

SCOTT KEIL

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QUALIFICATIONS/SKILLS PROFILE

- Proven, extensive, administrative, procedural, and process management ability.
- Computer skills experience in Microsoft Windows, Lotus 1-2-3, Word, Microsoft Outlook, Excel, Microsoft Office and Outlook 2003, Microsoft Office and Outlook 2007, and extensive experience with Integrated Safety Management Systems, Learning Management Systems, etc.
- Professional experience shows the ability to handle a wide range of responsibilities: personal job duties as well as management abilities at the same time.
- Team Player, Listener, Communicator, Organizer, Leader, Customer Service oriented.
- Exceptionally well organized utilizing skills in neatness, preciseness, and professionalism in dealing with people, processes, systems, and paperwork.
- Professional ability includes policy implementation and adjustment, curriculum development, standards compliance, management of teams and individuals, project implementation, and follow through with project management, monitoring, coaching, and mentoring.
- Leadership positions held in professional experience exhibits high promotability.
- Center for Transportation Safety – Supervisor Drug and Alcohol Reasonable Suspicion Training
- Center for Transportation Safety – DOT Reasonable Suspicion Training and Intervention
- Colorado Motor Carrier’s Association – DOT Files and Recordkeeping Seminar
- Colorado Motor Carrier’s Association – DOT Compliance Seminar
- Medic First Aid/Bloodborne Pathogens/CPR Certified Trainer
- Texas Engineering Extension Service – OSHA Course 7505 – Accident Investigation
- Texas Engineering Extension Service – Hazardous Materials Emergency Responder Technician Training.
- U.S. Department of Transportation – DOT Motor Carrier Safety Compliance Course
- OSH 30 Hour Occupational Safety and Health Training Course
- OSHA Training Institute – OSHA Course 511 – OSHA 30 Hour Certification – Occupational Safety and Health Standards for General Industry
- H2S Gas – Oilind Safety
- OSHA – U.S. Department of Labor – Rocky Mountain Education Center – Authorized General Industry Instructor for 10/30 Hour Courses - #G0027130
- Medic First Aid Authorized Instructor – CPR/AED, First Aid and Bloodborne Pathogens
- IMA Corporation & Sisk & Co. - Competent Person Excavation and Trenching
- Colorado Machinery - Backhoe Operator Training
- OSHA – U.S. Department of Labor – Rocky Mountain Education Center – Authorized Construction Industry Instructor for 10/30 Hour Courses - #G0043420 – Recertification needed.
- Halliburton – Front Line Management Training Certified.
- Telehandler/Man Lift Trained and Certified
- SafeLand/PEC Premier Instructor
- Travelers Insurance – Workers Compensation Seminars
- Sisk & Company – Insurance Broker – DOT, Workers Compensation, Fleet Management Seminars
- Supervision and Management of Field Safety Coordinators in department.
- 2014 OSHA Oil and Gas Safety Conference – Houston, Texas.
- OSHA Webinars – OSHA new recordkeeping and reporting rules.
- OSHA Webinar – New Walking/Working surfaces standard
- Experience in managing Safety Committees
- NASP Member – National Association of Safety Professionals
- Ability and experience to develop, manage, coach, educate and counsel developing safety professionals.

PROFESSIONAL EXPERIENCE

(Please Note: All Dates of Employment are approximate to the best of my knowledge)

SELECT ENERGY SERVICES – Greeley, Colorado (Company Merger)

POSITION: HSSE Region Manager (Rockies – Bakken):

