
Privacy Notice

I hereby acknowledge that the information I provide in this application is subject to disclosure pursuant to the North Carolina Public Records Laws, and that I provide the information contained in this application freely and voluntarily, and that by submitting my application to Wake County I consent to such disclosure pursuant to the North Carolina Public Records Laws, and that I waive and release Wake County, its agents, employees and elected and appointed officials, from any liability related to disclosure of any information provided herein.

Profile

Which Boards would you like to apply for?

Agricultural Advisory Board: Submitted

Please select your first Board preference: *

City of Raleigh Planning Commission

Please select your second Board preference: *

Library Commission

Please select your third Board preference: *

Wake County Water Partnership

Please select your fourth Board preference: *

Water Partnership

Please select your fifth Board preference: *

City of Raleigh Board of Adjustment

Please select your sixth Board preference: *

Historic Preservation Commission

Ryan

First Name

McCune

Last Name

Middle
Initial

2704 Verde Dr

Street Address

Apt D

Suite or Apt

Raleigh

City

NC

State

27603

Postal Code

What district do you live in?

None Selected

Mobile: (717) 676-7023

Primary Phone

Home: (717) 676-7023

Alternate Phone

mccune.rt@gmail.com

Email Address

NC State University

Employer

Graduate Research Assistant

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

Yes No

In order to assure countywide representation, please indicate your place of residence:

Raleigh

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am a young professional attending graduate school at NC State University and have enjoyed living in Wake County for the last four years. I took active roles volunteering in my prior residential area and would love to get more involved in volunteering in Wake County as I intend to make this my permanent home. I have an extensive background in civil and environmental engineering which I believe sets a strong foundation for understanding the role of and serving on many of the citizen advisory boards.

Work Experience

I have had several experiences in private engineering consulting and design with private civil engineering and landscape architecture firms. I am currently a full-time engineering researcher at NC State University pursuing a PhD in civil engineering.

Volunteer Experience

Recently in the area I have volunteered with AventWest Children's Mentorship Program and Wake County Big Sweeps.

Education

BS Civil Engineering - University of Delaware
BS Environmental Engineering - University of Delaware
Masters of Civil Engineering - NC State University
Currently enrolled PhD Civil Engineering - NC State University

Comments

I know that I am a young volunteer for several of these boards, but I have a genuine interest and passion in local government involvement. I am originally from Pennsylvania and my mother worked for our local government for 40 years, so attending meetings and taking active interest and roles in our local area was ever present. I would love the opportunity to be more active in Wake County and provide my time in service to the community.

[RyanMcCune.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

Male

Ethnicity *

Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

RYAN THOMAS McCUNE, E.I.T.

+1 (717) 676-7023 · ryan@rmccune.io

rmccune.io

Department of Civil, Construction, and Environmental Engineering
North Carolina State University · 915 Partners Way, Raleigh, NC, 27695-7908

EDUCATION

Ph.D. Civil Engineering	Expected 2027
North Carolina State University	Raleigh, NC
<i>Concentration in Coastal Engineering</i>	
Master of Civil Engineering	2025
North Carolina State University	Raleigh, NC
<i>Concentration in Coastal Engineering</i>	
Honors Bachelor of Environmental Engineering with Distinction	2022
University of Delaware	Newark, DE
<i>Thesis: Potential Impacts of Soil Aging on TDR Calibrations of Biochar Amended Urban and Coastal Soils</i>	
Honors Bachelor of Civil Engineering	2022
University of Delaware	Newark, DE
<i>Concentration in Facilities Design and Construction</i>	

PROFESSIONAL EXPERIENCE

Graduate Research & Teaching Assistant 2022-present
Dept. of Civil, Construction, and Environmental Engineering, NC State University Raleigh, NC

- Investigate chronic "sunny day" flood hazards by developing high-resolution coupled simulations using SFINCS and ADCIRC numerical models.
- Architect custom Python workflows on High-Performance Computing (HPC) systems to process geospatial data and automate model forcing.
- Collaborate within the interdisciplinary "Sunny Day Flooding Project," integrating physical hydrodynamic modeling with social impact data to characterize regional flood risk.
- Mentor undergraduate researchers, providing technical training in Python programming and semantic image segmentation to support independent inquiry.
- Delivered annual guest lectures for the Introduction to Coastal Engineering course and facilitated semester-long student success through technical office hours and assessment.

Research Intern 2022
United States Geological Survey St. Petersburg, FL

- Leveraged MATLAB to analyze high-frequency imagery from the USGS coastal camera network, utilizing statistical techniques to extract and quantify wave runup parameters.
- Transformed raw optical data into actionable hydrodynamic metrics to support coastal change research.

Engineering Intern 2020-2022
Coastal Resilience Design Studio, University of Delaware Newark, DE

- Achieved First Place in the Coastal & Estuarine Research Federation (CERF) national design competition for an innovative, resilience-focused coastal infrastructure proposal.
- Developed community-informed conceptual designs for public infrastructure within a multi-disciplinary team of landscape architects, policy analysts, and engineers to integrate technical constraints with aesthetic and regulatory requirements.

Undergraduate Research Assistant 2018-2022
Dept. of Civil & Environmental Engineering, University of Delaware Newark, DE

- Investigated the hydraulic performance of biochar-amended soils for stormwater filtration, performing sensor calibrations using Time Domain Reflectometry (TDR) probes.
- Conducted independent laboratory analysis to quantify the Electron Reduction Capacity (ERC) of biochar substrates for environmental remediation applications.
- Supported transportation planning studies by deploying JAMAR counters to capture and analyze field traffic volume data.

Engineering Intern 2020-2021
C.S. Davidson, Inc. York, PA

- Analyzed historical state contract datasets to develop updated unit price schedules, directly improving the accuracy of cost estimation and bidding for future municipal projects.
- Conducted technical reviews of land development plans to ensure compliance with municipal ordinances, zoning codes, and stormwater regulations.
- Performed field operations including precision field surveys and stormwater BMP inspections to verify construction quality and document existing infrastructure conditions.

Engineering Intern 2019
Manchester Township York, PA

- Established a digital inventory of over 300 stormwater Best Management Practices (BMPs) by migrating legacy engineering archives into the CSDatum platform.
- Optimized future maintenance operations by centralizing infrastructure data, enabling efficient tracking of BMP performance and necessary repairs.

Keller Family Senior Writing Fellow 2021-2022
Honors College, University of Delaware Newark, DE

- Selected as the inaugural Keller Family Senior Fellow, responsible for leading the fellowship team and managing operational logistics including scheduling and performance reviews.
- Oversaw the professional development of the fellowship team, providing mentorship and actionable reviews to improve coaching strategies.

Writing Fellow 2020-2021
Honors College, University of Delaware Newark, DE

- Selected for a competitive fellowship requiring a semester-long training course in writing pedagogy and communication strategy.
- Partnered with faculty to provide editorial guidance on dozens of essays per semester, mentoring a cohort of 20 students to improve their argumentation and clarity.

Undergraduate Teaching Assistant 2020-2022
Dept. of Civil & Environmental Engineering, University of Delaware Newark, DE

- Provided supplementary instruction during office hours, translating theoretical engineering concepts into practical problem-solving strategies for students.
- Evaluated technical assignments and exams against established rubrics, providing detailed feedback to identify gaps in understanding.

