

Qualifications – Staunton City Council Vacancy

Lisa Blackburn Hatter – 2023-01-27

How long have you resided in the Commonwealth of Virginia?

My family moved to Staunton when I was a year old and my parents still live in the house we moved into when I was 3 years old. While their house was initially in Augusta County while I was growing up, we were only 1 mile from Staunton city limits. All in all, I have lived in Virginia for about 40 years.

How long have you resided in the City of Staunton?

While my time as a Staunton city resident has been broken up by employment and a job change, I have lived in Staunton for a total of 16 years and an additional 18 years living only 1 mile outside Staunton city limits.

Have you ever been elected or appointed as an Officer or Commissioner for the City of Staunton? If so, please explain.

No, I have not been elected or appointed as an Officer or Commissioner for the City of Staunton.

Please indicate why you are interested in serving on City Council:

Staunton is my hometown. Nearly all my favorite childhood memories connect to Staunton in some way. As an adult walking around Gypsy Hill Park, I'm reminded of the many laps I ran on the same pavement to keep in shape for the sports I played, many happy times on the playgrounds, feeding the ducks and swans as well as patiently waiting my turn to rock on the old cast iron glider at the Duck Pond and attending 25 years of the Happy Birthday USA celebration which was the highlight of my summers. The many Victorian homes in our city inspired my love of architecture and I still admire my favorites as I drive through town. My first two years of school were at Beverley Manor Elementary, located across from the Lake Tams, where I fell in love with the library and reading, devouring the Hardy Boys and Nancy Drew mystery collections, and being fascinated with all the little creatures immortalized in formaldehyde jars that dwelled among the bookshelves. Much of who I am today is because of Staunton, its resources and the people who live here. I want to give back to my community with my time, professional skills, and experience to help ensure this positive influence continues well into the future for our citizens, the extended community and all who visit our wonderful city.

Our family business is located in the west end of Staunton and I am acutely aware of the struggles facing small businesses. Looking around I see empty buildings where there were once thriving businesses that employed many when I was a child. I watched our local businesses struggle to survive the pandemic and went out of my way to buy local and support them as much as possible. I would like to help increase our city's prosperity by working to attract more skilled and technical businesses that bring higher wages,

work to fill Staunton Crossing as well as bring more businesses and industry to Staunton's West End where most of our city's residents live.

The past few years I've become more interested in the workings of city government and its impact to our city's stability and quality of life. I've been attending City Council meetings for a few years and see the many responsibilities our city must balance. I've learned a lot about community planning and how it changes our city's landscape by changes to city ordinances, codes, and property rezoning. There are many wonderful community services supported by Staunton and I now understand how much they rely on assistance from our city. Grants and their chosen disbursement are very important to our city's priorities, how our city functions and how it grows. We also have a recurring issue with flooding and I see it firsthand. Water pours down from the streets across from my house and congregates into a small river at the bottom of my driveway which continually grows as it makes its way downhill to Churchville Ave., on to Gypsy Hill Park and down city side streets heading to Lewis Creek by way of the Wharf. Our city collaborates and contributes to community-based services that help in the education of our children, assist the elderly, and provide help to those in need. Our youth are the future of our city and we must provide a quality education that enables their success by continuing to fully fund city schools. I've watched how our city leaders and public services helped us navigate the pandemic and provide support to our city's citizens and businesses. Some decisions are difficult and the importance of research, investigation and asking questions are critical to making informed and wise decisions.

My expectations are high for Staunton and I have applicable professional skills, leadership experience, and a great interest in the workings of our city. My desire is to serve my community and neighbors as a member of our Staunton City Council.

Please indicate areas of your experience and knowledge that you see as important for consideration of your application for appointment:

My entire career in engineering and project management have provided a daily use of my leadership, management, and interpersonal skills. These skills are directly applicable to serving as a member on city council. I believe my most important and applicable skill is being able to work in a positive way with a diverse group of people including coworkers, outside suppliers and customers. I've had to lead in very difficult circumstances where people were pulled out of their comfort zones and confronted with changes that had to be made to move projects forward. I've been successful by understanding the desired outcome and requirements, researching, and fully understanding the constraints, asking many questions, and listening to all parties' concerns. One of my favorite quotes is from Donald McGannon, "Leadership is an action, not a position". I also like the saying, "You were given two ears and one mouth so you can listen more and speak less". To me this means we need to listen to our city residents, businesses, services and really understand their concerns before we speak and make decisions.

