







City Of Corpus Christi

MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD

BOARD DETAILS




 **OVERVIEW**

-  **SIZE** 8 Seats
-  **TERM LENGTH** 3 Years
-  **TERM LIMIT** 6 Years

The Museum of Science and History Advisory Board serves as an advisor to the Museum Department and to the City Council in matters of support and development of the museum. The Board may adopt comprehensive policies relating to the following: (1) Management of collections; (2) Acquisitions for the collections; (3) Disposition and the de-acquisition of objects in and for the collection; (4) Use of museum facilities.



CONTACT

 Arlene Medrano
 (361) 826-3355
 arlenem@cctexas.com



DETAILS

COMPOSITION

Six (6) members appointed by the Mayor, with advice and consent of the Council, to be selected as follows: Two (2) nominated by Friends of the Museum; Four (4) nominated by the Mayor who shall seek at least one member from each of the following fields: K-12 Education, Higher Education and the Business Community. Ex-officio members shall include the City Manager and Superintendent of CCISD, or their designated representatives. The Mayor may also choose other advisory members he/she deems serves the best interest of the museum. The term of each advisory member shall be three (3) years.

CREATION / AUTHORITY

Section 2-90, Code of Ordinances. Ord. No. 11090; 19350 - 6/10/86; 20294 - 5/3/88, 029642 10/09/12.

MEETS

At least once quarterly at noon at the Museum of Science and History Conference Room at 1900 N Shoreline Blvd.

TERM DETAILS

Three-year terms.

DEPARTMENT

General Government & Operations Support

**Museum of Science and History Advisory Committee
July 14, 2015**

One (1) vacancy with term to 12/11/15 representing the following category: 1 - Business Community, Higher Education or K-12 Education Representative. *(Appointed by the Mayor with advice and consent of the Council.)*

Name	Board name	Status	District	Term	End date	Category	Position
O.K. Smith	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Resigned	District 5	Partial	12/11/15	Business Community	Member
Shannon Madden	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Active	District 3	1	12/11/15	Advisory, non-voting	Member
Scott Sutherland	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Active	District 4	1	12/11/15	Business Community	Member
Steve Arnold	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Active	District 5	Partial	12/11/15	Friends of the Museum	Member
Dr. Jonda Halcomb	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Active	District 4	1	12/11/15	Higher Education	Chair
Cary Perales	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Active	District 2	Partial	12/11/15	K-12 Education	Member
Anita Eisenhower	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Active	District 1	Partial	12/11/15	Advisory, non-voting	Member
Amanda Leal	MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD	Active	District 1	Partial	12/11/15	Friends of the Museum	Member

**Museum of Science and History Advisory Committee
July 14, 2015**

Name	District	Employer	Work Address	City	St.	Work Phone	Category
George Brown	District 4	SELF-EMPLOYED					Business Community
Sonia Castillo	District 5	3RD COAST RESEARCH ASSOCIATES	6000 S. STAPLES, STE. 404	Corpus Christi	TX	361-288-4668	Business Community
Prasant Chhotu	District 5	US ARMY-AMRDEC	10221 Ave E, Bldg 1770, Mail Stop 55	Corpus Christi	TX	361-961-2023	Business Community
Robert T. Trevino	District 5	CORPUS CHRISTI ARMY DEPOT		Corpus Christi	TX	361-961-4296	Business Community
Jeremy L. Coleman	District 2	BROOKS CHAPEL DEVELOPMENT CENTER, INC.					Business Community or K-12 Education
Kathryn M. Wemer	District 4	CORPUS CHRISTI INDEPENDENT SCHOOL DISTRICT					K-12 Education

City Of Corpus Christi

Profile

Prefix George Middle Initial Brown Suffix

First Name

Last Name



Email Address

Which Boards would you like to apply for?

FOOD SERVICE ADVISORY COMMITTEE, MARINA ADVISORY COMMITTEE, MUSEUM OF SCIENCE
AND HISTORY ADVISORY BOARD



Street Address



Suite or Apt



City



State



Postal Code

District 4

What district do you live in?

Please [CLICK HERE](#) for a map to verify your district assignment.



Primary Phone



Alternate Phone

SELF-EMPLOYED

Employer

INSTRUCTOR FOR SERVSAFE

Job Title

WorkAddress - Street Address and Suite Number

WorkAddress - City

WorkAddress - State

WorkAddress - Zip Code

Work Phone

Work E-mail address

Preferred Mailing Address

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)

ROY MILLER HIGH SCHOOL DEL MAR COLLEGE USMC ELECTRONIC'S TECH REAL ESTATE AGENT-
CENTURY 21 RESTAURANT KITCHEN MANAGER AT KNUCKLEHEADS TECHNICAL MANAGER -
CHUCK E CHEESE

Registered Voter?

Yes No

Current resident of the city?

Yes No

73

If yes, how many years?

Upload a Resume

Demographics

Completion of this information is VOLUNTARY. The City will use this information for statistical purposes only, such as tracking the diversity of board and commission appointees. By providing this information, you will help us ensure that appointments represent a broad cross-section of the community.

