

Richard K. Griffis
1001 Leadership Place
Killeen, TX 76549

Educational Background

Master of Arts American Military University – Charles Town, West Virginia, Currently Attending
Major: Homeland Security
Minor: Transportation

Master of Science University of Phoenix, Phoenix, AZ, March 2012
Major: Administration of Justice and Security

Bachelor of Science University of Phoenix, Phoenix AZ, December 2009
Major: Organizational Security and Management

Security Clearance

Currently possesses a Department of Defense Secret Security Clearance

Professional Experience

Jan 2015 – Present Texas A&M University Central Texas
Adjunct Professor Emergency Management
Works as an adjunct faculty professor for Texas A&M University-Central Texas teaching Emergency Management at the university. Helps students develop comprehensive emergency management skills; increase knowledge of preparedness, mitigation, response and recovery; and develop communication skills to be effective in an emergency environment. Provides ongoing feedback of the students' written, verbal, and nonverbal skills. Promotes lifelong learning opportunities for students to sharpen their competitive edge in the educational and work environment. Plans, directs and coordinates learning activities and projects for students to ensure the course goals and objectives are accomplished to become an effective member of an incident command team at a disaster or crisis. Develops and implements new concepts and ideas into the classroom environment to enhance the learning experience of students and prepare them to be future leaders in the Emergency Response fields. Develops criteria, evaluates and modifies student activities and projects and continuously develops innovative, engaging exercises for students in Emergency Management.

Sept. 2014 – Present Department of the Army, Fort Hood, TX
Directorate of Public Works, Environmental Division
Environmental Protection Specialist
Serves as an Environmental Protection Specialist for the Directorate of Public Works at Fort Hood, Texas. Ensures Fort Hood units (military, contractors, and tenants) comply with Fort Hood's Environmental Management System and regulations concerned with the protection of public welfare and the environment. Work requires assisting and guiding environmental process owners toward compliance in areas relating to the Clean Air Act, Clean Water Act, Resource Conservation and Recovery Act, Safe Drinking Water Act, National Environmental Policy Act, etc. Assists units in achieving continuous process improvements through an in-place Environmental Management System (ISO 14001) by identifying operational problems and improving productivity for optimum effectiveness through changes within allowable costs and established policies. Deficiencies when found, are corrected through education, guidance, and/or securing/modifying regulatory permits, registrations or claiming exemptions.

April 2013 – Sept. 2014 Department of the Army, Fort Hood, TX
Directorate of Emergency Services
Physical Security Specialist
Served as a Physical Security Specialist for the Directorate of Emergency Services at Fort Hood, Texas. Ensured Fort Hood units were in compliance with Army and Fort Hood regulations concerned with the security and protection of arms, ammunition, explosives, and environmental standards by conducting compliance assessments. Recommended and developed protection plans, training, policies and procedures for safeguarding government property and the environment. Conducted field inspections and compliance assessments for transportation, ROTC, recruiting station, etc., having a different level of security or complexity and other programs impacting on the physical security environment of the installation. Notified unit commanders, managers, and supervisors via automation and digital media of noncompliance issues, accompanied with recommended correction actions. Advised the supervisor, unit commander, and organizational managers regarding complicated physical security assessments, inspection/survey procedures, security related legal matters, and jurisdictional problems peripheral to or beyond the guidance provided by the higher headquarters. Consulted with the Directorate of Public Works on construction, security, and environmental compliance and plans security protection systems to control ingress, and egress, as well as anti-sabotage efforts. Prepared clear and concise compliance assessments and evaluation reports substantiating findings and recommendations for corrective action according to regulations. Planned and recommended the installation of multi-layered security systems which may involve personnel access control, physical protection devices, monitoring equipment, security forces, remote alarm equipment, and other security and environmental measures.

Jan. 2011 – April 2013 Department of the Army, Fort Hood, TX
Directorate of Emergency Services, Security Guard Branch
Supervisory Security Guard
Served as a Supervisory Security Guard for the Directorate of Emergency Services, Fort Hood, Texas. Planned and coordinated the activities of a guard force shift consisting of 80 subordinate employees. Ensured the maintenance of physical security compliance standards; enforcement of federal, state, and local laws and official orders, and regulations. Protection of government and personal property, control of movement of personnel and vehicles through the installation; support of the implementation of installation emergency plans; and patrolling of restricted and limited access areas. Developed, reviewed, and assessed automated, written and oral reports for compliance, accuracy, and applicability; submitted final product to supervisor electronically. Performed independently and kept the Chief advised of program status and unprecedented or controversial issue that arose.

April 1989 – Aug. 2010 United States Army – Active Duty, Various Locations Worldwide
Directorate of Emergency Services
Military Police Senior Sergeant
Served as the Antiterrorism Officer for the facility, managing the organization's Antiterrorism and Domestic/Contingency Plans Programs. Responsible for implementing regulations, policies and procedures for preventing and combating terrorism and ensuring a comprehensive antiterrorism plan was in place that focused on terrorist threats and activities and that supported the facility overall Force Protection Program. Conducted comprehensive physical security survey and compliance assessment; inspected, and evaluated programs to advise unit commanders and management on controlling and safe guarding information, materials, and assets. Ensured compliance with regulations and procedures

covering the protection of public welfare and the environment; supervised the cleanup of hazardous material spills when necessary; reviewed, assessed and provided recommendations for improving compliance with environmental protection within the organization. Prepared plans, procedures and operational orders in support of battlefield and installation law and order operations, Force Protection, security, and environmental programs. Monitored daily operations, oversaw unit standards in areas of appearance, motivation, discipline, physical fitness, leadership, military justice, customs and courtesies, supply management, unit readiness, environmental compliance, and maintenance of 182 personnel, 50 vehicles, and \$10 million worth of weapons, equipment and facilities.

References

Glenn Collier	Environmental Protection Specialist	254-383-9918
William Crain	Electronic Test Specialist	254-702-6514
John McKinney	DA Civilian	254-371-3735