

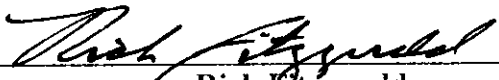
Bill No. 4681-09

APPOINTMENT

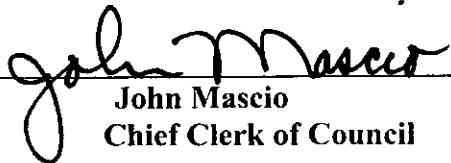
Approving the reappointment of Susan Gove to serve as a member of Children Youth and Families Advisory Committee for a term to expire on December 31, 2011.

In Council April 7, 2009.

Read and approved by Motion of Council.



Rich Fitzgerald
President of Council

Attest: 

John Mascio
Chief Clerk of Council



DAN ONORATO
COUNTY EXECUTIVE

COUNTY OF ALLEGHENY

OFFICE OF THE COUNTY EXECUTIVE

101 COURTHOUSE • 436 GRANT STREET
PITTSBURGH, PA 15219
PHONE (412) 350-6500 • FAX (412) 350-6512
WWW.ALLEGHENYCOUNTY.US

4684-09

ALLEGHENY COUNTY COUNCIL

February 26, 2009

'09 FEB 26 AM 11:56

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

Dear Council Members:

Please find the attached resume of Dr. Susan Gove, whom I am recommending for reappointment to the Children Youth and Families Advisory Committee.

The Children Youth and Families Advisory Committee is responsible for reviewing and making recommendations pertaining to the county children and youth social service program and the operation of the county agency. I am recommending that Dr. Gove serve another three year term to expire on December 31, 2011.

Dr. Gove is the President and CEO of the Gove Group, an organization that specializes in helping plan and implement for strategic success. Dr. Gove assists companies in their efforts to educate their employees, clients, prospective clients, association members and others who strive to improve employee performance, and ultimately achieve superior client satisfaction.

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

Sincerely,

Dan Onorato
Allegheny County Executive

SUSAN E. GOVE, PH.D.

Gove Group, Inc.
Gove Business Center
226 Paul Street
Pittsburgh, PA 15211

(412) 431-5087
(412) 431-5214
sgove@gove.org
www.gove.org

CAREER SUMMARY

Competent Project Manager

- Skilled in project strategic plan development & implementation
- Experienced in efficient budget development & control
- Proficient in project creation and management
- Efficient in problem solving and crisis control

Effective Communicator, Teacher

- Qualified staff development instructor
- Accomplished in design and delivery of dynamic programs
- Proven successful in counseling and team building
- Management and union representative in public and private sectors

Skilled Researcher, Author

- Innovative in curriculum development
- Experienced in preparation of administrative reports
- Successful in grant procurement

EXPERIENCE SUMMARY

BUSINESS DEVELOPMENT

October 1989
to Present

The Gove Group, Inc.

Pittsburgh, PA

President/CEO. Prepare written materials in a reader-friendly format: writing, editing and curriculum development. Develop and produce training programs for business and educational entities. Design and implement seminars and conferences. Develop program curriculum, enlist speakers, secure conference facilities, prepare advertising brochures, devise mailing lists, and prepare all accompanying materials.

November 1997
to Present

The Gove Business Center

Pittsburgh, PA

Owner. Converted an abandoned convent to create a professional business center. This model for the 21st century enables small business owners to collaborate on projects, share business information, learn from one another, and work in an energized, creative atmosphere. Building has 30 offices and conference rooms. Mission is to assist small businesses, especially women-owned, to flourish. Business seminars and individual assistance complement the collaborative work of the tenant businesses.

ADMINISTRATION

May 1987
to October 1989

Department of General Services, City of Pittsburgh

Pittsburgh, PA

Assistant Director. Directed a department of 280 employees in the performance of citywide services including fleet management, building operation, and purchasing. Had \$22 million operating budget. Handled all personnel matters.

April 1985
to May 1987

Labor Relations, City of Pittsburgh

Pittsburgh, PA

Administrator. Advised management in labor relations matters with 9 unions representing 5,500 employees. Negotiated contracts. Resolved third level grievances. Developed the City's *Discipline Policy Manual*. Started labor-management committees in all departments.

Susan E. Gove, Ph.D.

January 1982 to June 1988	Educational & Management Consultants, Inc. Consultant. Developed training manuals for private industry. Represented various governmental agencies in all aspects of labor relations matters.	Jeannette, PA
September 1980 to May 1983	Office of the Provost, University of Pittsburgh Graduate Assistant. Worked part time in the Provost's Office while completing related advanced studies. Designed a <i>Meet and Discuss</i> program for Pennsylvania school districts. Assisted in development of a labor relations program. Reviewed Affirmative Action Policies. Prepared the Provost's newsletter to the university's faculty.	Pittsburgh, PA
July 1974 to September 1980	Central Greene Education Association President; Chief Negotiator; Grievance Chairperson. Represented teachers during three successive contract negotiations.	Waynesburg, PA

