

SUMTER COUNTY BOARD OF COUNTY COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: **Lake-Sumter Metropolitan Planning Organization (MPO) Transportation Disadvantaged Coordinating Board Vacancies. One Application Received. (Board's Option).**

REQUESTED ACTION: **Board's Option**

Meeting Type: Regular Meeting

DATE OF MEETING: 3/9/2021

CONTRACT: N/A

Vendor/Entity: _____

Effective Date: _____

Termination Date: _____

Managing Division / Dept: **Administrative Services**

BUDGET IMPACT: _____

FUNDING SOURCE: _____

Type: N/A

EXPENDITURE ACCOUNT: _____

HISTORY/FACTS/ISSUES:

The Lake-Sumter MPO's Transportation Disadvantaged Coordinating Board (TDCB) is supported with funds from the Florida State Commission for Transportation Disadvantaged. Planning funds are provided to the Lake-Sumter MPO to support the planning functions of the Board within the Lake-Sumter are. The advisory board's primary purpose is to assist the MPO in identifying local service needs and in providing information, advice, and direction to the Community Transportation Coordinators (CTC) in Sumter County.

The following positions are vacant.

Persons over 60, representing elderly – 1 Vacancy

Person with Disability representing Disabled – 1 Vacancy

Citizens Advocate – 1 Vacancy

One application received: Jose Lopez for Citizen Advocate

Prepared by: Jessica Douglas

Grammarly Check

From: noreply@civicplus.com
Sent: Monday, February 15, 2021 11:22 PM
To: Records; @Administrative Services (Wildwood)
Subject: Online Form Submittal: Boards and Committee Application

Boards and Committee Application

Select the Board, Commission, or Committee applying for Lake-Sumter Metropolitan Planning Organization (MPO)

Committee's requirements [Click here to view Committee webpage](#)

First Name Jose

Middle *Field not completed.*

Last Name Lopez

Address1 2267 SE 110th Ave

Address2 *Field not completed.*

City Webster

State FL

Zip 33597

Are you a resident of Sumter County Yes

If yes, how long? 3 Years

Email Address jose.lopez@groveland-fl.gov

Phone Number 3524187698

Phone Mobile

Alternate Phone Number *Field not completed.*

Education Currently Enrolled in College in addition to course diplomas and certificates

Occupation Director of Innovation & Technology

Place of Employment	City of Groveland
Professional Organizations	City of Groveland
Civic and Professional Accomplishments	<i>Field not completed.</i>
Training or experience related to this appointment?	CAC Member
What contributions do you feel you could make if you were selected to this committee/board?	I am a resident of Webster. I am an outside the box thinker, I like to be involved with the community and always thinking of how I can help. Additionally public safety its a passion of mine.
References	
1.	Michael Hein - City Manager at Groveland - My Direct Manager.
2.	Elaine Denniston - (Retired) Hazard Mitigation Manager at Mass Emergency Management Agency - Cell: 617-519-0305
3.	Ketan Patel - IT Operations Supervisor - City of Orlando - Cell: 407-952-4855 - He worked under my direction as my Network Manager at a previous employer.
Some of the Boards and Committees appointed by the County Commission are required to comply with Chapter 112, Florida Statutes; the Financial Disclosure Law. If applicable, would you be willing to file the required financial statement?	Yes
Appointees will be required to attend meetings in accordance with the adopted policies of the County.	
Do you affirm that your personal and business affairs (if applicable) within Sumter County are in substantial compliance with all county regulatory	Yes

and taxing authorities
rules and regulations?

Attach additional
information, such as a
resume.

