

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: Information Technology

AGENDA DATE: 09/05/06

CONTACT PERSON/PHONE: Deputy City Manager, William F. Studer, (915) 541-4011

DISTRICT(S) AFFECTED: N/A

SUBJECT:

APPROVE: Employment Contract for Gerald L. Gordier as Information Director

BACKGROUND / DISCUSSION:

To fill position currently left vacant by the incumbent on a permanent basis.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one? If so, when?

Yes, position previously held by Tony Montoya

AMOUNT AND SOURCE OF FUNDING:

Funded for FY07
Funding Source: 39010348-01101-39000
Contract Total: \$120,000

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

As per Civil Service Commission approval on 08/10/06

*******REQUIRED AUTHORIZATION*******

LEGAL: (if required) _____

FINANCE: (if required) _____

OTHER: _____

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager be authorized to sign an Employment Contract between the **CITY OF EL PASO** and Gerald L. Gordier, to employ Gerald L. Gordier as Information Technology Director at an annual salary of \$120,000.00. The term of the contract shall be for the period of September 10, 2006 through September 10, 2009.

APPROVED this _____ day of _____ 2006.

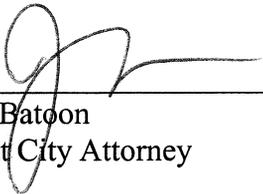
THE CITY OF EL PASO

John F. Cook
Mayor

ATTEST:

Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



John R. Batoon
Assistant City Attorney

STATE OF TEXAS)
)
COUNTY OF EL PASO)

EMPLOYMENT AGREEMENT

By this Agreement, the **CITY OF EL PASO, TEXAS**, a home rule municipality in the State of Texas, referred to in this Agreement as "Employer," employs **GERALD L. GORDIER**, referred to in this Agreement as "Employee."

ARTICLE I - TERM

1.01 TERM

By this Agreement, the Employer employs the Employee and the Employee accepts employment with the Employer, for a period of three (3) years beginning on the 10th day of September 2006 and ending the 10th day of September 2009. This Agreement may be extended by mutual agreement of the parties upon such terms and conditions as the parties mutually agree. Both parties agree to provide written notice of their intention to renew this agreement six (6) months prior to termination of this agreement, and will thereafter enter into negotiations to make appropriate revisions. The City Manager shall have the authority to automatically renew this contract for one or more additional set of periods of time, by giving written notice to the Employee not less than two (2) weeks prior to the date upon which this contract would otherwise terminate. Written notice is given by way of this contract.

ARTICLE II - COMPENSATION

2.01 COMPENSATION

Compensation for services rendered under this Agreement by the Employee shall be paid by the Employer at a gross salary of One Hundred Twenty Thousand and 00/100 dollars (\$120,000.00) per year, payable on a biweekly basis or otherwise in accordance with any procedures consistent with pay for City employees, and subject to an annual merit increase if applicable, as provided herein in Section 4.05. Employee will receive a car allowance of three hundred and fifty dollars (\$350.00) per month payable on a pro rata basis with each salary check. It is understood and agreed that the gross yearly salary provided for in this Agreement includes the following elements of compensations; heath insurance, dental plan, vision plan or income loss or any other fringe benefits, unless specifically provided for in this Agreement. Employee shall be eligible for coverage under the City Employees' Health Benefit Program in the same

manner as City employees. Employee shall be eligible to participate in the City Employees' Pension Fund as described in Section 2.64.140 of the El Paso Municipal Code, as amended. The Parties further agree that notwithstanding the requirements of Chapter 2.64 of the El Paso Municipal Code, as cited above, Employee must elect such participation in the City Employees' Pension Fund within sixty (60) calendar days from the date this agreement is approved. Should Employee fail to elect to participate within the sixty (60) calendar day time period, such failure acts as an explicit acknowledgment of Employee's waiver of any retirement benefit in any form for the period of time which is the duration of this contract and authorization for the City to make an annual contribution of 10.25% of the gross annual salary to a (457) Deferred Compensation Plan, payable in bi-weekly installments based on paragraph 2.01 above.

2.02 The compensation under this Agreement is for a normal five day work week, Monday through Friday. It is understood that Employee is employed in an executive capacity and that Employee is an exempt employee within the meaning of the Fair Labor Standards Act. Although Employee's work day will normally consist of eight hours, five days per week, it may be necessary for Employee from time to time, as necessary, to work more than eight hours on a given day and more than forty hours in a given week. It is understood and agreed that Employee is not entitled to overtime compensation in the event Employee works in excess of eight hours in any day or in excess of forty hours in any week.