INSTRUCTION

January 2006 to present	Point Park University Instructor. Teach graduate classes in Administration and Supervision of Adult Education.	Pittsburgh, PA
January 1991 to May 1993	California University of PA Instructor. Taught graduate and undergraduate classes. Supervised and instructed Elementary Education Student Teachers in assigned schools; teach weekly practicum. Oriented and advised Cooperating teachers; taught "Conferencing Skills" segment of the Cooperating Teacher Training Program.	California, PA
Summer 1984 Fall 2000	University of Pittsburgh Instructor. Doctoral level course in collective bargaining. Undergraduate HR course.	Pittsburgh, PA
September 1980 to April 1985	Community College of Allegheny County Instructor. Taught reading and study skills courses at two campuses. Diagnosed learning problems. Designed, piloted, and revised courses of study for Integrated Block Program. Worked with Dislocated Workers Program.	Pittsburgh, PA
January 1974 to September 1980	Central Greene School District Teacher. Kindergarten and Second Grade. Analyzed and proposed improvements in reading program. Developed and implemented programs for child care and spelling curricula. Instructed faculty in new language arts programs. Implemented pilot programs in math and language arts. Served on district curriculum committee.	Waynesburg, PA
June 1979 to August 1979	Youth Development Center of Pennsylvania Teacher. Taught reading classes to juvenile offenders.	Waynesburg, PA

EDUCATION

Ph. D.	University of Pittsburgh	1983	Curriculum & Supervision
M. Ed.	California State College, PA	1977	Elementary Education
B. S.	California State College, PA	1972	Elementary Education

Leadership Pittsburgh XVII 2001

Susan E. Gove, Ph.D.

AWARDS

Pennsylvania's 50 Best Women in Business 2006

YWCA Tribute to Women, Business and Industry 2000

**PUBLICATIONS
& PRESENTATIONS**

A Case Study: Group Interaction of a Pennsylvania Teacher Strike During the 1970's. Doctoral dissertation.

Boys & Girls Common Skills. A series of 8 booklets (ages birth to 8) listing skills children should attain.

"Children Succeeding in School" A presentation at the Pennsylvania Child Care Association 2003 Annual Conference

"School Readiness: What We Should Know and Be Able to Do" A presentation at the Pennsylvania Child Care Association 2005 Annual Conference

Quality Assurance/Quality Control: A Course Designed as Part of the Curriculum in Nuclear Service Technology. A self-paced instruction program for Westinghouse Corporation nuclear power personnel.

YouthWorks '96 - Student Guide; YouthWorks '96 - Facilitator's Manual; YouthWorks '96 - Employer's Guide. Pre-employment training program for summer youth workers and for supervisors who employ them

Conferencing Skills for Supervisors of Student Teachers. Presentation for classroom teachers who work with California University of PA.

Schools and Strikes: Creating a New Understanding Between Teachers and Management Through a System of In-Service Continuing Education. Presentation at a National Adult Education Conference.

Act 195 Overview and Review. Presentation at a Beaver County Intermediate Unit Workshop for Pennsylvania School Board Directors.

Kindergarten Curriculum Guide of the Central Greene School District.

Supervision Skills for Cooperating Teachers. Training modules for classroom teachers who supervise student teachers.

Workforces for Tomorrow - TODAY. Publication in *Graphic Network*, a graphics industry publication.

Susan E. Gove, Ph.D.

**ASSOCIATIONS
& BOARDS**

**Community College of Allegheny County, Institute of Advanced
Technology, Business Advisory Board**

Board Member

Allegheny County Children Youth & Family Advisory Board

Board Member

Sustainable Pittsburgh

Board Member

Chatham College MBA Advisory Board

Board Member

Women and Girls Foundation of SWPA

Former Board Member

Executive Women's Council

Past-President

Mt. Lebanon Parks Advisory Board

Former Board Member

**VOLUNTEER
WORK**

Bethlehem Haven Women's Shelter. Chair Annual Fundraiser

Mt. Washington Community Food Bank. Coordinate donations of clothing
and toys for children in Mt. Washington and Duquesne Heights

Canine Companions for Independence, Greater Pittsburgh

Past-President and Founder of Pittsburgh Group

Leukemia Society. Door to door collections for many years

American Cancer Society Door to door collections

National Kidney Foundation of Western PA. Volunteer

YWCA. Committee Chair, 2001 Board of Directors Nomination Committee

ATHENA Award. Committee member



COUNTY OF ALLEGHENY

OFFICE OF THE COUNTY COUNCIL

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PHONE (412) 350-6490 · FAX (412) 350-6499

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March 11, 2009

Dr. Susan Gove
Gove Group, Inc.
Gove Business Center
226 Paul Street
Pittsburgh, PA 15211

Dear Dr. Gove:

This is to inform you that an Appointment Review Committee Meetings have been scheduled for **4:00 PM, Thursday, March 26, 2009** and **4:00 PM Wednesday, April 1, 2009** in Conference Room One, 119 County Courthouse.

Committee Chair John DeFazio requests your presence at either of the meetings to discuss before the committee your nomination by the Chief Executive for appointment/reappointment to the Children Youth and Families Advisory Committee.

Please contact Fomeeka Bey Darwin at 412-350-4303 to inform her of which meeting you will be able to attend.

Sincerely,

A handwritten signature in cursive script that reads "John Mascio".

John Mascio
Chief Clerk
Allegheny County Council

JM/fbd



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April 30, 2009

Dr. Susan Gove
Gove Group, Inc.
Gove Business Center
226 Paul Street
Pittsburgh, PA 15211

Dear Dr. Gove:

This is to inform you that at the Regular Meeting of Allegheny County Council held on April 7, 2009, Council approved your reappointment to serve as a member of the Children Youth and Families Advisory Committee for a term to expire on December 31, 2011.

Congratulations on your appointment 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,

A handwritten signature in cursive script, reading "John Mascio", is positioned above the typed name.

John Mascio
Chief Clerk
Allegheny County Council

JM/fb