

NACOP Training Workshop - November 13-14, 2013
"Improvise, Adapt, and Overcome"



SPEAKER BIOS

**MICHELYN
BOYD**

Michelyn Boyd began her federal career in 1989 as an Office Automation Assistant in a Beltsville Institute Office. Over the next several years, she worked in various laboratories as a Program Support Assistant. She joined the Administrative and Financial Management, Human Resources Division, Pay and Leave Staff in 2005 as a Human Resources Assistant/Leave Transfer Coordinator and then became a Pay and Leave Specialist in 2006. She was selected as the 2009 Bronze award winner for the Administrative and Financial Management Customer service award. The Pay and Leave staff writes and provides policy and leave guidance, trains employees, time-keepers and supervisors, manages leave restoration, the Voluntary Leaver Transfer Program and the webTA time and attendance system for REE.

**KAREN
BRINDLE**

Karen Brindle is the deputy director for accountability and organizational performance in the Eastern Business Service Center. Karen joined ARS in August from U.S. Citizenship and Immigration Services (USCIS), where she was involved in USCIS's large-scale information technology and process reengineering effort to transform the paper-based US immigration system into an electronic environment. She held a number of roles in the Office of Transformation Coordination at USCIS, the most recent of which was as division chief for organizational change management. Karen has also held positions with the US Department of State involving domestic refugee resettlement, with national non-profit organizations involving organizational development, and with the National Institutes of Health administering the visiting scientist program. Karen holds a Master's Degree in Anthropology and project management and Agile ScrumMaster certifications.

**SHERELL
BROOKS**

Sherell Brooks serves as the AgLearn agency administrator and expert for the AgLearn Learning Management System. As such, she provides daily support to ARS employees utilizing the AgLearn system. She has over 25 years of government service, most of which has been served with USDA. Sherell is a native of Philadelphia.

**SABRINA
BROWN**

Sabrina Brown recently accepted a new position as a contract specialist at the Department of Agriculture. Previously, she was the Agency Area Program Coordinator (AAPC) for the purchase card program. She monitored purchase card activity for ARS Headquarters, ERS, NASS, and NIFA. Sabrina also served as a backup for the other business service center AAPCs. Prior to the Department of Agriculture, she worked at the Department of Justice (DOJ) for 12 years in Acquisition as an Administrative Support Assistant. She did pre-award acquisitions, as well as serve as the alternate Agency Program Coordinator (APC) for DOJ which encompass over 1,000 cardholders and hundreds of approving officials along with the day-to-day operations of the purchase card program. Sabrina is currently in the process of going back to school to complete her studies to obtain a bachelor degree in Business Administration.

**DR. SHARON D.
DRUMM**

Sharon Drumm is the Chief of Staff for the Agricultural Research Service (ARS) in the United States Department of Agriculture (USDA). ARS is the intramural research organization in USDA. In her position Sharon is Executive Secretary of the Administrator's Council, oversees Legislative Affairs in ARS, and directs numerous projects focusing on business process efficiency, employee and organizational culture, and communications. Sharon has recently served on detail assignment as the Assistant Administrator for Technology Transfer in ARS and the Budget Coordinator for the Research, Education, and Economics (REE) Mission Area in USDA. She held prior positions in ARS as Strategic Planner and the Agency Performance Officer. Sharon has been in ARS for 16 years, joining the Federal government as a Presidential Management Intern after closing up a successful private survey research and management consultant business. In the distant past, Sharon was Director of the American University's Campaign Management Institute and Lobbying Institute, Assistant Director of the University's Center for Congressional and Presidential Studies, and worked for Congressman George Sangmeister on Capitol Hill. Sharon received her Ph.D. from American University in Political Science, with emphasis on public administration, policy analysis, and American government.

