

ANTWYN BROWN

PROFESSIONAL EXPERIENCE

Board of Commissioners | DeKalb County, GA

Chief of Staff | December 2015 – Present

- Manages a Central Administrative Staff Departmental budget of \$907K;
- Manages and provides analyses for the Board of Commissioners total budget \$3.3M;
- Provides technical assistance and support to BOC to assure departmental effectiveness and efficiency;
- Manages BOC internal operations and external intergovernmental affairs;
- Approves and manages all BOC personal services contractors;
- Manages relationships within the private, non-profit and faith-based sectors, to ensure proper identification, communication and responsiveness to a variety of interests impacting DeKalb County;
- Provides oversight with all planning, design, implementation, and maintenance of BOC administrative functions;
- Reviews, monitors and researches issues regarding the County budget and related fiscal matters;
- Completes special projects as assigned by the BOC;
- Resolves constituent concerns through the recommendation of appropriate solutions to the BOC;
- Acts as liaison on behalf of the BOC with other governmental agencies, community partners organizations, constituents and the media;
- Assists the Budget Review Committee with scheduling and staffing department budget review process and public hearings;
- Provides accurate interpretation and analysis of legislative proposals;
- Performs policy analysis, researches best practices and surveys operations/procedures in other jurisdictions;
- Possesses extensive knowledge of the DeKalb County Organizational Act, Commission Procedural Rules, Open Meetings and Open Records Acts, and state statutes that relate to BOC powers, duties and County governance;
- Provides accurate, independent information and assessments regarding the economy of the nation, state, county and region;

Board of Commissioners | DeKalb County, GA

Acting Chief of Staff | June 2014 – December 2015

Board of Commissioners | DeKalb County, GA

Policy Analyst | April 2012 – May 2014

- Served as policy liaison to Board of Commissioners regarding \$3.2B Capital Improvement Program (CIP) and Consent Decree portfolio;
- Served as Board of Commissioners' staff representative to DeKalb County Planning and Permitting Advisory Committee;
- Served as Board of Commissioners' staff representative to DeKalb County Economic Development Strategic Planning Advisory Council;
- Served as Board of Commissioner's staff representative to Human Services Grantee Evaluation Committee;
- Staff liaison to Federally mandated CIP Advisory Committee;
- Reviewed policy proposals derived from extensive discussions and work sessions with Commissioners and departmental staff;
- Assisted Director of Policy, Research and Analysis with departmental analysis of FY 2013 and FY2014 DeKalb County Budget;

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- Assisted Legislative Liaison with legislative agenda and lobbying efforts on behalf of the DeKalb County Delegation during the annual meeting of the Georgia General Assembly;
- Served as Board of Commissioners' staff representative on multiple Request for Proposal (RFP) and Request for Qualifications (RFQ) Selection Committees;
- Evaluated departmental programs and policies to assist Commission decision-making and policy development;
- Maintained a strong working knowledge of the legislative, regulatory, and political issues relevant to DeKalb County;
- Facilitated and maintained all material for the County Operations, Public Safety, Planning, Economic Development, Finance, Audit, Budget, Employee Relations, Community Services, Public Works and Infrastructure sub-committees;
- Assisted Chief of Staff as Commission representative to various community forums, trade association and departmental meetings.
- Assisted ministerial duties related to all sub-committee agenda items and minutes;

HOPE Federal Credit Union—Mississippi Economic Policy Center | Jackson, MS

Policy Analyst | **September 2008 – November 2011**

- Successfully coordinated compliance activities for \$2.5million in grants from U.S. Treasury and W.K. Kellogg Foundation;
- Managed low-income housing and small business development evaluation activities for regional Community Development Financial Institution with transactions totaling \$136 million;
- Drafted over 10 economic fact sheets and blog posts for web-based publication and dissemination;
- Presented analyses on community development and issues affecting working families to over 300 community members, non-profit leaders, faith community leaders and policy makers;
- Synthesized Census, CRA and HMDA data to facilitate over 50 market analyses to support credit union expansion into underserved communities.
- Organized and facilitated Inaugural Policy Conference;
- Served as subject matter expert on state budget process and predatory lending practices;

Virginia College | Jackson, MS

Adjunct Instructor | **May 2008 – August 2010**

- Taught over 50 students within assigned schedule parameters;
- Developed instructional approaches that accommodate students with varying educational foundations;
- Implemented innovative techniques to enhance educational outcomes for students from underserved backgrounds;
- Exceeded achievement and retention benchmarks in 6 academic quarters with non-traditional students;

