

Key Personnel

The attached documents provide resumes of essential personnel who will be involved in the implementation of the CPRG grant program.

1. Allison van Pelt
2. John Swanson
3. Sean Bagniewski
4. Jennifer Green
5. Dave Williamson
6. Bret VandeLune
7. Michelle Poortinga
8. John Norris
9. Dominic Anania

Allison van Pelt, CC-P

7209 Sunset Terrace – Windsor Heights, Iowa 50324

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SUMMARY OF QUALIFICATIONS

- *Committed:* 15+ years of professional and academic experience advancing equitable community climate action;
- *Accessible:* Seasoned practitioner with affable nature, leading to an easy rapport with partners and colleagues;
- *Adaptive:* Confidently takes on new challenges and skills to enhance and advance programs and initiatives;
- *Collaborative:* Refined history of activating multi-disciplinary coalitions with valuable & inclusive outcomes;
- *Strategic:* Well-versed in navigating and enhancing the multiple pathways of systems thinking and outcomes.

PROFESSIONAL EXPERIENCE

Des Moines Area Metropolitan Planning Organization – Des Moines, Iowa

Senior Planner – May 2020- Present; *Associate Planner* – November 2017- May 2020

- Broaden and strengthen relationships with MPO Member communities and partner organization staff and leadership to advance sustainability & climate action and networks throughout Central Iowa and beyond;
- Develops and supports collaborative resilience efforts with MPO Member Communities and partners;
- Builds connectivity and community through regional stakeholder groups, including Environment Roundtable and Watershed Management Authorities, with MPO Member Communities & partner organizations;
- Develops and delivers regional outreach programs and materials with and for MPO member communities and partners, including presentations, public art, reports, videos, websites, workshops, policies, trainings, etc.;
- Lifts up disenfranchised partners, equity principles, and disparate risk and vulnerabilities in regional transportation, hazard mitigation, climate action, and community planning processes and implementation;
- Convenes regional mobility initiatives with health and human service stakeholders and transit agencies to identify and close transportation gaps and barriers for those most vulnerable or disadvantaged;
- Navigates new and existing legislation and funding opportunities to initiate and activate plans and projects.;
- Advisor to strategic planning endeavors, including Capital Crossroads, United Way, AdaptDSM, Iowa Climate Assessment, DMWW Citizen Water Academy, ICON Water Trails, Iowa Economic Development Authority, etc.

Significant Projects:

[Securing USEPA Climate Pollution Reduction Grant program for Des Moines, IA MSA](#)

- [Des Moines Metropolitan Area 2019 Greenhouse Gas Emissions Inventory](#) – [Central Iowa Climate Toolbox](#) – [The Rain Campaign](#) – [DMAMPO Environmental Justice Reports](#) – Central Iowa Transportation Gap Analysis – [Des Moines Urban Forest Master Plan](#) – [Capital Crossroads Post-Construction Stormwater Ordinance](#) – [Central Iowa Passenger Transportation Plan](#) (2017 & 2022) – Green Iowa AmeriCorps Host Site– [2019 Polk County Hazard Mitigation Plan](#)

Graduate Planning Intern – May 2016 - November 2017

- Contributing author and lead engagement staff for *Greater Des Moines Water Trails and Greenways Plan*;
- Led Melcher-Dallas, Iowa's comprehensive plan planning process from kick-off to completion and adoption;
- Evaluated regional housing, transportation, and floodplain management challenges using ArcGIS.

Drake University – Des Moines, Iowa

Adjunct Instructor – January 2023 – Present

- Develops and executes *Advanced Topics in Environmental Science & Policy* course (ENSS 150);
- Provides friendly, professional, individualized support and guidance to students;
- Fosters commitment to lifelong learning by connecting course materials to broader themes and current events.

Iowa State University – Ames, Iowa

Graduate Research and Teaching Assistant – August 2015 - August 2017

- Supported *A Framework for Environmental Preservation: New Venues for Urban Planning in Brazil* project development through literature review and data collection (DOI: <https://doi.org/10.18352/erlacs.10106>);
- Assistant to Sustainable Communities, Environmental Planning, and Community Planning Studio courses;
- Lectured on climate change mitigation and adaptation planning, urban resilience, and environmental justice.

Duke University – Durham, North Carolina

Admissions Counselor – July 2014 - August 2015

- Supervised preparation and execution of strategic plan for expanding climate change, ecology, and global health education at South Africa and Costa Rica field sites with organization members and outside partners;
- Formed and reinforced partnerships with students, researchers, and faculty to advance collaborative sustainability education;
- Set and managed recruitment and marketing goals and budgets to meet Member needs and build capacity.

Budongo Conservation Field Station – Masindi, Uganda

Research and Outreach Specialist – January 2012 - September 2012

- Built partnerships and mediated dialogue between public, private, and non-governmental stakeholders to build consensus on a unified vision for the region: conserve a protected forest and increase agricultural productivity;
- Served as subject matter expert in developing and acting on conservation plans, procedures, and assessments;
- Assisted in data collection of linguistic characteristics of friend-to-friend chimpanzee communications.

