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FEB 07 2018

NAPA COUNTY
EXECUTIVE OFFICE

Application for Appointment to Board, Commission, Committee, or Task Force

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

Public Records Act

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

Application for Appointment to: Napa County Veterans Commission

Category of Membership for Which You Are Applying: **Member of Local Organization serving the needs of Veterans**

Personal Information

The following information is provided in confidence, but may be used by the Board of Supervisors when making the appointment, or be used by the Committee/Commission/Board/Task Force following appointment for purposes of communicating with the appointee.





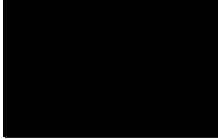
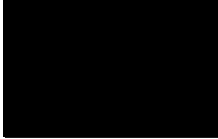
Full Name: Miguel Vargas

Supervisory District in Which You Reside: District 2

Home Address: 

City: Napa

State: CA

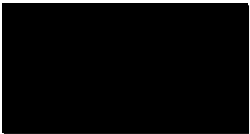
Zip	
Phone	
Email Address	
Work Address	
City	Yountville
State	CA
Zip	
Work Phone	
Current Occupation	Chief of Finance for the Veterans Home of California Yountville.
Current License	No current License
Education/Experience	MBA in General Management from Trident University International, B.S.B.A in Business Administration from Touro University Interanational, Associates Degree in Construction Technology, Associates Degree in Aerospace Physiology Technology.
Resume	<u>M.Vargas Resume.docx</u>
Community Participation	Previous member of the Marysville Kiwanis Club for 3 years.
Other County Board/Commission/Committee on Which You Serve/Have Served	Voting member for the Morale Welfare and Recreations fund to manage and allocate budget to ensure proper use and accountability.

Provide names, addresses and phone numbers of 3 individuals who are familiar with your background.

Reference 1

Name Michael Bunch

Phone 

Address 

City Yountville
State CA
Zip [REDACTED]

Reference 2

Name Bill Davis
Phone [REDACTED]
Address [REDACTED]
City Fairfield
State CA
Zip [REDACTED]

Reference 3

Name Paul Luebker
Phone [REDACTED]
Address [REDACTED]
City Napa
State CA
Zip [REDACTED]

Name and occupation of spouse within the last 12 months, if married. Amanda Vargas (Homemaker)

Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute. I am 20 year retired Air Force Veteran who serves the members at the Veterans Home in Yountville. I would like to serve at a greater capacity to make positive impact to all veterans in Napa Country. I want to make sure our veterans are aware of the many resources available to them and ensure they are connected with the benefits they are eligible for.

FEB 07 2018

Miguel Vargas

Napa CA

NAPA COUNTY
EXECUTIVE OFFICE**SUMMARY STATEMENT**

United States Air Force veteran with 20 years military experience. Worked primarily in providing customer service throughout two careers (Aerospace Physiology & Structures Engineering). Managed areas in Finance, Education/Training, Energy Optimization, Facility Maintenance, Logistics, and Safety/Mishap Prevention. Desires difficult challenges to overcome and creates synergy through transformational leadership. A strong passionate speaker able to captivate audiences and deliver information to large groups. Will be a valuable asset who aims to further the company's direction and mission through innovation.

PROFESSIONAL EXPERIENCE SUMMARY

- Master of Business Administration in General Management from Trident University International
- Bachelor of Science in Business Administration from Touro University International
- Associates in Applied Science Aerospace Physiology Technology from Community College of the Air Force
- Associates in Applied Science Construction Technology from Community College of the Air Force
- Chief of Finance of largest veterans home in the country: manages trust, donations, and Moral Welfare fund
- Base Energy Manager: Reduced energy usage, issued service agreements, and prepared monthly/annual reports
- Base Utility Manager: Created annual rate calculations, processed \$5.2M in utility bills, tracked energy usage
- Recurring Work Program Manager: Managed base preventative maintenance cycles and quality assurance
- Requirements & Optimization Manager: Design facilitator for project managers, engineers, and contractors
- U-2 Support Operations Supervisor: Managed teams to perform launch and recovery of U-2 pilots globally
- Technical School Instructor: Managed curriculum, supervised instructors, and developed course lesson plans
- Professional Military Instructor: Trained students on space suit and survival equipment maintenance/repair
- Centrifuge Operator: Supported test, research, development, and trained pilots on g-force effects and tolerance
- Hypobaric Chamber Operator: Supported test, research, development, and trained aircrew on high altitude
- Sodexo Catering Services: Set-up/catered large groups and parties at the University of the Incarnate Word
- Administrative Assistant: Uses Microsoft Word, Excel, PowerPoint, Lync, and Outlook; able to type 57 wpm