Caucasian/Non-Hispanic

Ethnicity

Male

Gender

Verification

City Code Requirement

As a board, commission, or committee member, you will be asked to adhere to: City Code of Ordinances, Section 2-65, 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. City Code of Ordinances, Section 2-61, 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 for appointment must be disclosed under the Public Information Act. I also understand that it may not be legally possible to maintain the confidentiality of such information, and 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 Public Information Act.

I Agree

Oath

I swear that all of the statements included in my application are true and correct.

I Agree

Board-specific questions (if applicable)

Question applies to FOOD SERVICE ADVISORY COMMITTEE.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

Local Food Manager from Food Service or Food Processing Industry

Question applies to MARINA ADVISORY COMMITTEE.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- Engineer
- Environmentalist
- Restaurant Representative (located within boundaries of marina)
- Scientist, i.e. Marine Biologist

Question applies to MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

Business Community

City Of Corpus Christi

Profile

Prefix Sonia First Name Middle Initial Castillo Last Name Suffix


Email Address


Which Boards would you like to apply for?

COMMISSION ON CHILDREN & YOUTH, CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION, MAYOR'S FITNESS COUNCIL, MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD, OIL AND GAS ADVISORY COMMITTEE, PARKS AND RECREATION ADVISORY COMMITTEE, REGIONAL HEALTH AWARENESS BOARD, TRANSPORTATION ADVISORY COMMISSION


Street Address


City


Suite or Apt


State


Postal Code

District 5

What district do you live in?

Please [CLICK HERE](#) for a map to verify your district assignment.


Primary Phone


Alternate Phone

3RD COAST RESEARCH ASSOCIATES
Employer

COORDINATOR
Job Title

6000 S. STAPLES, STE. 404
WorkAddress - Street Address and Suite Number

CORPUS CHRISTI
WorkAddress - City

TX

WorkAddress - State

78413

WorkAddress - Zip Code

361-288-4668

Work Phone

Work E-mail address

Home/Primary Address

Preferred Mailing Address

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)

BACHELOR OF ARTS - NATURAL SCIENCE MASTER OF SCIENCE - ENVIRONMENTAL SCIENCE
CLINICAL RESEARCH INDUSTRY/MEDICAL RESEARCH INDUSTRY - 16 YEARS COMMUNITY
OUTREACH REGARDING CLINICAL RESEARCH AWARENESS

Registered Voter?

Yes No

Current resident of the city?

Yes No

5

If yes, how many years?

Upload a Resume

Please upload any additional supporting documents

Demographics

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Hispanic

Ethnicity

Gender

Verification

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I Agree

Oath

I swear that all of the statements included in my application are true and correct.

I Agree

Board-specific questions (if applicable)

Question applies to COMMISSION ON CHILDREN & YOUTH.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- Health and Human Services
- Law Enforcement
- Education
- Youth and Family Services
- Nueces County District Attorney's Office
- Youth Representative, 16 - 21 years of age at time of appointment

Question applies to CORPUS CHRISTI BUSINESS AND JOB DEVELOPMENT CORPORATION.

Are you a qualified elector* of the City?

Yes No

Question applies to MAYOR'S FITNESS COUNCIL.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- Health Care / Medical Professionals
- Worksite Wellness
- Disability Networks
- Senior Initiatives
- Youth Initiatives
- Community Outreach

Question applies to MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- K - 12 Education
- Higher Education
- Business Community
- Friends of the Museum Nominee

Question applies to OIL AND GAS ADVISORY COMMITTEE.

Per city ordinance, the committee must include representatives from certain categories. Do you

qualify for any of the following categories? *

- Oil and Gas Well Industry Nominee
- Not Connected with Oil and Gas Well Industry

Question applies to multiple boards.

*Qualified elector/voter means a person who is 18 years of age or older; a United States citizen; has not been determined by a final judgement of a court to be mentally incapacitated; has not been finally convicted of a felony or, if so convicted has fully discharged the person's sentence including incarceration, parole or supervision, or completed a period of probation ordered by any court; and a resident of this State.

Question applies to TRANSPORTATION ADVISORY COMMISSION.

Per city ordinance, at least one member of this commission shall represent the bicycling community. Do you qualify for this category?

- Yes No

City Of Corpus Christi

Profile

Prefix Prasant First Name Middle Initial Chhotu Last Name Suffix


Email Address

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MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD


Street Address


City


Suite or Apt


State


Postal Code

District 5

What district do you live in?

Please [CLICK HERE](#) for a map to verify your district assignment.


Primary Phone


Alternate Phone

US ARMY-AMRDEC
Employer

Aerospace Engineer
Job Title

10221 Ave E, Bldg 1770, Mail Stop 55
WorkAddress - Street Address and Suite Number

Corpus Christi
WorkAddress - City

Texas
WorkAddress - State

78419

WorkAddress - Zip Code

361-961-2023

Work Phone

Work E-mail address

Home/Primary Address

Preferred Mailing Address

Interests & Experiences

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

HOA Prairie Estates, Secretary

Education, Professional and/or Community Activity (Present)

M.S. Industrial Engineering

Registered Voter?

Yes No

Current resident of the city?