Volunteer Efforts for Development Concern – Kamuli, Uganda

Agroforestry Outreach Specialist – January 2011 - September 2011

- Worked with subsistence farmers to increase resilience in a changing climate through multi-benefit projects;
- Exchanged sustainable agriculture best management practices with Ugandan citizens, community groups, and government officials to advance multi-beneficial agroforestry practices and decrease childhood malnutrition.

Prairie Landscapes of Iowa – Central Iowa

Field Ecologist – May 2008 – July 2013; August 2015 - August 2017

- Managed prairie conservation and green infrastructure implementation projects in rural and urban areas;
- Interpreted regulations, policies, and legislation for the application and delivery of conservation programs.

BOARD MEMBERSHIPS

Windsor Heights Public Safety Committee – Windsor Heights, Iowa – 2020 – Present

- Advise city staff and council on budget, procedures, and initiatives within City's Public Safety Department.

PROFESSIONAL AFFILIATIONS & TRAININGS

- American Planning Association – Member – 2015- Present
- Association of State Floodplain Managers – 2018 – Present
- Association of Climate Officers – 2019 – Present
- American Planning Association Sustainability Champion, Iowa – 2020 - Present
- Urban Sustainability Director's Network – Equity Foundations Training – 2020
- Association of Climate Change Professionals – Climate Fundamentals Academy – 2019
 - o Climate Change Professional (CC-P) Certification – February 2021
- US Water Alliance – Climate, Equity, and Urban Flooding Institute – 2019

EDUCATION

Iowa State University – Ames, Iowa

Master of Community & Regional Planning – August 2017 – Cum Laude

- Research Focus: Climate Action Planning in Des Moines, Iowa

Bachelor of Science – December 2012 – Cum Laude

- Major: Global Resource Systems; Minor: Forestry
- Research Focus: Sub-Saharan Agroforestry and Resilience in Kamuli District

Des Moines Area Community College – Des Moines, Iowa

Associate of Science – December 2009 – Phi Theta Kappa

- Research Focus: Iowa Ecosystem Services Losses

John Swanson

4041 Dean Ave.
Des Moines, IA, 50317
Johnswanson445@gmail.com
515.204.3203

Education

May 2012 Simpson College, Indianola, Iowa
 B.A. in Environmental Science
 Minor in Biology
 B.A. in Criminal Justice

Professional Experience

Polk County (2021- Current)

Water Resources Supervisor

- Division manager overseeing staff of 4 including: Roadside vegetation, water quality, flood control, education, and sustainability programs
- Program development and oversight
- Fiscal management

Polk County/Polk Soil & Water Conservation District (2016-2021)

Watershed Management Authority Coordinator

- Oversee all watershed management plan implementation activities
- Organize meetings and provide leadership to jurisdictions, engineers, community groups, and others to achieve watershed goals
- Funding acquisition and project allocation
- Provide technical assistance for the installation of conservation practices
- Organize water monitoring and research opportunities

Polk Soil & Water Conservation District (2013-2016)

Big Creek/Easter Lake Watershed Project Coordinator

- Promoting, surveying, and designing water quality practices
- Hold educational seminars, workshops, and field days
- Make presentations to a variety of school, civic, and general public groups
- Coordinate project partners and manage watershed plan implementation

Special Skills

Partner Coordination

Strategic Planning

Comprehensive Plans

Program Development

Water Monitoring & Research

Fiscal Management

Policy Development

Team Leadership

Funding Acquisition

Public Relations

Professional Highlights

Led the installation of over 1,000 conservation practices
Managed and fundraised the implementation of over \$30 million in projects from 38 funding sources
Managed a funding partnership between over 15 communities over 6 years
Planned and hosted over 200 public events and presentations
Led multiple education and outreach campaigns
2020 IAWA Watershed Coordinator of the Year Award Winner
Coordinated 7 watershed projects
Created Iowa's First County Water Resources Division

SEAN BAGNIEWSKI

Des Moines, Iowa

515-556-9111

seanbagniewski@gmail.com

PROFESSIONAL EXPERIENCE

Polk County Board of Supervisors

Federal Grants Administrator

February 2023 to Present

- Manages applications for federal funding for county projects
- Ensures compliance with federal, state, and local regulations

Iowa House of Representatives

State Representative

January 2023 to Present

- State representative for Iowa House District 35 comprising Northwest Des Moines
- Member of the Appropriations, Commerce, Government Oversight, and Transportation committees
- Member of the Agriculture Budget subcommittee

Maximus, Incorporated

Provider Services Manager

December 2013 to February 2023

- Managed a team of more than sixty staff responsible for enrolling and assisting health providers in the Iowa Medicaid program
- Worked with providers, associations, and interest groups on statewide policy
- Led responses on audits, budget issues, and requests for information from legislators and the public

Hubbell Realty Company

Regional Manager

January 2012 to October 2013

- Compliance manager for ten properties funded through the Low Income Housing Tax Credit Program
- Supervised a team of sixteen employees
- Ensured full compliance with state and federal rules and regulations

Iowa Finance Authority

HOME Rental Project Manager

June 2010 to January 2012

- Team leader for projects funded through the HOME program under the U.S. Department of Housing and Urban Development
- Managed HOME projects totaling more than \$14 million in awarded funds
- Inspected and monitored funded projects for compliance with federal regulations

