

Lisa S. Cooper

PROFESSIONAL EXPERIENCE

NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT (1996—Present)

Executive Director (2011-Present)

- Manage the daily operations of an eight-county, multi-faceted planning and development agency which provides services in community development, human services, case management and workforce development.
- Work with a 39-member board of directors to carry out board policy.
- Manage a multi-million dollar agency budget and a staff of 80 plus employees.
- Adhere to and oversee contracts with federal, state and local governments.
- Serve as the convening agency for local government and community leaders to promote and encourage effectiveness and efficiency in identifying, developing and providing essential community services.

Development and Public Administration Coordinator (2004—Present)

- Manage the daily operations of two departments in carrying out planning, community/economic development, public administration, policy, grants and infrastructure programs for cities, counties and special districts in an eight county region.
- Prepare and administer departmental budgets, coordinate staffing needs, manage personnel issues, secure and manage contracts, and facilitate project workloads.
- Work directly with local officials to obtain funding, administer grants, conduct cost/benefit analysis, coordinate regional planning councils, conduct public meetings and provide advisory services on budgeting, human resources, legislative, ethics and management issues.
- Coordinate efforts and work with a Board of Directors to manage the operations of the Municipal Government League of Northern Kentucky.
- Work closely with state and federal officials on funding, legislative and

Lisa S. Cooper

- Coordinated regional studies, conducted Executive Searches, developed comprehensive plans and managed an Economic Development Administration Revolving Loan Fund program for area businesses.

Public Administration Specialist (1996-1997)

- Conducted research, provided human resource management assistance, worked on local government budgets and coordinated the efforts of regional local government professional organizations.

THE COUNSELING SOURCE (1991—1996)

Business Manager

- Managed the human resources, financial and operational functions for a health services and consulting company.
- Duties included: benefits management, budgetary development and oversight, policy and procedure analysis, governmental compliance, employee relations, program development, financial reporting, forecasting, tax compliance, training, community relations and research.

EDUCATION

Master of Public Administration

Northern Kentucky University

Bachelor of Business Administration

University of Kentucky

CERTIFICATIONS

Certified Community Development Block Grant Administrator

Kentucky Department for Local Government

Certified Public Human Resource Administrator

Kentucky Public Human Resources Association

Certified Professional in Human Resource Management (PHR)

Society for Human Resource Management

Lisa S. Cooper

BOARDS AND COMMITTEES—LEADERSHIP POSITIONS

Board of Directors

National Association of Development Organizations

Board of Directors

Kentucky Area Development Districts

Board of Directors

Fort Thomas Education Foundation

Advisory Committee Member

Duke Energy Urban Revitalization Committee

RECENT PRESENTATIONS/RECOGNITIONS

Kentucky Area Development Districts—Services and Responsibilities

Kentucky County Judge/Executive Association Conference for Newly Elected Officials

Developing Regional Projects and Fee-For-Service Programs

National Association of Development Organizations Annual Conference

Human Resource Issues for Local Governments

Kentucky Municipal Clerks' Association Annual Conference

Next Generation Leader Award—Government and Public Affairs

Legacy

Outstanding Women of Northern Kentucky

Northern Kentucky Chamber of Commerce