



EXECUTIVE SEARCH

Applicant for Superintendent

Michelle M. Woodfork

SUMMARY

Years of Supervisory-Level Experience

Twenty years of supervisory-level experience.

Education

Southern University at New Orleans | Master of Arts, Criminal Justice

Career Profile

A dedicated, focused, transformational leader, who possesses a wealth of institutional knowledge in numerous areas of professional police practices and management. With 32 years of active service, remains committed to building trust through community policing and strategic planning to effectively reduce violent crime and protect the citizens, businesses, and visitors of New Orleans. Exemplifies the core values of police leadership, integrity, professionalism, transparency, and accountability. A record of effective leadership exhibiting the vision to move the New Orleans Police Department to the highest level of 21st century constitutional policing and substantial consent decree compliance. Skilled, professionally trained and educated, these attributes are key enhancers to showcase that I am equipped to protect with the highest level of integrity and to serve with the utmost form of humility.

PROFESSIONAL EXPERIENCE

NEW ORLEANS POLICE DEPARTMENT

1991 – PRESENT

The mission of the New Orleans Police Department is to provide professional police services to the public to maintain order and protect life and property. This city is full of rich culture and authentic residents. Our main priority is to protect and serve!

Interim Superintendent

December 2022 - Present

- Personally responsible for the oversight, planning, organizing, managing and evaluating the operations and capabilities of the department and its members
- Identify and appoint Chief Deputy Superintendent and Deputy Superintendents to oversee the management of designated bureaus within the department
- Provide direct day-to-day supervision of all Bureau Chiefs and police officers and police professionals assigned to perform duties within the Superintendent's office
- Develop and implement department goals, objectives, policies, and priorities
- Preparing and implementing a strategic crime plan based on analytical data to reduce violent crime

CANDIDATE: Michelle M. Woodfork

- Implement a robust Recruitment and Retention campaign to hire additional officers and civilian employees and retain current officers and civilian employees
- Prepared and presented an annual budget for the New Orleans Police Department forecasting the need for additional or supplemental staffing, purchase of equipment, and expendable materials used in the course of departmental operations
- Initiate, process, review and manage all formal disciplinary investigations and hearings
- Attend and participate in community meetings and work proactively with all stakeholders to facilitate a proper relationship between the citizenry and police
- Respond to all major events, significant crimes and unusual occurrences and provide live on-scene updates to the news media
- Responsible for overseeing sustainable reforms in numerous areas throughout the department as agreed to in the Federal Consent Decree. And to present the sustainable reforms to the United States Department of Justice and the United States District Court for Eastern District of Louisiana in efforts to reach full consent decree compliance
- Initiated new community engagement initiatives to forge positive relationships with community youth
- Strengthen and retain partnerships with local, state and federal law enforcement partners.
- Conduct weekly MAX (Management Analytics for Excellence) meetings with command and executive staff to discuss crime trends, analytical data, and share information among the districts, units, divisions and section throughout the department
- Prepared media briefings and held press conferences related to all aspects of the department
- Prepared presentations and attended speaking engagements for several schools, colleges and civic organizations
- Task with obtaining the latest and best tools in technology to aid the department in crime reduction
- Attend and present departmental updates at the Mayor's weekly Public Safety meeting and actively participate in the Mayor's Violent Crimes Task Force
- Conduct quarterly meetings with police organizations and associations to discuss their concerns and suggestions

Captain, Management Services Bureau

November 2021 – December 2022

- Provided Supervision for commissioned and civilian personnel in the Recruitment and Applications Section, Human Resources section, Public and Criminal Records, Budgeting and Fiscal, Payroll section, IT Section, Fleet Division, and Carpenter's Shop section
- Personally, responsible for the daily operations and functions of each section, unit, and division, under the direction and supervision of the Deputy Superintendent of Police, of the NOPD, Management Services Bureau
- Personally responsible for monitoring and conducting disciplinary investigations of subordinates
- Completed annual performance evaluations of subordinates
- Reviewed and approved departmental purchase order request
- Responsible for participating as a panelist on accident review board hearings
- • Responsible for participating as a panelist on disciplinary hearings

CANDIDATE: Michelle M. Woodfork

- Coordinate barrier and barricade placement for all major events
- Coordinate repairs and new construction of buildings and facilities through capital projects

Lieutenant, First District

April 2019 – November 2021

- Provided supervision of subordinate platoon personnel in patrol functions
- Ensured all personnel abided by the rules, regulations, and policies of the Department.
- Supervised and controlled all work tasks assigned to or initiated by subordinate personnel
Responsible for the continued training and evaluation of subordinate personnel
- Ensured all payroll information was accurately and timely recorded and all required administrative and criminal reports were completed in approved form, timely submitted, and processed
- Personally responsible for monitoring the performance of subordinates and conducting disciplinary investigations of subordinate personnel
- Deployment of platoon personnel in the field based on analytical data and crime trends
- Attended and participated in community meetings within district of assignment
- Attended and presented platoon status and statistics at weekly district and command staff meetings

