

ETHICS COMMISSION

***Three (3) vacancies with terms to 9-30-22. (Members are appointed by two-thirds vote of the full Council).**

Duties

The Ethics Commission, in addition to having jurisdiction over complaints involving any "city official", are to prepare and publish pamphlets and other materials explaining the duties of individuals subject to the code of ethics; review all statements and reports filed with the city; annually review the code of ethics and make appropriate recommendations to the city council; review all public opinions related to the code of ethics that are issued by the city attorney; prepare and disseminate a report listing all campaign contributions and expenditures for each candidate within 30 days following the deadline for filing the last campaign finance reports for each city council election. The commission shall have such meetings as may be necessary to fulfill its responsibilities. The chairperson or any three (3) members may call a meeting provided that reasonable notice is given to each member. The commission shall meet at least once a year. The date of the annual meeting shall be in September. The commission shall comply with the Texas Open Meetings Act.

Composition

Nine members appointed by a two-thirds vote of the full council. Nominations are to be solicited from a wide variety of professional and community organizations in the city, but interested individuals may also submit their names for consideration. Members shall hold office for three-year terms commencing October 1. No holding over is permitted except as expressly provided in the Code of Ethics. The commission shall elect a Chairperson and a Vice-Chairperson.

Name	District	Term	Appt. date	End date	Appointing Au	Position	Status	Attendance
*Rob Bailey	District 4	1	7/19/2016	9/30/2019	City Council	Vice-Chair	Seeking reappointment	9/10 meetings 90% (1 excused absence)
*Richard G. Hood	District 5	1	9/20/2016	9/30/2019	City Council		Seeking reappointment	5/10 meetings 50% (5 excused absences)
*Craig Rogers	District 4	1	9/20/2016	9/30/2019	City Council		Seeking reappointment	7/10 meetings 70% (3 excused absences)
Rev. Claude C. Axel	District 4	1	10/10/2017	9/30/2020	City Council		Active	
Drue Jones	District 2	1	6/23/2015	9/30/2020	City Council	Chair	Active	
Mr. Keith Heavilin	District 4	1	10/10/2017	9/30/2020	City Council		Active	
Richard (Rick) E. Milby	District 1	2	10/13/2015	9/30/2021	City Council		Active	
Sandra Sanchez	District 5	1	9/18/2018	9/30/2021	City Council		Active	
Edward Sample	District 5	1	9/18/2018	9/30/2021	City Council		Active	

ETHICS COMMISSION

Applicants

Name	District
David J Bendett	District 4
Margareta Fratila	District 3
Tosha James	District 4

Application for a City Board, Commission, Committee or Corporation

Profile

David	J	Bendett
First Name	Middle Initial	Last Name

[Redacted]

Email Address

4101 Waldron Rd

Street Address

Corpus Christi	TX	78418
City	State	Postal Code

What district do you live in? *

District 4

Current resident of the city?

Yes No

If yes, how many years?

13

Mobile: (361) 728-6053	Business: (361) 353-4421
Primary Phone	Alternate Phone

Coffee Waves // Rock City Church	Owner // Senior Pastor
Employer	Job Title

Work Address - Street Address and Suite Number

10309 SPID, Suite C1

Work Address - City

Corpus Christi

Work Address - State

TX

Work Address - Zip Code

78418

Work Phone

361 353 4421

Work E-mail address

pastordavid@rockcitycorpus.com

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

ETHICS COMMISSION: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

No

Education, Professional and/or Community Activity (Present)

Associate of Arts in Public Relations - Miami Dade Community Colledge Bachelor of Science - Oral Roberts University Owner of JROX Coffee Co. (dba Coffee Waves Flour Bluff and Coffee Waves Port Aransas). Senior Pastor of Rock City Church in Flour Bluff Board member on the Flour Bluff Citizen's Council

Why are you interested in serving on a City board, commission or committee?

