

STATE OF COLORADO

OFFICE OF THE GOVERNOR

136 State Capitol
Denver, Colorado 80203
Phone (303) 866-2471
Fax (303) 866-2003



John W. Hickenlooper
Governor

A 2015 359

EXECUTIVE ORDER

MEMBERS

SMALL BUSINESS ADVISORY COUNCIL

ORDERED:

That the following named persons be and they are hereby appointed to the:

SMALL BUSINESS ADVISORY COUNCIL

for terms expiring August 1, 2018:

William F. Jones, Jr. of Erie, Colorado, reappointed;

Daniel J. Miller of Littleton, Colorado, appointed;

Becky Takeda-Tinker, Ph.D of Lone Tree, Colorado, appointed;

Grover Charles Wallace, SPHR of Woodland Park, Colorado, appointed;

Kyle Andrew Sickman of Denver, Colorado, appointed.



GIVEN under my hand and the
Executive Seal of the State of
Colorado, this eighth day of
December, 2015.

John W. Hickenlooper
Governor



STATE OF COLORADO

APPLICATION - 2015
BOARDS AND COMMISSIONS
OFFICE OF GOVERNOR JOHN W. HICKENLOOPER

FOR OFFICE USE ONLY
DB SS 10/15/15
SLOT

Please attach a resume and fill ALL fields.

Please be advised that applications will not be processed if unsigned or resume is not attached and a board or commission is not specified.

BOARD OR COMMISSION FOR WHICH YOU ARE APPLYING: (Only one per application, your application will not be processed if left blank.)

Small Business Advisory Council

Form with fields for Name, County, Cong. District, Senate District, House District, Home Address, Mailing Address, Gender, Registered Voter, Party Affiliation, Ethnicity, Present Employer, Business Phone, Home Phone, Cell Phone, E-mail, Business Address, City, State, Zip Code.

EDUCATION AND GENERAL QUALIFICATIONS

Table with columns: LEVEL, NAME OF SCHOOL, LOCATION, No. Years Attended, Did You Graduate?, Major Course of Study. Rows include High School, College, Graduate Studies, and Memberships in Organizations.

REFERENCES (List three persons, not related to you, who you have known for at least one year.)

Table with columns: NAME, ADDRESS, PHONE #. Rows include Sharon King, Rick Doty, and Dave Sheanin.

Have you ever been a party to or the subject of or otherwise involved in any legal proceeding that might adversely affect your qualifications to serve on this board or commission? Response: No

If appointed, you are expected to attend fully to the duties of the position. How much time are you capable of committing? I have flexibility in my schedule and if considered for appointment will commit the time required if I accept.

Please explain why you wish to serve on a board or commission.(On Next Page)

I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize investigation of all statements contained herein and the references noted above to obtain any and all pertinent information, personal and otherwise. I further understand that the Colorado Open Records Act may require that certain information contained in this application be available for inspection by the general public.

RETURN COMPLETED FORM TO:
Romaine Pacheco, Director
Governor's Office of Boards and Commissions
136 State Capitol Bldg.
Denver, CO 80203
Fax: 303.866.6368
boards@state.co.us

SIGNATURE: William F. Jones Jr DATE: 10/15/2015

As a Colorado native and business owner for over 15 years I have benefited greatly, both personally and professionally, from the Colorado business community. My education and professional experience can add value to the business community that has been so good to me. Colorado has a strong entrepreneur spirit and a high level of innovation. I feel an obligation to give back, in some small way, and provide assistance to the future businesses and leaders that will continue to strengthen and grow our business communities.

WILLIAM F. JONES, JR., CPA, CGMA

Curriculum Vitae

Education and Professional Certification:

1992	Metropolitan State College of Denver B.S. Accounting
1996	Certified Public Accountant, State of Colorado Certificate Number 16943
2014	Chartered Global Management Accountant Certificate Number 110050714

Professional Memberships:

American Institute of Certified Public Accountants (AICPA)
Colorado Society of Certified Public Accountants (CSCPA)

Work Experience

Jan 2012 – Present	-	Partner, Anton Collins Mitchell LLP, CPAs, a 120 person public accounting firm headquartered in Denver, Colorado with offices in Boulder and Northern Colorado. Managing Partner for the Boulder Office, responsible for all aspects of the office's income tax, audit and attest practices. Oversee firm wide nonprofit audit practice.
Aug 2000 – Dec 2011	-	Principal, Doty, Lyle and Jones, LLC, CPAs, Boulder Colorado, a 17 person public accounting firm. Responsible for Firm income tax and audit and attest practices.
Aug 1999 – Aug 2000	-	Audit Manager, Gelfond Hochstadt Pangburn, P.C., CPAs, Denver, Colorado, a 100 person public accounting firm. Planned and supervised all levels of audit and review engagements.
1994 – Aug 1999	-	Audit and Tax Manager, Comiskey and Company, P.C., CPA's, Denver, Colorado - a 9 person public accounting firm. Planned and supervised all levels of audit, review, consulting and tax engagements accounting.
1993 – 1994	-	Financial Analyst and Funding Accountant, HomeAmerican Mortgage Corporation, Subsidiary of M.D.C. Holdings, Inc., Denver, Colorado.
1988 – 1993	-	Operations Assistant and Special Services Clerk, Blue Mountain Arts, Inc., Boulder, Colorado.