Munson Fellow 2019-2020
Honors College, University of Delaware Newark, DE

- Selected as a residential peer mentor to facilitate the academic and social transition of incoming Honors students, directly supporting university retention goals.
- Advised a cohort of first-year students on course selection and degree planning, serving as a critical resource for navigating university administration and academic requirements.
- Designed and executed social programming and community-building events, effectively managing logistics to enhance the student living-learning environment, foster a cohesive residential community and promote student engagement.

HONORS & AWARDS

National Defense Science & Engineering Graduate Fellowship	2024-2027
ICCE Student Travel Scholarship	2026
KIETS Climate Leaders Program Scholar	2024
AGU Outstanding Student Presenter Award	2023
NSF Graduate Research Fellowship Program, Honorable Mention	2023
EWC Student Poster Competition, 2nd Place	2023
Provost Doctoral Fellowship, North Carolina State University	2022
American Society of Landscape Architects Award of Excellence in Student Collaboration	2022
PA-DE Chapter of the American Society of Landscape Architects Student Honor Award	2022
RJN Foundation Department of Civil & Environmental Engineering Award	2022
1st Place 2021 Coastal & Estuarine Research Federation Design Competition	2021
Delaware Section of the American Society of Civil Engineers Junior Award	2021
Honors Enrichment Award, University of Delaware Honors College	2021
Chair's Fellowship, University of Delaware Dept. of Civil & Environmental Engineering	2021

CONFERENCE PRESENTATIONS

Oral Presentations

- Collins, J., Hino, M., **McCune, R.**, Anarde, K., Frankenberg, E., (2025). *Tolerating the tide: accommodation and tolerance of chronic coastal flooding in rural North Carolina*. Population Association of America Annual Conference. Washington, D.C., 2025.
- McCune, R.**, Anarde, K., (2025). *Evaluation of Chronic Coastal Flooding Inundation of Low-Lying Roadways and Impacts to Community Livability*. Presented at the 3rd Regional (East Coast) Peer Exchange for Sustainable Eco-Resilient Bridges and Structures. Raleigh, August 2025.
- McCune, R.**, Anarde, K., Sebastian, A., Collins, J. P., Grimley, L., Hamidi, E., Hino, M., Dietrich, J. C., (2025). *The End of the Road: Present and Future Chronic Flood Risk Along Coastal Roadways and Impacts to Community Livability*. Presented at the AGU Fall Meeting. New Orleans, December 2025.
- Hino, M., Anarde, K., **McCune, R.**, Thelen, T., Farquhar, E., Fridell, T., Whipple, T., Woodard, P., (2024). *Incidence and Impacts of Chronic Coastal Flooding in North Carolina*. Invited presentation at the AGU Fall Meeting. Washington, D.C., 2024.
- McCune, R.**, Anarde, K., Goldstein, E. B., Srebnik, E. R., Thelen, T., Hino, M., (2024). *Quantification of chronic coastal flooding using machine learning*. Presented at the International Conference of Coastal Engineering. Rome, September 2024.
- McCune, R.**, Anarde, K., Goldstein, E. B., (2023). *Semantic Image Segmentation of Coastal Roadway Inundation*. Presented at the AGU Fall Meeting. San Francisco, December 2023.
- Muldrow, L., **McCune, R.**, Bruck, J., (2022). *Resilient Self-Generative Infrastructure: A Blue Carbon Solution for Coastal Protection in Hampton, VA*. PA-DE ASLA Conference on Landscape Architecture. Wilmington, April 9, 2022.

Poster Presentations

- McCune, R.**, Anarde, K., Goldstein, E., Baker, C., (2025). *Quantification of Chronic Coastal Flooding: A machine learning-driven approach to water level extraction*. Presented at the NC State Environmental, Water, and Coastal Engineering Symposium. March 21, 2025.
- McCune, R.**, Anarde, K., Goldstein, E., (2024). *Witness to the Rising Tide: Semantic Image Segmentation of Chronic Coastal Flooding*. Presented at the NC State Environmental, Water, and Coastal Engineering Symposium. March 8, 2024.
- McCune, R.**, Anarde, K., Hino, M., Frankenburg, E., Amspacher, K., (2024). *Rising tides, drowning ditches: Analysis and communication of chronic coastal flooding in rural communities*. Presented at the National Adaptation Forum. Baltimore, May 2024.
- McCune, R.**, Collins, J., Anarde, K., Hino, M., (2024). *A Summer Down East: Internship and Research Experiences in Carteret County*. Presented at the KIETS Climate Leaders Symposium 2024. September, 2024.
- McCune, R.**, Anarde, K., Goldstein, E., (2023). *On-device Machine Learning for Identifying the Spatial Extent of Chronic Coastal Flooding*. Presented at the NC State Environmental, Water, and Coastal Engineering Symposium. March 10, 2023.
- Anarde, K., Goldstein, E., Bolewitz, J., **McCune, R.**, Gold, A., Hino, M., (2022). *On-device machine learning for identifying the spatial extent of chronic coastal floods*. Presented at the International Conference of Coastal Engineering. Sydney, December 5, 2022.

McCune, R., Fettke Von Koeckritz, H., Bruck, J., Puleo, J. A., (2021). *Fenwick Island Dune Encroachment Monitoring Project*. Presented at the Young Coastal Scientists and Engineers Conference – Americas. Myrtle Beach, October 30, 2021.

PUBLICATIONS

Peer-Reviewed Journal Articles (Published or Accepted)

Hino, M., Anarde, K., Fridell, T., **McCune, R.**, Thelen, T., Farquhar, E., Woodard, P., Whipple, A., (in press). “Land-based sensors reveal high frequency of coastal flooding”. In: *Nature Communications Earth and Environment*. In press.

Naquin, K., Adams, D. R., Bailey, M. M., Brown, L., Diez, M., Kanipe, J., **McCune, R.**, Thelen, T., Hunter, D. L., Cooper, C. B., (Apr. 2025). “Not Empty Rain Gauges: Experienced Hobbyists Fulfilled in a Contributory Project”. In: *Citizen Science: Theory and Practice*. DOI: 10.5334/cstp.774.

Peer-Reviewed Journal Articles (Under Review & In Preparation)

McCune, R., Anarde, K., Goldstein, E., Baker, C., (in preparation). “Quantification of chronic coastal flooding: a machine-learning driven approach to water level extraction”. In preparation for Water Resources Research.

Datasets

Ku, V., Gabbula, S. R. A. K., **McCune, R.**, Budavi, P., Sigdel, R., Buscombe, D., Favela, J., Shah, M., Goldstein, E. B., Fitzpatrick, S., (2022). “Segmentation Labels for Emergency Response Imagery from Hurricane Barry, Delta, Dorian, Florence, Isaias, Laura, Michael, Sally, Zeta, and Tropical Storm Gordon”. In.

