

Todd E. White

July 26, 2023

State of Nevada Department of Sentencing Policy
Attn: Hunter Jones
625 Fairview Drive
Carson City, NV 89701
hunterjones@ndsp.nv.gov

RE:

EXECUTIVE DIRECTOR- NEVADA DEPARTMENT OF SENTENCING POLICY

Dear Mr. Jones:

Please accept this letter and the included paperwork as my application for the Executive Director position of the Nevada Department of Sentencing Policy. I would consider it a privilege and honor if you would review my submission and invite me for an interview. My positive attitude, leadership skills, knowledge of policies and procedures and overall background in the criminal justice system at many levels and various positions, will make me a valuable employee in continuing the great service to the State of Nevada that has already been established.

My commitment to excellence, leadership and resource stewardship cannot be overstated.

As requested in the announcement, I have enclosed my Resume and two Letters of Recommendation.

If you have any further questions or need clarification, please do not hesitate to contact me. I look forward to hearing from you to schedule an interview.

With gratitude,

Todd E. White
Enclosures

Todd E. White

As a member of the District of Nevada/United States Probation Office Management and Leadership teams, I was responsible for providing high level leadership to formulate, supervise and implement policy and initiatives to meet our Mission Statement. Prior to Federal retirement, I served as the Reno Divisional Office Manager, leading seven probation officers, two support staff, and interns/volunteers. Also, I was the management team liaison to four U.S District Court Judges: three U.S. Magistrate Judges; the clerk's office; and Federal, state and local agencies/stakeholders.

KEY RESPONSIBILITIES

Divisional Office Manager
Performance Management
Strategic Planning
Evidence Based Practices
Background Investigations
Budget Planning
Supervision Assignments/Review
Presentence Assignments/Review
Policy Formulation
LMP/GPS Coordinator
WITSEC Coordinator
DATS/Mental Health Coordinator
ATLAS Coordinator
Re-Entry Court Implementation
ASP Instructor
Search & Seizure Administrator

KEY STRENGTHS

Collaborative
Stewardship
Communication Skills
Professional Writing
Policy Research/Formulation

CAREER HIGHLIGHTS

- + Managed divisional office daily operations; develop and mentor staff throughout the district.
- + Coordinator and/or management liaison for many district wide programs, such as DATS/Mental Health; LMP/GPS; Supervision Committee; Critical Incident/Stress Management Committee Chairperson; ASP Instructor; ATLAS Coordinator; PACTS 2.0 Implementation Co-Coordinator.
- + Re-Entry Court Implementation Team/Policy Writer/Program Coordinator.
- + Experience with strategic planning processes to enhance and support the goals of the District.

REFERENCES

See requested attached.

Additional via phone:

Mr. Todd Fredlund, Deputy Chief U.S. Probation Officer (effective October 1, 2023)

Ms. Sue Fahami, First Assistant
U.S. Attorney's Office

TRAINING/ACCREDITATIONS

- + Management Development Program, Federal Judicial Center - Graduated May 2017
- + Paul Hertz Group Leadership Actions Seminar - March 2015
- + Leadership Development Program Class XI, FJC - Graduated June 2013
- + Budget Object Codes, Administrative Office - July 2012 to present
- + New Supervisor's Program, FJC - Graduated 2012
- + Search and Seizure Training Program, FLETC/NTA - July 2011
- + Leadership Lessons from Lincoln, Gettysburg, PA - June 2008
- + Basic Procurement Seminar |I & II, Administrative Office - December 2007
- + Foundations of Management, FJC - November 2007
- + Simplified Procurement Procedures I, Administrative Office - July 2007
- + U.S Courts/Administrative Office District Review Team - 2007 - 2011
- + U.S Courts/Administrative Office Strategic Techniques Aimed at Reducing Re-Arrest
- + Special Service Awards 2001 & 2008
- + Chief's Commendation Awards 2014 & 2015

SUPERVISORY U.S. PROBATION OFFICER

Reno, Nevada • April 2011 - Retirement June 2021

Managed the Reno divisional office daily operations, including supervision of seven probation officers, two support staff, and interns/volunteers. Developed a culture that focused on achieving results and developing employees. Used a management by leadership approach, with oversight of the supervision and investigations units. Investigated, wrote and reviewed presentence reports. Critical Incident/Stress Management Committee (CISM) management liaison; Search and Seizure Administrator, to include policy formulation; ASP Baton - certified instructor; WITSEC officer - Reno divisional office; guest lecturer for local community college, schools and community events.

