



County of Los Angeles
CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

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Chief Executive Officer

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December 20, 2012

To: Supervisor Mark Ridley-Thomas, Chairman
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

**INTERIM APPOINTMENT OF RETIRED BRIGADIER GENERAL RUTH WONG TO
THE POSITION OF ACTING DIRECTOR, MILITARY AND VETERANS AFFAIRS**

Colonel Joseph Smith, Director of the Department of Military and Veterans Affairs (MVA), has announced his retirement effective December 31, 2012. As an interim measure with Board concurrence, I am appointing retired Brigadier General Ruth Wong as Acting Director until such time that a search for a new Director is completed.

Ms. Wong has been assigned to MVA since September 2012, and possesses the military experience and unique leadership and management skills needed to fulfill the position of Acting Director. She is capable of taking the reins of MVA and providing a seamless transition once Colonel Smith retires from County service.

Attached for your information is a copy of Ms. Wong's resume. If you have any questions, please contact me at (213) 974-1101.

WTF:GAM:SW
BM:llm

Attachment

c: Military and Veterans Affairs

MVA.Wong Appointment.bm.122012

"To Enrich Lives Through Effective And Caring Service"

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Intra-County Correspondence Sent Electronically Only**

RUTH A. WONG, Brig Gen USAF (ret)

ASSIGNMENTS AND WORK HISTORY:

Chief Executive Office Special Assignment – Department of Military and Veterans Affairs

County of Los Angeles, August 2012 –

Directs the day to day department operations including personnel, budget, procurement contracts, and other administrative functions. Supervises staff and works collaboratively with military and veterans organizations to enhance services for veterans and their dependents. Liaises with Board deputies, department heads and chief deputies, and senior staff. Represents the department in the Director's absence.

Director of Workplace Programs

Chief Executive Office

County of Los Angeles, Dec 2011 – August 2012

Directs the management of the Office of Workplace Programs. Plans, organizes, directs, and evaluates the work products of the unit. Formulates policies and procedures. Analyzes program results and makes recommendations for workplace programs. Applies process improvement techniques and tools and provides solutions to improve efficiency and effectiveness of programs. Coordinates staff work. Liaises with Board offices, agencies, and organizations. Writes reports and prepares correspondence such as Board memos and letters. Serves as the master trainer for the countywide Plain Language Program training more than 2,000 employees.

Executive Director, Quality and Productivity Commission

Chief Executive Office

County of Los Angeles, 2002 – 2011

Plans, organizes, directs and evaluates the work of the unit. Formulates policies and procedures. Analyzes funding proposals and prepares funding reports. Coordinates and controls investment funds with departments. Maintains liaison with department staff and commissioners. Coordinates work of the unit. Advises staff on work methods, policy interpretation, and problem cases. Prepares correspondence and reports. Initiated the countywide Plain Language Program.

Quality Improvement Manager

Office of the Chief Deputy Director

Department of Mental Health

County of Los Angeles, 2001 – 2002

Planned, organized, and evaluated the department Quality Improvement (QI) program. Formulated department IQ policies and procedures. Delivered clinical guidance to program directors. Analyzed and produced reports. Liaised with agencies and staff. Researched and wrote grant proposals for State and Federal funding. Assisted in preparing research studies.

Assistant to the Director of Medical Readiness and Nursing Services

U.S. Air Force Surgeon General's Office

Bolling Air Force Base, Washington D. C. 1998 – 2001 (retired from U.S. Air Force Sept 2011 with the rank of Brigadier General)

Directed nursing services and medical readiness programs for Air Force nursing service personnel and ensured the medical readiness of personnel in wartime operations. Formulated nursing services policies and procedures. Analyzed, coordinated and controlled budget and human resources. Liaised with multiple government organizations and departments. Advisor to the Air Force Surgeon General, Director of Medical Readiness and Chief of Nursing Services.

Chief, Nursing Service

Headquarters, Air National Guard Readiness Center

Andrews AFB, Maryland, 1992 – 1998

Administered nursing service programs for 3500 nursing service personnel assigned to 102 medical units. Directed and evaluated health services inspection visits to 102 medical units achieving excellent to outstanding inspection results impacting the wartime readiness of nursing personnel. Shared responsibility for \$65 million budget.