PROFESSIONAL DEVELOPMENT

COPRI Leadership Summit, Reston, VA	2026
Community Surface Dynamics Modeling System Annual Meeting, Boulder, CO	2025
Earth Surface Processes Institute, Boulder, CO	2025
From Ice Sheets to the Coast: Sea-Level Rise Impacts Workshop, Houston, TX	2024
KIETS Climate Leaders Symposium, Raleigh, NC	2023
5th NOAA AI Workshop, virtual	2023
Coastal Imaging Research Network Workshop, Duck, NC	2023
Blue Economy Workshop, Morehead City, NC	2023

PROFESSIONAL SERVICE

Chair, EWC Seminar Visiting Student Logistics Committee	2026
Student Ambassador, NC State Climate and Sustainability Academy	2025

Session Chair and Organizer, AGU Annual Meeting "The MacGyver Session" Ocean Sciences Poster Session	2025
Member, EWC Seminar Visiting Student Logistics Committee	2025
Organizer and Moderator, Panel: Community Responses to Chronic Flooding and Sea-Level Rise Impacts, North Carolina Coastal Conference	2024
Chair, EWC Seminar Food Committee	2024
Member, EWC Seminar Food Committee	2023
Student Member, Provost Search Committee, University of Delaware	2022
Engineering Ambassador, College of Engineering, University of Delaware	2022
Engineering Ambassador, Dept. of Civil & Engineering, University of Delaware	2021-2022
Honors College Ambassador, University of Delaware	2019-2022

LEADERSHIP

President, Coasts, Oceans, Ports & Rivers Institute Student Chapter	2025-present
Vice President, Coasts, Oceans, Ports & Rivers Institute Student Chapter	2023-2024
Vice President, Environmental Engineering Student Association	2020-2022
Parliamentarian, Phi Sigma Pi National Honor Fraternity Alpha Eta Chapter	2021

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Profile

Which Boards would you like to apply for?

Agricultural Advisory Board: Submitted

Please select your first Board preference: *

Agricultural Advisory Board

Please select your second Board preference: *

Fuquay-Varina Board of Adjustment

Please select your third Board preference: *

Agricultural Advisory Board

Please select your fourth Board preference: *

Agricultural Advisory Board

Please select your fifth Board preference: *

Agricultural Advisory Board

Please select your sixth Board preference: *

Agricultural Advisory Board

Maria
First Name

Middle Initial

Acevedo
Last Name

121 avery glenn way
Street Address

Suite or Apt

Fuquay varina
City

NC
State

27526
Postal Code

What district do you live in?

None Selected

Home: (919) 434-1692

Primary Phone

Business: (301) 278-6212

Alternate Phone

mariadel.acevedo90@gmail.com

Email Address

United States Department of
Agriculture

Employer

Offshore Special Programs
Manager

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

Yes No

In order to assure countywide representation, please indicate your place of residence:

Fuquay-Varina

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am interested in serving on the board because I would like to contribute to our society and community. I bring a strong background in agricultural science, plant pathology, and risk analysis, combined with hands-on experience in regulatory and advisory roles. My professional work has focused on protecting agricultural systems, supporting producers, and translating science into practical, policy-relevant recommendations. I am particularly motivated to contribute to initiatives that strengthen sustainable agriculture, biosecurity, and resilience for both small and large producers in Wake County. Serving on this board would allow me to apply my technical expertise while collaborating with local stakeholders to address emerging agricultural challenges. I am committed to supporting evidence-based decision-making that benefits farmers, the local economy, and the long-term environmental health of the county.

Work Experience

My roles in agriculture have been: researcher, laboratory professor, risk analyst, national policy manager, and offshore special programs manager. I have demonstrated leadership competencies developed through diverse experience working across the Animal and Plant Health Service (APHIS), Plant Protection and Quarantine's (PPQ) Science and Technology, Pest Exclusion and Import Programs, and Emergency and Domestic Programs. I have been 8 years focusing on program management, strategic thinking, building stakeholder engagement and partnerships, interpersonal skills, decision-making, supervision, trainer, mentor, agricultural research, negotiation, conflict resolution, decisiveness, flexibility, written and oral communication, developing others, integrity/honesty, partnering, budget and project management, microbial and pathogen diagnostics and protocols, political savviness, and accountability. All of these contributions in Agriculture.

Volunteer Experience

Education

I am a plant pathologist. I have a master's degree in Crop Protection in Plant Pathology with a specialty in bacteriology and post-harvest management. I have a bachelor's degree in Biology Genetics with a focus on bacteriology.

Comments

[Resume_Maria_Acevedo_Sanchez_2026.docx](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

Female

Ethnicity *

Hispanic

Other

How did you become aware of Wake County volunteer opportunities?

County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Maria Acevedo

María de Lourdes Acevedo-Sánchez

Phone: 919-434-1692

E-mail: mariadel.acevedo90@gmail.com

Leadership Competencies

Demonstrated leadership competencies developed through diverse experience working across the Animal and Plant Health Service (APHIS), Plant Protection and Quarantine's (PPQ) Science and Technology, Pest Exclusion and Import Programs, and Emergency and Domestic Programs. They are identified below and include program management, strategic thinking, building stakeholder engagement and partnerships, interpersonal skills, decision-making, supervision, trainer, mentor, negotiation, conflict resolution, decisiveness, flexibility, written and oral communication, developing others, integrity/honesty, partnering, budget and project management, microbial and pathogen diagnostics and protocols, political savviness, and accountability.

Education

Master of Science

Environmental Sciences - Agronomy/Agriculture - Crop Protection in Plant Pathology - Bacteriology
University of Puerto Rico, Mayagüez

Thesis: "Microflora associated with different species of tannier (*Xanthosoma* spp.) and identification of control measures in post-harvest management to minimize damage in corms and cormels"

Bachelor of Science

Biology Genetics

University of Puerto Rico, Aguadilla

Undergraduate Research: "*Anolis pulchellus* as a sentinel organism of estrogenic environment contamination using 17- β Estradiol: gene activation and deactivation on environmental exposure"

Professional Experience

**Acting Assistant Director for Offshore Programs (GS-14-step 4) December 13, 2025-
January 25, 2026**

USDA-APHIS-PPQ-Pest Exclusion and Import Programs, Preclearance and Offshore Programs (POP)
Raleigh, NC

Supervisor: Emily Pullins

During my six-week tenure in this role, I supported a team of eight employees. I provided continuity of leadership, operational stability, and strategic oversight across multiple high-risk, high-visibility international programs. I assumed responsibility for coordinating program execution, supporting staff, and ensuring uninterrupted alignment with APHIS PPQ regulatory objectives during the critical transition period. My leadership ensured that program deliverables, stakeholder communications, and operational priorities continued without disruption despite limited staffing and compressed deadlines. Some of my accomplishments are:

- Provided strategic oversight and risk-based decision support to offshore programs, ensuring APHIS PPQ regulatory requirements, international policy objectives, and scientific risk mitigation frameworks and operational workplans were on track.

- Delivered timely resolutions, informed recommendations, and clear communication to senior leadership and stakeholders to prevent program disruption.
- Supervised and coordinated a multidisciplinary team of 8 employees, setting priorities, providing operational guidance, and maintaining staff accountability and morale during emergencies.
- Provided swift, time-sensitive responses to ensure employees were fully prepared for international travel, including confirming documentation, clearances, and logistical requirements to support uninterrupted offshore program operations.
- Exercised sound judgment and made timely diplomatic decisions in response to foreign government matters, balancing regulatory requirements, international relationships, and program priorities.

