

## EMPLOYMENT APPLICATION



**FLAGLER COUNTY**  
1769 East Moody Blvd. Bldg 2 Bldg #2  
Bunnell, Florida 32110  
386-313-4007  
<http://www.flaglercounty.org>

**BROWER, EDWARD JOHN**  
00234 CHIEF OF STAFF

Received: 7/22/20 1:24 PM  
**For Official Use Only:**  
QUAL: \_\_\_\_\_  
DNQ: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

<b>POSITION TITLE:</b> CHIEF OF STAFF	<b>EXAM ID#:</b> 00234
<b>NAME:</b> (Last, First, Middle) BROWER, EDWARD JOHN	<b>SOCIAL SECURITY NUMBER:</b> N/A
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]	[REDACTED] Email: [REDACTED]
<b>DRIVER'S LICENSE:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>DRIVER'S LICENSE:</b> State: FL
	<b>LEGAL RIGHT TO WORK IN THE UNITED STATES?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## PREFERENCES

<b>MINIMUM COMPENSATION:</b> \$140,170.98 per year
<b>WHAT TYPE OF JOB ARE YOU LOOKING FOR?</b> Regular
<b>TYPES OF WORK YOU WILL ACCEPT:</b> Full Time
<b>SHIFTS YOU WILL ACCEPT:</b> Day
<b>OBJECTIVE:</b> To utilize my knowledge and experience to create amazing teams, a positive culture, and a healthy organization to provide the highest level of services to our citizens. To continue learning and growing as a leader while creating new leaders within the County

## EDUCATION

<b>DATES:</b>	<b>SCHOOL NAME:</b> University of Florida Hough Graduate School of Business	
<b>LOCATION:</b> (City, State/Province) Gainesville, Florida	<b>DID YOU GRADUATE?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>DEGREE RECEIVED:</b> Master's
<b>MAJOR:</b> Master of Business Administration		
<b>DATES:</b>	<b>SCHOOL NAME:</b> University of Florida	
<b>LOCATION:</b> (City, State/Province) Gainesville, Florida	<b>DID YOU GRADUATE?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>DEGREE RECEIVED:</b> Bachelor's
<b>MAJOR:</b> Major Finance; Minor Economics		

## WORK EXPERIENCE

<b>DATES:</b> From: 8/2019 To: Present	<b>EMPLOYER:</b> Flagler County Board of County Commissioners	<b>POSITION TITLE:</b> Financial Services Director
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 1769 East Moody Blvd, Bunnell, Florida, 32110		
<b>PHONE NUMBER:</b> 3863134036	<b>SUPERVISOR:</b> Jerry Cameron - County Administrator	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$8,900.00/month	<b># OF EMPLOYEES SUPERVISED:</b> 11

## DUTIES:

- \* Direct and oversee the Budget and Purchasing Departments (Incl. the inventory warehouse and surplus management)
- \* Champion of the County's culture change and leadership focus currently being implemented. As a 2020 graduate of the inaugural Flagler Leadership Academy Class I believe I am, now to an even larger degree, an integral part of creating the culture and atmosphere necessary of high performing, healthy organizations.
- \* Lead and participate in many ad hoc projects and teams created to investigate, recommend, and/or implement, and/or action on a variety of issues.
- \* The County's financial representative on all matter involving County business. Recent work includes:
  - o Being on the executive team tasked with divesting the County's two utilities (Plantation Bay and Beverly Beach) by negotiating the terms necessary to transfer assets and operations to the Florida Governmental Utility Authority (FGUA).

- o Creating the concept plan and team to disseminate \$20 million of Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds to those within our community negatively affected by the COVID-19 Pandemic.
- o Anchoring the financial aspects of the CARES Act funding not only for distribution throughout our community, but for reimbursement from the State of Florida Department of Emergency Management.
- \* Create and oversee the County's FEMA Reimbursement Team for Hurricane Dorian and the COVID-19 Pandemic.
- \* General accomplishments include, but are not limited to:
  - o Increased morale and the general workplace atmosphere for staff that struggled with the prior culture. Focused on living my core values of honor, trust, accountability, truthfulness, and leadership to prove my commitment to the team and, thus, illustrating the values that will be important, supported, and rewarded.
  - o Restructured budgeted accounts that were not in accordance with the State of Florida's Chart of Accounts.
  - o Eliminated an internal policy/procedure that contradicted Statutes by allowing budget "overrides" to occur.
  - o Initiated weekly 20-minute "1 on 1" meetings with each person on Financial Services Team.
  - o Initiated a mentor program between Analysts and Senior Analysts.
  - o Led a team that created the County's Mission Statement.
  - o Refinanced debt to lower interest rates saving the County over \$1 million over the life of the debt.
  - o Reorganized the Purchasing Department to eliminate bottlenecks and streamline operations including relocating staff, putting a focus on selling surplus, and increasing safety in the inventory warehouse.
  - o Led the County team responsible for completing the County's Comprehensive Annual Financial Report (CAFR) for the period ending September 30, 2019 by the time required by statute. This was the first time in three years the audit was completed on-time.