KIM HICKS	<p>Kim L. Hicks has spent her entire professional career as a civil servant and has held both operational and policy positions in the Financial Management and Agreements Division (formally EAD). Kim is currently the Chief of the Grants and Agreements Management Branch (GAMB). Kim provides management and oversight of the day-to-day operations and supervision of the GAMB. Kim is responsible for providing support and advice to the FMAD Director regarding development and implementation of programs, policies, training and systems, which provide the foundation and structure of the Extramural Agreements Programs of ARS, the Economic Research Service (ERS), and National Agricultural Statistical Service (NASS).</p>
CATHY LONABERGER	<p>Cathy Lonaberger is Secretary to the Administrator, Agricultural Research Service. Prior to joining the Office of the Administrator in February 1998, Cathy worked with the Associate Deputy Administrator (ADA), Natural Resources and Sustainable Agricultural Systems, on the National Program Staff (NPS). While in NPS, Cathy was very active in the Organizational Secretarial Advisory Council--serving as ADA Secretary Advisor, Vice-Chair, and Chair.</p>
JANELLE McCLINTOCK	<p>Navy Cryptologic Veteran Associate of Science-Troy State University, US Foreign Policy Bachelor of Science-University of Maryland, Government & Information Systems</p> <p>Technical Writer and curriculum development, US Navy technical manuals, publications, training manuals, and test banks Substitute Teacher, Secondary- History, Chemistry, Calculus Transportation Officer Navy Passenger Control Point-Rota, Spain Chief of Travel, Freight, Local Moves, Ft. Meade, MD Commercial Enforcement, US Department of Transportation, Federal Motor Carrier Safety Administration</p>
SANDY MILLER HAYS	<p>Sandy Miller Hays is a graduate of the University of Arkansas at Little Rock. In the late 1970s, she began working for the <i>Arkansas Democrat</i>, a statewide daily newspaper based in Little Rock. She became head of the <i>Democrat's</i> Business & Farm News Department in 1984. From 1981-1988, she also wrote an award-winning weekly column, "From the Ground Up." Hays joined ARS as a public affairs specialist in 1988, and became Director of ARS Information in April 1998. Hays is a member of Phi Kappa Phi; Kappa Tau Alpha, the honor society of journalists; the Society of Professional Journalists; the North American Agricultural Journalists (NAAJ), and Investigative Reporters and Editors (IRE).</p>
JOON PARK	<p>Mr. Joon Park began his appointment as a member of the Senior Executive Service (SES) on September 9, 2012 as the Deputy Administrator for Administrative & Financial Management (AFM) with the United States Department of Agriculture (USDA) Agricultural Research Service in Washington D.C. As the Deputy Administrator for AFM, Mr. Park leads an organization of approximately 400 business professionals throughout the United States that provide human resources, financial management, acquisition, property management, facilities engineering and extra mural agreements services to the four USDA Research, Economics & Education (REE) Agencies: Agricultural Research Service (ARS), Economics Research Service (ERS), National Institute of Food and Agriculture (NIFA) and the National Agricultural Statistics Service (NASS).</p> <p>Mr. Park has held other positions with the USDA Agricultural Research Service to include serving as the ARS Human Resources Director in Beltsville, MD from 2010 - 2012 and as the ARS South Atlantic Area Deputy Area Director for Business Management in Athens, GA from 2007 - 2010.</p> <p>Mr. Park graduated from Liberty University in 1996 with a B.S. degree in Government and received his Master of Business Administration (MBA) from The Johns Hopkins University in 2002. In addition, Mr. Park is a graduate of the Federal Executive Institute in Charlottesville, VA, the National Security Studies Program at the George Washington University in Washington, D.C, the Key Executive Leadership Certificate Program at the American University in Washington D.C, and the USDA Senior Executive Service Candidate Development Program (SESCDP).</p>

ELIZABETH
PARKER

Liz Parker has done federal human resources work for more than 20 years, the last 12 years with the ARS Human Resources Division. She has served as the REE Work/Life and Wellness Program Manager since March 2011. In that role she has developed and implemented a new policy for the REE Telework Program and managed the transit subsidy, child care tuition assistance, Employee Assistance, and WorkLife4You programs. Prior to this role, Liz served in a variety of positions related to HR operations work with expertise in staffing and recruitment, position classification, and pay administration. In 2010, Liz completed a Master's degree in Human Resources and uses the knowledge gained in combination with her years of experience to provide HR services to the REE agencies. Liz virtually supervises one employee who is stationed in College Station, Texas, and currently teleworks 3 days per week.

