

Scott Anderson

Manteca, CA 95337

Objective	Chief Business Official
Education	California State University, Fresno, Bachelor of Science , 1987 Association of California School Administrators, School Business Managers Academy , 2002 FCMAT, CASBO, SSC, CCSESA, CBO Mentor Program (first cohort), March 2005
Experience	<p>San Ramon Valley Unified School District (February 2013 – present), 699 Old Orchard Drive, Danville, CA 94526. Chief Business Officer – Report to the Superintendent. Responsibilities include budgeting, finance, accounting, payroll, risk management, purchasing, warehouse and food services. Significant accomplishments include successful implementation of new school funding formula and development of district accountability plans, participation in successful collective bargaining with multiple unions and improvements in business systems and procedures including position control</p> <p>San Joaquin County Office of Education (September 2011 – February, 2013), 2901 Arch-Airport Road, Stockton, CA 95206. Division Director, Operations and Support Services – Report to the Deputy Superintendent of Business. Responsibilities include facilities construction and maintenance, purchasing, contract approval/administration, risk management and special projects. Significant accomplishments include construction of charter school facilities, implementation of new finance system in purchasing and implementation of electronic work order/facilities scheduling systems.</p> <p>Brentwood Union School District (May 2005 – September 2011), 255 Guthrie Lane, Brentwood, CA 94513. Chief Business Official – Reported to the Superintendent. Responsibilities included budgeting and finance, facilities, risk management, maintenance, grounds, food service, purchasing and technology. Significant accomplishments include implementation of Just-In-Time general and custodial supply program, implementation of position control, hands-on and direct management of district construction and facilities planning program in rapidly growing district.</p> <p>Manteca Unified School District (November 2000 – May 2005), 2901 E. Louise Ave, Lathrop, CA 95330. Director, Business Services – Reported to the Assistant Superintendent of Business. Responsibilities included transportation, food service, maintenance and operations, grounds, purchasing, warehousing and special projects. Significant accomplishments included implementation of district print shop, construction and implementation of district wide area wireless network and development and implementation of Just-In-Time custodial supply process.</p> <p>Guidant Corporation (April 1994 – November 2000), 1360 O'Brien Drive, Menlo Park, CA. Director, Manufacturing Engineering – Reported to the Vice President of Manufacturing. Guidant Corporation designed and manufactured minimally invasive surgical devices. In this capacity, responsibilities included all manufacturing engineering and facilities support for current and future products, maintenance and calibration of tooling, facilities and site security. Prior to being promoted to Director, previous positions in this company included Senior Manager, Manufacturing Engineering, Manager, Manufacturing Engineering and Senior Supervisor, Manufacturing.</p> <p>Amdahl Corporation (July 1989 – April 1994), 1220 East Arques Ave, Sunnyvale, CA. Senior Industrial Engineer – Responsible for manufacturing space and capacity planning for a multi-facility main frame computer manufacturing operation. Prior to being promoted to this position, other positions in this company included Industrial Engineer and Manufacturing Supervisor.</p> <p>Xidex Corporation (May 1988 – July 1989), 5440 Patrick Henry Drive, Santa Clara, CA Manufacturing Supervisor – Supervised 30 employees in computer storage disk and cartridge assembly and testing process.</p>
Skills	Leadership and team building, developing and managing substantial budgets, policy and procedure writing, process analysis and continuous improvement, presentations, people, communication and motivational skills.
References	Furnished upon request.