**REASON FOR LEAVING:**

Current position

<b>DATES:</b> From: 10/2017 To: 8/2019	<b>EMPLOYER:</b> Alachua County Board of County Commissioners	<b>POSITION TITLE:</b> Senior Financial Management Analyst
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 12 SE 1st Street, Gainesville, Florida, 32601-6826		<b>COMPANY URL:</b> www.alachuacounty.us
<b>PHONE NUMBER:</b> 3523745262	<b>SUPERVISOR:</b> Tommy Crosby - Assistant County Manager for Budget and Fiscal Services	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$6,250.00/month	

**DUTIES:**

- \* Lead, coordinate, and oversee the strategic management and daily operations within OMB including annual budget creation and management.
- \* Focus on leadership and team building professional staff to ensure the highest levels of budget, financial, and economic deliverables to internal and external stakeholders, the media, and citizens.
- \* Financial and budget liaison supporting the creation and start-up of the Children's Trust of Alachua County Independent Special District focused on providing services to children ages 0 - 18 throughout the County.

**REASON FOR LEAVING:**

Career opportunity in Flagler County

<b>DATES:</b> From: 10/2014 To: 9/2017	<b>EMPLOYER:</b> Alachua County Board of County Commissioners	<b>POSITION TITLE:</b> Financial Management Analyst
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 12 SE 1st Street, Gainesville, Florida, 32601		<b>COMPANY URL:</b> www.alachuacounty.us
<b>PHONE NUMBER:</b> 3523745262	<b>SUPERVISOR:</b> Diane Smith - Budget Manager	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$5,400.00/month	

**DUTIES:**

- \* Highly responsible professional, supervisory, financial, economic, and budget work within OMB.
- \* Direct, prepare, and provide oversight of OMB's day-to-day operations including budget creation and oversight, related contract review and management, purchasing/procurement alignment, and the wide array of weekly, monthly, annual, and ad hoc deliverables.
- \* Direct and prepare complex fiscal, economic, and budget analysis on all areas related to the County's short and long-term financial condition along with comprehensive management reviews to evaluate programs and develop/propose strategies to increase operational efficiency and effectiveness.
- \* Direct, develop, and prepare recommendations on financial matters, activities, and fiscal policies and procedures including the coordination of budgetary operations.
- \* Develop and present rolling forecasts, long-range financial models, sensitivity and contingency analyses, and operation results to executive leadership and elected officials.
- \* Negotiate and manage department and county wide contracts with public and private entities on behalf of the County. Create and disseminate Scopes of Service for Requests for Proposals (RFPs) ultimately reviewing and selecting vendors.
- \* Direct staff in all areas of County finance and budget including providing overall direction, delegating specific assignments based on a team member's strength and abilities, and reviewing work completed.
- \* Train and mentor staff on budget creation and monitoring; local, state, and federal law understanding and impact; and all levels of fiscal, economic, and business analysis.
- \* Utilize executive and professional expertise to create and implement policy, long-range plans, and programs.
- \* Forge professional relationships and enlist different areas of expertise to encourage collaborative and original solutions to new and ongoing challenges.
- \* Positively promote and represent county government by varying means including presentations, speaking engagements, and offering expertise to community gatherings. Always presenting myself in a positive and professional manner understanding I represent the organization at all times, not simply during work hours.