In 2022, I was a candidate for Staunton City School Board. From this experience I gained firsthand insight into the world of city politics. This was an experience where I learned many lessons. Among those lessons was to stay focused on why I was a candidate, communicate the skills I possess, and what I wanted to accomplish while not getting distracted by situations that were not positive or constructive. I also learned to be quick in extending grace and forgiveness. My candidate experience enabled me to meet many wonderful city residents and understand what was important to them. I was also able to

meet several key people who have become incredible mentors to me. While campaigning and participating in community forums, I was able to meet our three new city council members and by attending city council meeting for the past few years, I've been able to meet our incumbent council members and believe I have good rapport with all of them.

I've been very impressed with the new council's camaraderie and feel this is very positive for Staunton. I know that I would positively contribute to that culture of camaraderie as I've also been able to demonstrate this in my work environment. Differences in direction and strategy will arise. My contribution will be my listening skills and desire to understand others' reasoning as we navigate those differences to determine the best path forward for our city, all while remaining respectful of all council members and all city residents.

Please list any relevant leadership skills or educational training:

My career has allowed me to gain applicable skills and experience. I've been responsible for procuring capital equipment, writing job and project specifications, reading contracts, project scheduling, system design, labor and equipment integration and managing labor requirements.

I'm also knowledgeable in reading blueprints, land plats and various engineering and building associated documents.

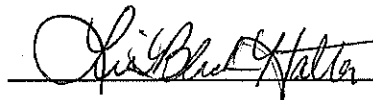
My experience includes managing multi-million-dollar projects and budgets. I'm a certified project Cost Account Manager at my current employer where I manage the planning and spending of various labor efforts to ensure our projects complete on time and under budget.

I've had 6 years of continuous study of Lean Manufacturing and continue to use the knowledge and skills learned since then. Lean Manufacturing provides tools and strategies to keep focus on the most important tasks and outcomes so you spend your resources efficiently and only do the things needed to get the desired outcome. These skills are very relevant and transferable for use on city council and can contribute to maximizing our city resources and budget.

If desired, please attach any additional information pertinent to this application. (e.g. a resume).

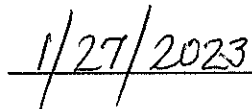
Resume attached.

Signature:



Lisa Blackburn Hatter

Date:



Lisa Blackburn Hatter

1782 Shutterlee Mill Rd., Staunton, VA 24401

Cell: [REDACTED]

Successful communicator, project manager and engineer with varied experience managing production builds of multi-million-dollar government contracts, managing large scale facility expansions, designing new products, creating and maintaining component, material and equipment specifications and drawings, selecting and qualifying materials, components and equipment for saleable products and manufacturing equipment, worked with procurement/supply chain and suppliers to manage material and component selections for new product introductions, changes to products and obsolescence, worked with Incoming Inspection groups to develop inspection plans and resolve inspection issues. Led global collaboration of design and manufacturing groups for product standardization and providing thousands of dollars of annual cost savings and avoidance.

PROFESSIONAL EXPERIENCE

Northrop Grumman Corporation, Charlottesville, VA

Operations Project Manager

2016 – present

- Manage assigned programs for manufacturing; build, schedule, parts delivery and on-time shipment for program deliverables
- Cost Account Manager providing project build framework, timing, IMS creation, maintenance, status and EVM to program.
- Programs worked include multiple projects within NAVMS, CANISS, GDLCS, NSC, BPS and APN-242.

Materials and Components Engineer

2014 – present

- Responsible for managing and choosing raw materials, chemicals, and vendor parts for production and production support.
- Determine replacement materials for obsolescence and materials containing banned chemicals or no longer desired on site.

Employee Resource Groups – Leadership Roles

- NGWIN-STEM Charlottesville – 2016-2017 Chair, 2018-2021 Co-Chair

Adams & Garth – contracted to Northrop Grumman Corporation-Sperry Marine, Charlottesville, VA

Operations Program Manager

2010 – 2011

- Manage production contract of \$20+ million to build BPS (submarine) Radar and Electronic Radar Control Systems including two prototype units for environmental and software testing.
- Responsible for manufacturing builds and schedules, labor budgets, procurement activities and environmental testing.

Product Engineer – NAVDDS - Hardware Engineering

2009 – 2010

- Worked with Electrical, Systems, and Mechanical Engineers to define product requirements for NAVDDS and related systems and then translated the requirements into specifications, drawings, and parts lists to coordinate and carry the initial design from the prototype state to full assembly status.

