

Lisa Burr
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PROFESSIONAL EXPERIENCE

Utah Department of Environmental Quality (DEQ), Division of Air Quality (DAQ) Environmental Program Manager, Grants/Incentives Section: 2023-present

I currently serve in a management capacity and have overseen the development, implementation, and administration of over 34 air quality grant/incentive programs, including the VW Settlement Environmental Mitigation Plan, the National Clean Diesel Program, the Clean Air Retrofit, Replacement, and Off-Road Technology (CARROT) Program, and projects funded through the Environmental Mitigation Fund, with combined budgets totaling over \$76 million. Responsibilities include:

- Coordinate and manage grant/incentive staff assignments and facilitate communication flow
- Train new grant/incentive staff on job duties and agency practices
- Develop performance plans for and measure performance of staff
- Provide guidance and direction to grant/incentive staff on the development of technical proposals, program requirements, contractual agreements, program budgets, and periodic and final reports
- Provide guidance and assistance with grant/incentive program development, including design and implementation strategies and logistics that align with the Division's priorities
- Provide guidance and assistance to DEQ staff on grant proposal development and submission
- Oversee tracking of the Infrastructure Investment and Jobs Act and Inflation Reduction Act federal funding opportunities and coordinate the Division's participation
- Strategize grants/incentive program outreach

Environmental Planning Consultant/Air Quality Policy Section Lead for Grant Staff: 2009-2023

In addition to serving as the lead for grants/incentives within the Air Quality Policy Section at UDAQ, I currently work in the capacity of managing various grants/incentive programs. Responsibilities include:

- Identify funding sources for air quality grants/incentive programs and develop technical proposals, program strategy, budgets, and timelines
- Develop policies, rules, procedures, and guidance for air quality grants/incentive programs
- Design air quality grants/incentive programs from inception and oversee their execution and progress throughout the life of the programs, proactively addressing and resolving challenges that arise while ensuring projects stay within budget and meet timelines
- Analyze results throughout the project life cycle, evaluate final outcomes, approve projects for reimbursements, and provide periodic and final reports
- Develop, review, and ensure compliance with cooperative agreements, contracts, interagency and trust agreements, and memorandums of understanding
- Respond to and participate in program audit reviews
- Provide grants/incentive expertise in the development of the State's Climate Action Plan that will identify greenhouse gas reduction programs to be funded through implementation grants that the grants/incentives team will oversee
- Conduct studies and establish a framework for a Utah-specific diesel emissions reduction program and report and present results to the legislature
- Facilitate public awareness of multiple grant/incentive programs through presentations, annual reports, websites, press releases, newsletters, and social media and respond to public inquiries

Weber State University (WSU)
Program Specialist: 2002-2009

Oversaw and managed all day-to-day operations of four industry partnership programs and was the primary liaison between industry, education, and the public for the Department. Responsibilities included:

- Negotiating career opportunities for student candidates with industry partners
- Arranging and providing advisement to students and their employers
- Cultivating engaging relationships between industry, education, and the public
- Managing internal teams to increase program participation, quality, and national recognition
- Recruiting students and employers within a six-state territory to participate in and support WSU technical programs
- Lobbying private industry to make sizeable contributions for equipment, scholarships and program improvements and manage special events to enhance public relations
- Developing and executing business plans and providing quarterly reports for corporate partners
- Conducting program reviews for continual improvement and developing and presenting recommendations for program enhancement to WSU and industry partners
- Ensuring day-to-day program processes were in accordance with program accreditation requirements
- Facilitating and conducting bi-annual advisory committee meetings for four different programs
- Attending national conferences and regional meetings, while providing occasional presentations

AWARDS and ACCOMPLISHMENTS

- Governor's Award for Excellence, 2019
- Successfully developed, implemented, and managed 30 grant and incentive programs with multiple budgets totaling over \$70 million, and over 1,200 participants
- Successfully obtained over \$70 million in program funding as a result of a well-developed, fully-defined technical proposals, ranking the highest in Region 8 multiple years in a row
- Designated twice as UDAQ Employee of the Month
- Received multiple Quality Recognition Awards

EDUCATION

- 2007 - Bachelor of Science in Technical Sales - Weber State University
- 2005 - Associate of Applied Science in Business Systems Technologies - Weber State University
- Department of Human Resource Management training sessions:
 - o Introduction to the Outward Mindset;
 - o Dealing with the Realities of Virtual Meetings and Communication;
 - o Confidently Holding Challenging Conversations;
 - o From a Distance: Building Strong Teams in a Virtual Environment;
 - o Navigating the Human Side of Change;
 - o More than a Check-in: Holding Successful 1 on 1s;
 - o Painless Performance Reviews;
 - o Leading and Influencing Remote Teams; and
 - o Leading with Emotional Intelligence.