ARTICLE III - DUTIES OF EMPLOYEE

3.01 DUTIES

The Employee is employed as the Information Technology Director of the City of El Paso. The Employee shall perform the duties as set forth in Attachment "A" to this Agreement. Attachment "A" is hereby incorporated into this Agreement and made a part hereof as if set forth fully herein. Employee may be required to perform other duties of a similar nature as may be required from time to time by the Employer or the City Manager.

3.02 EXTENT OF SERVICES.

The Employee shall devote his entire productive time, ability, attention and energies to the business of the Employer during the term of this Agreement. During such time, the Employee shall not directly or indirectly render any services of a business, commercial or professional nature to any other person or organization, whether or not for compensation, without the prior written consent of the Employer and the concurrence of the City Manager, except that

the foregoing shall not apply to civic, academic, and related professional organization activities in which Employee may become involved, provided that no such activity will result in detriment to Employer or result in compensation to Employee.

3.03 WORKING CONDITIONS.

The Employer will provide the Employee with an office in the City Hall Building, #2 Civic Center Plaza, El Paso, Texas 79901, or such other place as may be necessary; an administrative assistant and any other facilities, equipment and services as are suitable and necessary, in the opinion of the Employer, to the Employee's position or required for the performance of his duties.

The Employee understands that employees of the Information Technology Department, other than Employee and other specified positions, are governed by the Civil Service Charter of the City of El Paso, the Civil Service Commission Rules and Regulations, City ordinance and other state and federal laws and regulations. The Employee will perform his duties as Information Technology Director in accordance with applicable provisions of the City Charter, Civil Service Commission Rules and Regulations and other laws and regulations in the same manner as required of Department Heads of the City of El Paso.

3.04 SUPERVISION OF EMPLOYEE.

The Employee shall be under the overall supervision of and shall report to the City Manager through the Deputy City Manager for Financial and Administrative Services.

ARTICLE IV - EMPLOYEE BENEFITS AND PENSION

4.01 The Employer agrees to permit the Employee to participate in the following, under the same conditions as City employees:

- a. The City Employees' Health Benefit Program
- b. The City of El Paso Group Term Life Insurance Policy
- c. The City of El Paso Section 125 Cafeteria Plan
- d. The City of El Paso Employees' Pension Fund.
- e. Birthday holiday
- f. All City holidays (9 per year)
- g. Personal Days (4 per year and deducted from Sick Leave)

4.02 VACATION.

The Employee shall be entitled to twelve (12) days paid vacation each twelve (12) month period of employment, with accrual beginning on the first day of employment. However, following the execution of this agreement, Employee's vacation leave will be credited with a beginning balance of one week vacation leave. The rest of Employee's vacation leave for the initial year shall then accrue as indicated above in accordance with City of El Paso Civil Service Rules and Regulations.

4.03 SICK LEAVE.

The Employee shall be entitled to fifteen (15) days per year for short term absences due to illness or injury. However, following the execution of this agreement, Employee's sick leave will be credited with a beginning balance of one week sick leave. The rest of the Employee's sick leave for the initial year shall then accrue as indicated above in accordance with City of El Paso Civil Service Rules and Regulations.

4.04 RELOCATION EXPENES.

The City will pay relocation expenses based on the lowest of three (3) quotes, to be provided by Employee. Employee shall be paid upon his relocation to El Paso.

4.05 PERFORMANCE APPRAISAL.

The Deputy City Manager, Financial and Administrative Services, shall review and evaluate the performance of the Information Technology Director at least once annually in advance of the adoption of the annual operating budget. The Deputy City Manager, Financial and Administrative Services, will have the responsibility of completing the performance evaluation recommendation and submitting the proposed performance evaluation to the City Manager for approval. The Deputy City Manager, Financial and Administrative Services, will consider merit increases on an annual basis in accordance with the Employee's performance appraisal.

ARTICLE V - REIMBURSEMENT OF EXPENSES.

INCURRED BY EMPLOYEE

5.01 WORK RELATED TRAVEL.

It is acknowledged by the parties to this Agreement that the Employee may be required to travel from time to time in connection with the services to be performed by him for the Employer. Provided that such travel is approved in advance by the Deputy City Manager,

Financial and Administrative Services, the Employee shall be reimbursed for all reasonable cost of transportation, meals and lodgings in accordance with the City of El Paso Travel Policy.