Community Involvement:

Past Board Member for Foundation for Character Development
Member of Continuing Professional Education Board for CSCPA (2010 – Present)
Erie Colorado Chamber of Commerce, Treasurer (2010 – Present)
Past advisor to Finance Committee for Ed and Ruth Lehman YMCA
Consultant and Subject Matter Expert for Boulder Small Business Development Center (2009 – Present)

Community Involvement:

Boulder Colorado Native



STATE OF COLORADO
APPLICATION - 2015
BOARDS AND COMMISSIONS
OFFICE OF GOVERNOR JOHN W. HICKENLOOPER

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SLOT _____

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BOARD OR COMMISSION FOR WHICH YOU ARE APPLYING: (Only one per application, your application will not be processed if left blank.)

Small Business Advisory Council

Name (Last, First Middle): Miller, Daniel J		County: Arapahoe	Cong. District: 6 ✓	Senate District: 27 ✓	House District: 38 ✓
Home Address: 6667 S. Hill Street		City: Littleton		State: Colorado	
Mailing Address:		City:		State: Zip Code	
[Redacted]		Gender Male		Registered Voter? Yes ✓	
		Party Affiliation? Democrat ✓		Ethnicity: Caucasian	
Present Employer/Title Component Distributors, Inc./ CFO		Business Phone # 303-531-1847		Home Phone # (303) 944-1234	
		Cell Phone # (303) 944-1234		E-mail danmiller@millerdan.com	
Business Address 2601 Blake Street, Suite 450		City Denver		State Colorado	
				Zip Code	

EDUCATION AND GENERAL QUALIFICATIONS

LEVEL	NAME OF SCHOOL	LOCATION	No. Years Attended	Did You Graduate?	Major Course of Study
High School	Heritage High School	Littleton, CO	4	1976	
College	Pomona College	Claremont, CA	4	1980	Government
Graduate Studies -or- Trade/Business/Correspondence	University of Denver	Denver, CO	2	1987	Business
Memberships in Organizations And Offices Held (Indicate if Past or Present)	Governor's Small Business Council, 1990-1995, Chair 1994-1995 Rockies Venture Club; 1989-2000, Board 1990-1996, Chair 1994-1995 Littleton Public Schools; School Accountability Chair and various elections; 1995-2005				

REFERENCES (List three persons, not related to you, who you have known for at least one year)

NAME	ADDRESS	PHONE #
Jeffrey Nathanson	1822 W. 33rd Avenue, Unit 103 Denver, CO 80211	(303) 870-4975
Scot Bestick	5532 South Jamaica Way Englewood, CO 80111	(303) 694-3323
Braiden Darley	5600 S. Quebec Street, Suite C265 Greenwood Village, CO 80111	(303) 721-0159

Have you ever been a party to or the subject of or otherwise involved in any legal proceeding that might adversely affect your qualifications to serve on this board or commission? Is there anything in your background that might be an embarrassment to the Governor or you if it were to become public? (On Pg. 2 if applicable) Response: Yes

If appointed, you are expected to attend fully to the duties of the position. How much time are you capable of committing? 3-5 hours per month

Please explain why you wish to serve on a board or commission (On Next Page)

I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize investigation of all statements contained herein and the references listed above to obtain any and all pertinent information, personal and otherwise. I further authorize the Office of the Governor to conduct a criminal background check, including requesting a criminal history from the Colorado Bureau of Investigation. I release all parties for all liability for any damage that may result from furnishing such information.

I understand that the Colorado Open Records Act may require that certain information contained in this application be available for inspection by the general public.

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Romaine Pacheco, Director
Governor's Office of Boards and Commissions
136 State Capitol Bldg
Denver, CO 80203
Fax: 303.866.6388
boards@state.co.us

SIGNATURE: Daniel J. Miller DATE: 08-26-2015

I served 20 years ago and back at a point where I'd like to give back to the community and to small businesses. I have a lot of business experience, but always want to learn more and share what I know with other businesses.

When the tech bubble burst and then after 9/11, my distribution business struggled. Everyone was afraid to build and my customers weren't being paid, which meant they couldn't pay me. It was a ripple effect that nearly destroyed our industry, and killed many small businesses. We stayed open for 18 months, while I drew no salary, trying to ride out the storm and keep my employees employed. Although we returned to profitability, the debt was insurmountable. After a heart-wrenching realization that my company must close, Cable Warehouse shut its doors in March 2003. The remaining debts caused personal bankruptcy and IRS tax debts, much of which I am still dealing with 12 years later. It was a humbling and hard-earned learning experience.

DANIEL J. MILLER

303-944-1234 danmiller@millerdan.com

Proactive Chief Financial Officer, a hands-on executive with extensive M&A experience and proven financial and operational expertise, whose insightful and articulate results-oriented approach has created over \$4,000,000 in additional revenue and cost savings for company shareholders in the past 7 years.

LEADERSHIP

- Successfully spearheaded mergers or acquisitions in 1995, 2001, 2003, 2005, 2006, 2009, 2011, 2014. Evaluated each acquisition thoroughly and headed transition teams in every case. Each acquisition resulted in significant revenue increases or return to shareholders.
- Provided vital cost-saving analysis and recommendations when faced with consolidations, resulting in maximized efficiencies through economies of scale.
- Saved company \$250,000 annually by performing detailed freight analysis, against entrenched shipping methods with resistant senior management team.
- Chaired, designed, marketed and implemented local school bond and mill levy campaigns raising \$141 million. (1995, 1997, 2002, 2004).
- Frequent leadership of senior management and BOD meetings with a unique ability to present technical financial data clearly.