Iowa Utilities Board*Utility Analyst 2*

May 2010 to June 2010

- Assisted with programs under the federal Recovery Act
- Researched pending energy legislation at the federal level

Iowa Governor's Office*Acting Deputy Counsel*

December 2009 to April 2010

- Submitted a proposal for Iowa to receive up to \$250 million in loan guarantees under the Department of Energy's Financial Institution Partnership Program
- Provided legal opinions for state agencies and responses on issues for state legislators

Iowa Office of Energy Independence*Federal Funding Coordinator*

October 2008 to September 2009

- Secured and managed \$53 million in federal Recovery Act funding for the Office of Energy Independence
- Reviewed contracts and created term sheets for Iowa Power Fund applicants

EDUCATION**Drake University Law School***Juris Doctor Degree*

May 2008

Admitted to the Iowa Bar

September 2008

Certificate in Constitutional Law and Legislative Practice

Student Bar Association President

Internships with Governors Tom Vilsack and Chet Culver

Truman State University*Bachelor of Science, Political Science*

May 2005

VOLUNTEER EXPERIENCE

Member: Beaverdale Neighborhood Association President
Des Moines Neighbors President

Jennifer L. Green

Summary

A detail-oriented, organized, conscientious self-starter. Ability to prioritize effectively, focused on streamlining procedures & processes, to accomplish multiple tasks & stay calm under pressure. 12 years of accounting experience in the areas of financial reporting, budgets, grant & contract management, compliance, auditing & monitoring, asset & fleet management, purchasing, payables, receivables & payroll.

Employment History

January 2021 – Present: Accountant, Public Works, Polk County, Iowa

- Prepare financial statements, budget reports, forecasts, & management reports.
- Prepare invoices for inter-departmental expenses, public sanitary sewer loans & use, water connection loans, & accident reimbursements.
- Process department accounts payable utilizing the county-wide accounting program, JDEdwards (Oracle), department purchase order database & Excel.
- Prepare & submit bi-monthly, monthly, quarterly, semi-annual, & annual financial reports & reimbursement requests for local, state & federal grants.
- Prepare department budget, monitoring & obligation tracking of five divisions, including Secondary Roads & Farm-To-Market with IDOT & four Enterprise funds.
- Direct managers in the areas of fiscal accountability, grant & cash management, while ensuring compliance with local, state & federal regulations.
- Subject Matter Expert for county-wide asset & fleet management & fuel software & systems; FASTER, Fuel Master.
- Department payroll clerk.
- Maintain & update AFSCME Union guided over-time equalization for multiple positions for the department.
- Update & publish various news releases, project maps, & forms for department website.
- Construction project field book creation & tracking in APPIA.

December 2016 – January 2021: Multi-Service Clerk, Public Works, Polk County, Iowa

- Process applications & billing for various building related permits, engineering & road permits, & Air Quality permits.
- Invoicing & property owner updates for CurbIt recycling program.
- Interacting with the public on the phone & in person, assisting with various requests, concerns, & applications.

October 2013 – December 2016: Accounting Clerk, Auditor, Polk County, Iowa

- Audit & process accounts payable & receivable county-wide.
- Annual 1099 review & issuance for county vendors.

March 2012 – October 2013: Front Office Assistant, Stanbrough Realty, Clive, Iowa

- Accounts payable & receivable for growing property management & construction company.
- Payroll & payroll tax processing.
- Assist with year-end tax preparation.

Education

Des Moines Area Community College

Ankeny, Iowa

- Associates Degree in Accounting

Skills & Experience

- Computer proficient: Microsoft Office - Access, Excel, Notebook, Outlook, PowerPoint, SharePoint, Team, & Word. Google Docs, Forms, Sheets & Slides. FASTER Asset, Fuel Master, JDEdwards, & EnerGov (Public Works' land use, request & permitting software), Umbraco (department website content publisher), & Webex. APPIA & DocExpress.
- Strong communication - written & verbal.
- Grant Reporting – Federal, state & local
 - USDA-NRCS: \$600,000 federal dollars. Financial reporting & reimbursement claims quarterly.
 - BUILD: \$25,000,000 federal dollars. Financial reporting quarterly.
 - PCHTF: various amounts for emergency repair & weatherization. Financial reporting quarterly & semi-annually, reimbursement claims quarterly.
 - Various grants with DNR – assist with invoicing, financial reporting & quarterly reimbursement requests for Air Quality & Water Resources.
 - Various grants with IDALS – assist with invoicing, financial reporting & quarterly reimbursement requests for Water Resources.
 - EPA: \$1,000,000 federal dollars. Assist with financial reporting & reimbursement claims as expenditures are incurred for Water Resources.