**REASON FOR LEAVING:**

Promoted to Senior Financial Management Analyst

<b>DATES:</b> From: 4/2007 To: 9/2014	<b>EMPLOYER:</b> Alachua County Board of County Commissioners	<b>POSITION TITLE:</b> Management Analyst
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 12 SE 1st Street, Gainesville, Florida, 32601-6826		
<b>PHONE NUMBER:</b> 3523745262	<b>SUPERVISOR:</b> Diane Smith - Budget Manager	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$4,600.00/month	
<b>DUTIES:</b> * Perform highly responsible professional, supervisory budgeting work. Deep knowledge of budget and budget principles. Responsible for coordinating and creating Alachua County's budget encompassing over 30 Departments in coordination with the Assistant County Manager for Budget and Fiscal Services. * Ensure local, state, and federal compliance of the budget countywide; Including managing and oversight of the County's Debt Service, Capital Improvement Program, Indirect Costs, Legislative Reporting, Fee Schedule, State Court Related budgets (as mandated by Article V of the Florida Constitution), Self-Insurance Risk and Health Insurance Budgets, the office's Performance Measures and Management, Special Projects, and the County's \$34 million Special Expense budget. * High level accounting and financial analysis including rolling forecasts, long-range financial models, sensitivity and contingency analysis, results and performance analysis, and ad hoc reports as necessary. * Develop fiscal policies, fiscal procedures, and recommendations on financial matters. * SOFTWARE ADMINISTRATOR - The County's only Administrator of its budgeting, performance, and capital project software. Supervised and implemented design changes including custom applications to improve the effectiveness of the system and the interactivity with third party software. * Voting member of the County's Financial Planning Group responsible for overseeing, directing, and approving/recommending all high level financial issues and financial agreements prior to them being presented to elected officials. Intricately involved with the County's strategy development including the determination of various available funding sources, planning all County debt issuance, and determining reasonable debt levels. * Create and present technical presentations, recommendations, and procedures to executive level managers and the elected Board of County Commissioners. * Create and diagnose independently gathered data and apply independent analysis, judgment, and thinking. * Initiate, recommend, and assist departments, divisions, and programs to direct, change, and improve their capability to conduct County business and meet or exceed expectations and widely accepted benchmarks.		
<b>REASON FOR LEAVING:</b> Promoted to Financial Management Analyst		

<b>DATES:</b> From: 10/1994 To: 4/2007	<b>EMPLOYER:</b> Air Traffic Control (RVA)	<b>POSITION TITLE:</b> Supervisor
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) Detroit, Jacksonville, Gainesville, Florida, 32601		
<b>PHONE NUMBER:</b> ukn	<b>SUPERVISOR:</b> Roy Fuquay - Regional Director	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$7,100.00/month	<b># OF EMPLOYEES SUPERVISED:</b> 20
<b>DUTIES:</b> Jacksonville, Florida; Gainesville, Florida. * Supervisor of air traffic control teams for the safe, orderly, and expeditious flow of air traffic. * Accurate creation and dissemination of air traffic information critical to flight safety via technical aviation software. * Awarded numerous Safety Awards in Air Traffic Control for preventing imminent disasters.		
<b>REASON FOR LEAVING:</b> Career change		

<b>DATES:</b> From: 3/1989 To: 3/1994	<b>EMPLOYER:</b> United States Navy	<b>POSITION TITLE:</b> Supervisor, Air Traffic Control, Persian Gulf War Veteran
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) Key West, Florida, 33040		
<b>PHONE NUMBER:</b> ukn	<b>SUPERVISOR:</b> Numerous - Commander	<b>MAY WE CONTACT THIS EMPLOYER?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>HOURS PER WEEK:</b> 40	<b>SALARY:</b> \$2,000.00/month	<b># OF EMPLOYEES SUPERVISED:</b> 40
<b>DUTIES:</b> Awarded 5 Admiral Commendations including one from the Admiral of the Southern Fleet for supervising a Priority Flight Combat Mission for squadrons being deployed to Saudi Arabia to begin the Persian Gulf War. * National Defense Service Medal * Honorable Discharge		
<b>REASON FOR LEAVING:</b> Honorable Discharge		

#### CERTIFICATES AND LICENSES

<b>TYPE:</b> Certified Government Finance Officer (CGFO)	
<b>LICENSE NUMBER:</b>	<b>ISSUING AGENCY:</b> Florida Government Finance Officers Association
<b>TYPE:</b> Certified Public Manager (CPM)	

<b>LICENSE NUMBER:</b>	<b>ISSUING AGENCY:</b> Florida State University
<b>TYPE:</b> Leadership FGFOA	
<b>LICENSE NUMBER:</b>	<b>ISSUING AGENCY:</b> Florida Government Finance Officers Association
<b>TYPE:</b> Flagler Leadership Academy	
<b>LICENSE NUMBER:</b>	<b>ISSUING AGENCY:</b>

#### Skills

Nothing Entered For This Section

#### ADDITIONAL INFORMATION

**Honors & Awards**

Professionally recognized for expertise in leadership and government/public finance by the Florida Government Finance Officers Association, the Flagler Leadership Academy, and by Florida State University in public management.

