Career Summary

St. Jude Children's Research Hospital	-Director, Public Relations 2001 - Present
National Civil Rights Museum	-Director, Marketing and Public Relations 1998 - 2001
Memphis Light Gas and Water	-Communication Specialist 1996 - 1998
Public Relations & Marketing Consultant	-Freelance - Atlanta, GA 1995 - 1996
International Paper Company	-Asst. Manager, Advertising/Sales Promotions Strathmore Division - Westfield, MA /Memphis, TN -Advertising and Sales Promotions Coordinator 1988 - 1995
Memphis City Schools	-Public Information Officer 1986 - 1988
First Tennessee Bank	-Corporate Communications Assistant 1984 - 1986

Professional Profile

- Proven marketing communications strategist with leadership experience in non-profit, public and corporate sectors.
- Expertise in coaching and training.
- Recognized for diplomatic approach to resolving management issues.
- Effective team building approach resulting in increased departmental efficiency.
- Proven ability to nurture talent, giving employees opportunities to broaden skills for optimum work performance and maximum contribution to team effort.
- Proven effectiveness in initiating and cultivating business relationships.
- Successful in developing media plans to promote, increase awareness, circumvent crisis.
- Insightful in providing leadership for producing publications that provide timely viewpoints and compelling stories.
- Demonstrated ability to quickly grasp the "big picture" and translate into strategic objectives.

Objective

To serve as Senior Vice President using the knowledge acquired at the director's level in Public Relations, coupled with an extensive career prior to St. Jude, to move the department forward at this critical juncture.

Career Highlights

Management

- (St. Jude) Most recently, led departmental change management during leadership transition; providing counsel, support, vision and direction requiring building and maintaining trust among staff members, implementing performance improvement approaches to retain key staff, circumventing a multitude of

sensitive employee relations issues, assuming certain senior-level responsibilities in the absence of senior leadership involving responding to the needs of the hospital and ALSAC while continuing to also manage director-level duties. Implemented various innovative approaches so that despite the absence of key staff, the Public Relations department could: continue producing quality publications on deadline, efficiently handle all media relations tasks, produce science news releases and stories and provide the overall public relations counsel and support required both internally and externally.

• *(St. Jude)* Earlier restructuring of staff by moving people in roles that accentuate their effectiveness has resulted in: improved responsiveness to ALSAC fund raising requests, the generating of new ideas including such things as enhancing the *Highlights* section of *Promise* magazine to make it more engaging; upgrading *Corridors'* front cover from two-color to full-color adding energy and appeal to cover photos; providing hospital employees a balance of research advances, employee benefits information, strategic plan updates and employee profiles to help improve understanding of the scope achievements taking place at St. Jude; upgrades to media relations positions to more empower the two employees in these roles to improve accountability for the media relations function; and replacing costly inefficient media resources with more cost-effective and productive resources.

• *(National Civil Rights Museum)* Developed and implemented across-the-board public relations plan for President Nelson Mandela's visit to Memphis to accept the National Civil Rights Museum's Freedom Award. Involved: setting-up a process to pre-qualify and credential international, national and local media wanting to cover the event; using State Department and Secret Service specifications to create guidelines to ensure security and protocol compliance by media, the public and staff; planning the set-up of satellite feeds, writing staff speeches for and executing press conferences prior to and during the visit; collaborating with President Mandela's communications officials; developing the public relations section of crisis plan to outline processes for immediate action in the event of security threat or negative incident and putting in place full proof measures to ensure instantaneous implementation if required.

• *(International Paper - IP)* Led the restructuring of Hammermill Papers' (a division of IP) promotions the area responsible for responding to requests from graphic designers, printers and other communications professionals for samples of various design, printing and communications techniques on the variety of papers produced by the division. Moved operations from Erie, PA (where operations were housed before the take-over by IP) in order to better manage customer service quality which had plummeted due to low morale following take-over. Implemented lay-offs at the Erie mill and subsequently staffed and trained employees for the opening of a Memphis office. This decision resulted in more satisfied customers which significantly boosted national sales efforts.

