


APPOINTMENT

Approving the reappointment of Abbie E. Scanio nee Garrighan to serve as a member of the Allegheny County Drug and Alcohol Planning Council for a term to expire on December 31, 2018.


SPONSORED BY COUNTY EXECUTIVE FITZGERALD

In Council FEBRUARY 16th, 2016.

Read and approved by Motion of Council.



John P. DeFazio
President of Council

Attest: 

Jared Barker
Chief Clerk
Allegheny County Council

COUNTY OF



ALLEGHENY

RICH FITZGERALD
COUNTY EXECUTIVE

January 28, 2016

Honorable President and Members
Allegheny County Council
119 Courthouse
Pittsburgh, PA 15219

RECEIVED
ALLEGHENY COUNTY COUNCIL
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Dear Members of Council:

Please find the attached resume of Abbie E. Scanio nee Garrighan, whom I am recommending for reappointment to the Allegheny County Drug and Alcohol Planning Council.

The Council's purpose is to aid and assist, as the statutory approved citizen body, the County Executive and the Allegheny County DHS Director in the planning, development and implementation of the provision of services for individuals with addiction problems who are residents of Allegheny County. I am recommending that Ms. Scanio serve another three year term, ending on December 31, 2018.

Ms. Scanio is currently the Vice-President of Operations of the JADE Wellness Center. She received her bachelor's degrees from Duquesne University.

I appreciate your consideration, and ask you to act on this appointment as quickly as possible. Ms. Scanio will make herself available for review before the appropriate committee if members of Council wish to speak with her.

Sincerely,

Rich Fitzgerald
Allegheny County Executive

OFFICE OF THE COUNTY EXECUTIVE

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Abbie E. Scanio

4105 Monroeville Blvd. ♦ Monroeville, PA 15146 ♦ 412-889-8208 ♦ abbie@myjadewellness.com

Summary of Qualifications

Highly educated business professional. Graduated with a 3.4 GPA from Duquesne University School of Business in 2009. Consistent member of the Deans list. Acquired two Bachelor degrees in my four years of schooling. Holds Bachelors in Entreprenuerial Studies where I learned life lessons and skills including, but not limited to, financial analysis, budget projection, business plan writing and implementation, marketing to a target audience, product development, and learning about the importance in the will to succeed no matter what. Second Bachelors in Marketing, where I am very well versed on sales, product life cycles, target marketing, focus groups, creating a sales forecast and implementing that forecast. In those four years I was always known as the one to take the initiative in any project and manage it to completion.

I grew up, my mother a business woman, specializing in sales. I am very well versed on sales tactics. I pride myself on being easy to talk to. I have learned to treat everybody in an office from the janitor to the CEO with respect, for you have to get an in somewhere. I have also learned how to get to people by showing an interest in their life, whether that means writing down their hobbies or birthday, personal touches go a long way. My honesty and compassion for the human race and my ability to relate to most has gotten me a long way so far in my career.

Skills Summary

Project Management	Computer Savvy	Accounting/Bookkeeping
Task Orientated	Above average Excel skills	Professional Presentations
Works well in Groups	Customer Service	Extremely knowledgeable about the Health Care industry
Superb Management/Socail Skills	Marketing & Sales	Event Planning
6+ years of experience managing ACT database	Budgeting/Forecasting Sales	
	Friendly, professional demeanor	

Employment History & Professional Experience

5/2009-Present

*JADE Wellness Center
Monroeville, Pa*

Vice President of Operations, Director of Marketing & Finance

Started the Company from scratch along with my partner in 2009. Licensued JADE Wellness Center through the Department of Health in PA. Responsible for getting and maintaining all insurance contracts. Oversees day to day operations. In charge of HR in retrospect to company liability insurance and workers compensation, payroll, and employee benefits. Handles all book keeping for the company. Created and implemented the company website: www.myjadewellness.com. In charge of soliciting referrals and writing referral agreements. Facilitates customer relationships. Involved in outreach programs to individuals within the community as well as Employee Assistant Programs. In charge of all company events. Responsible in finding a company investor when needed.

7/2008-12/2009

*ComDoc, Inc (Owned by Xerox)
Pittsburgh, Pa*

Administrative Sales Assistant

Provided assistance to sales personnel involved in K-12 sales. Specialized in customer retention as well as customer service. Called current customers on weekly basis to ensure their happiness in our products and services. Settled any qualms a customer may have before they became unhappy. Participated in sales calls with a senior account manager.

Abbie E. Scanio

Participated in company wide cold calling whether door to door or via telephone blitz. Secondary job of managing and organizing the day to day functional operations of the office such as sales contracts and renewals.

6/2005-6/2008

Business Alternatives, Inc

Plum, Pa

Sales Assistant

Worked directly with sales force to help manage customer relations. Organized and managed all customer leases. Worked with Administration Staff to renew leases before they came up. Worked directly with leasing companies. Spent much time cold calling customers in order to find leads for the Sales Team. Called customers after any service call to ensure their happiness in the company. Very Involved in planning company wide activities. Involved directly with the company's 2007 acquisition.

Education

High School Honors Graduate-2005

Penn Trafford School District

B.A. Business Administration-Marketing

Duquesne University, Pittsburgh, Pa

B.A. Business Administration- Entrepreneurial Studies Program

Duquesne University, Pittsburgh, Pa



COUNTY OF ALLEGHENY

OFFICE OF THE COUNTY COUNCIL

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February 17, 2016

Ms. Abbie E. Scanio
4105 Monroeville Boulevard
Monroeville, PA 15146

Dear Ms. Scanio:

This is to inform you that at the Regular Meeting of Allegheny County Council held on February 16, 2016 Council approved your reappointment to serve as a member of the Allegheny County Drug and Alcohol Planning Council, for a term to expire on December 31, 2018.

Congratulations on your reappointment and best of luck in this undertaking. We look forward to receiving your recommendations and stand willing to assist you in any way you believe appropriate.

Sincerely,

Edward J. Kress, Appointment Review Committee Chair
Allegheny County Council

cc: Marc Cherna, Director, Allegheny County Department of Human Services

EJK/sb