Joint Legislative Committee on Performance Evaluation and Expenditure Review (PEER) | Jackson, MS

Evaluator | **June 2004 – August 2008**

- Performed background checks of Gubernatorial Appointees;
- Conducted performance evaluation of \$10M public health program administered by all state public universities and community colleges;
- Exercised extensive discretion and confidentiality with politically sensitive information;
- Performed financial reconciliation of \$40M medical services contract established between a state agency and national health services contractor;

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EDUCATION

Mississippi State University, Starkville, MS

Master's Degree in Public Policy and Administration [June 2004]

[Concentration in Policy Analysis and Public Finance]

Tougaloo College, Jackson, MS

B.A., English (Journalism minor) [May 2001]

PROFESSIONAL SKILLS, ASSOCIATIONS AND CERTIFICATIONS

- Appointed Official Deferred Compensation and Retirement Advisory Committee—National Association of Counties (NACo);
- DeKalb County 401A Deferred Compensation Plan Committee—Member 2019;
- Member of the Georgia City and County Management Association (GCCMA) 2015
- Member of the Georgia County Clerks Association (GCCA) 2013
- Georgia Academy of Economic Development, Graduate 2014
- Fulton-DeKalb Hospital Authority Board of Trustees Annual Summit Planning Committee, Member 2015
- National Forum for Black Public Administrators (NFBPA) Member
- Cobb County, GA Special Local Option Sales Tax (SPLOST) Citizen's Oversight Committee, 2013-2014
- Completed Mandated Training for New Clerks—Carl Vinson Institute of Government, September 2012
- United Way-Volunteer Involvement Program (Non Profit Board Development) Graduate, 2012
- American Society for Public Administration (ASPA), 2003-present
- State Fiscal Analysis Initiative (SFAI) Member, 2008-2014
- Certified Paralegal, Center for Legal Studies, 2007 (Belhaven University, Jackson, MS)
- Microsoft Office, Arc-GIS and SAS software programming

SELECTED PRESENTATIONS

PMAP 4061 Introduction to Public Policy Analysis: Georgia State University—Andrew Young School of Policy Studies "Intersection of Local Government and Economic Development", April 2017;

"The Future of Cities and Suburbs" Presented at the University of Georgia—School of International and Public Affairs; Urban Policy Class (PADP 7520), Athens, GA March 2014;

"Community Health Disparities: What Can a Public Administrator Do to Level the Playing Field?" Moderator at Forum 2013-- National Forum for Black Public Administrators (NFBPA), Atlanta, GA April 2013;

"Building Economic Security and Assets for Working Families" Presented at the Mississippi Economic Policy Center's Annual Policy Conference, Jackson, MS October 2011.

"Confronting the Complexities of Payday Lending from a HR Perspective" Presented at the Mississippi Human Resource Network Luncheon, Jackson, MS February 2011;

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“The Impact of Payday Lending Within Economically Distressed Areas of Mississippi.” Presented at the Women’s Fund of MS Community Forum, Vicksburg, MS December 2010;

“High Cost of Being Poor—Lending Reform in Mississippi.” Presented at the Mississippi Economic Policy Center’s Annual Policy Conference, Jackson, MS October 2010;

“An Overview of Community Economic Development.” Presented at the NeighborWorks America Gulf Coast Workshop, Biloxi, MS September 2010;

“Pitfalls of Payday Lending and Impact of Quality Financial Alternatives” Presented at the MidSouth Delta Local Initiatives Support Corporations (LISC) 13th Annual Community Development Conference, Greenville, MS September 2010;

“Entrepreneurship as a Catalyst for Policy Change and Economic Development” Presented at the Jackson State University’s Leadership Institute for Entrepreneurship (LIFE) Summer Program, Jackson, MS June 2010;

“Supporting Working Families—Funding of State Services During the Great Recession.” Presented at the Mississippi Economic Policy Center’s Annual Policy Conference, Jackson, MS October 2009;

“White Flight: A product of American Social Integration.” Presented at the Graduate Research Symposium, Mississippi State University, April 2003;

“Racial Differences on Party Identification in Mississippi: A Focus on Social Policy Issues.” Presented at the Mississippi Political Science Association Annual Meeting, Millsaps College, February 2004;