

BRIAN D. REPASS

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CURRICULUM VITAE

PERSONAL INFORMATION

Date of Birth: January 30, 1969
Place of Birth: Roanoke, Virginia
Citizenship: United States of America
Gender: Male
Marital Status: Married
Spouse's Name: Sandra Lynn Feutz
Children: No children, Sister-in-law who is developmentally disabled lives in our home.

EMPLOYMENT HISTORY

Professional Work History

Program Operations Manager, Community Action OpportunitiesJanuary 2003 – Present

- Represented Community Action Opportunities (CAO) and the Children, Family and Community Partnerships Department (Department) within the community on boards, committees and at interagency meetings.
- Guided the planning, completion and submission of annual funding applications including presenting the applications to Policy Council and the Board of Directors for review and approval.
- Led the development and management of the Department budget from 2006 to present, during which time the budget grew from \$5.8 million to \$7.1 million.
- Provided complete and final budget estimates by established deadlines, identified budget changes and demonstrated how these changes may impact Department operations.
- Coordinated and ensured program and budget compliance with local, state and federal requirements.
- Supervised data entry staff and worked closely with education, health and family service program areas to increase efficiency and effectiveness of Department record-keeping and reporting.
- Supported the development of program plans and outcomes including five-year strategic plans, training and technical assistance plans, plans and procedures updates and program self assessments.
- Increased the use of technology throughout CAO and the Department to better manage and track program performance and to improve accuracy and efficiency in completing reports.
- Led CAO preparation for 2007 and 2010 Head Start Triennial Federal Reviews using a team approach.
- Provided training to large and small groups on Head Start, program governance, technology and a multitude of other issues as well as providing technical support for other presenters.
- Expanded knowledge of early childhood growth and development and family development through training opportunities, attending conferences and experiencing Head Start operations.

Interim Health Director, Madison County GovernmentOctober 2000 – January 2003

- Managed all activities of the Madison County Health Department with the support and direction of the Board of Health, County Manager and County Commissioners.
- Provided leadership and direction for twenty-five staff members.
- Planned and prepared an annual \$1.5 million budget for twenty-four program areas and presented the budget for approval to the Board of Health, County Manager, and County Commissioners.

- Ensured program and budget compliance with local, state and federal requirements.
- Raised more than \$210,000 from grantors such as the United Way, Smart Start, and the Kate B. Reynolds Charitable Trust.
- Led a Health Department review process for the Board of Health which resulted in an innovative partnership with the Hot Springs Health Program to provide well-child visits.
- Organized an early childhood dental initiative that provided education, fluoride varnish, and increased services to children and families to decrease childhood dental disease.
- Initiated a team approach that empowered staff to improve delivery of services.
- Oversaw development and installation of Health Department computer network.
- Participated in community partnerships and activities including the Madison Community Health Consortium, the Community Child Protection Team and the Juvenile Crime Prevention Council.

Grant Project Coordinator, Madison County Government July 1999 – October 2000

- Administered the Madison County Revolving Loan and Grant Program, a collaborative effort between Madison County, Land of Sky Regional Council, USDA Rural Development, and Self-Help Credit Union for the elimination of straight-piping in Madison County.
- Developed and implemented the procedures for taking applications, verifying information, deciding approval, soliciting bids and making payment on program projects for a \$903,000 NC Clean Water Management Trust Fund grant.
- Led a housing initiative to utilize Community Development Block Grant, HOME funds, local resources and community volunteers to reduce the number of people living in sub-standard housing.
- Managed the “release of funds” process for \$402,000 NC Division of Community Assistance Scattered-Site Community Development Block Grant.
- Assisted in developing a successful five-year, \$1.3 million Revitalization Strategies Community Development Block Grant application.

Contractor, The Opportunity Corporation May 1999 – July 1999

- Performed office management functions in support of Children, Family & Community Partnerships Program.
- Drafted a proposal to develop an energy conservation partnership “Rebuild America - Asheville.”

Intern, Southern Appalachian Highlands Conservancy Summer 1998

- Created a planned giving fund-raising program and designed an informational brochure packet explaining the program.
- Researched fund-raising initiatives including membership and corporate-giving campaigns.
- Developed public marketing information and presented the Conservancy’s mission to the public.