- The role of a HSE Manager is to be responsible for the overall direction, coordination, implementation, execution, control and completion of the department or area of responsibility ensuring consistency and alignment with company strategy, operations, and goals.
- Assume full accountability of all stages of the department and apply your professional experience to achieve the desired results.
- Develops and administers various HSE plans and procedures for all company personnel.
- Develop and update execution and resource plans and strategies in support of execution plan and schedule for all stages of the business needs to ensure deliverables are met in a timely and cost effective manner.
- Partner with Operations Management to ensure execution of developed strategies in the areas of Safety, employee relations, and performance management.
- Ensure compliance with all employment laws, regulations, and policies, procedures and processes.
- Ensure that all internal and external stakeholders have adequate opportunity to provide input, comments, endorsements, and approvals.
- Manage and lead the supervisors/direct reports through the needs of business to ensure success and customer satisfaction.
- Remain current with local, state, and federal laws as applicable.
- Coordinate assigned activities with those of other departments as required.
- Minimize risks through early identification, planning, and selection of best possible contracting. strategies and proactive Management practices which focus on prevention of problems;
- Ensures quality of end product to customer satisfaction.
- Manage department budget; manage resource allocation.
- Plan and schedule timelines; track project deliverables using appropriate tools.
- Provide direction and support to team.
- Constantly monitor and report (regular and periodic) on progress of the project to all stakeholders.
- Present reports defining progress, problems and solutions.
- Evaluates reports, decisions and results of department initiatives in relation to established goals
- Self-motivated, pro-active individual who is able to work independently as well as in a team environment.
- Excellent organizational skills.
- Strong, proactive leadership qualities and ability to overcome obstacles through building successful customer relationships.
- Demonstrated initiative and assertiveness
- Excellent written and verbal communication skills.
- Excellent presentation skills to subordinate and senior management audiences.
- Ability to clearly establish and articulate objectives and expectations.
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- Meet all incoming location arrivals
- Notify Location Consultant of arrival and purpose; establish radio communication between the two
- Conducts comprehensive on-site safety assessments as part of the constant monitoring process
- Log all arrivals and departures noting names, company names, and times
- Perform standard location JSA outlining: PPE requirements- not to permit anyone to remain on location without required PPE, current activity, hazard area, muster points, and permissible traffic routes
- Perform job specific JSA of ancillary functions such as deliveries; all treatment specific functional JSA to be performed by the location consultant
- Log and track all incoming materials
- Ensure MSDS are available for every material on location. Ensure MSDS are acquired for all 'new' incoming materials

- Inspect before ignition of each treatment, at a minimum, Primary E&S controls and issues (berms, slopes, culverts, etc.) and Secondary containment controls (all plastic containments, all tanks, ensure all vehicles and pieces of equipment are in containment)
- Notify Location Consultant of any deficiencies; no treatment to start without compliance of containments
- Establish knowledge of operational safety protocols provide monitoring and assistance to Location Consultant ensuring compliance (grounding, fire extinguishers, dust masks, chemical PPE, body positioning, JSA compliance)
- Monitor location housekeeping
- Ensure availability of required regulatory documentation (such as Waste plans, location signage)
- Establish location specific emergency call list
- Establish location specific routes to closest medical services
- First responder to all injuries, ensure proper reporting
- First responder to all spills, ensure proper reporting
- Arranges for basic first aid training for jobsite personnel
- Communicates the job specific Emergency Management Plan through orientation to all project personnel
- Maintains safety files and records
- Ensures company policies and procedures are understood and implemented consistently
- Recommends efforts that will continually improve the effectiveness of the department's procedures

ROCKWATER ENERGY SOLUTIONS – Greeley, Colorado

POSITION: HSE Region Manager (Rockies – Bakken):

- Responsible for directing and providing health and safety program oversight to the entire company. Oversees development and implementation of behavior-based safety practices, audits functions for health and safety procedure implementation, ensures compliance with corporate, OSHA, and client safety requirements, and conducting root-cause analysis of health and safety incidents.
- Monitors and documents the effectiveness of safety control measures used throughout the company and directs the company in the implementation of The Corporate Health and Safety Program. The position will manage the development of site-specific health and safety plans for all projects.
- Develop and implement a health and safety plan and culture to eliminate all injuries and illnesses.
- Work closely with executive management to cultivate safety culture.
- Provide health and safety leadership and direction
- Serve as the corporate health and safety subject matter expert with clients, regulators, and staff working on projects or designing proposal responses.
- Manage health and safety resources and related departmental budgets.
- If necessary, plan, request, and assist in the hiring of additional personnel for corporate health and safety staff.
- Serve as the primary contact on health and safety issues.
- Create manage and review site-specific health and safety plans.
- Appraise and implement new safety regulations.
- Ensure that project personnel are adequately trained in all relevant areas.
- Work as the internal incident manager, ensuring that safety emergencies and injuries are properly managed. Including handling of worker's compensation cases and return-to-work programs.
- Oversee, manage and ensure safety orientation for all new personnel.
- Reviews contract documents related to ongoing or proposed work for safety-related issues.
- Review subcontractor safety programs; ensure that subcontractor programs are compliant with corporate, OSHA, client or other safety regulations.
- Participate in meetings with field personnel, such as pre-award and pre-construction conferences
- Conduct safety audits. Audits will include a brief summary report noting any deviations from the safety plan and corrective actions that may be necessary to promote the health and safety of workers and the public.
- Organizes and conduct safety training as necessary.
- Maintain and submit the following: OSHA logs, ISNetworld, PEC SSQ, PICS/Avetta.
- Ensure DOT compliance and vehicle safety for all company vehicles
- Industrial and Construction Health and Safety Knowledge
- Display and exercise a thorough knowledge of OSHA requirements, strong organizational skills, excellent grammar and writing skills, strong supervision skills, particularly supervising off-site personnel, proven ability to train and lead others

