
Susan K. Kozak

Education

1998

University of Iowa
Bachelor of Science, Geology

Iowa City, IA

Experience

2008 to Present

Iowa Department of Agriculture & Land Stewardship,
Division of Soil Conservation & Water Quality

Des Moines, IA

2018 to Present – Division Director

- Provide overall supervisory management for 7 direct reports and 196 Division staff
- Oversight of the Mines and Minerals Bureau, Field Services Bureau and Water Resources Bureau
- Demonstrate understanding of all Division programs and objectives, including the Water Quality Initiative
- Lead policy and budget discussions for current and proposed Division programs and initiatives
- Consult with the Secretary of Agriculture regarding Division functions, structure and staffing levels
- Maintain and develop relationships with partner organizations such as Conservation Districts of Iowa, Natural Resources Conservation Service, Army Corps of Engineers, Iowa Department of Natural Resources, Iowa Learning Farms, Land Improvement Contractors Association, Office of Surface Mining, Reclamation and Enforcement, Iowa Farm Bureau and Pheasants Forever
- Consult with the Attorney General Office and Iowa Auditor of State regarding Division concerns
- Provide leadership to the State Soil Conservation and Water Quality Committee; assist committee Chair with budget presentations and planning of the Summer Tour

2014 to 2019 – Chief, Mines and Minerals Bureau

- Managed and assigned duties for 8 bureau staff and several summer interns
- Directed overall budget and program planning for bureau programs – including the Abandoned Mine Land (AML) Program, Coal Regulatory Program and Minerals Program
- Developed grant applications and associated reports for submittal to the Office of Surface Mining, Reclamation and Enforcement (OSMRE)
- Ensured compliance with federal requirements including annual ethics reviews, annual oversight evaluations, audit requests and State Reclamation Plan updates
- Coordinated administrative rules changes
- Consulted with Attorney General Office on policy and contracting matters
- Attended monthly State Soil Conservation and Water Quality meetings; participate in Annual Conference, Spring Regional meetings and other partner meetings, as assigned
- Supervised bid lettings for public improvements through formal, competitive bid process
- Prepared outreach materials for program updates and oversee planning of public field days
- Act as the Training Contact for the Iowa AML Program regarding OSM's National Technical Training Program (NTTP) and Technical Innovation and Professional Services (TIPS) classes
- Represented the Iowa programs on the National Association of Abandoned Mine Land Programs and related committees

2008 to 2014 - Environmental Specialist, Mines and Minerals Bureau

- In the Abandoned Mine Land Program (AML):
 - Completed basic background information to include AML locations in the inventory system; developed field-related studies for environmental concerns (endangered species, wetland mitigation, historical preservation) and related National Environmental Policy Act documentation; conducted realty reviews and developed related construction easements
 - Coordinated, as needed, Solicitation of Qualifications (SOQ) and Request for Proposals (RFP) processes for professional services for engineering and design on AML projects
- In the Emergency Program:
 - Acted as the point of contact for emergency calls related to underground coal mining, assisted staff engineer with response and completed all documentation for the Office of Surface Mining

- In the Minerals Program:
 - Acted as State Minerals Inspector. Solely responsible for administering the Minerals Program according to Iowa Code Chapter 208

2002 to 2007

Martin Marietta Materials, Inc.

Des Moines, IA

Environmental Engineer, Midwest Division

- Responsible for providing environmental leadership, guidance, and technical support for the second largest aggregate company in the U.S. The position included implementing environmental management programs and procedures, as well as communicating applicable environmental regulations and permit conditions to facility personnel
- Managed environmental compliance for up to 40 aggregate facilities in seven different states, primarily in Iowa, Minnesota, Wisconsin, and Wyoming
- Ensured collaboration with operations management, facility personnel at mine sites, and government agencies.
- Assisted with training of new environmental personnel

2000 to 2002

IDALS – Iowa Division of Soil Conservation

Des Moines, IA

State Minerals Inspector, Mines and Minerals Bureau

- Responsible for administering the minerals program according to Iowa Code Chapter 208. This included the Division's requirements to license, register, and bond all non-fuel mining operations – primarily limestone, gypsum, clay, sand and gravel

1998 to 2000

MPS Engineers

West Des Moines, IA

Geologist

- Responsible for field work relating to leaking underground storage tanks (UST) in Iowa and Kansas, as well as generating required reports for State agencies.
- Field duties included logging drill cores, site investigations and surveys, and performing water, soil and air sampling.
- Office duties included project management for Kansas UST work and report writing including Phase I and Phase II Site Assessments, Site Monitoring Reports, and Free Product Reports.

Other Activities

- Current President of the National Association of Abandoned Mine Land Programs
- Currently obtaining a Public Manager Certification from Drake University
- Member of the Soil and Water Conservation Society
- NEPA instructor for the National Technical Training Program for the Office of Surface Mining & Enforcement
- Represent IDALS on the Iowa Monarch Conservation Consortium
- State advisory team member for Iowa Women Land and Legacy
- Received a Master River Steward certification in 2012