**Honors & Awards**

Awarded numerous Safety Awards in Air Traffic Control for preventing imminent disasters

**Honors & Awards**

Awarded 5 Admiral Commendations including one from the Admiral of the Southern Fleet for supervising a Priority

#### REFERENCES

<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Donna Bradbrook	<b>POSITION:</b> Strategic Performance Manager
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 12 SE 1st Street, Second Floor, Gainesville, Florida 32601-6826		
<b>EMAIL ADDRESS:</b> dbradbrook@alachuacounty.us		<b>PHONE NUMBER:</b> 352-264-7066
<b>REFERENCE TYPE:</b> Personal	<b>NAME:</b> Kimberly Kaye	<b>POSITION:</b> Doctor of Internal Medicine and Co-Founder of Haile Medical Group
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 4750 SW 91st Drive, Gainesville, Florida 32608		
<b>EMAIL ADDRESS:</b> kim@atlasmedicine.com		<b>PHONE NUMBER:</b> 352-367-9602
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Brian Iannucci	<b>POSITION:</b> Professor of Graduate Business
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) 2476 Willowbend Drive, Saint Augustine, Florida 32092		
<b>EMAIL ADDRESS:</b> Brian.Iannucci@wgu.edu		<b>PHONE NUMBER:</b> 904-708-9765

**Agency-Wide Questions**

1. **If applying for driver position, do you possess a valid Class B or higher Commercial Driver's License with Passenger Endorsement?**  
No
2. **Are you eligible to work in the United States?**  
Yes
3. **Employment Desired:**  
Full Time
4. **Have you ever worked for this organization?**  
Yes
5. **Hours of work (per week) desired:**  
40
6. **Date Available:**  
August 1, 2020
7. **Desired Salary:**  
\$140, 170.98
8. **Are you currently in the armed forces?**  
No
9. **Military Branch:**  
U.S. Navy  
Honorable Discharge
10. **Military Start Date:**  
March, 1989
11. **Military Discharge Date:**  
March, 1994
12. **Rank at Discharge:**  
Petty Officer 2nd Class
13. **ALL APPLICANTS MUST ANSWER "YES" OR "NO" TO THIS QUESTION. If you are claiming Veteran's Preference, a copy of your DD-214 or comparable document which serves as a certification of release or discharge claim, MUST be furnished at the time of application. Effective April 8, 1992, Chapter 92-80, Laws of Florida amended the definition of wartime service to include the Persian Gulf War, beginning August 2, 1990, and ending on such a date as may be prescribed by presidential proclamation or by law. The County will give your application every special consideration required by the law (Florida Administrative Code, Chapter 55A-7). If you believe you were not afforded employment preference in accordance with the law, you have the right to file a complaint within twenty-one (21) days of notice of non-selection for the position with the Department of Veteran's Affairs, 11351 Ulmerton Road, Suite 311-K, Largo, Florida 32278-1630 Are you claiming Veteran's Preference?**  
Yes
14. **Check the appropriate category if you are claiming Veteran's Preference:**  
A Veteran of any war who has served on active duty for at least one day, and who was discharged or separated there from under honorable conditions from the Armed Forces of the United States if any part of such duty was performed during a wartime era (active duty for training is not allowable); or
15. **Have you uploaded supporting documentation verifying your veterans preference. Examples would include your DD214 or SF15 Form.**  
Yes
16. **Have you signed and attached Form DOS-119 if applicable? (the link to this form can be found on the Career page/job opportunities under "show more")**  
No
17. **Where did you hear of this opportunity?**  
County Website

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The following terms were accepted by the applicant upon submitting the online application:

By clicking the Accept & Submit button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying my identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of Flagler County and will not be returned. I understand Flagler County may contact prior employers and others.