DAVID A. WILLIAMSON

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PROFILE

- High level communication skills and ability to interact with various public groups, employees, department heads, county attorney office, and elected officials.
 - Developed many professional relationships with local and State government employees and offices.
- Ability to problem solve and work with many diverse constituents from different ethnic, cultural, and socio-economic backgrounds. Shifting strategies in dealing with people from all spectrums of life on a daily basis.
- Project Management skills and construction knowledge developed by assisting other County departments in consulting and construction management including recent build of Sheriff's Office patrol headquarters, Riverplace, Courthouse, community centers, and natural disaster response.
 - Knowledge of planning, cost estimates, bid preparation, contract implementation, construction management, and closeout of both residential and commercial projects.
- Considerable knowledge of many areas of Polk County government.
 - Consulted with General Services Department on the establishment of energy efficiency measures that are in current use.
 - Maintain motor vehicle inventory and assignments within Planning/Development division
- Ability to manage numerous programs and projects simultaneously.
 - Ability to analyze projects and processes to determine feasibility, obstacles, and timelines for projects.
- Strong ability to review and analyze both sides of situations to make positive outcomes.
 - Ability to listen to people and analyze situation to determine proper course of action
 - Ability to maintain composure in complex and stressful situations.
 - Spent a lifetime of working with the people; understanding their needs, cultural differences, mental health issues, and socio-economic factors that affect their daily lives.

PROFESSIONAL EXPERIENCE

Polk County Housing Services/Code Enforcement Manager

July 2012 – December 2023

- Responsible for developing programs, planning, and supervising the building, environmental health, nuisance, mosquito control, and housing sections within the Public Works Department.
- Performing administrative functions in developing local regulations, local codes, ordinances, policy and procedures with each section.
- Coordinates and administers agreements with various government agencies at all levels ensuring compliance for building, environmental and housings sections. Including budgetary items for contracts.
- Supervises staff in each section to achieve positive outcomes in reviews, inspections, compliance, enforcement, and various housing projects.
- Plans and directs staff work schedules. Performs reviews and recommends appropriate corrective action measures for staff.
- Develops and administers budgets for housing programs, grant applications, and to State agencies, including forecasting revenue and expenses.
- Interacts with public on a regular basis to communicate regulations to gain compliance and resolve differences.

Polk County Housing Services Manager**July 2006 – July 2012**

- Planned and administered owner-occupied rehabilitation, weatherization, and emergency home repair programs.
- Coordinated and administered agreements with various government agencies at all levels ensuring compliance. Including budgetary items for contracts.
- Supervised daily activities of staff performing various programs to fulfill owner expectations.
- Administered procurement process for services within housing programs.
- Interacted with public on a regular basis to communicate program eligibility and resolve differences.
- Worked with many diverse constituents from different ethnic, cultural, and socio-economic backgrounds.

Polk County Housing Specialist**September 1996 – July 2006**

- Performed administrative and field functions for the owner occupied rehabilitation and emergency repair programs.
- Met with homeowners to determine eligibility, completing forms, devising work specifications, construction management and completing payment processes.
- Provided construction review and management to the Polk County Housing Trust Fund.

Polk County Deputy Sheriff**May 1993 – September 1996**

- Law Enforcement duties including working in the Satellite facility with many diverse inmates monitoring and interacting with them while they were awaiting trial.
- Worked as a Special Deputy US Marshal for the Southern District of Iowa performing fugitive investigations, federal prisoner transports and courtroom security, and protection of Federal judges

EDUCATION

1991 Associate Degree in Criminal Justice, Des Moines Area Community College

1988 HS Diploma, East High School, Des Moines, Iowa

Bret A. VandeLune

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Professional Experience

Director of Public Works, *Polk County, Iowa* 2023-Present

- ◆ Plans, organizes, and oversees the overall administration and management of the department's divisions: Air Quality, Engineering and Operations, Housing Services, Planning and Development, and Water Resources.
- ◆ Responsible for determining major departmental policies, procedures, operational decisions administration, direction, evaluation, and coordination and planning long term programs.
- ◆ Directs and supervises preparation and administration of the departmental budget and strategic plans; assures proper allocation and accountability for expenditures of funds.
- ◆ Oversees all infrastructure maintenance repair and construction project activities including roads, bridges, and special projects as requested; determines scope of projects; directs preparation of plans and specification; monitors progress of projects.
- ◆ Develops policies and procedures to increase the efficiency and effectiveness of departmental operations and address public works infrastructure needs within Polk County.
- ◆ Coordinates with other jurisdictions and organizations on Public Works activities.
- ◆ Advises and makes formal presentations to the County Board of Supervisors, elected and appointed Department Heads, citizen groups, and various committees on department practices and policy issues.
- ◆ Build strong relationships with community leaders, developers, consultants, elected officials and citizens to advance goals and development of Polk County.

Planning and Development Manager, *Polk County, Iowa* 2006-2023

- ◆ Responsible to provide direction, guidance and administer projects and initiatives in the areas of land use planning, zoning, utility infrastructure, economic development, code enforcement, building, environmental health, floodplain, real estate, and weed commission.
- ◆ Act as County Zoning Administrator, County Sanitarian, Building Official, Sanitary Sewer Administrator, Floodplain Manager and Weed Commissioner.
- ◆ Interpret ordinances, codes and policies for review, implementation, and enforcement.
- ◆ Develop and implement urban renewal plans and strategic plans, including market research, cost estimates, budgeting for economic development, neighborhood stabilization and redevelopment.
- ◆ Present ordinance, policy and projects before the Polk County Board of Supervisors, Zoning Commission, Board of Adjustment and neighborhood meetings.
- ◆ Represent Polk County on policy, technical, development committees and organizations involving neighborhood development, regional transportation, land use and infrastructure planning.