Offshore Special Programs Manager (GS-14-step 4)

December 29, 2024-Present

USDA-APHIS-PPQ-Pest Exclusion and Import Programs, Preclearance and Offshore Programs (POP)

Raleigh, NC

Supervisor: Shelah Morita, 240-320-2284

I have been overseeing the offshore Ralstonia Exclusion Program. I provide leadership and guidance in developing and implementing policies, protocols, budget, procedures, and operational work plans for Offshore Programs. I monitor program conformance, coordinate and conduct programmatic and facility audits. The programs I manage intend to mitigate risks of importing propagative plant material that can host Select Agents into the continental United States from countries where diseases or pests are known to occur. I ensure that the phytosanitary measures required for the production, packing, safeguarding, testing, treatment, export certification, and shipping comply with regulations governing the importation of commodities of Select Agents into the continental United States. I also monitor the activity and account budget balances of the offshore program trust funds and develop, refine, and analyze interception reports for the programs under my purview. Some of my accomplishments are:

- Coordinated offshore programs to ensure compliance through annual offshore audits for 25 facilities, certification visits, and issued over 45 corrective actions to safeguard U.S. agriculture.
- Have trained 6 people to become auditors or lead auditors for plants for planting mandatory annual audits.
- Have served as a trainer and translator from English to Spanish for full audits in several countries.
- Directed the development and revision of operational work plans in all countries that participate in offshore programs by incorporating measurable and enforceable mitigation strategies.
- Strengthened program delivery through project management methods by establishing charters, leading interagency working groups, developing project plans, program plans, and tracking milestones to achieve results.
- Maintained fiscal responsibility by developing budgets and monitoring offshore program trust fund accounts to ensure compliance with APHIS financial requirements.
- Developed knowledge management and records control plans to ensure operational transparency, traceability, and compliance with federal records management policies.

Key Accomplishments:

- Implemented measurable improvements in offshore safeguarding by modernizing audit protocols, integrating metadata systems in SharePoint, and enhancing inspection checklist documentation.
- Delivered high-quality program reporting by producing monthly portfolio reports within 10 business days, quarterly updates, and end-of-year portfolio reports to APHIS leadership with accurate key

performance indicators, trend analysis of pest interceptions, framework and protocol comparison analysis and overall stakeholder satisfaction rates.

- Served as lead auditor for over 45 offshore facility certifications, ensuring 98% of audit findings and certification decisions met regulatory deadlines while exercising diplomatic negotiation with National Plant Protection Organizations.
- Advanced stakeholder engagement by coordinating with NPPOs, offshore producers, and internal APHIS teams, fostering collaboration to improve safeguarding outcomes.
- Recommended and implemented program improvements that increased audit consistency, improved facility certifications, and promoted program efficiency across multiple international partners.
- Implemented program improvements by revising audit protocols, developing new standard operating procedures, and integrating feedback from cross-functional working groups to strengthen monitoring systems.
- Ensured fiscal accountability by developing program budgets, monitoring trust fund accounts, and maintaining compliance across all offshore program accounts.
- Advanced stakeholder collaboration by engaging with international NPPOs, offshore producers, and internal APHIS programs to ensure smooth communication, regulatory alignment, and adoption of program improvements.
- Certified auditor under Preclearance and Offshore Programs; served as lead auditor and trained over 10 employees for offshore program facility certifications, exercising negotiation and conflict resolution under high-pressure scenarios.

Risk Analyst, Plant Pathologist (GS-13-step 8) (Full-time) January 2018 – November 2022; July 2023- Present

USDA-APHIS-PPQ-Science & Technology, Plant Pest Risk Analysis (PPRA)

Raleigh, NC

Supervisor: Michael Gardner, 919-855-7072

As a risk analyst at PPRA I am routinely tasked with New Pest Advisory Group (NPAG's), New Pest Response Guidelines, pest risk assessments for Q-37 (plants for planting) and Q-56 (fruits and vegetables for consumption), Regional Standards for Phytosanitary Measures, International Standards for Phytosanitary Measures, and Objective Prioritization of Exotic Pests. I also work on exports analysis and pest lists, Cooperative Agricultural Pest Survey projects, and other relevant documents that help guide decision and policy-making at the agency. I have been a leader of complex projects and have planned, organized, and managed resources for successful accomplishment. I have been a subject matter expert for the *Ralstonia* Rapid Response Team and Preclearance and Offshore Programs cross functional working group formed to revise the protocol. I am the subject matter expert for *Ralstonia* spp. in APHIS and have the molecular, diagnostics, biological, audit, protocols, and in-depth expertise for this bacterium. I have led extensive number of complex and urgent projects related to *Ralstonia* spp. including pathway analyses, plant sampling, water sampling, *Ralstonia* recovery plan, *Ralstonia* maps, Domestically Detected Pest Assessment for *Ralstonia*, *Ralstonia* New Pest Response Guidelines, *Ralstonia* Exclusion Program framework, among others under a busy environment. I have the ability of building strong working relationships through different projects in different internal areas of PPQ such as Preclearance and Offshore Programs, Field Operations, Import Regulations and Manuals, Policy, Phytosanitary Issues Management, other labs of Science and Technology, among others. I have also fostered strong working relationships in external areas such as the Office of Chief of Staff, researchers, and University Professors. I have written, reviewed, and edited simple to complex technical documents, offshore protocols, plant, and water sampling protocols, and developed SOP's. For the documents listed above, I have applied advanced theories, principles, practices, and methods associated with Plant Pathology. Some of my accomplishments are:

- Extensive experience in developing, revising, updating, and organizing reports for APHIS' *Ralstonia* and *Pelargonium* programs in accordance with the Agency and other policies which includes studying, assess, evaluate, and respond to new or emerging incursions.

- Developed and reviewed guidance for science-based regulatory policies, protocols, operational plans, strategic plans, action plans, regulations, pest survey and surveillance reports, and guidelines in greenhouses and fields for *R. solanacearum* as part of the *Ralstonia* and *Pelargonium* cross-functional working groups.
- Member of the *Ralstonia* spp. (domestic) and *Pelargonium* (offshore) cross-functional working groups where I developed 17 scientific documents for discussion for cross-functional working group decisions which resulted in improving protocols and the *Ralstonia* Exclusion Program framework.
- Presented to the National Plant Diagnostics Network group how to use the *Ralstonia solanacearum* race 3 biovar 2 New Pest Response Guidelines describing and clarifying the issues surrounding testing for the Select Agent versus other pathogens from the *Ralstonia solanacearum* species complex.
- Conducted several national program reviews for best management practices, and sampling, and monitored feedback to ensure overall program effectiveness and science-based decisions.
- Reviewed risk assessments for dissemination to internal, other federal and/or state organizations to accomplish the same goal of safeguarding against diseases.
- Consulted with APHIS and scientists of appropriate procedures for the analysis and interpretation of data for the *Ralstonia* Emergency Response providing advice and assistance in reviewing, developing, analyzing, and monitoring operations and programs for the import, export or interstate movement of certain plants.
- Authored and reviewed over 50 work plans, research proposals, experimental plans, manuscripts, scientific reports, presentations, operational plans for plant diseases, and proposed PPQ protocols to ensure that procedures are statistically valid and meaningful.
- Assisted with 4 paper and interview panels and led 1 paper panel for different jobs within PPQ such as biological technicians, biological scientists, risk manager and risk analyst.
- Experience working independently on high to moderately complex analytical tasks and applying problem solving and analytical skills to provide innovative solutions to unique or complex and/or politically sensitive issues.
- Experience in managing over 50 project scopes, time, assignments, and schedules for multiple projects, facilitated cooperation among team members to accomplish group goals and priorities in a daily basis.
- Led groups of 5 or more members for over 60 complicated projects such as pathway analyses, sampling protocols, work plans, survey guidelines, and reports.
- Have reviewed and authored more than 50 New Pest Advisory Group, New Pest Response Guidelines and Pest Categorization documents.
- Extensive experience in leading pest risk analysis in commodity pathways for fruits and vegetables for consumption (Q56- 7 CFR § 319 subpart L) and plants for planting (Q37- 7 CFR §319 subpart H).
- Extensive experience analyzing and writing scientific reports of different diseases and plant pathogens regarding post-harvest management, disease cycles, entry, and establishment.
- Experience reviewing and revising International and Regional Standards for Phytosanitary Measures.
- In-depth knowledge on the 7 CFR § 331.3 for the Select Agent *Ralstonia solanacearum* which resulted in the development of new recommendations for *Ralstonia solanacearum* species complex