ACCOUNTING & FINANCE

- Took initiative to refinance purchased capital assets at multi-site manufacturing corporation, resulting in 20% reduction in credit line requirements.
- Reduced external audit fees by 25%, streamlining entire accounting function and managing GAAP/FASB audit.
- Proactively produce understandable internal financial statements for President and owners, reducing reporting periods by 50% from previous standard.
- Recapitalized term bank debt resulting in 20% improvement in monthly cash flow.
- Reduced corporate health care expense while maximizing employee participation in health care initiatives, resulting in 100% coverage of employees.

DANIEL J. MILLER

303-944-1234 danmiller@millerdan.com

BUDGETING, FORECASTING & MODELING

- Established comprehensive dashboard summarizing purchasing, expenses, A/R, A/P, sales and cash. Resulted in accurate budgeting, vastly better cash allocation, increased A/R collection by 16%, and reduced outstanding A/P by 14%.
- Created cross-discipline forecasting model and improved margin by 12%, manufacturing yield by 14% and reduced purchasing overages by 19%.
- Formulated comprehensive sales summary analysis report, increasing sales in two main departments by 23%.

OPERATIONS & MIS

- Reached new customer markets and increased sales by over \$400,000 in first 9 months by designing and implementing web-based program.
- Re-engineered server and telecom infrastructure to increase multi-site communication by 30%, while cutting annual expenditures by 67%.
- Developed web-based order fulfillment management system. Resulted in 100% accuracy and 85% reduction in labor.
- Employed bar code technology to reduce loss to .1% on \$10 million inventory.
- Completely redeveloped and implemented managerial accounting system for \$40 million distribution business.

CAREER EXPERIENCE

CFO	Component Distributors, Inc.	2009-Present
CFO	Legacy Imaging, Inc.	2004-2009
President	MSI Acquisition Corp.	2004-2005
CFO	Maintenance Solutions, Inc.	2003-2004
President/CEO	Cable Warehouse	1999-2003
CFO	Commtronics Supply Corp.	1995-1999
President	Miller Management Group	1989-1995
CFO	Wolf Photo (formerly Robert Waxman)	1975-1989

VOLUNTEER ACTIVITIES

Rockies Venture Club (President, BOD), Governor's Small Business Council (Chair), Littleton Public Schools (Chair on multiple election committees), Local and state soccer associations (coach, referee, assignor)

EDUCATION

MBA University of Denver, Daniels College of Business, BA Pomona College



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Small Business Advisory Council

Form with fields for Name, County, Cong. District, Senate District, House District, Home Address, Mailing Address, Gender, Registered Voter, Party Affiliation, Ethnicity, Present Employer, Business Phone, Home Phone, Cell Phone, E-mail, Business Address, City, State, Zip Code.

EDUCATION AND GENERAL QUALIFICATIONS

Table with columns: LEVEL, NAME OF SCHOOL, LOCATION, No. Years Attended, Did You Graduate?, Major Course of Study. Rows include High School, College, and Graduate Studies.

Memberships in Organizations And Offices Held (Indicate if Past or Present)
Advisory Board, National Office of Small Business Development Centers (SBDC) 2015 - Present
Board of Director, Vital of Colorado 2013 - Present
Board of Director, Women's Forum of Colorado 2013- Present
Board of Director, SMD Chamber 2010-2015

REFERENCES (List three persons, not related to you, who you have known for at least one year)

Table with columns: NAME, ADDRESS, PHONE #. Rows for Mike Nosler, Ed Haselden, Peter Moore.

Have you ever been a party to or the subject of or otherwise involved in any legal proceeding that might adversely affect your qualifications to serve on this board or commission? Is there anything in your background that might be an embarrassment to the Governor or you if it were to become public? (On Pg. 2 if applicable) Response: No

If appointed, you are expected to attend fully to the duties of the position. How much time are you capable of committing?: I will devote as many hours as necessary to ensure that the Council's goals are met

Please explain why you wish to serve on a board or commission (On Next Page)

I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize investigation of all statements contained herein and the references listed above to obtain any and all pertinent information personal and otherwise. I further authorize the Office of the Governor to conduct a criminal background check including requesting a criminal history from the Colorado Bureau of Investigation. I release all parties for all liability for any damage that may result from furnishing such information. I understand that the Colorado Open Records Act may require that certain information contained in this application be available for inspection by the general public.

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Romaine Pacheco, Director
Governor's Office of Boards and Commissions
136 State Capitol Bldg
Denver, CO 80203
Fax: 303.866.6368
boards@state.co.us

SIGNATURE: Becky Takeda-Tinker DATE: 10/19/2015

After living between three different states for many years, my husband and I selected Colorado as the best place for us to finally settle down. Having now lived in this state for over 7 years, I have to say that I appreciate Colorado more each year - the warm, spirit, and diversity of the people; the constant flow of entrepreneurial activities, and the ability of the infrastructure to keep up with the growth and change, make Colorado an ideal place for new people, new ideas, and new businesses. Given my business background, it would be pleasure and my honor to serve the State in its effort to promote the growth and sustainability of our small businesses.