[Jose Lopez Updated Resume.pdf](#)

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JOSE LOPEZ

Information Technology & Business Process Executive

Webster, FL 33597

lopez.josem83@gmail.com

352-418-7698

Entrepreneurial-spirited, pioneering technologist with 12 years of leadership experience and 20+ years identifying, qualifying, building consensus for, and implementing enabling technologies and enterprise systems that facilitate business processes and strategic objectives. Powerful blend of technology vision and business acumen results in consistent development of powerful business strategies supported by cost-effective, high-performance IT infrastructures and applications. Broad expertise in IT, network, and telecommunications architecture/infrastructure design, full project life cycle management, client/vendor relationship management, and financial/operational management. Adeptly manage M&A, reorganization, and process improvement initiatives. Played instrumental role in identification, qualification, and negotiation with acquisition/merger prospects and ultimate merger that leveraged synergy of two companies. Established enterprise-wide IT structure, financial/operating controls, and best practices for marketing communications and brand management, and guided it through downturn with responsible downsizing and refinement of focus.

WORK HISTORY

Director of Innovation & Technology

City of Groveland - Groveland, FL

February 2021 to Present

Director of Information Technology & Business Process

XOJET Aviation - Fort Lauderdale, FL

August 2019 to November 2020

- Develop and implement plans and objectives for the department in an effective and innovative fashion. Oversee and coordinate daily operations.
- Maintain compliance with external regulations and internal policies. Assess and report progress in meeting department objectives. Overseeing technical projects in alignment with organizational goals.
- See to department staffing needs (e.g. interviewing, hiring, new hire and ongoing training, annual evaluations, etc.)
- Participate in budget development and monitoring of expenses. Oversee events and conferences as needed.
- As part of the executive team, generate necessary reports for the executive team; read subordinates' reports.
- Directing the effective delivery of networks, development, and disaster recovery systems and processes.
- Working with network engineers to find solutions to manage business activities.
- Supervising a team of workers, while working closely with management, external vendors and advisors.
- Preparing financial budgets and presenting proposals for capital projects.
- Researching and recommending new products. Identifying new market opportunities. Leading efforts to improve IT processes.
- Lead process improvement efforts corporately by coordinating with stakeholders to develop and manage LSS projects that address critical business needs.
- Manages the review, analysis, and evaluation of business processes selected for LSS improvement projects, working directly with various departments to ensure LSS methodologies are applied. Trained the project team members and executive project sponsors in the application of LSS methodologies.
- Facilitates development of the project charter with executive sponsor to define goals, objectives and key deliverables for LSS projects. Responsible for all LSS project deliverables, including project scope, work plan, schedule, communications, and roles and responsibilities.

- Ensures customer satisfaction by verifying process improvement solutions and deliverables are in alignment with the project charter. Using industry best practices for LSS and project management, ensures projects are delivered on time, adhere to high quality standards, and meet customer expectations. Serves as liaison between the LSS project team and relevant business units during all project phases. Provides regular project updates to the Executive Management Team until effective control of process is achieved.
- Lead and managed teams through all project phases. Develops regular report metrics for all work streams as well as any internal initiatives with integration points and/or dependencies that support the successful delivery of the improvement project.
- Collaborates with process leaders and process users to ensure integration of projects, making recommendations to and adjusting project recommendations, scope, and timing as needed to meet the overall strategic needs of the organization.
- Responsible for planning and controlling schedules, determining project return on investment, assigning tasks and resources, and tracking key project milestones from initiation through delivery.
- Fosters and demonstrates a workplace inclusive of creating opportunity, serving others, building trust, innovation and exceeding expectations. Performs other duties and responsibilities as required.

