

**RESOLUTION NO. 3004**

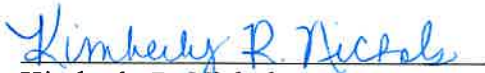
BE IT RESOLVED, by the City of Salisbury, Maryland that the following individual is reappointed to the Disability Advisory Committee, for the term ending as indicated.

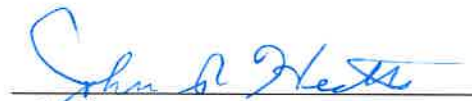
Name  
Michael Dyer

Term Ending  
March 2022

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on February 24, 2020.

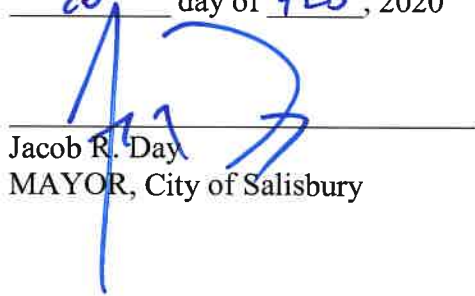
ATTEST:

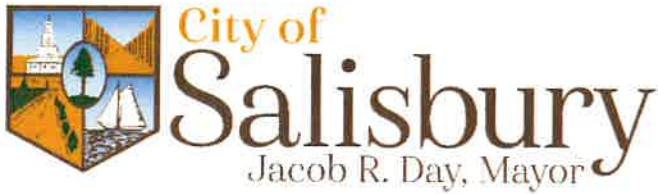
  
\_\_\_\_\_  
Kimberly R. Nichols  
CITY CLERK

  
\_\_\_\_\_  
John R. Heath  
PRESIDENT, City Council

APPROVED BY ME THIS

26<sup>th</sup> day of FEB, 2020

  
\_\_\_\_\_  
Jacob R. Day  
MAYOR, City of Salisbury



## MEMORANDUM

**To:** Mayor Jacob Day  
**From:** Julie English, Administrative Assistant III  
**Subject:** Reappointment to the Disability Advisory Committee  
**Date:** February 21, 2020

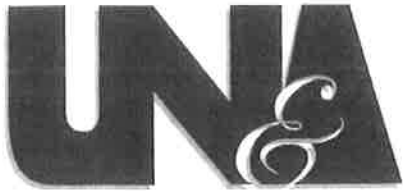
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Mayor Day, the following person has applied for reappointment to the Disability Advisory Committee for the term ending as indicated:

<u>Name</u>	<u>Term Ending</u>
Michael Dyer	March 2022

Attached you will find information from Michael Dyer and the resolution necessary for his reappointment. If you approve of this reappointment, I will forward this information to the City Council so it may be placed on their agenda for the next Council meeting. Please let me know if you have any questions.

Attachments



**United Needs & Abilities, Inc.**  
*Enriching the Lives of People with Developmental Disabilities*

February 5, 2020

Mayor Jake Day  
City of Salisbury  
125 N. Division Street, Room 304  
Salisbury, MD 21801

Dear Mayor Day,

Please accept this letter as an expression of my interest to be reappointed to the Disability Advisory Committee. Serving individuals with disabilities is my passion, mission, and vocation. I have attached my resume. I would appreciate your consideration for reappointment to this committee.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Dyer', is written over the typed name and title.

Michael Dyer, CPA, LMSW  
Executive Director

688 East Main Street | Salisbury, Maryland 21804 O. 410.543.0665 | F. 410.543.0432 | T.F. 800.776.5694

[www.UNA1.org](http://www.UNA1.org)

Mid-Shore Region/Easton, MD | O. 410.822.5101 | Upper Shore Region/Elkton, MD | O. 410.620.2684 | F.410.620.2580

Member | United Fund of Talbot County; United Way of Kent and Queen Anne's Counties

5277 Green Hill Circle  
Quantico, Maryland 21856

Cell: (410) 430-2517  
Work: (410) 543-0665  
E-mail: [Mike@UNA1.org](mailto:Mike@UNA1.org)

# Michael D. Dyer, CPA, LMSW

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## Professional Experience

July 2009 to Present

United Needs & Abilities, Inc.

### **Chief Executive Officer**

Direct a non-profit organization serving persons with developmental disabilities and/or epilepsy on **Maryland's Eastern Shore**. Provide overall leadership for strategy, organizational development, implementation, financial oversight, and fundraising. Implement the strategic goals and objectives of the organization. Liaison with a board of directors which consists of twenty-one volunteer members from nine rural Maryland Eastern Shore counties, as well as the supervision of thirteen direct reports. Other responsibilities include: budget and policy development, grant writing, coordination with multiple state and non-profit funding sources, negotiations with seven united appeal campaigns, fund-raising, management of diverse programs and services, and day-to-day administrative functions.

