Shelby County Government

A C Wharton, Jr.
Mayor

April 9, 2009

The Honorable Deidre Malone
Chairman, Shelby County Board of Commissioners
160 North Main, Suite 450
Memphis, Tennessee 38103

Dear Chairman Malone:

Pursuant to the rules and regulations governing the Municipal Solid Waste Region Board, I hereby nominate Charles A. Wood for reappointment to the above-mentioned board. Term of Service shall begin May 31, 2009 expiring May 31, 2015

For your use, biographical information is attached and approval of the Board of Commissioners will be appreciated.

Sincerely,

A C Wharton, Jr.
Mayor

ACW/lar

Enclosure

160 North Main Street, Suite 850 ✦ Memphis, TN 38103 ✦ 901-545-4500 ✦ Fax 901-545-4759

SUMMARY

I. Description of Item

This resolution reappoints Charles Wood to the Municipal Solid Waste Region Board.

II. Source and Amount of Funding

III. Contract Items

A. Type of Contract – N/A

B. Terms – N/A

IV. Additional Information Relevant to Approval of this Item

The Municipal Solid Waste Region Board members are appointed for a term of six years. This will be the second term for Charles Wood.

Board Members

Appointments	Resolution Date	Expire Date	Member Since	Race	Term
Municipal Solid Waste Region Board					
Mr. Ronne' Adkins	03/13/2006	03/31/2011	08/22/2003	BM	6
Mr. Charles Wood	03/13/2006	05/31/2009	03/13/2006		6

Riseling, Lois

From: Williams, Lisa
Sent: Tuesday, April 07, 2009 4:20 PM
To: Riseling, Lois
Subject: RE: Attendance Record for Charles Wood to Municipal Solid Waste Region Board

Municipal Solid Waste Board Meetings - 2 in the past 12 months. Charles attended both.

TDEC Solid Waste Reduction Task Force - 12 meetings in a 9 month period in Nashville & Murfreesboro. Charles attended all meetings.

Thanks,

Lisa Williams
901.379.4430

From: Riseling, Lois
Sent: Tuesday, April 07, 2009 4:01 PM
To: Williams, Lisa
Subject: Attendance Record for Charles Wood to Municipal Solid Waste Region Board

Lisa,

Could you please e-mail me Charles Wood's attendance record for the past year? Thanks.

Lois Riseling
Chief Executive Secretary
(901) 545-4666

Municipal Solid Waste
Board/Commission

Public Works
Division of County Government

Name: Charles Arthur Wood

Date of Birth: 10/24/1939 Race Caucasian M ✓ F ____

Business Name: Shelby County Govt.

Business Address: 6449 Haley Rd Zip: 38134 Phone 379-4413

E-mail Charles.wood@shelbycountytngov Fax 379-4417

Education: 2 years College - See Resume / Professional Develop.

Name of Spouse: Charlotte L. Wood Number of Children 2

Home Address: 10694 Memphis Arlington Rd. 38002 Phone 901-867-3649

Resident of Shelby County 51 years.

Have you ever been convicted of a felony? Yes ____ No ✓
I give authorization to Shelby County Government to request that the Shelby County Sheriff's Department perform a background check. Yes ✓ No ____

I also understand that other sources including the official state websites listing sexual predators and a check of outstanding balances owed to departments and offices of county government may be performed.

List any affiliation or ownership interest you have in any business, corporation, or partnership, and if such business contracts with or sells products or services to Shelby County Government.

N/A

List members of family, where employed, and whether or not their employer contracts with or sells products or services to Shelby County Government.

N/A

Charles Arthur Wood
Signature

April 7, 2009
Date

(For Office Use Only)
Attendance Record (if applicable)
No. of Meetings ____ No. Attend ____ No. Absent ____
Disposition:
Approval ____ Resolution ____ Item # ____

NOTICE TO ALL PROSPECTIVE APPOINTEES TO SHELBY COUNTY BOARDS, AUTHORITIES OR COMMISSIONS

Pursuant to Resolution #26 adopted July 26, 1993, as amended, each person who submits his or her name for nomination to serve on a board, authority, or commission subject to approval by the Shelby County Board of Commissioners shall submit a list of all private county, social, athletic or professional clubs of which that person is a member. In the event it is determined that any such clubs are discriminatory in choosing their members on the basis of race, sex, or religion, the Shelby County Board of Commissioners may use this information in voting to reject the nominee.

Pursuant to the aforementioned Resolution you are hereby required to list all private country, social, athletic or professional clubs of which you belong.

1 N/A
2
3
4
5
6
7
8

List below any of the aforementioned clubs of which you belong that do not have female members.

1 N/A
2
3
4

List below any of the aforementioned clubs of which you belong that do not have minority group members (e.g., African American, Hispanic, Asian).

1 N/A
2
3
4

Do any of the aforementioned clubs of which you belong discriminate in selecting members based on race, sex, or religion?

Circle Below: N/A
Yes ~~No~~

Submitted: Charles Arthur Wood
(Print Name)

Signature: Charles Arthur Wood

Date: April 7, 2009

GRATUITY DISCLOSURE FORM

Shelby County Ethics Commission

INSTRUCTIONS: This form is for all persons receiving any Shelby County Government contract, land use approval or financial grant money to report any gratuity that has been given, directly or indirectly, to any elected official, employee or appointee (including their spouses and immediate family members) who is involved in the decision regarding the contract, land use approval, or financial grant of money.