Yes No

15

If yes, how many years?

[Prasant Chhotu Resume 2015.docx](#)

Upload a Resume

Demographics

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Asian or Pacific Islander

Ethnicity

Male

Gender

Verification

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Board-specific questions (if applicable)

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Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

Friends of the Museum Nominee

PRASANT CHHOTU

OBJECTIVE: I am seeking a senior engineering position in the manufacturing industry focusing on operational management and process improvement.

EDUCATION: **Texas A&M University-Kingsville**
Kingsville, TX 78363
Masters of Science in Industrial Engineering May, 2003
GPA: 3.70/4.00
Thesis Topic: Forecasting Fatigue Allowances Using Artificial Neural Networks
Bachelors of Science in Industrial Engineering, Dec, 1999
GPA: 2.92/4.00
Member of Foundation Coalition (Sponsored by National Science Foundation)

- This program teaches all disciplines of engineers to work in-groups by changing the classroom environment and integrating the course curriculum.

Senior Design Project

- Designed and tested a vehicle which can pick up rocks using a radio control for the 1999 ASME Student Design Contest

RELATED COURSE WORK: Statistics, Statics and Dynamics, Thermodynamics I, Material Science, C Programming, Numerical Analysis, Electrical Engineering, Computer Design (Cad Key), Physics I-II, Calculus I-III, Differential Equations, Operations Research, Motion and Time Study, Facility Design, Quality Control, Manufacturing Processes, Human Factors/Ergonomics, Reliability, Simulation, Quality Management, Biomechanics, Feature-Based CAD/CAM, Factory Physics

EMPLOYMENT HISTORY:

Research Development Engineering Command, Aviation Engineering Directorate, Maintenance Engineering Division (AEM) ((07/21/2008 - Present) - Aerospace Engineer
Corpus Christi, Texas United States
Supervisor: Humberto Hernandez - 361-961-2771
Pay Grade: DB - 0861 – 03
Hours per week: 40

Maintenance, Acquisition and Projects Branch
(August 2013 – Present)

Duties: Managed engineering service contract for the division. Refined the Performance Work Statement (PWS) and coordinated with AMCOM Contracting Office and AMCOM Legal office

Chhotu, Prasant

to ensure the PWS meets the Federal Acquisition Regulation and started the process for contract award as a Contractor Officer's Representative (COR). As a COR, I managed the contract to ensure contractor met or exceeded contract requirements to support the Division and Aviation Customers' needs. I also ensured contractor stayed within budgeted labor hours for each project and reviewed all reports of work completed.

Additionally, my other primary functions were to support Conditional Based Maintenance projects and ensure the projects were executed within the allotted schedule and budget by coordinating with other AED Divisions and personnel within AEM. I also supported M&O [Organic (NMP) & Commercial (ICAPP)] programs to ensure the Maintenance Division executed maintenance plan reviews within the allotted time.

Developed and implemented Division maintenance policies and Standard Operating Procedures for Shot Peening, Aircraft Bearing inspection and Conditional Based Maintenance (CBM) Teardown Analysis. Lead Integrated Process Review for developing a standard policy for using Plastic Media for stripping coatings from airframes and various airframe components and secondary components.

Other duties included securing Army Work Capital Funds from the AMCOM Logistics Center (ALC) for supporting Cost Wise Readiness Projects. I received funding for re-evaluating RECAP standards of secondary component items and lead a team to implement changes to technical manuals for implementation. I also submitted several funding proposals for various engineering projects in support of ALC's Cost Wise Readiness Program.

I also participated in teams which promoted insertion and implementation of new technologies towards aerospace maintenance and repair development. Such technologies were Isotropic Super Finish, Cold Spray Technology, Laser Additive Manufacturing and Tri-Chrome Application. Several of these efforts were in efforts to develop new repairs for components to reduce overall maintenance cost and in some cases reduce the negative environmental impact current repair methods may attribute to. I worked with several U.S. Army agencies to develop the repairs and implementation plan for these new technologies.

Drive System Team, Propulsion Branch
(July 2008 – August 2012)

Duties: Served as a Maintenance Engineering Division (MED) Subject Matter Expert for Maintenance and Overhaul (M&O) related issues for UH60 Drive systems. I provided engineering support to ensure airworthiness and improved reliability and longevity of rotary drive systems (e.g., Main Transmissions, Gearbox and Rotor Head components). I resolved technical issues and ensured the technical accuracy of Depot Maintenance Work Requirements, Technical Manuals and data packages to ensure optimal maintenance standards for rotary aircraft systems. I also evaluated individual parts which did not meet repair requirements and performed engineering analysis to develop repairs to ensure part can regain airworthy status.

Reviewed Maintenance and Overhaul Plans for organic (NMP) and commercial (ICAPP) aerospace repair facilities to ensure the plans meet all repair requirements to meet airworthiness standards.

Performed acting team lead duties during team lead/designated team lead absences, i.e. managed and delegated incoming workloads, attended weekly staff meetings, addressed production issues

Chhotu, Prasant

with depot shop supervisors, etc... During acting team lead role, always promoted teamwork, maintained a professional attitude, and treat team members and division personnel with politeness and respect. Developed and briefed my management and customers on various maintenance issues. Provide guidance and advice to my peers to ensure continuity and completion Continue to improve customer relation by providing expeditious responses to meet suspense dates and maintaining professional communications/dialogues.

