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### \*\*Collaboration

- Epstein missing serials with NY agents and TIS
  - Searched for missing serial missed in exporting
  - 24 hour shift was spent on skype with TIS and NY Agents
  - Agents would locate evidence/corresponding serial I would tell TIS were it needed to be input into the file for FDPS

### \*\*Leadership

- DOJ Attorneys during Epstein Transparency Project
  - Sought out by AD, assembled team to assist. Relayed questions from workforce to attorneys and answers back to workforce.
    - Combined data from team, reported to higher up for tracking
- Referral Team coordinator
  - EGIS duties – backlogs, closing, exclusions, reports for metrics

### Organizing/Planning

- Working with backlog manager to ensure OGA top 10 oldest cases are assigned out.
  - OGA Status Updates
- Prioritize work, plan, categorize emails, move to folders, leave in box until completed
  - SCIF check lists

### Difficult People

- [REDACTED] – POC for EO projects,
- [REDACTED] – FOU2 305s and reassigns
- OGAs that do not send proper documentation for referrals/consults

## Initiative

- Volunteering for extra activities such as RIDS ONE Sponsor to help new onboarding employees, IMD Mentor Program,

## Presenting/ Briefing

- IMD Showcase for FSU
- IMD Shadowing for FSU and CEP

## Why Me??

- 4 years experience
  - IPU to Disclosure Processing to FSU so have seen all working parts
  - Continue to move up in leadership because I care about the people and have a great rapport with coworkers
- EGIS work currently – backlogs, closings, exclusion reviews, reporting metrics
- IMD Mentor and RIDS ONE Sponsor – helping employees grow
- IMD RA Activities Coordinator
  - Boost moral with activities such as food truck coordination and family day.
  - Sunshine week committee
- Community Engagement Program
  - Enjoy representing the FBI