



OFFICE OF THE MAYOR
Mary Casillas Salas

MEMO

November 30, 2021

TO: **Kerry Bigelow, City Clerk**

CC: Sheree Kansas, Deputy City Clerk II

FROM: MAYOR/COUNCILMEMBER *MS*

RE: **Board and Commission Appointment**

The Mayor would like to recommend Lynne Pine for appointment to the Veterans Advisory Commission. Lynne Pine will replace former Commissioner Bill Sears.

Please place this item on the December 7, 2021 Council agenda for ratification and schedule the oath of office for the following council meeting.

Thank you.

From: Webmaster
Sent: Thursday, July 1, 2021 10:30 AM
To: CityClerk; Adrianna Hernandez; Claudia Bravo; Eric Thunberg
Subject: City of Chula Vista: Veterans Advisory Commission Application - Web form

**Warning:
External
Email**

A new entry to a form/survey has been submitted.

Form Name: Veterans Advisory Commission Application
Date & Time: 07/01/2021 10:30 AM
Response #: 29
Submitter ID: 96065
IP address: 2600:1700:e541:22d0:6cf3:ac15:2397:7f70
Time to complete: 11 min. , 44 sec.

Survey Details

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Application for membership on the Veterans Advisory Commission

1. Prefix

(o) Ms.

2. First and Last Name

Lynne Pine

3. E-mail

[REDACTED]

4. Home Address

[REDACTED]

5. City

Chula Vista

6. ZIP code

91910

7. Primary Phone

[REDACTED]

8. Secondary Phone

[REDACTED]

9. Are you registered to vote in Chula Vista?

(o) Yes

10. Do you live within the City limits of Chula Vista?

(o) Yes

11. How Long?

12 years

12. Present employer

U.S. Navy (Retired)

13. Occupation

U.S. Navy (Retired)

14. Are you currently serving on a Chula Vista Board/Commission?

(o) No

15. Which one(s)?

N/A

16. Have you previously served on a Chula Vista Board/Commission?

(o) No

17. Which ones?

N/A

18. Per Chula Vista Municipal Code Section 2.25.030, I understand:

-If I am currently serving on a board or commission, I must resign from my current board or commission if I am appointed.

-I must have served at least 12 months on my current board or commission in order to be appointed to another board or commission.

(o) I have read and acknowledged the above statement.

19. Are you or have you been involved in any local, civic or community groups?

(o) No

20. Which ones?

N/A

21. What are your principal areas of interest in our City government, and what experience or special knowledge can you bring to those areas?

I am interested in helping the City government be of service to its residents. As a military veteran with experience both from a military and community citizen perspective, I can add value by:

1) Understanding the needs and wants of the communities in which I serve;

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- 2) Understanding the governing regulations and focus of the government; and
 - 3) Ability to strategize solutions, bringing short-term and long-term perspective into myriad determinations.

22. What would you hope to accomplish in the role of a Veterans Advisory Commissioner? (250 words or less)

If accepted, I hope my experience will lead me to help advise the Chula Vista City governing bodies with an eye on the military active duty and veteran's perspectives. I would love to see more military active duty and veteran inclusion where we live and work, with a mindful eye on the government's role in supporting and encouraging residents to thrive in their communities.

23. You may upload a resume in addition to your application (optional).

PINE 2021 Resume.pdf

24. The City understands meeting schedules and individual's availability may change. We ask that you consider the meeting schedule when submitting an application.

Not answered

25.

(o) I am familiar with the responsibilities of the Veterans Advisory Commission. I attest that the information I have provided is accurate and true.

Thank you,
City of Chula Vista

This is an automated message generated by Granicus. Please do not reply directly to this email.

LYNNE PINE, MBA, SPHR

Chula Vista, CA

<https://www.linkedin.com/in/lpine/>

ORGANIZATIONAL EXCELLENCE AND OPERATIONAL SUPPORT PROFESSIONAL

Military Veteran with over 10 years of proven experience in the private sector. Accomplished measurable results while leading teams of more than 200 in dynamic, fast-paced environments. Possesses a comprehensive background in **process improvement and operational support, human resources procedures, financial management, and problem solving** derived from experiential employment. Most recently managed risk across multiple lines to protect assets, property, and equipment valued over **\$14.5M** while meeting the expectations of senior leadership. Possesses extensive knowledge in **operations, performance, administration, personnel, logistics, budget and fiscal resources, change leadership, and risk mitigation**. Recognized continually for outstanding performance and professionalism. Career supported by a **Master of Business Administration (MBA)** and **Senior Professional in Human Resources (SPHR)** certifications and other pertinent certifications.

