

DIMARIS (DEE MAHDI) MEDINA-CORTES

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AREAS OF STRENGTH & EXPERTISE

BILINGUAL, SPANISH

INTERPRETING AND TRANSLATING FOR OVER TEN YEARS

- 1 General Management
 - 2 Relationship Building
 - 3 Employee & Community Relations
 - 4 Staff Supervision
 - 5 Organization
 - 6 Staff Training & Development
 - 7 Diversity & Inclusion
 - 8 Criminal Justice System
 - 9 Public Speaking
 - 10 Detailed Oriented
 - 11 Investigations
 - 12 Budget Management
 - 13 Recruiting/Staffing
 - 14 Time Management
 - 15 Good Communication
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PROFESSIONAL EXPERIENCE

CITY OF WHITEHALL POLICE DEPARTMENT

November 2017 to present

Diverse

Police Officer Serve as Auxiliary Police Officer, at the Chief's discretion. Conduct Special patrol functions, special duty, subpoena/summons delivery, patrol designated areas, regular report unsafe conditions, enforce State Laws and City ordinances, answer calls for service, investigate complaints as needed, take action necessary to prevent crime and or apprehend criminals, maintain public safety, and issue citations for violations of traffic laws. Regularly check doors, and windows of homes and businesses for security, make arrests when warranted, and prepare written reports of gathered facts as needed. Delivers speeches or presentations to specialized audiences and the public. At the discretion of the Chief of Police, instruct, train others, represent the Division, attend meetings, record-keeping, committee assignment, and perform numerous other duties as required, ordered assigned, or discovered.

- Translate & Interpret
- On-call for full-time officers to break language barriers between English & Spanish
- Community Engagement – Diversity Recruitment committee, Hispanic Heritage Month 2018 & 2019, Food Drive 2020, and Girl Scout Latinas for Law Enforcement.

STATE OF OHIO ATTORNEY GENERAL

November 2017 to present

Diverse

Special Agent Serve as Special Agent. Conduct investigations & audits of Medicaid providers, criminal prosecute providers involved in fraud, theft, forgery, locate & interview witnesses, suspects & victims, obtain affidavits, statements & confessions, collects, inventories, preserves & examines evidence & prepares closing recommendation memoranda & conduct in-service programs (e.g., records search, records analysis, investigative techniques, audit procedures & evidence collection. Conduct surveillance on suspected targets; perform covert investigations; coordinate & conduct undercover purchases; maintain record log (e.g., date, time, events covered) of activities in surveillance & covert investigations; assists prosecutors in preparing witnesses for trial, prepare & serve subpoenas, execute search warrants in conjunction with law enforcement officers & testify before grand jury & in court.

Coordinate activities with other law enforcement agencies & acts as a liaison with administrative & regulatory agencies at federal, state & local levels. Provide guidance and assistance in the implementation of evidenced-based cases for prosecution and case closures due to lack of prosecutorial evidence. Collaborate with management, prosecutors, and staff on current caseloads and training of

team members. Responsible for timeliness and accuracy of all federal, state, and local required reporting when dealing with the statute of limitation on particular assigned cases.

Participate in in-service training; participate in meets; maintain the security of evidence; research court records (e.g., journals, ledgers, deeds, maps & microfilm); photographs physical evidence, injuries & related evidence; deliver speeches to the public & private interest groups. Access to OHLEG, TLO, Lexis Advanced, LEADS information and other law enforcement databases.

- Interpret and translate when needed
- Instructor and author of Spanish for Law Enforcement- curriculum taught at OPOTA