and how to handle new samples presenting this to the Pest Evaluation and Response cross-functional working group and the PPQ management team for approval of our new approach.

- Evaluated, identified, performed in-depth analyses, and developed a variety of technical reports to support policy development and operational decision-making.
- Extensive experience dealing with unclear situations between the field and the scientific evidence for *Ralstonia solanacearum*, *Phytophthora austrocedri*, ‘*Candidatus* phytoplasma palmae’, providing different solutions on plant testing, and sampling.
- Developed and lead complicated project related to 7 CFR § 301 subpart X and 7 CFR § 301.92-2 for *Phytophthora ramorum* focusing on new best management practices to be implemented and led a pathway analysis for wood products as a potential means of spread.
- Led more than 30 technical responses to other countries resulting in support of international market trades.
- Proofread, edited, and reviewed more than 100 projects verifying accuracy and simple writing.

Key accomplishments:

- Since 2021, conducted yearly audits in *Pelargonium* facilities in Mexico for concerns of *Ralstonia solanacearum* in which I was focused on immunostrip testing, water treatments, callus and production sites, water sources, and possible spread, and survival of *Ralstonia solanacearum*. One of these audits resulted in using skills such as negotiation, stakeholder engagement, resilience, and conflict resolution under high pressure and heated environment. I am a certified auditor per Preclearance and Offshore Program standards (i.e., completed auditor course and lead auditor qualified.)
- Successfully developed audit plans for the audit of 4 facilities in Mexico in 2024.
- Successfully conducted several lead auditor details in geranium facilities in Mexico resulting in a better understanding of the *Ralstonia* Exclusion Program for stakeholders.
- Active member of the seed transmitted pathogens group consisting of Pest Exclusion and Import Programs, Field Operations, and Science & Technology which consists of leading the latest disease information and transmission to eventually communicate within PPQ.
- Science and Technology representative for the *Ralstonia* domestic cross-functional working group where I developed 4 science-based documents to aid the regulations.
- Subject Matter Expert (S&T representative) for the Incident Management Team on the emergency response of *Ralstonia solanacearum* race 3 biovar 2.
- Science and Technology representative for the cross-functional working group of *Pelargonium* offshore program helping in developing the *Ralstonia* Exclusion Program framework, offshore protocol and audit documents.
- Reviewed over 10 work plans, experimental plans, manuscripts, and proposed PPQ protocols for plant and water sampling for the incursion of *Ralstonia solanacearum* race 3 biovar 2 to the *Ralstonia* Rapid Response Team.
- Developed, and revised best management practices and mitigations for a technical information and risk modeling document for the domestic program and established pathogen of *Phytophthora ramorum*.
- Training instructor for the development of Pest Risk Analysis to foreign countries with an audience of over 30 people.
- Led teams of 3-5 people for pathway analysis, revisions, and development of tables for the Regional Standard for Phytosanitary Measures 35 for the North American Plant Protection Organization.
- Led discussions to reach agreements with stakeholders to provide the scientific information needed, supporting decision-making and regulatory processes for the *Ralstonia* Recovery Plan.

- Participated yearly reviewing 30 projects for the Plant Protection Act 7721 for budgets ranging from \$17,000 up to \$475,000 in the project goal for surveys.
- Authorized Departmental Officer's Designated Representative (ADODR) of 2 projects related to *Ralstonia solanacearum*.

National Policy Manager (GS-14-step 2) (Full-time) November 12, 2022-July 15, 2023

USDA-APHIS-PPQ, Emergency and Domestic Programs

Raleigh, NC

Supervisor: Shailaja Rabindran

As a National Policy Manager, I led and coordinated two national programs: Citrus Health Response Program and Huanglongbing Multiagency Coordination (HLB MAC). In this role, I continuously coordinated PPQ responses for several citrus health diseases and engaged with PPQ, States' and Industry in gathering response needs, distributing allocations and reporting on program status. Also, coordinated the national program budget development and the program planning including yearly plans, operational, action and strategic plans. I assessed and addressed unfunded program resource needs, monitored the overall budget of the programs, and verified that allocated funding and costs are used effectively, efficiently, and appropriately to support program activities. In addition, led and facilitated a team while respectfully demonstrating listening, persuasion, collaboration and participation skills. I fostered good working relationships and engaged constructively with diverse team members to achieve PPQ's goals and mission. As a National Policy Manager, I was receptive to sharing and receiving information, knowledge and expertise with colleagues and facilitated resolution to problems and conflict adjusting to working styles, approaches, perspective and views as appropriate. Consistently developed and maintained professional relationships with all stakeholders both internal and external from agencies, departments, divisions, and industries following their interests and promoted collaboration, communication, teamwork and results. Some of my accomplishments were the following:

- Communicated technical information effectively using a variety of methods to diverse audiences including senior-level managers, federal and industry partners, and stakeholders; authored, reviewed, and ensured quality control of complex documents.
- Oversaw the following citrus regulated pests nationwide: Asian citrus psyllid (ACP), Citrus canker (CC), Citrus Black Spot (CBS), Sweet orange scab (SOS), Citrus greening/Huanglongbing (CG/HLB), and Citrus yellow vein clearing virus (CYVCV).
- Demonstrated innovative and creative thinking which resulted in progress toward resolving complex issues, improving organizational effectiveness.
- Led meetings with States' regarding citrus disease surveys, monitoring, field plans, samplings, regulatory plans and action plans resulting in a strong partnership.
- Managed opportunities to engage with internal and external stakeholders in political sensitivities, concerns, and public perception, providing feedback and guidance to the issues that involve policy and procedural changes.
- Wrote over 15 decision memos, briefing memos, mini memos, informational memos, budget memos, and operational plans for both Citrus Health Response Program and Huanglongbing Multi-Agency Coordination.
- Established yearly program objectives, budget management and monitoring of citrus regulated pests to accomplish strategic plan, operational plan, work plans and action plans goals. This helped expediting the program towards tailored goals for the success of the citrus health response program.
- Constantly participated and led meetings with stakeholders for project plans, budget information, and listening sessions to address their concerns when developing future program plans and needs.
- Identified, evaluated, assessed, and discussed budgetary costs, and effectiveness for new (*Citrus Yellow Vein Clearing Virus*), emerging (Citrus Black Spot) and establish citrus regulated pests (Citrus Greening, Asian citrus psyllid).