I have a deep love for Corpus Christi, and desire to make this great community a better place for us all to live in. I work hard to help families become productive citizens in our community on a daily basis in so many ways. And with that, it's my civil duty to be active in our city government in a greater way. Ensuring healthy legislation is passed and honored is incredibly important to me, as well as protecting those that serve our city in a noble way. The Ethics Commission seems only to be a natural fit for me in the capacity of what I already desire.

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

Demographics

Gender

Male

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department.

I did not answer yes to any of the above questions.

Board-specific questions (if applicable)

Question applies to multiple boards

Are you willing to provide an Annual Report of Financial Information as required by the Code of Ethics?

Yes No

Verification

City Code Requirement - Residency

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-65, which states that all members of City boards and commissions, including ad hoc committees, appointed by the City, must be residents of the city. A move outside the city limits of the city by any member shall constitute automatic resignation from the particular board or commission on which such member served.

I Agree

City Code Requirement - Attendance

As a board, commission, or committee member, you will be asked to adhere to City Code of Ordinances, Section 2-61, which provides that absences from more than 25% of regularly scheduled meetings during a term year on the part of any board, commission, or committee member shall result in an automatic termination. An absence shall be deemed unexcused unless excused by the board, commission or committee for good cause no later than its next meeting after the absence.

I Agree

Consent for Release of Information

I understand that if any member of the public makes a request for information included in this application or in any attachment (e.g. resume or supporting documentation) for appointment it is subject to and must be disclosed under the Texas Public Information Act. I understand that under the Texas Public Information Act, my home address and home telephone number is subject to public disclosure unless I am elected or appointed to the position which I seek. I hereby consent to the release of my home address and home telephone number should it be requested under the Texas Public Information Act prior to my possible appointment or election. I hereby release the City of Corpus Christi, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Texas Public Information Act.

I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

Application for a City Board, Commission, Committee or Corporation

Profile

Margareta

First Name

Fratila

Last Name



Email Address

3606 TRIPOLI DR.

Street Address

CORPUS CHRISTI

City

TX

State

78415

Postal Code

What district do you live in? *

District 3

Current resident of the city?

Yes No

If yes, how many years?

36

Home: (361) 851-9418

Primary Phone

Home: (361) 739-3029

Alternate Phone

EUROPEAN FLORAL DESIGNS

Employer

OWNER

Job Title

Work Address - Street Address and Suite Number

3230 REID DR. #F

Work Address - City

CORPUS CHRISTI

Work Address - State

TX

Work Address - Zip Code

78404

Work Phone

361-852-0471

Work E-mail address

[REDACTED]

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

- CORPUS CHRISTI B CORPORATION: Submitted
- MARINA ADVISORY COMMITTEE: Submitted
- CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION: Submitted
- CORPUS CHRISTI COMMISSION ON CHILDREN & YOUTH: Submitted
- ISLAND STRATEGIC ACTION COMMITTEE: Submitted
- PARKS AND RECREATION ADVISORY COMMITTEE: Submitted
- OIL AND GAS ADVISORY COMMITTEE: Submitted
- NUECES COUNTY TAX APPRAISAL DISTRICT: Submitted
- MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD: Submitted
- HOUSING AUTHORITY: Submitted
- ETHICS COMMISSION: Submitted
- CRIME CONTROL & PREVENTION DISTRICT: Submitted
- CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY: Submitted
- CORPUS CHRISTI DOWNTOWN MANAGEMENT DISTRICT: Submitted
- CORPUS CHRISTI CONVENTION & VISITORS BUREAU: Submitted
- COMMITTEE FOR PERSONS WITH DISABILITIES: Submitted
- AIRPORT BOARD: Submitted

Interests & Experiences

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

NO

Education, Professional and/or Community Activity (Present)

SEE ATTACHED RESUME Del Mar Instructor

Why are you interested in serving on a City board, commission or committee?

[Upload a Resume](#)

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

Demographics

Gender

Female

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

Yes No

Does your employer or your spouse's employer have a City contract?

Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department.

