

April 2, 2024

MEMORANDUM

TO: Senior Staff

FROM: Brian J. Armstrong, Executive Director 

THROUGH: Chris Tumminia, General Counsel

SUBJECT: Designation of Deputy Agency Clerks

Pursuant to the District’s Statement of Agency Organization and Operation prepared in accordance with Rule 28-101.001, F.A.C., the Executive Director is the Agency Clerk and may appoint Deputy Agency Clerks (“Deputy Clerks”). The Statement of Agency Organization and Operation lists several duties of the Agency Clerk and consequently, the Deputy Clerks, including responsibility for receiving official District papers or maintaining official District files. Many of these duties may not apply to the Deputy Clerk(s) within each department. I anticipate no changes in job responsibilities due to these appointments. I hereby appoint the following positions (currently held by employees as shown) to act as Deputy Clerks within each of the specified Divisions, Bureaus, or Offices:

Bureau or Division	Deputy Agency Clerk Position	Currently Held By
Board & Executive Services	Board & Executive Services Manager Lead Administrative Coordinator Sr. Administrative Coordinator Administrative Coordinator	Virginia Singer Lori Manuel Barbara Matrone Lauren Vossler
General Services	General Services Bureau Chief Records Manager	Dave Dickens Peggy Meinhardt
Finance	Administrative & Financial Systems Manager Administrative Support Specialist	Michael Attard Misty O’Neal
General Counsel	Sr. Legal Assistant Legal Assistant	Teri Stearns Maya Saludes
Human Resources	Administrative Support Specialist	Migdalia Acevedo
Operations and Land Resources	Administrative OPS Supervisor Sr. Administrative Assistant Sr. Administrative Assistant	Teri Hudson Amanda Marsh Amy Poxson
Regulation – BAR	Lead Regulatory Support Technician Staff Regulatory Support Technician	Susan Tidwell Jadai Griffin
Regulation – BKV	Regulatory Support Manager Lead Regulatory Support Technician Sr. Regulatory Support Technician Sr. Regulatory Support Technician Sr. Regulatory Support Technician	Danielle Sailler Stephanie Griffith Rachel Guillen Krista McKean Katie Carswell
Regulation – SSO	Regulatory Support Supervisor Lead Regulatory Support Technician Staff Regulatory Support Technician	Leigh Rogers Lisa Cronin Judi Betush
Regulation - TPA	Regulatory Support Supervisor Sr. Regulatory Support Technician Sr. Regulatory Support Technician Sr. Regulatory Support Technician Staff Regulatory Support Technician	Michael Bench January Drevnak Heather Henry Anthony Barboza Jeanette Woss