Lieutenant, Administrative Duties Division

February 2017 – April 2019

- Provided assistance at the N.O.P.D training academy with all administrative duties assigned, while on limited duty status due to an on-duty injury

Lieutenant, Second District

April 2016 – February 2017

- Provided supervision of subordinate platoon personnel in patrol functions.
- Ensured all personnel abided by the rules, regulations, and policies of the Department. Supervised and controlled all work tasks assigned to or initiated by subordinate personnel. Responsible for the continued training and evaluation of subordinate personnel.
- Ensured all payroll information was accurately and timely recorded and all required administrative and criminal reports were completed in approved form, timely submitted, and processed.
- Personally responsible for monitoring the performance of subordinates and conducting disciplinary investigations of subordinate personnel.
- Deployment of platoon personnel in the field based on analytical data and crime trends
- Attended and participated in community meetings and events within district of assignment
- Attended and presented platoon status and statistics at weekly district and command staff meetings

Lieutenant, Seventh District

January 2016 – April 2016

- Provided supervision of subordinate platoon personnel in patrol functions
- Ensured all personnel abided by the rules, regulations, and policies of the Department
- Supervised and controlled all work tasks assigned to or initiated by subordinate personnel
- Responsible for the continued training and evaluation of subordinate personnel
- Ensured all payroll information was accurately and timely recorded and all required administrative and criminal reports were completed in approved form, timely submitted, and processed
- Personally responsible for monitoring the performance of subordinates and conducting disciplinary investigations of subordinate personnel
- Deployment of platoon personnel in the field based on analytical data and crime trends

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- Attended and participated in community meeting and events within district of assignment
- Attended and presented platoon status and statistics at weekly district and command staff meetings

Sergeant/Commander

December 2012 – January 2016

Alternative Police Response Unit, Communications Division

- Initiate and implement the operations of the newly formed Alternative Police Response Unit
- Provide supervision of subordinate personnel
- Ensure all subordinate personnel abide by the rules regulations and policies of the department
- Supervise and control all work tasks assigned to or initiated by subordinate personnel
- Responsible for the continued training and evaluation of subordinate personnel
- Ensure all payroll information is accurately and timely recorded and all required administrative and criminal reports are completed and in approved form, timely submitted and processed
- Personally, responsible for monitoring the performance and conducting disciplinary investigations of subordinate personnel
- Authoring a weekly report of statistical data to be presented at the department's weekly COMSTAT meeting

Sergeant, Third Police District

March 2012 – December 2012

- Provide supervision of subordinate personnel
- Ensure all Subordinate personnel abide by the rules, regulations, and policies of the Department
- Supervise and control all work tasks assigned to or initiated by subordinate personnel
- Responsible for the continued training and evaluation of subordinate personnel
- Ensure all payroll information is accurately and timely recorded and all required administrative and criminal reports are completed and in approved form, timely submitted and processed
- Personally, responsible for monitoring the performance and conducting disciplinary investigations of subordinate personnel

Sergeant, Sixth Police District

May 2011 – March 2012

- Provide supervision of subordinate personnel
- Ensure all subordinate personnel abide by the rules, regulations, and policies of the Department. Supervise and control all work tasks assigned to or initiated by subordinate personnel
- Responsible for the continued training and evaluation of subordinate personnel
- Ensure all payroll information is accurately and timely recorded and all required administrative and criminal reports are completed in approved form, timely submitted, and processed
- Personally responsible for monitoring the performance of subordinates and conducting disciplinary investigations of subordinate personnel

Sergeant / Bureau of Investigations (Child Abuse) February 2009 – May 2011

- Provide supervision of subordinate personnel, conducting child abuse investigation
- Ensure all subordinate personnel abide by the rules, regulations, and policies of the Department
- Supervise and control all work tasks assigned to or initiated by subordinate personnel
- Responsible for the continued training and evaluation of subordinate personnel

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- Ensure all payroll information is accurately and timely recorded and all required administrative and criminal reports are completed in approved form, timely submitted, and processed
- Personally responsible for monitoring the performance of subordinates and conducting disciplinary investigations of subordinate personnel

Adjunct Instructor / Delgado Community College, Westbank Campus August 2007 – December 2007

- Provide academic instruction to students on the criminal justice process during the fall semester of 2007