Planning and Building Division Supervisor, *City of Pleasant Hill, Iowa* 2004- 2006

- ◆ Administrator of planning and zoning activities: conducting review and analysis for land development including rezoning, subdivisions, site plans, annexation procedures and variances. Conduct planning studies and updates of Comprehensive Plan, Corridor Study and Ordinance amendment.
- ◆ Manage building division activities for permitting, scheduling, building inspections, zoning and code enforcement and coordinating construction of public improvements for new developments.

- ◆ Direct and guide capital improvement projects. Prepare and present projects to City Council and Planning and Zoning Commission and Board of Adjustment.

Planner, *Polk County, Iowa* 2001- 2004

- ◆ Reviewed commercial and industrial site plans; observed site development through occupancy, reviewed subdivision plats, plats of survey, and Conditional Use Permits. Conducted zoning code enforcement, generated maps, staff reports and memorandums and made presentations to County Boards and Commissions.

Assistant Planner/Assistant Administrator, *City of Altoona, Iowa* 1998-2001

- ◆ Developed skills in reviewing subdivision plats and site plans, conducting annexation procedures, enforcing code regulations, generating staff reports and memorandums. Updated city maps for use and presentations. Maintained city computer networks. Coordinated safety committee, assisted the building department, directed computer purchasing, and completed grant reports.

Education

Bachelors of Science in Community & Regional Planning, Iowa State University

Current Activities

Neighborhood Development Corporation (NDC) Board Member, Past President

- Local multi-jurisdictional partnership with a mission to enhance neighborhoods and combat community deterioration through redevelopment efforts designed to create opportunities for housing, small businesses and jobs for residents of Polk County.

American Planning Association (APA) Member;

- National organization of planners, students, commissioners, public officials, educators, and citizens who exist to elevate and unite a diverse planning profession as it helps communities, their leaders and residents anticipate and navigate change.

Iowa Chapter American Planning Association Member; Past Board Member

- State wide organization of professional planners, planning educators, planning commissioners and planning students. Focus on education and training to improve planning in communities, counties and the State.

County Planning and Zoning Officials (COZO) Member, Past President

- State wide organization of county planning and zoning officials. Focus is to improve planning and educate officials of counties throughout the State.

American Public Works Association (APWA) Member

- National organization of Public Works professionals that supports those who operate, improve, and maintain public works and infrastructure through advocacy, education, and member engagement.

Iowa State University, 1998

MICHELLE POORTINGA

EDUCATION

East High School, Des Moines, IA
High School Diploma, 05/1987

PROFESSIONAL SUMMARY

Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy.

SKILLS

Thorough Knowledge of Housing Division Programs

Professionalism dealing with low income clients

Adaptability to many different duties of the Housing Program

Thorough Knowledge of Housing Division Programs

WORK HISTORY

CODE ENFORCEMENT OFFICER 08/2021 to Current
Polk County Public Works, Des Moines, IA

- Maintain daily functions for Weatherization and Emergency Home Repair Programs.
- Conducts interviews with clients to evaluate program eligibility for individuals applying for Weatherization and/or Emergency Home Repair in person and over telephone.
- Maintain client priority list for Weatherization, schedule appointments for Auditor to conduct weatherization audit.
- Maintain contractor files for required license and documentation.
- Communicate with other private and public agencies regarding services provided.
- Establish and maintain client files in Energov and WAMS (Weatherization Automated Maintenance System).
- Prepares bid packets for Housing Projects.
- Reviews bid proposals for accuracy and completeness.
- Award projects to winning contractors.
- Approves contractor payments.
- Explains various Housing programs and procedures to public, outside agencies, and community groups.
- Reviews accounting documents such as invoices, requisitions and purchase orders for accuracy and completeness.
- Maintains ledgers, journals, logs, files and other accounting and fiscal records.
- Creates detailed monthly financial reports for several funding sources.
- Prepares monthly reports

ACCOUNTING TECHNICIAN 04/2009 to 08/2021
Polk County Public Works, Des Moines, IA

- Analyze and evaluate financial and statistical data to provide information on division, or fund expenditure/revenues in order to assist with budget or financial statement preparation, ensure compliance with governmental reporting.
- Reviews and audits accounting documents such as invoices, requisitions, purchase orders, bills, warrants, and other documents for accuracy and completeness.
- Maintains ledgers, journals, logs and files, and other accounting or fiscal records.
- Collects, distributes, and allocates funds to correct accounts.
- Maintains complex and complete records of Housing Services Programs.
- Assist in preparation of complex financial statements and reports, assists in development of division budget and grant accounting and reporting.
- Ensure compliance with governmental reporting regulations for management decisions regarding budget or fiscal issues.

OFFICE SPECIALIST 04/2001 to 04/2009

Polk County Public Works, Des Moines, IA

- Enhanced office efficiency by streamlining filing systems and implementing digital document management techniques.
- Reduced errors in data entry tasks by meticulously reviewing documents and cross-referencing information.
- Receives and answers inquiries, provides program information to assist general public, other County departments, clients and contractors, with application forms, building permits, and trip permits, in person and over telephone.
- Directs callers and visitors to appropriate personnel.
- Performs clerical support functions including serving as back-up to other clerical staff.

