

# Jodi Rooney

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## Summary

**As an effective leader** I have a vested interest in helping to make our county a success. I have collaborated with government organizations, businesses and stakeholders to build relationships and get the job done! Customer service is a strong attribute that I employ along with multi-level communication. I am:

- intelligent
- responsible
- professional
- enthusiastic
- a problem solver
- thick skinned
- deadline driven
- proven by performance
- a team player
- dependable

## Leadership

- American Association of State Highway Transportation Officials - 2014 Leadership Training
- Dr. Tom DeCoster Leadership Training Crucial Conversations - 2015
- Councilmember, Town of Prescott Valley - January 2017 to January 2019
- Flinn-Brown Civic Leadership – Spring 2018 Fellow
- Yavapai County Economic Development Partnership 2019 Blueprint

## Education

**Major:** Biology, Augustana College – Completed Bachelor’s Degree May 1997

## Experience

### **Policy, Administration, Management, and Project Management**

Held various responsible positions since 2000, rising through the ranks by promotion and by appointment.

### **Councilmember, Town of Prescott Valley, Arizona**

January 2017 – January 2019

Provided responsible leadership to support the Town through fiscal oversight and policy. Prepared for weekly council meeting attendance to plan for the future and meet the needs of the community. Worked through the Town Manager with departments to facilitate annual budget development and refinement, contract approvals, zoning requests and various matters

relative to municipal government. Worked with cities, counties, towns, and tribes along with non-governmental agencies to collaborate on regional programs and projects; represented the Town at the federal and state level in pertinent meetings; performed public presentations; responded to emergency situations; communicated with stakeholders on issues; facilitated conflict resolution and solutions; adhered to legal restraint and open meeting law.

## **Arizona Department of Transportation (ADOT)**

### **Local Public Agency Section Manager**

November 2015 – November 2017

Provided responsible leadership to support the Federal-aid transportation program for the State of Arizona. Accountable for project and program development/delivery support of the local program annually averaging \$150 million per year. Responsibility included leading section staff to provide compliance oversight and monitoring of federally funded local public agency projects/programs. Provided customer service to cities, counties, towns, and tribes to help them understand how to maneuver through the system to design/develop their transportation projects according to construction standards. Reviewed intergovernmental agreements and signed off on change orders. Represented the agency in pertinent meetings; performed public presentations and training; communicated with stakeholders on transportation issues; facilitated conflict resolution between ADOT and local public agencies. Worked as an interdisciplinary team member on agency process improvement using the Toyota Honsha model. Lead an 80-person effort to prepare for and execute an assembly of national transportation meetings on behalf of ADOT. Oversaw section budget and consultant billing; performed hiring; supervised staff providing direction, coaching, and performance evaluation.

## **Arizona Department of Transportation**

### **Senior Division Administrator**

March 2015 – November 2015

Responsible for administration of the Planning and Programming Group inclusive of activities within the Work Program. Accountable for: long range planning efforts. Provided customer service and communicated with stakeholders on the transportation planning process. Provided support for Councils of Government (COGs) and Metropolitan Planning Organizations (MPOs); developed and delivered presentations for communicating transportation efforts. Coordinated and facilitated major meetings. Provided leadership and direction for three direct reports and ten indirect reports; developed position descriptions. Mapped business processes for work flows and efficiencies. Working relationships included the Federal Highway Administration (FHWA), consultant partners, cities, counties, towns, tribes, and internal ADOT staff.

**Arizona Department of Transportation**  
**Project Office Manager**

March 2014 – March 2015

Served as Section Manager for the new Project Resource Office (PRO). Set up the section to support project management in developing transportation projects. Managed a staff of eight. Identified and developed job responsibilities; wrote job descriptions. Provided direction, motivation, evaluation, monitored professional development and groomed employees for succession planning. Accountable for: database management support, *Project Development Manual*, process improvement, Project Development On-Call Contract, Project Manager Academy, Record Drawings and Project Review Board support. Worked as an interdisciplinary team member.

Promoted to the State Engineer's Office to facilitate mapping business processes for the development phase of transportation projects for efficiency improvements. Served as the ADOT Business Project Manager and point of contact to work with consultants and internal staff for the succeeding Technology Integration Project. Performed preliminary work and provided direction to consultant staff to define vital work accomplished by staff in support of development activities of transportation projects including the identification and analysis of data sources used.

**Arizona Department of Transportation**  
**Process Manager**

April 2010 – February 2014

Recruited as senior staff to help facilitate process improvement in the ADOT Local Public Agency Section (formerly known as Local Government), which functions to assist local public agencies (LPAs) in using federal process and funding in the development and delivery of transportation projects. Serving as project manager I directed consultant staff in updating the *Local Public Agency Projects Manual* as well as developing and deploying an education training component; accountable for contract management, budget and schedule, facilitating policy changes and business processes. Responsible for Oversight and Monitoring (O&M) of LPA program/projects; performed as lead for a multidisciplinary work team to devise an O&M Framework through a business mapping process; collaborated to establish a Narrative Cost Allocation Plan and facilitated reliant funding. Worked with regional planning organizations, FHWA, ADOT staff, LPAs, citizens and elected officials. Served as a member of What Moves You Arizona technical committee and the Planning to Programming (P2P) Study team. Represented the LPA Section in pertinent meetings; performed public presentations; facilitated conflict resolution between ADOT and LPAs. Additionally, assisted with the contractual work for the delivery of projects under the American Restoration and Rehabilitation Act (ARRA) including the fiscal year close-outs. Supervised a staff of four; developed position descriptions; provided direction and motivation; evaluated and monitored professional development; hired personnel; groomed staff for succession planning.

