



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

Office of the Mayor

300 Sixth Street


605-394-4110

Fax: 605-394-6793

E-mail: mayor@rcgov.org

LF091207-16

Memorandum

To: City Council
From: Alan Hanks, Mayor 
Re: Appointment of Community Resource Director
Date: September 10, 2007

Please confirm my appointment of Kevin Thom as the Community Resource Director for the City of Rapid City. As you can see from the attached resume, Mr. Thom has the educational requirements as well as an extensive background in management, human resources and budgeting that will be of great benefit with the start up of this new city department. Mr. Thom would begin his employment on October 1, 2007 at Grade 27, Step A.



EQUAL HOUSING
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Mr. Kevin L. Thom
PO Box 8012
Rapid City, SD. 57709

Dear Kevin:

Congratulations! As Mayor of Rapid City I am pleased to formally confirm my offer and your acceptance of the position of Community Resource Director for the City of Rapid City with a starting date of October 1, 2007. The salary for this non-exempt position is set at Step A, Grade 27 for an annual salary of \$ 84,594.00. This appointment is contingent upon approval by the City Council.

In addition to the salary package, the City offers a comprehensive benefit package. If you have any questions regarding the benefits, please contact Cathy Druckrey at 394-4136 as she will be able to assist you.

Your employment will be subject to the terms of the Non-union Personnel Policy Manual. You will be an at-will employee, and no guarantee of continued employment is created by this letter.

Sincerely,

Alan Hanks, Mayor
Rapid City, SD

cc: Preston



EQUAL HOUSING
OPPORTUNITY

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Kevin Thom

P.O. Box 8012 Rapid City, SD 57709-8012

H (605) 343-3042 ♦ C (605) 209-1613 ♦ E-mail thomhome@hills.net

EXECUTIVE PROFILE

A creative and high achieving executive with years of outstanding performance built on teamwork and a synergistic leadership style. Oversaw a \$10 million dollar annual operating budget with 90 full-time employees and 100 part-time instructional adjunct staff. Coordinated a wide variety of statewide programs and have been a leader in state, regional, and national organizations.

CAREER SUMMARY

A total of 28 years in an effective law enforcement career, with 15 years of management experience, concluding with an Attorney General appointment to serve as the Director of the South Dakota Division of Criminal Investigation (DCI). Vast amounts knowledge gained in leadership, budgets, human resources, drafting of policies, curriculum development, project management, construction projects and politics.

SELECTED ACHIEVEMENT HIGHLIGHTS

- Catalyst for a 154,000 square foot, \$26 million, building project. Garnered support for the project from the Attorney General, Governor, 104 of the 105 state legislators, and South Dakota Congressional delegation. Was involved in all stages of the project from original vision to completion.
- Changed the culture of DCI to a very strong customer service orientation and enhanced internal and external organizational communication.
- Developed the first strategic plan for DCI.
- Established mentoring program for kids at the Pierre Indian Learning Center.
- Increased efficiencies and streamlined programs; i.e. Hiring Process, Information & Technology (IT) consolidation, Federal Program Audits, and organizational structure.
- Coordinated creation of a combined city, county and state task force to combat illegal drug activity in Rapid City/Pennington County.
- Served on state, regional and national boards involved with setting policies and future direction for criminal justice. Served as Chairman for several of these boards.
- Extensive facilities management experience.
- Expanded training partnerships with BIA & Tribal law enforcement.
- Established DCI Victim/Witness Program, DCI Reserve Unit & a Cold Case Homicide Unit.
- Participated in a Federal, State, Tribal, & Private collaborative community effort to establish the Wawokia Oti (Lakota for "A Place To Find Help") Child Advocacy Center in Pierre SD.

PROFESSIONAL EXPERIENCE

1978 – 1982 Deputy Sheriff, Ward County Sheriff's Department Minot ND
Served as a correctional officer, dispatcher and patrol deputy.

During this time frame I was also employed part-time as a patrol officer for the Burlington North Dakota Police Department.

1982 – 2006 (July) South Dakota Division of Criminal Investigation, career progression of Special Agent, Supervisory Special Agent, Training Administrator and then Director.

Served at all levels of management concluding as the Director for the final 31/2 years of my career.

Functions under the Division of Criminal Investigation include Forensic Lab, Law Enforcement Training, Criminal Identification Section, Sex Offender Registry, Grants Office, Statistical Analysis Center, and 13 field offices staffed by Special Agents/support staff.

Testified before the South Dakota Legislature regarding budgets, construction project and policy issues.

As Training Administrator, coordinated basic and advanced training for about 4,000 to 5,000 people annually.

Coordination of construction/remodel projects ranging from a few thousand dollars to \$26 million.

Assigned for 8 months in the Capitol Office of the Attorney General as the press person for the Attorney General.

Aug 2006 – Present Professor, University of South Dakota MPA Program
Reserve Special Agent with DCI Reserve Unit
Consulting work
Volunteer efforts

EDUCATION & CREDENTIALS

- Associate and Bachelor of Science Degrees in Criminal Justice
Minot State University, Minot ND
- Master of Public Administration, University of South Dakota, Vermillion SD
- Graduate of the FBI National Academy
- Over 3,300 hours of formal training
- Certified trainer FranklinCovey 7 Habits of Highly Effective People