August 2007 to June 2009

Worcester County, Maryland

### **Executive Director - Local Management Board**

Direct local governmental agency that coordinates and manages a collaborative system of services and resources for children, youth, and families. Oversee the design, planning and implementation of initiatives including, but not limited to, program monitoring, evaluation, and fiscal accountability. Manage budget, procurement, grant writing, data collection, and financial reporting. Draft and negotiate public and private-sector contracts for provision of services. Develop and implement programs and plans. Act as a liaison between the **Governor's Office for Children, Youth and Families, Worcester County** human services agencies, Worcester County government and the LMB. Build and sustain collaborative relationships with families, public and private providers, and the community. Supervises staff of three.

May 2005 to August 2007

United Needs & Abilities, Inc

### **Associate Director**

June 2006 to August 2007

### **Intern - Agency Administration**

May 2005 to June 2006

Administrator in a non-profit organization serving persons with developmental disabilities on **Maryland's Eastern Shore**. Participated in Board of Directors meetings. Developed policy. Prepared grant proposals. Managed capital campaign. Worked with state legislators to obtain bond bill funding. Prepared budgets. Designed and implemented program evaluation processes and procedures. Supervised professional staff. Directed residential program. Designed and implemented electronic document management system and Excel-based time and attendance system.

January 2000 to June 2006

Perdue Farms, Inc.

**Payroll Systems Administrator**

January 2003 to June 2006

**Corporate Payroll Manager**

October 2001 to January 2003

**Corporate Payroll Supervisor**

January 2000 to October 2001

Managed a payroll department that pays 20,000 employees. Responsible for general ledger entries and reconciliations, employment tax filings, garnishments, research and resolution of corporate and field payroll issues, and reporting. Project manager for implementation, upgrade, and business process redesign for payroll systems. Assembled and led steering and operating committees. Functional expert in Peoplesoft HRMS, Kronos, and Excel. Supervised a staff of six directly and managed project teams at sixteen locations. Recipient of Perdue's 2003 Excellence Award.

December 1997 to January 2000

Archdiocese of Washington

**Finance Director – Center City Consortium**

Responsible for all financial aspects of eight inner city Catholic schools. Prepared and analyzed monthly and annual financial statements. Developed and implemented budgets for individual schools and administrative office. Developed and implemented tuition collection systems for 1,800 students. Maintained accounts payable and authorized all disbursements. Processed payroll and managed benefits for 160 employees. Supervised a staff of three.

September 1996 to December 1997

Hayman Systems

**Controller**

Responsible for all financial aspects of a mid-size computer company specializing in the hospitality field. Prepared and analyzed monthly and annual financial statements. Managed accounts receivable, accounts payable, and payroll. Negotiated with suppliers, customers, banking institutions, and insurance companies. Supervised a staff of five.

May 1987 to September 1996

Mike Dyer, CPA, PA

**Certified Public Accountant**

BT&I, Ltd.

Owned and operated a public accounting firm. Specialized in small to mid-size companies and taxation. Prepared financial statements and tax returns. Provided management advisory services. Supervised a staff of two to five.

September 1980 to May 1987

Teltronic, Inc.

**Controller**

Responsible for all financial aspects of a mid-size communications company specializing in two-way radios, cellular telephones, and pagers. Prepared and analyzed monthly and annual financial statements. Managed accounts receivable, accounts payable, and payroll. Supervised a staff of six.

**Education** June 2008 to May 2009 Salisbury University Salisbury, MD  
**Adjunct Professor - Administration and Supervision – Master of Social Work Program**

May 2006 Salisbury University Salisbury, MD  
**Master of Social Work**  
4.0 GPA Member of Phi Alpha Honor Society

December 1985 University of Maryland College Park, MD  
**Bachelor of Science in Business Management / Accounting**

**Professional** October 2006 to Present State of Maryland  
**Licensed Master Social Worker**

May 1987 to Present State of Maryland  
**Certified Public Accountant**

**Associations** Weinberg Fellow  
Board Member – Maryland Association of Community Services  
Member – City of Salisbury Disability Advisory Committee  
Previous Member – Epilepsy Association of Eastern Shore, Inc. Board of Directors  
Previous Member - North American Association of Christians in Social Work  
Previous Vice Chair – Maryland Association of Local Management Boards  
Previous President - Institute of Management Accountants-Delmarva Chapter