Becky Takeda-Tinker, Ph.D.

becky.takedatinker@gmail.com

9885 Greensview Circle, Lone Tree, CO 80124 • (303) 809-8681

EDUCATION INDUSTRY EXPERIENCE

Colorado State University – Global Campus, Greenwood Village, CO

July 2010– Present

President

Prior positions:

Dean of Academic Affairs (August 2009 - July 2010)

Faculty for M.S. and B.S. Degrees in Organizational Development and Leadership (May 2008 - January 2009)

As President of America's only fully online and accredited public university with the mission to serve adult non-traditional learners for Bachelor's degree completion and Master's degrees:

- Responsible for oversight on all areas of university strategic planning, finance and administration, operations, and academic activities leading to student success and organizational growth. Additionally responsible for the development and execution of organizational training and outsourcing initiatives.
- Led accreditation activities to facilitate university independent regional accreditation in June 2011 from the North Central Association of the Higher Learning Commission to enable the university to become the nation's first 100% online independently accredited public institution.
- Successfully managed university growth on self-generated cash flow (CSU-Global does not receive State funds):
 - From 900 active students to over 14,000 active students as of June 2015
 - From \$6.5 million FY10 to \$62 million in revenues FY15
 - From a \$1.4 million loss FY10 to a positive \$23 million in operating income FY15
 - Over 5,000 graduates as of June 2015 (89% working for pay as of June 2015)
 - Ranked #7 and #6 by U.S. News & World Report for *Best Online Bachelor's Programs* and *Best Online Bachelor's Programs for Veterans* respectively; while ranking in the top 100 *Best Online Graduate Business* and *Best Online Graduate Education Programs*.
- Provide insight and service to Lumina Foundation's Work Group on Adult Degree Completion, AASCU's Task Force on Higher Education Innovation, CAEL, CHEA, WCET, and the Academic Management Institute.
- Qualified accreditation university peer reviewer for the Higher Learning Commission.
- Created organizational training and outsourcing businesses that now include multinational companies and an international university for which CSU-Global provides curriculum and instruction.

As Dean of Academic Affairs for the university:

- Oversaw curriculum alignment with learning outcomes for all degree programs
- Instituted a formal on-boarding and training program for new faculty; and a course monitoring program for faculty
- Managed the curriculum development and revision process and associated personnel, the Librarian, the Blackboard Administrator, the Help Desk, and Tutoring services
- Created a faculty governance structure
- Served as Chair of the CSU-Global Academic Council comprised of CSU-Global and its sister universities in the CSU System

As a faculty member for the university, responsible for course creation and instruction:

- *Curriculum Development.* Developed the course syllabus, lectures, critical-thinking and mastery exercises, assessment rubrics, and projects for the Master's and Bachelor's degree courses:
 - Foundations of Effective Management, Graduate
 - Organizational Change, Graduate
 - Strategy Planning, Graduate
 - Decision-Making and Leadership, Graduate
 - Managing Performance for Results, Graduate

- Fundamentals of Finance, Graduate
 - Principles and Practices of Leadership, Undergraduate
 - Managing and Leading Team Dynamics, Undergraduate
 - Dimensions of Ethical Leadership, Undergraduate
 - Managing in a Global Economy, Undergraduate
 - Quantitative Business Analysis, Undergraduate
 - Technology and Tools for the Information Age, Undergraduate
- *Instructor*. Online instructor for Master's and Bachelor's degree courses:
 - Foundations of Effective Management, Graduate
 - Managing Performance for Results, Graduate
 - Fundamentals of Finance, Graduate
 - Strategy Planning, Graduate
 - Modern Organizational Theory, Undergraduate
 - Managerial Finance, Undergraduate
 - Business Ethics, Undergraduate

University of the Rockies, Colorado Springs, CO

July 2009 – December 2009

Course Developer for Doctoral Degree Program in Nonprofit Leadership and Finance

Northcentral University, Prescott Valley, AZ

January 2009 – Present

Dissertation Committee Member: Research related to Leadership, Finance, and Business Management

Community College of Denver, Denver, CO

January 2009 – June 2010

Adjunct Instructor for School of Business: Principles of Microeconomics, Undergraduate

BUSINESS EXPERIENCE

Finesse, LLC

January 2006- 2010

- Instructor and presenter on organization and leadership-related topics for corporate and community-based organizations including Fortune 500 companies, non-profit organizations, business networking groups, and universities. Responsible for program outlines, presentations, and materials for adult learner educational needs on subjects related to organizational leadership including, Team and Coalition Building, Performance Management, Best Practices in Communication, and Employee Empowerment.
- Consultant to business owners and non-profit organizations for financial and strategic planning needs including human resource strategy for company growth and expansion; and financial analysis for organizational growth, cost-savings, and investment planning.

Merchants Billing Services, Inc. (MBS), Las Vegas, NV

May 2002-December 2005

Co-founder, CEO & President

- Created a business-to-business, non-cash financial services company with over 4,000 clients and \$700 million in annual sales with offices in Nevada, California, Guam and Germany. The only woman-owned and global organization sponsored by J.P. Morgan Chase for non-cash payment services. Also initiated and maintained sales and service contracts with Deutsche Bank AG, U.S. Bancorp, Provident Bank and Certery, Inc.
- Created and executed employee training curriculum for merchant risk assessment and operations for both live and online interactive training sessions.
- Developed merchant underwriting and monitoring processes and trained managers in executing procedures.
- Expanded sales efforts into Asia and Europe as J.P. Morgan Chase's only registered and approved organization to do so; awarded Guam government contract to fulfill its non-cash payment processing needs.
- Oversaw creation and development of proprietary software for transactional risk management; Internet and Reporting Gateway and POS system middleware for merchants, banks and company utilization.