ROSETTA
PROCTOR

Rosetta Proctor is a Program Analyst in the Office of the Associate Administrator for National Programs. She is responsible for coordination, quality control and documentation of research and program management records. In addition, Rosetta provides technical assistance, guidance and training for the Office of National Program's web content and SharePoint sites. In February 2013, Rosetta completed the Graduate School USA's New Leader Program. Rosetta began her ARS career in 2001 as an office automation clerk with the Office of National Program's Crop Production and Protection office.

DR. CAIRD E.
REXROAD, JR.

Dr. Rexroad is a native of West Virginia. After completion of undergraduate studies in Animal Science at West Virginia University (1968) he served in the U.S. Army (1968-1970). Following military service, he obtained a Ph.D. in Reproductive Physiology-Endocrinology at the University of Wisconsin-Madison (1970-1974). His professional career has been entirely with the Agricultural Research Service of the United States Department of Agriculture. During his career as a bench scientist in ARS (1974-1997), Dr. Rexroad was instrumental in initiating research on the introduction of new genes into farm animals. He served as a member of the research team that reported the first production of transgenic animals. From 1992 to 1997, he served as Research Leader of the Gene Evaluation and Mapping Laboratory. As Research Leader and research collaborator, he directed research on the discovery of DNA markers to improve selection for disease resistance and production traits in dairy cattle. His research has resulted in over one hundred scientific publications and several book chapters. He is active in professional societies and is past-president of the International Embryo Transfer Society. He served as Associate Deputy Administrator for Animal Production, Product Value and Safety on the National Program Staff of the Agricultural Research Service from 1997 to 2002 where he managed programs on animal health, animal production, food safety, and human nutrition. He is currently serving as the Associate Administrator for the Agricultural Research Service

KEISHA
RISBY

Keisha Risby began her Federal Government career in 1999 working with the Department of Commerce as an Office Automation Clerk. In 2004 she started a new career track working as a Security Assistant and later to become a Security Specialist. Her responsibilities as a Security Specialist ranged from conducting antiterrorism risk assessments to processing background investigations for contractors and federal employees. While with the Department of Commerce Mrs. Risby became familiar with certain aspects of the Foreign National Program, primarily with how it relates to the Personnel Security Program.

In 2012, Mrs. Risby started working for the U.S. Department of Agriculture as a Personnel Security Specialist. As a Personnel Security Specialist, not only does she process background investigation forms, but she also serves as a Foreign National Program Manager - Operations and Program Manager for the Non-Employee program and Person Model sponsor.

Mrs. Risby attended Prince Georges Community College and University of Maryland University College where her major was Criminal Justice. She currently attends classes when possible.

JEFFREY
SCHMITT

With an M.S. in Entomology, Jeff spent 11½ yrs. as a Research Technician in the Agricultural Research Service (ARS) at Kearneysville, WV, working on insect pests of fruit orchards. While at the location, he attained an M.B.A. After several administrative details at headquarters in Beltsville, MD, he became a collateral duty mediator and eventually took a position as an Employee Development Specialist (1 year), then an Employee Relations Specialist (2½ years). Since October 2001, Jeff has been an Alternative Dispute Resolution (ADR) Specialist for the Cooperative Resolution Program servicing the Research, Education and Economics (REE) Mission Area of USDA where he spends most of his time conducting mediations and trainings in communication and conflict management.

CATHERINE
WALKER

Catherine Walker began her career with the Agricultural Research Service (ARS) in 1987. She has 26 years of human resources experience, which she gained while working for ARS. She began her career as a personnel clerk in 1994. Shortly afterwards she became a Lead Personnel Assistant where she provided training, advice and guidance to several personnel clerks in matters involving personnel processing. After 4 years of leading her team, she was promoted to a human resources specialist where she provided staffing and classification support to several locations within the Southern Plains Area and the South Atlantic Area. In 2007 she was promoted to a position within the HRD Policy Branch. She currently remains in the policy branch where she manages special programs such as the Research Associate Program, Pathways Program and Foreign National Program. She is the Agency's authority on the employment of foreign nationals and has written handbooks and policies on this subject. She enjoys playing with her two toy schnauzers and spending time at her mountain house where she enjoys 4-wheeling, sport shooting, and boating at the nearby lake.
