Contact Information:
4657 Golden Beach Ct.
Kissimmee, FL 34746
(831) 566-5295 Cell
email: Skip@Shervington.org

WORK EXPERIENCE:

1/16 – Present   **Security Host – Walt Disney World,** Orlando, FL
Major Duties: Insure guest and staff safety by performing security checks on bags and persons using visual and tactile methods as well as metal detectors. Maintain vigilance and positive interaction with guests and fellow cast members.

8/12 – 12/14   **Assistant Sheriff – Support Services, Custody and Courts**, County of Santa Clara, Office of the Sheriff
Major Duties: Plan, direct and administer the services delivered by the Personnel and Training Division to 1,800 employees and a budget of $9M, the Court Services Division with 13 Court Houses, 213 employees and a budget of $33M, Custody Bureau with 2 jail facilities, 1,100 employees, an inmate population of more than 4,000 and a budget of $37M, the Records Division with a staff of 47 and a budget of $6.5M. **Reason for Leaving: Retired**

1/11 – 8/12   **Captain – Personnel and Training Division Commander**, County of Santa Clara, Office of the Sheriff
Major Duties: Plan, direct, supervise and coordinate personnel and training services provided to 1,800 Sheriff's Office Employees with a division of 42 civilian and sworn staff members. Administer human resource services and programs including recruiting, hiring, background checking, employee dismissals, and related activities; Review, analyze, interpret and apply policies and statutes; Serve as the department's Equal Employment Opportunity Officer; Manage a total budget of approximately $9.5M; **Collateral Duties:** Academy Instructor. **Reason for Leaving: Promoted to Assistant Sheriff**

06/10 – 1/11   **Lieutenant – Planning Section Chief**   Jail Transition Team, County of Santa Clara, Office of the Sheriff
Major Duties: Evaluate and analyze merging functions from the Department of Correction into the Sheriff's Office. Plan, direct and supervise integration activities using the Incident Command System. Identify cost saving measures and best practices. Provide the Incident Commander with accurate information on which decisions can be made.   Prepare plans and status reports for each operational period. Track progress on consolidation issues and maintain all incident documentation. **Collateral Duties:** 1) Since 2006, serve as the Crowd Control Unit Commander. Command the unit on assigned missions. Maintain the unit readiness of 80 members through training and leadership with a yearly budget of $60k. 2) Academy Instructor. **Reason for Leaving: Promoted to Captain**

03/09 – 6/10   **Lieutenant – Assistant Patrol Division Commander**   West Valley Div., County of Santa Clara, Office of the Sheriff
Major Duties: Plan, direct and manage daily operations of a division with 80 assigned personnel, a patrol area consisting of three contract cities as well as the western third of the county, and a budget of $15M. Oversee major incidents. Conduct staffing, productivity and budget analyses. Supervise, train, mentor, evaluate, and discipline staff. Conduct routine and special audits. Prepare quarterly reports. Investigate and resolve staff and citizen complaints. Collaborate with staff from three contract cities. Make public appearances. **Reason for Leaving: Selected for A Special Assignment**

11/06 – 3/09   **Lieutenant – Project Manager**   Special Operations, County of Santa Clara, Office of the Sheriff
Major Duties: Urban Area Security Initiative (UASI) Management Team.   http://www.bayareauasi.org   Develop and manage regional planning and security enhancement projects with a budget of more than $10M while operating within federal and state grant guidelines and mandates. Collaborate with all first responder agencies in the 10 bay area counties. Prepare written grant applications, scopes of work and requests for proposals. Prepare and negotiate contracts for service. Manage contractors, timelines, deliverables and invoices for service. Chair and co-chair multiple regional working groups. http://blog.tcomeng.com/wp-content/uploads/2008/08/suasi-staff_bios-aug2008.pdf **Reason for Leaving: Career Development**

05/04 – 11/06   **Sergeant – Training & Exercise Coordinator**   Special Operations, County of Santa Clara, Office of the Sheriff
Major Duties: Homeland Security Training & Exercise Coordinator. Collaborate with all first responder agencies in Santa Clara County and coordinate the use of over $3M in WMD training and exercise funds while operating within federal & state grant guidelines and mandates. Chair this operational area's homeland security training and exercise working group and serve on operational area and regional exercise design and development working groups. Prepare graphs and analysis of grant fund usage as well as written reports to oversight committees and interested parties. **Collateral Duties:** Since 2000, serve as the Sheriff's Off Road Enforcement (SORE)

Unit Commander. Command the unit on assigned missions. Maintain the unit readiness of 10 members and a fleet of 8 motorcycles through training and leadership with a yearly budget of approximately $20k. **Reason for Leaving: Promoted to Lieutenant & Selected for New Special Assignment**

1/01 – 5/04	**Sergeant – Community Resources Supervisor** West Valley Div., County of Santa Clara, Office of the Sheriff
8/00 – 1/01	**Sergeant – Detective** West Valley, Investigations Division, County of Santa Clara, Office of the Sheriff
4/94 - 8/00	**Deputy – Patrol** / Motorcycle Traffic Unit (1/98-8/00) West Valley, County of Santa Clara, Office of the Sheriff
1/86 –4/94	**Deputy – Jail** / Jail Training Officer (7/87-4/94) County of Santa Clara, Office of the Sheriff / Dept. of Correction

2/82 – 2/85   Military Police (E4)   United States Army – Assignments: Alabama, Virginia & Italy - Honorable Discharge

WORK ACCOMPLISHMENTS:

Maintained delivery of human resource services and met all annual divisional goals and objectives with critical staffing shortages due to retirements, transfers, County budget shortfalls and the consolidation of two County Departments.

Conducted a self-initiated audit of missed court appearances by deputies. I developed and implemented a system that allowed staff to be better informed of up coming court dates as well creating a sense of responsibility and accountability which resulted in a significant decrease in the number of missed appearances.

Conducted a traffic collision analysis for the Town of Los Altos Hills. I presented my findings and recommendations to the Town Council in open forum. All of my recommendations were subsequently implemented.
http://www.losaltoshills.ca.gov/DocumentCenter/Home/View/331

Applied for and managed $10M in grant projects that; produced a regional CBRNE gap analysis and strategic plan; produced a regional training & exercise gap analysis and strategic plan; delivered regional training and exercise opportunities; contracted for a regional mass transportation/evacuation and debris removal plan.

Planned and coordinated three full-scale countywide exercises and participated in several others. Managed the use of approximately $3M in homeland security training and exercise funds.

Revived the Neighborhood Watch Program in the City of Cupertino by raising participation levels to an all-time high since the program's inception in 1986. Created a Community Alert Program in the City of Cupertino that currently has over 1,700 subscribers.

Managed a Career Incentive Program, in which I actively recruited and counseled new participants. This resulted in a 35% increase in participation. In addition, I motivated and encouraged current participants to continue in the program, which produced a 99.7% rate of continuation.

Managed an annual training program for a staff of 700, which resulted in 100% compliance with the California State Board of Corrections for three consecutive years.

EDUCATION: 122 total semester units, General Education, Administration of Justice, and Emergency Management
High School Diploma, General Education
California Peace Officer Standards & Training (POST) Management Certificate
POST Basic, Intermediate, Advanced and Supervisory Certificates

AWARDS: Good Conduct Medal; Army Achievement Medal; Officer of the Year; Medal of Merit for Life Saving Efforts