## **Central Yavapai Metropolitan Planning Organization (CYMPO)**

### **Administrator**

June 2006 – April 2010

Responsible for administration of regional multi-modal transportation planning for the Metropolitan Planning Organization (MPO) in the Prescott Urbanized Area. Upon taking the position, I performed “clean up & repair” for the organization to reinstate their lapsed contract, developed required governing and federal working documents, and repaired broken working relationships. Provided direct leadership and customer support to CYMPO voting member entities (three municipalities, one county, US Forest Service and the Arizona Department of Transportation). Interacted extensively with elected officials, regional/state government, tribal officials and staff, external agency staff, the media, business leaders, citizens, and non-profit agencies. Professional level duties included but were not limited to: Coordination of all aspects of MPO management and operations; and budget development (\$250k administrative budget and \$150M construction program). Decreased budget and deferred projects to adjust to the economic downturn. Galvanized member agencies to be the first local agency in the State to capture federal transportation funding under ARRA. Developed the annual Unified Planning Work Program (UPWP) and Transportation Improvement Program (TIP); prepared requests for proposals and other contractual documents; including, timely filing of all reporting requirements and documents. Facilitated and monitored the long range study; reviewed and edited contractual work; provided recommendations per study results. Coordinated and conducted MPO Executive Board meetings, various public comment periods, meetings, and workshops; including numerous public speaking engagements. Directed and empowered permanent/contractual staff and contracted consultants to perform work tasks and programs.

## **Illinois Department of Transportation**

### **Planning and Services Chief**

Sept. 1999 – June 2006

Began service as an Engineering Technician (Inspector) in construction. Recruited from the field to develop a Public Relations position for the district construction office. Established and maintained contacts with the media, legislators, government agencies, and municipal agency personnel. Fielded phone calls and generated correspondence. Wrote and distributed time sensitive construction news releases. Coordinated seminars, open houses, and ribbon cuttings for high visibility and politically sensitive projects. Developed PowerPoint presentations for use in public and agency communication along with resource material for handouts. Co-editor and contributing writer for quarterly department newsletter. Transferred downstate into program development and served as the Agreements Technician. Coordinated and prepared letters of intent, joint agreements, letters of understanding, and various correspondences with local public agencies to meet scheduled lettings. Promoted to Planning and Services Chief; accountable for: the long range urbanized transportation planning in a multimodal context. Developed the district component for the regional Transportation Improvement Program (TIP) to program and monitor federal funds for projects. Participated in analysis and edit of long

range transportation studies. Promoted cooperative working relations with planning commissions, elected officials, and governmental agencies to assure fiscal constraint and federal funding eligibility of metropolitan planning organizations (MPOs). Represented the Department in attendance at meetings through document review, problem-solving, and interacting with member participants on transportation issues. Managed two units with a staff of five. Accountabilities within a seven county region included various Highway Performance Monitoring System (HPMS) activities; data maintenance on the physical characteristics of the highway system, traffic count data collection, forecasting, traffic studies, map updates, and bicycle/pedestrian accommodation. Provided training, direction, motivation, and evaluation of subordinate personnel.

### **Continuing Education**

Beginning 2000 to current – completed multiple classes for technical knowledge and professional development; The Dollars and “Sense” of ADOT Funding; ADOT Leadership conferences; Statewide Transportation Planning; Federal Highway Program Financing; Federal Aid 101; Administration of FHWA Planning and Research Grants; FTA UNIFORM ACT Training; Transportation and Land Use; FHWA Scenario Planning Workshop; IDOT Highway Program Finance; Urban Travel Demand Forecasting; Metropolitan Transportation Planning; Basic Proposal and Grant Writing; Communispond (Public Speaking); Train the Trainer (Leadership and Public Speaking).

Computer literate: Windows, Word, Excel, PowerPoint, Publisher

### **Organizations:**

ADOT Mentoring Program  
Women’s Information Network - Education Encouragement Connection  
Women’s Transportation Seminar  
COG/MPO Directors Association  
Arizona Town Hall  
National Society Daughters of the American Revolution

### **Volunteering:**

Emmanuel Lutheran Church  
Town of Prescott Valley Arts and Culture Commission; Town Library Comic Con  
9-11 Healing Field of Northern Arizona  
Board Member President—Gardner Family Teacher Scholarship  
Community volunteer activity through various organizations such as: Salvation Army, Cottonwood Rotary Club, Arizona Wine Growers Association, Yavapai College Foundation