

KIMBERLY PENN

HOUSTON, TEXAS

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• E-MAIL INFO@KIMBERLYPENN.COM

EXPERIENCE

1993–Current **Webtropolis**

President

- Risk compliance auditor utilizing Health Insurance Portability and Accountability Act (HIPAA) and Family Educational Rights and Privacy Act (FERPA) standards and guidelines for \$30 million and greater organizations.
- Analyze current and proposed business processes to ensure alignment with corporate excellence objectives.
- Lead and assist with documenting of business processes, controls and standard operating procedures.
- Assist in the acquisition and implementation of new technologies and tools to improve the organization's internal operations, external capabilities, and information delivery capabilities.
- Design, deploy, and maintain networks for small and Enterprise businesses.
- Resolve complex business and/or technical problems.
- Specialized in technical project management for organizations with annual budgets more than \$60 million.
- Extensive Request For Proposal (RFP) project management.
- Department of Defense Mentor
- Startup advisor and investor
- Extensive business to business sales experience.
- Founder of Techpak. A dynamic STEM/STEAM initiative for K-12 students from underserved communities within greater Houston. Serves over 800 students annually.

2004–2017 **East End Life Center**

CEO

- Manages the activities of the organization, its programs, and mission to serve and support greater Houston's underserved.
- Robert Wood Johnson Foundation Community Health Leaders 2008 Nominee.

2009-Current **San Jacinto, Houston Community College and Lone Star College**

Instructor

- Teaches Small Business Success Series, Intellectual Property, Introduction to Sociology, Entrepreneurship, Risk Mitigation, Technology and Ethics, Introduction to Psychology, CompTIA A+, CompTIA N+, Microsoft 365, Various Wireless Technology courses, Windows Server 2019-current, Basic Interview Skills, High Performance Computing, various Coding a, Cultural Diversity, Criminal Justice and Victimization, various Unmanned Aircraft Systems Technology, and more.
- Faculty of the Term 2010 (3X), Faculty of the Year 2010, and National Faculty of the Year 2010.

2015-Current **Professor Drones**

CEO

- Uncrewed Aerial Systems Subject Matter Expert (SME) specializing in hazmat and pipeline inspections.
- Programmatic and safety development in aviation utilizing Artificial Intelligence (AI) and emerging drone technologies.

2019-Current **Houston Community College**

Entrepreneur In Residence

- Bolsters the local, state, and national economy by building Houston's ecosystem via entrepreneurial initiatives for students, faculty, community members, small/medium/enterprise organizations.
- Advises Chief Entrepreneur Officer and Associate Vice Chancellor.

2020-Current **Women and Drones**

Chief Strategist

- Creates, formulates and implements strategies that align with the organization's core mission.
- Led the global growth program expanding into 44 countries with 20 months of onboarding.

EDUCATION

- Master of Science Technology Management - Georgetown University
- Master of Arts in Sociology (MA) – University of Houston

- Bachelor of Arts (BA): Dual Majors: Psychology and Computer Information Systems – Houston Baptist University

QUALIFICATIONS

Excellent communication skills and able to demonstrate mastery of the English language in verbal or written form. Able to translate technical documents into Spanish (all literacy levels). Able to network successfully within both nonprofit and corporate environments, community partner with various educational institutions in greater Houston. Able to introduce, sustain, and create collaborative relationships via outreach and programs on a local, state, and national level. Over fifteen years of full-time and part-time teaching (college-level) to a diverse student population. Knowledge of research based software. Highly proficient with Salesforce including development.

Technical: Extensive administration knowledge of all Windows Operating Systems and Office productivity software. Has extensive knowledge of both Windows and VMware software. Extensive HIPAA Security experience, Health Information Management (HIM), Intuit software, CompTIA, Virtualization/Cloud Computing, and Apple/Macintosh products and services. Wireless and VOIP security specialist, and current ECommunications technology. Apple Developer of iOS. Apple repair and training consultant. Extensive administrator experience in desktop computers/computing, Active Directory, email server, SQL server, wireless networks, LAN/WAN, project management, VPN/Remote access, network operations and monitoring, application server security, network design, and server design. Extensive knowledge of large language models (LLM) associated with artificial intelligence (AI).