

# Appointment of Covenants Committee Member Resolution Worksheet

Date: June 18, 2025

## Suggested Motion:

"I move to appoint \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ as members of the Covenants Committee."

2<sup>nd</sup>:

## Summary:

There are three seats available for appointment on the Covenants Committee.

Current members Kristine Miller and Anita Van Breda are seeking reappointment, and unit owner Jay Figurski has expressed interest in joining the committee.

Candidate resumes and a letter of interest are included.

## Vote:

	In Favor	Opposed	Abstained	Absent
Scott Buchanan				
Dave Bush				
Caitlin Counihan				
Lucille Eddy				
Elaine Lawler				
Jeff Lisanick				
Scott Mulrooney				
Mike Rothenberg				
Jim Wicker				

June 11, 2025

Dear Board of Directors,

Please consider me for reappointment as a member of the Covenants Committee. I have served as a committee member for two years now. I have learned so much and I continue to enjoy collaborating with the other committee members. In addition, I continue to welcome the challenging, but important job, of upholding the Parkfairfax Covenant specifications.

I have been an owner in Parkfairfax for almost 5 years. I value the historical elements of this community. I work diligently to monitor and enforce compliance by owners and residents. As a committee member, I advise and assist the Board of Directors in decisions that are best suited to preserving this historic community.

Throughout my life, I have been both an owner and renter of different communities. I have always treated neighbors with respect, as well as the communities I have lived in. As a teacher for 20 years, I've had experience maintaining a comfortable learning environment, doing what's best for my students, and meeting with parents to discuss strengths and needs of their child. In addition, I have been a member of my school's leadership team for the past 5 years. In this position, I have needed to consult with my teammates and collaborate with other leadership members to make important decisions that reflect the mission of our school. I feel these roles have prepared me for being an active member on the Parkfairfax Covenants Committee. I have the experience to do what is best for our owners and residents, while also upholding our community's values and resolutions.

Thank you for considering me for reelection,

Kristine Miller  
3716 Lyons Ln

## QUALIFICATIONS SUMMARY

*Countries of work experience:* Bahamas, Indonesia, Papua New Guinea, Republic of Congo (formerly Zaire), Sri Lanka, Thailand, USA, Vanuatu, Virgin Islands.

- 15 years' experience innovation and design, development and implementation of environmentally responsible disaster recovery, reconstruction and risk reduction programming and policy
- Co-focal point for Environment, Climate Change, Disaster Risk Reduction *Sphere Humanitarian Standards Handbook* revision team
- Co-Chair *Environment Community of Practice* for UN Emergency Shelter Cluster
- Writing team member, The Seep Network *Minimum Economic Recovery Standards*
- Non-profit institutional development, management and training
- Organizational financial management and strategic planning
- Managing, leading and cultivating relationships and partnerships/coalitions with complex stakeholders: international and local non-governmental organizations (NGOs), United Nations (UN), senior officials, communities, donors, governments
- Providing technical and management oversight and guidance to geographically dispersed teams on program and project performance; identifying opportunities for enhancing project design and implementation

## PROFESSIONAL EXPERIENCE

### **World Wildlife Fund, Washington DC.**

2015-present

*Senior Director, Environment and Disaster Management*

Lead WWF engagement in green disaster management policy and practice with NGOs, governments and UN agencies. Design, develop and implement natural and nature-based flood management approaches and training.

### **World Wildlife Fund, Washington DC.**

2005-2015

*Director, Humanitarian Partnerships*

Designed, developed and implemented five-year, \$ 4.5 million global partnership with American Red Cross for environmentally responsible disaster recovery, reconstruction and risk reduction. Led global team on integration of natural resource management into sustainable shelter, water, livelihoods and disaster risk reduction programming and training. Lead WWF engagement in green disaster management policy and practice with NGOs, governments and UN agencies.

### **World Wildlife Fund, Washington DC.**

2002-2005

*Senior Program Officer, Asia-Pacific Marine Ecoregions.*

Manage strategic planning and design for marine protected areas, species protection and fisheries management.

### **Electoral Reform Project-Transparency International. Papua New Guinea**

2001

*Consultant*

Train project manager and staff in strategic planning and financial management for two-year electoral reform and good governance project.

### **Conservation Melanesia. Papua New Guinea**

1997-2000

*Chief Technical Advisor*

Technical Advisor for local environment conservation NGO. Led organizational development and management; fund raising and financial management; environment conservation program design and management, sustainable development and international and national environmental policy; recruit train and manage staff of six.