Board-specific questions (if applicable)

Question applies to CORPUS CHRISTI COMMISSION ON CHILDREN & YOUTH

The Commission on Children & Youth must include representatives from certain categories. Do you qualify for any of the following categories? *

Education

Question applies to CORPUS CHRISTI CONVENTION & VISITORS BUREAU

The Convention & Visitors Bureau Board must include representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Are you a qualified voter* residing in the Authority? (Note: Authority includes the following services areas: Nueces County and the municipalities, Bishop, Corpus Christi, Driscoll, Gregory, Banquete, Agua Dulce, San Patricio, Port Aransas and Robstown)

Yes No

Question applies to CORPUS CHRISTI REGIONAL TRANSPORTATION AUTHORITY

Are you transportation disadvantaged meaning elderly, persons with disabilities or low-income individuals?

Yes No

Question applies to ISLAND STRATEGIC ACTION COMMITTEE

ISAC must include representatives from certain categories. Do you qualify for any of the following categories? *

Residential Property Owner (Who owns property and resides on Mustang or Padre Island)

Question applies to MARINA ADVISORY COMMITTEE

The Marina Advisory Committee must include representatives from certain categories. Do you qualify for any of the following categories? *

None Selected

Question applies to MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD

The Museum of Science & History Advisory Board must include representatives from certain categories. Do you qualify for any of the following categories? *

- K - 12 Education
- Higher Education
- Business Community
- Community Advocate

Question applies to NUECES COUNTY TAX APPRAISAL DISTRICT

(For NCAD) Are you a resident and qualified elector* of the District (Nueces County)?

Yes No

Question applies to NUECES COUNTY TAX APPRAISAL DISTRICT

(NCAD) Have you resided in the District for at least 2 years?

Yes No

Question applies to OIL AND GAS ADVISORY COMMITTEE

The Oil & Gas Advisory Committee must include representatives from certain categories. Do you qualify for any of the following categories? *

None of the above

Question applies to multiple boards

Are you willing to provide an Annual Report of Financial Information as required by the Code of Ethics?

Yes No

Question applies to CORPUS CHRISTI DOWNTOWN MANAGEMENT DISTRICT

The Corpus Christi Downtown Management District must include representatives from certain categories. Do you qualify for any of the following categories? *

None Selected

Question applies to PLANNING COMMISSION,CORPUS CHRISTI B CORPORATION,CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION

Are you a registered voter?

Yes No

Verification

City Code Requirement - Residency

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I Agree

City Code Requirement - Attendance

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I Agree

Consent for Release of Information

I understand that if any member of the public makes a request for information included in this application or in any attachment (e.g. resume or supporting documentation) for appointment it is subject to and must be disclosed under the Texas Public Information Act. I understand that under the Texas Public Information Act, my home address and home telephone number is subject to public disclosure unless I am elected or appointed to the position which I seek. I hereby consent to the release of my home address and home telephone number should it be requested under the Texas Public Information Act prior to my possible appointment or election. I hereby release the City of Corpus Christi, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Texas Public Information Act.

I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

MARGARETA FRATILA, MBM, TMF

Master of Science in Horticulture

3606 Tripoli Dr.

Corpus Christi, TX 78415

Office: 361-851-9418

Mobile:361-739-3029

Email: 

Education:

- Master of Science in Horticulture and Agriculture Degree from Horticulture University of Bucharest, Romania.
- Master of Art Degree in Business Management and Human Resources Development, Webster University, St. Louis MO and Corpus Christi State University
- Corpus Christi State University (Texas A&M University-Corpus Christi) work toward Certification in secondary education and high school and MBA program.
 - Life Earth Science
 - Biology, Horticulture
 - French
- Texas Master Florist and Professional Floral Design Commentator, International Bridal Florist Certification.
- Floral Design and Management Certifications at Del Mar College
- Certified Mediator for Nueces County Courthouse
- Official Translator for Nueces County Courthouse
- Deville Business School-Secretarial and Business office filing
- Stephan Ministry trained as a Stephan Leader at Church of the Good Shepherd, Corpus Christi, TX.
- Church of Acts- Class of the Prophets, one year class
- Certified preacher, Evangelist, Healer, Missionary
- Real Estate Institute in Corpus Christi, TX enrolled (three classes from completing the requirements to take Real Estate Broker Examination)