Vice President of Information Technology

Exclusive IT Networks, LLC - Clermont, FL

July 2015 to December 2019

- Create a strategic Information Technology vision and roadmap for the organization and supports the goals, and build on that vision.
- Partner with president to establish business and system requirements for new technology projects.
- Lead, direct, guide and evaluate the work of other executive leaders, including Assistant VP's, senior directors and managers.
- Lead significant departments or operations of a total organization.
- Build vendor partnerships, and oversee multiple vendor relationships to ensure the best performance and financial return. Budget development and monitoring of expenses.
- Leverage and maintain a deep knowledge on a broad range of vendor technology solutions; and select the most appropriate technologies to support the business.
- Improve appropriate IT organizational structure to support the needs of the global business, including balancing the compliment of in-house and outsourced IT services.
- Prioritize and provide approvals and controls for projects across the organization as they relate to selection, acquisition and development of major information systems.
- Review major hardware, software and maintenance acquisition contracts to pursue master agreements to capitalize economies of scale.
- Create comprehensive approaches to cybersecurity and risk management.
- Drive culture by continually reinforcing the company's values in all aspects of service delivery.
- Lead the development of the IT organization to ensure appropriate skills are in place to align with the overall strategy, including succession planning for unique skills.

Director of Information Technology Operations

Gaylord Palms Resort & Convention Center - Kissimmee, FL

December 2017 to July 2019

- Recruit, select, train, assign, schedule, coach, counsel and discipline employees
- Communicate job expectations; planning, monitoring, appraising and reviewing job contributions.
- Plan and review compensation actions; enforcing policies and procedures.
- Project Management and Business Development.

- Contribute operations information and recommendations to strategic plans and reviews; prepare and complete action plans; implement production, productivity, quality and customer-service standards; resolve problems; complete audits; identify trends.
- Forecast requirements; prepare an annual budget; schedule expenditures; analyze variances; initiating corrective actions.
- Develop operations systems by determining product handling and storage requirements; develop, implement, enforce and evaluate policies and procedures; develop processes for receiving product, equipment utilization, inventory management and shipping.
- Analyze process workflow, employee and space requirements and equipment layout; implement changes.
- Maintain safe and healthy work environment by establishing, following and enforcing standards and procedures; complying with legal regulations.
- Update job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations.
- Accomplish operations and organization mission by completing related results as needed
- Meet or exceed operations labor budget expectations. Manage staff levels, wages, hours, contract labor to revenues
- Responsible for all department managers and supervisors, with review/approval responsibility for all operations employees.
- Run a safe, injury/accident free workplace, responsible for all aspects of vehicle and heavy equipment rentals
- Manage relationships with key operations vendors, track vendor pricing, rebates and service levels
- Review and approve all operational invoices and ensure they are submitted for payment
- Serve as primary point of contact when there are customer issues related to equipment quality, customer service, or accidents and mishaps on-site. In particular, this includes any issues on-site at client facilities, such as breaking a fence or tape residue on flooring.
- Communicate customer issues with operations team and devise ways of improving the customer experience, including resolving problems and complaints.
- Work with GM and management team to set and/or implement policies, procedures and systems and to follow through with implementation.
- Communicate all operating policies and/or issues at department meetings.
- Work closely with the inventory manager and team to perform analysis of our inventory and ensure we are utilizing our inventory effectively, purchasing the right equipment, maintaining solid inventory data and reduce sub-rental expense.

Sr. Director of IT & CIO

Legacy Grand, Inc

August 2015 to December 2018

- Direct and organize IT-related projects. Set objectives and strategies for the IT department, weekly meetings with president and senior leadership in regards to strategic planning to help the business reach its goals.
- Design and customize technological systems and platforms to improve customer experience.
- Select and implement suitable technology to streamline all internal operations and help optimize the hotel strategic benefits.
- Set department budget, approve purchases of technological equipment and software and establish partnerships with IT providers.
- Oversee the technological infrastructure in the organization to ensure optimal performance.
- Plan the implementation of new systems and provide guidance to IT professionals and other staff within the organization.
- Analyze the cost, value and risk of information technology to advise management and suggest actions.
- Set IT department's KPS and measure them on a regular basis. Create service-level agreements (SLAs) with business areas and operating-level agreements between IT functions and vendors to ensure SLAs are met.
- Execute an enterprise wide IT security program and capabilities to ensure all IT assets are protected.

- Create and operate a joint business/IT governance process to prioritize and approve IT investments.
- Establish an ongoing communication process to share updates on IT financial performance and value delivered to the organization.

