



New BOV Member Orientation

Mr. William R. Janis '84

Mr. Quintin D. Elliott '85

Mr. J. Clifford Foster IV '93

BG Dallas Clark

Deputy Superintendent for Finance & Support

19 August 2024



Deputy Superintendent – F&S

Organizational Leadership and Staffing

Director: BG Dallas B. Clark

F&S Staffing Levels: 218 FT

Office Location: Smith Hall, 300 Level

Current Key Work Products or Initiatives

6-Year Financial Plan

Institute Strategic Plan

Post Facilities Master Plan

Violence Prevention Committee

Threat Assessment Team

Institute Alcohol and Other Drugs Committee

Health & Wellness for Corps of Cadets

State & Local Government Relations

Priorities

FY25 Budget

Institute Strategic Plan Implementation

Capital & Non-Capital Projects

Legislative Session 2025

Continuity Planning

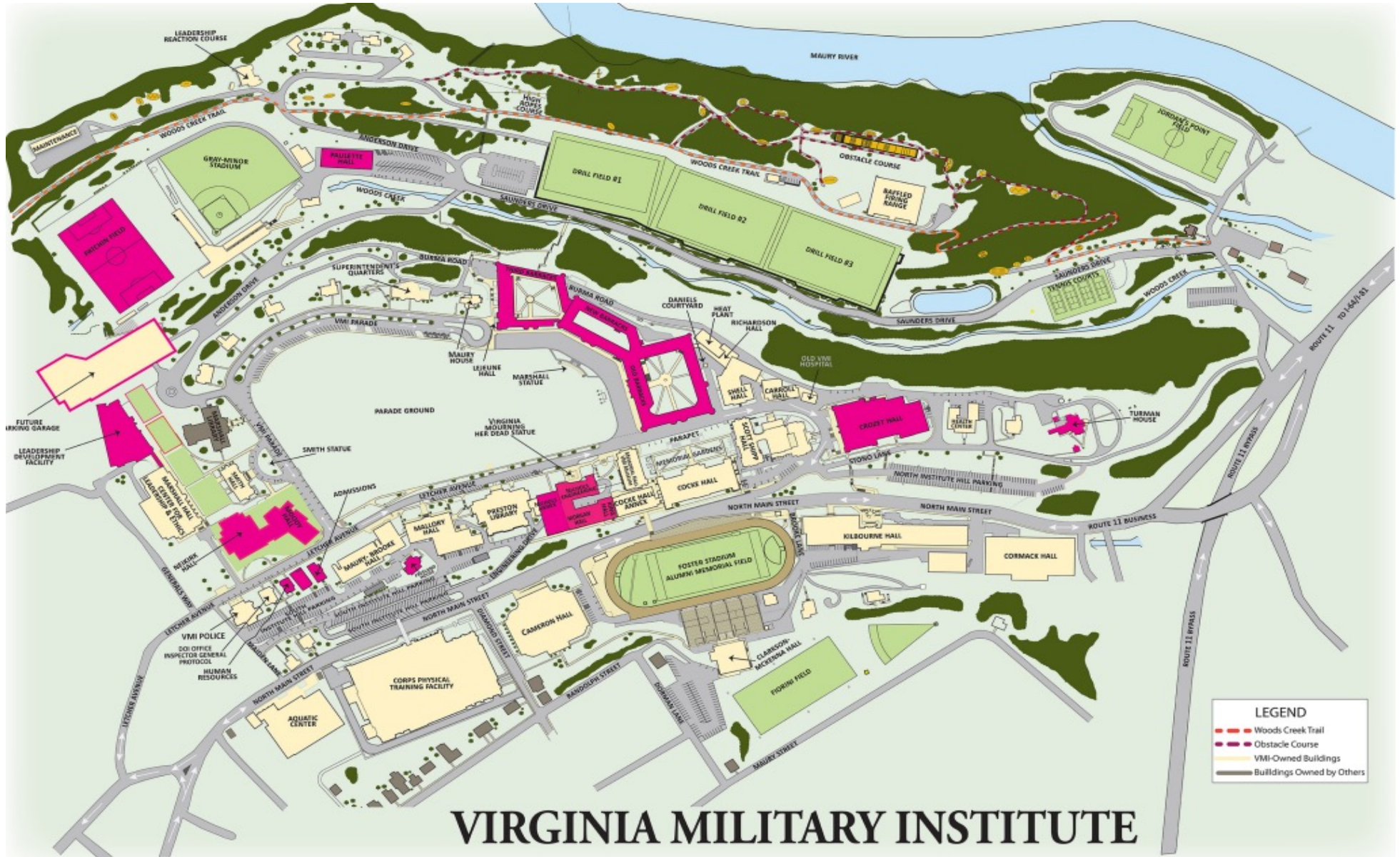


Personal Details:

- ✓ In Current Position Since Feb 2017
- ✓ VMI Class of 1999
- ✓ B.A. EC/BU
- ✓ M.B.A.