ARTICLE VI - TERMINATION OF AGREEMENT

6.01 TERMINATION BY EMPLOYEE.

This Agreement, or any extension thereof, may be terminated by Employee by giving the Employer three (3) months written notice, unless the Employer accepts a shorter period. In the event this Agreement is terminated pursuant to this section and prior to completion of the term of this Agreement specified in Article I, Employee shall be entitled to the base salary earned by the Employee pro rated as provided in Article II up to and including the date of termination. Employee shall be entitled to no further compensation after the date of termination.

6.02 TERMINATION FOR CAUSE.

The Employer with the concurrence of the City Manager may, at its option, terminate this Agreement by giving written notice of termination to the Employee without prejudice to any other remedy to which the Employer may be entitled either at law, in equity, or under this Agreement, if the Employee:

- a. Willfully breaches or habitually neglects the duties the Employee is required to perform under the terms of this Agreement, after receiving written notice by the City Manager.
- b. Consistently performs required duties below established minimum standards, after receiving written notice by the City Manager.
- c. Refuses to obey reasonable orders or directives, after receiving written notice in writing.
- d. Engages in acts of disruption or violence.
- e. Commits a clearly dishonest act toward the Employer.
- f. Negligence in care of City property.
- g. Inducing another to commit an unlawful act.
- h. Exerting improper influence on behalf of a relative.
- i. Engaging in improper political activity.

- j. Loss by the Employee of legal capacity, to wit: becoming of unsound mind, mentally disabled, insane or mentally incompetent to care for himself or to manage his property and financial affairs, as determined by a court of competent jurisdiction in the State of Texas.
- k. The continued incapacity on the part of the Employee, for reasons other than loss of legal capacity as defined above, to perform his duties for a continuous period of ninety (90) days, unless waived by the Employer.
- l. Being under the influence of intoxicants or drugs or the use thereof while on duty.
- m. Conviction of a felony, or of a misdemeanor involving moral turpitude.

In the event of termination of this Agreement pursuant to this section, the Employee shall be entitled to the compensation earned prior to the date of termination as provided for in this Agreement, computed pro rata up to and including the date of termination. The Employee shall be entitled to no further compensation and will be relieved of all duties and obligations under this Agreement as of the date of termination.

ARTICLE VII - GENERAL PROVISIONS

7.01 NOTICES.

Any notice required to be given under this Agreement by either party to the other must be given either by personal delivery in writing or by mail, registered or certified, postage prepaid, with return receipt requested. Mailed notices shall be addressed to the parties at the following addresses:

William F. Studer, Deputy City Manager
Financial and Administrative Services
2 Civic Center Plaza
El Paso, Texas 79901-1196

Gerald L. Gordier

Each party may change the party's address by written notice given in accordance with this paragraph. Notices delivered personally shall be deemed effective as of actual receipt. Mailed

notices shall be deemed effective as of three (3) days after posting with the United States Postal Service.

7.02 ENTIRETY OF AGREEMENT.

This Agreement constitutes the entire understanding between the parties. No agreement, representations, or warranties other than those specifically set forth in this Agreement shall be binding on any of the parties unless set forth in writing and signed by both parties. This Agreement supersedes all prior agreements, either oral or in writing, between the parties with respect to the employment of the Employee by the Employer and contains all of the covenants and agreements between the parties with respect to such employment in any manner. Each party to this Agreement acknowledges that no inducements or promises, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, that are not embodied in this Agreement.

7.03 PARTIAL INVALIDITY.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

7.04 LAW GOVERNING AGREEMENT.

This Agreement is entered into in the State of Texas and it is the intent of the parties that this Agreement be governed by and construed in accordance with the laws of the State of Texas. Venue for any cause of action arising out of this Agreement will be in the courts in El Paso County, Texas.

7.05 WAIVER.

The failure of either the Employer or the Employee to insist in one or more instances upon performance of any of the terms or conditions of this Agreement shall not be construed as a waiver of future performance required by such term or condition, and the obligations of either party with respect to the term or condition shall continue in effect as if no forbearance had

occurred. No covenant or condition of this Agreement may be waived except by the written consent of the waiving party.

7.06 INDEMNIFICATION.

The Board, to the extent permitted by law, indemnifies the Employee against claims resulting from an act or omission of the Employee in the course and scope of his employment and arising from a cause of action of negligence. A defense will be provided for the Employee when such defense is determined to be in the public interest.

EXECUTED at El Paso, Texas, on this 5th day of September 2006.

