THE CITY OF SAN DIEGO

City of San Diego – Audit Committee

Candidate for Public Audit Committee Member Appointment

Candidate Summary Application Form

Applicant's Name: Dana White

Business Affiliation: None at this time

PLEASE BRIEFLY PROVIDE THE INFORMATION REQUESTED BELOW:

Educational Background:

Central Washington University, BS Accounting
UCSD, BA Anthropology

Audit Related Experience:

State of Washington, Auditor. Audited CDC's, Water Districts, School District, community and technical colleges and the University of Washington.

Professional Credentials:
(CPA, CIA, or other financial or legal)

CPA, Washington State #20427

Professional Audit or Financial Organization Memberships:

None

Experience or Special Knowledge Pertaining to Audit-Related Matters:

Two years as State Auditor
3 years as Controller, with internal audit responsibilities along w Risk management.
Ten years in administration with oversight over internal controls.

Civic or Community Experience (Committees, Boards, Commissions, etc.)

None

Dana White
Applicant Signature

1/25/11
Date

PLEASE FEEL FREE TO PROVIDE ADDITIONAL INFORMATION OR LETTERS OF ENDORSEMENT.
THANK YOU FOR YOUR INTEREST IN SERVING OUR CITY GOVERNMENT.

To submit your application, please complete and transmit 1) this Summary Application form, 2) the expanded Application form beginning on the next page and 3) a copy of your resume to:

The Office of the Independent Budget Analyst, Attn: Jeff Kawar
202 C Street, MS-3A San Diego, CA 92101

If submitted by e-mail: e-mail to sdiba@sandiego.gov

If submitted by fax: fax to (619) 236-6556

CITY OF SAN DIEGO
AUDIT COMMITTEE: PUBLIC MEMBER APPLICATION

APPLICATION FORM

(If you need more space to answer any of the questions, you may attach additional pages.)

◉ New Applicant
○ Reappointment

Mr.○
1. M○.
Ms.◉

Dana | Catherine | White
First | Middle | Last

2. Please list all other names that you have used:

3. Residence Address: [redacted] | San Diego | CA | [redacted]
Street | City | State | Zip

Voting Address: [redacted] | San Diego | CA | [redacted]
Street | City | State | Zip

Please list all the phone, fax, and cell / pager numbers at which you can be reached.

Hm. Phone: ([redacted]) [redacted] Hm. Fax: ( ) _____ Hm. Cell: ([redacted]) [redacted]

Hm. E-mail Address: [redacted]

Wk Phone: ( ) N/A Wk. Fax: ( ) _____ Wk. Cell: ( ) _____

Wk. E-mail Address: N/A

If you have resided at your current address less than 10 years, please list all previous residences during the last 10 years.

[redacted] | [redacted] | [redacted] | [redacted]
Street | City | State | Zip

_____
Street | City | State | Zip

4. In which Council District do you reside? District 3

5. Are you a United States citizen? Yes ☑ No ☐

6. Are you a citizen of a country(ies) other than the United States? Yes ☐ No ☑

If so, please list country(ies): _____

7. Driver's License Number: [redacted]

8. Date of Birth: [redacted]

9. Position Sought *(Name of Board or Commission)*. Please list in order of preference.

A). Audit Committee

B).

C).

10. Em ployment History *(current to last 10 years)*.

J. Craig Venter Institute — NFP Genomic Research
A. Employer — Type of Business

Sr. Director of Operations — Financial, budget, facilities and operations
Title / Position Duties

10355 Science Center Drive, San Diego, CA. 92121,858-200-1800
Address

( ) 858 200-1800 — November, 2007 — December 2010
Phone — From Date — To Date

www.jcvi.org
Website of Current Employer

Massachusetts General Hospital — Hospital
B. Employer — Type of Business

Administrative Director — Cardiovascular Research Center
Title / Position Duties

55 Fruit Street, Boston, MA. 02114
Address

( ) 617 726-2000 — August, 2005 — November 2007
Phone — From Date — To Date

University of California, San Diego — Educational
C. Employer — Type of Business

MSO IV — Director of Finance and Administration
Title / Position Duties

9500 Gilman Drive, La Jolla CA. 92037
Address

( ) 858 534-2230 — August, 2001 — May, 2005
Phone — From Date — To Date

D. Employer	Type of Business
Renton Technical College	Education

Title / Position	Duties
Controller	Finance/ Business Office

Address: 3000 NE Fourth Street, Renton,WA. 98056

Phone	From	Date	To	Date
(435) 235-2352	August, 1998		July, 2001	

11. Educational History:

High School / College / University / Other (include full name)	City / State	Degree	Major
Central Washington University	Burien, Washington	BS	Accounting
University of California, San Diego	La Jolla, CA	BA	Anthropology