### **Transparency International-PNG, Inc. Papua New Guinea**

1998

*Consultant*

Evaluate organizational structure and project activities, recommend organizational design techniques and methodology, conduct strategic planning training for board of directors and staff.

**George Mason University, Bahamas.**

1996-1997

*Part-time Faculty*

Provide marine ecology and resource management instruction for field studies and community learning class at the Bahamas Environmental Research Center. Design training for Bahamian staff, supervision of students and staff.

**Department of Industry, Trade and Commerce, Vanuatu**

1995

*Consultant*

Survey rural businesses in Northern Province. Design survey and interview entrepreneurs; identify capabilities and analyze needs of business operators; analyze appropriate and feasible industrial and rural development. Develop recommendations for village business opportunities including ecotourism, transportation, retail business, and sustainable forestry and fisheries.

**Foundation for the People of the South Pacific, Vanuatu.**

1994-1995

*Marine Conservation Planner-Profitable Environmental Protection Project*

Marine conservation planner for USAID conservation and business development project. Work with local communities and government agencies to incorporate biological, social and economic factors into strategy for long term coastal environmental protection and enterprise development. Responsible for training of local counterpart; supervision of consultants; project documentation and reporting; and liaison with government and partner agencies.

**Yale University, USA.**

1992-1993

*Program Director, Center for Coastal and Watershed Systems*

Responsible for organizational development and management, short-term and long-range strategic planning. Direct program development manage fundraising and project budgets. Responsible for all aspects of administration, public affairs, and publications. Design graduate field course in coastal zone assessment and management. Supervise assistants.

**National Park Service, US Virgin Islands**

1990

*Resource Management Biological Technician*

Conduct field studies on marine and terrestrial resources, water quality survey; coral reef monitoring and damage evaluation; mooring buoy installation; international Biosphere Reserve resource management training programs; feral animal control and monitoring; project documentation and technical reporting; maintain wildlife database. Provide environmental education training for Youth Conservation Corps. Supervise volunteer data collectors.

## EDUCATION & SKILLS

**Yale University, School of Forestry and Environmental Studies**

*Master of Environmental Studies*

**George Mason University**

*Bachelor of Art-Biology; Environmental Management Certificate*

**Clark University, USA**

*Participatory Rural Appraisal Certificate*

**United Nations**

Environmental Advisor UN Emergency Shelter Cluster Training

Melanesian Pidgin (*fluent*), Dutch (*conversational*), French (*basic*)

## PUBLICATIONS/PRESENTATIONS

**Resilient Together 2018 Annual Forum.** FEMA, World Bank, GFDRR. Communication and Engagement with Communities: Local to Global Experiences from the World of Floods.

**International Women's Forum, 2018 World Leadership Conference. Sea Change: Sea Rise** panel discussion with Atiq Rahman, Bangladesh Centre for Advanced Studies; Susanne Torriente, Chief Resilience Officer City of Miami Beach; Jeanne Meserve moderator.

Oglethorpe, J. **van Breda, A.** et. Al. *Mainstreaming Natural Resources into Post-Conflict Humanitarian and Development Action*. 2016. **Environmental Law Institute**. “Governance, Natural Resources and Post-Conflict Peace Building” series.

**Anita van Breda** and Robert Laprade “Reducing Risk and Vulnerability–An Environmental and Humanitarian Reconstruction Partnership”. *Conference Proceedings 2008 4th International i-Rec Conference Building resilience: achieving effective post-disaster reconstruction*. Downloaded from <http://www.resorgs.org.nz/irec2008/Papers/van%20Breda.pdf>, August 25, 2011

Laprade, R and **van Breda, A.** “Best Practices: Green Recovery and Reconstruction Toolkit and Training.” *Monday Developments* 28, no 11 (November, 2010): 27-28

Aurelie Shapiro and **Anita van Breda**. “Satellite Imagery Helps Haiti Rebuild”. *Focus*. July/August 2010. Vol.32, Number 4.

May 16, 2025

Jay Figurski  
1549 Mount Eagle Pl  
Alexandria, VA 22302

Dana Cross  
Assistant General Manager  
Parkfairfax Condominiums

Dear Ms. Cross,

I saw the request for Covenants Committee Volunteers in the May Parkfairfax newsletter. As an owner/resident of a condo here for the past four years, I have grown very fond of our community. I believe it is a unique place in the DMV due to its mature, well-tended greenspace, and its historic buildings. That can only remain the case if the community's aesthetic and safety guidelines are heeded. It is my understanding that enforcing those guidelines is the core mission of the Covenants Committee, and I am happy to offer my time to assist it in doing so.

