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# APPLICATION

The City of Tumwater's advisory boards, commissions and committees are listed below with a short paragraph describing the make-up of the group. Please complete the application below and show your group preference, listing your first choice as #1, second choice as #2, etc. Please attach a letter of interest and a resume with this application showing your current qualifications and interests.

Name: Joel Hecker

Address: [REDACTED]

Telephone: [REDACTED] (Home) [REDACTED] (Cell)

[REDACTED] (Work)

Date: 11/6/18 Email: [REDACTED]

## BOARD, COMMITTEE OR COMMISSION

## PREFERENCE NUMBER:

Barnes Lake Management District Steering Committee  
Eleven members; Mayoral appointment; two-year terms; active

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Board of Parks and Recreation Commissioners:  
Seven members; Mayoral appointment with Council confirmation; three-year terms; active

2

Civil Service Commission:  
Three members; Mayoral appointment; six-year terms; active

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Crime Stoppers:

One citizen representative; Mayoral appointment with Council confirmation; three-year terms; active

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Historic Preservation Commission:

Seven members; Mayoral appointment with Council confirmation; three-year terms; active

4

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Planning Commission:

Nine members; Mayoral appointment with Council confirmation; four-year terms; active

1

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Thurston Community Television:

One citizen representative; Mayoral appointment; three-year terms; active

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Tree Board:

Five to seven members; Mayoral appointment with Council confirmation; three-year terms; active

3

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To whom it may concern:

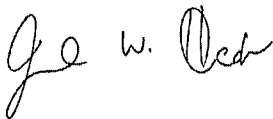
As a recent transplant from the Midwest and a new citizen of Tumwater, I want to invest my time improving and serving my local community. Specifically, I am interesting in serving on, and think I would be a great fit for, the Planning Commission, Parks Commission, Tree Board, and/or Historic Preservation Commission. As a younger person (low 30s) who is new to the region, I think I would bring a different perspective and provide a voice for my generation in shaping the future of our neighborhoods.

I currently work as a geologist for a local environmental consulting and risk assessment software development firm (Pioneer Technologies Corporation); my wife is a school psychologist for North Thurston schools. As we plan for the future and get settled in, we would love to be able to have a positive impact on our community.

As part of my job, I constantly work hand in hand with local communities of varying size and have written and won over \$3 million in environmental grants on their behalf in the past 5 years. During development of the grant applications and once the communities are awarded the funds, I help them to determine the most appropriate ways to spend the funds and to get the most out of every dollar. As a result, I have worked with a variety of community stakeholders (i.e. realtors, business owners, concerned citizens, developers, churches, civic groups) to successfully implement environmental planning and cleanup projects. I've led many meetings/brainstorming/visioning sessions with mayors, city managers, county commissioners, port authorities, community development directors, redevelopment authorities, and city councils. I have experience with community visioning and planning, the development and cleanup of vacant and under-utilized sites, and the revamping of comprehensive plans.

I would love to be involved in any capacity that may arise. Feel free to contact me with questions!

Thanks,



Joel Hecker

**Enclosures:**

Application  
Resume

# Joel Hecker, PG

Geologist/Hydrogeologist

## Experience

I am a licensed Professional Geologist with project experience varying from environmental assessments, groundwater models, and plume delineations to corner gas station cleanups and 85-acre former automotive plant redevelopments. I possess strong analytical, project management, and problem solving skills, and have the ability to make well thought out decisions. I'm resourceful in obtaining funding for projects, effective at multi-tasking, and can make go-no go decisions. I have a wide variety of experience in publically, privately, and P3 funded projects, often working hand in hand with local communities.

## Work History

### **Pioneer Technologies Corporation, Olympia, WA 2018- Project/Senior Geologist**

- Prepares a variety of technical risk assessment and environmental reports including Human Health Risk Assessments, RCRA Facility Investigations
- Currently writing \$900,000 in U.S. EPA Brownfield ARC grants for local communities and coalitions

### **SME, Plymouth, MI and Cincinnati, OH 2012 - 2018 Project Geologist**

- Prepares a variety of technical reports including Phase I and Phase II ESAs, Sampling and Analysis Plans, Risk Mitigation Plans, Assessments of Brownfield Cleanup Alternatives, Remedial Action Plans, Response Activity Plans, Tier I and Tier II Investigations, Baseline Environmental Assessments, Health and Safety Plans, and Due Care Compliance Reports
- Constructs Conceptual Site Models to illustrate the sources, releases, and transport mechanisms at various impacted sites
- Conducts soil, sediment, surface water, groundwater, indoor air, and soil gas assessments and evaluates analytical data
- Oversees UST removals, Permeable Reactive Barrier and Soil Vapor Extraction, and Vapor Mitigation system installations, and large scale excavations of impacted soil
- Written and managed \$3 million in successful U.S. EPA Brownfield ARC grants for communities, coalitions, and counties since 2013
- Member of corporate teams addressing employee engagement, organizational culture, and talent retention

