

County Council of Howard County, Maryland

2019 Legislative Session

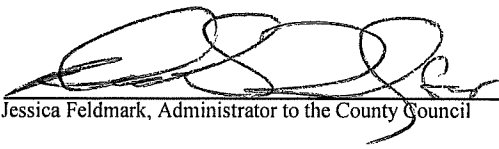
Legislative day # 4

RESOLUTION NO. 23 - 2019

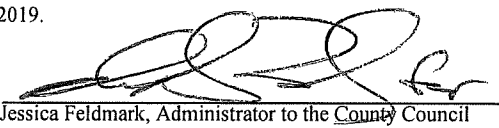
Introduced by: Chairperson at the request of the County Executive

A RESOLUTION confirming the appointment of Maxine F. Kellman-Allen, DVM, PhD, PMP, to the Commission for Women.

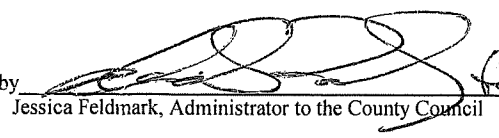
Introduced and read first time on March 4, 2019.

By order 
Jessica Feldmark, Administrator to the County Council

Read for a second time and a public hearing held on March 19, 2019.

By order 
Jessica Feldmark, Administrator to the County Council

This Resolution was read the third time and was Adopted , Adopted with amendments __, Failed __, Withdrawn __ by the County Council on April 1, 2019.

Certified by 
Jessica Feldmark, Administrator to the County Council

NOTE: [[text in brackets]] indicates deletions from existing language; TEXT IN SMALL CAPITALS indicates additions to existing language. ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment.

Maxine F. Kellman-Allen, DVM, PhD, PMP

Project Management | Strategic Planning | Animal Modeling | Program Development Leadership | Team Building | Operational Processes | Project Cost Analysis | Stakeholder Engagement

Highly accomplished and results-driven Licensed Veterinarian and Certified Project Management Professional with expertise in animal modeling, zoonotic diseases, leading diverse projects and cross-functional teams to consistently meet key program deliverables. Exceptionally motivated and resourceful individual with demonstrated ability to excel consistently in any work capacity through outstanding work ethic. Six Sigma Green Belt dedicated to quality while increasing productivity and reducing operating expenses. Deliver high-quality design and flawless execution of methodology. Adept at working effectively both independently and collaboratively to meet strict deadlines and project specifications. Excellent interpersonal and communication skills to build rapport and productive client relationships.

PROFESSIONAL EXPERIENCE

BIOTECHNOLOGY ANALYST

Department of Health and Human Services (HHS), Office of the Secretary (OS), Office of the Assistant Secretary of Preparedness and Responses (ASPR), Strategy, Policy, Planning and Requirements Division, Domestic Policy Branch, National Advisory Committees (NACs) | July 2018-Present

HEALTH PROGRAM MANAGEMENT: Provide technical leadership and program management as an Alternate Designated Federal Official and Executive Secretariat to two federal advisory committees (National Biodefense Science Board (NBSB) and the National Advisory Committee on Children and Disasters) in identifying, coordinating, and overseeing the Department of Health and Human Services, Office of the Assistant Secretary for Preparedness and Response (ASPR) Strategy, Planning, Policy and Requirements Division, Domestic Policy Branch, National Advisory Committees (NACs) program activities that can best support successful achievement of ASPR's and the HHS' mission for preparedness, response and recovery during Chemical, Biological, Radiological, Nuclear or Explosives (CBRNE) events . Team Lead and subject matter expert for the National Advisory Committees. Provide analysis of methods to be used, resources required, interagency coordination matters and milestones. Organize, lead and guide NBSB and NACCD working groups.

DATA ANALYSIS: Review and analyze procedures and operating policies to assess their effectiveness. Perform administrative reviews and gap analyses and provide written recommendations to effectively manage administrative operations. Study, interpret, develop, and implement new and existing administrative directives. Interpret and apply detailed policies and practices to solve resource and programmatic problems. Analyze and support execution of and evaluate business operations of the NBSB and NACCD; and support and coordinate FACs business needs including human capital, performance management and budget formulation and procurement, facilities, and information technology with service partners. Developed NAC Spend Plan and monitored budget expenditures for the Annual Comprehensive Review (ACR) for the NBSB and NACCD.