STATE OF OHIO ATTORNEY GENERAL

July 2014 to November 2017

Diverse

Major Case Investigator Serve as Investigator assuming responsibility for conducting overt &/or covert investigations. Perform various tasks in the field, subject, victim & witness interviewing, develop informants & confidential sources, conduct surveillances. Perform background investigations. Gather, evaluate, and forward information. Complete & submit investigative reports for action. Serve as liaison to & work in cooperation with local, state, federal & other local law enforcement/investigatory agencies. Confer with attorneys. Obtain and review case information to determine investigative methods; uses departmental specific programs to open, track and close cases; and research sources of information in support of investigative cases. Utilizes appropriate computer databases or records to conduct background checks or other research. Locate and interview principals and witnesses and other persons. Use departmental computer programs to enter information or data pertaining to investigations to prepare reports or summaries. Prepare court exhibits such as maps, photos, diagrams, charts, and scale drawings, and other presentation of evidence. Photograph items of evidence. Meets or interacts with Assistant Attorney General to provide updates or information on investigative cases. Assist Attorney General arranging appearances and coordinating testimony of witnesses at trials and hearings. Testify in court. Provide high-quality service to State employees, representatives, or outside agencies and members of the public by providing accurate, complete, and up-to-date information in a courteous, efficient, and timely manner. Access to OHLEG, TLO, Lexis Advanced, LEADS information and other law enforcement databases. Provide guidance and assistance in the implementation of evidenced-based cases for prosecution and case closures due to lack of prosecutorial evidence. Collaborate with management, prosecutors, and staff on current caseloads and training of team members. Responsible for timeliness and accuracy of all federal, state, and local required reporting when dealing with the statute of limitation on particular assigned cases.

- Interpret and translate when needed
- Present presentations in Spanish for the Attorney General's Office upon request.
- Community Connector- assists with community outreach.
- Instructor and author of Spanish for Law Enforcement- curriculum taught at OPOTA

FRANKLIN COUNTY PUBLIC DEFENDER

September 2012 to July 2014

Diverse

Investigator II Obtain and review criminal case information to determine investigative methods; uses departmental specific programs to open, track and close cases; and research sources of information in support of investigative cases. Utilizes appropriate computer databases or records to conduct background checks or other research. Conducts field investigations and surveillance as assigned. Locate and interview principals, witnesses, and other persons. Prepared detailed reports and correspondence for use in the evaluation and defense of criminal cases. Files legal documents with the court. Collects, compile, analyzes, and preserves factual information. Uses departmental computer programs to enter information or data pertaining to investigations to prepare reports or summaries. Prepared court exhibits such as maps, photos, diagrams, charts, and scale drawings, and other presentation of evidence. Photograph crime scenes and other items of evidence. Meets or interacts with

Deputy Public Defenders to provide updates or information on investigative cases. Served subpoenas to witnesses and other persons. Assists Deputy Public Defenders in arranging appearances and coordinating testimony of witnesses at trials and hearings. Testify in court. Provide high-quality service to County employees, representatives, or outside agencies and members of the public by providing accurate, complete, and up-to-date information in a courteous, efficient, and timely manner. Interpret and translate when needed.

FRANKLIN COUNTY JOBS AND FAMILY SERVICES

July 2010 to September 2012

Diverse

Investigator II Conduct investigations of Public Assistance and Food stamp cases. Obtain necessary evidence via research of public records, interviews of collaborating witness, contact with employers as well as a review of other public and private agencies records. Write reports on investigative information, witness, documentation, etc. Determine the amount of overpayment. Prepare reports summarizing findings following established Agency, County, State, and Federal rules, regulations governing Public Assistance and Food Stamp programs. Testify. Prepare cases for Administrative disqualification hearings and prosecution. Complete appropriate claim determination of Public assistance and non-assistance Food Stamp cases referred to as having improper payments and or fraud. Interpret in Spanish for customers in overpayment cases. Train Investigators.

FRANKLIN COUNTY MUNICIPAL COURT, CRIMINAL/TRAFFIC DIVISION October 2009 to April 2010

Diverse

Deputy Clerk Process all filings and transactions at the service counter. Enter and review necessary modification of criminal and traffic cases and related documents and initiate cases on Court View. Aided law enforcement agents with 100% accuracy, active or non-active status of arrest warrants. Determine the bond in accordance with office policy. Determine probable cause and process complaints filed at the service counter. Accurately enter warrant issued in Court View. Properly apply codes regarding initiation, various modifications, for criminal and traffic cases. Interpret in Spanish to assist customers in criminal/traffic division.

STATE OF OHIO, PICKAWAY CORRECTIONAL INSTITUTION

July 2007 to October 2009

Diverse, multi-security rehabilitation and correctional facility.

