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PO Box 15999, Austin, Texas 78761-5999 www.txdps.state.tx.us
Security Consultant, Texas License No. D01598, Private Investigator, Texas License No. A11076

An experienced leader with operational and strategic planning experience and a financial management background; combines leadership, administrative, resource management, emergency management, and budgeting skills with liaison, investigative and analytical abilities. Communicates effectively, both orally and in writing, with large, culturally diverse audiences, as well as in one-on-one interactions.

EXPERIENCE

Scepter Security LLC, Houston, Texas

2002 to Present

Owner/operator of a licensed security consulting and private investigations company. Provides personal service to law firms and corporate clients with assistance of a network of associates throughout the U.S. and foreign countries.

Investigative experience:

- Conducted investigation in \$6 billion corporate acquisition that provided evidence used in arbitration to successfully recover property and obtain restitution for items improperly retained by former corporate vice president.
 - Resulted in recovery of \$1 million in property and restitution for items improperly retained.
- Conducted investigation in support of a class-action lawsuit involving the bankruptcy of a public company in which company officers had inflated revenues to artificially drive up share value.
 - Resulted in \$40 million settlement and guilty pleas by company officers to Federal fraud charges.
- Conducted investigation into theft of products and supplies from an international materials handling company.
 - Resulted in three arrests, as well as improvements to preventive security measures.
- Conducted numerous internal investigations for corporate clients involving employee thefts and ethics violations.
 - Resulted in successful employment actions and referral of cases for prosecution.

Consulting experience:

- Developed continuing education program curriculum for private investigators and security consultants for approval by the Texas Private Security Board.
- Developed automated vulnerability assessment and security audit program for international oil services industry client.
- Developed automated security, safety and emergency management audit program for public schools in Texas.
- Developed crisis management plans and emergency management training courses for independent school districts in Texas.
- Conducted security assessments for corporate clients resulting in recommendations to strengthen physical security and internal controls.
- Designed integrated security systems, wrote specifications and served as project manager for installation of integrated CCTV and electronic access controls for buildings in the Texas Medical Center.
- Wrote Standard Operating Procedures for corporate Police and Security Services Department and trained employees in their use.
- Assisted in designing fraud reduction program for Fortune 200 company used in identifying workers' compensation claims worthy of investigation, and reducing costs of investigation, as well as investigation of questionable claims.
 - Resulted in \$100,000 in reduced claims management costs in first year of implementation.

The Federal Bureau of Investigation**1979 to 2001**

Executive branch bureau within the U.S. Department of Justice with \$2.1 billion budget; 12,000 Agents; 25,000 employees assigned to 56 field offices; 40 U.S. embassies and headquarters in Washington, D.C.

Assistant Special Agent in Charge, Houston, Texas**1998 to 2001**

Developed strategic plans for major events and crisis situations; nurtured relationships with community members and served as a liaison with the media, law enforcement and the private sector. Supervised 200 employees performing investigative and administrative functions, including physical and technical surveillance, telecommunications, physical and personnel security, training, legal counsel, asset forfeiture, recruiting, community and media relations, internal investigations, and crisis management.

- Developed and implemented the Houston FBI Citizen's Academy to educate community leaders about FBI programs, policies, procedures and techniques.
- Supervised the Houston College Intern program, a unique model for other FBI field offices that introduces college students to the inner workings of the FBI and prepares them for future government and FBI employment.
- Initiated and managed an Employee Assistance Program, selected and trained three chaplains and five counselors who assisted FBI employees and families and conducted post traumatic stress debriefings following the 9/11 attacks in New York.
- **Provided General Staff Emergency Management support to major investigations, including the national manhunt for the "Railcar Killer," a serial murderer who terrorized the southwest, and the search for Leah Henry, a young girl abducted in Houston and recovered in Kerrville, Texas.**
- Supervised all internal investigations conducted within the division and served as an Assistant Inspector conducting internal investigations in other divisions.

Operational Supervisor, New York, NY**1993 to 1998**

Coordinated 156 FBI Special Agents investigating computer crimes, bank fraud, wire fraud, government fraud, public corruption, health care fraud, and environmental crimes. Supervised a surveillance squad and a financial crimes squad.

- **Provided General Staff Emergency Management support in a Unified Command environment for the TWA-800 disaster, as well as large-scale tactical initiatives and complex financial crimes investigations.**
- Supervised the most successful financial crimes undercover operation in the FBI, netting more than 700 convictions and dismantling numerous organized criminal groups.
- Conducted internal investigations including a shooting investigation in New Jersey and a significant internal theft in Florida.
- Led start-up, staffing, training, logistics and investigative caseload development for a new forensic computer crime squad.

Unit Chief - Washington, D.C.**1991 to 1993**

Managed the FBI financial plan (\$2.1 billion budget) and implemented the decentralization of the FBI budget, developing policies and procedures that required field managers to be held accountable for funds allocated to them; trained executives and employees at all levels in bookkeeping, accounting, and financial management practices and procedures.