Digital Courier Technologies, Inc. (NASDAQ: DCTI), Salt Lake City, UT
CEO & President

December 1999-April 2002

- Directed worldwide operations for business-to-business, financial services company to deliver over \$75 million in gross monthly sales with a net profit of over \$5 million per month.
- Created and trained teams in merchant risk assessment, customer service, credit card and banking regulation compliance, and international alliance formation, through the development of training manuals, online and interactive exercises, educational presentations, and one-on-one mentoring.
- Oversaw development of technical training manual and partner training program.
- Led company effort to effect an acquisition of the company.

Smart Modular Technologies, Fremont, CA
Vice President of Worldwide Marketing and Investor Relations

April 1995-July 1999

- Participated in the company's Initial Public Offering and secondary stock offering.
- Developed and conducted live and online institutional investor training program to educate financial analysts on the company's products, technology, and markets.
- Responsible for the *Compaq Direct*, *IBM ThinkPad Proven* and *Qualified by Toshiba* alliance program activities.
- Created and implemented trade marketing and public relations programs driving key promotions in the U.S. and Europe.
- Led marketing of a global manufacturer of memory subsystem modules, growing net revenues from \$250 million to \$780 million and employee base from 200 to over 2,300 employees worldwide. Participated in the expansion of the company into Europe and Puerto Rico.
- Managed media relations and internal employee communications as well as directed the corporate community service activities that included the creation of "SMART Computer Labs" for schools.

Sterling Ventures, Zephyr Cove, NV
Private Equity Partner

November 1991-April 1995

- Responsible for strategic plan development for businesses in Hong Kong, Singapore, Taiwan and Thailand, and created pre-paid debit card program that led to alliances with six Thailand-based banks and local media conglomerates.
- Drove completion of interactive software product for its eventual sale to Microsoft.
- Participated in the sale of a technology company to Nynex, and in the merger of a consumer technology company to U.S. Robotics.

LEADERSHIP & BOARD SERVICE

Advisory Board, National Office of Small Business Development Centers (SBDC)	2015 - Present
Board of Director, Vital of Colorado	2013 - Present
Board of Director, Women's Forum of Colorado	2013- Present
District Accountability Committee Member, Douglas County School District PK-12	2012-2015
Board of Director & Leadership Vice-Chairman, South Metro Denver Chamber	2010-2015
Board of Director & Finance Committee, Leadership Foundation , International Women's Forum	2009-2013
Board of Director and Past President, International Women's Forum (IWF) NV	2004-2012
Board of Director, Foundation for an Independent Tomorrow	2008-2009
Founders Circle, UNLV Foundation, Black Mountain Institute	2007-2009

Officer & Board of Director, Make-A-Wish Foundation S. NV	2005-2009
Chair & Board of Director, National Association of Women Business Owners (NAWBO) S. NV	2004-2007
Finance Committee & Member, The Committee of 200 (C200)	2004-2007
Founding Member, Nevada Women Presidents Organization (WPO)	2005
Board of Director & Secretary, Accesspoint Corporation (publicly-held)	2003
Board of Director, Merchants Billing Services, Inc. (privately-held)	2002-2007
Board of Director, Chairman, Digital Courier Technologies (publicly-held)	2000-2001

PROFESSIONAL MEMBERSHIPS

American Association of State Colleges and Universities	2012-Present
Academy of Management	2005-Present
Advancement of Computing in Education	2008-2012
National Speaker's Association	2006-2010

EDUCATION

Ph.D., Organization and Management, Specialization: Leadership Capella University, Minneapolis, MN	December 2007
Master of Business Administration, Finance Santa Clara University, Santa Clara, CA	December 1999
Post-Graduate Certificate, Marketing Management University of California, Berkeley, Berkeley, CA	March 1990
Bachelor of Arts, Economics University of California Los Angeles, Los Angeles, CA	June 1985

Certifications

- *Sloan-C Online Teaching Certificate, Sloan Consortium.* Included courses in Online Instruction and Development, Using the Quality Matters Rubric, Dynamic Collaboration, and Copyright Compliance. *Quality Matters Rubric, Maryland Online, Inc.* The Rubric is an industry standard of forty specific elements for the assessment of online and hybrid course design.
- *Online Teaching Certificate, Northcentral University.* Included courses in online mentoring and facilitation of critical thinking and writing, advanced communication and technology tools, and classroom management.



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 APPLICATION - 2015
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 OFFICE OF GOVERNOR JOHN W. HICKENLOOPER

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BOARD OR COMMISSION FOR WHICH YOU ARE APPLYING: (Only one per application, your application will not be processed if left blank.)