Account Clerk 2 Gathered and collated fiscal data for daily, weekly, and monthly expenditure reports, health services expenditure reports, processed all invoices, monitored institution purchasing process, checked invoices and receiving reports, verified orders, monitor extension on invoices and coded invoices, maintain and assembled new files, assisted Business Administrator, processed and maintain files on personal services, temp agencies, and all state-to-state agencies. Investigate alleged violations. Participated in rules and infraction board hearings. Participated on SRT (Special Response Team) **Interpreted as well.**

STATE OF OHIO, OHIO REFORMATORY FOR WOMEN INSTITUTION

October 2005 to July 2007

Diverse, multi-security rehabilitation and correctional facility. Multi-security rehabilitation and correctional facility supervised over 100 inmates.

Corrections Officer Served as correctional officer accountable for maintaining the safety and security of colleagues and inmate in various housing units; maintained proficiency in firearms and unarmed self-defense. Assisted with searches for illegal substances and contraband Supported colleagues throughout investigations of mail fraud, drug movement, and inappropriate officer/inmate behavior. Investigate alleged violations. Interpreted for staff and inmates. Conducted surveillance. Enforced rules, policy, and institutional rules. Prepare forms and reports as required, along with providing safety to inmates and staff.

STATE OF VIRGINIA, JAMES RIVER CORRECTIONAL INSTITUTE

Sept 2004 to Sept 2005

Diverse, Level 1 & 2 correctional facility. I supervised over 100 inmates.

Corrections Officer Served as correctional officer supervising inmates, transporting inmates to and from work, maintained security at gates and entrances. Conducted surveillance. Assisted local law enforcement agency with a homicide investigation that led detectives to the person who committed and conspired in a murder. Investigated inmates, staff, and visitors. Interpreted for neighboring Institutions and Inmates. Conducted Institutional count. Observed inmate behavior and external threats to security and using good judgment regarding appropriate use of physical or lethal force to maintain security.

MILITARY EXPERIENCE

UNITED STATES NAVY RESERVES ... Columbus, Ohio and Richmond, Virginia
October 2002 to April 2006

EDUCATION & PROFESSIONAL TRAINING

EASTLAND-FAIRFIELD CAREER CENTER ... Columbus, OH

Basic Police Officer Academy March 2016 to October 2016 4/20/2017

COLUMBIA SOUTHERN UNIVERSITY ... Orange Beach, AL

BA Criminal Justice Administration November 2005 to April 2010 Bachelors

MS Organizational Leadership September 2011 to May 2013 Masters

Doctorate Business Administration June 2014 to present October 2021

ORIENTAL MARTIAL ARTS COLLEGE... Columbus, Ohio July 2010-August 2012

SPECIAL RESPONSE TEAM... Orient, Ohio 2007-2009

State of Ohio Department of Corrections: Pickaway Correctional Institution

MANAGEMENT

- Family Video Manager July 2001 to February 2002
- AIMCO Asst. Property Mgr. July 2000 to July 2001
- Fleetwood Mgmt. Property Mgr. May 1997 to June 2000

OPOTA Courses

- Core Criminal Investigation
- Internet Investigations I
- Electronic Surveillance
- Testifying in Court Boot Camp
- Photography for Investigators
- Instructor Instructional Skills 80hr
- Drug Identification and Field testing
- Investigation of Bias Crimes
- Death Investigations
- Computer First Responder
- Forensic Accounting Investigations
- Modern Report Writing
- Fraudulent document Investigations
- Undercover Online Investigations
- Cultivating Confidential Informants
- Internal Investigations
- Interview and Interrogation (Reid) Basic & Advanced
- Self-Aid Buddy-Aid

State of Ohio, Department of Correction Courses

- Instructor Skills
- Security Threat Groups Advanced
- Unarmed Self-Defense Instructor 2009
- Instructional Skills 2009

Conference Guest Speaker

Attorney General, Consumer Protection April 2015
Welcome Springfield – Bienvenido a Springfield,
Notario Scam Presentation in Spanish

Attorney General May 2016
New American Forum, Franklin University
Guest Panelist and inform the community of Attorney General services

Ohio Peace Officer Training Commission The Office of the Attorney General

Special Subject Instructor August 2017 to present
BAS15914

Attorney General Events & Committees

- Hispanic Heritage Month 2014
 - Diversity Plan Recruitment Team 2015-present
 - Festival Latino 2015, 2016
 - Diversity Committee, community connector 2014- present
 - Translation committee, 2015-present
 - Retreat Planning Committee 2015
 - Veterans Outreach Project, Charitable Law representative
 - General Consulate of El Salvador
 - Ohio Commission Minority Health Expo
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