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|--------------|
| Meeting Date |
| 7-26-16      |



|          |         |
|----------|---------|
| AGENDA   |         |
| Section  | Consent |
| Item No. | II.D.3  |

**AGENDA REPORT**  
**BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS**

|              |  |
|--------------|--|
| SUBJECT:     | Confirmation of Jeff McKnight as Information Technology Director |
| DEPT/OFFICE: | County Manager's Office  |

Requested Action:

It is requested that the Board of County Commissioners confirm the appointment of Jeff McKnight as Information Technology Director

Summary Explanation & Background:

Pursuant to the Brevard County Charter and Code of Ordinances, the Board of County Commissioners is asked to confirm the appointment of Jeff McKnight as Information Technology Director. Mr. McKnight has been employed in our Information Technology Department since 2012 and is currently serving as the Information Technology Manager. Mr. McKnight's prior experience includes twelve years as a Program Manager with Northrop Grumman responsible for all aspects of multi-million dollar contracts primarily with the Army COE.

Mr. McKnight received his Bachelor of Science Degree in Electrical Engineering from Florida Atlantic University in 1994, his Masters of Business Administration degree from the University of Central Florida in 2003 and received his Project Management Professional (PMP certification and re-certifications from RMC Project Management in 2010, 2013, and 2016.

Mr. McKnight is a valued member of Public Safety and Support Services group's leadership team and has developed trusting relationships within the IT Department and key stakeholders in other County Departments. Mr. McKnight has a strong working knowledge of the County's hardware and applications, has contributed significantly in the technology planning for increased performance and stability of IT's platform. Mr. McKnight has proven himself to be an effective leader in our IT Department significantly contributing to the improved work environment and is well situated to lead our efforts to further improve how technology is used throughout the County.

Mr. McKnight's resume is attached for the Board's review.

Clerk to the Board instruction:

Exhibits Attached: Resume

|   |  |  |     |                          |    |                          |    |                          |
|---|--|--|-----|--------------------------|----|--------------------------|----|--------------------------|
| <b>Contract /Agreement (If attached):</b> |  | <b>Reviewed by County Attorney</b>     | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> | PR | <input type="checkbox"/> |
| County Manager                            |  | Department Director / Extension        |     |                          |    |                          |    |                          |
| Stockton Whitten                          |  | Frank Abbate, Assistant County Manager |     |                          |    |                          |    |                          |



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001  
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Tammy.Rowe@brevardclerk.us

July 27, 2016

**M E M O R A N D U M**

**TO:** Stockton Whitten, County Manager

**RE:** Item II.D.3., Confirmation of Jeff McKnight as Information Technology Director

The Board of Commissioners, in regular session on July 26, 2016, confirmed the appointment of Jeff McKnight as Information Technology Director.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

**cc:** Assistant County Manager Abbate  
Human Resources Director  
Finance

Jeff McKnight

2005 Flashy Lane  
Malabar, Florida 32950  
(321) 223-6723  
[gogators@cfl.rr.com](mailto:gogators@cfl.rr.com)

## Objective

For a career to allow me to facilitate the success of the Team within a common Vision

## Abstract

I am an innovative, goal-oriented technical manager with over 15 years of management experience with complex projects and diverse teams and the exceptional ability to recognize under-utilized resources and opportunities for continuous process improvement.

## Skillset

- **Leadership** – High octane, self-motivated, and adept at leading and managing diverse teams
- **Communications** – Strong communication skills with a specific understanding of how important successful communications are to an organization at all levels
- **Problem Solving** – Creative with an intense attention to detail - Very skilled at solving complex issues with long-term, big picture vision and customer focus
- **Competence** – Diverse exposure to many trades and technical fields - Continuously learning and improving
- **Character** – Solid core of Honesty and Integrity - A leader becomes a leader by earning trust. Trust is earned by demonstrating Integrity.

## Experience

- **Brevard County Board of County Commissioners** **2012 to Present**

2725 Judge Fran Jamieson Way  
Viera, Florida 32940  
(321) 617-7395

As the Information Technology Engineering Manager, I generate Invitations to Bid (ITB), Requests for Quotes (RFQ), and Requests for Proposals (RFP) in response to expiring contracts and new requirements for the County. Resources and services are constantly analyzed and evaluated for economic efficiency and performance. I am responsible for all aspects of staffing to include job advertisement, interviewing, evaluations, discipline, commendations, mentoring, employee development, and compensation.

# Jeff McKnight

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Malabar, Florida 32950  
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I have been very successful in this position and have reduced the recurring operating expenses by more than ten percent on a \$7M budget while increasing performance and stability of the Information Technology infrastructure.

“The Extra Mile” was awarded to me for providing more than adequate savings to fund an increase in department compensation.

- **KnightComm Engineering** **2010 to 2012**

PO Box 501513  
Malabar, Florida 32950  
(321) 223-6723

As a Consultant Engineer, I reviewed Scopes of Work (SOW) and developed proposals in response to the SOW. I monitored project process to include budget, scheduling, and vendor performance. I was responsible for design, documentation, implementation, test and checkout.

- **Northrop Grumman** **1998 to 2010**

1235 Evans Road  
Melbourne, Florida 32904

As a Program Manager, I was responsible for all aspects of multiple multi-million dollar contracts primarily with the Army COE. Responsibilities included developing proposals in response to RFPs, negotiating contracts, developing budgets, participating in proposal presentations, scheduling, procurement, subcontracting, and staffing. I supervised and mentored engineering, drafting, administrative, and technical staff. I prepared monthly financial and schedule briefing summaries for corporate office. I aggressively negotiated and won several multi-million dollar contracts. I completed one contract with the largest return on investment in division history.

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- Litton/PRC 1997 to 1998  
Patrick AFB, Florida 32925

As a Technical Documentation Engineer, I reviewed Engineering Change Proposals (ECP) and contractual documentation for the Eastern Test Range and provided supervision and approval during field testing for Range projects. I hosted monthly Integrated Product Team (IPT) meetings with Air Force management to report status. I was promoted approximately one year after assuming this position to Project Manager. Northrop Grumman acquired Litton in 2000.

## Education

- Executive Leadership Institute 2015  
18 month governmental management and leadership course
- RMC Project Management 2010, 2013, 2016  
Project Management Professional (PMP) Certification and Re-certifications
- University of Central Florida 2003  
Masters of Business Administration
- Florida Atlantic University 1994  
Bachelor of Science in Electrical Engineering
- University of Florida 1988-1991  
Electrical Engineering curriculum – I was interning alternating semesters at Southern Bell in Sunrise, Florida as part of my BSEE requirements at UF and remained in Sunrise to assist in the cleanup of Hurricane Andrew. As a result, my graduation occurred at FAU since I was attending school while interning.

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## Other

- **Computer Experience**

I am proficient in all of the Microsoft Suite to include Excel, PowerPoint, Word, Outlook, Access, and Project; with advanced skills in Excel. Previous editing and design work with AutoCAD R14.

- **Security Clearance**

Previous Secret Security Clearance – expired 2010.

- **Community Involvement**

- Current member Brevard County Marine Advisory Committee
- Officer of the Malabar Mariners' Association (Sailing/Yacht Club)
- Previous Councilman – Town of Malabar
- Previous Planning and Zoning Board Member – Town of Malabar
- Coached various youth athletic programs
- Assisted, as a construction supervisor, in the community build of the Brevard Field of Dreams in West Melbourne in November 2015.

- **Personal**

Married 22 years to Holly. Two Children – Lily (16) and Nicholas (14), who both attend West Shore Jr/Sr High School.