12. Please list professional licenses and certificates that you have received and the dates that they were issued.

A). CPA issued 1998, (is active) B). _____

C). _____ D). _____

13. Please list honors and awards that you have received.

A). Partners Excellence Award B). _____

C). _____ D). _____

14. Please list all organizations and societies that you have been a member of during the last 10 years.

Entity	Position	From / To
AICPA	member	1998-2005
Institute of Management Acct.	member	1996 - 2003

15. Please list all volunteer work that you have performed over the last 10 years that is relevant to this position :

Organization	City	/ State	Type	of Work
Woman Gives San Diego, SD		CA	Granting organization	
Organization	City	/ State	Type	of Work
Organization	City	/ State	Type	of Work

16. Many positions require the appointment of people with special background, experience, or expertise. Please mark the categories for which you qualify.

- ☐ Information Technology
- ☐ Architecture
- ☐ Engineering (_____)
- ☑ Health Care (_____)
- ☐ International Affairs
- ☑ Small Business
- ☐ Land Developer
- ☐ Agriculture
- ☐ Construction Industry
- ☐ Environment Services
- ☑ Higher Education
- ☐ Labor
- ☐ Tourism
- ☐ Other Research
- ☐ Attorney
- ☐ Arts
- ☐ Financial Institution
- ☐ Insurance
- ☐ Law Enforcement
- ☐ Military Service

17. If you served in the military, were you honorably discharged? (Please give date.) Yes ____ No ____

If no, please explain: _____

18. YES ○ NO ◉ Do you currently or have you ever served in any elected or appointed office or on any local, state, or federal government board, commission, or committee?

Entity	Position	Dates
Entity	Position	Dates
Entity	Position	Dates
Entity	Position	Dates

19. YES ○ NO ◉ To the best of your knowledge, do you have a spouse, registered domestic partner, or other relative who is currently an employee or appointee of the City of San Diego? If yes, please explain.

_____

_____

20. YES ○ NO ◉ To the best of your knowledge, have you ever been affiliated *(as a director, officer, partner, trustee, employee, owner, advisor, or consultant)* with any institution, organization, or business entity that might present a potential conflict of interest or the appearance of a conflict of interest with your requested appointment? If yes, please explain.

_____

_____

21. YES ○ NO ◉ To the best of your knowledge, do you have financial holdings in or receive income from any source or own real property or personal property that might present a potential conflict of interest or the appearance of a conflict of interest with your requested appointment? If yes, please explain.

_____

_____

22. YES ○ NO ◉ Have you ever been convicted of a violation of any federal, state, county, or municipal law, regulation, or ordinance *(including driving under the influence of alcohol or drugs, reckless driving, or hit and run accidents)?* If yes, please explain.

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23. YES ○ NO ◉ To the best of your knowledge, are you currently under federal, state, or local investigation for possible violation of a criminal law or an ordinance? If yes, please explain.

_____

_____

24. YES ○ NO ◉ Has a tax lien or other collection procedure ever been instituted against you by federal, state, or local authorities? If yes, please explain.

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_____

25. YES ○ NO ◉ Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct or been the subject of a complaint to any court, administrative agency, professional association, disciplinary committee, or other professional group? If yes, please explain.

_____

_____

26. YES ○ NO ◉ In the last 10 years, have you been a party to any civil litigation or administrative proceeding as either a plaintiff, defendant, petitioner, respondent? If yes, please explain.

_____

_____

27. YES ○ NO ◉ Have you ever authored and published any books or articles? If yes, please explain.

_____

_____

28. YES ○ NO ◉ Is there anything in your background that, if made known to the general public through your appointment, would cause embarrassment to you and/or to the City? If yes, please explain.

_____

_____

29. YES ◉ NO ○ Are you able, with reasonable accommodation if needed, to perform the essential functions of the position for which you are applying?