- Consistently provided high-quality customer service by responding to inquiries in a professional and timely manner while also engaging customers and/or stakeholders to gather useful information, identify common priorities, needs and expectations, shared information, established commitments, and monitored for delivery.
- Managed financial accounts for the appropriate use and budgetary allocation for the Huanglongbing Multi-Agency Coordination (HLB-MAC).
- Led strategic program planning in a regulatory setting and supported the establishment of national program objectives, performance measures, and supported adjusting/modifying policies based on program information per feedback and data.
- Effectively led projects using project management methods to achieve program deliverables, including establishing and leading work groups, establishing charters, scheduling and leading meetings, developing project plans, identifying tasks, organizing work group activities, identifying and managing project risks to achieve milestones and results.
- Effectively led the Citrus Health Response Program cross-functional working group- a team of 6 to 9 people.
- Led and made policy decisions based on 7 CFR § 905, 7 CFR § 301, and 7 CFR § 319 which resulted in successful and respectful interaction with stakeholders and state organizations.
- Developed and delivered timely and effective communications to notify stakeholders of regulatory and procedural changes in activities, including briefings, announcements, outreach campaigns, FAQs, guidelines, and websites.
- Led budget meetings with the National Operations Manager and provided coordination and logistics for the program planning and budget development process within different goals which were yearly, and quarterly.
- Created and implemented communication plans for program or policy changes, as required, in collaboration with PPQ's Communication Team.

Key accomplishments:

- Prepared, and presented a proposal for the change of CBS federal regulations to the PPQ management team which was widely accepted at the moment of presenting it.
- Developed and led an outreach campaign in the state of California for the *Citrus Yellow Vein Clearing Virus*.
- Received 3 PPQ awards for the group effort on changing the Citrus Black Spot federal regulations due to the complex incidents with Florida State and growers trying to move citrus fruits between quarantine area, saving growers a lot of tarping costs.
- Developed and led a successful outreach campaign for the *Citrus Yellow Vein Clearing Virus* in collaboration with the outreach group where we promoted the campaign in three different languages resulting in more people understanding and engaged in the importance of our recommendations for this citrus disease.
- Established an effective collaboration, and contribution with the industry representatives and presidents of the Citrus Mutuals from California, Florida and Texas resulting in excellent stakeholder partnership.
- Engaged and collaborated with nursery growers nationwide to enhance the understanding and modify the federal citrus nursery protocol resulting in a trustworthy environment between the growers and APHIS.
- Reorganized, and changed the structure of monthly meetings of HLB MAC based on stakeholder and researchers feedback through surveys and one-on-one meetings. This resulted in a higher engagement in future meetings.
- Drafted federal orders and worked on tribal consultations for citrus regulated pests.
- Effectively empowered, inspired, and built trust within the Citrus CFWG with the mentality that one person can make a difference, but a team united by the same goal, can achieve extraordinary

outcomes. This resulted in adaptability, flexibility, and engagement transforming the group into a high-performing team with a problem-solving mindset.

Acting Supervisory Agriculturist – Acting Assistant Director (GS-14-step 1) (Full-time) (TDY) July 3, 2022- November 11, 2022

USDA-APHIS-PPQ-S&T, Plant Pest Risk Analysis (PPRA)

Raleigh, NC

Supervisor: Alison Neeley (919) 855-7417

As an Acting Assistant Director, I supervised 7 employees from the Q-37 commodity pathway team. I consulted with scientists regarding appropriate procedures for the analysis and interpretation of data, seed health data and other risk assessments. I assigned projects in coordination with other assistant directors, setting priorities, monitoring project progress, ensuring quality, providing necessary resources, training, and support for successful project development as well as ensuring documents were 508 compliant. Demonstrated knowledge of supervisory, leadership, and program management techniques, with an ability to plan, organize, and manage resources, cooperative agreements in accordance with Agency and Departmental regulations. Developed a seed template to maximize the quality of analyses and for better understanding, and communication between PPRA and IRM. Some of my accomplishments were:

- Demonstrated ability to build strong working relationships to manage and coordinate projects across diverse groups.
- Participated in prioritization meetings to ensure PPRA would develop projects based on the Agency's priorities and urgency.
- Supervised and planned that project leads and analysts were effectively carrying out roles and responsibilities in order to meet project goals.
- Supervised 7 employees for project distribution, time management and professional development.
- Worked with customers across PPQ to ensure that projects are scoped and prioritized.
- Scoped high-complex projects assigning analysts as best resources to accomplish projected goals.

- Interacted with a wide variety of personnel internal and external from the Agency.

- Worked as part of PPRA management team in the development of areas to ensure quality of analyses and advancement of long-term safeguarding objectives.

- Oversaw and led projects which contributed and complied with 7 CFR § 319 subpart H for plants for planting, and 7 CFR § 201 for the Federal Seed Act.

- Participated with PPRA management to develop yearly PPRA, S&T and PPQ goals.

- Consulted with federal and state scientists regarding procedures which were appropriate for the analysis and interpretation of data that addressed a wide range of seed problems.

- Have rendered expert advice, discussed technical issues, resolved problems, coordinated projects and activities, and conducted sensitive negotiations.

- Advised and assisted in developing, reviewing, directing, analyzing the plants for plantings program/unit for the import of plants and plant products with the development and clearance of over 20 pest lists and scoped 3 pathway analysis.

Key accomplishments:

- Developed and completed the first seed pest risk assessment template for the Plant Pest Risk Analysis unit following the ISPM 5 and 38. This template was used as a trial by 9 risk analysts on a

big project for corn exports worldwide. After the trial, I used the feedback from the analysts to modify the template for a better use for future seed projects and was implemented within the lab.

- Evaluated performance reports and guided 4 employees towards new goals through the guidance and development of their Individual Development Plans.

Laboratory Professor (Part-time)

August 2016 - July 2017

University of Puerto Rico Mayagüez Campus

Mayagüez, PR

Supervisor: Mildred Zapata

As a laboratory professor I oversaw several classes in plant pathology for undergraduates and graduates. I reviewed, revised, and edited scientific papers, research proposals and presentations. I invented, proposed, and implemented new techniques for pathogenicity tests in roots and tubers for fungi and bacteria. Also, I taught different ways of reading pathogenicity tests depending on the crop and pathogen being used for inoculation. Some of my accomplishments were the following:

- Taught Agricultural Bacteriology and Tropical Plant Pathology to undergraduate students.
- Taught Methods of Investigation in Plant Pathology for Graduate students.
- Collected, and analyzed soil samples for nematodes, bacteria, and fungi from diverse crops such as plantains, bananas, and pineapple.
- Developed, explained, reviewed, guided, and implemented new plant pathology inoculation techniques for research in bacteria.
- Adapted different techniques to promote scientific skills and thinking in the areas of bacteria, fungi, viruses and phytoplasmas.
- Incorporated educational experiment designs for better understanding of scientific procedures created by me.
- Reviewed, revised, and edited undergraduate and graduate students scientific research projects and proposals.
- Motivated and guided students to start research in different areas such as Bacteriology and Mycology.
- Reviewed students' academic progress compared to class objectives and guided them throughout the process to enhance student's knowledge and confidence in the scientific community.
- Encouraged students to grow, improve and learn.
- Instructed a wide range of diseases in different crops such as citrus, yucca, tannier, sweet potato, pineapple, coffee, among other tropical crops.