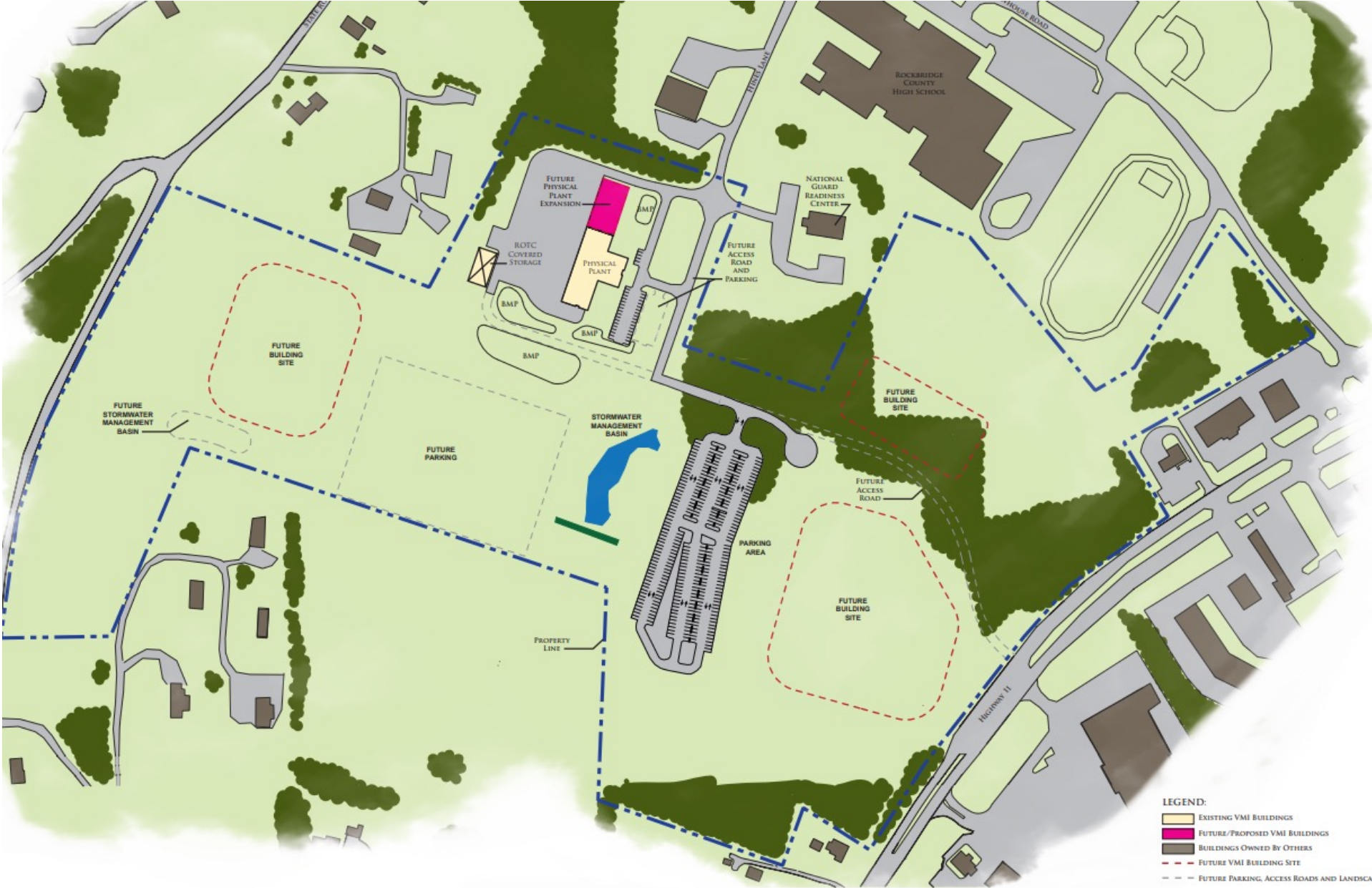


Main Post



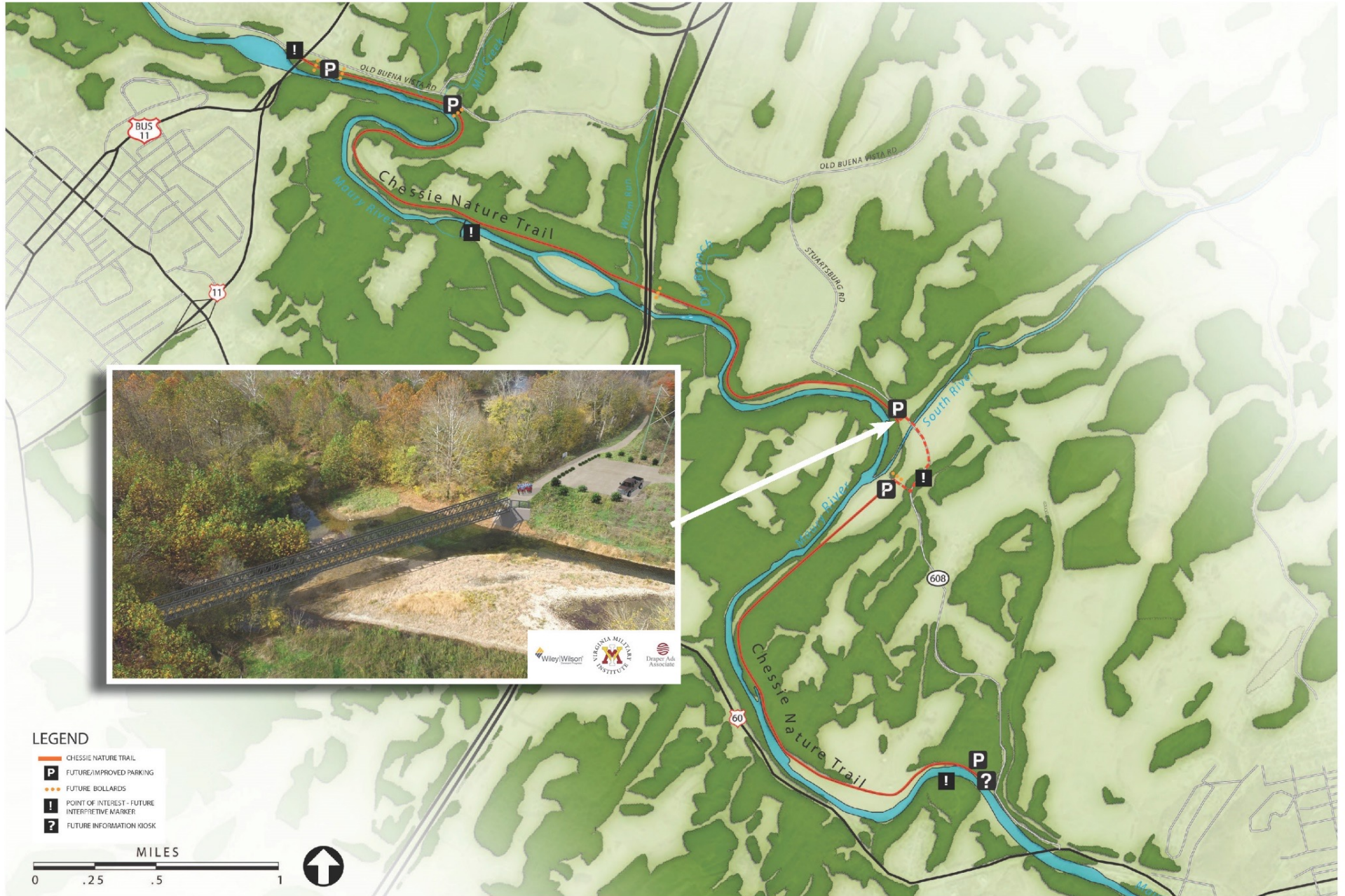


Lackey Park



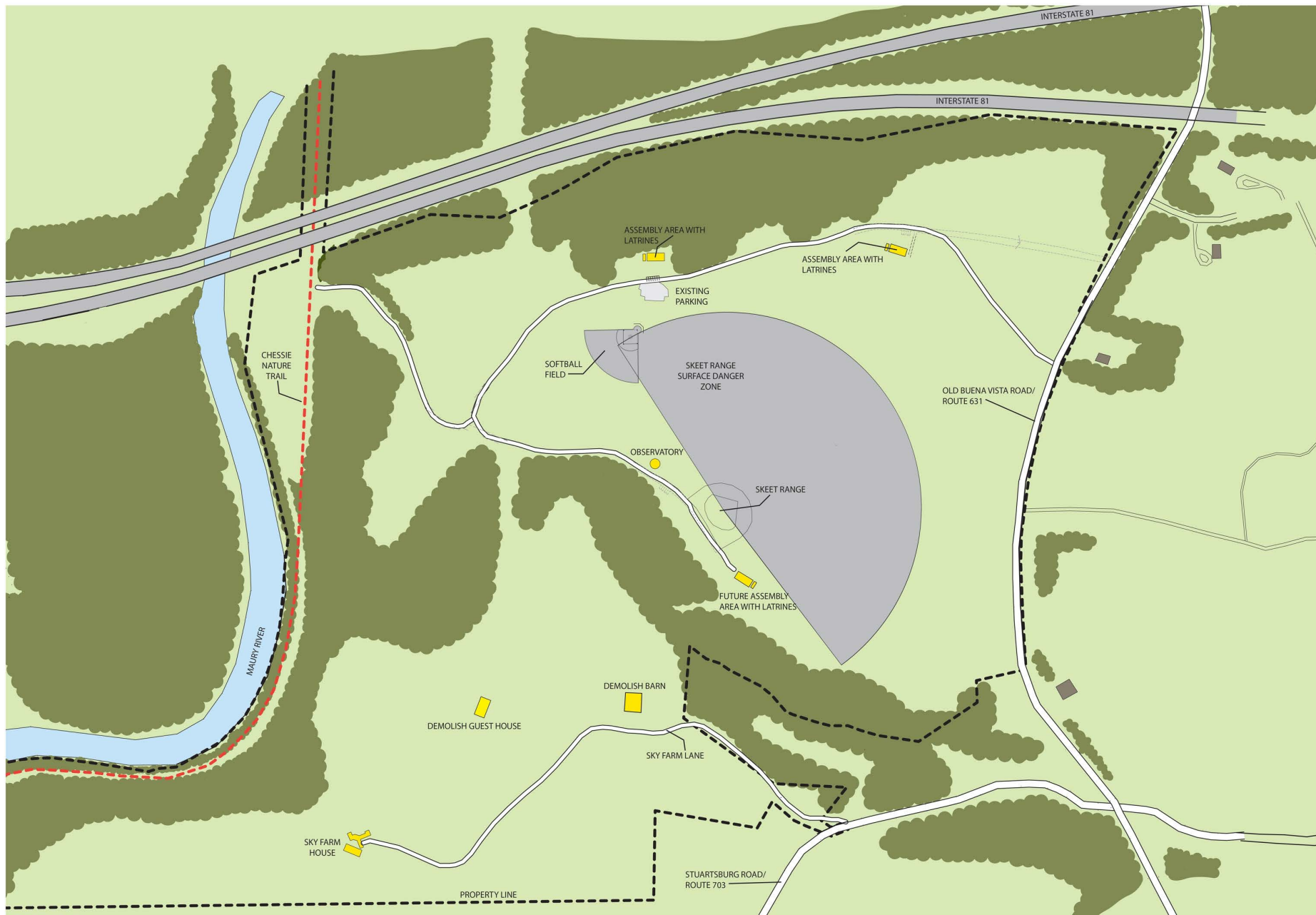


Chessie Nature Trail



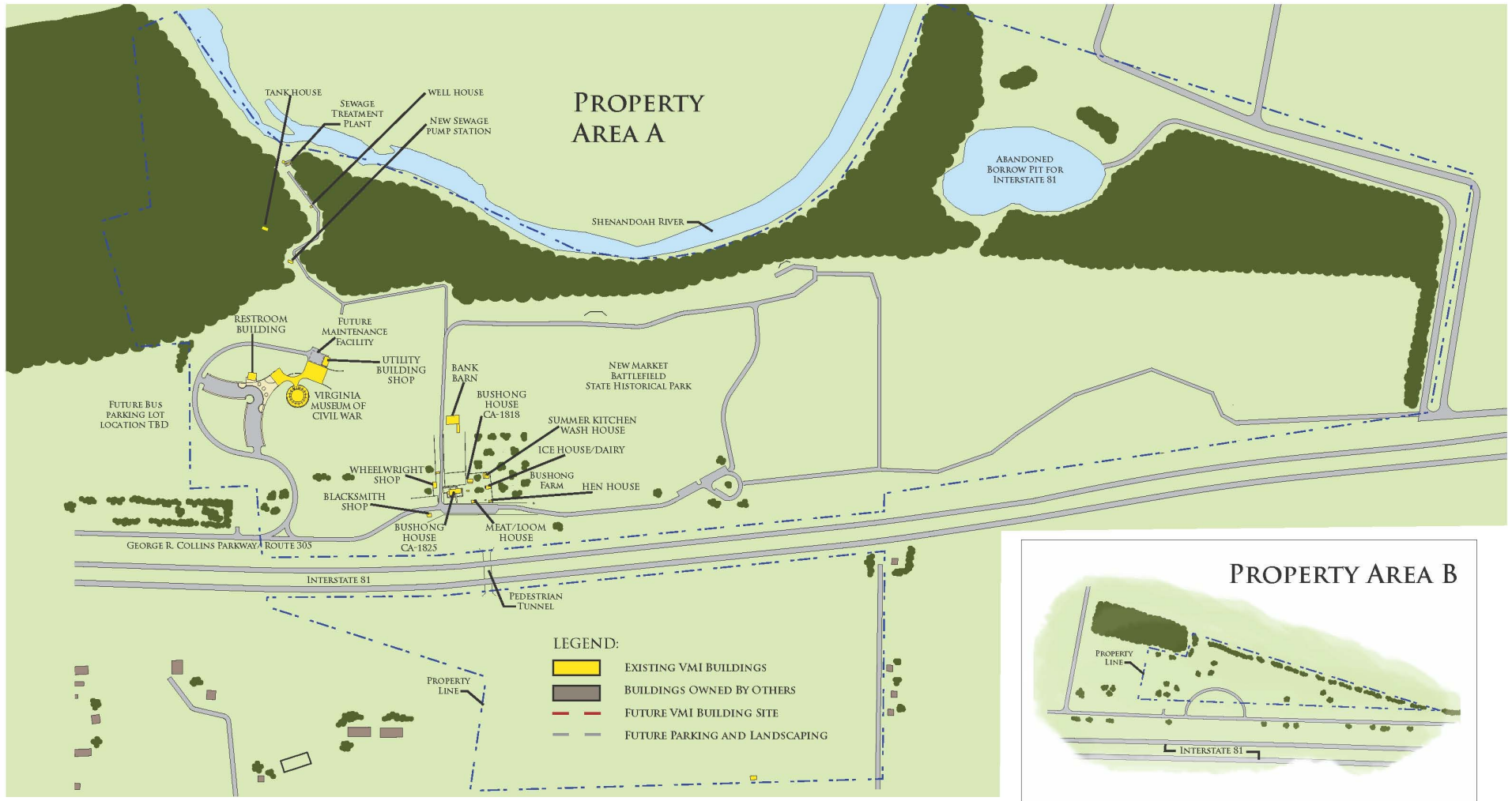


McKethan Park Training Area





