

Professional Summary

Current Chief Technology Officer for a non-profit organization working to prevent and end homelessness in Charlotte County, Florida. Master of Science in Computer Information Systems graduate with a concentration in Database Management and Business Intelligence. Offers 20 years' real-world leadership and technical experience working with teams, administering systems, completing projects, analyzing data, improving business processes, and exceeding goals.

Professional Experience

Chief Technology Officer
Gulf Coast Partnership

7/1/2017 – Present
Punta Gorda, FL

Responsible for overseeing all aspects of organization's IT & IS, including administration, training, and support of county-wide Homeless Management Information System (HMIS), maintaining organization's Office 365 implementation and website, data analysis, and meeting all federal, state, and local reporting requirements.

Accomplishments

- ❖ Migrated users from G Suite for Nonprofits and Windows 2008 server to Office 365
 - ❖ Restructured HMIS provider and user database tree
 - ❖ Integrated Charlotte County Human Services client services into local HMIS
 - ❖ Standardized HMIS policies and procedures and improved overall data quality
 - ❖ Planned, organized, and executed local 2018 Point-In-Time count of Charlotte County's sheltered and unsheltered homeless population including tabulating and reporting data to the U.S. Department of Housing and Urban Development
 - ❖ Created data dashboards that analyzes database generated data and presents it in a front-facing format for consumption by local, state, and federal stakeholders
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Data Analyst/Systems Administrator
The Homeless Coalition

10/24/2016 – 6/30/2017
Port Charlotte, FL

Oversaw all aspects of organization's IT (Windows Server 2008 and Exchange Server 2007) & IS (Bowman ServicePoint HMIS software) including training and supporting on-site and off-site database and local computer users. Administered federally mandated county-wide database of homeless, and those at risk of becoming homeless, for Charlotte County, Florida. Analyzed data and fulfilled federal, state, and local reporting requirements.

Accomplishments

- ❖ Migrated users from failing Windows 2008 server to G Suite for Nonprofits saving

organization \$15,000 in IT costs and allowing users to access email offsite

- ❖ Overhauled outdated HMIS Memorandum of Understanding including entirely revamping the HMIS policies and procedures for the entire county.

Owner/CEO
Gaither Consulting

10/16/2014 – 10/24/2016
Port Charlotte, FL

Temporarily provided tech support, computer repair/upgrades, and general technology guidance to seniors and veterans while completing master's degree

Regional Manager
CBSL

10/7/1996 – 10/15/2014
Cincinnati, OH, Lexington, KY, & Fort Wayne, IN

Managed business operations, IT, IS, sales, promotions, staff, and marketing for five broadcast stations with four offices across two states. Responsible for contract negotiation, custom report creation, business practices analysis, and project management. Authored policies and procedures and enforced corporate, FCC, and EEO compliance.

Accomplishments

- ❖ Implemented IT project consisting of planning, purchasing, and installation of automation systems, external backups, electrical backups, and redundant Internet connections to achieve 99.9% uptime
- ❖ Deployed Marketron cloud database client tracking and reporting software and lead team training and daily use of system for the region
- ❖ Upgraded IT and automation systems for nine radio stations across five states

Education

MS, Computer Information Systems | GPA: 3.57

Concentration: Database Management & Business Intelligence
Boston University

2016
Boston, MA

BS, Business Administration | GPA: 3.83

Honors: magna cum laude
Indiana Wesleyan University

2013
Marion, IN

AS, Information Systems / Computer Science | GPA: 3.28

Purdue University

2006
Fort Wayne, IN

Technical Skills

Oracle | SQL Server | ServicePoint | MongoDB | SQL | PL/SQL | SQL Developer | Database Design, Tuning, Clustering, Management, Backup, Security | JavaScript | Database and System Administration | Tableau | Qlik Sense | Virtualization | Parallels | Office 365 | Java | VB.NET | HTML | CSS | Technical Document Writing | G Suite for Nonprofits