

VITAE

STEPHANIE DEAN DAVIS, PH.D.

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Education

PhD, Public Policy and Administration (2018)

Virginia Commonwealth University, Richmond, VA

Master of Public Administration (2001)

Virginia Commonwealth University, Richmond, VA

Bachelor of Science, Economics (1994)

Virginia Polytechnic Institute and State University – Blacksburg, VA

Academic/Professional Positions

Academic

Virginia Polytechnic Institute and State University, Blacksburg, VA,

Co-Chair, Center for Public Administration and Policy, 2019

Associate Director, Center for Public Administration and Policy, 2017-2019

Assistant Professor of Practice/Program Director, 2015 -present

Graduate Certificate in Local Government Management

Graduate Certificate in Public and Non-Profit Financial Management Certificate

MPA Advisor, Fall 2019

Adjunct Faculty, 2012-2015

Teaching:

Human Resources, Finance, and Performance Management for Local Government

Introduction to Public and Nonprofit Financial Management

Public Budgeting and Implications

Budgeting for Performance Management and Outcomes for Public Organizations

Asset Management

Local Government and the Organization

Budgeting and Its Policy Implications

Project and Report Capstone MPA course

Professional (See supplemental information)

Springsted, Inc, Richmond, VA, February 2011 – June 2013

Vice President/Consultant

County of Powhatan, Powhatan, VA, November, 2002 – February, 2011

Director of Finance, Human Resources, and Information Technology

County of Chesterfield, Chesterfield, VA, August 1997 – November 2002

Budget and Management Analyst

State of Virginia, Compensation Board, Richmond, VA, August 1994 – August 1997

Management Analyst

Honorary Memberships

Pi Alpha Alpha (2015)

Professional Associations

Virginia Local Government Management Association

Non-voting member of Executive Committee

Coordinator, VLGMA Scholarship Program

Virginia Government Finance Officers' Association

Coordinator, VGFOA Professional Development Program

International City/County Management Association

Advisory Board for Graduate Education member

Government Finance Officers' Association

Publications

Articles

“Comprehensive Services Act In Need Of Cost Analysis,” Virginia Town and City Magazine, Volume 36, No. 12, December 2001, pp. 20-23

Academic Presentations

Davis, Stephanie, “Why Local Governments Collaborate: Perspectives from Elected Officials and Local Government Managers on Regional Collaboration” Paper presented at the National ICMA Academic Symposium, September 2018

Davis, Stephanie, “Understanding the Factors Influencing Regional Collaboration” A proposal presented for feedback at the National ICMA Academic Symposium, September, 2016

Davis, Stephanie, “Using performance measurements and transparency efforts to further collaborative efforts between local governments and nonprofits” A paper presented at the 2015 Conference for the Social Equity Leadership Conference., Summer 2015

Professional Presentations

Davis, Stephanie, “The Budget Process for Local Governments” Presentation on behalf of VGFOA to Southwest Virginia local government managers and finance directors, January 2019

Davis, Stephanie, “Why local governments collaborate?” Presentation to the Virginia Local Government Management Association, June 2018

Davis Stephanie, “Capital Improvement Planning at the Local Level”, Presentation for the Virginia Association of School Board Officials, October 2017

Davis, Stephanie, “Capital Improvement Planning for Planners” American Association of Planners in Virginia, Presentation at Annual Conference, July 2017

Davis, Stephanie, “Funding the Future”, Presentation for Planning Directors on Funding the Capital Improvement Workshop, October, 2015

Davis, Stephanie, “Stewardship and the Public Service”, Presentation for Leadership at the Virginia Department of Corrections, September 2015

Consulting and Technical Assistance

Virginia Government Finance Officers’ Association (VGFOA) – Professional Development Program Coordinator (2017-present)

Develop and conduct one-day workshops and webinars on behalf of VGFOA on annual basis to include regional meetings throughout the state with local governments managers and finance directors

Southwest Virginia Budget Conversations (2019)

Town of Ashland, Strategic Planning Session (2019)

Town of Amherst, Strategic Planning Session (2019)

Town of Pearisburg, VA – Salary Survey (2018/2019)

Town of Glade Spring, VA – Town Council Budget Workshop (2019)

Town of Pulaski, VA –Capital Improvement Program Development (2017/2018/2019)

Amherst County, VA – Facilitation of Monthly Leadership Group Meetings

Town of Amherst, VA – New Councilmember Orientation (December, 2016)