CITY OF EL PASO

Joyce A. Wilson
City Manager

EMPLOYEE:



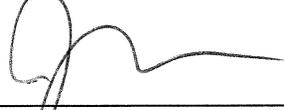
Gerald L. Gordier

APPROVED AS TO CONTENT:



William F. Studer, Deputy City Manager
Financial and Administrative Services

APPROVED AS TO FORM:



John R. Batoon
Assistant City Attorney



ATTACHMENT "A"

INFORMATION TECHNOLOGY DIRECTOR

General Purpose

Under administrative direction, coordinate the City's diverse information technology functions and serve as principle expert advisor regarding operations, services, strategies, and resources.

Typical Duties:

Oversee design, development, construction, installation and maintenance of centralized information technology systems. Involves: Formulate long- and short-range strategic plans and policies for systems to meet City information and communication needs. Ensure systems, hardware and software are functionally updated to meet developing needs in collaboration with City elected officials and department heads. Evaluate feasibility of testing, repair, upgrading and preventive servicing of computer systems with minimal disruptions of City or department services. Oversee provision of end user support services, training, and security precautions. Monitor compliance with and maintenance of required operating permits and occupationally qualifying licenses or certificates by employees, consultants and vendors. Represent the City at meetings and hearings regarding interfaces with other systems and regulatory compliance.

Direct department administration. Involves: Set and measure organization performance goals. Conduct cost-benefit or other analyses. Prepare and monitor annual budget and recommend new facilities, equipment or software. Maintain inventory, personnel records and procurement documents. Negotiate and monitor employment contracts and contracts for services and supplies. Direct preparation of project and technical specifications.

Supervise assigned staff. Involves: Schedule, assign, instruct in, guide and check work. Appraise employee performance and review evaluations by subordinates. Provide for training and development; enforce personnel rules and regulations and work behavior standards firmly and impartially. Counsel, motivate and maintain harmony. As appointing authority, interview applicants and determine hiring, termination, transfer, discipline, merit increases or other employee status changes.

Knowledge, Skills, and Abilities

- Application of comprehensive knowledge of information technology theories, strategies and practices.
- Application of considerable knowledge of state-of-the-art management and geographic information systems and software, data and voice communication systems, WAN/LAN, Internet/intranet, related systems hardware.
- Application of considerable knowledge of project management and supervisory techniques, and budget preparation.
- Application of good knowledge of automated telephones, radio frequency theories and related communications equipment.
- Application of some knowledge of pertinent federal, state and local systems installation and operations regulations pertaining to communications systems.
- Read, review and interpret information from diverse formats, such as engineering designs, schematics or specifications.
- Communicate clearly orally and in writing, including presenting technically complex information to a non-specialized audience.
- Establish and maintain effective working relationships with employees, officials, vendors, contractors, consultants and the general public.
- Use of personal computer and related software.

Other Job Characteristics

- Occasional driving through City traffic.
- May work extended hours as an executive reporting to the Deputy City Manager.
- Residency within the City of El Paso city limits required by date of employment.

Minimum Qualifications

Education and Experience: An accredited bachelor's degree in information technology, management information systems, computer science or a related field, and six (6) years of supervisory system administration or supervisory system design, analysis and implementation experience.

Incumbents in an executive level job class will not be required to meet the educational requirements of his/her respective job class provided that the incumbent was permanently employed in the respective job class on June 2006. All employees hired into an executive level position after June 2006 are required to meet the educational requirement of the respective job class.

Licenses and Certificates: None.

Gerald (Gary) L. Gordier

RESUMÉ

Certified Computing Professional (CCP)

Certified Systems Professional (CSP)

Certified Data Processor (CDP)

Phone:

MY STRENGTHS

As a Manager

- Proven Leader
- Consensus Builder
- Excellent people skills establishing individual and group rapport
- Successful in strategic planning and implementation
- Resourceful: demonstrated record of overcoming obstacles
- Proven exceptional written, verbal and presentation skills
- Accomplished speaker on subjects of leadership, vision development, team building, change and human motivation, in addition to technology topics.
- Project Management Expertise
- Negotiator: able to resolve differences
- Effective at Delegation
- Mature Judgment

As a Technical Expert

- Experience with multiple platforms
- Effective systems analysis experience
- Experienced in security management
- Conceptual Ability
- Mission critical application expertise
- Developed applications for all business segments
- Highly skilled programmer
- Commitment to quality

As an Employee

- Dependable
- Adaptable
- Skilled in team collaboration
- Innovative
- Customer Oriented
- Maturity and understanding of organizational complexities
- Commitment to Quality
- Organizational Skills

CAREER EXPERIENCE

➤ CIO / Director of Information Technology; City of Fort Collins, CO (1998-2005)

As a senior executive, I provide strategic and tactical plans for enterprise wide technology, creating continuously evolving standards based technology plan honoring the organizational technology culture. I focused attention on creating highly efficient customer centric support teams serving 1500 users in a \$450 million-plus organization.