### **United States Geological Survey, Henderson, NV 2011 - 2012 Physical Science Technician**

- Applied USA's most complex groundwater model to simulate glacial conditions in the Death Valley Regional Flow System
- Analyzed the effect of climate change on water levels

## Education

B.S., Geology, 2010  
University of Cincinnati

M.S., Hydrogeology, 2012  
Miami University

## Certifications

- Professional Geologist in IN (LPG), KY (PG) OR (RG), SC (RPG), and WA (LG)
- OSHA 40-Hour HAZWOPER
- OSHA 10-Hour Construction Manager Safety
- American Red Cross First Aid/CPR/AED

## Skills & Strengths

- Proficient in MS Office, Deltek, Newforma
- Skilled in ArcGIS, MODFLOW, WINFLOW, AQTESOLV, SURFER, Hydrogeo Analyst, Adobe Pro, RBCA Toolkit, Corel Draw
- Proficient in Spanish, Elementary Arabic
- Wise Decision Making
- Strong Knowledge of Geologic Principles
- Diverse Range of Regulatory Knowledge

## Accomplishments

- NASA Internship in Houston, TX (2010)
- Co-owned small business in college
- Volunteer work in Haiti, El Salvador, USA
- Member of Urban Land Institute, Society for Marketing Professional Services

References Available Upon Request

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Name: Joseph J. Munro

Address: [REDACTED]

Telephone: [REDACTED] (Home) [REDACTED] (Cell)

[REDACTED] (Work)

Date: 12/03/2022 Email: [REDACTED]

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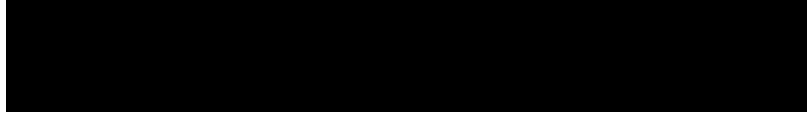
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# Joe J. Munro



December 3, 2022

Dear Mr. Denney,

I am writing to express my interest in the opportunity to participate on the Tumwater Parks & Recreation Commission.

Over the past 18 years of employment with Simpson Door Company I have held a variety of positions with increasing responsibility. My most recent position requires me to manage a staff of 175 employees and the manufacturing operations of our McCleary, WA facility. My resume is attached and can speak to my professional career.

On a more personal note, I have spent most of my adult life participating in activities that in some way or form have served or helped others. I have participated in employee driven programs that donate funds to fellow employees in need. I have held the roles of Treasure and Secretary of our neighborhood homeowner's association. I served 10 years with the City of Elma as a Reserve Police Officer. I am currently serving as the Treasure of the Black Hills Highschool Alliance for Music, where I regularly volunteered as a cashier for the concessions stand.

I feel with my accomplishments in my professional career as well as my time volunteering for various organizations I would be a great addition to the Parks & Recreation Commission, or any other commission or board the City of Tumwater would allow me to participate in. I look forward to hearing from you soon.

Sincerely,

Joe J. Munro

# Joe J. Munro

## **EDUCATION**

### **Central Washington University**

**Ellensburg, WA**

Student, 1998 – 2002

- Bachelor of Arts in Law and Justice: Major in Law Enforcement, Minor in Geography
- Participated in Internship with Ellensburg P.D. and acted as Alpha Phi Sigma Club Senator

### **South Puget Sound Community College**

**Lacey, WA**

Student, 2017 – 2019

- Continuing Education Certificates in Project Management: Scheduling, Coordinator, and Project Manager

## **WORK EXPERIENCE**

### **Simpson Door Co.**

**McCleary, WA**

Manufacturing Manager, September 2022 - Present

- Develop short-term and long-term manufacturing strategies, production objectives, plans, and processes to support customer requirements and financial performance. This will include maximizing allocation of labor and raw material to control costs, increase productivity, and attain ship on time targets.
- Clearly communicate expectations, accountabilities, and responsibilities to the production team.
- In concert with HR, develop and implement a plan to increase the engagement, involvement, and satisfaction of employees to increase retention and their value to the company. This should include appropriate training plan to maximize delegation of production process decision making to the floor level, whenever practical.
- Lead the manufacturing group's efforts to continuously improve safety performance, safety conditions, and work practices. Work closely with our Safety Manager to develop a strategy supporting and imbedding a successful, proactive, and compliant safety culture in production. Establish high standards for housekeeping and work process organization.
- Establish high performance standards and use measurable goals to track progress, deliver results, and continually raise the bar on performance and expectations of the production team.
- Manage a team of 10 production supervisors along with 165 manufacturing employees.

