

Application Form**Notice of Public Record**

Please be advised that all information contained in this application is part of the City of Reno's public record and is available for public review. These positions are limited, in most cases, to residents of the City of Reno. The City Council makes a conscientious effort to appoint persons who represent all of the various communities within the City of Reno. Please be advised that certain boards and commissions require filing of financial statements with the Secretary of State or have special requirements. Contact the City Clerk's office at 334-2030 with any questions.

Profile

Wendy

First Name

Brown

Middle Initial

Last Name

wbrown@nvbell.net

Email Address

1680 Circle Drive

Home Address

Suite or Apt

Reno

City

NV

State

89509

Postal Code

What ward do you live in? *☒ Ward 1

Mobile: (775) 771-4720

Primary Phone

Alternate Phone

How long have you been a resident of the City of Reno?

28 years

Are you over 18 years of age?☒ Yes ☐ No**Are you currently registered to vote in the City of Reno? ***☒ Yes

MD Labs

Employer

Director of IT Operations

Job Title

Which Boards would you like to apply for?

Special Events Sponsorship Committee: Submitted

Have you ever been convicted of a felony or misdemeanor other than minor traffic violations?

☐ Yes ☒ No

If yes, please list conviction dates and nature:

Interests & Experiences

Education or training relevant to the board or commission to which you are applying:

My work has afforded me the opportunity to help organize many special events that benefit our community. My attention to detail and organizational skills will be a benefit for any community board. I have a passion for working with people and lending help in many forms. In 2015 I participated in the Chamber Leadership Program. That program introduced to several people who are deeply rooted in our community.

Explain briefly why you would like to be appointed to this board or commission.

I have been part of the Reno Community for over 25 years and plan to stay here indefinitely. I look forward to growing my network and developing additional skills as I learn from others. I am passionate about Reno, it's residents, and making a real difference.

Wendy Brown Resume.docx

Upload a Resume

Ethnicity

Gender

Sexual Orientation

Open Meeting Law Waiver

Wendy Brown

WAIVER OF NOTICE REQUIRED UNDER NRS 241.033(1) TO ALLOW CITY COUNCIL TO CONSIDER CHARACTER, MISCONDUCT, OR COMPETENCE OF PERSON TO BE APPOINTED TO A BOARD, COMMISSION, OR OTHER PUBLIC BODY FOR THE CITY OF RENO

The City Council for the City of Reno will be considering on a future posted agenda your appointment to a board, commission or other public body for the City of Reno. Pursuant to NRS 241.033(1), in order to consider the professional competence of an applicant, notice need be provided to that person of the time and place of the meeting in compliance with such statutory provisions. By agreeing below, it is confirmed that I have been provided notice of the meeting at which my appointment will be considered by City Council. Further, I knowingly and voluntarily am waiving my rights to all written notice requirements under NRS 241.033(1) pertaining to my qualifications, competence, and character to hold this appointment and consent to the evaluation of my character and competence by the Reno City Council in a public meeting. Further, the I acknowledge that I may at any time withdraw both this waiver and related application for appointment.

☒ I Agree

Acknowledgement

Please Agree with the Following Statement

I certify that, to the best of my knowledge, the information I provided in the application is true. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. If appointed, I agree to attend a board or commission orientation session, if applicable, within six months of my appointment. I understand that failure to comply with this requirement will results in automatic removal from the board or commission.

☒ I Agree

PROFESSIONAL PROFILE

Experienced executive with a successful track record of delivering innovative business solutions directing highly effective, multi-disciplinary teams. Over 25 years of professional experience in IT leveraging existing and emerging technologies to fully support business goals and strategies. Demonstrated effective planning and execution of multi-million dollar projects, while providing innovative customer experience solutions. Expertise in disciplines such as IT Strategy and Operations, Enterprise Resource Planning, and Process Improvement.

AREAS OF EXPERTISE

- Agile Project Management
- Operational Planning
- Builds strong, collaborative relationships across business
- Delivers on commitments - strong results orientation
- Quickly adapts to rapidly changing business conditions
- Effective communicator – written, oral, presentation
- Translates vision into realistic business strategies
- Resourceful and decisive
- Effective problem solving skills
- Self-motivated and strong work ethic
- Business knowledge
- IT and Business Strategy & Operations
- Business Process Design & Analysis
- Application Strategy & Support – SaaS, Web, Mobile
- Budget Management and Financial Tracking
- Thinks and acts strategically

Substantial business knowledge in health care delivery. Key strengths include relationship building, the ability to deliver on commitments, and resourcefulness. Ability to maintain strong, collaborative, and ongoing relationships with senior business leaders, aligning IT and business strategy to optimize the value IT delivers and ensure IT is viewed as a trusted partner rather than just a technical resource. Decisive, flexible problem solver, skilled at balancing the needs of employees, project commitments and budgets.