Information Technology Director (IT Director)

35 Technologies Group, Inc - Longwood, FL

February 2014 to September 2017

- Coordinate with business partners and develop strategies to implement various IT solutions effectively.
- Develop customized IT project portfolios and ensure compliance to all business objectives.
- Administer effective delivery of all projects with appropriate budget and timeframe.
- Develop an annual IT plan according to business requirements. Manage all vendor relationships.
- Evaluate current system and technology and recommend modification to present modules to ensure effectiveness.
- Maintain knowledge on emerging trends and initiate appropriate decisions for various technology.
- Coordinate with IT professionals and develop coaching programs to ensure an effective working environment.
- Prepare business goals for both individuals and teams and ensure optimization of business.
- Administer and develop growth strategies for company through various information technology plans.
- Design and execute various business plans and policies and ensure optimization of human resources.
- Analyze requirement for company and develop projects in coordination with software and equipment personnel.
- Monitor all process for company on software and hardware and ensure effective working of all associate activities. Direct and development of a security plan.
- Monitor all functions of IT department and ensure compliance to work standards.
- Establish time schedule for company objectives and goals and ensure compliance to same.
- Administer work of all employees and ensure work according to schedule.
- Monitor everyday work of organization and provide technical support to all activities.
- Provide technical support to all services of organization.
- Administer maintenance, licensing and purchase of all information technology software systems. Analyze all business objectives and recommend solutions to all IT investments.

IT Manager

MC Assembly - Winchester, MA

September 2010 to January 2013

- Managed project and fiscal budgets, developing, evaluating, and implementing cost reduction strategies.
- Developed and maintained hardware and software installation and configuration and upgrade procedures.
- In charge of Network upgrade from layer 2 to layer 3 Fiber Optic, Upgrading servers and switches.
- Provided training and assistance to employees in the Technical Support Specialist class specification.
- Provided technical assistance and training to all computer users on the Boston location.
- Performed all the duties of subordinate level classifications; upgraded and repaired computer system components, including hard drives, CD-ROMs, video cards, sound cards, modems, memory, motherboards and processors also backups, server upgrades, data migration, creating user accounts, and creating OU's.
- Diagnosed computer system failures through evaluation and testing, and resolve with software or hardware modifications; worked with Cisco ASA firewall/VPN, Cisco PoE switches, and other devices.
- Evaluated new hardware and software and made recommendations to the Enterprise Architect.
- Assisted system administrators with help desk monitoring and software installation/support/troubleshooting. Created the v virtual networks, worked with VMware and Office365, and upgraded VMware to 5.1.

HIGHLIGHTS

- IT Executive with skills in understanding the contribution of technology, business process and prepare a sound business case for investment. Budget & Project management. Business acquisitions and growth. Business continuity and disaster recovery best practices. Strong strategic, leadership, interpersonal, & change management skills. Familiar with **Agile development methodology** and **Lean Six Sigma (LSS) Process**.
- Projects software and hardware, such as: FOS (Flight Operation System) – AWS - Q-Pulse, Jeppesen, Worldox, iPro, iCreate Suite, Juris, Elite and Relativity, SolidWorks, Autodesk, e-Discovery (Relativity), E2 Shoptech manufacturing.

Lake-Sumter County Metropolitan Planning Organization – Clerk of the Courts

2-year term 2018 & 2019 – Representing the Citizens’ Advisory Committee – District 1

4-year term 2019 & 2023 – Representing the Community’ Advisory Committee – District 1

EDUCATION

Southern New Hampshire University

Business Administration (BS) w/concentration in Organizational Leadership

Currently attending

Cornell University

Executive Leadership Program

Currently attending

Lincoln Tech Institute

Jr. Network Administrator/Pc Support Certification Program **(3.8 GPA)**

ESRI

ArcGIS II – Certification - 6/2006

Alison University – Online

Operations Management (Ops) – Diploma 2/2021

Criminal Justice Information Services (CJIS) – Online

Level 4 Security Awareness Certification – 2/2021