



WARWICK CITY COUNCIL  
LEGISLATIVE DEPARTMENT  
3027 WEST SHORE ROAD  
WARWICK, RHODE ISLAND 02886  
TEL (401) 738-2016  
JOANNE.M.COURNOYER@WARWICKRI.COM

November 13, 2019

TO THE HONORABLE STEVE MEROLLA, COUNCIL PRESIDENT  
AND  
THE HONORABLE MEMBERS OF THE WARWICK CITY COUNCIL:

Pursuant to City Charter 6-197

Entitled

“Juvenile Hearing Board”

I hereby appoint:

FRANK A. BROWN  
44 Beechcrest Street  
Warwick, RI 02888

VICE: Linda Dale (Ward 1)

Term to expire: November 30, 2021

  
\_\_\_\_\_  
Appointments Chairman James McElroy

11-14-19  
\_\_\_\_\_  
Date

Frank A. Brown  
44 Beechcrest St.  
Warwick, RI 02888  
401-787-5153  
FAB1770@aol.com

## PROFILE

My name is Frank Brown and I am interested in serving on the City of Warwick Juvenile Hearing Board. I have been employed by the State of Rhode Island for the last 29 years. My employment began in 1989 as a Certified Nursing Assistant at the Eleanor Slater Hospital, shortly into my employment I transferred to Ladd School in Exeter, RI where I provided direct care of individuals with developmental disabilities. Prior to the closing of Ladd School, and until 2013 I began working in the department's community residential program (RICLAS Group Homes). During this time, I continued to provide Direct Care Staff to Individuals in a Group Home setting. In 2016 I became Supervisor of Care and Development. In this capacity, I supervised over 25 employees that provided the care and development of Individuals residing in Group Homes. In 2016 to present, I have served as Coordinator of Community Residential Services. I coordinate habilitative care for 70 individuals residing in 13 group homes, I supervise 116 Direct Care Staff and 6 Group Home Managers. I am a member of the Rhode Island Disaster Behavioral Health Response Team. I am Director of Special Olympics for RICLAS, and Emergency Management Liaison for RICLAS. I am certified by State of RI, BHDDH as an Investigator of severe incidents, as an Investigator I have good knowledge and experience in hearings, testifying and arbitrating. I have acted as a Representative of the department speaking in public forum at funerals, hearings and trainings.

In addition to my work, I have an extensive history of working and volunteering with the youth of the great city of Warwick and other communities. In this past, I served on the Board of Directors at Warwick West Side Little League (now known as Warwick North) for nearly 10 years, as well as the President of the league for four years. I was recognized as an influential advocate for Little League Softball in the State of Rhode Island. I was Director of Girls Basketball at St. Peters, and involvement with Warwick Boys and Girls Club Basketball program. I assembled the first girl's basketball "Travel" team for the Warwick Warriors Program. I have served as a Basketball Official in many communities including through the Rhode Island Interscholastic League. I was the assignor for basketball officials in the city of Warwick's High School teams. Currently, I volunteer with the Pilgrim High School girl's basketball team.

## QUALIFICATIONS

My qualifications are, but not limited to, my dedication and commitment to ensure safe, healthy and beneficial life experiences to youth. I have experience in communication with families and community partners. My experience as an Investigator has offered me great opportunities to exhibit my fairness and objective point of views in any given circumstances. My employment and volunteer

opportunities have developed comprehensive skills in administration and supervision. I am extremely organized and thorough. My experiences show I work well with others, excel in leadership skills and present myself in a professional manner.

## WORK HISTORY

2016- Current Coordinator of Community Residential Service  
2013-2016 Supervisor of Care & Development – Smithfield Commons Apartments, Station St Group Home, Whitman Rd Group Home, Wood Rd Group Home  
1992-2013 Community Living Aide – Byron Randall Group Home, Stratford House Apartments, Station St Group Home  
1990-1992 Institute Attendant – Kingston Cottage (Ladd School)  
1989-1990 Certified Nursing Assistant – Elanor Slater Hosp.

## VOLUNTEER HISTORY

Pilgrim High School Basketball  
Pilgrim High School Athletics  
Warwick West Side Little League (Warwick North)  
Warwick Warriors Boys and Girls Basketball  
Travel Softball Organizations (Bombers Elite, Coventry Crush, RI SWAT)  
St. Peter's Basketball  
West Warwick Steelers Football  
Special Olympics RI  
Unified Basketball Official  
Pilgrim High School After Prom Extravaganza (APE)

## EDUCATION

### Annually

CPR Certification, Crisis Prevention, HIPPA compliance, Cybersecurity, Human Rights,  
2018 Rhode Island Disaster Behavioral Health Response Team Training  
2014 Supervisor Training – One Capitol Hill  
2014 Serious Incident Investigation – BHDDH Office of Quality Assurance / Quality Investigation  
1996 CCRI – General Psychology  
Developmental Psychology  
Interviewing Skills  
Intro to Social Work  
1988 West Warwick High School



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Behavioral Healthcare, Developmental Disabilities and Hospitals  
RHODE ISLAND COMMUNITY LIVING AND SUPPORTS  
6 Harrington Road  
Cranston, RI 02920-3080

TEL: (401) 462-2180  
FAX: (401) 462-2139

September 20, 2019

To whom it may concern:

I have had the privilege of working with Mr. Brown for approximately 20 years, and being his Supervisor for the past 4 years. We work for a State Operated Residential Program that serves the needs of various intellectually disabled adults. Mr. Brown always demonstrates compassion and Leadership that is exemplary to both the people we support and the staff that he oversees.

While Mr. Brown's primary role is to oversee daily operations of our programs, he also fulfills many other important functions within our department. He is the Head Coach of our Special Olympics team and orchestrates all of its events, requirements, and related activities. He serves as a role model to all who are involved in these activities; staff, people we support, families and community partners. Mr. Brown is also our community liaison to towns and regional coordinators as our Emergency Management point of contact. He has had vast experience in dealing effectively with emergency protocols during storms, power outages, and other emergency issues including all safety concerns for our staff and the people we support.

I have had cause to witness Mr. Brown's professional demeanor in many different environments but one area in which he excels is when he has been called upon to testify in grievances, arbitrations and investigations. As a trained investigator, his testimony is always flawless and is respectful, objective and demonstrates his professionalism perfectly. He always has all of his information thoughtfully researched and thought out while performing investigations and while testifying to the contents of such. His investigations are completely comprehensive in nature and always present a fair, objective point of view that demonstrates his skill and professionalism.

I have worked alongside Mr. Brown for several years and have witnessed his professionalism, dedication and compassion that has made a tremendous difference not only to the people we support but to the people he has worked for and with. He would be nothing short of an asset to any agency, program or group that has the best interest of any individual at its center. The juvenile hearing board would be a place where Mr. Brown's skills would be a compliment to the process and would benefit all involved. I have always known Mr. Brown to consider fairly and objectively any case or situation presented to him. His thoughtfulness, compassion and skill set would fit perfectly in this role.

Please feel free to contact me if you would like more detail or information. I'm happy to assist.

Sincerely,

Erin Perron MA, CAGS, LMHC  
Associate Director I  
Rhode Island Community Living and Supports  
401-462-2180