Graduate Instructor and

Graduate Lab Assistant, Appalachian State Political Science Department January 1997 – May 1998

- Taught the undergraduate course, “American National Government and Politics”, for two semesters.
- Provided technical support and research assistance to students in a campus computer lab.

Assistant Backcountry Manager and

Assistant Safety Director, Grandfather Mountain, Inc. March 1995 – August 1997

- Responsible for operational functions of the Grandfather Mountain Backcountry Program including supervising seasonal rangers and volunteers in trail design, construction and maintenance.
- Performed public relations activities including working information fairs, interacting with print and TV media, hosting international VIPs and movie scouts as well as giving interpretive programs and guiding nature hikes.

- Assisted with workplace safety programs including safety committee meetings, OSHA training and development of emergency management policies and procedures.

Office Manager, Alliance of American Insurers, Southeast Region August 1992 – February 1995

- Provided management support in a fast-paced atmosphere for a lobbying organization.
- Interacted with member company executives and attorneys, state legislative counsel and technical staff, as well as state legislators and regulators.
- Drafted bulletins summarizing legislative and regulatory information.

Staff Intern, Texas Sunset Advisory Commission..... Summer 1991

- Identified, tracked and researched legislation affecting state agencies approaching sunset review.
- Attended and reported on State of Texas legislative hearings.

Total Work Experience

- Interim Director, CFCP Dept.**, Community Action Opportunities.....January 2012 to Present
- Program Operations Manager**, Community Action OpportunitiesJanuary 2003 to Present
- Interim Health Director**, Madison CountyOctober 2000 – January 2003
- Enumerator**, U.S. Census Bureau..... April 2000 – June 2000
- Grant Project Coordinator**, Madison CountyJuly 1999 –January 2003
- Contractor**, The Opportunity Corporation..... May 1999 – July 1999
- Temporary Employee**, AddecoOctober 1998 – April 1999
- Western NC Region Rep**, NC Traffic Systems (Part-Time)July 1998 – June 2000
- Intern**, Southern Appalachian Highlands Conservancy Summer 1998
- Graduate Instructor**, ASU Political Science Dept..... Fall 1997 & Spring 1998
- Computer Lab & Research Graduate Assistant**, ASU Political Science Dept. Spring 1997
- Assistant Backcountry Manager and Assistant Safety Director**, Grandfather Mountain, Inc. Mar 1995 – Aug 1997
- Southeast Region Office Manager**, Alliance of American Insurers Aug 1992 – Feb 1995
- Temporary Worker**, Walton-Thomas International.....Jan 1992 – Aug 1992
- Staff Intern**, Texas Sunset Advisory Commission..... Summer 1991
- Director of Government Affairs**, ASU Student Government..... Spring 1991
- Seasonal Ranger**, Grandfather Mountain.....Summer & Fall 1990 & Fall 1991
- Telephone Solicitor**, ASU Alumni AffairsFall 1989
- Office Clerk**, Riverside Research Associates..... Summer 1989
- Senior Trip Leader**, ASU Outdoor Programs 1989 – 1991
- Office Assistant**, Haken/Corley Architects Fall 1987 & Summer1988
- Telephone Surveyor**, Deiner and Associates..... 1986 – 1987
- News Paper Delivery**, The Roanoke Times 1982 to 1985

EDUCATION

- Certificate in Nonprofit Management** March 2007
Office of Continuing Studies
Duke University, Durham, NC
- Master of Public Administration** August 1998
Minor in Geography and Planning
Appalachian State University, Boone, NC
- Bachelor of Science in Political Science**..... December 1991
Concentration in Political Communications with a Minor in Sociology
Appalachian State University, Boone, NC
- High School Diploma**.....June 1987
Chapel Hill High School, Chapel Hill, NC