_____

_____

ADDITIONAL INFORMATION

All my responses and attachments to this application are full, true, and correct to the best of my knowledge. The City may thoroughly investigate my background, including my educational record, employment history, personal references, and any military or criminal records and may make any other inquiries that are necessary in considering my application.

I understand that the City will retain the confidentiality of the information provided in connection with my application. In addition, absent my consent, this information will not be available under a public records act request. I may elect to withdraw from the appointment process at any time. Upon notification of my withdrawal, the City shall seal the record of my application but shall retain the information as confidential, not subject to a public records act request, for a period of at least 2 years.

I understand that if I knowingly make false statements on this application or omit material information, I might be disqualified from consideration.

I authorize any business, institution, or organization to release any records sought by the City in connection with my application. I release the City, its officers, agents, and employees and all individuals, organizations, educational institutions, and employers from all liability in responding to or providing writings connected with my application.

Dana White 1/25/2011

Applicant Signature **Date**

Thank you for your interest in serving the City of San Diego.

(3-1-06)

DANA C. WHITE, CPA
[redacted]

[redacted]
San Diego, CA. [redacted]

Professional Summary

Strategic leader with a purposeful, proactive approach; prioritizing and managing tasks while demonstrating respect for and understanding of diverse personalities of all stakeholders. Effectively communicates with others on all levels in the achievement of individual and organizational goals. A leader with a strong aptitude in finance and accounting principles, including an excellent combination of analytical skills, problem solving, and business acumen and someone who can provide insight, implementation and support for the mission of the organization.

Proven Areas of Expertise

1. Contract and Grant Management. Experience in pre and post award administration and knowledgeable in the compliance requirements as stated in Circulars A-110, A-133 and A-21 with a broad understanding of how they relate to the day-to-day activities in a sponsored research environment. Has directed pre and post award activities at both the college-wide and programmatic level.
2. Financial Management and Budget Administration. Extensive experience in annual reports, financial projections & forecasts, budget preparation & submission as well as annual progress reports. Provides financial administration over a variety of funds including federal, state, donor, private, and ancillary.
3. Human Resource Management and Personnel Administration.
4. Research Resource Development including Core design, recharge methodology and implementation.
5. Operations, Facilities and Space planning including major capital projects and major renovations. Vendor contracts, lease negotiations, capital procurement. Manage over 40,000 square feet of research space including building mechanicals.
6. Risk assessment and development of Internal Controls with experience using many different financial software systems including Deltek, IFIS, Financial Link, PeopleSoft, Insight, Cognos, Costpoint and others.
7. Sound understanding of business operations within an Academic, Hospital and NFP setting.
8. Experienced in Governmental Accounting Standards (GAS) and Generally Accepted Accounting Principles (GAAP), as well as Federal and State guidelines and University of California policies and procedures.

Professional History

Senior Director of Operations, J. Craig Venter Institute, San Diego, CA. November 2007-December 2010

Facilities and Operations

Assist with real estate search for a research facility to accommodate growth. Organize laboratory moves and manage renovations to a newly leased building. Negotiate contracts with all lab, administration and building service providers. Manage space allocations and capital equipment procurement. Oversee the lease renewal to guarantee competitive terms and

conditions while saving the institute over $1.3M over two years in rent and CAM expense. Additional savings will be recognized due to liability reduction in operational pass-through expenses and energy cost savings. Responsible for the development, implementation and monitoring of the budget process for all operations and facilities budgets.

Project Management: In 2008, planned and facilitated laboratory moves to a larger facility, in the process oversaw three renovation projects from design through construction all while ensuring minimal disruption to scientific work. Organized monthly meetings between Principal Investigators and upper management to foster greater communication of Institute goals. Simultaneously created monthly meetings for Lab managers, PI's, and Operations staff to ensure labs are operating at maximum efficiency and that there is minimal duplication of resources.

Personnel Administration: This position is responsible for human resource management including merits, performance evaluations, promotions, demotions, terminations and assignment of job duties for five direct reports. Act as backup for all of the PI's in San Diego for ensuring effort reporting is accurate and electronically entered in time to meet payroll.