- + Maintained professional rapport with district and magistrate court personnel; clerk's office; federal, state and local agencies/stakeholders.
- + Active participation in strategic planning processes to define organizational goals and best practices.
- + Management representative for divisional courthouse tenants and security meetings.
- + Routine report monitoring to ensure proactive approach to identify problems, trends and other issues.
- + Conducted potential employee/intern background investigations.

SR. U.S. PROBATION OFFICER/TEAM LEADER: INTENSIVE SUPERVISION

Reno, Nevada - July 2010 - April 2011

Actively managed and supported the daily operations of the supervision unit. Assigned cases and investigations, conducted case reviews and approved presentence reports and court documents. Supervised a caseload of 25 violent, high risk cases and sex offenders. LMP/GPS/DATS/Mental Health

Coordinator, including policy formulation, vendor monitoring and contract liaison. Re-Entry Court Implementation Team/Program Coordinator, to include policy formulation; ATLAS/Supervised Release File Coordinator; ASP Baton - certified instructor, Search Team Coordinator and Safety Instructor; Critical Incident/Stress Management Team Member; and, Supervision Committee Member.

- + Facilitated communication with judges, supervisors and Chief Probation Officer to negotiate complex issues.

- + Fostered teamwork and collaboration among management and staff to achieve common goals.

- + Fostered relationships with local/state law enforcement, stakeholders and community service providers.

SR. U.S. PROBATION OFFICER/U.S. PROBATION OFFICER

Reno, Nevada • May 1996 - July 2010

Supervised a caseload of 50 violent, high risk, and sex offenders across northern Nevada, to include urban, rural and Native American reservations. LMP/GPS/DATS/Mental Health Coordinator; SIU/RRC/CCM/BOP liaison, to include tracking of officer assignments; Re-Entry Court/Drug Court implementation team; ATLAS/Supervised Release File Coordinator; ASP Baton Instructor; Search Team Coordinator; Supervision Committee Chairman and Vice Chairman; implementation of office drug and alcohol testing program (NARCS); Nevada Bureau of Drugs/ Alcohol certification committee; presentence investigator and report writer.

OTHER EMPLOYMENT EXPERIENCE:

Nevada Dept. of Public Safety Aug. 1992-March 1996: Highway Patrol and Parole and Probation divisions. Juvenile Probation Officer Assistant / Juvenile Boot Camp

EDUCATION

BACHELOR OF ARTS IN CRIMINAL JUSTICE, MINOR IN AMERICAN HISTORY from the University of Nevada, Reno, Nevada (May 1990.)

MASTER OF ARTS IN CRIMINAL JUSTICE from the University of Nevada, Las Vegas. Completed 30 of 36 credits (thesis remains.)



United States District Court
District of Nevada
Chambers of Larry R. Hicks
United States District Judge

Bruce R. Thompson U.S. Courthouse
400 South Virginia Street, Room 506
Reno, Nevada 89501

Telephone: (775) 686-5700
Facsimile: (775) 686-5704

July 21, 2023

Nevada Department of Sentencing Policy
Attn: Nevada Sentencing Commission Members
625 Fairview Drive, Suite 109
Carson City, Nevada 89701

Re: Letter of Recommendation: Todd E. White

Dear Commission Members,

It is both my honor and privilege to write this letter of recommendation in support of Todd E. White's appointment as Executive Director of the Nevada Department of Sentencing Policy. He is a truly outstanding candidate for the position.