- Process Improvement
- Business Development
- Human Behavior
- Critical Thinking / Planning
- Financial Management
- Organizational Development
- Leadership / Team Building
- Oral / Written Communication
- Microsoft Office Suite

EDUCATION

Master of Business Administration (M.B.A.), University of Phoenix, San Diego, CA
(Graduated Magna Cum Laude)

Bachelor of Business Administration (B.B.A.), Strayer University, Washington DC
(Graduated Summa Cum Laude)

Bachelor of Arts (B.A.), Sociology, Excelsior College, Albany, NY

Bachelor of Arts (B.A.), Liberal Arts, Governors State University, Governors State, IL

CERTIFICATIONS AND TRAINING

Senior Professional in Human Resources (SPHR), Onward to Opportunity/Syracuse University

CA State HR Diversity Certification

CA State Notary Public Certification

Lean Six Sigma Green Belt

Technical / Occupational Certificate in Corporate Governance, Tulane University, New Orleans, LA

Able to Obtain/Maintain a Security Clearance

PROFESSIONAL EXPERIENCE

Prolog, Inc – Virginia Beach, VA

2009 – 2016

Program Manager

- Managed and directed contract compliance for multiyear, \$14.5M, 13-site contract for U. S. Navy. Directly supervised 13 geographically separated managers and more than 200 indirect reports.
- Performed contract oversight, including financial management, personnel management, and operational execution. Ensured effective fact-based budget decisions and contract conformance, providing both actionable and relevant inputs to the operational support process.
- Provided HR and personnel support, from position development through all facets of personnel recruitment, employment, and termination; ensured monthly workload evaluation, time sheet summaries, and hiring matrices.
- Liaised with corporate management and other stakeholders, including subcontractor companies, corporate staff, and government representatives; managed contract for three subcontracting companies and over 150 employees.
- Oversaw administrative support programs: correspondence, directives, and messages, career and performance management transactions such as leave, pay, permanent change of station and temporary additional duty travel execution, and personnel gains and losses; personal and unit awards processing and tracking; personnel performance evaluation; Agency Program management including Government Travel Charge Card, Small Purchase Card, and Defense Travel System (DTS); library management including the Command Training Library, Classified Materials and Maintenance Library, and Classified Graphics support.

Navy PMOSSP – Mountain View, CA
Director, Management Services Division

2008 – 2009

- Provided managerial and technical direction organizational excellence: comptroller and financial management, office services, Information Technology, and management oversight programs and internal controls; conducted additional duties as physical and personnel security manager, and facilities and safety officer. Dealt with a wide range of Critical Nuclear Weapons Design Information materials and programs with significant impact on Strategic Systems Programs.
- Led administration, personnel, travel, training, information technology, supply, safety, and resource management support divisions; conducted targeted training to improve employee knowledge and organizational support; evaluated and outlined strategies for continuous improvement processes.
- Recruited, hired, trained and developed subordinates; managed work of subordinates by developing long- and short-range technical program objectives and policies, developing and coordinating unit equal employment opportunity (EEO) policies; ensured implementation and adherence within established EEO plan
- Conducted, attended and participated in meetings with equal and higher Navy echelons, senior civilians, and Defense contractors; determined, formulated, and implemented broad and long-range program policies, directives, and priorities affecting division and command programs.
- Provided budget planning, contract oversight, and financial management as Controller, and administrative and operational logistics services for the unit, including internal advisory services and continuity in planning, controlling, forecasting and directing command financial management operations; conducted procurement, logistics, and supply maintenance; coordinated and led the contracting and small purchase Government Purchase Card Program.
- Directed the development, coordination, and implementation of the unit Self Audit, Management Internal Controls, and Command Evaluation Programs; managed civilian and Defense Travel Services and both temporary duty and permanent change of station travel support; oversaw the Government Travel Credit Card program with Citibank.

National/Naval Ice Center – Suitland, MD
Director, Administration and Personnel Department

2007 – 2008

- Developed procedural guidance and established process improvements for administration and personnel support to Navy, National Oceanic and Atmospheric Administration, and Department of Commerce.
- Directed administration, personnel, contract operations, travel, training, information technology, and resource management support divisions; established position descriptions and recruiting operations; conducted recruiting, hiring, and career management functions; implemented internal controls and training programs to improve personnel and contracting performance standards.
- Led financial planning, programming, and budget actions for current and future years while serving as Comptroller and Contracting Officer with three distinctly different Federal government entities.
- Improved Equal Employment Opportunity performance; served as Alternative Dispute Resolution and Mediation professional; oversaw the Freedom of Information Act program; and strengthened Privacy Act/Personally Identifiable Information programs.

U.S. Navy Active Duty (YNSR – LCDR/LDO)
Various Administration and Executive Positions

1980 - 2007

- Honorably retired as Executive Officer, Personnel Support Activity San Diego. Chief Operations Officer equivalent position as principal technical advisor to CEO. Evaluated organizational effectiveness, developed programmatic strategies, and directed daily operations. Managed all facets of business operations supporting global U.S. Navy pay, personnel and transportation as well as budget execution for more than 3,000 military, civilian, and contractor employees across 21 geographically separated work sites. Adroit in leadership, management and training of personnel.
- Flag Writer and executive support expertise, with prowess in oral and written communication, social usage and protocol, and strategic business effectiveness. Finely honed administrative and organizational management skills.

TECHNICAL SKILLS

Software: Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)

Operating Systems: Microsoft Windows