As you can see from my resume, my entire professional experience lies in the defense intelligence field. However, in 22 years as a U.S. Army officer, I have extensive experience enforcing standards clearly, fairly, and according to published doctrine/guidelines.

Regards,  
Jay Figurski

Alexandria, VA | (b)(6), (b)(7)(C), (b)(7)(D)

Engagements Planning and Execution – Political-Military Advising –  
Foreign Policy and Diplomacy – Intelligence Production and Analysis – Security Cooperation

## Intelligence Planner, SOSi LLC, Vicenza, Italy 2024 – 2025

- UNITED STATES ARMY** **2002 – 2024**

## 2021 – 2024

- North Branch Chief, U.S. Africa Command, Stuttgart, Germany** **2017 – 2021**

- Assistant Army Attaché, U.S. Embassy - Baghdad, Iraq 2016 – 2017

- Represented the U.S. Army and DoD to the Iraqi Defense Ministry in Baghdad, the Kurdish Regional Authority in Kirkuk, and other multinational military staffs in Baghdad at over 150 engagements.

- Authored over 300 information reports based on engagements with host nation security forces and the diplomatic community that were used in finished intelligence products, including the Presidential Daily Briefing.
- Directed daily operations for the Defense Attaché Office staff of 11; set office-wide prioritizations for reporting topics; maintained 100 percent accountability for classified information and equipment valued at over \$5 million; provided oversight of travel and procurement budget worth over \$500,000.

**Company Commander, 24<sup>th</sup> Military Intelligence Battalion – Heidelberg, Germany      2010-2012**

- Managed, supervised, and mentored an All-Source Intelligence Company of 110 soldiers; maintained accountability and readiness of a fleet of 35 vehicles and advanced classified communications systems valued at over \$15 million; ensured worldwide deployability readiness at 48-hours notice
- Supervised an Intelligence Analysis Staff that produced over 500 daily intelligence briefings and finished intelligence products for customers including the Commander of U.S. Army Europe and NATO Land Component Headquarters Staff.

**Intelligence Trainer, 1<sup>st</sup> Iraqi National Police Brigade – Salman Pak, Iraq      2007-2008**

- Trained and mentored the S2 section of a newly established Iraqi National Police Brigade during the “Surge” in central Iraq, focusing on targeting, the intelligence cycle, and site exploitation.
- Accompanied the Iraqi Brigade HQ on continuous operations against insurgents; utilized Arabic language skills to offset interpreter shortage.

**Battalion Intelligence Officer, 1-94 Field Artillery – Idar-Oberstein, Germany      2005-2006**

- Advised tactical mission commanders on enemy systems capabilities and dispositions, and monitored enemy activity in southern Baghdad during a 12 month-deployment in order to determine the safest travel routes based on pattern and risk analysis.
- In garrison, took charge of unit physical and personnel security programs, and designed an Iraqi cultural awareness course for Soldiers assigned to deploy to Iraq as replacement personnel.

**Platoon Leader, 1-94 Field Artillery – Baghdad, Iraq      2003-2004**

- Deployed to Baghdad directly out of Officer Candidate School and the Field Artillery Officer Basic Course; took charge of a platoon in the middle of counterinsurgency operations during the first rotation of Operation Iraqi Freedom.
- Led 30-Soldier platoon as dismounted infantry through daily patrols in the al-Dora section of Baghdad as well as finding and removing ammunition caches emplaced by the Saddam Hussein regime throughout the city to enable insurgent attacks against U.S. forces

## **EDUCATION and TRAINING**

DSCA Introductory Security Cooperation Course, Stuttgart, Germany (satellite)	2017
Joint Military Attaché School, Joint Base Anacostia-Bolling, Washington, D.C.	2016
M.A., Middle East and North African Studies, University of Michigan, Ann Arbor, MI,	2014
U.S. Army Intermediate Level Education (ILE), Distributed Learning	2014
Defense Language Institute Modern Standard Arabic Course, Monterey, CA (Honor Graduate)	2013
U.S. Army Foreign Area Officer Introductory Course, Monterey, CA	2012
U.S. Army Intelligence Captain’s Career Course, Fort Huachuca, AZ	2009
Joint Operations Planning and Execution System (JOPES) Course, Fort Eustis, VA	2007
U.S. Army Field Artillery Officer Basic Course, Fort Sill, OK	2003
U.S. Army Officer Candidate School, Fort Benning, GA	2002
B.A., History, University of Michigan, Ann Arbor, MI	2001