

# *Lisa Denham*

## *Project Manager - President*

### *Experience*

Through her highly evolved career, Lisa's dedication to the job has assisted her to gain the necessary exposure to all facets of the ADA. Her background in both the legal and project management fields has only further showcased her skills. The review and follow-through of legally mandated deadlines is something that she has perfected in her extensive professional background. She understands that it is not an option to not meet or hit the required deadline. Couple this with her strong ADA background, Lisa has garnered an extensive background in:

**Experience working with Federal and State ADA Laws and Regulations** – Lisa has completed a vast analysis of the Federal and State ADA laws through previously contracted Self-Evaluations; additionally, she has spent innumerable hours building and compiling all ADA/504 Regulations for the implementation of the Self-Evaluation module for the National ADAAC Self-Evaluation module. This includes comprehensive analysis for code application for State and local agencies' use.

**Preparing Correspondence and Research Reports** - Through her current and previous experience Lisa has prepared countless letters and emails for the acquisition of various items and responses; furthermore Ms. Denham has assessed information obtained through various inspections, email/correspondence and evaluations to prepare detailed Reports of Investigations (ROIs-from previous compliance assessments completed for the FHWA), Request Reports and Self-Evaluations.

**Processing Research and Data through Processes with Specific Deliverables and Timeframes** - Lisa has been able to compile relative research, including but not limited to manuals and instructional material, personal interviews, and applicable ADA/504 code to prepare Self-Evaluations reports in response to previous and current deliverables outlined within specific contracts. Ms. Denham has also provided assistance in the compilation of requested supplementary and accompanying reports based on criteria requested by the Client to supplement and augment various deliverables outlined in preceding and current contracts.

**Management of Client Contracts** – Lisa has acted as Project Manager on current and previous contracts with the Client. This has included cataloging expected deliverables, determining time necessary to complete, managing staff in the completion of the required tasks and regular office and phone conferences with Contract Manager(s) regarding the current status of deliverables.

**Preparation and Presentation of Annual and End of Contract Reports** – Lisa has worked to maintain the necessary information to present annual and definitive reports to the Client for evaluation. This has been completed in a manner to apprise the Client on status and to provide a final deduction of work completed through the entire duration of the contract.

## *Technical ADA-Related Education*

Ms. Denham has continued her ADA related education via on-going workshops, seminars, and on-line seminars. Ongoing education and liaison contacts are maintained with the agencies listed below:

Accessibility Standards – “Building Blocks” – A Refresher via Great Lakes ADA Center, Webinar  
Assistance with Caltrans Division of Local Assistance Local Agencies Training  
Internal Staff Trainings including but not limited to: Transition Plan, Self-Evaluation, Notice, Titles of the ADA, Grievance Procedure

## *Formal Education*

Paralegal Studies/Certificate; Stanislaus State Extended Education

## *Performance on Comparable Government Projects*

### **Self-Evaluations (program reviews and reports):**

Program Review  
Policy Review  
Recommended Changes  
Review and audit of Self-Evaluation Data

### **Grievance Procedure:**

Contacting local agencies  
Formalized letters  
Case Review  
Review and audit of Grievance Procedure  
Data

### **Transition Plan:**

Co-Management of Field Inspectors  
Development of Transition Plans  
Review and audit of Transition Plan Data

### **Training/Presentations:**

Administrative Requirements  
Titles of the ADA  
Feedback and training to other employees  
ADA Inspections  
Transition Plan

### **Reports:**

Reports of consultant activities  
Reports of contract status  
Categorization of various ADA related laws  
and Regulations for staff and Client use  
Contract Review

### **Office Management:**

Daily Tasks and Assignments  
Client Management through onsite and  
telephonic conferences