Contra
Costa
County

For Office Use Only
Date Received:

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Treasury Oversight Committee

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Anderson Douglas Scott
(Last Name) (First Name) (Middle Name)

2. Address: [Redacted] Manteca, CA 95337
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: [Redacted]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Bachelor of Science

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) California State University, Fresno	Industrial Technology	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	B.S.	1987
B) Fresno City College		Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
D) Other schools / training completed: Business Managers Academy, CBO Mentor Program	Course Studied School Business	Hours Completed	<input type="checkbox"/>		Certificate Awarded: Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) From <input type="text" value="2/2013"/> To <input type="text" value="present"/> Total: Yrs. <input type="text" value="2"/> Mos. <input type="text" value="3"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Chief Business Officer"/> Employer's Name and Address <input type="text" value="San Ramon Valley Unified School District"/> <input type="text" value="699 Old Orchard Drive"/> <input type="text" value="Danville, CA 94526"/></p>	<p>Duties Performed <input type="text" value="Responsibilities include budgeting, finance, accounting, payroll, risk management, purchasing, warehouse and food services."/></p>
<p>B) Dates (Month, Day, Year) From <input type="text" value="9/2011"/> To <input type="text" value="2/2013"/> Total: Yrs. <input type="text" value="1"/> Mos. <input type="text" value="5"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Division Director"/> Employer's Name and Address <input type="text" value="San Joaquin County Office of Education"/> <input type="text" value="2901 Arch-Airport Road, Stockton, CA"/> <input type="text" value="95206"/></p>	<p>Duties Performed <input type="text" value="Responsibilities include facilities construction and maintenance, purchasing, contract approval/ administration, risk management and special projects."/></p>
<p>C) Dates (Month, Day, Year) From <input type="text" value="5/2005"/> To <input type="text" value="9/2011"/> Total: Yrs. <input type="text" value="6"/> Mos. <input type="text" value="4"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Chief Business Official"/> Employer's Name and Address <input type="text" value="Brentwood Union School District"/> <input type="text" value="255 Guthrie Lane, Brentwood, CA 94513"/></p>	<p>Duties Performed <input type="text" value="Responsibilities included budgeting and finance, facilities, risk management, maintenance, grounds, food service, purchasing and technology."/></p>
<p>D) Dates (Month, Day, Year) From <input type="text" value="11/2000"/> To <input type="text" value="5/2005"/> Total: Yrs. <input type="text" value="4"/> Mos. <input type="text" value="6"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Director, Business Services"/> Employer's Name and Address <input type="text" value="Manteca Unified School District"/> <input type="text" value="2901 E. Louise Ave, Lathrop, CA 95330"/></p>	<p>Duties Performed <input type="text" value="Responsibilities included transportation, food service, maintenance and operations, grounds, purchasing, warehousing and special projects."/></p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other County Office of Education

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name



Date:

6/1/2015

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: **651 Pine Street, Room 106, Martinez, CA 94553.**
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

**THE BOARD OF SUPERVISORS OF CONTRA COSTA COUNTY, CALIFORNIA and for
Special Districts, Agencies and Authorities Governed by the Board Adopted Resolution
no. 2011/55 on 2/08/2011 as follows:**

IN THE MATTER OF ADOPTING A POLICY MAKING FAMILY MEMBERS OF THE BOARD OF SUPERVISORS INELIGIBLE FOR APPOINTMENT TO BOARDS, COMMITTEES OR COMMISSIONS FOR WHICH THE BOARD OF SUPERVISORS IS THE APPOINTING AUTHORITY

WHEREAS the Board of Supervisors wishes to avoid the reality or appearance of improper influence or favoritism;

NOW, THEREFORE, BE IT RESOLVED THAT the following policy is hereby adopted:

I. SCOPE: This policy applies to appointments to any seats on boards, committees or commissions for which the Contra Costa County Board of Supervisors is the appointing authority.

II. POLICY: A person will not be eligible for appointment if he/she is related to a Board of Supervisors' Member in any of the following relationships:

1. Mother, father, son, and daughter;
2. Brother, sister, grandmother, grandfather, grandson, and granddaughter;
3. Great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, and great-granddaughter;
4. First cousin;
5. Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
6. Sister-in-law (brother's spouse or spouse's sister), brother-in-law (sister's spouse or spouse's brother), spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouse's grandson;
7. Registered domestic partner, pursuant to California Family Code section 297.
8. The relatives, as defined in 5 and 6 above, for a registered domestic partner.
9. Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.