- Display and exercise communication and interpersonal skills to effectively manage and motivate employees and communicate objectives and action plans, ability to research pertinent facts, data and other information from internal and external sources
- Proficient use of computer and corresponding programs – Word, Excel, PowerPoint.
- Ability to implement behavioral-based safety techniques to improve/maintain safety performance
- Ability to establish positive relationships with internal and external stakeholders
- Supervise, manage and direct, direct reports within the safety department for the Region. Supervise safety functions on site and develop a plan for how to properly staff project sites with safety supervision. This could involve managing third-party providers or hiring and supervising employees to perform on certain projects.

ENERGES SERVICES L.L.C./D&J SERVICES INC. – Evans, Colorado (Company Merger)

POSITION: Health, Environmental, Safety Administrator – Safety & Risk Management Director:

- Plans, organizes, oversees, coordinates, and implements company-wide assigned loss control/prevention and safety programs in order to promote safe work practices and prevent company losses.
- Participates in the development of goals and objectives as well as policies and procedures, makes recommendations for changes and improvements to existing standards, policies, and procedures, participates in the implementation of approved policies and procedures, monitors work activities to ensure compliance with established policies and procedures.
- Monitors program performance; recommends and implements modifications to systems and procedures as necessary.
- Conducts periodic audits, maintains records, and prepares reports concerning new or ongoing safety and health programs and program effectiveness.
- Develops, implements, conducts, maintains, and monitors safety training, programs, procedures, manuals and educational materials designed to achieve compliance with current, state, federal, and local laws and regulations.
- Surveys and inspects company facilities and equipment to determine compliance with local, state, and federal safety regulations; recommends corrective measures as needed.
- Suspends work at job sites when they are not in compliance with safety regulations as necessary.
- Consults with, advises, and assists other company departments regarding procurement of safety equipment and hardware; conduct of safety training and meetings and resolution of problems related to risk and safety issues.
- Investigates and analyzes incident reports and complaints involving work-related injuries and illnesses; prepares reports noting hazards, violations, and accidents; recommends measures to prevent recurrence.
- Serves on and coordinates the company Safety Committee composed of managers, supervisors, and employee representatives.
- Conducts and coordinates research studies and analyses pertaining to risk and safety programs and projects, including collection of data from multiple agencies and resources.
- Prepares oral and written reports, including technical and presentation reports, tables, charts, slides and computer-based presentations; assists in presentations to management, customers, and other agencies as required.
- Recommends and implements plans to resolve administrative, management, and operational problems and issues related to risk and safety; assists with the development of long range plans and programs.
- Develops and maintains computerized record keeping, documentation and database systems for accidents, OSHA, Insurance companies, internal systems, processes and procedures, safety training and related reports.
- Participates in the preparation and administration of assigned budgets; submits budget recommendations and monitors expenditures.
- Attends and participates in seminars and meetings related to safety; maintains liaison with professional safety organizations, customers, and other agencies to obtain and exchange current developments in providing a safe work environment for company operations.
- Trains and oversees the work of technical and clerical staff as assigned/required.
- Performs a variety of administrative duties as assigned.
- Performs related duties as required.
- Able to lead by example exhibiting professionalism with customers, vendors, outside agencies, employees, management and staff.
- Operations, services, and activities of a safety and training program, specifically oil and gas operations.