- Developed an award winning Internet web team (Center for Digital Government, *2004 Best of the Web-City Portal and Digital Cities Survey Top 10* - 2002, 2003 & 2005 award recipient).
- Oversee "state-of-the-art" organizational ERP deployment (JD Edwards/Oracle).
- Guided a team providing all communication technology throughout 40 facilities: telephones, VoIP, WANS, LANS, and systems using UNIX, Linux, Novell, Microsoft Windows; and,
 - Leveraged resources to build a fiber optic network connecting municipal facilities as well as a joint project involving advanced traffic management systems (ATMS) and municipal utilities throughout the city.
- Directed and provided oversight for enterprise disaster recovery and business continuity planning.
- Oversee cable TV team producing national award winning programs (NATOA, 3CMA Savvy Award, Hometown Video Festival).
- Successfully negotiated a settlement for franchise violations by the cable TV provider, resulting in cash payment in addition to system upgrade.
- Provided team oversight for the acquisition, installation and operation of a secure new E-911 emergency response system, Police/Fire records, and jail management, completed in 2004 on-time & under budget as a collaborative project throughout Larimer County.
- Enterprise budget planning responsibility for capital expenditures and tactical maintenance and operations.

➤ Information Systems Manager; City of Elgin, Illinois (1995-1998)

A senior manager, I provided strategic and tactical planning as well as operational oversight for all organization automation.

- Responsible for all communication/telephone system, LANS, office automation, and fiber optic I-Net connecting multiple sites throughout the city. Systems use Microsoft Windows for Workgroups, NT, UNIX, Novell Netware, TCP/IP in addition to IBM AS/400.
- Provided all automation and information processing for over 400 users.
- Implemented a secure new E-911 emergency response system, Police/Fire dispatch.
- Managed and oversaw the geographic information system (GIS) for emergency services, planning, public works and engineering.

- Represented the city in successfully negotiating a cable TV franchise agreement with a second competing vendor of cable services.
- Directed and provided oversight for enterprise disaster recovery and business continuity planning.
- Managed budget planning of capital expenditures and tactical maintenance/operations.

➤ **Director of Data Processing; City of Midland, Michigan (1975-1995)**

As a senior manager, I provide strategic and tactical plans for all organizational automation. During my tenure, I developed one of the most efficient and sophisticated data centers in Michigan local government, while holding employment levels nearly flat through 15 years of growth.

- Directed the operation of communication/telephone systems, LANS, office automation, and implemented a CATV institutional network, connecting multiple sites throughout the city.
- Designed and developed:
 - Mission critical interconnect for E-911 emergency systems, with three different organizational systems.
 - Integrated Financial Accounting/General Ledger System.
 - Public library circulation system (among the first in the nation to automate).
 - Utility Management & Billing Systems (water, landfill, rubbish, etc.).
- Managed multiple system conversions.
- Management representative for negotiating labor contracts with seven unions.
- Technical requirements consultant to architects for three major multi-million dollar construction projects.
- Leader in organizational total quality management (TQM), work process re-engineering, and organizational/change dynamics.

OTHER RELATED EXPERIENCE

- **Adjunct Faculty Member; Delta College; University Center, MI.; (part-time 1975-1995)**
- **Data Processing Manager, American Hoist & Derrick, Industrial Brownhoist Division; Bay City, MI (1973-1975)**
- **Consultant for Data Business Management Services; Bay City, MI. (part-time 1972-1974)**
- **Data Processing Operations Supervisor; Wieland Furniture Mfg. Co.; Bay City, MI. (1970-1973)**

EDUCATION

- Northwood University; Midland, MI; Bachelor Business Administration (BBA); Computer Science and Management (dual major); GPA 3.7/4.0; 1993
- Delta College; University Center, MI; Data Processing; (part-time); GPA 4.0/4.0
- Northwest Kansas Vocational-Technical School; Goodland, KS

PROFESSIONAL CERTIFICATIONS

- Certifications from the *Institute for the Certification of Computer Professionals* (ICCP)
 - Certified Computing Professional (CCP), #021195
 - Certified Data Processor (CDP), #800953
 - Certified Systems Professional (CSP), #6418

TECHNICAL BACKGROUND

Experience with a broad range of hardware...