New Market Battlefield State Historical Park



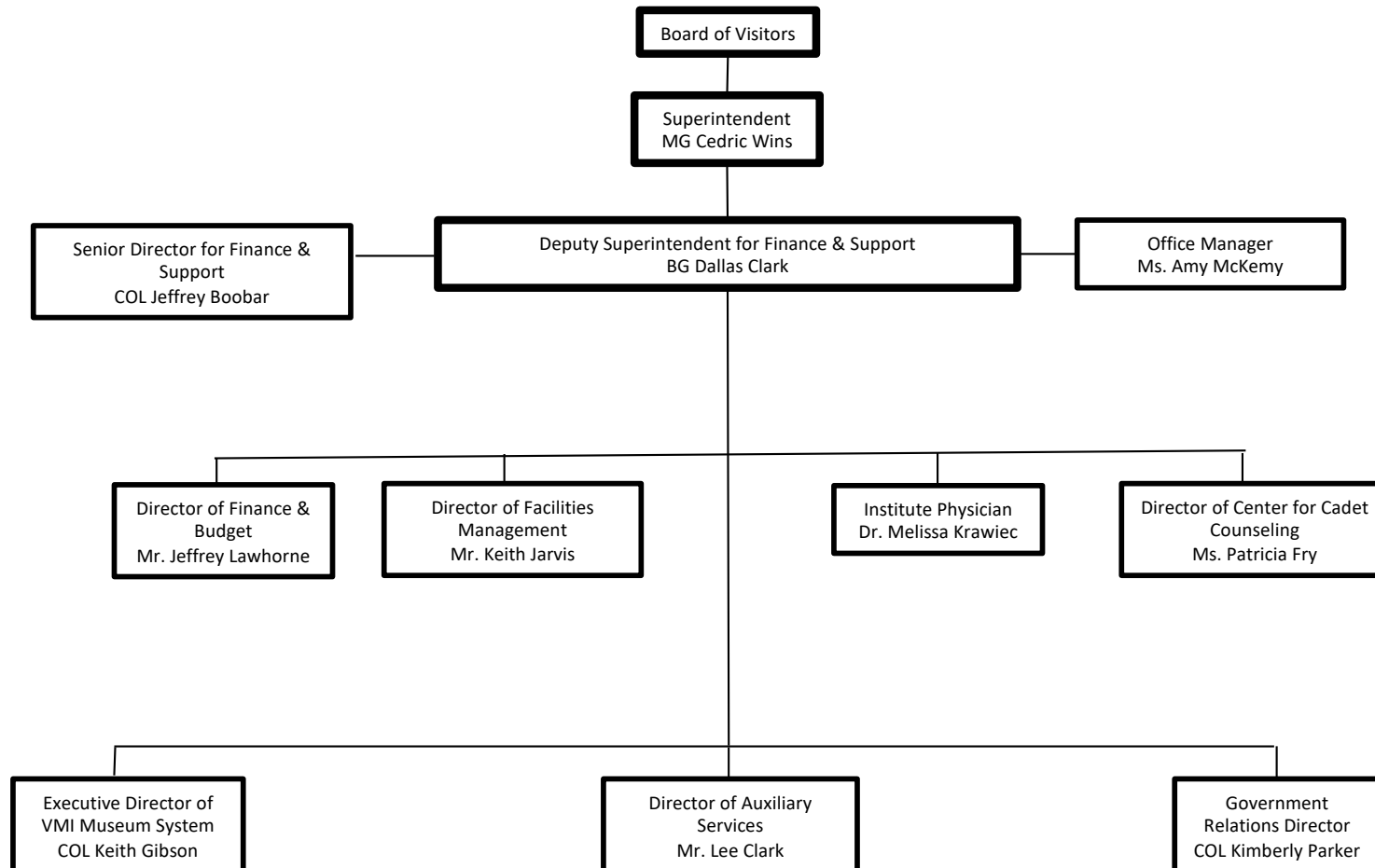


Jackson & Davidson-Tucker House





Finance and Support





Finance and Budget

Organizational Leadership and Staffing

Director: Jeffrey Lawhorne

Staffing: Asst. Director, Financial Analyst, Bursar, Payroll Manager

Office Location: Smith Hall, 300 Level

Current Key Work Products or Initiatives:

FY 2025 Annual Operating Budget,

VMI Financial Statements,

Financial Audits, Real Estate, 6-Year Plans

Interfacing State Agencies, Peer Groups:

Department of Planning and Budget, Office of the Attorney

General, State Council of Higher Education for Virginia,

Department of Treasury, Department of General Services,

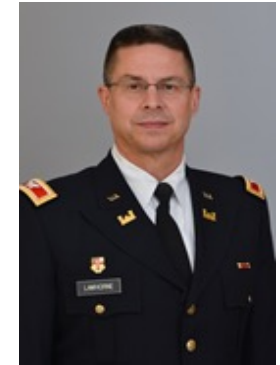
Department of Accounts, Auditor of Public Accounts

Senior Executive Involvement:

Funding Recommendations to support Strategic Plan

Priorities:

FY 2025 Budget Execution, FY 2026 Budget Planning



Personal Details:

- ✓ 31 Years at VMI
- ✓ 9 Years in
Current Position
- ✓ CPA
- ✓ B.S. Accounting
- ✓ USMCR 1983-87



Finance and Budget

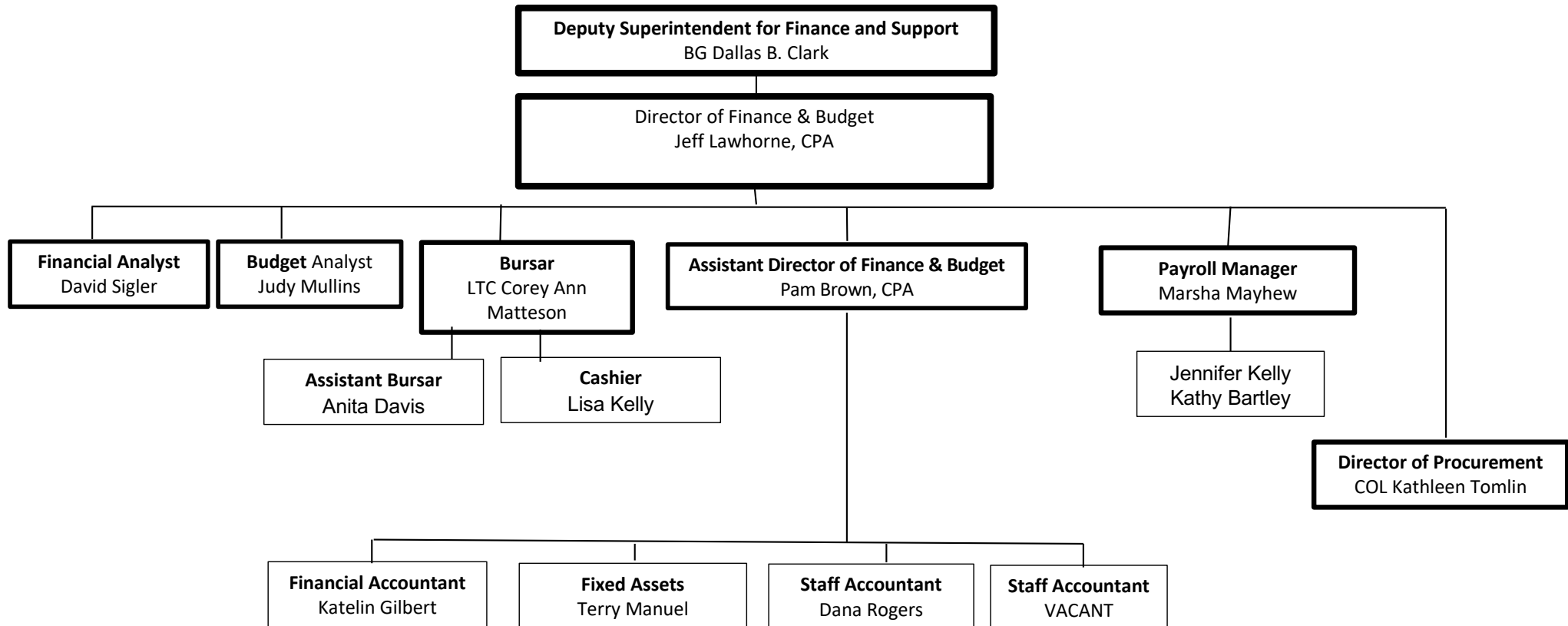
VMI Budget Breakdown for FY 2025

	Revenue	% of Total
State General Funds	32,740,500	27.5%
Tuition & Fees	44,637,000	37.5%
VMIAA Private Support	33,890,000	28.5%
Other Sources	7,800,000	6.5%
Total Revenue	119,067,500	100.0%

	Expenditures	% of Total
Personal Services	76,866,000	64.5%
Operational Expenses	39,731,500	33.4%
Debt Services	2,470,000	2.1%
Total Expenditures	119,067,500	100.0%



Finance and Budget





Procurement Services & Accounts Payable

Organizational Leadership and Staffing

Director: COL Kathleen H. Tomlin

Staffing Levels: 7 FT

Office Location: 314 Smith Hall

Current Key Work Products or Initiatives:

Update department website for better accessibility

Post-wide mandatory training programs

Expansion and utilization of electronic forms for processing efficiency

Interfacing State Agencies, Peer Groups:

Department of Accounts | Department of General Services

Department of Engineering & Buildings | VASCUPP | Virginia Higher Education Procurement Consortium

Senior Executive Involvement:

eVA (electronic Virginia) interface to ERP Colleague Datatel.

Priorities:

SWaM Procurement Goal 42% under Governor's Executive Order 35

Capital Construction Procurement

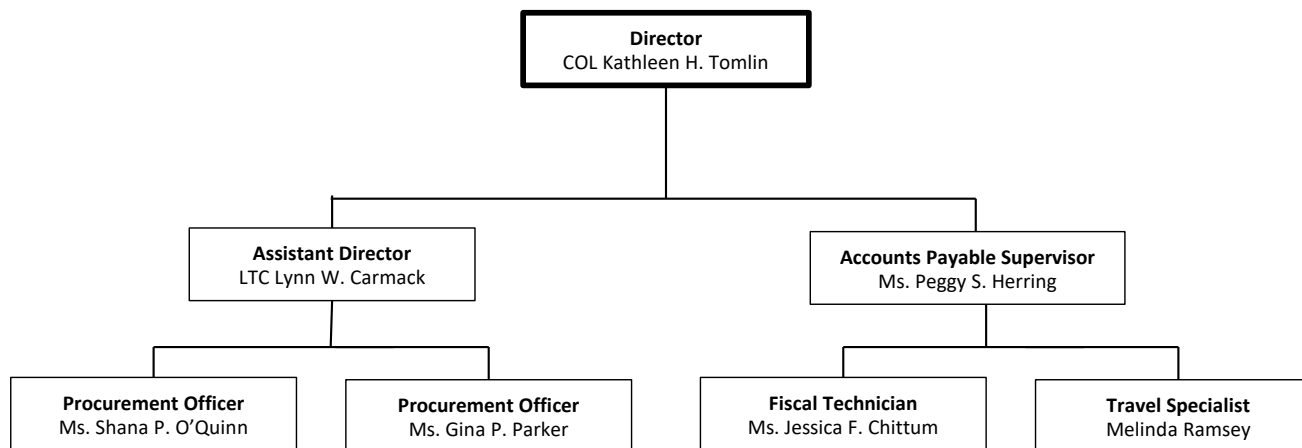
Budget/Spending Reduction Implementation



- ✓ In current position since
- ✓ October 2007
- ✓ BA, Business Administration
- ✓ MALS, Social Science



Procurement Services & Accounts Payable





Facilities Management

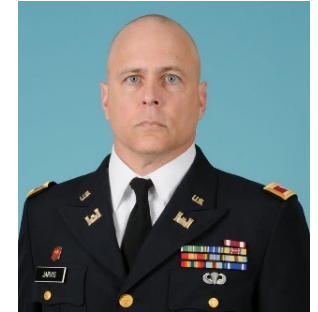
Organizational Leadership and Staffing

Director: COL (Ret.) Keith Jarvis

Staffing Levels: 107 FT; 5 PT; 2-6 Contract Project Managers/Inspectors

Planning, Engineering & Construction, Physical Plant, Energy Management

Office Location: Hinty Hall



Current Key Work Products or Initiatives:

Planning/Design/Construction of Capital Projects (Post-Wide Safety/Security, Cadet Safety/Security, Barracks Windows, Moody Hall, CLE PH II)

Overall Maintenance of 104 Buildings

Post-Wide Energy Management

Interfacing State Agencies, Peer Groups:

Department of Engineering and Buildings | Department of Historic Resources | Art and Architectural Review Board

Virginia Department of Transportation

Local City and County Plans/Development Offices

Local City Department of Public Works

Priorities:

Overall Safety, Quality and Budget Management for Capital Projects
Management and Mentoring of Permanent and Contract Staff

Personal Details:

- ✓ In current position since March 2022
- ✓ Began employment at VMI June 2006 (as Deputy Director of Construction)
- ✓ Retired USAR 30 years
- ✓ VMI Class of 1982
- ✓ BSCE



Facilities Management

Institute Planning

Organizational Leadership and Staffing

Institute Planning Officer: Dr. Gus Singleton

Current Key Work Products or Initiatives:

Annual Institute Strategic Plan Update | Non-Capital

Projects Planning | Capital Improvement Plan Annual Update

Development of Institute Sustainability Plan

Interfacing State Agencies, Peer Groups:

Department of Planning and Budget | Department of

Engineering and Buildings



Facilities Management

Physical Plant

Organizational Leadership and Staffing

Deputy Director of Facilities Management (Physical Plant and Facilities): Mr. Eric Schwartz

Current Key Work Products or Initiatives:

Preventive Maintenance

Summer Maintenance Program for Barracks

Interfacing State Agencies, Peer Groups:

Department of Transportation | Department of

Department of Environmental Quality

State Fire Marshal Office

Chessie Nature Trail Advisory Committee

Senior Executive Decisions, Support:

Maintenance Reserve Program

Facility Use Agreements | Post Housing Officer

Maintenance and Operations of VMI Post

Priorities:

Barracks Summer Turnover Program

HVAC and BAS Upgrades

Summer Grounds & Maintenance Projects



Facilities Management

Energy Management

Organizational Leadership and Staffing

Certified Energy Manager: Mr. Todd Willey

Current Key Work Products or Initiatives:

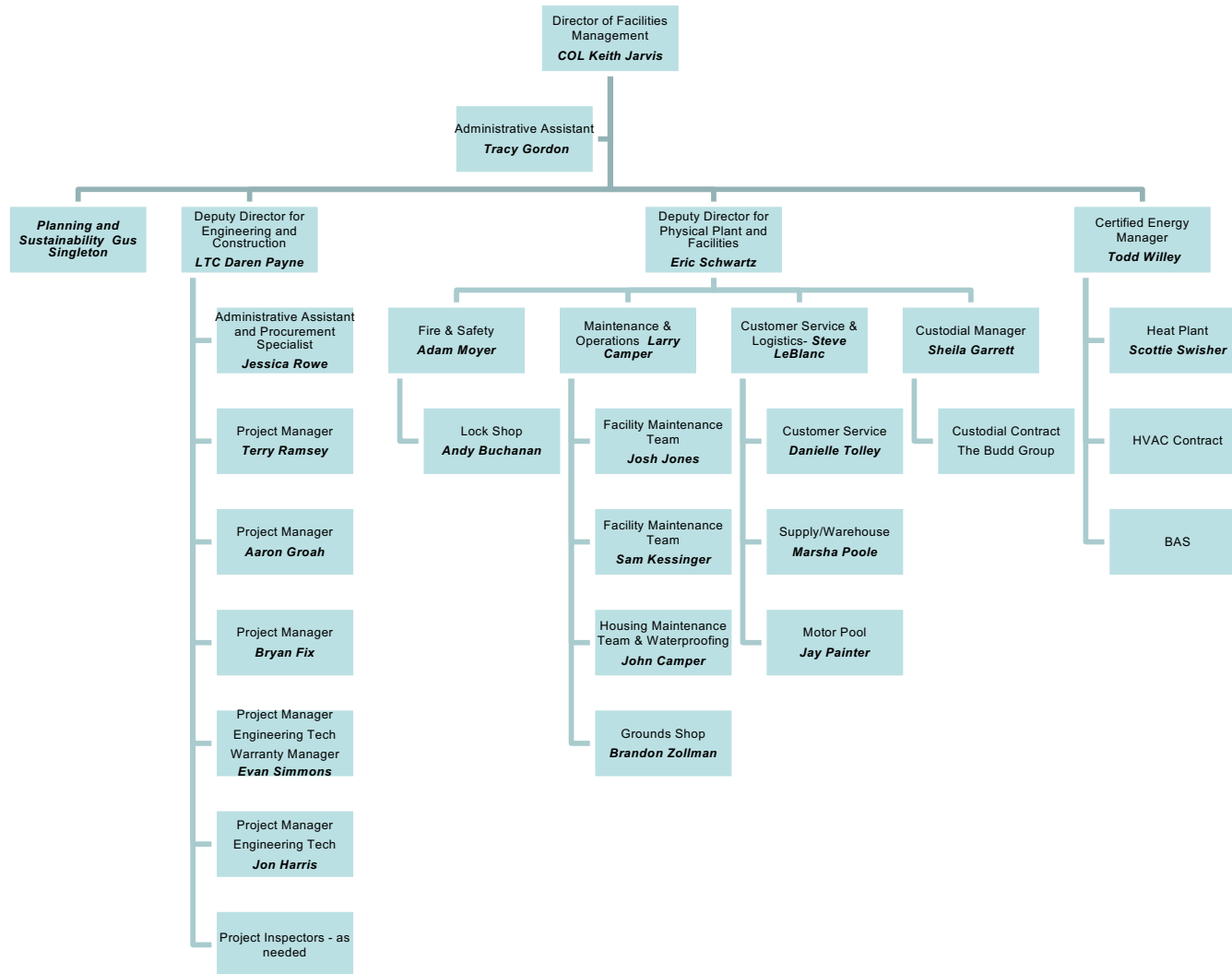
Maintenance and Operation of Heat Plant

Negotiation and Management of Utilities Contracts

Management of Facilities HVAC Service Contract



Facilities Management





Auxiliary Services

Organizational Leadership and Staffing

Director: Mr. Lee Clark

Staffing Levels: 54 FT; 13 PT; 3 Follett Contractors; 97 Parkhurst Contractors, 15 Cadet Waiters; Cadet Military Store employees

Office Location: Shell Hall, 100 Level



Current Key Work Products or Initiatives:

Installation of Self-serve Kiosks in PX

New PT Uniform issue to Cadets

Barbershop Renovation | Crozet Hall Servery and

Dish Room Renovation

Food Services Committee

Interfacing Agencies, Peer Groups:

Commandant's Office | Contracting and Procurement Office |

Comptroller Office | ROTC | Athletic Department | Alumni Agencies |

Parents Council

Priorities:

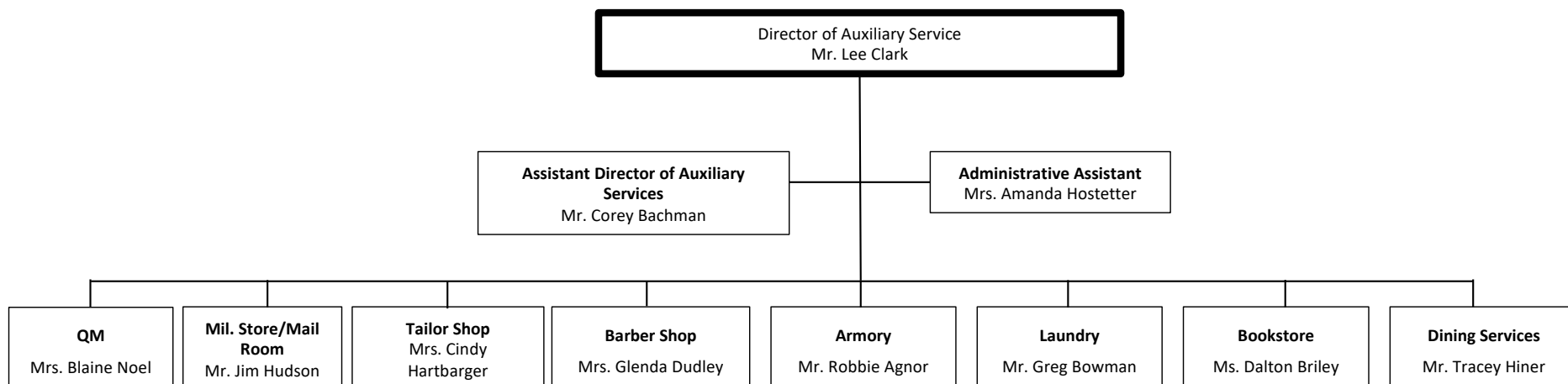
Uniform and Equipment Reset | Support to Summer Programs| Facility and Equipment Modernization | AY 24-25 Food Service

Personal Details:

- ✓ In Current Position since 2019. 5 Years as Deputy
- ✓ VMI Class of 1993
- ✓ CASP (Certified Aux. Services) Professional
- ✓ B.A. Biology
- ✓ M.S. Public Admin



Auxiliary Services





Infirmiry

Organizational Leadership and Staffing

Director: Dr. Melissa Krawiec (Since May 2023)

Staffing Levels: 11 FT; 4 PT

Office Location: VMI Post Hospital

Current Key Work Products or Initiatives:

Fitness Review Process

Updated Pharmacy Policies

Enhance Security & Privacy in Infirmiry exam areas

Continue to provide medical care for Cadets

Interfacing Agencies, Peer Groups:

State Boards of Medicine and Pharmacy

American College Health Association Guidelines

Priorities:

Focus on new cadet health needs from Matriculation to Breakout

Efficient and quality healthcare to all Cadets

Best practices for applicant medical decisions

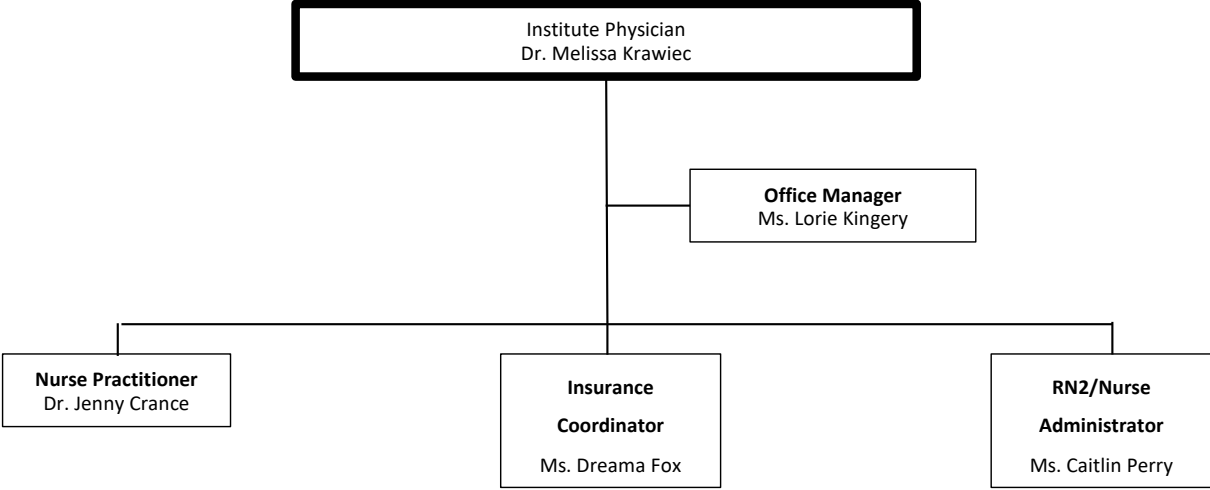


Personal Details:

- ✓ 11.5 years as State Department Regional Medical Officer; overseas tours (India & Poland)
- ✓ '01 VMI Graduate, B.S. Biology
- ✓ D.O. from WVSOM 2005



Infirmary





Center For Cadet Counseling

Organizational Leadership and Staffing

Director: Ms. Patricia Fry MA, LPC

Staff Counselor: Ms. Heavenly Dawson, LPC

Staffing Levels: 5 FT; 2 PT

Office Location: VMI Health Center, 200 Level

Current Key Work Products or Initiatives:

Biennial Report for the Institute Alcohol & Other Drugs Committee

AY 2024/2025 Cadet Health & Wellness Programming

Re-accreditation of the Counseling Center

Interfacing State Agencies, Peer Groups:

American College Counseling Association

American Counseling Association



Personal Details:

- ✓ In Current Position Since 2023
- ✓ MA; Clinical Professional Counseling

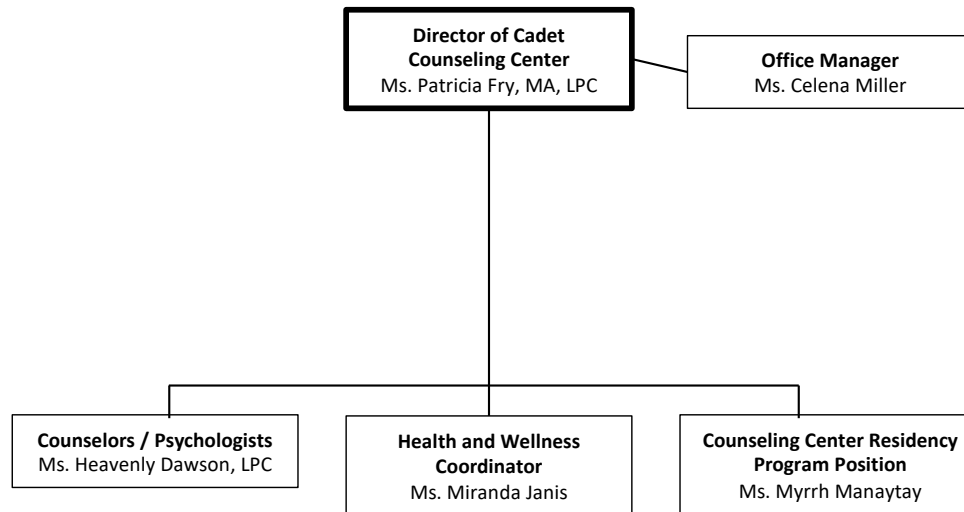
Priorities:

Ensuring cadet access to mental health services & resources

Institute Alcohol and Other Drugs Committee



Center For Cadet Counseling





Government Relations

Organizational Leadership and Staffing

Director: COL Kimberly Parker

Staffing: Consulting Support

Office Location: Smith Hall, 300 Level

Current Key Work Products or Initiatives:

General Assembly Session Coverage;

Higher Education Messaging/Funding; Cultivation of Legislators; Compliance with Successful Legislation

Interfacing State Agencies, Peer Groups:

State Legislators, Executive Branch Agencies, State Council of Higher Education for Virginia, Legislative Liaisons, Six Senior Military Colleges on Federal Funding

Priorities:

General Assembly Session and Post Session Compliance



Personal Details:

- ✓ 16.5 Years in Current Position
- ✓ B.A., Political Economics, Sweet Briar College
- ✓ Master of Divinity, Liberty University



VMI Museum System:

VMI Museum Jackson House Museum
Virginia Museum of the Civil War New Market Battlefield

Organizational Leadership and Staffing

Director: COL Keith E. Gibson

Staffing Levels: 13 FT; 15 PT; 90 Volunteers

Office Location: Jackson Memorial Hall, 100 Level

Current Key Work Products or Initiatives:

Cadet Involvement with VMI Museum & the Jackson House
Fourth Class Staff Ride Program at New Market Battlefield
Communications & Marketing for three VMI Museums

Interfacing State Agencies, Peer Groups:

VMI Liaison, Department of Historic Resources | State Arts
and Architectural Review Commission.

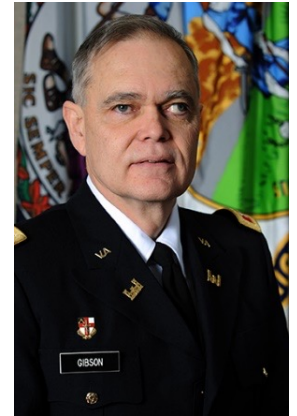
Senior Executive Involvement:

Architectural Review for All Capital Projects | Council All
Cultural Resource Related Projects.

Priorities:

CLE Phase II/New Museum Capital Project

New Market State Historical Battlefield Park Capital Project



- ✓ In current position since 1986
- ✓ VMI 1977
- ✓ BS Civil Engineering
- ✓ Grad work in Early American History and Museum Administration



VMI Museum System