Corpus Christi Army Depot (04/05/2004 – 07/18/2008) - Industrial Engineer

Corpus Christi, Texas United States

Supervisor: Kelly Jackson - 361-961-5767

Pay Grade: GS - 0896 - 12

Hours per week: 40

Duties: I perform production process design for priority workload by serving as a project engineer, performing and initiating production design and improvements in support of production. Facilitating the depot's modernization plans, modernization planning and research and development of state-of-the-art production technology relating to facilities, process, and information, were also part of my job duties. I am responsible for the planning, coordination and direction of a process operations and functions through supervisors of individual work centers. I provided technical and organizational guidance to shop personnel related to meeting the process improvement for repair/overhauled of aircraft components. Lean and Six Sigma concepts are implemented to plan, schedule and improve production through researching man-hour allotments and tool requirements in order to reduce cost variances. Purchased and coordinated installation of shop floor equipment to reduce cycle time, improve quality, increase efficiency and reduce injury of illness of shop floor workers.

I have the ability to develop and define measurement criteria, procedures, and processes/methods to meet the needs of CCAD production functions. My duties also include the ability to research and analyze information, develop new information about the project topic by collecting, reviewing, evaluating, and interpreting data using the best practices. I also have the ability to present findings, options, and recommendations via briefings and technical reports. As an Industrial Engineer, I have provided advice and recommendations on research techniques process changes, and new equipment acquisition to other engineers and analysts.

Communicate with Aviation Missile Command (AMCOM) and Assistant Secretary of the Army for Acquisition, Logistics, and Technology (ASA(ALT)) to procure funds for equipment support for modernization and improvement.

PROJECTS/TEMORARY DUTY (TDY):

Transmission Shop Support

Transmission Re-map (February 2005 – July 2008)

I guide the Transmission Shop in improving production for UH-60, AH-64, CH-47, UH-1N, OH-58 and AH-1W transmission and gearbox programs. Performed analysis to optimize production through introducing new/updated equipment, reorganize processes to better control and manage production to meet customer demand. Performed program management functions on contract in support to aid in collection of data and analysis to design ideal production layout. Also, coordinated and participated in Lean events such as 6S, 3P, Value Stream Analysis and Rapid Improvement Events. Estimated increase in production throughput by twenty percent. Developed optimal layout to improve throughput for UH-60, AH-64, CH-47 transmission and

Chhotu, Prasant

gearbox programs. Established new work centers using Theory of Constraint concepts to manage the variability in repair cycle workload. Reduced in-shop inventory and created new work processes to support current customer demand. Created new process concepts to support long-term business plans for new workload. This included analyzing resource and personnel management coordinated with CCAD TELS partners, Boeing and Sikorsky, and determined cost-benefit analysis for the implementation plan.

I served as a contracting officer representative (COR) and technical representative (COTR) to coordinate and direct contractors to coordinate installation of equipment and provide engineering studies.

Depot Throughput and Capacity Model
(February 2005 – July 2008)

Determined best approach to develop a throughput and capacity model for the CCAD using Theory of Constraints and Drum-Buffer-Rope to optimize production scheduling. Performed market research on depot operations to identify the validity of developing a model as well as looking at additional requirements needed to develop a throughput and capacity model. Developed a plan to support the Army directive for the Logistics Modernization Program (LMP) to implement a Manufacturing Execution System (MES) to support shop floor execution processes to control and measure production. Continually provided feedback to support implementation plan for MES to support Depot's business plan.

Worked with the CAD LMP Office, Quality Engineering and IT office, Lead AMC Integration Support Office (LAISO) to help determine best approach for selecting the best MES system and integrate it into Corpus Christi Army Depots Business process.

Army Materiel Command Southwest Asia Logistic Support Element (AMC LSE SWA) Deputy G1
(September 27, 2004 – February 15, 2005)

I served in Kuwait as a Deputy G-1 Civilian Personnel Specialist. I tracked personnel accountability in theater, maintained databases used for force protection and personnel recovery. I prepared and maintained Battle Update briefing charts. I coordinated security for off-post missions of DA civilians supporting Operation Iraqi Freedom and Operation Enduring Freedom. I maintained the Table of Distribution & Allowances (TDA), and I assisted AMC personnel with personnel and pay issues.

Optimizing parameters for the FlashJet System using Design of Experiments (May 2004 – September 2004)

In an effort to optimize strip parameters using the FlashJet System, I helped develop several program and process variations using 'Design of Experiments Surface Design Response Testing'. By interpreting statistical data and feedback from FlashJet technicians and their supervisor, I created a measurement control process that would predict changes in the process which optimized strip rates for removing paint on UH-60 aircraft.

Cell Concept Layout for CH-47 Transmission Shop (June 2004 – September 2004)

Chhotu, Prasant

Working in conjunction with CCAD Lean Office, I collected data on CH-47 transmissions (Forward, Aft and Combiner) to map out assembly process and create work cells to help reduce waste and non-value added steps to help reduce turn-around time and increase the quality of the product. Worked closely with shop personnel and supervisor as well as the Lean Office.