- Principles, practices, materials, equipment, methods and techniques of safety program development and implementation.
- State, Federal, and local occupational, environmental safety and health laws applicable to the Oil and Gas Industry, Utilities, OSHA, Worker's Compensation, Customer's expectations, etc.
- Modern and complex principles and practices of project organization and coordination.
- Methods and techniques of research, statistics, and analysis, to include data input, reporting, and projection.
- Recent development, current literature, and information related to safety regulations.
- Accident Investigation techniques, accident/incident record keeping techniques. Conduct tap-root investigations to achieve causal analysis results.
- Principles and practices of customer service.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Basic principles and practices of budget preparation and administration.
- Principles and procedures of record keeping and purchasing.
- Principles of business letter writing and basic report preparation.
- Pertinent federal, state, and local laws, codes, and regulations.
- Develop, coordinate and direct effective safety and training programs.
- Recommend and implement goals, objectives, policies and procedures for providing risk management, loss control/prevention and safety programs
- Read, interpret and apply a variety of regulations related to industrial/oil and gas occupational safety.
- Conduct research, interpret data, and prepare complete and accurate analyses, reports, and recommendations.
- Ensure compliance with appropriate safety practices and regulations.
- Assess and evaluate safety training needs and develop appropriate programs and/or make recommendations for improvement.
- Conduct accident and workplace safety investigations; identify existing or potential hazards.
- Understand the organization and operation of the company, and of outside agencies as necessary to assume assigned responsibilities.
- Understand, interpret, and apply general and specific administrative and departmental policies and procedures as well as applicable federal, state, and local policies, laws, and regulations.
- Prepare clear and concise oral and written reports, both narrative and statistical and assist in presenting them.
- Coordinate projects and programs among company departments and outside agencies.
- Participate in the preparation and administration of assigned budgets.
- Operate and use modern office equipment including computers and supporting word processing and spreadsheet applications.
- Adapt to changing technologies and learn functionality of new equipment and systems.
- Work independently in the absence of supervision.
- Effectively represent the company to outside individuals and agencies to accomplish the goals and objectives of the company and the safety department.
- Work cooperatively with other departments, federal, state, and local officials, customers, and outside agencies.
- Respond tactfully, clearly, concisely, and appropriately to inquiries from the public, company staff, or other agencies on sensitive issues in area of responsibility.
- Demonstrate an awareness and appreciation of the cultural diversity of the company and the surrounding community.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Extensive customer relations and interactiveness with DJ Basin production companies.
- Extensive experience with ISNetwork, PEC Premier, PICS Auditing – Reporting websites for company safety statistics, safety programs, Certificates of Insurance, Insurance requirements, E-Mod numbers, etc.
- Responsible for overall safety and D.O.T. management for a company of over 385 current employees.
- Initiated and instituted the Behavioral Based Safety Process and Safety Committee Management System for company.
- Instituted the safety training and risk management reporting system for said company.
- Effectively write and produce compliant safety, fleet, and D.O.T. company policies for compliance with OSHA and regulatory agencies.
- Conducted monthly, weekly, and daily safety meetings for specific business units/divisions, in accordance with company policy.
- Prepared OSHA 300/300A/301 Logs on a daily basis.

- Very extensive experience and knowledge of Colorado's workers compensation process and medical providers in Northern Colorado Area.
- Conducted Audits of and for all sub-contractors used.
- Lead the processes for the binding of insurance policies for company in accordance with master service agreement requirements for all customers. To include general liability, aggregate, fleet, property of others, crane & rigging, and rental insurance policies.
- Maintained databases for all safety statistics, daily safety paperwork, and reporting requirement

FRAC TECH SERVICES, LTD. - Greeley, Colorado

POSITION: Health, Safety and Environmental Director:

- Review, evaluate, and analyze work environments and design programs and procedures to control, eliminate, and prevent disease or injury caused by chemical, physical, and biological agents or ergonomic factors. May conduct inspections and enforce adherence to laws and regulations governing the health and safety of individuals and the environment. Maintain responsible communication levels with District Manager.
- Recommend measure to help protect workers from potentially hazardous work methods, processes, or materials.
- Investigate accidents to identify causes and to determine how such accidents might be prevented in the future.
- Investigate the adequacy of ventilation, exhaust equipment, lighting, and other conditions that could affect employee health, comfort, or performance.
- Develop and maintain hygiene programs such as noise surveys, continuous atmosphere monitoring, ventilation surveys, and asbestos management plans.
- Inspect and evaluate workplace environments, equipment, and practices, in order to ensure compliance with safety standards and government regulations.
- Provide new employee health and safety orientations, and develop materials for these presentations. Performs other related duties as required.
- Work with federal, state, and local regulatory agencies. Establish relationships that display honest business tactics with reporting agencies and display the business as a leader in the industry.
- Ability to establish HSE processes for the District assigned to.
- Use relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.
- Conducted Monthly Safety Meetings with all employees. Discussed District issues, progress, implementation of processes and accountability measure.
- Acted as the Safety Committee Coordinator for the District. Met monthly to discuss employee concerns, ways to improve, and evaluated the feedback of the District employees as to their input and participation in the District safety program.
- Prepared the annual SARA Report for all chemicals used by the District for State Compliance/Reporting purposes.
- Managed and Trained 6 field safety managers under my direction and supervision.

HALLIBURTON ENERGY SERVICES - Brighton, Colorado

POSITION: H.R.T.D. Specialist:

- Designs, develops, and delivers training and educational programs in connection with management development, on-the-job training, and employee orientation. Writes, edits, and produces training and education material based on needs assessment. Maintains records of training activities and employee progress and monitors cost/value effectiveness of programs. Keeps current on effective training delivery and/or curriculum development techniques. Utilizes performance measures to determine value created by specific intervention..
- Responsible for ensuring that the communication of the Phase I objectives is communicated to management at the local level to include all PSL's. Also includes working with local and NWA management to ensure successful implementation of objectives, curriculum development, management of employees in Phase I, and all issues related to the delivery and completion of Phase I for Rockies, N.W.A. employees.
- Received MVP Awards from Halliburton for my involvement, participation, and leadership, for work associated with the completion of the BPO Process/Action Items – 2005, 2006.

HALLIBURTON ENERGY SERVICES - Brighton, Colorado

POSITION: Cement Driver/Bulk Plant Co-Manager:

- Assists in rigging-up and rigging-down of cementing services equipment on work locations to include spotting of cement storage vessels, pre-mixing of spacer fluids, rigging-up appropriate data monitoring equipment.
- Learned the operation of some or all of the following: Cement Pumping and mixing equipment, blenders, liquid additive metering systems, centrifugal pumps, data acquisition systems, Automatic Density Control (ADC) Systems, bulk cement blending, delivery and storage systems, manifolding equipment, and cementing plug releasing tools.
- Assisted in the performance of pre-trip and post-trip vehicle inspections and associated paperwork/reports. Promoted safety awareness and environmental consciousness, and complies with all applicable safety and environmental procedures and regulations. Ensured compliance with Health, Safety, and Environmental (HSE) regulations and guidelines. Promoted and took an active part in quality improvement processes.
- Co-managed the Brighton, Colorado, Bulk Plant to include: coordination of day-to-day facility operation, staff management, product management. Responsible for the proper blending of cement jobs, and issuance of material onto commercial motor vehicles with proper weight/axle restrictions. Ensured that proper strapping of bulk tanks, inventory control done on a monthly basis, tiered inspections completed on a monthly basis.
- Piloted the New Hire Safety Committee program for the Brighton, Colorado, District. Served as President and Advisor, and worked with local leadership towards the completion of issues associated with new hire employees.

TURFMASTER SOD FARMS – Fort Collins, Colorado

POSITION: Driver:

- Delivery of sod orders to various customers along the Front Range area of Colorado. Pre-trip and Post-trip of Commercial Motor Vehicle. Daily completion of DOT log. Forklift driving to deliver sod products to where customer wanted the products placed.

TIME TO CHANGE COMMUNITY CORRECTIONS – Fort Collins, Colorado

POSITION: Casemanager/On-call Supervisor:

- Manage a residential caseload of approximately 20 people to include treatment and therapy, employment, finances, restitution, program profile and overall compliance with conditions of placement, and terms established by the court.
- Manage a non-residential caseload of approximately 15 to 20 people to termination of sentences.
- Evaluate policy and procedure for the residential and non-residential program, and communicate needed changes to the Program Director. Established high quality working relationships with the Department of Corrections and Adams County Probation Department. Communicate with therapy agencies regarding the progress and compliance of clients. Coordinated the routing of paperwork to the court to document that conditions of sentence have been met/not met, etc.
- Train new Case Managers when called upon to do so. Perform On-Call supervisory duties as required and make the necessary decision for the overall operation and orderly functioning of the facility.