Key accomplishments:

- Developed the first bacteriology laboratory course for undergraduate students with the most updated bacteriology techniques which resulted in more students interested in enrolling in the class the following year and a higher student engagement compared to previous years.
- Developed and taught a new novel inoculation technique for roots and tubers which resulted in a technique widely used in research in Puerto Rico.

Assistant Researcher (Full time)

January 2015 – July 2017

University of Puerto Rico Mayagüez Campus - Agricultural Research Station

Mayagüez, PR

Supervisor: Mildred Zapata

As an assistant researcher, I supervised 15 undergraduate and graduate students in different experimental stations throughout Puerto Rico. I coordinated harvest and post-harvest management techniques with 18 employees from experimental stations to conduct research and allow movement of plant material needed for research and consumption. I worked on a variety of crops collecting, sampling, and analyzing field and laboratory data. I was the manager of two laboratories including all the equipment, budget, employees, and proposals. Conducted negotiations among farmers and researchers to use a new post-harvest management that was under successful data to prolong shelf life. Some of my accomplishments were the following:

- Discussed technical issues, provided expert advice, and resolved problems in research for undergraduate, graduate students, farmers and resources needed for successful research development and outcome.
- Extensive experience in production, harvest and post-harvest management of citrus, pineapple, coffee, banana, plantain, sweet potato, tannier, and yucca which included the collection, analysis and work on diseases and pests in different regions of Puerto Rico.
- Collected samples and conducted over 2,000 fungi and microbial testing using immunostrips, biolog, PCR, qPCR, cPCR for pathogens such as *Rhizoctonia* spp., *Ralstonia solanacearum*, *Fusarium solani*, *Sclerotium rolfsii*, *Phytophthora* spp. *Pythium* spp., *Erwinia* spp. *Pseudomonas* spp. among other pathogens.
- Extensive experience in citrus diseases including sampling, identification, and field management techniques for citrus greening, citrus tristeza virus, and *Diaphorina citri*.
- Extensive experience in symptoms identification via field experience and public information for citrus greening.
- Collected data and analyzed soil samples for the possible contamination with nematodes in plantains and banana crops.
- Estimated and analyzed economic consequences based on chemical trials, yield, and appearance, for the marketing of agricultural products.
- Reviewed and authored 3 grants of \$40,000.
- Extensive experience working in the field and laboratory with several chemical trials for nematodes, bacteria and fungi in tropical crops.
- Extensive experience searching scientific literature to select and modify methods and procedures resulting in novel techniques.
- Prepare results of experimental finding for presentations at scientific conferences and in scientific journals.
- Maintained laboratory safety programs and train personnel in laboratory safety techniques.
- Ensured that supplies, equipment, and treatments were sufficient for different facilities and employees.
- Recorded test data, prepared scientific reports, summaries, and scientific charts that interpret data results and provided recommendations for farmers and the scientific community.
- Performed payroll functions, such as maintaining timekeeping information, processing, and submitting payroll.
- Provided information or technical or program assistance to government representatives, employees or the public on the issues of environmental protection or workplace safety.
- Performed and corroborated pathogenicity tests to associate fungi, bacteria, viruses, or nematodes with diseases in several crops such as coffee, citrus, tannia, yucca, sweet potatoes, plantains, bananas, pineapple, potatoes, and yam.
- Extraction of DNA, PCR, RT-PCR, ELISA to identify genes of bacteria and fungi.

Key accomplishments:

- Supervised 15 undergraduate and graduate students in their experimental investigations, resulting in guidance that sped up students' research by 25%.
- Developed a new pathogenicity test which resulted in a widely used technique among peers and researchers in Puerto Rico.
- Developed new post-harvest management techniques for handling roots and tubers which resulted in an improvement of product quality and longer shelf life by 300%.
- Analyzed economic data and the feasibility of post-harvest management procedures for farmers from different root and tuber crops and provided recommendations to enhance their economic gains by 125%.
- Laboratory manager, supervisor and advisor for bacterial, fungal and insect laboratories in charge of 15 people which resulted in a higher number of publications and excellent teamwork.
- Coordinated projects and activities among 18 employees from several experimental stations for successful outcome in field work for research, speeding up our work by 50%.

Business Owner (Full-time)

November 2010 - June 2014

Rancho 4-I

Isabela, PR

As a business owner, I supervised 20 employees. I managed budget and financial administration and developed program plans for future guidance. Some of my accomplishments were the following:

- Extensive experience working on budgeting and financial administration.
- Supervised, managed, and trained 20 employees.
- Performed payroll functions, such as maintaining timekeeping information, processing, and submitting payroll.
- Planned employee scheduling, work that needed to be done and planned different events.
- Composed and distributed meeting notes, routine correspondence, and reports, for statistical expenses, and monthly reports.
- Managed projects that contributed to the directive group.

Key accomplishments:

- Founded a successful small business, which grew by over 210% under 3 years.
- Developed business, operational and program plans for business management and guidance for employees.

Skills

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- | | |
|--|---|
| <ul style="list-style-type: none"> • Critical thinking and problem solving. • Organizational skills. • Strong computer skills. • Exceptional communication skills. • Responsible and strong work ethic. • Teamwork and collaboration. • Leadership. • Task Delegation. • Time management. • Adaptability and flexibility. • Excellent at the use of Salesforce, SpringCM, and SharePoint. • Attention to detail. | <ul style="list-style-type: none"> • Excellent analytical skills and negotiation. • Advanced in project management. • Advanced program and logistics management. • Advanced in budget management and development. • Mentor and trainer. • Advanced editorial writing. • Advanced in Microsoft word, excel and power point. • Strong evidence-based writing skills. • Auditing skills. • Planning and organizational skills. |
|--|---|

- High integrity and ethics.
- Security and confidentiality awareness.
- Translator for English and Spanish.

Languages

English: Fluent.
Spanish: Fluent.

Awards

Outstanding PPQ administrator group award 2024 for changing regulations of Citrus Black Spot
Achievement PPQ administrator group award in 2024 for the Africa Survey Support Team
Award for providing mentorship and/or transfer of knowledge to PPQ employees leading to improved mission support in 2024
Outstanding group award 2023 for Citrus Black Spot
Outstanding group award 2022 for Citrus Black Spot
Outstanding group award 2022 for Mango PRA
Training instructor group award in 2021 for PRA training to Peru
APHIS' administrator award for saving 3.1 billion dollars from the potato industry- performance award 2020
Superior Performance Award in 2020
Ralstonia group award for the emergency response to Guatemala in 2020

Publications, Posters and Presentations

Acevedo-Sánchez, M., Zapata M. y Bosques A., 2015. Identification and Pathogenicity of fungi associated with rot in tannier Nazareno Selection (*Xanthosoma* spp.). Poster Presentation. SOPCA CEG-31.

Acevedo-Sánchez, M., Zapata M., Bosques A., y González, A. 2016. Identification and Pathogenicity of fungi and bacteria associated with losses in cassava, yautia and potatoes in Puerto Rico. Poster Presentation. SOPCA CEG-20.