Honors and Achievements:

- Recipient of Republican Senatorial Medal of Freedom, 2004
- Life Member of Republican Senatorial Inner Circle and Presidential Round Table

- Member of Texas State Society of Washington D.C.
 - Organized three Texas “Black Tie and Boots” Presidential Inaugural ball
 - Participated in five Presidential Inaugurations
 - Member of Republican Women’s Club
 - Feature and Keynote Speaker at various schools, churches, and organizations such as:
 - Texas Federation of Republican Women
 - Republican Women’s Club, Conroe TX
 - Knights of Columbus, Fourth Degree, Conroe, TX
 - Speaker for elementary schools, three high schools, and other city organizations
 - Corpus Christi Christians Women’s Club, Past Chairman of Events
 - Producer of two television shows on local Channel 10 public Access
 - Weekly Adoration at the Our Lady of Corpus Christi
 - Member of the League of Womens Voter
 - Member of Friday Morning Group
-
- Participated in five Republican National and State Conventions
 - Past Director of the three city Boards:
 - Library Board
 - Tree Advisory
 - Landmark commission
 - Candidate for City Council 2014,2016
 - CASA Volunteer

Employment History:

1983-Present Friday February 13, 1983 my dream to open my own business comes true. I became owner and CEO of Margaret’s Greenhouse and European Floral Design. Full Service flower shop, interiorscaping, and landscaping with instruction in Floral design and Horticulture. Teaching Flower Design on premises or in television.

2010-Present. Business Consultant for various small businesses, Medical Offices, Real Estate Investments

2011- Producer of “Flower Talks - The Language of Love” with Margareta and “Bright Star-The Magic Romanian Matchmaker of All.” The shows are produced and aired weekly (so far we have over 160 episodes aired)

Feb 16, 1881 Immigrated to Untied States-became citizen in 1990

Feb 16 1982 arrived in Corpus Christi TX, crossing the Harbor Bridge penniless, but with a big dream that it was accomplished and I am looking forward to help our citizens to accomplish their dreams and live in a safe and pleasant environment.

Personal:

Proud Mother of two children and four grandchildren

Languages spoken: Romanian, French, English, Russian, Latin, German

Dreams and Aspirations

Writer of the book in progress, "A Flight to Freedom," to be followed by a motion picture cast in Romania, Corpus Christi, TX and other world places. When finalized and approved by publisher and producer as being ready I will present it to the George W. Bush Presidential Library in Dallas, where I am a Charter Member, for signing and fundraising for the "Fight to Freedom" section helping with the fundraising for other immigrants who will want to share their life story of struggle and success. The book is a real life motivational story of my own struggles and success as an immigrant, to follow and accomplish my dream in the free world.

<http://www.ustream.tv/recorded/652159>

Skills and Trades:

- Sociable and Personable to the Extreme
- Personal Advisor and Counselor
- Fantastic Promoter and Social Events Organizer
- Network "QUEEN" (as I am known)
- Extremely versatile in protocol, good manners and people skills
- Negotiator and peace maker
- Knowledge of people characters and body language
- Proved success in leadership abilities and business management adviser
- My principles and moral values are timeless and endless, therefore I have many followers of my principles, everyday, in every areas of their life.
- Stephen Leader-Stephen Ministry trained to teach God's care for caregivers.

Goals and Ambitions:

To share my diversified knowledge with the people of all races, colors and religions, as long as they comes here in the USA, from all over the word in a purpose to overcome their struggle through education, beliefs, and following their dreams of freedom with hard work and faith. I want to serve the people in Corpus Christi, the city that I love and its citizens where they become my adoptive family.

My message is that KNOWLEDGE IS POWER and each and every American should appreciate and look to this country through the eyes of an immigrant.