Texas Engineering Experiment Station (10/01/2000 - 04/02/2004) - Engineering Research Associate III

Corpus Christi , Texas United States

Supervisor: Dr. John Ayala - 210-885-6552; Contact: Yes

Hours per week: 40

Duties: As on-site manager I supervised up to twenty-six engineers in performing engineered time standards on various repairs for rotary aircraft components at Corpus Christi Army Depot (CCAD). Duties included generating progress reports, tracking labor hours and budget, auditing engineered standards, coordinating with CCAD personnel to schedule time studies, performing feasibility studies, developed proper billing structure for various shops, suggest and prepared briefings of ergonomic, safety, method and Lean improvements for shops with a return on investment analysis. Evaluate and advise CCAD Methods and Standards team on improving current processes of work and gathering data. Duties also included solving day-to-day issues with employees and supporting all employees to meet their job goals and expectations Knowledgeable of Lean Thinking and Lean Manufacturing. Participated in several Lean Events as support for the Lean/Transition office at CCAD. Additional duties also included writing contract proposals for engineering support, assisting in creating budget reports, recruiting, interviewing, and hiring employees for contacts.

Velcon Filters (05/11/1998 - 03/01/2000) - Industrial Engineer

Harlingen , Texas United States

Supervisor: Tomas Gutierrez

Hours per week: 25

Duties: Helped implement standards for manufacturing of pressure vessel fabrication for ISO 9000 registration and certification. Responsibilities included performing time studies and determining and standardizing weld rates and assembly rates for production and organize bill of materials and bill of operations.

PERSONAL ATTRIBUTES:

Accustomed to accepting responsibility, and doing the job right the first time. A team leader and capable of facing problems straight on with confidence. Honest, hard working, fair, ethical, quick learner are some of my best attributes. Always open to constructive criticism, new ideas and change.

HONORS AND ACTIVITIES:

- Leadership Corpus Christi Class XLIII (4/2014-5/2015)
- COR Certification (04/20/2012): Meridian KSI Knowledge Center On-line course teaches individuals the duties and responsibilities of becoming a Contract Officer's Representative.
- DoD CORE Acquisition Member 2010
- Systems Planning, Research, Development and Engineering (SPRDE) – Program Systems Engineer Level III
- Superior Civilian Service Award (02/12/2005) Serving as the AMC LSE SWA Deputy G-1 between October 2004 thru February 2005.
- March 2004 – Applied Ergonomics Conference Ergo-Cup Runner up
Topic: Education and Training
- August 2003 – Presented Briefing at Force Health Protection Conference in Albuquerque, NM: Methods and Standards a Success Story
- December 2003 – Skillpath Management Seminar: Managing and
Eliminating Unacceptable Behavior and Other Employee
- 95-96 - Engineering Student Council Representative for Industrial Engineering Department
- 95- Present - Member of Institute of Industrial Engineers
- 96- 99 - President of Engineering Student Council
- 96- 99 - Vice President Institute of Industrial Engineers

SPECIAL SKILLS:

Microsoft Office, Microsoft Excel, Microsoft Power Point, MS Windows 95, Statistica, Visual Slam, AweSim, Process Control Systems, Enterprise Resource Planning Systems, C programming, minor computer repair, worked with digital cameras, graphics software, lathe, milling machine and CNC machine, knowledgeable of laser and water machining technology, familiar with welding processes and speak Gujaratii.

City Of Corpus Christi

Profile

Prefix Jeremy First Name L. Middle Initial Coleman Last Name Suffix


Email Address

Which Boards would you like to apply for?

CLEAN CITY ADVISORY COMMITTEE, HOUSING AUTHORITY, MAYOR'S FITNESS COUNCIL, MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD, TREE ADVISORY COMMITTEE


Street Address


City


Suite or Apt


State


Postal Code

District 2

What district do you live in?

Please [CLICK HERE](#) for a map to verify your district assignment.


Primary Phone


Alternate Phone

**BROOKS CHAPEL
DEVELOPMENT CENTER, INC.**
Employer

CHAIRMAN/CEO
Job Title

WorkAddress - Street Address and Suite Number

WorkAddress - City

WorkAddress - State

WorkAddress - Zip Code

Work Phone

Work E-mail address

Home/Primary Address

Preferred Mailing Address

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

Registered Voter?

Yes No

Current resident of the city?

Yes No

If yes, how many years?

[COLEMAN.pdf](#)

Upload a Resume

Demographics

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African American

Ethnicity

Male

Gender

Verification

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I Agree

Oath

I swear that all of the statements included in my application are true and correct.

I Agree

Board-specific questions (if applicable)

Question applies to CLEAN CITY ADVISORY COMMITTEE.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- Primary, Secondary or High School Educator in City
- Local Chamber of Commerce Member
- Commercial Solid Waste Hauler
- Beautify Corpus Christi Association Member

Question applies to MAYOR'S FITNESS COUNCIL.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

Youth Initiatives

Question applies to MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD .

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

Higher Education

Question applies to TREE ADVISORY COMMITTEE.

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- Landscape Architect
- Certified Arborist or Urban Forester
- Electric Utility Provider AEP, Texas Representative

Mr. Jeremy Lane Coleman

OBJECTIVE: To become employed with your company as an administrative assistant or office manager.

HIGHLIGHTS OF QUALIFICATIONS:

- Eight years office management experience
- Three years classroom experience working with elementary population
- A born leader; effectively handled position of major responsibility on a continuous path of professional advancement
- Well organized; strong in planning and implementing programs
- Able to set and achieve goals
- Fast learner with a wide range of practical skills
- Special talent for relating well with all types of people
- Excellent communication skills – verbal and written
- Skill in dealing with sensitive populations in a professional and concerned manner
- Able to handle a multitude of details at once, meeting deadlines under pressure
- A decision maker; resourceful, and works well independently or as a cooperative team worker
- Self-motivated; able to learn anything on own initiative
- Exceptional organizational skills

PROFESSIONAL EXPERIENCE:

- Manage and maintain executives' schedules
- Prepare invoices, reports, memos, letters, financial statements and other documents using word processing, spreadsheet, database and presentation software
- Read and analyze incoming memos, submissions, and reports to determine their significance and plan their distribution
- Open, sort, and distribute incoming correspondence, including faxes and email
- File and retrieve corporate documents, records, and reports
- Prepare responses to correspondence containing routine inquiries
- Perform general office duties such as ordering supplies, maintaining records, management systems and performing basic bookkeeping work
- Prepare agendas and make arrangements for committee, board, and other meetings
- Served as liaison to company executives on employee relations and job performance for call center
- Provide assistance to students with special needs, such as those with physical and mental disabilities
- Tutor and assist children individually or in small groups in order to help them master assignments and to reinforce learning concepts presented by teachers
- Organize and label materials and display students' work in a manner appropriate for their eye levels and perceptual skills
- Enforce administration policies and rules governing students
- Present subject matter to students under the direction and guidance of teachers, using lectures, discussions, or supervised role-player methods

TECHNICAL SKILLS

Computer literate – Word, Excel, Access, PowerPoint, internet, QuickBooks, P.D.S., Quicken, Grassroots, data entry programs, 10-key by touch, most office equipment including fax machine and copiers

EMPLOYMENT HISTORY

5 years	Instructional Assistant/Substitute	West Oso ISD	Corpus Christi, TX
2 years	Senior Sales Representative	APAC	Corpus Christi, TX
1 year	Office Administrator	N.A.A.C.P., Inc.	Corpus Christi, TX
1 year	Administrative Assistant	Brooks Chapel E.C.D., Inc.	Corpus Christi, TX
7 years	Church Secretary	St. John Baptist Church	Corpus Christi, TX

EDUCATION

<i>(currently pursuing)</i>	B.A./Business Administration	Del Mar College	Corpus Christi, TX
Graduate	Richard King High School		Corpus Christi, TX
Certification	QuickBooks Pro2008	Del Mar College	Corpus Christi, TX
Certification	TOPS Certification ESC2	E.S.C.2	Corpus Christi, TX

PROFESSIONAL AND COMMUNITY ASSOCIATIONS

- Chairman– Brooks Chapel Early Childhood Center, Inc.
- President of Ignite Political Action Committee
- Past Board Member- Sister City Council of Corpus Christi
- Past County Board Member – Nueces County Community Action Agency
- Former Chairman and President – Youth Council & Foundation of Corpus Christi
- Former Board Member – Mayor’s Advisory Council
- National Board Member – Camp Fire U.S.A.
- Former Chairman of Health Committee – N.A.A.C.P.
- Member – State of Texas Student Council Association
- Past Secretary – N.A.A.C.P. Executive Committee
- Past President – City-Wide Youth Council of Corpus Christi
- Past G.S.A. Coordinator
- Former Member of Student Government Association/Del Mar College
- Past President and Founder – Barclay Grove Resident Association
- Past Vice President – C.A.T.C.H. Youth, Inc.
- Former Board Member of Sister Cities of Corpus Christi
- Past President of Coastal Bend Young Democrats

City Of Corpus Christi

Profile

Prefix Robert First Name T. Middle Initial Trevino Last Name Suffix


Email Address

Which Boards would you like to apply for?

AIRPORT BOARD, COMMITTEE FOR PERSONS WITH DISABILITIES, MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD


Street Address


City


Suite or Apt


State


Postal Code

District 5

What district do you live in?

Please [CLICK HERE](#) for a map to verify your district assignment.


Primary Phone


Alternate Phone

**CORPUS CHRISTI ARMY
DEPOT**
Employer

**SUPERVISOR/DIRECTORATE
OF MFG./PROC. PRODUCTION**
Job Title

WorkAddress - Street Address and Suite Number

CORPUS CHRISTI
WorkAddress - City

TX
WorkAddress - State

78419

WorkAddress - Zip Code

361-961-4296

Work Phone

Work E-mail address

Home/Primary Address

Preferred Mailing Address

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)

GRADUATE OF INCARNATE WORD ACADEMY. B.S. IN PROFESSIONAL AERONAUTICS (EMBRY RIDDLE AERONAUTICAL UNIVERSITY). RETIRED UNITED STATES ARMY (AIR TRAFFIC CONTROLLER).