INVISTA, Waynesboro, VA

Spinning TSO (Technical Support to Operations)

2013 – 2014

- Responsible for implementing new product developments, conducting tests, managing equipment changes, creating or changing job procedures, production conditions, conducting job safety analysis, and managing all aspects of change.
- Analyze production data using statistical process control methods to reduce waste and improve product quality.

Production Engineer - Optimizer for Spinning

2011 – June 2013

- Responsible for providing day-to-day technical support to maintain processes on aim including start-ups, transitions, product development, property control, quality support, process problems, process improvements and systems maintenance.
- Direct supervision of two employees in the Critical Components area.

Personna - American Safety Razor Co., Shaving Division, Verona, VA & Knoxville, TN

Senior Packaging Design and Equipment Engineer

2001 – 2009

Packaging Design and Equipment Engineer

1997 – 2001

Key Contributions:

- Led Global Lean Team Initiative for Packaging that produced 50% reduction in raw material and finished goods inventories by implementing a pull system and 10% reduction in new product time-to-market by revamping new packaging value stream.
- Directed global cross-functional team that saved \$1.7 million annually in alternative packaging materials.
- Managed strategic initiative for bagged and paperboard packaging that delivered annual cost savings of \$1.65 million.

Engineering Responsibilities:

- Sole responsibility for creating innovative packages from marketing visions and customer requirements.
- R&D new package types, equipment and materials, technical specifications and drawings for packaging components.
- Developed new standard testing plans for analysis & qualification of materials, package designs, and new suppliers.
- Managed packaging development projects requiring time-critical launches within budget; tasks include administrating capital funds, planning and organizing workflow, scheduling of material suppliers, selecting equipment and tooling manufacturers, interfacing with product engineering, manufacturing and quality personnel.

PROFESSIONAL EXPERIENCE, continued...**Duracell U.S.A., Cleveland, TN****Senior Mechanical Engineer**
Mechanical Engineer1995 - 1997
1990 - 1995**Major Projects:****Consolidation of Alkaline Product Packaging for U.S.A. Division**

- Managed in excess of \$10 Million to optimize production flow and efficiencies.
- Developed equipment automation strategy, packaging equipment upgrade plan and floor layout.

Automated Robotic Packaging Lines

- Managed \$2.3 Million in funds, saved \$914 Thousand annually in labor and eliminated leading cause of recordable injuries.

Engineering Responsibilities:

- Direct supervision of Senior Mechanical Engineer and Drafter.
- Project Management including conceptual design, project planning, specification development, financial justification, spending approval, equipment selection, process integration, final equipment approval, project installation, equipment debug and assistance with project and equipment qualification.

Production Supervisor

1993

- Direct supervision of mechanics, material handlers, hand assemblers, shift millwrights and machine shop personnel.
- Responsible for all production functions, material changeovers, equipment preventative maintenance program and production quality control.

TEACHING EXPERIENCE**Engineering Adjunct Faculty, Blue Ridge Community College, Weyers Cave, VA****Engineering Guest Lecturer, Blue Ridge Community College, Weyers Cave, VA**

EDUCATION**B.S., Mechanical Engineering, 1990**

Virginia Polytechnic Institute and State University, Blacksburg, VA

A.A.S. Mechanical Design Technology, Cum Laude, 1989

Blue Ridge Community College, Weyers Cave, VA

CERTIFICATIONS**Six Sigma Yellow Belt**, training completed**Six Sigma Green Belt**, training completed**EIT Certification**

AWARDS**President's Award**Recipient of *American Safety Razors' President's Award* for exemplary performance in creating and launching new package designs.**Patents**

Two patents received for shaving razor package designs;

D449992 - Product Display Card

D453679 - Resealable Bag

SPECIALIZED TRAINING**Lean Manufacturing**, Shingijutsu Co., Moffit and Associates – 6 years continuous study**Six Sigma Green Belt Training/Mini-Tab Training**, Uniworld Consulting, Inc.**Voice of the Customer Training**, Uniworld Consulting, Inc.

COMMUNITY LEADERSHIP AND INVOLVEMENT**Coach for Dale Carnegie Course - Effective Communication and Human Relations**, Knoxville, TN Region**Basketball Coach for Youth**, Seymour, TN and Waynesboro, VA**STEM Outreach to Youth**, Staunton, VA, Charlottesville, VA, Ruckersville, VA, Palmyra, VA