When I was appointed to the Federal Bench in 2001, Todd was a Senior United States Probation Officer in the Court's Reno Office. He was one of the first Probation Office representatives I met. Todd was professional, knowledgeable, and eager to respond to any issue, inquiry or question I might have. And, it was ALWAYS an absolute pleasure to work with him.

I worked with Todd for nearly 20 years and saw him advance through a series of Team Leader and Supervisory positions. He became the Supervisor of the Reno Probation Office in April of 2011, and served in that capacity until his retirement in the summer of 2021. He worked with every component of Sentencing Policy, from understanding the law, to applying it through fundamental offender supervision, to working with the Court in recommending and fully explaining offender sentences, to processing and always appreciating the intricacies of sentencing policy itself. He was a very effective and respected manager and leader in his office, and there was no one better as a liaison with judges, attorneys and even offenders under his responsibility.

Todd's enthusiasm, commitment, intelligence, and team spirit were always hallmarks of his working life and character. I also so appreciate his love for and personal history in Nevada. You will not find a more qualified candidate with a greater personal history and love of this great state.

It is a true pleasure to give Todd E. White my unqualified recommendation for appointment as Executive Director of the Nevada Department of Sentencing Policy.

Sincerely,

A handwritten signature in cursive script, appearing to read "Larry R. Hicks".

Larry R. Hicks
United States District Judge

United States District Court
District of Nevada

Chambers of
Howard D. McKibben
Senior United States District Judge

Bruce R. Thompson
U.S. Courthouse and Federal Building
400 South Virginia St., Rm. 607
Reno, Nevada 89501
775-686-5880

July 24, 2023

Re: Letter of Recommendation for Todd E. White

To Whom It May Concern:

Todd White advised me that he is applying for the position of Executive Director of the Nevada Department of Sentencing Policy and I am pleased to write this letter in support of his application.

I have known Todd since 1996 when he joined the United States Probation Department and have had close interactions with him until he retired in 2021. During this time, Todd appeared before me on many criminal cases including some very complicated and multi-defendant cases. Todd handled all the cases to which he was assigned skillfully and with a full understanding of the sentencing guidelines. He was always well-prepared and responsive to all issues that arose in those cases and I knew that I could rely on his recommendations. Because Todd is so familiar with the sentencing issues both at the state and federal level, I frequently consulted with him about the Federal Sentencing Guidelines from both a practical and academic standpoint. Based on those interactions, I am confident Todd is fully capable of assisting the Sentencing Commission in making the appropriate decisions regarding sentencing and corrections policies.

Todd is a self-starter and is very proactive. He is also articulate and works easily with the executive, legislative, and judicial branches of government and would be very effective at providing the Sentencing Commission with the appropriate guidance on court procedures and legal issues.

During the last ten years that Todd was in the U.S. Probation Department, he managed the Reno divisional daily operations. It was my experience that he interacted extremely well with his fellow officers and was adept at fostering teamwork. In short, Todd always demonstrated great respect for the court and for our system of justice. Todd has all the qualities we expect of a fair and balanced probation officer, including a commitment to the rule of law, wisdom, patience, integrity, and common sense.

July 24, 2023

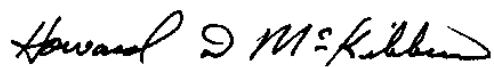
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On a personal level, Todd has an engaging personality, gets along well with everyone, and respects the opinions of others. I know that Todd is devoted to his family and friends and to the community he has served so well over the years.

Our court has been very fortunate that Todd elected to apply his considerable talents to public service. I know if Todd is selected to serve as Executive Director of the Nevada Department of Sentencing Policy, he will be a great credit to the Department and will continue to provide outstanding service to the State of Nevada.

Please let me know if I can provide any additional information that would be helpful to the selection committee. Thank you for considering this recommendation.

Sincerely,

A handwritten signature in black ink that reads "Howard D. McKibben". The signature is written in a cursive style with a large, stylized initial "H".

Howard D. McKibben,
Senior United States District Judge

HDM/pmr