Public Relations and Marketing

•(St. Jude) Recognized the need to heighten St. Jude's presence in the Memphis community in order to better position the hospital among "good corporate neighbors" and provide needed community outreach. Established the local community outreach function to demonstrate goodwill and provide a better understanding of the institution. The program has provided plausible substantiation of community efforts for grant applications and designations such as the NCI Comprehensive Cancer Center status. Among the community activities the hospital is now involved, there have been some key projects that have brought collaboration with the community and positive p.r. for St. Jude including:

-*Supporting My Classmate with Cancer*, a curriculum developed through a collaborative between St. Jude, Memphis City Schools and Bridge Builders, Inc. facilitated by Public Relations to teach Memphis' children empathy for peers with catastrophic and chronic disorders.

-The current Adopt-A-School partnership with Bellevue Middle School administrated through Public Relations which has numerous programs in the making, including International Outreach's collaboration with teachers to develop the middle school Cancer Education program, a science enrichment program being developed by a group of St. Jude post docs; a collaboration between Bellevue Middle, St. Jude and Andover prep school in Andover, Mass. to encourage local students going to Andover to pursue science studies.

•(St. Jude) Led efforts to produce "I Was Born with It", a rap video written and performed by sickle cell patients; subsequently directing efforts involving ALSAC and St. Jude Legal departments, Behavioral Medicine, local record label, parents and patients to obtain permission to use the video for education purposes. The video, after its debut at the National Social Workers' Conference has received national acclaim and is now a teaching tool for many sickle cell health care workers across the country. The debut received media coverage and later the video was a front page feature story in a Sunday edition of *The Commercial Appeal*. It is currently available upon request for educational purposes and has been shown across the country at sickle cell camps, conferences and workshops.

•(St. Jude) Initiated outreach to LeBonheur Children's Medical Center's Public Relations and Marketing staff which has resulted in a stronger working relationship between public relations counterparts at the two centers.

•(National Civil Rights Museum) Arranged and hosted dinners, tours, meetings and press conferences for celebrities, heads of state, international dignitaries, corporate leaders visiting the National Civil Rights Museum. Some of the most interesting: President Nelson Mandela, Lech Walesa, Harry Belafonte, Mikhail

Habitat for Humanities' annual fundraising auction and banquet
Instructor Men and Women 2000 Youth Outreach Program
Volunteer STAX Radio Phone-a-thon
Volunteer Sisters 4 Life Walk Run
Mayor's Media Committee for June 8th Lewis vs. Tyson Fight
Judge NAACP ACT-SO Youth Competition
Program Coordinator for Simply the Best Awards
Creative Writing Instructor for Ben Hill YWCA - Atlanta Afterschool Program
Team Captain 2002 Memphis Chamber of Commerce Resource Development Program
Presenter/Speaker various community organizations, career fairs, etc.
FBI Citizens Academy Alumni

Awards and Distinction

St. Jude Public Relations has won 42 Departmental PRSA VOX Awards since 2001
St. Jude Public Relations has won Tennessee Society of Healthcare Marketing Awards since 2001
St. Jude Public Relations has won PRSA National Bronze Anvil Award
Corporate Sponsor Award Youth Opportunity program - City of Memphis (St. Jude)
Corporate Award for Summer Youth Employment program (St. Jude)
Presenter at 2008 National Student Public Relations Society Conference in Philadelphia
Commercial Appeal Award for National Civil Rights Museum Education Program
American Water Works Association First Place Award for "Water Happy Hour" promoting Memphis water
Partners in Progress Award presented by the Black Business Directory
Profiled in *Memphis Business Journal*
Featured in Memphis Tri-State Defender's *Women on the Move*
Featured in Spring 2012 Issue of Grace Magazine

Education

Bachelor of Arts -1980 Journalism - Clark College Atlanta University, Atlanta
Masters Business Administration -2005 Marketing - Strayer University, Memphis

Attendance Records

Minority Business Development and Oversight Commission

Board/Commission

From June 1, 2012 to June 30, 2013 Total No. of Meetings 12.

Member	Present	Absent
Anita Black	11	1
Judith Black Moore	Began 1/13—6	0