ORAL AND WRITTEN COMMUNICATION: Establish and maintain effective collaborative and working relationships with those within ASPR and other government agencies and non-government organizations. Analyze and prepare technical briefing materials and program status reports for review at all levels. Develop presentations for NACs staff and or other intra-and interdepartmental audiences on current topics affecting ASPR. Write instructions based on established policies and procedures. Deliver oral briefings/ presentations to professionals at all levels within ASPR and external organizations and agencies. Contributory guest editor and co-author for the publication of the CDC sponsored "Translation, Dissemination, and Implementation of Public Health Preparedness Research and Training" supplement issue of the *American Journal of Public Health*

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ACCOMPLISHMENTS:

- Coordinated, as a subject matter expert in biodefense, the transformation and strengthening of the National Preparedness and Response Science Board into the National Biodefense Science Board, ensuring alignment with ASPR senior leadership priorities and statutory requirements.
- Provided leadership in the growth and expansion of ASPR's Federal Advisory Committees, as the Alternate Designated Federal Official (DFO) charged with DFO duties during the prolonged emergency deployment of the DFO.
- Strengthened relationships with key ASPR stakeholders in industry and academia in the biodefense and pediatric preparedness areas.
- Ensured compliance with the Federal Advisory Committee Act, liaising effectively with ASPR officials, Advisory Committee chairs, and the White House Liaison Office to successfully renew the charter of the National Biodefense Science Board and appropriately sunset the National Advisory Committee on Children and Disasters.
- Demonstrated ability to meet strict time-sensitive requirements for public reporting while improving quality and relevance of developed products.

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HEALTH PROGRAM MANAGEMENT & DATA ANALYSIS: Same as above.

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ACCOMPLISHMENTS:

- Represented ASPR as a subject matter expert in stakeholder engagement for the Department of Homeland Security (DHS) led interagency National Mitigation Investment Strategy (NMIS) Stakeholder Engagement Sub-Committee.
- Saved OPP \$100,000 by doing stakeholder in-person meetings in-house and ending use of a contracting agency.
- Identified training needs to enhance operations and developed training modules in the area of project management for NACs staff.
- Developed the National Advisory Committees Student Volunteer Student Internship Program to train students (college, professional and graduate students) in field of disaster preparedness and response. Program was expanded into the OPP-wide Student Volunteer Internship Program.
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AWARDS: Received five 40hr Time-Off and Cash Awards for exemplary performance as acting Executive Director; for successful mentoring of interns; establishment and coordination of the Office of Policy and Planning Student Volunteer Internship Program and for the successful planning and execution of the July 17-21, 2017 HOSA Scholars Program.

EDUCATION AND CERTIFICATIONS

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Uniformed Services University of the Health Sciences & Henry M. Jackson Foundation | Bethesda, MD

Doctor of Philosophy in Veterinary Medical Sciences (Immunology, Parasitology, and Zoonotic Diseases)

Researched and identified critical clinical issues in livestock and provided problem resolutions.

Virginia Tech | Blacksburg, VA

Doctor of Veterinary Medicine

Tuskegee University School of Veterinary Medicine | Tuskegee, AL

Bachelor of Science

Biology (Neurobiology and Behavior)

Cornell University | Ithaca, NY

Licensures/ Certifications:

Georgia Veterinary License

Project Management Professional (PMP) Certification

Leadership Certification

Contracting Officer Representative (COR) Level I

Six Sigma Green Belt Certification

References Available Upon Request

Howard County Council Legislative Public Hearing
Acceptance of Nomination
March 18, 2019

Maxine Kellman-Allen, DVM, PhD, PMP

Commission for Women-Nominee

I would like to thank County Executive, Dr. Calvin Ball, for nominating me to the Commission for Women. Thank you Council Members for the opportunity to share a little of my background and my interest to serve on the Commission for Women.