Financial & Budget: Responsible for the development, implementation and monitoring of the budget process for the West Coast Operations. Assisted with the transition from a manual process in excel to an online application in Cognos. Develop financial status reports for PI's as needed due to changes of IDC rates showing the impact on the direct costs for each grant. Prepare new budgets as needed to prevent deficit spending.

Administrative Director, Cardiovascular Research Center (CVRC), Massachusetts General Hospital, August 2005 – November 2007

Personnel and HR Administration: Ten Direct Reports. Manage all faculty recruitments with dual appointments at MGH and Harvard Medical School. Develop recruitment and retention packages and monitor fund set up. This position handled or oversaw all merits, performance evaluations, promotions, demotions and terminations for non academic employees. Responsible for HR actions using PeopleSoft for an employee base numbering 120 people. Recruitment and retention expertise facilitated the growth and stability for the CVRC in both academic and staff positions. Supervise the preparation of academic files for: recruitment, review and promotion of the CVRC faculty. Prepare the faculty salary funding worksheets, making appropriate recommendations to the Director and the Division Chief. Evaluate job tasks and reassign duties to design efficient and effective units. Assist scientists to evaluate their staffing needs and funding resources to ensure research goals are met.

Financial Management: Responsible for a portfolio of over $35M – 45M (annual) consisting of primarily federal awards, clinical research grants, internal funds and other non federal funding. Responsible for the annual budget development, implementation and monitoring, while incorporating long term plans and short term strategic goals. Design and create annual operating reports, board reports and others as requested by management and other stakeholders. Through the use of delegated authority, enforce policy, grant approval and exception to policy with regard to business transactions. I also managed a complicated start up package for the Director to ensure that the terms of his engagement were met and milestones set for the CVRC were on track. I also developed revenue and expenditure reports to assist PI's in achieving research aims while practicing cost containment strategies.

Contract and Grant Administration: Assist the PI's with long-term planning for submissions as well as financial analysis of research operations. Monitor all pre and post award activities for the Center to ensure compliance to and fulfillment of, all contractual agreements. Led a reorganization of the administrative roles to provide better coverage to the PI's in both the pre and the post award arena. Designed monthly financial reports designed to enable scientists to understand the direct costs available for day to day operations. Manage a portfolio that ranged from $35-$42M annually. Successfully led the conversion from manual to electronic submission of grants to the NIH for the MGH Cardiology Division. Expertise in industry contract negotiations. Committee work included working with corporate arm (Partners Health Care) to develop a new policy over effort reporting for all eleven of its affiliates with special focus on the appropriate Code of Federal Regulations and how the cost principles apply to hospitals.

Facilities and Operations: Prior to being hired at MGH, I worked as a consultant in the spring and summer of 2007 to assist MGH Research Management team with the design of laboratory and administrative space at a newly constructed research facility. Research space was reviewed and allocations changed at the second CVRC research site located on another campus. Responsible for all space allocations located at two research sites and in three ancillary laboratories within the hospital campus. Committee work included meeting regularly with focus groups for the proposed Harvard Allston campus planning group. Another project was to streamline administrative tasks by designing an internal website to make navigation easier for both academic and staff employees.

Research Management: Created a recharge methodology for three cores while at the CVRC; two administrative cores to improve delivery of services to scientists located at two different sites and a Zebra fish Core to be utilized by CVRC scientists and other collaborators. Administrative services included conference

development, science socials, post award management, financial analysis and forecasting, web design, intranet design and administrative assistance.

Director of Finance and Administration, (MSO III) Institute of Molecular Medicine, University of California, San Diego, La Jolla CA. August 2001- May 2005

Personnel and HR Administration: Seven Direct Reports. Initiate all payroll actions for the Institute. This position is responsible for human resource management including merits, performance evaluations, promotions, demotions, terminations and assignment of job duties for all direct reports. Supervise the preparation of academic files for recruitment, review and promotion. Prepare the faculty salary worksheets, make appropriate recommendations to the Director and make any adjustments in the system.

Financial Management: Responsible for the development of the ORU's/ Institute's annual operating budget. Reorganized administrative infrastructure to maximize efficiencies and resource allocation. Instituted cost containment practices in the research and laboratory units, as well as in administrative areas. Designed business practices to assure areas of highest risk were adequately monitored and that a system of internal controls was in place and functioning as intended. Through the use of delegated authority this position could enforce policy and grant approval and exceptions to policy with regard to business transactions. Responsible for budget development, implementation and monitoring.