Sergeant, First Police District

January 2008 – August 2007

- Provided supervision of subordinate personnel
- Ensured all personnel abided by the rules, regulations, and policies of the Department
- Supervised and controlled all work tasks assigned to or initiated by subordinate personnel
- Responsible for the continued training and evaluation of subordinate personnel
- Ensured all payroll information was accurately and timely recorded and all required administrative and criminal reports were completed in approved form, timely submitted, and processed
- Personally, responsible for monitoring the performance of subordinates and conducting disciplinary investigations of subordinate personnel

Sergeant, Second Police District

September 2003 – January 2005

- Provided supervision of subordinate personnel
- Ensured all personnel abided by the rules, regulations, and policies of the Department
- Supervised and controlled all work tasks assigned to or initiated by subordinate personnel
- Responsible for the continued training and evaluation of subordinate personnel. Ensured all payroll information was accurately and timely recorded and all required administrative and criminal reports were completed in approved form, timely submitted, and processed
- Personally responsible for monitoring the performance of subordinates and conducting disciplinary investigations of subordinate personnel

Detective, ISD, Child Abuse

December 1998 – September 2003

- Conducted complete and thorough investigations on all allegations of child sexual and physical abuse and death
- Networked with other agencies for the overall protection of children and assisted in providing a safe environment for abused children
- Educated police officers and the community regarding issues of child abuse cases and mandatory reporting laws
- Provided courtroom testimony in prosecution of assigned investigations

Police Officer-Field Training Officer

August 1991 – December 1998

Seventh Division-Police District Task Force Unit

- Duties consisted of general law enforcement activities, street patrol, primary unit investigations and preparing incident reports
- Trained, instructed, and evaluated new recruits in field assignments

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- Task Force responsibilities included directing patrols, tracking leads, gathering evidence, and locating witnesses
- With the use of intelligence, support units, and advanced computerized technology, developed and identified suspects
- Provided courtroom testimony in prosecution of affected arrest

Police Recruit / Municipal Training Academy **April 1991 – August 1991**

- Completed academic, physical, first aid/CPR, and firearms training. Received post-certification

Police Recruit / NOPD Applicant Investigations **January 1991 – April 1991**

- General clerical duties

Criminal Sheriff Deputy, Orleans Parish Criminal Sheriff's Office **October 1989 – January 1991**

- Provided courtroom security and escort for female inmates

EDUCATION

Master of Arts, Criminal Justice | Southern University at New Orleans

Bachelor of Science, Criminal Justice | Southern University at New Orleans

PROFESSIONAL DEVELOPMENT & TRAINING

Executive Leadership and Police Organization Training, Bureau of Justice Assistance

Leadership in Police Organization (LOP)/International Association of Chiefs of Police

Responding to Allegations of Racial Profiling/Louisiana National Guard(LANG)

Standardized Field Sobriety Testing

Chemical testing for Intoxication

Darkness to Light Training/Child Abuse

Child Advocacy Centers Training

Interviews and Interrogations Training Course

Responding to Missing and Abducted Children/National Center for Missing and

Exploited Children

Practical Homicide Investigations/Vernon J. Gerberth

Child Exploitation Investigations

Dispatcher and Domestic Violence Seminar

Death Investigation Seminar/F.B.I.

Sexual Deviant Behavior Training Course/F.B.I.

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National Certification for Field Training Officers

Leading by Example: Ethics and Resilience/F.B.I. National Academy Associates

Leadership and Management Training/ F.B.I. National Academy Associates

ATF Gun Violence Seminar

Strategic Community Police and Problem Solving

Violence Interdiction Training

United States Secret Service Seminar

ATF Chiefs of Police Executive Forum on Gun Crimes

Intensive Media Training/Retired Professor Lisa Martin, Loyola University

Ethics Training (annually)

Active Shooter Training

Command Staff Training (annually)

NOPD Rifle Training

NOPD Taser Training

NOPD Supervisor Training

Advance Training for Police Officer II, III, and IV

PROFESSIONAL AFFILIATIONS

St. Peter Claver Catholic Church

Alpha Kappa Alpha Sorority Incorporated (AKA)

Fraternal Order of Police – Crescent City Lodge (FOP)

National Organization of Black Law Enforcement Executives (NOBLE)

International Association of Chiefs of Police (IACP)

Police Executive Research Forum (PERF)

Black Organization of Police (BOP)

International Association of Women Police (IWAP)

Assessor for several police and sheriff organizations to assist in the promotional selection process for rank of sergeant, lieutenant and captain

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ADDITIONAL INFORMATION

Awards

Fannie C. Williams Certificate of Appreciation

Louisiana Center for Law and Civic Education Award

5-Police Officer of the Month Awards

Life Saving Commendation

5 Citizen Letters of Commendation

2-Departmental Letters of Commendation

Eleanor McMain, Certificate of Appreciation

Purple Heart Letter of Commendation

Supervisor of the Quarter Award

New Orleans City Council Women of Steel Award for Service in Government