



Board, Commission or Committee
Application

General Information

Name of Board, Commission or Committee: Boulder City Library Board of Trustees

Applicant Name: James Knowles

Home Address: 1407 Denver St City Boulder City Zip 89005

Mailing Address: 1407 Denver St City Boulder City Zip 89005

Home Phone: _____ Cell Phone: _____

Work Phone: _____ Fax: _____

Email Address: _____

Employer: Bureau of Reclamation Occupation: Group Manager

Availability

Please provide the times you are available to serve on this Board/Commission/Council.

I am available for all commitments related to serve on the Boulder City Library Board of Trustees.

Relevant Affiliations

Please list below any other committees you are currently serving on. Please list, if applicable, the jurisdiction and the term of appointment. If you were appointed by an individual and not by a local jurisdiction please include that information.

N/A

Skills and Experience

Please provide a brief description of your qualifications; include any special skills, interests, experience or training which you possess that would benefit the work of this Board, Commission or Council:

I currently attend and am an active participant in the Steering Committee for the Lower Colorado River Multi-Species Conservation Program. I am an employee of the program and in my role as group manager, I attend and participate in all Steering Committee meetings. As a group manager, I manage an annual budget of over \$1M and supervise several staff. With my experience in budget management and my interaction with our finance and accounting groups, I feel that provides me with the necessary skills to serve as a member of the Boulder City Library Board of Trustees.

Please attach a required resume/letter of interest.

I certify that the information provided is true and accurate to the best of my knowledge.

JAMES KNOWLES

Digitally signed by JAMES KNOWLES
Date: 2021.04.15 11:15:54 -07'00'

4/15/2021

Signature

Date

You may deliver this application to the Clark County Administrative Services Department, 6th Floor, Clark County Government Center, 500 South Grand Central Parkway, or mail to the following address:

Administrative Services Department – 6th Floor Attn: Agenda Coordinator
P. O. Box 551712, Las Vegas – NV 89155-1712

(This document becomes a public record once it has been received by Clark County.)

James M Knowles

1407 Denver St

Boulder City, NV

89005 United States

1511-611-586

Work Experience:

Bureau of Reclamation-Lower Colorado River Multi-Species Conservation Program

PO Box 61470

Boulder City, NV 89006 United States

01/2016 – Present

Adaptive Management Group Manager

Duties, Accomplishments and Related Skills:

SUPERVISION. Supervise a multi-disciplinary team (database administrator, biologist, biometrician) to meet the data management and adaptive management needs of the LCR-MSCP. Direct members of other groups on monitoring and research techniques.

ADAPTIVE MANAGEMENT. Coordinate with management team to develop short- and long-range planning for the LCR MSCP adaptive management program and ensure that LCR MSCP science strategy is being followed.

DATA MANAGEMENT. Supervise Adaptive Management Group on all aspects of data management for the LCR-MSCP including field data collection, database development, and data standardization. Work with members of fisheries and wildlife groups to ensure that their data management needs are being fulfilled.

DATABASE MANAGEMENT SYSTEM. Supervise database administrators on use of DBMS for LCR MSCP data management needs.

REPORT WRITING AND PUBLICATION. Responsible for overseeing the internal and external peer review and revision of reports relating to the research and monitoring of native species and their habitat.

GEOGRAPHIC INFORMATION SYSTEM. Oversee development, implementation, management, and maintenance of LCR MSCP spatial database. Direct group members and Denver Technical Service Center staff on various assignments related to spatial database development.

NATIVE SPECIES and HABITAT. Work with members of fisheries and wildlife groups on development and modification of wildlife and fisheries habitat and population monitoring studies. Collaborate with fisheries and wildlife groups to develop and maintain knowledge of covered species and their habitats and coordinate communication between these groups and members of the Adaptive Management Group.

BUDGET DEVELOPMENT and TRACKING. Develop and track budgets for several projects related to the responsibilities of the Adaptive Management Group.

Bureau of Reclamation-Lower Colorado River Multi-Species Conservation Program

PO Box 61470

Boulder City, NV 89006 United States

04/2015 – Present

Agricultural Engineer/Project Manager

Duties, Accomplishments and Related Skills:

DATA MANAGEMENT. Consulted with the Adaptive Management Group on data standardization issues drawing on my experience working with large natural resource management datasets.