JOHN R. NORRIS

EXPERIENCE

County Administrator, Polk County, Iowa

2020 – Present

The Chief Executive for the County Board of Supervisors with responsibility for managing all county operations including staff, planning, budget and public affairs. Polk County has an annual budget of over \$350 million and approximately 1500 employees.

State Public Policy Group, Partner

2016 - 2020

Partner and Co-Owner of the State Public Policy Group (SPPG) based in Des Moines, Iowa. SPPG, founded in 1984, works with clients in the public, private and non-profit sectors providing issue management, research, advocacy, stakeholder outreach and facilitation, and project management services.

Minister Counselor for Agriculture

2014 - 2016

United States Mission to the United Nations Agencies - Rome, Italy

- Appointed by President Barack Obama to represent the U.S. Department of Agriculture to the United Nations Rome-based agencies
- Develop and advocate for international policies that support U.S. Agriculture and World-wide Food Security Goals at the United Nations Food and Agriculture Organization and the World Food Programme

Commissioner, Federal Energy Regulatory Commission

2010 – 2014

- Appointed by President Barack Obama and confirmed by the U.S. Senate in 2009 and reconfirmed in 2012 to serve on the Federal Energy Regulatory Commission
- One of five Commissioners voting on regulatory matters including:
 - The transmission and wholesale sales of electricity in interstate commerce
 - Interstate natural gas and oil pipeline rates
 - Proposals to build liquefied natural gas (LNG) terminals
 - Mergers and acquisitions and corporate transactions by electricity companies
 - Enforcement of energy market trading rules
 - Licensing of private, municipal, and state hydroelectric projects

Chief of Staff to Secretary Thomas Vilsack, U.S. Department of Agriculture

2009 – 2010

- Coordinated for the Obama Administration the building of a team of sub-cabinet officers, senior advisors, and essential positions for the Department of Agriculture
- Led the development of policies and initiatives for the USDA and implemented strategic plans to execute and achieve the goals for the new administration
- Directed the USDA Sub-Cabinet with responsibility for a USDA workforce of over 110,000

with the goal of enabling the Secretary to focus on the highest levels of policy and agency direction decisions

Chairman, Iowa Utilities Board

2005 – 2009

- Chairman of the three-member public utilities board that oversees regulation of all electric, gas, telecommunications and water utilities in the State of Iowa
- President of the Organization of MISO State (OMS) – the Regional State Committee consisting of the 14 states and Canadian Province of Manitoba that make up the electric grid footprint of the Midwest Independent System Operator (MISO)
- Chairman of the MISO Demand Response Working Group
- Board of Trustees for the Iowa Power Fund
- Co - Chair of the 2009 National Electricity Delivery Forum

John Kerry for President Campaign

2003 – 2004

National Field Director, Washington, DC

- Management of the State Directors and the development and implementation of state campaign plans for the 2004 General Election

Iowa State Director, Des Moines, Iowa

- Planned and directed the campaign strategy to lead John Kerry to win the Iowa caucuses which vaulted him to the Democratic nomination for President
- Hired and managed over 100 employees over a period of 12 months

Candidate for U.S. Congress – Iowa 4th District

2001 – 2002

- Recruited and mobilized over 1000 “Norris Neighbors” in a grassroots campaign effort
- Raised an unprecedented \$1.25 million as a challenger candidate for Congress

Adjunct Professor of Political Science, Simpson College

- American Government 2000 - 2001
- Supreme Court and Civil Liberties 2006

Chief of Staff to Iowa Governor Thomas Vilsack

1998 – 2001

- Managed the executive branch of the Iowa State Government
- Coordinated the recruitment and hiring of all State Cabinet officers
- Chairman of the Governor’s Working Group on Electric Restructuring

State Chairman, Iowa Democratic Party

1998

- Led the financial turnaround of the State Democratic Party that was mired in debt
- Developed and managed a voter contact plan that helped elect the first Democratic Governor in over 30 years

Chief of Staff to U.S. Congressman Leonard Boswell (IA) 1996 – 1998

- Hired and directed 18 staff members and set up offices in Washington D.C. and Iowa
- Managed the Boswell for Congress Campaign – won a very competitive primary campaign and then an open congressional seat in one of the most highly targeted and competitive districts in the nation

Political Consulting and Campaign Staff Roles 1982 – 1996

- Including Iowa State Director (**Jesse Jackson for President** 1987 – 1988), Iowa State Director (**Tom Harkin for President** 1991 – 1992), Field Organizer (**Harkin for Congress** 1982), Fundraising Events Director (**Harkin for U.S. Senate** 1984), Campaign Manager (**Junkins for Governor** 1985)

Owner and Manager, Old Hotel Restaurant – Greenfield, Iowa 1988 – 1992

- Opened and operated a 120 seat fine dining restaurant with a staff of 22 employees

State Director, Iowa Farm Unity Coalition 1986 – 1987

- Managed a coalition of farm, faith, labor and environmental organizations organized to help save Iowa family farmers during the farm crisis of the 1980's
- Led a statewide grassroots lobbying effort resulting in the passage of significant legislation to aid family farmers facing foreclosure