- Ranging from IBM 1401 to IBM 360/370, IBM System 34/36/38, IBM AS/400/iSeries midrange, HP 3000/9000, Honeywell System 6, and IBM compatible PC's

Experience with several programming languages...

- Including PL/1, COBOL, BASIC, RPG III/III/ILE/400, SQL, PL/SQL, JCL, OCL, HTML/PHP/Pearl, Java

Extensive experience and expertise in matters of security, internal control, performance, data base design, disaster recovery planning, and application support...

- Including Oracle and DB2, and
- Operating systems ranging from DOS, DOS/VS, POWER & POWER/VS, CICS, VTAM/TCAM, OS/400, CCP, OS/2, UNIX, HPUX, LINUX, Microsoft Windows NT/2000/XP, and PC DOS

MILITARY SERVICE

- United States Army (Vietnam); 1968-1970; Sergeant; Honorable Discharge, awarded the Bronze Star, Vietnam, 1970

SECURITY CLEARANCE

- Background checked and cleared for law enforcement access to the Criminal Justice Information System (CJIS)
- Military Clearance - Secret -(Inactive)

CAREER RELATED ACTIVITIES

- Colorado Digital Government Summit Advisory Board; 2002-2005
- Advisor, McHenry County Community College (Computer Science Discipline); Crystal Lake, IL; 1995-1998
- Advisor; Delta College (Computer Science Discipline); University Center, MI; 1982-1995
- Guest speaker on leadership and information technology topics for COMMON (An IBM computer users group), Michigan Association of Governmental Computer Users (MAGCU), Colorado Digital Government Summit, Northwood University, Performance Institute, Midland Public Schools, Delta College, and a Commencement Speaker at Northwest Kansas Technical College
- Assistant Project Manager, Government & Schools Project; COMMON; 1986-1987
- American Management Association (AMA), instructor (management courses); in conjunction with Delta College for Dow Chemical Company; 1984-1987
- Association of Computing Machinery (Curriculum Development Task Force); Industry Consultant; New York, NY; 1979
- Advisor; Bay-Arenac Intermediate School District; Bay City, MI; 1973-1975

CIVIC ACTIVITIES AND AFFILIATIONS

- Co-Chair of United Way Campaign for City of Fort Collins (2004 & 2005)
- Board of Directors of Eldercare Connections Foundation, a 501(c)(3) organization, providing in-home care services to economically challenged seniors (2004-present)
- Elgin Area Family Services Association (Board of Directors 1997-1998)
- Michigan Association of Governmental Computer Users (MAGCU); President, 1994-1995; Vice-President, 1992-1994; Secretary, 1988-1992; Director, 1981-1983, 1986-1988
- Michigan Region Development Association (MRDA); Board of Directors and Executive Committee, 1977-1995
- Campfire Boys & Girls; assisted with Council activities; 1980-1989
- Data Processing Management Association (DPMA), Certification Chair, 1983-1985
- District President of my church affiliation, providing administrative oversight for 14 congregations, 1986-2002
- Counselor to Michigan Region Bishop and Michigan Region President of my church affiliation, 1981-1993, providing administrative oversight for 98 congregations
- Congregational President of my local church affiliation, 1978-1982, 2004-2005

PROFESSIONAL ACTIVITIES AND AFFILIATIONS

- Colorado Governmental Association of Information Technologist (CGAIT)
- Public Technology Institute (PTI)
- Colorado Digital Government Summit Advisory Board
- COMMON (An IBM Computer Users Group)
- Data Processing Management Association (DPMA)
- OMNI Computer Users Group (Chicago area)
- Urban & Regional Information Systems Association (URISA)
- Michigan Association of Governmental Computer Users (MAGCU)
- Association of the Institute for Certified Computer Professionals (AICCP)

AWARDS AND HONORS

- United States Army, Bronze Star, Vietnam, 1970
- MARQUIS' *Who's Who Among Emerging Leaders in America*, 1991
- MARQUIS' *Who's Who in America*, 1990
- MARQUIS' *Who's Who in the Midwest*, 1989
- Data Processing Management Association, Individual Performance Silver Award, 1990
- Data Processing Management Association, Individual Performance Bronze Award, 1982
- Michigan Region Leadership Service Award, 1989