B.I./INTERVENTION INC. – Brighton/Thornton, Colorado

POSITION: Casemanager:

- Perform In-Home Detention, Supervision, Community Service, and private probation services for the Adams County Court and the Adams County Probation Department. File revocations to the court for those clients who violate the terms and conditions of their sentence. Manage all cases to ensure compliance in all aspects of the terms and conditions of probation sentence.

- Managed the inventory of all In-Home Detention equipment to include: equipment problem diagnosis, equipment repair, ordering or new equipment, shipping and receiving of equipment to offices around the region.
- Managed the routing of all transfer cases throughout the State of Colorado.
- Performed the training of new employees for the In-Home Detention department. Communicated the daily operation of the IHD department and K-2 Computer System functions to other office personnel. Testified in court hearings when necessary
- Supervised a caseload of approximately 50-80 In-Home Detention clients. Supervised a caseload of approximately 200-220 Probation clients. Communicated the information to victims of crimes, in accordance with the Victim Rights Law. Compiled the statistical numbers on a daily, weekly, and monthly basis for the IHD Department, and Probation caseload.

ALPHA CENTER INC. – C.M.B.C. BOOTCAMP – Denver, Colorado

POSITION: Program Director/Case Manager Supervisor/Case manager:

- Assist in interviewing and selecting Case managers for all ACI Facilities. Directly responsible for the training of all Case Managers, ensuring that they receive a minimum of 40 hours of on the job training, prior to assuming caseload. Conducted monthly supervisory meetings with Case Managers for the purpose of direct supervision and overall performance issues. Assign duties and examine work completed by Case Managers for exactness, neatness, and conformance to policies and procedures.
- Maintain employee morale and resolve grievances among all staff and clients. Perform monthly audits for adherence to policies and procedures. Compile reports based on the findings of the casefile audits.
- Maintain communication with the Department of Corrections for the purpose of implementing treatment requirements. Perform On-call duties with members of the company supervisory team. Act as Chairman for the Treatment Team, and responsible for recording and disseminating treatment team notes for compliance with policy and procedure. Established effective working relationships with outside agencies such as treatment providers, other law enforcement entities, Department of Public Safety, etc.
- Responsible for the overall operation, supervision, and management of the facility for both staff and clients.

COLORADO STATE PATROL – Greeley, Colorado

POSITION: State Trooper:

- Responsible for law enforcement related to Title 18, Criminal Code, and Title 42, Traffic Code, to the citizens and motorists of the State of Colorado. Compile reports for traffic accidents, investigations, issue citations for violations observed, conduct criminal investigations when necessary. Work with the District Attorney's office to properly prosecute cases. Testify in court cases being prosecuted.
- Responsible for all law enforcement duties required of a commissioned peace officer for the State of Colorado.

WELD COUNTY SHERIFFS OFFICE – Greeley, Colorado

POSITION: Booking Technician Shift Supervisor:

- Properly document and enter criminal charges of arrestees into Tiburon computer system. Inventory personal property and money of arrestees for booking/release procedures. Communicate with officers and other agencies concerning paperwork related to the cases of arrestees. Communicate with the public and bondsmen regarding bond information and conditions. NCIC/CCIC computer entry for active warrants of both persons and property.
- Responsible for all employees assigned to shift to include: Employee records, Employee evaluations, disciplinary actions of employees, etc. Meet with other booking department supervisors, jail managers, and sheriff department administration to ensure compliance with policies and procedures of the department.

EDUCATIONAL BACKGROUND

Bachelor of Arts in Sociology, BA (1997)

MESA STATE COLLEGE – Grand Junction, New Colorado

Cumulative G.P.A. – 3.06 Dean's List - Spring, 1995

INTERESTS

Camping, Fishing, Movies, Walking, Colorado Rockies Baseball, Family Activities, Skill Development and Training,
Woodwork.

REFERENCES

Available upon request.