



MICHAEL HAMILTON

Public Relations/Logistics Manager

SUMMARY

Experienced professional with extensive knowledge in all areas of Emergency Management and Disaster Response, specializing in coordination and logistics between multiple local, state and federal agencies, including the Louisiana National Guard and the Office of the Governor of Louisiana. My extensive experience as a planner, branch manager, and section chief has given me the knowledge and tools to succeed in many fields.

EXPERIENCE

Governor's Office of Homeland Security and Emergency Preparedness 2014-2019, Senior Logistics Officer /Senior Ops Officer

- Promoted from Planning Section to Operations as the State of Louisiana's Senior Logistics Officer.
- Responded to over 150 incidents in the course of 5+ years in Ops
- Conduct all Logistical Operations for all natural, man-made, technological, biological, HAZMAT, and terrorist related disasters within the State of Louisiana.
- Team leader for Louisiana's Crisis Action Team (CAT).
- Member of Louisiana's Emergency Management Assistance Compact (EMAC) Team, responding to multiple disasters in multiple states, including traveling to Puerto Rico for Hurricane Maria response.
- Manage and control Louisiana's Donations warehouse during activations, managing the receiving and distributing of millions of dollars of donated goods while overseeing a staff of 12-40 volunteers.
- Work closely with the Louisiana National Guard (LANG) to maintain inventory levels of MRE's, water, cots, tarps, sandbags, blankets, and many more items.
- Travel to our State Military bases to ensure continuity between GOHSEP and LANG.
- Assist with the creation of several Standard Operation Procedure's (SOP) for the State of Louisiana.

EDUCATION

- Robert E. Lee High School 1986-1991
- Baton Rouge Community College 2012-2014
Social Sciences

CERTIFICATIONS

- Completed over 60 NIMS, FEMA, and ICS courses. All certificates are available on request.
- Served on DAT Team (Disaster Action Team) for the Louisiana Red Cross, responding to fires and conducting damage assessments, the issuing appropriate assistance to client.
- Certified in six (6) different disaster response courses through the American Red Cross, including DAT response, sheltering, and communications.



- Create and conduct exercises with cooperating state agencies and LANG in Rehearsal of Concept drills, statewide exercises, and numerous training classes.
- Prepare weekly, monthly, and annual inventories of Louisiana's commodities.
- State of Louisiana's liaison to the Louisianan Business Emergency Operations Center at University of Louisiana at Lafayette. Conduct functional exercises with business leaders and association
- Serve as the Unified Logistics Element's Senior Branch Manager, directing several state agencies in response and recovery efforts during a disaster.
- Certified in over 60 FEMA/ICS courses.
- Recipient of the GOHSEP "Outstanding Achievement Award" three times.

**Governor's Office of Homeland Security and Emergency Preparedness 2010-2014
All Hazards Planner**

- Updated all Parish Emergency Operations Plans to conform to the National Incident Command System.
- Authored the "Winter Weather Annex" following the ice storms of late 2013.
- Work closely with Parish Emergency Operations Directors, local Parish Law Enforcement, as well as GOHSEP Branch Directors and Section Chiefs to develop comprehensive and functional plans.
- State of Louisiana's liaison to the Louisianan Business Emergency Operations Center at University of Louisiana at Lafayette. Conduct functional exercises with business leaders and association representatives for business continuity during a disaster.
- Participate in numerous exercises, drill, and training classes.
- Prepare weekly, monthly, and annual inventories
- Served as the Infrastructure Branch Manager in activation, directing several state agencies in response and recovery efforts.
- Certified in over 60 FEMA/ICS courses.
- Attract, retain, and promote new business through proactive community service efforts

**Manda Packing, Baton Rouge, LA 2001-2010
Director, Business Development**

- Began in 2001 developing internet-based ordering/inventory control program collaborating with the world's leading retailer.
- Worked closely with order management, inventory control, customer relations.
- Created new product campaigns, including label design, artwork, and literature.
- Participated in numerous retail promotions, grand openings, new product introductions
- Wrote speeches for CEO, created radio/television/newspaper materials for Manda's advertising campaigns.
- Worked with community non-profit organizations Manda supports, developing events, attending functions as Manda representative, conducted live TV and radio interviews.
- Orchestrated customer-appreciation trips, including offshore fishing, baseball/football games, auto- racing, and golf tournaments.
- Secured sponsors and donors for numerous charitable events Manda hosted for the community.

**Greater Baton Rouge Food Bank, Baton Rouge, LA 1999-2001
Director, Food Procurement**

- Lead operations for increasing the total amount of food products donated to the GBRFB.
- Managed existing food drives, organized staff and volunteers while developing new, creative food drives.
- Secured new donors and sponsors for programs, worked with business owners and corporate executives to facilitate product donations.
- Created marketing campaigns, including logo designs, invitations, capital campaigns, and posters/flyers/brochures.
- Conducted radio/live television interviews during many of the GBRFB campaigns.
- Traveled and attended conferences with many national donor programs across the US.