

**Mandy Gardner**  
Project Operations Manager



**Education**

- > Bachelor of Arts in International Studies: Security and Intelligence (The Ohio State University)

**Key Areas of Expertise**

- > Project Management
- > Strategic Planning
- > Exercises and Training
- > Security Threat and Vulnerability Assessments

**Relevant Experience**

- > Project Coordinator for Emergency Management projects
- > Exercise design, conduct and evaluation
- > HSEEP Certified and knowledgeable in NIMS, EOC Operations, the National Response Framework and Target Capability List

Ms. Amanda Gardner has over five years of emergency management, homeland security, operations, logistics and project management experience. Ms. Gardner earned a Bachelor of Arts with Honors in International Studies – Security & Intelligence with a minor in General Business from the Ohio State University. Ms. Gardner is certified in HSEEP as well as FEMA IS 100, 120, 200, 300, 400, 700 and 800. She is well versed in the National Response Framework, Target Capability List, Capability Assessments, and Gap Analysis. Ms. Gardner’s communication and interpersonal skills have allowed her to successfully interact with numerous local, state and federal response disciplines as part of numerous small, medium and large preparedness projects.

Ms. Gardner has participated extensively in all stages of the exercise process. Ms. Gardner has designed, facilitated and conducted exercises ranging from tabletop to full-scale for various clients including The Ohio State University, the City of Gahanna, the Ohio Department of Mental Health, the Ohio Department of Health, Columbus Regional Airport Authority, and the Ohio Hospital Association as well as other county, university and healthcare clients. She also served as a controller and evaluator for numerous tabletop, functional and full-scale exercises and supported the Ohio Grant Exercise Program. Ms. Gardner has served as the lead in developing appropriate exercise materials such as SITMANs, MSELs, Player Handbook, After Action Reports and Improvement Plans.

Ms. Gardner served as the Implementation Coordinator for a statewide Patient Tracking system. Relevant tasks related to this role included coordinating and facilitating regular meetings with the Statewide Implementation Committee which consisted of representatives from Emergency Medical Services (EMS), hospitals, public health, and Emergency management. Ms. Gardner also designed facilitated and evaluated 13 workshops to train hospital representatives across the State of Ohio on the OHTrac-Patient Tracking system.



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Additionally, Ms. Gardner served as Project/Operations Coordinator for the Illinois-Indiana-Wisconsin Combined Statistical Area Regional Catastrophic Planning Project. In this role, she participated extensively in the Capabilities Assessment and Gap Analysis process as well as assisted with developing the Capabilities Assessment Report and Implementation Plan. Ms. Gardner served as Project Coordinator for the Capital University Security Threat and Vulnerability Assessment project where she developed the stakeholder survey, supported the Capabilities Assessment and Gap Analysis, assisted with analyzing the collected data, and helped to translate the information into a Security Strategic Plan and Implementation Plan for the University. Ms. Gardner serves as Project Coordinator to develop a Violence Prevention and Response Program for the United States Marine Corps. In this role, she scheduled and participated in key meetings and interviews, drafted capability assessment materials, presented findings to key personnel and ensured project timelines and deliverables were achieved.

Ms. Gardner also serves as Project Coordinator for the development of County Homeland Security Strategic Plans. This involves establishing and facilitating multi-disciplinary, multi-jurisdictional working groups; conducting a Capabilities Assessment and Gap Analysis with an emphasis on the Target Capabilities List; and crafting a Strategic Plan and Implementation Plan to bridge the identified gaps.

Prior to joining ARMADA, Ms. Gardner served the State of Ohio as Investigative Audit Specialist for the Auditor of State's Special Investigations Unit. In this role, Ms. Gardner assisted in developing training programs for law enforcement officials as well as planning and serving as a moderator for the annual Fraud Conference. Ms. Gardner was tasked with writing grant applications to secure funding for the Special Investigations Unit and served as a point of contact and administrator for the State's Fraud Reporting System.