EDUCATION

University of Iowa College of Law, Iowa City, Iowa

Juris Doctorate, with distinction, 1995

Admitted to Iowa Bar 1995

Simpson College, Indianola, Iowa

Bachelor of Arts, Political Science, 1981

COMMUNITY SERVICE HIGHLIGHTS

Simpson College, Indianola, IA 2017 - Present
Member, Board of Trustees

Scout Master, Boy Scouts Troop 236, Rome, Italy 2015 - 2016

Coach, Capital City Little League, Washington, DC 2011 - 2014

Chevy Chase United Methodist Church, Chevy Chase, MD 2011 - 2014
Member and Chair, Staff-Parish Relations Committee

Food Bank of Iowa, Des Moines, IA <i>Board of Directors</i>	2000 - 2008
Collegiate United Methodist Church, Ames, IA <i>Member, Staff – Parish Relations Committee</i>	2003 - 2006
LawLaw Palooza Equal Justice Foundation Benefit Concert, Iowa City, Iowa <i>Founder</i>	1995
Greenfield Chamber of Commerce, Greenfield, Iowa <i>Vice President</i>	1991 - 1992

PUBLICATIONS AND SELECT PRESENTATIONS

“Wind, Nuclear and Gas Resources Must Work Together” Fortnightly Magazine (July 2014)	Publication
“Electric Transmission Infrastructure: A Key Piece of the Energy Puzzle” American Bar Association Law Journal (Spring 2014)	Publication
Launch of the G20 Technical Platform on the Measurement and Reduction of Food Loss and Waste U.N. Food and Agricultural Organization – Rome, Italy (December 4, 2015)	Speaker
“Evaluating the Role of FERC in a Changing Energy Landscape” US House Energy & Commerce Subcommittee on Energy and Power Sector– Washington, DC (December 5, 2013)	Testimony
“Regional Transmission Organizations: Successes and Challenges” Harvard Electric Policy Group 72 nd Plenary Session – Cambridge, MA (September 26, 2013)	Presenter and Panelist
G20 Energy Regulators Workshop Organization for Economic Co-operation and Development – Paris, France (April 25, 2013)	US Delegate and Speaker
“Fostering the Growth of Electric and Gas Infrastructure” 8 th Annual Macquarie Utilities, Power and Gas Conference – Vail, CO (March 18, 2013)	Keynote Address
“Renewable Energy Market Growth: Policy Matters” ACORE 10 th Annual Policy Forum – Washington, DC (February 6, 2013)	Speaker
“Wholesale Electricity Markets: Hurdles to Overcome” 2013 Northwestern University Workshop – Evanston, IL (January 29, 2013)	Keynote Address
“Energizing Energy Storage” Energy Storage Summit – Alexandria, VA (December 11, 2012)	Keynote Address
“USA Regulatory Perspectives” Economic Club of Canada: Canadian Energy Summit – Calgary, Canada (November 30, 2012)	Keynote Speaker
“Cyber Security and Reliability: What’s at Stake and Who’s in Charge?” American Public Power Association – Washington, DC (October 14, 2012)	Keynote Address
“Energy Infrastructure and Market Regulations: Grid Reliability”	Panel Moderator

Asia Pacific Energy Regulatory Forum, Co-Head Delegate – Washington, DC (August 1, 2012)

“Transmission Development and Incentives”

Energy Bar Association – St. Petersburg, FL (April 25, 2012)

Keynote Address

“Institutional Solutions: Achieving the Transformed 21st Century Electricity Industry”

2012 National Electricity Forum – Washington, DC (February 9, 2012)

Speaker

“Reliability and Economics: Separate Realities or Part of the Same Continuum?”

Harvard Electric Policy Group – Dallas, TX (December 1, 2011)

Speaker

“The Economist’s Global Energy Conversation”

The Economist – Washington, DC (November 18, 2011)

Panelist

“The American Energy Initiative: Impacts of the EPA’s New and Proposed Sector Regulations on Electric Reliability”

US House Energy & Commerce Subcommittee on Energy and Power Sector– Washington, DC (September 14, 2011)

Testimony

White House Grid Modernization Forum with President Barack Obama

The White House - Washington DC (July 13, 2011)

FERC Representative

“FERC and EPA Perspectives on Impending EPA Regulations Affecting the Power Sector”

Energy Bar Association, EBA Gala Dinner – Washington, DC (May 3, 2011)

Keynote Speaker

“The View from FERC”

University of Texas Law School’s Wind, Solar, and Renewables Institutes – Austin, TX (February 23, 2011)

Keynote Speaker

“Setting the Stage for New Energy Technologies”

AARP and Joint Center for Political and Economic Studies – Washington, DC (December 10, 2010)

Keynote Speaker

“Markets and Regulation – Financing the Smart Grid”

Electricity Networks Analysis, Research and Development – Madrid, Spain (September 28, 2010)

Speaker

Oversight Hearing of the FERC

US House Energy & Commerce Committee – Washington, DC (March 23, 2010)

Testimony

“The Future of the Grid: Transmission Planning, Siting, and Renewables Integration in the New Decade”

National Association of Regulatory Utility Commissioners – Washington, DC (February 14, 2010)

Speaker

CONTACT INFORMATION

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Cell: (515)231-2809

John R. Norris

John Norris began serving as the Polk County Administrator in 2020. As County Administrator he serves as the Chief Executive for the County Board of Supervisors with responsibility for managing all county operations including staff, planning, budget and public affairs. Polk County has an annual budget of over \$300 million and approximately 1500 employees.