Business Services Manager, January 2015 – September 2022

- As Business Services Manager ensure stability and compliance in all technology centric areas of the business including network security, 125 plus computer end points, 40 virtual environments, Phishing training and real-world responses, and managing the relationship with the Managed Service Provider (MSP).
- Manage staff of 10 including Production Scheduling, System & Product Knowledge Analysts, Contract Developers and Desktop Support.
- Manage the scheduling group and its interaction between sales and manufacturing includes extensive product knowledge, best practices in application use, and providing a reliable stream of data that ensures products are built to customers' rigorous expectations.
- Manage annual department IT budget nearing \$1.1MM.
- Managed purchasing practices across wood, glass, and any sundries that go in to the manufacturing process staying in regular contact with suppliers and manufacturing, assessing new opportunities in the market, and determining when to make or buy a product. During this time our budget ranged from \$6MM to \$25MM.
- Established a Project Management Office (PMO) where in we review, discuss, and work with Executive Leadership to approve new projects.
- Currently in the early planning stages of an Enterprise Resource and Planning (ERP) replacement project, expected to span the next 12 to 18 months with an estimated Go-Live of December 2022.

### **Accomplishments**

- Worked with a third-party software supplier to develop a web-based dynamic product configurator for nearly 1,000 stile and rail door models allowing users to create an average of 7,600 quotes per week. This software was instrumental in an increase to EBITDA of \$7.83MM in 2020 and an expected increase of \$20.1MM through 2021.
- Managed migration from a 1,000+ employee-based enterprise company to a 200+ small-mid size business.



# Joe J. Munro

- Worked with foreign equipment manufacture to define and implement high-speed tooling change over equipment.
- Managed vendor relations across various product types, including price increases, contracts, etc.

Scheduling Group Supervisor, August 2006 – January 2015

- As system administrator, managed data in the manufacturing scheduling system to include review of data structures, provide guidance with data entry, and coordinate with development team to reconcile issues and make system modifications
- Managed daily scheduling office personnel and activities including Bill of Material maintenance, price and availability quotes, layout sheets, and manufacturing reporting
- Managed all glass purchasing (\$300k per month), inventory, and vendor relations to ensure that price, service, and quality objectives were met
- As a member of the supervisor group, discussed production issues, problem solved, recommended and implemented solutions; lead and participated in Lean Manufacturing business process improvement initiatives
- Coordinate with production, sales, and engineering staff to ensure all products will be manufactured in line with customer expectations of quality

## Accomplishments

- Designed, developed, tested, and implemented Manufacturing Scheduling Production (MSP) system on SQL Server development platform spread across 80 end points and users
- Developed, designed, tested, and implemented Glass Shortage Log in Access Database
- Worked with suppliers to achieve product specification documents
- Participated and lead several lean Kaizen events to improve glazing through put, order entry, communications, etc.

## **WORK EXPERIENCE (cont.)**

### **Simpson Door Co.**

Special Projects Lead / Quality Control Lead, April 2004 – August 2006

**McCleary, WA**

### **Elma Police Department**

Reserve Police Sergeant, Feb 2006 – June 2016

**Elma, WA**

## **PRIOR EXPERIENCE**

June 2002 – April 2004	Quality Assurance Inspector	NAT Seattle, Inc.	Redmond, WA
Nov 2003 – Feb 2004	Communications Officer	Washington State Patrol	Bellevue, WA
Sept 1999 – June 2002	Student Lead & Assistant	CWU Dining Services Warehouse	Ellensburg, WA

## **SKILLS**

- Proficient in Microsoft Word, Excel, Access, PowerPoint, AutoCAD, Tableau, Power BI
- Excellent written and verbal communication, supervisory and managerial skills
- Talented, highly self-motivated, hard worker, adaptable and flexible
- Responsible, trustworthy, organized, committed to team work

# Joe J. Munro



## **PROFESSIONAL REFERENCES**

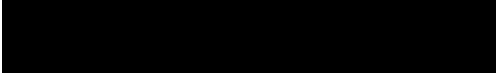
Phil Steklenski – President  
Simpson Door Company



Jim Brandt – Vice President Sales & Marketing  
Simpson Door Company



Tanya Dierick – Vice President Business Services  
Simpson Door Company



Ryan Cristelli – Sergeant  
Elma Police Department



Stacie Conkle – Vice President & General Manager  
Simpson Door Company (Retired)