This application was submitted by EDWARD JOHN BROWER on 7/22/20 1:24 PM

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHAD AREAS RENDER FORM VI

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**

1. NAME (Last, First, Middle) <b>BROWER, EDWARD JOHN III</b>		2. DEPARTMENT, COMPONENT AND BRANCH <b>NAVY USN</b>		3.	
4.a. GRADE, RATE OR RANK <b>AC2</b>	4.b. PAY GRADE <b>E5</b>	5. DATE OF BIRTH (MM/DD) [REDACTED]		6. RESERVE OBLIG TERM DATE Year Month Day	
7.a. PLACE OF ENTRY INTO ACTIVE DUTY <b>ST. PETERSBURG, FL</b>		7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) [REDACTED]			
8.a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND <b>NAVAL AIR STATION, KEY WEST, FL</b>		8.b. STATION WHERE SEPARATED <b>PBBSUPPDET KEY WEST, FL</b>			
9. COMMAND TO WHICH TRANSFERRED <b>NAVAL RESERVE PERSONNEL CENTRE, NEW ORLEANS, LA 70149</b>				10. SGLI COVERAGE Amount: <b>200,000</b> None	
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving AC period) <b>0800 EPR THERPTE CONTROLLER (4 YRS, 0 MOS)</b>		12. RECORD OF SERVICE		Year(s) Month(s) Day(s)	
X X X X X		a. Date Entered AD This Period		04 MAR 11	
X X X X X		b. Separation Date This Period		04 11 98	
X X X X X		c. Net Active Service This Period		00 00 00	
X X X X X		d. Total Prior Active Service		00 00 00	
X X X X X		e. Total Prior (inactive Service)		00 00 00	
X X X X X		f. Foreign Service		00 00 00	
X X X X X		g. Sea Service		03 OCT 18	
X X X X X		h. Effective Date of Pay Grade		03 OCT 18	
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service)					
NATIONAL DEFENSE SERVICE MEDAL. X					
X X X X X X X					
14. MILITARY CERTIFICATIONS (List number, title, and month and year completed)					
X X X X X X X					
15.a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM		Yes	No	15.b. HIGH SCHOOL GRADUATE OR EQUIVALENT	
				Yes No	
				16. DAYS ACCRUED LEAVE PAID <b>30.5 DAYS</b>	
17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
18. REMARKS THE INFORMATION CONTAINED HEREIN IS SUBJECT TO COMPUTER MATCHING WITHIN THE DEPARTMENT OF DEFENSE OR WITH OTHER AFFECTED FEDERAL OR NON-FEDERAL AGENCY FOR VERIFICATION PURPOSES AND TO DETERMINE ELIGIBILITY FOR AND/OR CONTINUED COMPLIANCE WITH THE REQUIREMENTS OF A FEDERAL BENEFIT PROGRAM. SUBJECT TO ACTIVE DUTY RECALL AND/OR ANNUAL SCREENING. ENLISTMENT EXTENDED FOR 12 MONTHS ON 14 MAR 95. EXTENSION OF SERVICE WAS AT THE REQUEST AND FOR THE CONVENIENCE OF THE GOVERNMENT. X X X X X X X					
19.a. MAILING ADDRESS AFTER SEPARATION (Include Zip Code)			19.b. NEAREST RELATIVE (Name and address - include Zip Code)		
[REDACTED]			[REDACTED]		
20. MEMBER REQUESTS COPY BE SENT TO DIR. OF VET AFFAIRS		Yes	No	22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title, and signature)	
				D. C. DRAPER, LT, USN, OTC	
21. SIGNATURE OF MEMBER BEING SEPARATED			23. SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)		
[REDACTED]			24. CHARACTER OF SERVICE (Include upgrades) <b>HONORABLE</b>		
25. SEPARATION AND ENTRY MILPERSMAN 3870190		26. SEPARATION CODE <b>MBK</b>		27. REENTRY CODE <b>RE-1</b>	
28. NARRATIVE REASON FOR SEPARATION <b>COMPLETION OF REQUIRED ACTIVE SERVICE</b>					
29. DATES OF TIME LOST DURING THIS PERIOD <b>TL: NONE</b>				30. MEMBER REQUESTS COPY <input checked="" type="checkbox"/> Initials	

**E. JOHN BROWER MBA, CGFO, CPM**

July 16, 2020

Mr. Jerry Cameron  
County Administrator  
Flagler County Board of County Commissioners  
1769 East Moody Boulevard, Building 2  
Bunnell, Florida 32110

Dear Mr. Cameron:

Please accept this letter and included resume in application for your Chief of Staff position. I believe a review focusing on my background and skills alone will support that I am an excellent fit to successfully fill the many roles this position requires, perhaps the most important of which is the role of your principal aide and confidant. While the information you review is accurate and certainly supports this conclusion, there is a superior method to determine someone's abilities, honor, character, team building aptitude and, certainly, their leadership skills and desire to improve each day. This method is observation, the real time display of values, skills, behaviors and, of course, results.