WORKFORCE DEVELOPMENT COUNCIL

Name (Last, First Middle): Wallace, Grover Charles		County: Teller	Cong. District: 5 ✓	Senate District: 2 ✓	House District: 39 ✓
Home Address: 455 Pembroke Lane		City: Woodland Park		State: Colorado	Zip Code 80863
Mailing Address:		City:		State:	Zip Code:
	Gender Male	Registered Voter? Yes		Ethnicity: Caucasian	
		Party Affiliation? Republican ✓			
Present Employer/Title NEWMONT MINING CO./ HUMAN RESOURCE MANAGER		Business Phone # 719 689 4023		Home Phone # (719) 306-3872	
		Cell Phone # (719) 306-3872		E-mail grover.wallace@newmont.com	
Business Address 100 N 3rd St.		City Victor		State Colorado	Zip Code 81401

EDUCATION AND GENERAL QUALIFICATIONS

LEVEL	NAME OF SCHOOL	LOCATION	No. Years Attended	Did You Graduate?	Major Course of Study
High School	SYLVANIA NORTHVIEW	SYLVANIA OHIO	4	1978	GENERAL STUDIES
College	UNIVERSITY OF WYOMING	LARAMIE WYOMING	5	1984	BUSINESS
Graduate Studies -or- Trade/Business/Correspondence					
Memberships in Organizations And Offices Held (Indicate if Past or Present)	Past Member - Wyoming State Emergency Response Commission - Governor appointed Past Member - Wyoming Legislative Affairs and Public Relations Committee's - Chair and Co- Chair. Washington Bottom Fire Dept WV - Member and Treasurer				

REFERENCES (List three persons, not related to you, who you have known for at least one year.)

NAME	ADDRESS	PHONE #
Jack Henris	100 N 3rd St. Victor, CO 80860	(719) 689-4059
Clarke Becker	Denver, CO	(303) 318-8012
Kevin Riley	100 N. 3rd St. Victor, CO 80860	(719) 689-4053

Have you ever been a party to or the subject of or otherwise involved in any legal proceeding that might adversely affect your qualifications to serve on this board or commission? Is there anything in your background that might be an embarrassment to the Governor or you if it were to become public? (On Pg. 2 if applicable) Response: No

If appointed, you are expected to attend fully to the duties of the position. How much time are you capable of committing?: I have been on the board since 2012 and attended at least 80% of the meetings and will continue to attend 80% or more.

Please explain why you wish to serve on a board or commission. (On Next Page)

*I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize investigation of all statements contained herein and the references listed above to obtain any and all pertinent information, personal and otherwise. I further authorize the Office of the Governor to conduct a criminal background check, including requesting a criminal history from the Colorado Bureau of Investigation. I release all parties for all liability for any damage that may result from furnishing such information.
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 Romaine Pacheco, Director
 Governor's Office of Boards and Commissions
 136 State Capitol Bldg.
 Denver, CO 80203
 Fax: 303.866.6368
 boards@state.co.us

SIGNATURE: Grover Charles Wallace DATE: 09/10/2015

I wish to continue to serve as a representative of CWDC and continue my volunteer service to the State of Colorado through partnering with the commission, its members and affiliates to provide avenues for increasing and improving Colorado job growth, enhancing the Colorado education systems and developing the talent pipeline from the Colorado education systems through to the Colorado businesses. I also would like to promote keeping Colorado educational talent within the State and within Colorado and within our State workforce.

GROVER WALLACE, SPHR

(719) 306-3872 | groverwallace@msn.com

Accomplished and highly qualified senior level HR and HSE Manager with extensive corporate, site and global human resources management experience. Adept at creating and directing all HR and HSE processes, developing effective training programs, reducing labor costs, in depth non union and union experience, and improving overall employee performance. Currently seeking a Sr. Management position in Human Resources, bringing over 20 years of related experience as follows:

KEY STRENGTHS

- HR Management & Strategy
- Budget/Payroll Management
- Union Negotiation & Decertification
- Non-union site sustainability
- HR/Program Development
- Employee Relations
- Recruiting/Staffing/Training
- Employee HSE - MSIIA
- Succession Planning
- Organizational Development
- International HR experience
- Benefits/Compensation Processes
- Mergers & Acquisitions
- Employee Regulatory compliance

CAREER ACHIEVEMENTS

Human Resource Manager – Newmont Mining Company – CC&V Mine

- ✓ HR Manager responsible for site HR & Payroll, also Interim Safety and Security Manager since November
- ✓ Implemented Front Line Supervisory and mid-level leadership training processes.
- ✓ Successfully lead the talent mapping and staffing for growth and expansions at the site.

Director HR & HSE – Connors Drilling

- ✓ Developed and implemented many new HR processes including compensation, employee development, employee evaluations, HSE processes, and general HR policy implementation.
- ✓ Coordinating a strategic and successful HR cultural transition from a small 170 employee company to 350+.
- ✓ Directed the reorganization of key Senior Management to drive strategic and long term cultural change.
- ✓ Implemented new recruiting and on boarding processes to improve selection quality and reduce turnover.

Senior HR Manager – Solvay Advanced Polymers, LLC

- ✓ Lead the HR role in the acquisition of the Bay St. Louis manufacturing site, a non-union facility. (2006)
- ✓ Led the successful and timely negotiation of three Collective Bargaining agreements with the USW.
- ✓ Coordinated the successful cultural transition with the acquisition of the Marietta site. (2001)
- ✓ Integral in the reorganization of key management at the Marietta plant facility and Solvay corporate.
- ✓ Implemented front-line supervisor training and accountability with employee issues.
- ✓ Reduced fixed costs by leading a corporate-wide downsizing process, ensuring respect for people and free of litigation.
- ✓ Key participant in various global HR processes and international HR teams, Europe based activity.
- ✓ Minimized labor issues, grievances, and payouts to nearly zero in the last 3 years.
- ✓ Reviewed, revised, and instituted a business performance-based incentive plan.
- ✓ Reduced HR department costs by approximately \$250K in the Houston, TX location.