Selected Trainings Completed

Understanding Head Start Finance - James Colvin	March 15, 2012
Monitoring Head Start for Compliance - Billy Starr	March 15, 2012
Head Start Pre-Service Training - Head Start Staff	2003 to 2011
Playground Safety - Luanne Roberts.....	October 2011
Results Oriented Management and Accountability Trainer Training	November 2010
NC Asthma Program Curriculum Training - NC Asthma.....	March 2009
Working with English Language Learners - Allison Setterlind	November 2008
Be Active Kids - Monica McLeod.....	July 2008
Head Start Directors Institute - T&TA@WKU	July 2008
Fellow - Leadership Asheville 27	2008
Introduction to SureStart - UK ECE program, NC Head Start Collaboration Office .	February 2008
CACFP Civil Rights Training - NC HHS, Nutrition Services	April 2007
Gentle Teaching - Dr. Charles Woodard	October 2007
PRISM 2007 Protocol Training - T&TA Network,	January 2007
Head Start Issues - Howard Gesbeck, Jr. WIPFLi	May 2006
Early Childhood Credential I - AB Tech.....	Spring 2005
Supporting Literacy Outcomes in Head Start Classrooms - Allison Setterlind.....	July 2005
Program Governance Training - WKU T&TA	December 2004
Managing ChildPlus Software - ChildPlus, Inc.	January 2006
Family Partnerships, Goal Setting & ERSEA - WKU T&TA	August 2003
Problem Solving Leadership - MAHEC.....	May 2003
National Head Start Facilities Institute: Construction Standards	January 2003
National Head Start Facilities Institute: Facility Maintenance	January 2003

Presentations Given

Head Start Pre-Service Training - Head Start Staff	2003 to 2011
Head Start Program Governance Training - Policy Council	2004 to 2011
Prius Vehicle Training - Agency Staff.....	2008 to 2011
Federal Monitoring Reviews - NCHSA Cluster E.....	May 2010
Head Start Performance Standards - Head Start Pre-Service.....	2006 & 2009
Civil Rights and the Child & Adult Care Food Program - Head Start Pre-Service.....	2007 & 2008
Preparing for PRISM - Head Start Staff.....	October 2006
Head Start: Serving Children and Families - Policy Council	November 2005
Introduction to Head Start - Children First Conference	November 2005
Introduction to MS Office XP Professional Lunch and Learn - Agency Staff.....	April 2004
Planned Giving - Southern Appalachian Highlands Conservancy Board	July 1998
Introduction to American Government - Appalachian State Students	Fall 1997 & Spring 1998

Conferences Attended

Annual Training Conference - NC Head Start Association - Raleigh NC.....	March 2012
T&TA Summer Conference - Region IV Head Start, Atlanta GA.....	August 2011
Legislative Conference - National Community Action Foundation, Washington DC.....	2005 to 2009
National Smart Start Conference - Greensboro NC	2005 to 2009
Annual Training Conference - Region IV Head Start Association,.....	February 2003, 2008 & 2012
NC Head Start Association - NCHSA Governing Board, Winston Salem NC	October 2007
Fiscal Management Institute - Region IV Head Start Association, Atlanta GA.....	August 2006
33rd Annual Training Conference - National Head Start Association, Detroit MI.....	May 2006
Fiscal Management Institute - Region IV Head Start Association, Atlanta GA.....	May 2004
National Head Start Health Institute - Washington DC	April 2003

TECHNOLOGY SKILLS

High Proficiency

Windows XP, Windows7 and iOS 5.1 for iphone and ipad
Microsoft Office Suite: Word, Excel, Access, PowerPoint and Outlook
ChildPlus child and family tracking software

Moderate Proficiency

Microsoft Navigator financial software
Corel Word Perfect and Quattro Pro
ArcView, ArcInfo, and Surfer GIS and Mapping software
SPSS relationship analysis software

Social Networking

Linked In - 70 First degree connections, over 3,400 second degree connections
Twitter - 70 Followers and following 144 people
Facebook - Familiar with account utilization

ACTIVITIES

Professional

Results Oriented Management & Accountability (ROMA), Trainer Certification expected..... 2012
Leadership Asheville - 27, Fellow..... 2008 – 2009
Certificate in Nonprofit Management, Duke University..... March 2007
Natural Resource Leadership Institute, Fellow 2000 – 2001

Board Memberships

NC Head Start Association, Parliamentarian..... 2012 – Present
Madison County Smart Start, Member since 2000, Treasurer 2005 – Present
Buncombe County Smart Start, Member since 2008, Treasurer..... 2011 – Present
Channels for Child Care Advancement, Member since 2007, Treasurer 2008 – Present
Buncombe County Cares About Child Care, Member 2007 – Present
Buncombe County More at Four/NCPK Advisory Committee, Member..... 2006 – Present
Madison County Juvenile Crime Prevention Council, Member 2000 – 2003
Madison County Habitat for Humanity, Member 2000 – 2001