To alleviate the imbedded risk with choosing to hire someone based on the written word, be it a resume, a cover letter, or application, along with how a person presents themselves in a 30 minute interview, I am fortunate, and appreciative, of my unique circumstance that allowed for you to have observed my work in a multitude of widely varied circumstances. For the past eleven months, I have been honored to be your Financial Services Director; a position that requires strong critical thinking in conjunction with independent and out-of-the-box decision making skills along with the ability to visualize and understand the trickle down effects of those decisions. I submit that these eleven months formulate almost a yearlong interview that included continual tests and trials; from Hurricane Dorian and correcting the problems within the Purchasing Department to the COVID-19 Global Pandemic and getting the County's audit completed on time, for the first time, in three years. I would argue that this very small sampling of real world situations that were successfully and professionally addressed using the criteria listed above can be extrapolated to paint the picture of how I lead, interact with people from all levels of our organization, and accomplish our goals. It is what you can expect not just within your Financial Services Department, but from the additional areas placed within my circle of influence if you see fit to allow me this opportunity.

While I have thoroughly enjoyed my experience as Financial Services Director, I am convinced the tools, experience, influence, and leadership I bring to the table perfectly align with your needs and that this is a rare chance for me to be an even greater part of transforming our County into a healthy organization; full of trust, collaboration, purpose, flexibility, and achievement from the lowest paid member of our team to the highest.

We share a dedication to facilitate excellence, a desire to always improve, an enthusiasm for innovation to resolve challenges, and an unyielding commitment towards achieving success through the success of others. This is why Flagler County, in particular, is special to me and why I am applying to be your Chief of Staff.

Sincerely,

E. John Brower

## E. JOHN BROWER MBA, CGFO, CPM

### Summary of Professional Qualifications and Experiences

**Local government professional** with over thirteen years of progressively responsible management, budget, and fiscal governance. Deep familiarity with state and federal laws and regulations related to the concepts, principles, and practices of accounting, budgeting, contracts, purchasing/procurement, and cost control procedures. Proven ability to evaluate operations, identify key areas for improvement, then design and implement the changes with current resources.

**Extensive leadership and management experience** derived from both my military and civilian careers. Results oriented and committed to practicing and promoting the highest level of character and ethics while creating the next generation of leaders and facilitating the success of others. I am dedicated to becoming the best leader I can be and to encourage, mentor, and support others to reach their potential as well.

**Administrator and creator of budgets** up to \$500 million through the use of program and performance measures, zero based budgeting, results oriented budgeting, benchmarking, fiscal policies, and continual oversight.

**Energetic coach and change agent** through times of recession, states of emergency, agency reorganizations, leadership changes, and countless process improvement implementations.

**Pragmatic critical thinker** applying entrepreneurial innovation and vision both individually and within a team dynamic through identifying and supporting the skill sets and abilities of subject matter experts to successfully resolve issues, formulate strategic direction, and create organizational opportunities.

**Professionally recognized for expertise** in leadership and government/public finance by the Florida Government Finance Officers Association, the Flagler Leadership Academy, and by Florida State University in public management.

### Education

**Master of Business Administration (MBA)** - University of Florida

**Bachelor of Science in Business Administration (BSBA)** - University of Florida (Major - Finance; Minor - Economics)

### Professional Development

**Certified Government Finance Officer (CGFO)** – Florida Government Finance Officers Association

**Certified Public Manager (CPM)** – Florida State University

**Flagler Leadership Academy** – Flagler County, Graduate of the Inaugural Class of 2020

**Leadership FGFOA** – Florida Government Finance Officers Association

### Work History

2019-2020: Financial Services Director, Flagler County Board of County Commissioners, Bunnell, Florida.