HR & Safety Superintendent – Solvay Minerals, Inc.

- ✓ Effectively managed a \$30M payroll and all site benefits and compensation processes.
- ✓ Successfully stopped a small UMWA unionizing attempt (no NLRB election occurred).
- ✓ Assumed full \$10M+ budget responsibility for the HR and Safety department

HR & Safety Manager – Peter Kiewit: Walnut Creek Mining

- ✓ Developed and implemented a skill-based pay and training process, a team-based recruiting and hiring process, additional pay plans (401K and gain sharing), and a new Health & Safety program.

Assistant Personnel Manager – Peter Kiewit: Decker Coal Co.

- ✓ Directed the hiring of replacement workers during an intense 2-year labor strike.
- ✓ Instrumental in the union decertification process and NLRB election.

PROFESSIONAL PROFILE

Newmont Mining Co. – Cripple Creek & Victor Gold Mine 2013 - Present
Human Resource Manager – Cripple Creek, CO – 2013 – Present (Also interim Safety and Security Mgr)
 ▪ Responsible for all Human Resource and Payroll functions at the CC&V Mine site with 600 employees. Primary functions include strategic HR initiatives, talent sourcing for growth and mine expansions and future Underground growth. Over site of a \$48M annual payroll.

Connors Drilling 2010 - 2013
Corporate Human Resources & HSE Director – Montrose, CO – 2010 - 2013
 ▪ Responsible for all Human Resource functions at all Connors sites throughout Alaska, Nevada, Colorado, South Carolina and other western states to include staffing, training, organizational development, succession planning, benefit development, community/employee relations, HR and leadership strategy, and numerous projects with corporate initiatives. Also responsible for all Health and Safety under MSHA and OSHA sites to include, Training, safety initiatives, Industrial Hygiene, setting policy, compliance and all other HSE initiatives.

Solvay Advanced Polymers, LLC 1999 - 2010
Senior Human Resources Manager – Marietta, OH – 2001 - 2010
 ▪ Had multi-site responsibility for all HR functions at the Marietta and Mississippi sites to include staffing, training, organizational development, succession planning, community/labor/employee relations, HR strategy, and numerous projects with corporate and global HR initiatives.
 ▪ A total of 300 + multi site employees and 1,100 employees corporate wide.
 ▪ Managed the organizational restructuring of the Mississippi site acquisition.

Senior Human Resources Manager – Houston, TX – 1999 - 2001
 ▪ Directly responsible for all HR functions for a non-union chemical manufacturing facility with 600 + employees. Reported the V.P. of Human Resources and supervised a staff of 12.
 ▪ Played an active role in merger and acquisition processes with the corporate HR group.

Solvay Minerals, Inc. 1990 – 1999
Human Resources & Safety Superintendent – Green River, WY – UG Trona Mine & Surface Mfg.
 ▪ Managed all HR and Safety functions for a 450 employee non-union plant and underground mine facility.
 ▪ Senior management team member and consultant to site and corporate leadership.
 ▪ Gained experience with employment litigation, responding to EEOC complaints, MSHA regulations, and safety over site (both surface and underground).

Peter Kiewit & Sons 1984 – 1990
Human Resources & Safety Manager – Calvert, TX – Start-up Surface Coal Mine
 ▪ Responsible for developing and managing the HR & Safety department for a new surface mine with initial employment of 50 non-union personnel. Developed many start-up HR initiatives including compensation, HR policies, site HR strategies and mine safety processes.
Assistant Personnel Manager – Sheridan, WY – Surface Coal Mine
 ▪ Handled grievances for this union mine (UMWA) with approximately 400 employees.
 ▪ Served as a member of the management negotiating team, responsible for participating in the negotiation process by gathering data/support information and presenting contract issues.

EDUCATION & TRAINING

University of Wyoming | B.S. in Business Management, emphasis in HR and Labor Relations
Published – Mining Engineering Magazine – Sept. 2011; “Securing Talent in this New Decade of Mining”
Lean Six Sigma Executive Training – Toyota Model | Alpharetta, GA (2007 & 2008)
Concours Leadership Training | Atlanta, GA (2000) & New York City, NY (2003)
SHRM Employment and Legislative Conference | Washington D.C (2002, 2004, 2006, 2009, 2012)

PROFESSIONAL INTERESTS

- Current member of the Colorado Workforce Development Council – Governor appointed thru 2015
- Certified Industrial Firefighter 1081 – Texas A&M Fire School
- Past Co-Chairman, WY State Emergency Response Commission (Appointed by past Governor Sullivan)
- Past Member of the Wyoming Mining Association; Legislative Affairs & Public Relations Chairman.
- MSHA Certified Instructor: UG and IS, Methane detection, MMIN = M01709574



STATE OF COLORADO

APPLICATION - 2015
BOARDS AND COMMISSIONS
OFFICE OF GOVERNOR JOHN W. HICKENLOOPER

FOR OFFICE USE ONLY
DB SS 9/25/15
SLOT _____

Please attach a resume and fill ALL fields.

Please be advised that applications will not be processed if unsigned or resume is not attached and a board or commission is not specified.

BOARD OR COMMISSION FOR WHICH YOU ARE APPLYING: (Only one per application, your application will not be processed if left blank.)

