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**From:** Holly LaBerge [holly.laberge@gmail.com]  
**Sent:** Tuesday, July 19, 2011 2:55 PM  
**To:** Careers  
**Subject:** Holly LaBerge  
**Attachments:** Commissioner Kevin D.pdf; Holly A LaBerge.pdf

Please find my cover letter and resume attached.

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Holly A. LaBerge  
74 Todd Road  
Senoia, Georgia 30276

Commissioner Kevin D. Abernethy  
Chair of Executive Secretary Search Committee  
Georgia Government Transparency and Campaign Finance Commission  
200 Piedmont Avenue  
Suite 1402, West Tower  
Atlanta, Georgia 30334

RE: Executive Secretary Letter of Application

Dear Mr. Abernethy:

Attached is my resume, submitted for consideration for Executive Secretary.

As you may note, my relevant experience includes extensive work in the budget process and government relations, which has enabled me to develop a unique understanding of the political process in Georgia. I have had the opportunity to establish relationships with a wide range of elected officials and staff in the Legislature and the Governor's Office. These relationships, along with my ability to accurately yet quickly analyze information, and effectively negotiate, enabled me to demonstrate successfully the need for continuation funding for GPDSC resulting in the addition of \$1.1 million in base funding for fiscal year 2012.

I have an additional nine years' experience in continuous employment in the private sector. My responsibilities there included direct supervision of employees; interaction with the public; management of financial processes and documents; and the resolution of customer satisfaction concerns.

I welcome the opportunity to meet with you and discuss how I might be of service to the Commission. Thank you for your consideration.

Sincerely,

Holly A. LaBerge

Office of State Agencies  
Contract and Budget  
Management Unit  
1000 Peachtree Street, N.E.  
Atlanta, Georgia 30309  
404.688.7000

## Holly A. LaBerge

### Government Experience

#### **Director of Government Relations**

Georgia Public Defender Standards Council

June 2008 - Present

- Effectively advocated for \$1.6 million in one-time special funding for FY10A in HB947 and \$1.1 million in one-time special funding for FY11A in HB77
- Successfully secured additional \$1.1 million in continuation funding for FY2012 budget in HB78
- Review, track and summarize legislation, Appropriations acts, budgets, minutes, and reports including reports from the State Auditor and Legislative Oversight Committee, and evaluate potential agency impact
- Maintain liaison and collaborate with high-ranking officials in the Judicial, Legislative and Executive branches of State government
- Partner with budget office staff and personnel of state agencies for legislative and policy development
- Coordinate the production and approval of contracts and budgets with attorneys in conflict death penalty cases; monitor case progress including payment of bills, additional funding requests, ensure compliance with court orders, and testify when subpoenaed
- Monitor the financial operations of 43 Circuit Public Defender offices and the GPDSC's central office
- Participate in the development, drafting and implementation of agency budgets, policies and procedures including Council bylaws and indigency verification system standards
- Serve as liaison to the Attorney General's Office; review court orders, pleadings, proposed legislation, and produce discovery in response to litigation requests
- Address judicial inquiries related to agency funding information and statutory clarification
- Receive and evaluate written complaints; conduct investigations; determine responsive courses of action; and monitor results
- Execute special projects mandated by legislation or requested by the Executive Director or Council
- Support Council subcommittees through research, document and meeting preparation, and presentations to full Council
- Respond to Open Records Act inquiries
- Interact with media in response to inquiries regarding investigations, status of cases, budgets, committee hearings, legal proceedings and agency activities

#### **Budget Analyst**

House Budget Office

October 2006 - June 2008

- Developed spending policy and priorities for the State's annual supplemental and general Appropriations acts across 24 judicial and executive branch agencies comprising \$2.7 billion
- Consulted with commissioners, budget directors, and other fiscal personnel from assigned agencies to review spending needs and priorities while observing daily operations in order to make appropriate budget recommendations
- Communicated with Speaker's Office, Appropriation Chairman and Vice-Chairmen to accurately develop budgets that balanced agency needs with leadership's goals and available revenues
- Developed a thorough understanding of the appropriations process in order to craft budgets in compliance with statutory requirements
- Review state performance audits and monthly and quarterly budget reports to track expenditures, yearly progress, and policy compliance
- Tracked appropriations on county level to assist Representatives and their constituents with local funding inquires
- Presented budget proposals and research finding to Representatives during the Legislative Session and throughout the year as requested
- Conducted program site visits to effectively evaluate agency requests

# Holly A. LaBerge

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## Education

Bachelor of Business Administration, Georgia State University, Atlanta, Georgia  
Degree conferred in August 1997  
Major in Finance  
Worked full-time to defray educational expenses throughout college enrollment

## Certification

Certificate of Primary Governmental Accounting, 2008  
Community Association Management License, 2006

## Professional Affiliations

Criminal Justice Coordinating Council Crime Victims Compensation Board, Member  
Statewide Judiciary IT Committee, Agency Representative  
John R. Justice Grant Program, Agency Coordinator

## Community Involvement

Georgia Dressage & Combined Training Association  
Georgia Fiscal Management Council  
Pike County Arts Council  
Student Pilot License  
Quail Unlimited