PROFESSIONAL EXPERIENCE

Chief of Finance, Staff Services Manager I 45 hr/week 04/2017 to Present

- Manages member Trust, Donations, and Moral Welfare fund accounts to ensure state and federal law compliance
- Oversees the Accounting, Benefits, and Veteran Services to assist veterans and connect them to eligible benefits
- Instrumental in the October 2017 Napa Fire by collecting and tracking the procurement of emergency supplies
- Improved process efficiency by purchasing folding machine to save 24 man hours in manually folding 900 letters
- Completed 1 of 2 modules for Vet Rep Academy to become an accredited Veteran Service Officer for the state
- Serves as an internal investigator to investigate allegations brought to the administration for further examination

Base Utility Manager, USAF E-6/GS-9 (Equivalent) 45 hr/week 05/2014 to 12/2016

- Prepared, reviewed, and administered service agreements and rate calculations for providing/selling utility services.
- Collected electrical, gas, water, and sewage usage data for Luke AFB and reimbursable customers for billing.
- Reported energy consumption through various Air Force reporting agencies and drafted numerous internal reports.
- Receives and processes utility bills for all utilities at Luke AFB, Ft Tuthill, and Gila Bend to the resource manager.
- Partners with project managers in metering requirement of new facility construction projects to meet energy goals.

Recurring Work-order Program Manager, USAF E-6/GS-7 (Equivalent) 45 hr/week 03/2014 to 12/2016

- Managed preventative maintenance program to ensure recurring work was performed across Luke AFB facilities.
- Accompanied electricians, HVAC, plumbers, and structures personnel to conduct quality assurance checks on work.

- Base Energy Manager, USAF E-6/GS-11 (Equivalent)** 45 hr/week 05/2015 to 08/2015
- Prepared, reviewed, and administered service agreements and rate calculations for providing/selling utility services.
 - Monitored base facility energy loads using available resources to shift loads from on-peak to off-peak periods.
 - Estimated utility requirements and prepare utility service specifications due to changes to facility infrastructure.
 - Coordinated with contracting and legal functions for all utility service contract issues relating to base consumption.
 - Led Energy Management Steering Group in briefing energy goals and accomplishments to senior leader officers.
- Requirements & Optimization Manager, USAF E-6/GS-9 (Equivalent)** 45 hr/week 03/2014 to 11/2015
- Facilitated design review meetings between project manager, contractors, and operations trade specific craftsmen.
 - Addressed building design flaws and coordinated corrections to the plans between project manager and contractors.
- NCOIC Structures, USAF, E-6/GS-9 (Equivalent)** 45 hr/week 04/2012 to 03/2014
- Managed 15 Airmen in construction projects performing as carpenters, masons, sheet metal fabricators, and welders.
 - Directed facility maintenance repairs on roofs, gutters, ducts, ceilings, walls, floors, doors, locks, ladders, and signs.
- Aerospace Physiology Apprentice Course Manager, USAF, E-6/GS-9** 45 hr/week 10/2009 to 07/2011
- Managed accredited technical school providing education and training to both international and Air Force students.
 - Supervised 15 course instructors and trained 60 students annually in technical skills, medical care, and instructing.
 - Oversaw 6 week curriculum and performed hazardous duty functions as insider observer in the hypobaric chambers.
 - Developed computer based training program to achieve training requirements and measure success of training goals.
- Company, Incarnate Word University** 20 hr/week 07/2008 to 08/2009
- Prepared venue for private parties, weddings, fundraisers, and corporate events through table placements and décor.
 - Set-up, tore down, and professionally bartended various events to facilitate the need of the customer demands.
- Full Pressure Suit Education NCOIC, USAF, E-5/GS-7** 45 hr/week 06/2005 to 10/2009
- Oversaw 4 courses to certify technicians and supervisors to support U-2 mission requirements home and deployed.
 - Trained 42 students annually in highly technical U-2 space suit operations, inspection, maintenance, and repair.
 - Recognized as the subject matter expert on space suit maintenance and repair of \$5M in life support equipment.
- Launch Recovery Team Supervisor, USAF, E-5/GS-7** 45 hr/week 04/2003 to 06/2005
- Led team of 4 life support technicians in suit up, launch, and recovery operations of U-2 pilots undergoing training.
 - Saved 8 pilot lives who experienced high altitude decompressions and were protected by space suit pressurization.
 - Identified and directed 17 pilots for treatment of decompression sickness by providing care and notifying doctors.
- Suit Depot NCOIC, USAF, E-4/ GS-7** 45 hr/week 03/2002 to 04/2003
- Single point of contact for repair of over 90 space suit assemblies and maintained work turn around in 24 hours.
 - Filled NCOIC position and performed the work of 3 people essentially changing work effectiveness protocols.
 - Tracked space suit inventory of all U-2 pilots and responsible for the sizing and initial issue of U-2 space suits.
- Suit Maintenance Technician, USAF, E-3/GS-07** 45 hr/week 03/1999 to 08/2012
- Performed recurring maintenance inspection on all space suit assemblies and ensured suit availability for U-2 pilots.
 - Prepared and packed space suit assemblies for shipping to enable U-2 operations mission requirements globally.
- Launch Recovery Technician, USAF, E-2/GS-07** 45 hr/week 03/1999 to 08/2012
- Performed suit up, launch, and recovery operations of U-2 pilots throughout 3 shifts to meet pilot proficiency goals.
 - Performed insider observer chamber operations to support U-2 pilot high altitude exposure training requirements.
- Bartender, Peach Tree Country Club Private Golf Course** 10 hr/week 06/2004 to 02/2005
- Provided bartending service to club members at the main bar, mobile bar, and prepared venue for private events.