**Flight Commander Aeromedical Evacuation Operations – Desert Shield/Storm
Sharjah Air Base, United Arab Emirates, 1991 – 1992**

Deployed in support of Operation Desert Storm. Commanded 50 medical personnel during wartime operations. Planned, executed and evaluated in-flight medical care for military personnel in the theatre of operations. Coordinated medical operations and continuity of care for U.S military personnel with the United Arab Emirates government, U.S. Army and other organizations.

Deputy Squadron Commander, Chief Nurse Executive, Chief Flight Nurse, Medical Readiness Officer, Staff Development Coordinator.

146th Aeromedical Evacuation Squadron, Pt. Hueneme, CA, 1977 – 1992

Directed nursing service programs. Provided oversight of the medical readiness status, force structure, and training of 200 medical personnel. Delivered in-flight medical care to military personnel.

Pediatric Nurse Practitioner, Pediatric Charge Nurse.

Kirtland Air Force Base, New Mexico (1972 – 1974)

Diagnosed and treated pediatric patients in an outpatient medical setting.

EDUCATION:

MPH, University of California, Los Angeles, CA
Degree earned – Master of Public Health

BA, Occidental College, Los Angeles, CA
Degree earned – Bachelor of Arts

Diploma Nursing, St. Mary School of Nursing, Chicago, IL

Certificate Pediatric Nurse Practitioner, University of Virginia, Charlottesville, VA

Certificate Public Health Nursing, California State University, Los Angeles, CA

Certificate Perioperative Nursing, University of California Los Angeles, CA

Certified Health Promotion Director, Cooper Institute, Dallas, TX

Total Quality Management Trainer, Quality Center, Washington DC - *Quality Awareness, Statistical Process Control, Facilitator Training, Strategic Planning Process*

Senior Leader's Orientation Course (SLOC), United States Air Force, the Pentagon, Washington, D.C.

Medical Executive Skills (United States Air Force) - Capstone, Washington, D.C.

PROFESSIONAL CERTIFICATIONS:

**Certified Pediatric Nurse Practitioner, National Board of Pediatric Nurse Associates & Practitioners, California
Cert #V79482**

Registered Nurse, State of CA, License RN 214916

Registered Nurse, State of VA, License #0001161201

Registered Nurse, State of MD, License #R140649

State of CA, Public Health Nurse, Cert #33733

Director of Staff Development/Instructor, State of California, Department of Health Services,

AFFILIATIONS:

American Society for Quality, Senior Member
American Nurses Association/California Nurses Assoc.
Association of Military Surgeons of the United States
Association of Pediatric Nurse Associates and Practitioners
Military Officers Association, Washington, D.C.

OTHER ACHIEVEMENTS

2010 – 2012

- California State Association of Counties Challenge Award - County of Los Angeles Plain Language Program; and
- National Association of Counties Achievement Award - Plain Language Program.

2009

- Presenter *Plain Language Initiative* workshop – Los Angeles County Management Council.
- Master Trainer of *Plain Language Principles* for County departments

- Trained more than 2,000 employees

2007

- Presenter “Continuing to Raise the Bar on Quality and Productivity” seminar – American Society for Quality, Los Angeles Section
- Presenter “Plain Language Initiative” workshop – County of Los Angeles Quality and Productivity Managers

2005

- Presenter “Driving Quality in Local Government” seminar – American Society for Quality, Los Angeles Section

2000 – 2001

- Nursing Supervisor and Evaluator, Nurse Assistant Training Program, State of Maryland and Virginia

1998 – 2001

- Presented numerous nursing service workshops, seminars, continuing education trainings to Air Force Nursing Service personnel.
- Coordinated educational programs and presented at Air Force Medical Service conferences reaching more than 1000 medical officers

1992 - 2001

- Authored numerous policy guidance and strategic planning documents at the National Headquarters level.
- Conducted numerous Staff Assistance Visits prior to Health Services Inspections at more than 100 medical units.
- Shared responsibility for overall medical unit inspection and accreditation results resulting in operational readiness of medical personnel.

1988 - 1992

- Co-authored “Nurse Assistant Training” American Red Cross, Nurse Assistant Training Program, National American Cross; State of California Certified Nurse Assistant Trainer and Evaluator

1982-1990

- Public Health Field Placement Supervisor, California State University, Northridge, CA, Master of Public Health graduate program

1980 - 1992

- Flight Nurse Instructor, USAF Aeromedical Evacuation System, Flight Nurse Qualification Program
 - C-130 and C-9 medical crew qualified

References available upon request

October 2012