- Wrote the Confidential Funding Guide, the FBI reference guide that defines internal accounting practices for all accountants, internal auditors, and inspectors in the FBI.
- Designed and implemented a national, automated, integrated, positive payment system for the FBI described by Department of Justice auditors as a model for other government agencies.

EDUCATION

- MPA candidate, University of Southern California, 1987 (Total 12 credits, cumulative average 3.7)
- B.S.B.A. (Accounting), University of Central Florida, 1978 (Total 153.64 credits, cumulative average 2.868)

SPECIALIZED TRAINING RECEIVED

- **2/26/08 – ICS 400 – Advanced ICS for Command and General Staff, Law Enforcement Management Institute of Texas**
- **9/19/07 – ICS 300 – Intermediate Course for Expanding Incidents, Law Enforcement Management Institute of Texas**
- 9/12/07 – IS 120.A – Introduction to Exercises, U.S. Department of Homeland Security
- 9/2/07 – Ethics, Conflict of Interest, and Texas Private Security Board Rules
- 8/20/07 – Chemical Terrorism Vulnerability, U.S. Department of Homeland Security
- 8/10/07 – FEMA IS-100.SC – Introduction to Incident Command System I-100 for Schools
- 8/10/07 – FEMA IS-860 – Introduction to the National Infrastructure Protection Plan (NIPP)
- **7/31/07 – FEMA IS-200 – ICS for Single Resources and Initial Action Incidents**
- **7/31/07 – FEMA IS-100 – Introduction to the Incident Command System (ICS 100)**
- 5/28/06 – FEMA IS-703 – NIMS Resource Management
- 5/27/06 – FEMA IS-120 – An Orientation to Community Disaster Exercises
- 1/13/06 – FBI Instructor Development Course
- **1/7/06 – FEMA IS-800 – National Response Plan (NRP), an Introduction.**
- 8/18/05 – FEMA IS-195 – Basic Incident Command System
- 8/9/05 - FEMA IS-362 – Multi-HAZARD Emergency Planning for Schools
- **8/8/05 – FEMA IS-700 National Incident Management System (NIMS) an Introduction**
- 11/12/04 – NERRTC – WMD: Incident Management and Unified Command
- 3/23/04 – Garrett Academy of Metal Detection Training Program
- 8/13/03 – Security and Law Enforcement Management Training Conference
- 3/6/03 – Cisco Systems Video Surveillance Seminar
- 1/24/03 – John E. Reid and Assoc – Advanced Interview and Interrogation
- 11/8/02 – American Society for Industrial Security – Concepts and Methods Assets Protection Course 1
- 7/10/02 – Council on Education in Management – Workers’ Comp Update 2002
- 7/9/02 – Council on Education in Management – Workers Compensation 101: A Guide to Managing Workers’ Compensation Claims in Texas

PUBLICATIONS AND COURSE DEVELOPMENT

- Training Courses
 - “Implementing School Safety Standards Part 1 and Part 2”
 - “School Facility Security Audit Training”
 - “NIMS Certification Training”
 - “Developing Drills and Exercises”
 - “Emergency Management Drills and Exercises”
 - “School Emergency Planning”
 - “Emergency Management”
 - “Introduction to Investigations”
- Publications
 - Texas Medical Center Security Department Procedures and Post Orders, 2003
 - "Check Fraud," FBI Law Enforcement Bulletin, 1998.
 - FBI Confidential Funding Guide, 1987, revised 1989
 - FBI Third Party Draft Training and Procedures Manuals, 1991

PROFESSIONAL AFFILIATIONS

- Faculty, Texas Schools Risk Managers Association
- Member, Association of Certified Fraud Examiners
- Past Chairman, Houston Chapter, Society of Former Special Agents of the FBI
- Member of Board of Directors, South Shore Harbour Point Townhomes Association

REFERENCES

Mr. Joe M. Olivarez, Jr.
 Director of Investigations
 Baker Hughes, Inc.
 3900 Essex St., Suite 1200
 Houston, TX 77027-5177
 (713) 439-8180

Mr. Karl Bolen
 Executive Director
 Center for Safe and Secure Schools
 6300 Irvington Blvd.
 Houston, TX 77022
 (281) 744-2338

Mr. Richard Mosquera
 Vice President, Corporate Security
 Con Edison, Inc.
 New York, NY
 (713) 504-1953

Mr. Michael F
 Director of Security
 Spectra Energy Corp.
 5400 Westheimer Court
 Houston, TX 77056
 713-627-5851