Background:

- I am married and have two children and have been a Howard County resident since 2001.
- I am a licensed Veterinarian with a PhD in Immunology and Parasitology and a Certified Project Management Professional (PMP)
- I am an active member of the Columbia Alumnae Chapter of Delta Sigma Theta Sorority, Inc. Delta Sigma Theta Sorority, Inc. has a strong foundation of Sisterhood, female empowerment, social action and community enrichment.
- I am also a member of the Adult Branch of the Howard County NAACP, Co-Advisor for the Howard County NAACP Youth Council and Parent Advisor for the Howard County National Society of Black Engineers (NSBE) Jr Chapter-Next Generation Leadership Academy (NGLA).

Career:

- I work in the U.S. Department of Health and Human Services in the Office of the Secretary, within the Office of the Assistant Secretary for Preparedness and Response (ASPR).
- I am a Biotechnology Analyst and am the team leader for the National Biodefense Science Board (NBSB) a federal advisory committee, which provides recommendations to policies relating to All-Hazards (Natural (e.g. hurricanes, floods) or man-made).
- Past experiences include working in the Baltimore City Public School System to provide a safe and secure school climate conducive for learning and supporting families to improve student achievement.

Why do I want to serve on the Commission for Women?

- I am a public servant and I want to assist in advancing opportunities (educational and employment) for **All** women (youth and adults) in Howard County, and through these efforts strive to improve the lives of their families as a whole.
- I want to reach women in the County who may feel marginalized.
- I believe my stakeholder engagement skills will serve to benefit and enhance the work the Commission for Women wants to accomplish.

financial support from family, friends, and colleagues, the endowment has grown and helped many students realize their dream of a music education in the world class facilities at HCC.

A few years ago, I was in the first group of human library books at the Howard County library and shared my life story with community members. You may have seen me on the cover of Source magazine. I love writing and my stories have been published in HCC's literary journal, The Muse.

I believe my unique background would bring a fresh perspective to the work of the Howard County Women's Commission. If my nomination is approved, I will do my best to further the work of the Commission to address the needs and improve the lives of all women and girls in Howard County.

My thanks to County Executive Calvin Ball for putting forward my nomination and to the County Council for this opportunity to testify before you.

Thank you.

March 18, 2019

Testimony to Howard County Council in support of nomination of Farida Guzdar to the Howard County Women's Commission

Good Evening County Council members, members of the audience, and my former HCC colleagues behind the camera. My name is Farida Guzdar and I reside in the Village of Town Center in Columbia.

I have lived and worked in Howard County since 1985. Both my children attended Howard County public schools, played baseball and softball in local leagues, attended Howard Community College and even worked there during summer vacations. Thanks to the great education and opportunities in Howard County, both are doing well in their professions.

I retired from Howard Community College last year after 31 years of service, most of it as executive assistant to the president to President Emeritus Dr. Mary Ellen Duncan and current president Dr. Kate Hetherington. I had the privilege of working with two great women leaders and wonderful colleagues. I also had the opportunity to get to know our county and state delegates. I volunteered at college events and in the community, as a board member of the Foreign-born Information Referral Network, Women's Giving Circle, Neighbor Ride volunteer driver, president of my condo board, and board member of Columbia Association's International Multicultural Advisory Committee. All these experiences helped me learn and grow personally and professionally.

I grew up in India and came to the US 40 years ago as a young bride. I immediately adapted to my new environment and became a citizen in 1985. As the middle of three sisters, our mother raised us to be good wives and mothers and arranged our marriages. I married a physicist who had a brilliant career at the University of Maryland until his passing in 2011. Like him, I believed in education and even though I had a Bachelor of Arts degree from India, I took online classes while working and raising a family and earned a bachelor of science in business administration from the University of Maryland University College.

If you're wondering why I'm telling you my life story, it's because every experience I've had has prepared me to serve on the Howard County Women's Commission. I believe that everyone, including women and girls, have a right to be heard and treated equally and equitably, no matter who they are or where they come from.

I belong to a dwindling religious group called Zoroastrians who belong to the oldest monotheistic religion Zoroastrianism, started in ancient Persia, modern day Iran. Around the 7th or 8th century, due to religious persecution in Persia, some Zoroastrians left their country and came to India. Our ancestors came from the area around Pars or Persepolis and are therefore known as Parsees. Following in the footsteps of Parsees who are known for their charity, I established the Guzdar Family Music Endowment at Howard Community College in memory of my husband who loved playing the piano as a respite from physics. Thanks to

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