

Derek H. Anderson, D. Min.

Executive Summary

With over 22 years in public administration and higher education, I've acquired a diverse skill-set that is unmatched. My unique experience ranges from higher education, human resources, public utilities, to community development. I am particularly skilled in budget and fiscal responsibilities, policy development, and strategic planning. Because of my skill-set, I have been tasked with helping to build departments for the City of Columbus from the ground up as well as grow and expand various sections and committees. In my current role as the Department Assistant Director of Public Utilities, I've worked directly with the Mayor of the City of Columbus as a cabinet member to oversee new community initiatives, negotiate labor contracts, and create Cultural Competencies training.

Education

Doctor of Ministry

Payne Theological Seminary

May 2022

Master of Arts Religious Leadership – in degree

Payne Theological Seminary, Wilberforce, Ohio

Bachelor of Arts

Marshall University, Huntington, West Virginia

1999

Leadership and Professional Development

Leadership Ohio – Columbus, Ohio

Highly selective state-wide leadership development program that emphasizes civil discourse in government and leadership.

Water Innovation Leadership Development Program – Duke University, Durham, NC

Cohort-based executive education program designed for rising leaders in water services management. Through transformative leadership training, the program empowers rising water utility leaders to embrace new practices and implement innovative, equitable solutions to water infrastructure challenges, particularly in circumstances of change.

African American Leadership Academy – Columbus, Ohio

The African American Leadership Academy (AALA) is a community-based leadership development program that expands both the number and effectiveness of African American leaders in central Ohio.

Professional Experience

Vice President and Chief of Staff

April 2024 - present

Affordable Housing Trust of Columbus & Franklin County(AHT)

- Acted as chief advisor to the President & CEO, reporting directly and participating as a key member of the executive leadership team.
- Managed and coordinated organizational activities, overseeing the Director of Operations, Director of the Emerging Developers Accelerator Program and Community Engagement, Director of Programs, and Director of Communications and Marketing.
- Advised senior leadership on strategic decisions and initiatives, ensuring alignment with organizational goals.
- Served as a liaison between staff, executives, and the President & CEO, facilitating communication on company climate, employee well-being, project updates, proposals, and planning.
- Oversaw and facilitated interdepartmental communication and collaboration to enhance operational efficiency.
- Managed special projects and initiatives on behalf of the President & CEO, contributing to the successful execution of strategic business objectives.
- Analyzed data to provide actionable insights and support informed decision-making processes.
- Ensured alignment of operational activities with strategic priorities to meet organizational goals and objectives.
- Provided leadership and guidance to staff, fostering a positive organizational culture and promoting professional development.
- Handled sensitive and confidential information with discretion and professionalism.
- Participated in strategic business initiatives from development through execution, as assigned by the President & CEO.
- Assisted staff in decision-making, problem-solving, and program management, improving processes and procedures for greater organizational effectiveness and efficiency.

DEPARTMENT ASSISTANT DIRECTOR

March 2018 – April 2024

City of Columbus, Department of Public Utilities

Responsible for assisting the Director of Public Utilities with the direction of administrative projects for the Water, Sewerage and Drainage, and the Power divisions. Develop department policies and procedures.

- Direct oversight and management of the Communications and Community Engagement Teams
- Administration and oversight of \$10 million dollars in COVID Relief Funds
- Organized and managed revenue recovery of \$7 million dollars in payment delinquencies
- Assist with the review and awarding of bid proposals submitted by contractors.
- Represent the Director and the Department at stakeholder meetings and outside interest groups.
- Coordinate Departmental Special Events

DEPUTY DIRECTOR

July 2016 – March 2018

City of Columbus, Department of Neighborhoods

Acted as a Project Manager when the Department of Neighborhoods was created. Ensured that the transition of the merger of the Community Relations Commission and Neighborhood Pride Centers was completed on time and under budget.

- Served as the Department Director when needed.
- Assisted in the department operations and management of the administrative staff. Monitored and ensured contract compliance for award contract bids.

- Reviewed, monitored, and evaluated operating and capital budgets for the Community Relations Commission, Neighborhood Liaisons, 311 Call Center, and Neighborhood Pride.
- Liaison for the Mayor's Office, City Counsel, and other city departments
- Optimized the use of Neighborhood Pride Centers by creating an informational campaign
- Set department objectives and goals
- Performed contract administration duties including evaluated proposals and bids, negotiated and recommended terms, monitored performance, and ensured compliance to agreements
- Responsible for a staff of 10 and completed performance evaluations, approved leave request, and investigated initial grievances for employees

EXECUTIVE DIRECTOR

Dec 2015 – July 2016

City of Columbus, Community Relations Commission

Reported directly to the Mayor of the City of Columbus and served on his cabinet. Served as the manager of the Mayor's New Americans Initiative which was created to give immigrants and refugees access to city services. Advised community groups in order to eliminate racial tension and prejudices and worked with these groups to promote educational campaigns to bring awareness to these issues.