Registered Voter?

Yes No

Current resident of the city?

Yes No

9

If yes, how many years?

[TREVINO.pdf](#)

Upload a Resume

Please upload any additional supporting documents

Demographics

Completion of this information is VOLUNTARY. The City will use this information for statistical purposes only, such as tracking the diversity of board and commission appointees. By providing this information, you will help us ensure that appointments represent a broad cross-section of the community.

Hispanic

Ethnicity

Gender

Verification

City Code Requirement

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I Agree

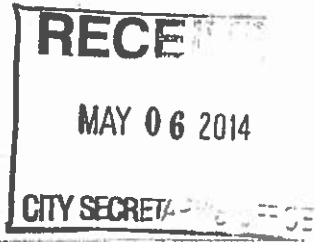
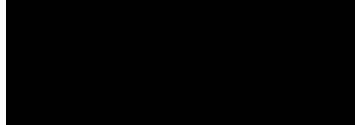
Board-specific questions (if applicable)

Question applies to MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD .

Per city ordinance, the committee must include representatives from certain categories. Do you qualify for any of the following categories? *

- K - 12 Education
- Higher Education
- Business Community
- Friends of the Museum Nominee

Robert Ted Trevino



Availability: Job Type: Permanent, Term, Internships
Work Schedule: Full-Time, Shift Work

Work Experience: Corpus Christi Army Depot Series: 3806 Pay Plan: WS Grade: A
308 Crazy Street
Corpus Christi, TX 78419 United States

01/2007 - Present
Hours per week: 40
Supervisor (This is a federal job)
Duties, Accomplishments and Related Skills:
Serves as a Supervisor of fourteen employees in the repair and refurbishing of aircraft component containers. Plans use of subordinate workers' equipment, facilities, and materials on a week-to-week or month-to-month basis, establishes deadlines, priorities, and work sequences, and plans work assignments based on general work schedules, methods, and policies set by higher level management, as required, coordinates work with supporting or related work functions controlled by other supervisors. Assigns work to employees. Observes work in progress, investigates work related problems (e.g. low productivity, workload imbalance, space rearrangement, and acquisition or development of specialized tools, etc.), and determines causes; implements corrective actions within the authority to resolve work problems, resolves staffing, engineering requirements, and work operations problems. Recommend solutions to coordination problems between work operation and other production and support organizations to include request for support services from line and/or staff operations (e.g. Production Control). Plan and establish overall leave schedules. Counsel employees on performance, Promote a positive work environment for all employees.
Supervisor: Fred Mehary (361-6468)
Okay to contact this Supervisor: Yes

U. S. Army
Armed Forces Pacific
Korea, Republic of
Cp Humphreys, South Korea

04/2004 - 05/2005
Salary: 42,000.00 USD Per Year
Hours per week: 40
Air Traffic Liaison/Platoon Sergeant
Duties, Accomplishments and Related Skills:
Supervised over an organizational segment of the unit and was responsible in planning and directing work operations and exercised administrative authority. Regarded as the top subject matter expert for the trades and occupations in the organizational unit under the incumbents' supervision. Perform safety duties and functions in support of the Army Safety Program, and the integration of risk management into the Army processes. Planned use of subordinate workers' equipment, facilities, and materials on a week to week or month to month basis. Established deadlines, priorities, and work sequences, and plans work assignments based on general work schedules, methods, and policies set by higher level management. Carried out range control duties to ensure the safe conduct of training in accordance with 8th Army regulations, policies, and procedures.
Supervisor: Cpt. Kevin E. McHugh (753-6754)
Okay to contact this Supervisor: Yes

U. S. Army
Ft. Campbell, KY United States

10/2001 - 03/2004
Salary: 40,000.00 USD Per Year
Hours per week: 40
Sabre Tower Facility Chief
Duties, Accomplishments and Related Skills:
Served as a Facility Chief/Air Traffic Control Specialist (Terminant Sabre Army Helipad Tower. Responsible for the safe, orderly and expeditious flow of aircraft operating in Sabre Tower area of responsibility. Utilized tower radar and visual flight rules, instrument flight rules, special and copter VFR to effect separation between arriving, departing and enroute air traffic. Checked proposed route of flight for crossing dangerous or restricted areas and for ATC information required for proper entry into the correct controlling agency. Received and transmitted all weather and safety warnings. Alerted crash crew in the event of aircraft emergencies. Maintained files on flying

regulations, information publications, and navigational air information. Maintained both Individual Flight Records Folder and Individual Aircrew Training Folder IAW FM 1-300 and AR 95-1. Posted and updated the NOTAM file daily. Relayed weather information as received from NAS Weather Office, etc. that could affect the flight, to include weather warnings, advisories, observations, and forecasts. Provided OJT instruction and guidance to trainee controllers involved in qualification training for their FAA CTD certificate. Counseled soldiers on performance, set performance standards and made formal appraisals of subordinates' work performance. Recommended soldiers for promotion and reassignment. Reviewed job description for currency and accuracy and made necessary changes. Counseled soldiers on problems and adjusted informal complaints through discussion with the soldier. Initiated proposals for formal disciplinary action as needed.