Contract and Grant Administration: Portfolio of $16-$24M (annual) consisting of federal, state, other non federal awards, industry contracts, as well as discretionary and internal funds. Oversee the preparation of proposals for submission to various agencies. Consult with Principal Investigators (PI's) regarding budgetary needs and ensure budgets reflect the specific aims of proposals. Experience in pre and post award administration and knowledgeable of the compliance requirements as stated in Circulars A-110, A-133 and A-21 with a broad understanding of how they relate to the day-to-day activities in sponsored research. Assist PI's in evaluating their staffing needs, and funding resources to ensure research goals are met.

Other Relevant Experience: Work with the Director in planning various symposia and international conferences including the annual "Days of Molecular Medicine" conference and biannual Cell Press workshops. These are annual international conferences held in various locales around the world. Represent the Director and Center in various meetings, both within and outside of the hospital, including new construction planning meetings with the Harvard

Stem Cell Institute and the Allston Focus Groups, as well as, weekly and monthly divisional meetings.

Controller for Renton Technical College, Renton, WA. August 1998 – July 2001

Business Office Operations: Business/ Controller's office functions including: Accounts Payable, Accounts Receivable, General Ledger, Payroll, Inventory, Capital Projects, Travel, Risk Management, Contracts and Grants, Purchasing and Financial Aid, Cash Management and month and year end closing. Create and coordinate an annual program of risk management for the entire college. Evaluate the internal controls within programmatic areas, including self-support and recharge units. Responsible for all financial reporting to internal and external stakeholders. Coordinated the annual audit conducted by the State Auditor's Office and worked closely with the audit team to ensure that documents were available as requested and tests could be conducted to meet the audit plan as determined by the auditor in charge. As the manager, I oversaw the work of ten direct reports.

Contract and Grant Administration: Oversaw the administration of student financial aid awards. Responsible for all final reports sent to the granting agencies, both state and federal. This position was the signatory official for a small program of sponsored projects awarded to the college.

Auditor, Washington State Auditor's Office, Olympia, WA. April 1997- Aug 1998

Field Auditor: After sitting for and passing the CPA exam I applied for a position with the State Auditor's Office in the state of Washington. I was assigned to the "Higher Education" team that conducted the audits of community colleges and state universities. As a field auditor, I was expected to design the audit program, conduct the fieldwork, write the audit report and lastly report the results to the University's Board and Upper Management. I had no direct reports and about 80% of my time was spent in the field conducting audits.

Employment History

Sr. Director of Operations, (2007-2010)
J. Craig Venter Institute,
San Diego, CA.

Administrative Director, Cardiology Research (2005- 2007)
Massachusetts General Hospital, Cardiovascular Research Center (CVRC)
Boston, MA.

Director of Finance and Administration/MSOIII (2001-2005)
University of California, San Diego, Institute of Molecular Medicine (IMM)
La Jolla, CA.

Business Manager/Controller (1998-2001)
Renton Technical College.
Renton WA.

Auditor (1997-1998)
Washington State Auditor's Office, Team: Higher Education- Audits of state agencies (Universities, Community and Technical Colleges)

Technician (1990-1994)
Puget Sound National Bank
Tacoma, WA.

Sole Proprietorship (1980-1989)
Behind the Scenes,
Palm Desert, CA.

Education

University of California, San Diego
Bachelor of Arts: Anthropology
GPA: 3.5

Central Washington University
Bachelor of Science: Accounting
GPA: 3.75

Certificates

Certified Public Accountant
Licensed in the State of Washington
Certificate #20427 (active)

Awards

2006 Partners in Excellence Award
"In recognition of outstanding performance and commitment to excellence."

THE CITY OF SAN DIEGO

City of San Diego – Audit Committee

Candidate for Public Audit Committee Member Appointment

Candidate Summary Application Form

Applicant's Name: Thomas C. Hebrank

Business Affiliation: Douglas Wilson Companies

PLEASE BRIEFLY PROVIDE THE INFORMATION REQUESTED BELOW:

Educational Background:

BSBA Degree - Accounting Major
Rockhurst College, Kansas City, MO

Audit Related Experience:

Price Waterhouse - Auditor
Title USA Insurance - Audit Director

Professional Credentials:
(CPA, CIA, or other financial or legal)

Certified Public Accountant (CPA)
Certified Insolvency & Restructuring Advisor

Professional Audit or Financial Organization Memberships:

American Insolvency & Restructuring Association

Experience or Special Knowledge Pertaining to Audit-Related Matters:

Civic or Community Experience (Committees, Boards, Commissions, etc.)