PROFESSIONAL EXPERIENCE

MD Labs, Reno, Nevada: 1997 – Present

Director of IT Operations

- Manage IT Staff with oversight for Software Engineering and Technical Support including compliance and information security.
- Developed IT Strategy for a growing Medical Lab.
- Support overall lab operations.
- Support and install EMR/EHR lab HL7 interfaces.
- Vendor and application management for core software solutions.
- Project Management for all new software implementations.

Renown Health, Reno, Nevada: 2013 – 2017

Director Information Technology Enterprise Applications

- Delivered on the migration of more than 500 clinical and business applications to a new Data Center, including vendor and end user coordination (included consolidation and removal of existing applications after review).
- Built Program Charter to move all application-level support to a centralized IT team from business units, included establishing SOP's, user provisioning, and software maintenance and upgrade responsibilities.
- Coordinated efforts for user provisioning to a centralized process to increase security and reduce risk.
- Maintained and supported all Retail Applications, including PCI Compliance responsibilities, with zero data breaches.
- Key member of IT Solutions Committee, delivered on Change Control and Vendor Risk Assessment; vetted out all new proposed software solutions, reviewing approximately 8 new vendors per month.
- Spearheaded communication and action with executive leaders to develop project plans for existing and upgraded solutions to reduce overall enterprise costs and maximize customer experience.

- Hands-on development responsibility primarily driving quality assurance during design and realization of solutions.
- Participated in developing a SCRUM team to improve SDLC and project delivery.
- Led design, estimation and planning tasks for solutions using technical and functional expertise.
- Generated and reviewed project estimates, which included anticipated issues and risks.
- Managed projects, people, and scope and responsible for quality of development team throughout the project life-cycle.
- Managed budget, including large-scale project implementation and maintenance agreements.
- Project managed and implemented strategic solutions for Hometown Health, including vendor selection and contract negotiation.
- Managed diverse staff of 22 including Database Administrators, Software Developers, Project Managers, Application Specialists, and front line support.
- Responsible for a \$3M budget including salaries, maintenance and procurement.
- Negotiated software and support contracts, resulting in more than \$150,000 sustained annual savings.

Renown Health Insurance Services, Reno, Nevada: 2005 – 2013

Information Technology Manager

- Managed Hometown Health Information Technology staff, including application development, database administration, application configuration and subject matter experts, and production.
- Project managed and implemented strategic solutions for Hometown Health, including vendor selection and contract negotiation.
- Implemented claim EDI transactions for the Health Plan through a Clearinghouse, resulting in 99% electronic claims transactions.
- Liaison for Hometown Health operational departments to Information Technology Infrastructure team.
- Managed budget, including large-scale project implementation and maintenance agreements.
- Oversight of new product launch including web development, EDI interfaces, and operational success.

Renown Health Insurance Services, Reno, Nevada: 1998 – 2005

Strategic Resources Supervisor

- Implemented new core claims adjudication system for Hometown Health (\$5M project).
- HIPAA EDI chair for Renown, co-chair for Privacy and Security for Renown, including training 5000+ employees, physicians, vendors and volunteers.
- Oversight of application development and support; help desk; server installation and maintenance; and desktop installation and maintenance for Hometown Health.
- Participated in discovery and remediation of systems for Y2K preparedness, resulting in no-system downtime for Hometown Health.
- Supported State Medicaid program offered by Hometown Health, including all mandated reporting and interfaces.
- Supported all electronic interfaces between the health plan and the hospital system.

EDUCATION

University of Nevada Reno, Bachelors of Science Degree, Computer Information Systems
Mesa Community College, Associates Degree, Business Management

TRAINING

Certified SCRUM Master
ITIL
Project Management Institute

PROGRAMS

Chamber Leadership Reno Sparks 2015 Graduate, continued work with subsequent classes and workshops

SKILLS

Proficient with Microsoft Office Suite and many industry standard best practice solutions
Experience in large-scale project management, both Waterfall and Agile
Demonstrated analytical, interpersonal, and organizational skills, easily interface with people from diverse backgrounds