Supervisor: Jonathan R. Hallock (635-2725)

Okay to contact this Supervisor: Yes

U. S. Army
Fort Rucker, AL 36362 United States

06/1998 - 09/2001

Salary: 38,000.00 USD Per Year

Hours per week: 40

Instructor/Writer

Duties, Accomplishments and Related Skills:

Conducted college level instruction for U.S. Army Aviation Center instructor/training developers in the Instructor Training Course and the Systems Approach to Training (SAT) Course and using the SAT process in day to day activities. Graduated from the Middle Managers Course. Facilitated small group instruction for 5-6 students. Provided instruction to both Military and Civilian personnel, as well as, foreign students assigned to be Instructors at the Army Aviation War fighter Center and abroad. Evaluated U.S. Army Aviation Instructors for the instructor recognition program. Conducted research, educational studies and developed training material as required. Developed and adjusted quality control and inspection requirements, instructions, methods, techniques and procedures. Researched new information about subjects studied to clarify and validate results. Collected, reviewed, evaluated, and interpreted data. Presented findings, options, and recommendations, via briefings, staff reports, projects, papers, etc. Prepared reports of discrepancies, followed up and implemented corrective action. Reviewed, analyzed, and interpreted regulations, publications and directives pertinent to quality systems and technical work requirements. Performs duties as a lead Trainer in preparing lesson plans, reports and conducts quality audits. Skill in developing and presenting written and oral technical and non-technical information.

Supervisor: Craig A. Allgood (235-2378)

Okay to contact this Supervisor: Yes

U. S. Army
 Ft. Winwright, AK United States

06/1996 - 05/1998

Salary: 36,000.00 USD Per Year

Hours per week: 40

Air Traffic Control Specialist Shift Leader

Duties, Accomplishments and Related Skills:

Served as Air Traffic Control Specialist for a Visual Flight Rule (VFR) tower and a Precision Approach Control Radar Approach. Alternately performed radar control and tower responsibilities. Was assigned to other positions of operation as required, to include shift supervisor and training supervisor.

Controlled aircraft using radar, ensuring precise alignment of both search and precision radar screens. Established and maintained positive radar identification of aircraft, issuing turns and altitude so as to establish and maintain appropriate separations. Vectored aircraft to the final approach course by issuing glide path and azimuth information. On final approach, ensured that aircraft being vectored remained within the airfields delegated airspace. Considered radar equipment capabilities, aircrafts position, speed, and altitude in respect to terrain clearance, control towers traffic density, priorities, emergencies, weather and wind, lost communication and lost radar procedures, how approach will terminate, and airfield conditions. Made decisions involving the order of departures and arrivals, designation of active runway and possible simultaneous use of runway and other landing areas.

Issued instructions and clearances to aircraft operating in the tower's area of responsibility. Considered the position, type, speed, direction, number and capabilities to aircraft wishing to depart from or land at this airport. Considered the pattern, direction, condition of runways, approaches in progress, noise abatement requirements, wake turbulence and traffic information. Made decisions involving the time and direction of departures/arrivals. Issued Instrument Flight Rules (IFR) clearances received

from FAI Approach Control to provide initial separation between IFR
arrivals/departures and between successive visual flight rule
arrival/departures

U. S. Army
Fort Rucker, AL, 36362 United States

08/1989 - 03/1995
Salary: 32,000.00 USD Per Year
Hours per week: 40

City Of Corpus Christi

Profile

Prefix

Kathryn
First Name

Middle Initial

M.
Middle Initial

Last Name

Wemer
Last Name

Suffix

Email Address

Which Boards would you like to apply for?

MUSEUM OF SCIENCE AND HISTORY ADVISORY BOARD

Street Address

City

Suite or Apt

State

Postal Code

District 4

What district do you live in?

Please [CLICK HERE](#) for a map to verify your district assignment.

Primary Phone

**CORPUS CHRISTI
INDEPENDENT SCHOOL
DISTRICT**

Employer

Alternate Phone

SUBSTITUTE

Job Title

WorkAddress - Street Address and Suite Number

WorkAddress - City

WorkAddress - State

WorkAddress - Zip Code

Work Phone

Work E-mail address

Home/Primary Address

Preferred Mailing Address

Interests & Experiences

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NO

Education, Professional and/or Community Activity (Present)

RETIRED TEACHER BS IN EDUCATION FROM TEXAS A&I UNIVERSITY IN KINGSVILLE, TEXAS 4TH VICE-PRESIDENT-CORPUS CHRISTI ARE HERITAGE SOCIETY RETIRED TEACHER'S ASSOCIATION NUECES COUNTY HISTORICAL SOCIETY AND COMMISSION TEXAS TROPICAL TRAILS

Registered Voter?

Yes No

Current resident of the city?

Yes No

63

If yes, how many years?

Upload a Resume

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Ethnicity

Gender

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