- Direct and oversee the Budget and Purchasing Departments (Incl. the inventory warehouse and surplus management)
- Champion of the County's culture change and leadership focus currently being implemented. As a 2020 graduate of the inaugural Flagler Leadership Academy Class I believe I am, now to an even larger degree, an integral part of creating the culture and atmosphere necessary of high performing, healthy organizations.
- Lead and participate in many ad hoc projects and teams created to investigate, recommend, and/or implement, and/or action on a variety of issues.
- The County's financial representative on all matter involving County business. Recent work includes:
  - Being on the executive team tasked with divesting the County's two utilities (Plantation Bay and Beverly Beach) by negotiating the terms necessary to transfer assets and operations to the Florida Governmental Utility Authority (FGUA).
  - Creating the concept plan and team to disseminate \$20 million of Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds to those within our community negatively affected by the COVID-19 Pandemic.
  - Anchoring the financial aspects of the CARES Act funding not only for distribution throughout our community, but for reimbursement from the State of Florida Department of Emergency Management.
- Create and oversee the County's FEMA Reimbursement Team for Hurricane Dorian and the COVID-19 Pandemic.
- General accomplishments include, but are not limited to:



## E. JOHN BROWER MBA, CGFO, CPM

- Increased morale and the general workplace atmosphere for staff that struggled with the prior culture. Focused on living my core values of honor, trust, accountability, truthfulness, and leadership to prove my commitment to the team and, thus, illustrating the values that will be important, supported, and rewarded.
- Restructured budgeted accounts that were not in accordance with the State of Florida's Chart of Accounts.
- Eliminated an internal policy/procedure that contradicted Statutes by allowing budget "overrides" to occur.
- Initiated weekly 20-minute "1 on 1" meetings with each person on Financial Services Team.
- Initiated a mentor program between Analysts and Senior Analysts.
- Led a team that created the County's Mission Statement.
- Refinanced debt to lower interest rates saving the County over \$1 million over the life of the debt.
- Reorganized the Purchasing Department to eliminate bottlenecks and streamline operations including relocating staff, putting a focus on selling surplus, and increasing safety in the inventory warehouse.
- Led the County team responsible for completing the County's Comprehensive Annual Financial Report (CAFR) for the period ending September 30, 2019 by the time required by statute. This was the first time in three years the audit was completed on-time.

2007-2019: Department of Budget and Fiscal Services, Office of Management and Budget (OMB), Alachua County Board of County Commissioners, Gainesville, Florida.

- The County's principal representative for the highest priority issues including the creation of a quasi-government agency called The Children's Trust of Alachua County (a Children's Services Council or CSC) and performance audits on internal departments and functions.
- Progressively responsible experience throughout my tenure with Alachua County that included three promotions.
  - Senior Financial Management Analyst
    - Lead, coordinate, and oversee the strategic management and daily operations within OMB including annual budget creation and management.
    - Focus on leadership and team building professional staff to ensure the highest levels of budget, financial, and economic deliverables to internal and external stakeholders, the media, and citizens.
    - Forge professional relationships and enlist different areas of expertise to encourage collaborative and original solutions to new and ongoing challenges.
    - Positively promote and represent county government by varying means including presentations, speaking engagements, and offering expertise to community gatherings. Always presenting myself in a positive and professional manner both on and off the clock.
  - Financial Management Analyst
    - Highly responsible professional, supervisory, financial, economic, and budget work within OMB.
    - Direct, prepare, and provide oversight of OMB's day-to-day operations including budget creation and oversight, related contract review and management, purchasing/procurement alignment, and the wide array of weekly, monthly, annual, and ad hoc deliverables.
    - Direct, develop, and prepare recommendations on financial matters, activities, and fiscal policies and procedures including the coordination of budgetary operations.
    - Develop and present rolling forecasts, long-range financial models, sensitivity and contingency analyses, and operation results to executive leadership and elected officials.
    - Negotiate and manage department and county wide contracts with public and private entities on behalf of the County. Create and disseminate Scopes of Service for Requests for Proposals (RFPs) ultimately reviewing and selecting vendors.
  - Management Analyst (Level 18 and Level 20)
    - High level accounting and financial analysis including rolling forecasts, long-range financial models, sensitivity and contingency analysis, results and performance analysis, and ad hoc reports.
    - SOFTWARE ADMINISTRATOR – The County's only Administrator of its budgeting, performance, and capital project software. Supervised and implemented design changes including custom applications to improve the effectiveness of the system and the interactivity with third party software.

1994-2007: Civilian, Supervisor, Air Traffic Control – Detroit, Michigan; Jacksonville, Florida; Gainesville, Florida.

1989-1994: United States Navy, Supervisor, Air Traffic Control. Persian Gulf War Veteran. Honorable Discharge