- Directed the preparation of the Commission budget
- Conducted investigations into alleged housing, employment, and public accommodation discrimination
- Conducted investigations into alleged acts of bias, hate crimes, and ethnic
- Referred cases that violated The Columbus City Code Title 23, Chapter 2331 to the City Attorney's office
- Construct and facilitate Cultural Diversity and Awareness training to meet specific needs of community groups
- Advised the Commission in the development of strategic planning designed to achieve greater understanding, respect, and just treatment of all Columbus citizens.
- Strengthened Neighborhood Pride initiatives by coordinating community events such as job fairs, Lunch and Learns, and City Leader Meet and Greets

ASSISTANT ADMINISTRATOR

Aug 2012 – Dec 2015

City of Columbus, Department of Public Utilities – Sewerage and Drainage

Provided oversight of the Sewer Maintenance Operation Center (SMOC) section and the Instrumentation and Control group. This included coordinating and reviewing the operations budget with Administrator and SMOC personnel, reviewing, maintaining, and updating the Standard Operating Procedures and reviewed daily operations to improve efficiencies

- Served as the liaison for matters related stormwater regulation
- Evaluated, implemented, and managed the professional and developmental needs of the section
- Directed and managed the activities of the \$250 million dollar SMOC operating budget

ASSISTANT DIRECTOR - DIVERSITY AND INCLUSION

June 2011 – Aug 2012

City of Columbus, Department of Public Utilities

Developed department-wide strategies to ensure the department was compliant with the Equal Opportunity Plan and monitored its progress. Coordinated with the HR section to attract and retain diverse talent. Created and maintained the monthly and yearly Departmental EEO Statistics Report.

- Facilitated Cultural Competence and Diversity and Inclusion (D&I) training
- Served as a Subject Matter Expert when advising the Director on D&I issues

- Approved salary offers for potential candidates
- Created and Promoted a D&I campaign to introduce the department and City of Columbus to new initiatives and issues

DIRECTOR OF HUMAN RESOURCES AND FISCAL SERVICES Jan 2009 – Jan 2011

State of Ohio, Office of the Treasurer

Developed and monitored the budget for the Treasurer's office and managed the day-to-day operating expenses. Directed the HR Recruitment, Payroll, Labor Relations, and Training sections

- Oversaw the purchase of good and services
- Managed and Directed Statewide budget allocations
- Advised the Commissioners of the Sinking Fund
- Lead Management negotiation team for bargaining unit contracts
- Managed a staff of nine HR Analysts, Fiscal Analysts, and Managers
- Created and Implemented new policies and procedures

CHIEF DEPUTY DIRECTOR 5

March 2007 – Jan 2009

Ohio Department of Natural Resources

Executed new policies and procedures for the Division of Real Estate and Land Management and the Division of Recycling and Litter Prevention. Revised the division's grant programs and administered the division's \$17 million budget.

- Advised the Director on strategies to divest the State of Ohio of operational responsibility by transferring land to local agencies.
- Collaborated with local agencies and elected officials regarding land acquisition efforts
- Analyzed research data on wetland and wildlife conservation
- Oversaw Oil and Gas inspection, engineering designs, and REX pipeline installation and routing
- Awarded grants to communities across the State of Ohio
- Managed and Directed the Statewide Comprehensive Trails Program

EXECUTIVE DIRECTOR

Feb 2004 – March 2007

Community Property Development Corporation
Columbus, Ohio

Served as a Project Manager for construction projects including the construction of a \$3.5 million Health and Wellness Center.

- Daily management of architects, subcontractors, and engineering groups on all aspects on site. Was responsible for permit filing, and leasing.
- Facilitated Progress Meetings in cooperation with Miles McClellan Construction Company.
- Administered the Mold Remediation and Abatement program
- Served as representative to community and civic organizations on development issues
- Negotiated contracts and business agreements

SPECIAL ASSISTANT TO THE PRESIDENT

Aug 1995 – Aug 1999

Marshall University
Huntington, West Virginia

Consulted directly with the University President on various administrative and community affairs. Represented President to various University constituent groups.

- Liaison to the Marshall University Foundation in soliciting gifts and the Office of Communications on special event planning.
- Senior advisor on matters relating to the community and student concerns
- Lead the initial phase of the library fundraising campaign and the Profiles of Prominence Campaign which raised over \$100 million.
- Made recommendations regarding Student Judiciary Compliance issues

HONORS & AWARDS

Honorary Doctorate of Human Letters
Shorler Community College

Honorary Doctor of Humane Letters and Law
Jackson Theological Seminary

40 Under 40 Awardee
Rejuvenate Magazine

Who's Who in Black Columbus

Federal Bureau of Investigation (FBI) Citizens Academy

BOARD SERVICE

Central State University Foundation Board of Trustees - 2015-present
(President and Vice President)

Methodist Theological Seminary Board of Trustees - 2009 –present

National Forum for Blacks in Public Administration Board of Directors - 2021 – present
(Academic Advisory Committee Co-Chair)

The Ohio State University School of Environmental Health Sciences - 2008 -2012
(Chairman)

Wilberforce University Board of Trustees - 2013-2015
(Secretary and Interim Presidential Team)

Paul Quinn College Board of Trustees
(Administrative Committee Chair)

Society of Human Resource Management Diversity Experts Panel

Franklin County Alcohol Drug and Mental Health Board of Trustees
(Chairman)

REFERENCES

Dr. J. Wade Gilley
President Emeritus
Marshall University & University of Tennessee System

Dr. Michael J. Brown
President
Payne Theological Seminary
1230 Wilberforce-Clifton Rd
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Dr. Jay Rundell
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