1. **NAME**

   Charles Arthur Wood

2. **DATE OF GRATUITY**

   N/A

3. **NATURE AND PURPOSE OF THE GRATUITY**

   N/A

4. **NAME OF THE OFFICIAL, EMPLOYEE, APPOINTEE, OR FAMILY MEMBER WHO RECEIVED THE GRATUITY**

   N/A

5. **NAME OF THE PERSON OR ENTITY THAT PROVIDED THE GRATUITY**

   N/A

6. **ADDRESS OF THE PERSON OR ENTITY THAT PROVIDED THE GRATUITY**

   N/A

7. **DESCRIPTION OF THE GRATUITY**

N/A

8. **COST OF THE GRATUITY (If cost is unknown and not reasonably discernible by the person giving the gratuity, then the person giving the gratuity shall report a good faith estimate of the cost of the gratuity.)**

N/A

9. **The information contained in this Gratuity Disclosure Form, and any supporting documentation or materials referenced herein or submitted herewith, is true and correct to the best of my knowledge, information and belief and affirm that I have not given, directly or indirectly, any gratuity to any elected official, employee or appointee (including spouse and immediate family members) that has not been disclosed and I affirm that I have not violated the provisions of the Shelby County Government Code of Ethics.**

Charles Arthur Wood
Signature

April 7, 2009
Date

Charles Arthur Wood
Print Name

A copy of your completed form will be placed on the Shelby County Internet website.

CHARLES WOOD
10694 MEMPHIS ARLINGTON ROAD
ARLINGTON, TN 38002
(901) 867-3649

OBJECTIVE:

To achieve a higher-level management position that will utilize my skills of organizing, planning and directing of daily operations and various special projects required of the department.

PROFESSIONAL PROFILE:

Professional supervisory/management skills with over 40 years experience and excel in ability to manage personnel in order to meet project deadlines. Possess an extensive knowledge of budget planning and oriented for cost effective operations resulting in savings. Grew a family-owned business from $225,000 to over $5,000,000 annually. Demonstrates a thorough understanding of policies and procedures in conveying to staff to insure successful project completion in a timely manner.

SUMMARY OF QUALIFICATIONS:

Direct supervision of approximately 40 employees and indirect supervision of 35 employees, that is inclusive of all human resource/personnel duties from promotion recommendations to disciplinary action and termination of assigned personnel. Supervise and compile documents related to the Road Department Right-Of-Way Maintenance section within the limits of proposed budget and projected goals.

EXPERIENCE:

SHELBY COUNTY GOVERNMENT
Roads and Bridges

2004-Present **Deputy Administrator**

Works under limited administrative direction in support of the administrator to assist in planning, directing, organizing and controlling the activities of the department. Confers and advises staff on administrative policies and procedures, technical problems, priorities and methods, and responsible for the direction of the function to insure that the activities assigned are completed in an effective manner. Review and evaluate management staff and prepares performance reports. Assist in directing a large department with a wide range of functional work activities which include high policy and cost impact. Supervise and coordinate the development of the department's budget. Contacts include Elected Officials, executives and administrative departments within and outside Shelby County Government.

Solid Waste, Landfill, Public Utilities and Litter Abatement

1998-2004 **Supervisor**

Responsible for the planning, organizing, budgeting and implementing of the Solid Waste Management Program to conform to the Tennessee Department of Environment and Conservation's standards as well as Shelby County's Solid Waste Reduction requirements.

Landfill maintenance including drainage requirements and vegetation control. During my tenure of this program Shelby County has continuously been the leader as Solid Waste Collection Agency throughout the State of Tennessee monthly and annually. Development and implementing an effective and efficient Litter/Solid Waste Collection Program for all Shelby County roads and Right-of-Ways. Investigate and resolve citizen complaints daily. Coordinate work with other county departments, municipalities, and agencies. Met all State and Federal EPA mandates in accordance with required drainage and sinking areas to prevent standing water problems on the topside of two landfills. Interpret engineering blueprint and drawings in order to meet above-mentioned mandates. Train, assist and evaluate work performance for all subordinate employees.

Arlington Oil Company

1972-1994 **Owner**

Owner of an oil jobbership that sold and distributed petroleum products and tires throughout five counties in West Tennessee. Inclusive were retail outlets, commercial, farm and industrial customers. Installation of petroleum tanks and related facilities such as asphalt, concrete and building construction. All were completed in accordance to specific drawings and blueprints furnished by Union Oil Company of California (76). Responsible for all aspects of management of family owned business growing from $225,000 to over $5,000,000 annually. Responsible for proper disposal of hazardous solid waste materials as mandated by State and Federal EPA guidelines.

EDUCATION:

University of Memphis – Memphis, TN
Completed 35 semester hours toward a BA in Business management – Administration & Marketing

PROFESSIONAL DEVELOPMENT:

Corporate and Managerial Procedures, Products and Legal Training, Corporate Construction Technology / Sales and Service, EPA Solid Waste Management Rules and Regulations, Pathway to High Performance (Parts I, II & III), Supervisor/Manager – Pathway to High Performance (Parts I, II, III & IV), Diversity Training, Supervisor Training – Alcohol/Drug Testing (CDL Drivers), Personnel Policies – Family Medical and Sick Leave, Applied Rick Management, Personnel Law Management Update, Discipline and Discharge/Grievance Procedures, Retirement and Compensation Training, Total Quality Management Training, Evaluation and Performance Appraisal System, Ethical Conduct Training, Sexual Harassment, Inmate Training (annually), Enlightened Leadership Training, Mastering the Performance Appraisal System, Diverse/Multicultural Training, Road Cuts and Slope Maintenance (Savannah, TN) and On the Job Injury Training.