Norris also continues to serve as an energy, agriculture and environmental policy advisor for the State Public Policy Group + Essman Research (SPPG) based in Des Moines, Iowa. Norris is a former Co-owner of SPPG which was founded in 1984 and works with clients in the public, private and non-profit sectors providing issue management, policy development, research, advocacy, stakeholder outreach and facilitation, strategic planning and project management services.

Norris has over three decades of political, policy and administrative experience at the highest levels of state and federal government including extensive experience on energy and agricultural issues. He has served as the **Minister-Counselor for Agriculture for the United States Mission to the United Nations Agencies** in Rome, Italy. He was appointed by President Obama and confirmed by the U.S. Senate in 2009 and again in 2012 to serve as a **Commissioner on the Federal Energy Regulatory Commission**. In 1999, Iowa Governor Tom Vilsack asked Norris to Chair the Governor's Working Group on Electric Restructuring. The legislation resulting from Norris' leadership made Iowa a national leader in wind generation. Vilsack subsequently appointed Norris as **Chairman of the Iowa Utilities Board** (IUB).

While Chairman of the IUB, Norris also was elected President of the Organization of Midwest Independent System Operator (MISO) States and he chaired the Demand Response Working Group for the MISO. He Co-chaired the FERC/NARUC Smart Grid and Emerging Issues Collaborative, served on the Board of Directors of the National Regulatory Research Institute, was a member of the Board of Trustees of the Iowa Power Fund and served on the Advisory Council of the Iowa Energy Center. Norris has spoken extensively on energy, agriculture and regulatory issues both domestically and internationally.

In addition to his extensive policy development work, Norris has served as **Chief of Staff at the U.S. Department of Agriculture**, **Chief of Staff for Governor Tom Vilsack** and **Chief of Staff for U.S. Congressman Leonard Boswell** and **State Director of the Iowa Farm Unity Coalition**.

Over this time period, Norris also managed to own a restaurant in rural Iowa, coordinate the 1993 Farm Aid Concert, graduate with distinction from the University of Iowa, College of Law in 1995, and work as an adjunct professor of American Government and Constitutional Law at Simpson College where he received his undergraduate degree in political science in 1981.

Norris lives in Des Moines with his wife ^{Exemption 6: P}, their youngest son ^{Exemption}, and dog Boss. The Norris' twin sons, **Exemption 6: P II** attend the United States Military Academy in West Point, NY and the United States Air Force Academy in Colorado Springs, CO, respectively.

DOMINIC ANANIA

3009 E. Cutler Avenue • Des Moines, IA 5030 • (515) 422-4697 • domanania@gmail.com

EDUCATION

Iowa State University

Bachelor of Arts, Political Science

Des Moines, IA

May 2011

Drake University Law School

Juris Doctor

Des Moines, IA

December 2013

EXPERIENCE

Polk County Attorney's Office

Civil Division

Des Moines, IA

Oct. 2018 – Present

- Represent the Polk County Treasurer, Polk County Assessor, Polk County Public Works, Polk County Attorney's Office, Polk County Board of Review, Polk County Board of Adjustment, and the Polk County Board of Supervisors.
- Litigate complex property tax disputes.
- Represent Polk County, Iowa in contract drafting and negotiation, including million dollar plus real property and asset purchase agreements.
- Advise clients on risk, changes in State and Federal legislation, and potential or pending litigation.
- Regular review and drafting of county ordinances.
- Litigate violations of county ordinances.

Polk County Attorney's Office

Criminal Division

Des Moines, IA

Jan 2016 – Nov. 2018

- Prosecuted criminal matters ranging from simple misdemeanors to Class C felonies.
- Litigated 13 jury trials as well as countless bench trials.
- Managed a docket fluctuating between 275-450 cases at any given time.
- Trained police cadets for the Des Moines Police Department.
- Trained the Des Moines Area Retail Theft Group.
- Managed the Bad Check Restitution Program as a restorative justice and diversion program in Polk County. Assisted Polk County collected over \$50,000.00 for victims without ever filing a formal charge.

Polk County Attorney's Office

Juvenile Division

Des Moines, IA

June 2014 – Jan. 2016

- Represented Polk County in pursuing Child In Need of Assistance (C.I.N.A.) and TPR actions including screening incoming cases from the Iowa Department of Human Services.
- Represented Polk County in juvenile mental health and substance abuse commitment hearings.
- Represented Polk County in the Recovery Court program benefitting C.I.N.A. involved parents suffering from substance abuse.
- Represented Polk County at the Iowa Supreme Court in a Resistance for an Interlocutory Appeal.

COMMUNITY INVOLVEMENT

2021/2021 Profession Unit Representative for AFSCME Local 1868 negotiations team.