

**SANDRA G. BUTLER**



**EXPERIENCE**

**GOVERNMENT RELATIONS**

Currently advise a broad client mix on improving relationship with public officials, elected and appointed. Formulate strategies for influencing public policy and furthering clients' legislative agenda.

**ADMINISTRATION AND MANAGEMENT**

Administered \$2 million program for staff development and training in human services. Supervised program monitoring and reporting procedures for compliance with state and federal regulations. Negotiated contract terms with human services agency and program directors in the areas of mental health, alcohol/other drug abuse and developmental disabilities. Developed and implemented client grievance procedure for human service delivery system. Supervised sales and merchandising staff in retail environment.

**RESEARCH**

Researched and evaluated legislation promulgated at the local, state and federal levels covering a wide range of concerns. Analyzed and interpreted data for elected officials, drafted local legislation and consulted on strategy alternatives. Prepared and presented reports focusing on budgetary, programmatic and policy issues.

**COMMUNITY RELATIONS**

Advised clients regarding community presence and participation in community affairs. Worked extensively with community groups, the public and private sector for the betterment of our community. Maintained effective communication and a solid network with elected and appointed officials, administrators and the community at large. Past and present affiliations represent broad cross section of interests.

**EMPLOYMENT HISTORY**

1991-Present	BELIEVERS IN CHRIST MINISTRIES, INC. Administrator
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Area of responsibility: Program development, educational community liaison, core-curriculum development, and special projects.

1988-1991

COOK & FRANKE, S.C.  
Government Relations Advisor

Area of responsibility: Local units of government; Milwaukee County, City of Milwaukee, Milwaukee Metropolitan Sewerage District.

1986-1988

MILWAUKEE COUNTY BOARD OF SUPERVISORS  
Principal Research Analyst

Area of responsibility: Department of Parks, Recreation and Culture, Zoo, Museum, Stadium, Cultural Programs.

Researched and analyzed data, evaluated and recommended policy.

1982-1986

MILWAUKEE COUNTY COMBINED COMMUNITY SERVICES BOARD  
Educational Services Coordinator

Area of Responsibility: Human Services.

Monitored programs and contract.

1975-1982

MILWAUKEE COUNTY BOARD OF SUPERVISORS  
Legislative Research Analyst (1979-1982)

Area of Responsibility: Health.

Gathered and collected information and researched health issues. Wrote and presented reports on matters related to Milwaukee County Medical Complex, Mental Health Center, Combined Community Services Board and the Milwaukee Regional Medical Center.

Administrative Aide (1975-1979)

Area of responsibility: Constituent service requests.

Investigated and resolved constituent problems and assisted constituents of County Supervisors to maneuver through the system. Attended community meetings and apprised Supervisors of constituents needs and concerns.

**EDUCATION**

B.A. French - University of Wisconsin-Madison (1972). Attended variety of training and development workshops and seminars.

**AFFILIATIONS**

Public Policy Forum 2020 Project  
American Heart Association (Public Affairs Committee)  
Milwaukee Urban League  
Greater Milwaukee Education Trust (Teacher Award Program)  
Milwaukee NAACP (Past Board Member)  
North Central Service Club (Past President)  
Alverno College Role Model Panelist

**REFERENCES**

Provided upon request.