

BIO OF JAN CLINTON CHILSON

Jan Clinton Chilson was born in Sayre, PA, however, the bulk of his pre-adult life was living abroad in Asia; the Philippines and Japan respectively (his Father worked for the Federal government). Shortly after graduating from high school in Subic Bay Naval Base, Philippines, Jan joined the U.S. Navy where he served our country for 22 years attaining the rank of Chief Warrant Officer. He was assigned to various shore stations as well as an aircraft carrier, destroyer, and three amphibious ships.

Upon retiring from the Navy, Jan was hired as the Emergency Services Director of Bradford County, PA where he managed all emergency services of the county including the 911 Center. After almost four years of employment Jan relocated to Clay County, FL and assumed the duties as the county's Emergency Planning Manager. There he managed the Emergency Operations Center during two Presidential declared disasters. He also served on various Incident Management Teams that were deployed in the busy 2004 and 2005 hurricane season in Florida.

Subsequently, he was hired by the Federal government and served as an Emergency Manager at a strategic weapons facility as well as at the Naval Base, Guantanamo Bay, Cuba. His last assignment, while employed by the Federal government, was as a Program Analyst in a Nuclear Weapons Security Division where he managed all funding for security construction projects and the maintenance and procurement of the supporting Marine Corps Security Battalion tactical vehicle fleet, which was utilized to protect the nation's security assets.

Jan is a former Certified Emergency Manager (CEM) from the International Association of Emergency Managers, a former Treasurer and Conference Chairman for the Florida Emergency Preparedness Association, and a Florida Professional Emergency Manager (FPEM). He holds a Bachelors of Science Degree from Jacksonville State University and majored in Emergency Management with a minor in Homeland Security.

Jan served as the President of the Pebble Creek Homeowners' Association in 2016 and 2017. He implemented the strategic goal that "all homeowners will be treated equally with dignity and respect".

Jan currently serves in the Reserve Corps as a Project Specialist for the Federal Emergency Management Agency and has been deployed for hurricane and tornado disasters.

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2016-2017: President, Pebble Creek Property Owners Association.

The Chief Executive Officer of the Association. Presided over all meetings of the members and Board Officers. Exercised executive powers and general supervision over the affairs of the Association and other Officers. Executed all written contracts and ensured that all orders and resolutions of the Board were carried out effectively.

*Led the effort to reconstruct all financial records of the Association that were lost by the previous Board.

*Conducted surveys of the community to determine the heartbeat and needs of the community.

*Ensured that the public meetings of the Association were informative and beneficial to the homeowners.

05/2010 to 5/2015: **Program Analyst**, SWFLANT, Nuclear Weapons Security Division (NWS), Kings Bay Naval Base, GA. Provided analytical work in support of the NWS Program. Researched and identified contract requirements to support a variety of program initiatives and continuing work efforts. These areas include facility construction and on-going maintenance, review of contractor Security Effectiveness Studies and consulting services, electronic surveillance or other security monitoring systems, other equipment acquired through contracts and human resources staffing contracts for Master at Arms Security Unit administrative services. Prepared determinations and findings based on program and management analysis studies in the aforementioned areas and for evaluation of status of PO&M accomplishments for areas such as military construction projects in the Limited Area, Waterfront Restricted Area, Convoy Routes, Swimmer Interdiction and other construction projects. Primary analytical and managerial responsibility for budgetary support for NWS requirements (\$7+ million). Participated with the NWS Program Manager and other staff in fiscal management including preparation of budget acquisition of hardware component equipment, contracts management, forecasting/programming and financial management. Tracked and requested funding for fiscal year unfunded projects, as well as the incorporation of vulnerability assessment projects into the budgetary process. Managed all logistical coordination between NWS and MCSFBn. Program Manager for 50+ tactical armored fighting vehicles (AFV), night vision assets, and equipment/outfitting support for the Master at Arms security contingency force. Property Manager for over \$2.5 million in property and equipment. Departmental expert of the newly introduced Enterprise Resource Planning (ERP) within the organization. In the infancy stages identified shortcomings in the financial reporting

system. Once identified and corrected, ERP could budget, account for, and audit its resources as designed.

2009- 05/2010: **Emergency Manager**, U.S. Naval Station, Guantanamo Bay, Cuba.

Coordinated the development of installation level emergency management plans, processes, and procedures while ensuring compliance. Conducted EM assessments. Promoted liaison and coordination between area emergency management groups to ensure adequate planning to mitigate a variety of crisis/consequence management incidents/accidents such as disaster response. Managed, directed, coordinated and implemented the installation's Emergency Management Chemical, Biological, Nuclear, and High Yield Explosives (CBRNE)). Coordinated EM training, researched and developed curriculum and coordinated training courses. Coordinated installation emergency management command and control to include the set-up, organization, staff training and effective operation of the installation's Emergency Operations Center (EOC). Resident advisor to the installation Commanding Officer for all emergency management functions to include policy, procedures, the Incident Command System, and CBRNE consequence management.

2007 – 2009: **Emergency Manager**, Strategic Weapons Facility, Atlantic.

Managed an effective program to meet unique resolution of potential situations including, but not limited to, nuclear weapon accidents and incidents, and/or an assortment of other man-made or natural potentially catastrophic events. Analyzed, planned, organized, directed and appraised the effectiveness of the program and operations in meeting required goals and objectives.