Acevedo-Sánchez, M., Zapata M. y Bosques A. 2016. Postharvest management and economic estimates in corms and cormels of tannier, Nazareno Selection. III Congress of the Mesoamerican Society of Ecological Economics, University of Puerto Rico in Mayaguez, November 14, 2016. Presentation.

Acevedo-Sánchez, M., Bosques A., y Giraldo, M. 2017. Pathogenicity tests and comparison of growth of different sections of corms and cormels of tannier (*Xanthosoma* spp.) from 1 week to 3 months. Agricultural Experimental Station, University of Puerto Rico at Mayaguez, Corozal Agricultural Experimental Station, May 11, 2017. Presentation.

Acevedo-Sánchez, M., Zapata, M., y Bosques, A. 2017. Microflora associated with different species of tannier (*Xanthosoma* spp.) and pathological comparisons between corms and cormels. University of Puerto Rico in Mayaguez, Agricultural Experimental Station, February 8, 2017. Presentation.

Acevedo-Sánchez, M., Zapata M., Bosques A., y Giraldo, M., González, A., Román, E., y Santiago, A. 2017. Microflora associated with different species of tannier (*Xanthosoma* spp.) and the identification of

post-harvest measures to minimize damage to corms and cormels. University of Puerto Rico in Mayaguez. Thesis. 98 pp.

Certifications/Trainings

Understanding Audit for APHIS Auditor

Lead auditor for APHIS auditor

APHIS Intermediate Leadership Development Program 2024-2025

2023 Seed Pathology Fundamentals: Regional to Global Implications

Introduction to International and Regional Phytosanitary Standards

Productive Leadership Tips

Business writing: How to write clearly and concisely

Supervisor Training Approving IDPs

Supervisor Training Basic Tasks

Supervisor Training Approving and Verifying SF-182

APHIS ADODR

High Threat Security Overseas

Project Management: International Projects

Strategically Focused Project Management

Project Management: Technical Projects

Coaching and Developing Employees

Adaptive Project Leadership

Crucial Accountability

Acquisition Planning for Program and Project Managers

References

Available upon request

Profile

Which Boards would you like to apply for?

Agricultural Advisory Board: Submitted

Please select your first Board preference: *

Agricultural Advisory Board

Please select your second Board preference: *

Rolesville Board of Adjustment

Please select your third Board preference: *

Zebulon Planning and Zoning Board

Please select your fourth Board preference: *

Rolesville Planning Board

Please select your fifth Board preference: *

Zebulon Board of Adjustment

Please select your sixth Board preference: *

Rolesville Rural Fire Department Board of Trustees Firemen's Relief Fund

Kelsie

First Name

M

Middle Initial

Buffaloe

Last Name

7208 Mitchell Mill Road

Street Address

Suite or Apt

Zebulon

City

NC

State

27597

Postal Code

What district do you live in?

None Selected

Mobile: (919) 453-7182

Primary Phone

Mobile: (919) 291-3845

Alternate Phone

kelsiembuffaloe@gmail.com

Email Address

Employer

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

Yes No

In order to assure countywide representation, please indicate your place of residence:

Zebulon

Interests & Experiences

Why are you interested in serving on a Board or Commission?

As the daughter of a third-generation farmer, I've grown up with a strong appreciation for the agricultural way of life and the essential role farming plays in shaping both our local economy and our community values. I'm applying for a position on the Agricultural Advisory Board because I want to be a voice for local farmers and landowners, and to help protect the agricultural roots that have long defined Wake County and our surrounding towns. With so much growth and development happening in our region, I believe it's more important than ever to have advocates at the table who understand the value of farmland and rural traditions. I want to support policies that protect agricultural spaces, encourage responsible land use, and ensure that farming remains a sustainable and viable option for future generations. Serving on this board would allow me to give back to the community that raised me, contribute to thoughtful planning, and help bridge the gap between growth and preservation. I'm committed to listening, learning, and working collaboratively to support the people and land that keep our community thriving.

Work Experience

I've gained valuable experience through roles at both Key Title and Gregory Poole Equipment Company. At Key Title, I worked as a Marketing Support Specialist, where I helped manage marketing efforts and client communications, giving me insight into land, housing, and local development trends. At Gregory Poole, I served as a Field Service Advisor, coordinating service schedules and supporting field technicians. This role strengthened my skills in logistics, customer service, and working with industries closely tied to agriculture and construction. These roles have sharpened my communication, organization, and problem-solving skills, tools I'm eager to bring to a Board or commission.

Volunteer Experience

I have a strong passion for community service, which is reflected in both my volunteer work and outreach efforts. Following Hurricane Helene, I founded the Carolina Cares Foundation to provide relief for affected families in Western North Carolina. Through this initiative, we were able to support over 100 families with essential supplies, and recovery assistance. In addition, my involvement in pageantry has given me numerous opportunities to serve in my community. These experiences have deepened my commitment to service and strengthened my leadership and communication skills.

Education

I earned a Construction Management diploma from NC State University, and I'm currently pursuing a Bachelor's in Elementary Education at Western Governors University. My education reflects both my practical skills and my passion for serving and supporting my community.

Comments

[KB_2025_Resume.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

Female

Ethnicity *

Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

KELSIE BUFFALOE

KelsieMBuffaloe@Gmail.com | 919-453-7182 | Zebulon, NC

SUMMARY

Results-driven professional with 5+ years of experience in administrative operations, marketing support, and customer relations across multiple industries. Currently transitioning into the field of Elementary Education, with a strong foundation in organizational leadership, communication, and client engagement. Recognized for streamlining workflows, executing marketing strategies, and fostering supportive environments. Actively pursuing a Bachelor's Degree in Elementary Education to enhance qualifications for roles in educational and childcare settings.

WORK EXPERIENCE

Marketing Support Specialist, Key Title LLC

May 2024-Jan 2025

- Boosted social media engagement by 30% through strategic content planning and analytics-based posting.
- Designed and distributed brochures, flyers, and newsletters to support promotional campaigns.
- Collaborated across sales and executive teams to ensure cohesive brand messaging.
- Wrote and edited website, blog, and email content to increase digital visibility.

Field Service Advisor, Gregory Poole

June 2022 - May 2024

- Managed 50+ customer service calls daily, scheduling field technicians and coordinating repairs.
- Streamlined purchase order and payment collection processes to enhance customer satisfaction.
- Tracked and scheduled parts runners, optimizing service team efficiency.
- Reviewed service call details to support accurate and timely invoicing.
- Managed 4+ service technicians at a time to ensure timely service delivery and high customer satisfaction.

Administrative Assistant, Privette Insurance

March 2021- June 2022

- Managed day-to-day office operations, including calendars, correspondence, and client appointments.
- Delivered high-level customer service, resolving inquiries and maintaining strong client relationships.
- Maintained accurate records, ensuring compliance with insurance industry standards.

EDUCATION

NC State University
Construction Management Diploma

Sept 2023

Western Governors University
Bachelor of Arts in Elementary Education
Expected Graduation 2026

CERTIFICATIONS

ACT WorkKeys Assessment • Bronze Certificate
Demonstrates foundational workplace skills in Applied Math, Graphic Literacy, and Workplace Documents.

KEY SKILLS

- Administrative & Office Management
- Organizational & Time management skills
- Customer Service & Client Relations
- Microsoft Office Suite
- CRM & Project Management Tools
- Marketing & Branding
- Data Entry
- Canva