MAY GOD BLESS AMERICA, and KEEP IT ALWAYS FREE!!!

References

By Request

Application for a City Board, Commission, Committee or Corporation

Profile

Tosha _____ James _____
First Name Last Name

Email Address

3202 Azores Dr _____
Street Address

Corpus Christi _____ TX _____ 78418 _____
City State Postal Code

What district do you live in? *

District 4

Current resident of the city?

Yes No

If yes, how many years?

3

Mobile: (806) 236-6517 _____ Business: (361) 761-3639 _____
Primary Phone Alternate Phone

Corpus Christi Medical Center _____ Sr. IT Director _____
Employer Job Title

Work Address - Street Address and Suite Number

7101 S. Padre Island Drive

Work Address - City

Corpus Christi

Work Address - State

TX

Work Address - Zip Code

78412

Work Phone

361-761-3639

Work E-mail address

tosha.james@hcahealthcare.com

Preferred Mailing Address

Home/Primary Address

Which Boards would you like to apply for?

CITIZENS ADVISORY HEALTH BOARD: Submitted
COMMUNITY YOUTH DEVELOPMENT (78415) PROGRAM STEERING COMMITTEE: Submitted
ETHICS COMMISSION: Submitted
REGIONAL HEALTH AWARENESS BOARD: Submitted

Interests & Experiences

Are you a registered voter?

Yes No

Do you currently serve on any other City board, commission or committee at this time? If so, please list:

No

Education, Professional and/or Community Activity (Present)

Master of Arts in Management Currently serving as President of Tropic Isles HOA Board of Directors
Currently Assistant Ethics and Compliance Officer for Corpus Christi Medical Center

If you applied for multiple boards, which boards are you most interested in serving on, in order of preference? (Limit to top three)

Regional Health Awareness Board Citizens Advisory Health Board Community Youth Development Program Steering Committee

Why are you interested in serving on a City board, commission or committee?

Recently moved to Corpus Christi and want to become more involved in and serve the community. Additionally, serving in this capacity will broaden my professional network. Previously in Amarillo, I served as a CASA volunteer and was involved in community outreach through the United Way.

[Upload a Resume](#)

Are you an ex-Officio member of a City Board, commission or committee?

Yes No

Demographics**Gender**

 Female

Code of Ethics - Rules of Conduct/Conflicts of Interest

Do you represent any person or organization in any claim or lawsuit or proceeding involving the City?

 Yes No

Do you, your spouse, your business or your spouse's business have a City contract?

 Yes No

Does your employer or your spouse's employer have a City contract?

 Yes No

Are you involved with any activities or employment that would conflict with the official duties on the City boards for which you are applying?

 Yes No

Are you, your spouse, your business or your spouse's business involved in any pending bid, proposal or negotiation in connection with a contract with the City?

 Yes No

Do you or your spouse have a pending claim, lawsuit or proceeding against the City?

 Yes No

If you answer "Yes" to any of the questions above, please explain or ask to speak with the City's Legal Department.

NA

Board-specific questions (if applicable)

Question applies to multiple boards

Are you willing to provide an Annual Report of Financial Information as required by the Code of Ethics?

Yes No

Question applies to COMMUNITY YOUTH DEVELOPMENT (78415) PROGRAM STEERING COMMITTEE

All applicants are subject to a background and fingerprint check for this committee. Are you willing to comply with the background check if appointed to this committee?

Yes No

Verification

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I Agree

Oath

I swear that all of the statements included in my application and attached documents, if any, are true and correct.

