

Kristine M. Hinrichs

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SUMMARY

Effective problem-solver with a diverse background, demonstrated management skills, and business-focused approach. Ability to initiate and excel in environments of organizational change. Listens to and communicates effectively with staff, clients, and customers with varied needs and interests.

Skills include working effectively with elected and community boards and committees, budget development and monitoring, financial management and analysis, strategic planning and management, development of performance-based contracts, human resource management and organizational development, work process improvement, writing, public speaking, research and analysis, and problem solving.

EMPLOYMENT

2001 to present - Milwaukee Public Schools, Budget & Fiscal Policy Specialist

Perform management and fiscal policy analysis related to a wide variety of District issues and special projects. Assist in budget development, development of the District's new Extracurricular Initiative, review of department operations and development of strategies to increase efficiency, represent the Finance Director on management task forces, and provide internal management consulting. Serve as Financial Coordinator for implementation of the Neighborhood Schools Initiative assigned on a part-time basis to the Office of Neighborhood Schools. Responsible for coordinating MPS actions related to the sale of \$100 million in revenue bonds, development of budget and financial systems to monitor student transportation savings, assisting in the development of MPS strategies related to development and lease agreements and financing issues faced by community-based partners who will construct facilities as part of the Neighborhood Schools Initiative, and providing other management assistance as required by the Director and other staff assigned to the Office of Neighborhood Schools.

1996 to 2001 - Milwaukee Metropolitan Sewerage District, Director of Finance & Administration

Manage internal administrative services for regional wastewater treatment agency. Areas of responsibility have included procurement, accounting, records management, information technology, Milorganite marketing, organizational development, human resources, building services, and budget. Duties include ensuring that divisional staff provide high quality and cost effective services to internal customers, identifying and implementing process and management improvements, negotiating and implementing the performance-based contract for the District's Minority Business Development Program, and ensuring Small/Minority/Women Business Enterprise participation in District procurements. Developed and managed the process that resulted in the outsourcing of the operation of the District's treatment, conveyance, and field operations to United Water Services. Provide management support to the Executive Director. Manage Division operating budget of approximately \$9 million and 55 staff.

Also serve in Commission-appointed offices of District Secretary and District Treasurer.

1996 - City of Milwaukee, Acting Deputy Director of the Department of Administration

Assisted in budget preparation, preparation of management studies, served as Director in her absence, and provided management staff support to the Director. Moved to MMSD when she accepted Executive Director position at MMSD.

1993 to 1996 - Baxter & Woodman - Regional Marketing Representative

Business development for civil and environmental consulting engineering firm. Duties included interviewing and developing relationships with prospective clients to determine their needs and goals, present the firm's qualifications, identify potential projects, evaluate the competitive environment, assist in proposal preparation, and participate in project interviews. 99% of contacts were with individuals with no direct experience with the firm.

1991 to 1993 - Hales Corners, Wisconsin - Village Administrator

Responsible for development, support, and monitoring of annual operating (\$4.4 million in 1993) and capital budgets, the effective management of the organization, and to ensure implementation of Board decisions. Provided staff to Board of Trustees; leadership in proposing alternative approaches to service delivery; and contact with citizens and businesses. Appointed position similar to general manager or chief executive officer of a small corporation or non-profit executive director.

Responsible for all phases of wage and salary administration for 38 full-time employees including recruitment and selection, staffing needs, employee benefits, discipline, regulatory compliance, labor negotiations, and contract compliance issues.

1987 to 1991 - Thiensville, Wisconsin - Village Administrator

Duties of Administrator, Treasurer, Human Resources Director, Zoning Administrator, Planner and Director of Public Works. Responsible for the development of the annual budget (\$2 million in 1991) and financial control; personnel management and labor relations as in the Village of Hales Corners; and provided public information and contact to resolve citizen concerns.

1975 to 1987 - Various Positions in Local Government Management**EDUCATION**

Mankato State University, Mankato, Minnesota

M.A. - Urban & Regional Studies - Public Management

B.S. - Urban & Regional Studies & Sociology (double major) - Urban & Social Planning

INTERESTS

Marathon and ultra-marathon running, crossword puzzles, reading

COMMUNITY & PROFESSIONAL AFFILIATIONS

Public Policy Forum

Forum Trustee (2000-present) & Secretary (current)

Planning Committee - Salute to Local Government Awards Program (1993 to present)

North Avenue Community Development Corporation (1999-2001)

Finance Committee

Non-profit Management Education Project (1999-present)

(Milwaukee Idea Affinity Group Project)

Counseling Center of Milwaukee
Nomination Committee (1999-present)

Milwaukee Sunrise Rotary Club (1995-present)
Representative to Milwaukee Civic Alliance (2000-present)

Future Milwaukee Leadership Development Program
Board of Directors (1991-95)

TEMPO (2000-present)

ADDITIONAL COMMUNITY AND PROFESSIONAL AFFILIATIONS

Wisconsin City Management Association (1989-present)
Board of Directors (1989-93) - President (1991-92)

League of Wisconsin Municipalities
Board of Directors (1992 & 1993)

Badgerland Striders Running Club (1991-present)
Race Director/member Road Race Committee (1995-present)

Recent Presentations
Government Finance Officers' Association
Association of Metropolitan Sewerage Agencies
Water & Wastewater Summit
Massachusetts State Assembly Committee

Other Volunteer Activities
Journey House community clean-up and Mexican Independence Day picnic
School of Allied Health Anniversary Run
Super Run for Special Olympics
Race for the Cure