WORKFORCE DEVELOPMENT COUNCIL

Name (Last, First Middle): Sickman, Kyle Andrew		County: Denver	Cong/District: 1 ✓	Senate District: 34 ✓	House District: 5 ✓
Home Address: 1301 Speer Blvd. #707		City: Denver		State Colorado	Zip Code 80204
Mailing Address:		City:		State	Zip Code
[Redacted]		Gender Male	Registered Voter? Yes	Ethnicity: Caucasian	
		Party Affiliation? Unaffiliated ✓			
Present Employer/Title FirstBank/ Vice President		Business Phone # 303.456.2356		Home Phone # (248) 933-4416	
		Cell Phone # (248) 933-4416		E-mail kyle_sickman@yahoo.com	
Business Address 6355 Ward Road		City Arvada		State Colorado	Zip Code 80233

EDUCATION AND GENERAL QUALIFICATIONS

LEVEL	NAME OF SCHOOL	LOCATION	No. Years Attended	Did You Graduate?	Major Course of Study
High School	Clarkston High School	Clarkston, Michigan	4	2004	N/A
College	Butler University	Indianapolis, Indiana	4	2008	Finance
Graduate Studies -or- Trade/Business/Correspondence	ABA Stonier Graduate School of Banking	Philadelphia, Pennsylvania	3	2016	Banking
Memberships in Organizations And Offices Held (Indicate if Past or Present)	Adams County Head Start - Policy Council (Past) Adams County Workforce Development Board (Present) Arvada Young Professionals Association (Past) Colorado Workforce Development Council - Executive Committee, Treasurer (Present)				

REFERENCES (List three persons, not related to you, who you have known for at least one year.)

NAME	ADDRESS	PHONE #
Scott Aylor	6355 Ward Road Arvada, CO 80004	(303) 456-2345
Mizraim Cordero	1445 Market Street Denver, CO 80202	(720) 237-1156
Frances Cole	6355 Ward Road Arvada, CO 80004	(303) 456-2342

Have you ever been a party to or the subject of or otherwise involved in any legal proceeding that might adversely affect your qualifications to serve on this board or commission? Is there anything in your background that might be an embarrassment to the Governor or you if it were to become public? (On Pg. 2 if applicable) Response: No

If appointed, you are expected to attend fully to the duties of the position. How much time are you capable of committing? I have been on the board for the prior three years and am able to continue to meet the time commitments

Please explain why you wish to serve on a board or commission (On Next Page)

I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize investigation of all statements contained herein and the references listed above to obtain any and all pertinent information, personal and otherwise. I further authorize the Office of the Governor to conduct a criminal background check, including requesting a criminal history from the Colorado Bureau of Investigation. I release all parties for all liability for any damage that may result from furnishing such information. I understand that the Colorado Open Records Act may require that certain information contained in this application be available for inspection by the general public.

RETURN COMPLETED FORM TO:
Romaine Pacheco, Director
Governor's Office of Boards and Commissions
136 State Capitol Bldg.
Denver, CO 80203
Fax: 303.866.6368
boards@state.co.us

SIGNATURE: Kyle Andrew Sickman DATE: 09/24/2015

Through my work with the local workforce board I initially grew to understand the importance of the workforce system in the economic vitality of the county. I was excited at the opportunity to participate in the process at a statewide level. The progress I have witnessed over the prior three years as a part of this board has been exceptional to be a part of and I desire to continue my work in these endeavours.

Home
1301 Speer Blvd. #707
Denver, CO 80204
(248) 933-4416
Kyle_Sickman@yahoo.com

Kyle A. Sickman

Work
6355 Ward Road
Arvada, CO 80004
(303) 456-2356
Kyle.Sickman@efirstbank.com

Objective: Re-appointment to the Colorado Workforce Development Council

Work Experience: **FirstBank** **Arvada, CO**
Vice President – Northwest market *June 2008 – Present*

Primary responsibilities are regional management objectives including loan and deposit growth, client retention, junior management training, regulatory compliance and audit, community outreach, and personnel management with organization-wide projects around sales development, regulatory compliance, mortgage operations, and commercial underwriting policy.

- Responsible for developing junior bank officers and management trainees in the Northwest market
- Manage a \$900 million loan portfolio
 - a. Loss provisions, renewals, credit grading and monitoring
- Met loan origination, deposit acquisition, and all other sales targets 8 years running
- Human Resources Steering Committee Appointee
- Regional Compliance Officer
- Regional Business Lending Specialist

Merrill Lynch **Indianapolis, IN**
Intern *January 2008 – May 2008*

WestPoint Financial Group **Indianapolis, IN**
Sales Intern *Summer 2007*

Education: **The Wharton School of The University of Pennsylvania** **Philadelphia, PA**
Leadership Certification Program *Grad: May 2016*

ABA Stonier Graduate School of Banking **Philadelphia, PA**
Graduate School of Banking *Grad: May 2016*

Daniels College of Business of The University of Denver **Denver, CO**
Degree: Master of Business Administration *Grad: April, 2015*
Daniels Scholarship Awardee
3.98 GPA

Butler University **Indianapolis, IN**
Degree: Bachelor of Science, Business Administration *Grad: May 2008*
Major: Finance

Organizations:

- Adams County Head Start – Policy Council
- Adams County Workforce Investment Board
- Arvada Chamber of Commerce
- Arvada Young Professionals Association
- Colorado Workforce Development Council – Executive Committee, Treasurer,