I Agree

Tosha James



Core Competencies

- Attain and leverage strategic relationships
- Communicate with impact
- Drive execution and financial results
- Effective decision making
- Lead and develop others
- Service quality and excellence
- Honor organization mission and values
- Achieve success through effective leadership

Professional Experience

Senior IT&S Director / Asst. Ethics and Compliance Officer

HCA Healthcare - Corpus Christi Medical Center

2015 - Present

Corpus Christi, TX

Responsible for IT Operations and resource management for multiple acute care IP facilities, freestanding emergency departments, IP psychiatric facility, cancer center, and ambulatory clinics comprising 631 total IP beds. Conduct ethics and compliance investigations and audits; manage Facility Ethics and Compliance Committee; and ensure facility compliance with all policies and regulations. Serve as Facility Information Security Officer ensuring mitigation of system risks. Develop plans for facility technical environment in cooperation with Division technical leaders. Manage biomedical operations and staff. Develop and manage capital and operating budgets aligned with enterprise budget directives. Responsible for development and implementation of policies and procedures within a corporate framework. Facilitate contract negotiations with vendors. Serve as Project Manager on facility IT projects. Work with Executive Leadership on strategic planning for facility growth. Promote and coordinate management of compliance issues and projects. Serve as chair for Employee Action Committee, Team Leader in ICS process and facility disaster preparation, and General Support Process Improvement Team Leader. Understand future changes / trends in the Healthcare & Technology industries and how they relate to the organization.

President

T James Management Services, LLC

2014-2018

Management Consultant Company served as Clinic Administrator for medical and surgical clinics and General Contractor for residential home construction. Managed daily to day and financial operations, strategic planning, permitting, and regulatory compliance. Conducted internal audits and developed action plans. Responsible for implementation and maintenance of technological infrastructure. Developed policies and procedures for multiple clinics, managed HR functions, and served as Project Manager for construction and IT projects. Facilitated marketing and social media for clinics. Responsible for implementation, maintenance, and training for multiple EHR Systems.

IT Application Manager

BSA Health Systems (Siemens Managed Care) / Amarillo, TX

2012-2014

Transitioned from Siemens to BSA due to buyout. Provided leadership to IT staff and managed end user support of hospital systems. Responsible for development and implementation of application enhancement

Tosha James

strategy. Managed regimented application maintenance schedule to ensure healthy operating systems. Ensured compliance with Ardent/BSA policies, procedures and standards. Facilitate vendor contracting and negotiations. Develop departmental capital and operational budgets. Responsible for resource management to appropriate staffing levels and ensure optimal productivity. Successful completion of enterprise defined directives within facility while mitigating risks between business units & application team. Served as Project Manager on multiple projects ensuring successful implementation.

Administrator

Texas Tech University Health Science Center –

Correctional Managed Healthcare / Amarillo, TX

2005-2012

Responsible for daily healthcare operations in a correctional setting. Management of 300+ medical, dental, psychiatric and ancillary professionals. Ensured implementation of Texas Department of Criminal Justice (TDCJ) and Texas Tech University Health Service policies within TDCJ William P. Clements, Jr. Unit. Established systems for the coordination of care among multi-disciplinary healthcare providers and provide quality and accessibility of all healthcare services provided to TDCJ inmates. Facilitated implementation of EMR system. Conducted investigations of ethic and compliance complaints. Daily engagement in unusually difficult or involved work requiring substantial and frequent use of judgment and independent decision-making. Maximized operating efficiencies through sound management practices and utilization review procedures. Ensured operational objective in accordance with facility needs for multiple service lines. Prepared surveys and conducted routine audits to ensure compliance with all regulatory agencies and policies. Obtained national accreditation. Responsible for all facets of financial management, project management, IT management, public health outreach, contract development, regulatory compliance, risk management, and quality control. HR facilitation inclusive of payroll, benefits, resource staffing, discipline, training, and professional recruiting.

Education

Master of Arts in Management

Wayland Baptist
University

Bachelor of Science in HR Management

Wayland Baptist
University

Training/Associations

- American College of Healthcare Executives (pursuing FACHE) – Current Member
- Disaster Preparedness for Hospitals and Healthcare Organizations – FEMA Training

Volunteer/Community Involvement

- 2018 President, Board of Directors – Tropic Isle Homeowners Association
- CASA (Court Appointed Special Advocate) volunteer
- United Way of Amarillo & Canyon – Team Leader

Tosha James