- * Solidified, as the Community Outreach Program Manager, positive and professional relations with diversified range of State, Federal, and local emergency management/medical, law enforcement and radiological specialists.

- * Conducted a nuclear weapons tabletop exercise with local partners (both sides of the border; FL/GA), State, and Federal civilian partners; never before accomplished.

- * Revamped the exercise preparation process to enhance the validation of strengths/weaknesses and more readily identified improvement opportunities for the command.

- * Spent numerous hours in ensuring every detail for the Outreach full-scale exercise (Darling Jewel 08), was coordinated, planned and effectively executed. This required a dynamic effective planning rapport with 14 civilian agencies. First exercise of this magnitude (geared toward our civilian partners) ever conducted. Numerous accolades received.

2003-2006. **Emergency Planning Manager**, Clay County Dept. of Public Safety, Green Cove Springs, FL. Responsible for the four phases (mitigation, preparedness, response, and recovery) of emergency management, including formulating policy, developing goals and objectives, supervising staff, administering the budget and directing day-to-day operations. Managed and trained the county's damage assessment team. Represented the department before civic and community groups; managed inquiries from the media and the public; prepared new or revised ordinances needed to implement (or related to) emergency management programs, and increased community participation.

Developed, prioritized and implemented disaster prevention and mitigation plans and programs. Trained all personnel on their EOC duties and responsibilities. Responsible for the concept development, exercise design, planning, and preparation of all exercises. Reviewed, approved, or disapproved all the Residential Health Care Facilities' emergency management plans. Only Northeast Florida emergency management organization that conducted daily conference calls to discuss preparedness/response issues as well as available bed space during tropical conditions with respective medical/nursing facilities. Wrote all After Action Reports for exercises. Responsible for ensuring that the county was able to execute its continuity of operations plan. Maintained the county's Comprehensive Emergency Management Plan (CEMP), including public participation and adherence to the State's requirement. Managed the county's Community Emergency Response Team (CERT) training program as well as all other disaster awareness/preparation programs. Acted as the Recovery Officer for the county after a disaster declaration was made. Coordinated disaster assistance with Federal, State and local authorities.

- * Orchestrated a wind-load survey for the EOC. Survey revealed that the EOC was vulnerable to 74 mph+ winds. Drafted and implemented contingency plans for the relocation of the EOC personnel to an alternate facility due to a threatening hurricane.
- * Authored competitive emergency management grants one of which resulted in \$3.2 million being awarded for an EOC.
- * Effectively led the EOC staff through two Presidential Declared Disasters (hurricanes, 2004).
- * Achieved StormReady certification for the county.
- * Successfully managed an in-depth review and complete rewrite of the county's CEMP.
- * Managed the county's reimbursement process for two Presidential Declared Disasters (millions \$\$). 100% of eligible costs recaptured; + all FEMA audits passed.
- * Authored proposals for the structural enhancement of selected hurricane shelters. Proposals, which exceeded \$400,000, approved by the County Commissioners.

2002 – 2003: Emergency Management Planner and Grants Specialist, Putnam County, Palatka FL. Developed and implemented strategies to determine capabilities of local business and industry to support emergency plans. Established and conducted disaster training for local business and industry to mitigate effects of storms and other disasters on short and long-term economy. Reviewed and updated mutual aid agreements with other county agencies and surrounding counties to provide needed service and resources during times of disaster. Reviewed and approved Residential Health Care Facilities plans to include site inspections as per state mandate. Coordinated training for other county government departments to assist in the ESFs' operations during declared disasters. Developed and presented public education programs on disaster preparedness within the community. Maintained and updated the CEMP for compliance with state and federal rules and regulations. Planned and participated in State and County disaster exercises. Coordinated with the Local Mitigation Strategy Committee on all countywide mitigation efforts. Coordinated the disaster shelter program.

- * Successfully served as the EOC Manager during an Amtrak derailment, which was the largest MCI in recent Florida history.
- * Formulated and trained the county's first CERT.

* Revised, updated and or authored various SOPS and checklists to further enhance preparedness.

1996-1999: **Emergency Services Director.** Appointed by Governor Tom Ridge. Managed 14 dispatchers, administrative assistant, 911 Coordinator, and 38 local emergency management coordinators in the Commonwealth's second largest county. Briefed press, county commissioners, and other government officials on emergency/disaster situations. Released press releases on a large spectrum of emergency situations ranging from chemical spills to hazardous weather conditions. Responsible for the judicial planning, assignment and coordination of all available resources in an integrated program of prevention, mitigation, preparedness, response, and recovery for emergencies/disasters of any kind, whether from attack, manmade or natural.

* Revitalized emergency management training; bolstered participation by 35 percent.

* Spearheaded the effort in obtaining the first "Project Impact" community to cross state lines (PA/NY) and FEMA regions.

* Designed and facilitated the first ever tabletop exercise between first responders from NY and PA; total improvement process implemented.

* Heightened the field's awareness of terrorism by interacting with the FBI to provide first responder training.

* Rewrote 10+-year-old SOP for 911.

* Instructed school students, church organizations, and citizen groups on 911 and emergency preparedness.

* Established a professional rapport with police agencies, fire departments (one paid and 16 volunteer), and EMS organizations.

* Successfully managed a \$1.2 million 911 project for the successful implementation of a computer aided dispatch system. Superior project management skills displayed.

* Convinced the Board of County Commissioners to approve purchase of a 24x7 weather warning system.