San Diego City Employees Retirement System
Kensington Talmadge Planning Group

Thomas C Hebrank
Applicant Signature

11-7-10
Date

PLEASE FEEL FREE TO PROVIDE ADDITIONAL INFORMATION OR LETTERS OF ENDORSEMENT.
THANK YOU FOR YOUR INTEREST IN SERVING OUR CITY GOVERNMENT.

To submit your application, please complete and transmit 1) this Summary Application form, 2) the expanded Application form beginning on the next page and 3) a copy of your resume to:

The Office of the Independent Budget Analyst, Attn: Jeff Kawar
202 C Street, MS-3A San Diego, CA 92101

If submitted by e-mail: e-mail to sdiba@sandiego.gov

If submitted by fax: fax to (619) 236-6556

CITY OF SAN DIEGO
AUDIT COMMITTEE: PUBLIC MEMBER APPLICATION

APPLICATION FORM

(If you need more space to answer any of the questions, you may attach additional pages.)

⦿ New Applicant
○ Reappointment

1. Mr.⦿ M○. Ms.○ Thomas Christopher Hebrank
First Middle Last

2. Please list all other names that you have used:

3. Residence Address: [redacted] San Diego CA [redacted]
Street City State Zip

Voting Address: [redacted] San Diego CA [redacted]
Street City State Zip

Please list all the phone, fax, and cell / pager numbers at which you can be reached.

Hm. Phone: ([redacted]) [redacted] Hm. Fax: ([redacted]) [redacted] Hm. Cell: ( )

Hm. E-mail Address: tomhebrank@aol.com

Wk Phone: ([redacted]) [redacted] Wk. Fax: ([redacted]) [redacted] Wk. Cell: ([redacted]) [redacted]

Wk. E-mail Address: thebrank@douglaswilson.com

If you have resided at your current address less than 10 years, please list all previous residences during the last 10 years.

[redacted] San Diego CA [redacted]
Street City State Zip

Street City State Zip

4. In which Council District do you reside? District 3

5. Are you a United States citizen? Yes ☑ No ☐

6. Are you a citizen of a country(ies) other than the United States? Yes ☐ No ☑

If so, please list country(ies):

7. Driver's License Number: [redacted]

8. Date of Birth: [redacted]

9. Position Sought *(Name of Board or Commission)*. Please list in order of preference.

A). Audit Committee

B).

C).

10. Em ployment History *(current to last 10 years)*.

Douglas Wilson Companies — Problem Resolution Firm
A. Employer — Type of Business

Senior Managing Director — Receivership, Trustee, Forensic Accounting
Title / Position — Duties

450 B Street, Suite 1900, San Diego, CA 92101
Address

( ) — Oct 2002 — Current
Phone — From Date — To Date

www.douglaswilson.com
Website of Current Employer

Prudential Real Estate Affiliates — Real Estate Franchise
B. Employer — Type of Business

Asst. Controller/Dir Planning — Accounting,
Title / Position — Duties

Planning & analysis, budgeting, financial statement preparation
Address

( ) — Irvine, CA — 1999 — 2002
Phone — From Date — To Date

See Resume
C. Employer — Type of Business

Title / Position — Duties

Address

( )
Phone — From Date — To Date

D. Employer Type of Business

Title / Position Duties

Address

( )
Phone From Date To Date

11. Educational History:

High School / College / University / Other *(include full name)*	City / State	Degree	Major
Rockhurst College	Kansas City, MO	BSBA	Accounting

12. Please list professional licenses and certificates that you have received and the dates that they were issued.

A). Certified Public Accountant - CA 1994 B). Certified Insolvency & Restructuring Adv

C). D).

13. Please list honors and awards that you have received.

A). "Tom Hebrank Day" San Diego - 4/21/09 B).

C). D).