HABITAT MONITORING STUDIES. Initiated a soil moisture monitoring study to evaluate habitat requirements of LCR-MSCP covered species. Led the design including monitoring protocols, planning, acquisition, implementation, management, and analysis phases of the project. Results from the study will be used for making habitat management decisions.

Worked with Adaptive Management Group on use of LiDAR data for vegetation inventory monitoring for created and natural wildlife habitat analysis.

GEOGRAPHIC INFORMATION SYSTEM. Assumed various responsibilities related to LCR-MSCP spatial database and spatial analysis needs that involved coordinating with both the Adaptive Management Group and the Denver Technical Service Center staff. Provided GIS products and services to members of the LCR-MSCP.

RESTORATION PROJECT MANAGEMENT. In addition to the above accomplishments, continue to perform all assigned duties as described below under Agricultural Engineer/Project Manager (GS-0890-11).

Bureau of Reclamation-Lower Colorado River Multi-Species Conservation Program

PO Box 61470

Boulder City, NV 89006 United States

02/2014 - 04/2015

Agricultural Engineer/Project Manager

Duties, Accomplishments and Related Skills:

PROJECT MANAGEMENT. Developed and implemented work plans, budgets, and timelines for project accomplishment. Developed restoration development and monitoring plans for creation of new riparian habitat. Coordinated activities with other work groups within Reclamation and with partners from other federal agencies.

HABITAT MONITORING. Responsible for collection and evaluation of habitat (water quality) monitoring data. Supervised US Fish and Wildlife Service staff to ensure data was

collected according to established protocols.

TECHNICAL SERVICES. Provide technical expertise for assigned projects as well as to other members of the restoration group in areas of agricultural engineering, hydrology, forestry, and agronomy.

BUDGET and CONTRACT MANAGEMENT. Developed budgets for assigned projects and tracked expenditures throughout the fiscal year. Administered contracts during all steps of the process from scope of work development to contract award and post-award administration. Supervised several contracts and fulfilled all responsibilities as the Contracting Officer's Representative.

University of Florida-Agricultural & Biological Engineering

2685 State Road 29 N

Immokalee, FL 34142 United States

06/2013 - 02/2014

Senior Engineer and

Research Coordinator

**Duties, Accomplishments
and Related Skills:**

In addition to performing the responsibilities of Engineer described below, after being promoted to Senior Engineer, I increased my role in:

PLANNING. Collaborated with principal investigator on short- and long-range planning to meet the needs of the research program and those of the constituent community.

STAFF SUPERVISION AND COORDINATION. Coordinated activities of peer-level staff (grad students and post-doctoral research associates) and supervised field technicians.

DATA MANAGEMENT and ANALYSIS. Responsible for all data management for research program. Coordinated with principal investigator, post-doctoral research associates, and graduate students on data analysis to provide science-based management recommendations.

GEOGRAPHIC INFORMATION SYSTEM MANAGEMENT. Responsible for managing and maintaining research program's spatial data resources.

NATURAL RESOURCE MANAGEMENT. Applied research in the fields of soil science, hydrology, agriculture, and habitat management to make natural resource management recommendations to farmers, land owners, and other resource managers.

RESEARCH and MONITORING PROTOCOLS. Coordinated with program staff on developing and evaluating protocols to ensure they were scientifically sound and able to provide the necessary information for making management decisions.

COORDINATION WITH AGENCY REPRESENTATIVES, COMMUNITY (land owners and managers, extension agents) AND INDUSTRY PARTNERS (scientists, engineers):

Cooperate and build COALITIONS with stakeholders in multi-purpose research and demonstration projects related to the unique hydrology of South Florida with a goal of providing solutions for watershed restoration.

BUDGET DEVELOPMENT and TRACKING. Worked with principal investigator to develop budgets for all research projects. Tracked costs throughout the life of each research projects including those with multiple sources of funding.

Education:

University of Florida

Gainesville, FL United States

Master's degree 5 /2000

GPA: 3.91 of a maximum 4

Credits Earned: 39 Semester Hours

Major: Forest Resources and Conservation **Minor:** Agroforestry

University of Florida

Gainesville, FL United States

Bachelor's degree 5 /1997

GPA: 3.43 of a maximum 4

Credits Earned: 140 Semester Hours

Major: Environmental Engineering **Honors:** Cum Laude