- Utilized point of sale system for club and non-club members, inventoried stock, and prepared fresh mixes/garnishes.

Technical Training Monitor, USAF, E-2/GS-05 45 hr/week 10/1998 to 03/1999

- Tracked and issued training requirements for 113 personnel to remain current and stay worldwide deployable assets.
- Administrative assistance to unit deployment manager creating various spreadsheets to capture personnel readiness.

Centrifuge Operations Technician, USAF, E-1/GS-7 45 hr/week 02/1997 to 10/1998

- Performed 3 crew positions to train fighter pilots on the effects of g-forces and practice their anti-g strain maneuver.
- Assisted with the research and development of test equipment by exposing to g-forces and high altitude environment.
- Performed extensive insider observer duties for research subject protocols and doppler heart activity periodically.

Chicago Public Library Clerk, City of Chicago, 22 hr/week 02/1995 to 11/1996

- Performed receiving, checkout, new accounts, ordering, and reconciled fines of library books for all customers.

Chicago Public Library Page, City of Chicago, 22 hr/week 06/1994 to 02/1995

- Responsible for returning all books received back to the shelves and organizing multiple collections back to order.

Miguel Vargas

Education

- | | <u>Date</u> |
|--|-------------|
| • Master of Business Administration - General Management , Trident University International | 2015 |
| • Bachelor of Science in Business Administration , Touro University International | 2007 |
| • Associate of Applied Science Construction Technology , Community College of the Air Force | 2013 |
| • Associate of Applied Science Aerospace Physiology Technology , Community College of the Air Force | 2008 |
| • Professional Bartending Certification, Professional Bartending School of San Antonio | 2008 |

Training

- | | <u>Date</u> |
|--|-------------|
| • 2 Week, CALHR Basic Supervision for State Supervisor Part 1 & 2 | 2017 |
| • 8 Week, Aerospace Physiology Apprentice Course | 1997 |
| • 2 Week, Aerospace Physiology Craftsman Course | 2006 |
| • 1 Week, David Clark Suit School | 2001 |
| • 1 Week, Hyperbaric Chamber Treatment Course | 2005 |
| • 3 Day, Portable Hyperlite Training Chamber Course | 2007 |
| • 1 Week, Arctic Survival Training Course | 2007 |
| • 1 Week, Cooper Institute Group Fitness Training Course | 2006 |
| • 3 Week, Basic Instructor Course | 2009 |
| • 2 Week, BARE Base Structural Erection Course | 2012 |
| • 3 Day, Anti-Terrorism Level 2 Training Course | 2013 |
| • 1 Day, Air Force Level Supervisor Safety & HAZMAT Awareness Courses | 2003 |
| • 1 Day, Supervisor Train the Trainer Course | 2003 |