14. Please list all organizations and societies that you have been a member of during the last 10 years.

Entity	Position	From / To
SD Bankruptcy Forum	Board Member	2005 - 2088
SD Receivers Forum	Board Member, Secretary	2009 - Present

15. Please list all volunteer work that you have performed over the last 10 years that is relevant to this position :

Organization	City / State	Type of Work
SDCERS	San Diego	Retirement System
Kensington Talmadge Plan Group	San Diego	Planning Group
City Planners Commission	San Diego	Planning Group

16. Many positions require the appointment of people with special background, experience, or expertise. Please mark the categories for which you qualify.

- ☐ Information Technology
- ☐ Architecture
- ☐ Engineering (_____)
- ☐ Health Care (_____)
- ☐ International Affairs
- ☑ Small Business
- ☐ Land Developer
- ☐ Agriculture
- ☐ Construction Industry
- ☐ Environment Services
- ☐ Higher Education
- ☐ Labor
- ☐ Tourism
- ☐ Other _____
- ☐ Attorney
- ☐ Arts
- ☑ Financial Institution
- ☑ Insurance
- ☐ Law Enforcement
- ☐ Military Service

17. If you served in the military, were you honorably discharged? (Please give date.) Yes ___ No ___

If no, please explain: _____

18. YES ◉ NO ○ Do you currently or have you ever served in any elected or appointed office or on any local, state, or federal government board, commission, or committee?

Entity	Position	Dates
SDCERS	Board President	2004 - 2008
Kensington Talmadge Plan. Group	Chairman	2004 - Present
City Planners Commission	Board Member	2007 - Present

19. YES ○ NO ⊙ To the best of your knowledge, do you have a spouse, registered domestic partner, or other relative who is currently an employee or appointee of the City of San Diego? If yes, please explain.

_____

_____

20. YES ○ NO ⊙ To the best of your knowledge, have you ever been affiliated *(as a director, officer, partner, trustee, employee, owner, advisor, or consultant)* with any institution, organization, or business entity that might present a potential conflict of interest or the appearance of a conflict of interest with your requested appointment? If yes, please explain.

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_____

_____

22. YES ○ NO ⊙ Have you ever been convicted of a violation of any federal, state, county, or municipal law, regulation, or ordinance *(including driving under the influence of alcohol or drugs, reckless driving, or hit and run accidents)?* If yes, please explain.

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23. YES ○ NO ⊙ To the best of your knowledge, are you currently under federal, state, or local investigation for possible violation of a criminal law or an ordinance? If yes, please explain.

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24. YES ○ NO ⊙ Has a tax lien or other collection procedure ever been instituted against you by federal, state, or local authorities? If yes, please explain.

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25. YES ○ NO ⊙ Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct or been the subject of a complaint to any court, administrative agency, professional association, disciplinary committee, or other professional group? If yes, please explain.

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26. YES ○ NO ⊙ In the last 10 years, have you been a party to any civil litigation or administrative proceeding as either a plaintiff, defendant, petitioner, respondent? If yes, please explain.

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27. YES ○ NO ⊙ Have you ever authored and published any books or articles? If yes, please explain.

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_____

ADDITIONAL INFORMATION

All my responses and attachments to this application are full, true, and correct to the best of my knowledge. The City may thoroughly investigate my background, including my educational record, employment history, personal references, and any military or criminal records and may make any other inquiries that are necessary in considering my application.

I understand that the City will retain the confidentiality of the information provided in connection with my application. In addition, absent my consent, this information will not be available under a public records act request. I may elect to withdraw from the appointment process at any time. Upon notification of my withdrawal, the City shall seal the record of my application but shall retain the information as confidential, not subject to a public records act request, for a period of at least 2 years.

I understand that if I knowingly make false statements on this application or omit material information, I might be disqualified from consideration.

I authorize any business, institution, or organization to release any records sought by the City in connection with my application. I release the City, its officers, agents, and employees and all individuals, organizations, educational institutions, and employers from all liability in responding to or providing writings connected with my application.

Thomas C Hebrank 11-7-10

Applicant Signature **Date**

Thank you for your interest in serving the City of San Diego.