Additional

State of North Carolina, Drivers License, #7702649 Expires 2017
State of North Carolina, Emergency Medical Technician,..... 1995 – 2008
Boy Scouts of America, Eagle Scout, Order of the Arrow 1980 – 1987

WORK REFERENCES FROM COMMUNITY LEADERS

"In my experience, Brian Repass has a deep working knowledge of the Head Start Program both from a national and local perspective, with many years of experience in the CAO program. Because the Housing Authority provides classroom buildings for the program, we have worked together to increase enrollment of children from our housing developments. Brian has always been responsive to our requests, providing detailed program statistics and creative ideas for outreach."

David Nash, Chief Operations Officer, Asheville Housing Authority
165 S. French Broad Avenue, Asheville NC 28801, 828-257-2634, dnash@haca.org

"Brian and I serve together on community non-profit boards and committees. This is what I know -- when Brian speaks, I listen closely. He is extremely intelligent and thoughtful and generously shares his extensive knowledge and experiences on children's issues because he knows that working together is how we will find solutions. Brian is very committed to the betterment of children's lives and his influence on me, personally, and the work we collaborate on moves us towards that vision."

Jennie Eblen, Business Owner and Community Volunteer
64 Tuckaway Drive, Asheville, NC 28804, 828-684-5530, jeneblen@aol.com

"It has been my pleasure to work with you on so many different projects through so many years. I spent time trying to come up with a list of all the initiatives, Boards and committees we have worked on together and there were just too many to remember. I always appreciated your tremendous ability to face the really complex, important issues and break them into pieces that were understandable and actionable. Thank you for all the help you have given me so many times. No request for data or trend information was ever too big or too small."

Fran Thigpen, Director, Buncombe County Child Care Services & Parks and Recreation Services
59 Woodfin Place, Asheville, NC 28801, (828) 250-4260, fran.thigpen@buncombecounty.org

"I have known Brian for over 12 years, and have found him to be smart, hard working and very much a team player."

Jerrie Plemmons, Chair, Madison County Partnership for Children and Families
15 Redwood Drive, Hot Springs, NC 28743, 649-0800 x4135, jerry@hotspringshealth-nc.org

"Over the past 10 years, I have had the opportunity to work with Brian on a number of community collaborative efforts and recognize he is an excellent ambassador for CAO and Head Start. I have always valued Brian's leadership and intelligent and thoughtful comments he brings to the discussion at hand."

Ron Bradford, Executive Director, Smart Start of Buncombe County
2229 Riverside Drive, Asheville, NC 28804, 828-285-9333, Ron@smartstart-buncombe.net

"One unique asset of a smart leader is the ability to synthesize complex information and distill it to its fundamental elements. What makes that smart leader a wise one is the further ability to convey those fundamentals to varying groups of people, and to generate purposeful discussion and ultimately, consensus. Brian Repass is both that smart and wise leader."

Nancy Alenier, Executive Director, Madison County Partnership for Children and Families
P.O. Box 545, Marshall, NC 28753, 828-649-9373, nancya@charterinternet.com

EMPLOYMENT REFERENCES

Community Action Opportunities, 25 Gaston Street, Asheville NC 28801, 828-252-2495

Direct Supervisor

Jerrie Honeycutt, Children, Family & Community Partnerships Department Director (Retired)
1173 Holland Creek Rd, Mars Hill, NC 28754-7030, 828-689-4100

Madison County Government, P.O. Box 579 Marshall, NC 28753, 828-649-2854

Direct Supervisor

Anita Davie, Director, High Country Area Agency on Aging
P.O. Box 1820, Boone, NC 28607 828-265-5434 ext 122, adavie@regiond.org

Grandfather Mountain, Inc., P.O. Box 129, Linville, NC 28646, 828-733-2013

Direct Supervisor

Steve Miller, Back County Manager and Safety Director, Grandfather Mountain
P.O. Box 129, Linville, NC 28646, 828-733-2013