

ATTACHMENT 1: STAFFING PLAN									
RECIPIENT: FULTON COUNTY GOVERNMENT - ATLANTA EMA FISCAL YEAR: 2022									
Name	Education/ Credentials	Title	Project Role	Experience	% FTE				
					Part A Admin	Part A PC Support	Part A CQM	MAI Admin	MAI CQM
Jeff Cheek	MCP	Director	Oversight of Part A award and project implementation for HIV services provided in the Atlanta EMA	30 years of HIV care and treatment service experience	0.82				
Bridget Harris	MSW	Deputy Director	Manages and oversees the daily operational and grant activities of Ryan White Part A staff and administrative activities.	20 years grants administration experience in public health and human services	0.90				
Vacant	TBD	Health Program Administrator	Performs programmatic and fiscal evaluations of Part A funded subrecipients	Grants administration or public health experience; bachelors degree	0.90			0.05	
Vanessa Caceres	BS	Project Officer	Performs programmatic and fiscal evaluations of Part A funded subrecipients	3 years public health experience including grants management and budget monitoring	0.85			0.05	
DeAndrea Porch	MS	Project Officer	Performs programmatic and fiscal evaluations of Part A funded subrecipients	4 years of grant administration experience.	0.90				
Vacant	MS	Project Officer	Performs programmatic and fiscal evaluations of Part A funded subrecipients	Bachelors degree and 1 year experience	0.90				
Vacant	TBD	Fiscal Program Manager	Budget Administration - Monitor budget expenditures of the Subrecipients, Administration, Planning Council, and Quality Management	Bachelors degree or 5 year experience; supervisory experience	0.85	0.05		0.05	
Frederick Carter	MBA/CPA	Departmental Accountant	Responsible for establishing and monitoring administrative budgets and expenditures and processing payments	10 years in financial reporting, disbursement, budget preparation and review experience for non-profit and government agencies in Georgia	0.85	0.05		0.05	
Vacant	N/A	Fiscal Support Specialist II	Processes accounts payable documentation; receives invoices from vendors; enters financial information into department databases; and, creates new spreadsheets.	High School Diploma or G.E.D. Equivalent. Accounting, procurement, and finance experience in the public or private sector	0.90			0.05	
MariAnna O'Ree	MPH	CQM Program Manager	Oversight of CQM Program activities	11 years public health and clinical experience	0.30		0.40		0.05
Pamela Phillips	MSA	QM Specialist	Monitor CQI projects, conduct chart reviews and provide TA in the execution of agency-level QM Plans and activities	29 years of quality assurance, case management, program development and evaluation experience	0.35		0.60		0.05
Darby Ford	MPH	QM Specialist		7 years of research and project management	0.30		0.60		
Evan Pitts	College Experience	QM Specialist		8 years public health experience	0.35		0.65		
Warren Hendricks	MA	Data Manager	Manage CAREWare database, monitor RSR submissions and provide TA to subrecipients	28 years in computer sciences	0.60	0.10	0.10		
Hermann Ettien	MBA	IT Support Specialist	Managing CAREWare database; monitoring agency compliance; TA and training; preparing data reports.	Master of Business Administration, MBA. 10 years experience in Quality Management and Information Systems, managing projects, and data.	0.50				
Amanda Pettinger	MPH	Epidemiologist II	Collects, analyzes, and interprets statistical data and prepares epidemiological reports for Part A	Master's Degree in Public Health or related field and 3 years of epidemiologic work in a public health setting.	1.00				
William Turner	MA	Community Engagement Specialist	Facilitates meaningful engagement of PLWH in planning, design, and implementation of Part A Programs	Master's Degree in Political Science and grants writing experience.	0.30		0.20		
Andrea Davis	College Experience	Administrative Coordinator	Performs wide range of administrative functions for Part A program	10 years administrative experience and 13 years of customer service experience.	0.85	0.05			
Sandra Vincent	College Experience	Health Program Manager	Planning Council support and guidance for the Council and all Committees	24 years program management and compliance experience for federally funded programs		1.00			
Vacant	MPH	Epidemiologist II	Collects, analyzes, and interprets statistical data and prepares epidemiological reports for the Planning Council	Master's Degree in Public Health or related field and 3 years of epidemiologic work in a public health setting.		1.00			
Moya VanRossum	College Experience	Administrative Coordinator I	Provides administrative support for the Planning Council	Over 18 years experience in customerservice and Personnel Administration.		1.00			
Faith Miller	College Experience	Administrative Coordinator I	Provides administrative support for the Planning Council	Certified in Business Operations Support and over 15 years of experience in Personnel Administration.		1.00			