(3-1-06)

Douglas Wilson Companies

450 B Street, Suite 1900
San Diego, California 92101
(619) 641-1141
thebrank@douglaswilson.com

Thomas Hebrank, CPA, CIRA

Affiliations:

- San Diego City Employees' Retirement System (Pension Board), Former Board President
- Kensington Talmadge Planning Committee, Chairman
- San Diego City Planning Commission, Kensington Representative
- San Diego Receivers Forum, Board of Directors
- San Diego Bankruptcy Forum, Former Director

Academic:

- B.S.B.A., Accounting, Rockhurst College, Kansas City, MO

Additional Information:

- Certified Public Accountant – California
- Certified Insolvency and Restructuring Advisor

Douglas Wilson Companies
Senior Managing Director
2002 – Present

Responsibilities include managing a wide range of receiverships, workouts, and forensic accounting projects.

- Managed several forensic accounting projects, including one involving the largest industrial development in the US.
- Project manager for the liquidation of a public real estate investment trust.
- Managed and participated in various receivership, trustee and mediation projects encompassing operating entities in the real estate, hotel, transportation, furniture, and financial services industries.

Prudential Real Estate and Relocation Services
Assistant Controller/Director of Planning & Analysis / Irvine
1999 - 2002

The company is a national real estate and relocation company with over 2,000 real estate offices and relocation clients worldwide. Annual revenues exceed $300 million, and Prudential is the second largest relocation and fourth largest real estate franchise network in the country.

- Created and managed Planning & Analysis Department of six professional staff.
- Established and managed International Accounting & Tax Department.
- Responsible for implementing a new company-wide budget system using Hyperion Pillar software, and preparation of company's annual budget.
- Liaison for company's senior management and Prudential Corporate office for all reporting, planning, forecasting, and analysis functions.
- Responsible for company's month-end financial close process.
- Developed numerous policies for accounting, audit, treasury, authority delegations, and other functions.
- Involved in the planning, establishing of procedures, and financial integration of international acquisitions.
- Automated numerous functions into client databases; designed automated functions relating to client performance, monitoring, budgeting, and forecasting.
- Responsible for authorizing company expenditures and wire transfers.

Self-Employed Certified Public Accountant
San Diego
1990 - 1999
Established independent accounting and consulting practice working primarily with real estate companies. Performed management consulting work for the Resolution Trust Corporation ("RTC").

- Performed audits and operational reviews for national real estate franchise company offices, including Prudential Real Estate, Coldwell Banker Real Estate, Grubb & Ellis Commercial Realty, and GMAC Real Estate.
- Developed department organization, established nationwide accounting procedures and software database, and managed accounting responsibilities for seven RTC auctions involving over 1,700 properties and $50 million in sales proceeds.
- Coordinated initial planning phases of asset acquisitions, performed direct on-site management functions, and coordinated final sale process for the RTC for country club and residential development properties, including the second largest RTC property sale at that time nationwide.

Douglas Wilson Companies

Self-Employed Certified Public Accountant *(Continued)*

- Handle all clients' bank reconciliations, fixed assets schedules and all other monthly transactions.
- Preparation, analysis and review of financial statements and related disclosures used by management and shareholders.

The Prudential Real Estate Affiliates, Inc.
Regional Accounting Manager - Central Region / Dallas
1988 - 1990

Established accounting function from inception for Prudential's then start-up operation in the real estate franchise business. Served in this capacity from the regional office's inception until the elimination of the office in a company-wide reorganization. Responsibilities for this position included developing accounting policies and procedures, financial analysis, budget preparation and expense control.

Title USA Insurance Corporation
Director of Corporate Audit/Accounting Systems Manager / Dallas
1986 – 1988

Established the company's corporate audit department and later managed the company's computer system conversion. Reported to the company's Chairman and managed the corporate audit department. The company, a title insurance underwriter, became insolvent and was later liquidated.

Centerre Bank Northland
Vice President/Controller / Kansas City
1984 - 1986

Managed all accounting and investment functions for a group of five banks with $175 million in assets for a $5.5 billion bank holding company. Reorganized the accounting department and procedures in conjunction with the bank's merger. Promoted to Controller of merged institutions. Reported to the President and managed accounting and cash management staff of eight.

Price Waterhouse
Staff Auditor / St. Louis and Kansas City
1982 – 1984

Performed audits, compilations, reviews and tax work for clients in various industries including oil and gas, manufacturing and health care. Involved in job planning as well as in-charge supervision.