Town of Vinton, VA – Pay Study (2019)

University Service

Virginia Tech Academic Leaders Program (2017)

ICMA Student Chapter Faculty Advisor (2015-present)

GFOA Student Chapter Faculty Advisor (2019-present)

Community Public Service

Commission on Local Government, Commissioner, Gubernatorial Appointee (January 2019, five year term)

Wythe-Grayson Regional Library Board, Board of Trustee (2018-2019)

Supplemental Work Experience:

Springsted, Inc, Richmond, VA, February 2011 – June 2013

Vice President/Consultant

Perform professional organizational management and human resources (Org Mgmt/HR) work related to pay and classification, executive search, personnel policy development, succession planning, organizational management, and other areas of organizational management and human resources consulting for local governments.

County of Powhatan, Powhatan, VA, November, 2002 – February, 2011

Director of Finance, Human Resources and Information Technology

Direct financial management functions including development of monthly/quarterly financial statements, financial forecasts, cash flow statements, and budgets. Oversee general accounting functions, including AR/AP, account reconciliation, and cash management. Administer all financial management systems, evaluating and integrating new applications. Interact with the Board of Supervisors, Planning Commission Members, County Administrator, Staff and Citizens concerning financial matters. Performs highly responsible work for the overall financial management functions of the County. Work involved overseeing and managing the accounts payable, payroll, human resource management, financial management, debt management, municipal financings, capital improvement program, budget, risk management, procurement, legislative services, and information technology functions for Powhatan County government. Performed county's human resource functions including instructing, assigning and reviewing work, maintaining standards, acting on employee problems, selecting new employees, appraising employee performance, recommending promotions, discipline, termination and salary increases.

- Achieved County's first Government Financial Officer's Association Budget Award and Comprehensive Annual Financial Report Award
- Achieved significant upgrade in County's bond rating
- Implemented \$3.6 million dollar conversion of retirement plan
- Implementation and training of department directors on evaluation system, establishment of first compensation and classification system
- Lead legislative activities which resulted in the passage of two significant piece of legislation regarding business license fees and reassessment cycle
- Refined Capital Improvement Program to include financing of various projects – fixed use of cash proffer funding, integrated debt affordability and capacity to finance analysis annually
- Managed implementation of SAS112 compliance related to the annual audit to include complex conversion of cash basis accounting system to modified accrual accounting system
- Established county's first debt service fund which consolidated all debt service and created debt service reserve for future use
- Management of county's financial policies including fund balance policy; successful increase in fund balance over four years from 8% to 15% based on board adopted policy

County of Chesterfield, Chesterfield, VA, August 1997 – November 2002

Fiscal Analyst

Manage all financial services related to the implementation of the Comprehensive Services Act. Develop and implement policies and procedures regarding the utilization of financial resources to provide service to at-risk youth. Prepared financial reports, developed budgets, and performed variance analysis in accordance with the goals and objectives of the County, Board of Supervisors and the Community Policy and Management Team. Review funding request submitted by referral agencies to ensure compliance with applicable state and local laws, policies, and procedures. Implemented Human Service Information System for use by referral agencies.

- Developed and implemented process to utilized Medicaid funds for CSA related services that resulted in an overall savings to the locality of over \$500,000.
- Participated in joint project regarding federal funding which resulted in receipt of over \$100,000 in additional federal dollars.

Budget and Management Analyst

Serve as budget and management analyst for various human service and public safety agencies within Chesterfield County. Work with team to develop annual operating budget and capital budgets. Analyze financial data related to capital projects, operating budgets and grants to prepare financial status reports, make recommendations for improvements and to provide all levels of organization with financial related information.

State of Virginia, Compensation Board, Richmond, VA, August 1994 – August 1997

Management Analyst

Develop and monitor local constitutional officer's budgets including Sheriff's, Treasurer's and Commissioners of the Revenue. Prepare annual fines and fees collection report for General Assembly. Monitor legislation as it related to agency. Assisted in transition of per diem payments for localities including projection of per diem costs for future years.

Professional Associations

Virginia Local Government Management Association
Virginia Government Finance Officers' Association
International City/County Management Association
Government Finance Officers' Association

Publications

"Comprehensive Services Act In Need Of Cost Analysis," Virginia Town and City Magazine, Volume 36, No. 12, December 2001, pp. 20-23

Certifications

Certified Government Financial Manager (CGFM) – Association of Government Accountants, May 2000