INSTRUCTIONAL DEVELOPMENT AND TRAINING PROVIDED

- 3/4/08 – “Introduction to NIMS and ICS Principles,” Texas Association of School Business Executives, 62nd Annual Conference, Austin, TX
- 2/29/08 – Introduction to Incident Command, Conroe ISD, The Woodlands, TX
- 2/6/08 – “Perimeter Design, Operation, and Training for Industrial Facilities,” Industrial Fire, Safety and Security Conference, Houston, TX
- 10/30/07 to 10/31/07 – “Introduction to Incident Command,” Frisco ISD, Frisco, TX
- 8/29/07 – “Practical application of School Security Audit techniques,” Nederland ISD, Nederland, TX
- 8/21/07 – “Practical application of NIMS and ICS principles”, Anahuac ISD, Anahuac, TX
- 8/15/07 – “Introduction to Incident Command,” Nederland ISD, Nederland, TX
- 8/8/07 – “Introduction to NIMS,” Nederland ISD, Nederland, TX
- 7/24/07 to 7/25/07 – “School Safety Trainer”, ESC Region XII, Waco, TX
- 5/30/07 to 5/31/07 – “School Security Specialist Training,” Zavala, TX
- 5/17/07 – “Interagency Emergency Management Table Top Exercise,” Anahuac, TX
- 5/7/07 – “School Safety Trainer,” ESC Region III, Victoria, TX
- 4/16/07 – “School Safety Trainer,” ESC Region XII, Waco, TX
- 4/2/07 – 4/4/07 – “School Security Specialist Training,” ESC Region V , Beaumont, TX
- 3/28/07 – 3/29/07 – “School Safety Leader,” ESC Region VI, Huntsville, TX.
- 3/13/07 - “School Safety Trainer,” ESC Region VII, Kilgore, TX
- 2/19/07 - “School Security Specialist Training,” ESC Region XII, Waco, TX
- 2/14/07 - “School Safety Trainer,” ESC Region V , Beaumont, TX
- 1/8/07 – “School Safety Trainer,” ESC Region VI, Huntsville, TX.
- 1/6/07 – “School Safety Trainer,” ESC Region V , Beaumont, TX
- 11/28/06 - “School Security Specialist Training,” ESC Region III, Victoria, TX
- 11/14/06 – “School Security Specialist Training,” ESC Region III, Victoria, TX
- 11/2/06 to 11/3/06 – “School Security Specialist Training,” ESC Region VI, Huntsville, TX
- 10/31/06 – “School Security Specialist Training,” ESC Region VII, Kilgore, TX
- 10/25/06 to 10/27/06 – “School Security Specialist Training,” ESC Region XII, Waco, TX
- 10/23/06 to 10/24/06 – “School Facility Security Audit Training,” ESC Region VII, Kilgore, TX
- 9/26/06 – “NIMS Certification Training,” Goose Creek Consolidated Independent School District
- 9/13/06 to 9/14/06 – “Developing Drills and Exercises,” Amarillo Independent School District
- 8/31/06 – “School Facility Security Audit Training,” Amarillo Independent School District
- 8/8/06 – “Using Signed Statements,” Association of Certified Fraud Examiners, Houston, Texas
- 7/27/06 – “NIMS Certification Training,” Amarillo Independent School District
- 6/23/06 – “NIMS Certification Training,” Education Service Center in Waco, Texas
- 6/15/06 – “Emergency Management Drills and Exercises,” Franklin Independent School District
- 4/11/06 – “School Emergency Planning,” Texas Schools Risk Managers Association, San Antonio, Texas
- 3/28/06 to 3/30/06 – “NIMS Certification Training,” ESC Regions III, V, and VII
- 12/7/05 – “Emergency Management,” Galveston Independent School District
- 11/10/05 – “Visitor Intake Procedures,” Humble Independent School District
- 11/3/05 – “National Incident Management System,” Harris County Department of Education, Temple, TX.
- 11/2/05 – “School Emergency Planning,” Harris County Department of Education, Temple, TX.
- 10/27/05 – “Introduction to Investigations,” Baker Hughes, Inc.
- 10/21/05 – “School Emergency Planning,” Harris County Department of Education, San Benito, TX.
- 10/19/05 – “National Incident Management System,” Harris County Department of Education, Schertz, TX.
- 10/18/05 – “School Emergency Planning,” Harris County Department of Education, Schertz, TX.
- 10/12/05 – “National Incident Management System,” Harris County Department of Education
- 9/30/05 – Evaluator - Functional exercise, Deer Park Independent School District, Deer Park, TX,
- 9/1/05 – “Emergency Management – Lessons Unlearned,” Harris County Department of Education
- 8/22/05 to 8/23/05 – “School Safety and Security Assessment” Socorro Independent School District

- 8/12/05 – “School Emergency Planning,” Highpoint Independent School District
- 6/16/05 – “School Security,” National Safe Routes to Schools Advisory Committee, Trenton, NJ
- 3/22/05 – “School Emergency Planning,” Stafford Municipal Independent School District
- 12/13/04 – “Designing Table Top Exercises,” Harris County Department of Education
- 12/7/04 – “Emergency Operations Center Exercise,” Clear Creek Independent School District
- 8/30/04 to 8/31/04 – “Crisis Management,” Harris County Independent School District