Shelly Lemon

Santa Fe, New Mexico

EDUCATION

M.S. Hydrology
University of Arizona – Tucson, AZ

B.S. Biology
Minor in Chemistry/Math
University of Arizona – Tucson, AZ

PROFESSIONAL EXPERIENCE

Bureau Chief – Surface Water Quality Bureau, NM Environment Department

August 2016 – Present NMED – Surface Water Quality Bureau, Santa Fe, NM

- Manage the Surface Water Quality Bureau of the New Mexico Environment Department by planning, setting, and achieving goals set forth in the Department's Strategic Plan, EPA approved work plans, and program planning documents.
- Contribute to and implement Department strategic goals, objectives, and actions.
- Collaborate with the public, stakeholders, and decision makers (legislators, Governor's Office, etc.) to ensure that the goals of the Department are achieved.
- Oversee an operating budget of approximately $11 million dollars that requires administration of general funds, special revenue funds, interagency transfers, and federal grants, including oversight of the Bureau's grants and contracts management.
- Develop, tailor, and implement administrative, programmatic, and financial operation procedures to ensure accountability and facilitate successful completion of projects.
- Directly or indirectly supervise 42 technical and administrative staff including hiring, work performance evaluations, and discipline, if needed. Ensure performance goals are met and activities are conducted in accordance with applicable statutes, policies, rules, permits, orders, and grant commitments.
- Develop and respond to legislative proposals and develop regulatory initiatives to promote and enhance surface water quality protections in New Mexico.
- Provide leadership and substantive expertise on technical and policy working groups, particularly in support of Department priority initiatives.
- Periodically meet with managers and staff to evaluate program effectiveness, identify strengths, weaknesses, and opportunities, and develop strategies to improve Bureau programmatic operating functions.
- Facilitate coordination between EPA, and other public and private entities involved in surface water quality protection, management, and regulation.
- Ensure that information requests are responded to in a timely and professional manner.
- Oversee short-term investigations in response to citizen complaints, accidental spills, and other emergencies.
- Work with the Bureau's webmaster to create, update, and maintain webpages, resources, and links associated with activities of the Bureau.

Program Manager for Monitoring, Assessment and Standards

June 2015 – October 2016 NMED – Surface Water Quality Bureau, Santa Fe, NM

- Managed the Surface Water Quality Bureau's monitoring, assessment, and standards programs including writing, submitting, and managing the Clean Water Act Section 106 grants on an annual basis with semi-annual updates.
- Oversaw and evaluated the performance of 15 staff.
- Participated in the development and revision of state surface water quality standards and regulations including the 2013 Triennial Review presented during the Water Quality Control Commission's October 2015 hearing and subsequent deliberations.

- Planned water quality surveys throughout New Mexico that met budgetary constraints and data quality objectives.
- Reviewed, integrated, and assessed data for use in Clean Water Act required activities.
- Prepared water quality reports (e.g. watershed survey summaries, use attainability analyses, TMDLs, etc.) for the public and as a deliverable to EPA.
- Reviewed, updated, and developed protocols to standardize tasks including sample collection, data assessment, and report writing.
- Represented the Bureau at meetings, professional conferences, workshops, and Water Quality Control Commission meetings.
- Conducted short-term investigations in response to citizen complaints, accidental spills, and other emergencies.
- Maintained analytical results in the Bureau's water quality database, prepared retrievals of stored data, and scheduled uploads of data to EPA's national database.
- Worked with the Bureau's webmaster to create, update, and maintain webpages, resources, and links associated with activities of the Section and Bureau.

Municipal Team Leader – Point Source Regulation Section

March 2014 – May 2015 NMED – Surface Water Quality Bureau, Santa Fe, NM

- Reviewed and evaluated the performance of the Municipal Team by providing meaningful, frequent, and ongoing input on work performance and prioritization of workloads.
- Cooperated with and supported the efforts of other Bureau sections. Facilitated positive working relationships with other state and federal agencies, stakeholders, and cooperators involved in National Pollutant Discharge Elimination System (NPDES) permitting activities.
- Reviewed, analyzed data, and prepared comments on NPDES permits submitted to the Bureau for certification under Section 401 of the Federal Clean Water Act. Ensured consistency in NPDES permit certifications.
- Investigated regulated facilities for compliance/non-compliance with applicable state and federal surface water quality laws, standards, and regulations, and prepared and submitted comprehensive inspection reports that documented the status of the facilities regarding the federal NPDES permit program and regulations.
- Collected accurate and detailed information and useable evidence during site investigations to supplement information contained in NPDES permits, to evaluate violations of state surface water quality standards and regulations, and to assist EPA with enforcement.
- Reviewed, analyzed, and prepared well-written, clear, concise, and factual comments on proposed or new amended federal and state agency policies and procedures, regulations, and technical recommendations.
- Developed standard operating procedures for wastewater sampling and compliance sampling. Evaluated and acquired sampling equipment necessary for monitoring NPDES permitted facilities.

Reviewed, analyzed data, and prepared comments relevant to regulatory requirements and surface water quality studies and findings on Environmental Assessments (EA) and Environmental Impact Statements (EIS) submitted to SWQB for review.

Acting Program Manager for Monitoring, Assessment and Standards

July 2012 – July 2013 NMED – Surface Water Quality Bureau, Santa Fe, NM

- Managed the Surface Water Quality Bureau's monitoring, assessment, and standards programs including writing, submitting, and managing the Clean Water Act Section 106 Monitoring Initiative grant on an annual basis with semi-annual updates.
- Oversaw and evaluated the performance of 15 staff.
- Participated in the development and revision of state surface water quality standards and regulations.

- Planned water quality surveys throughout New Mexico that met budgetary constraints and data quality objectives.
- Reviewed, integrated, and assessed data for use in Clean Water Act required activities.
- Prepared water quality reports (e.g. watershed survey summaries, use attainability analyses, TMDLs, etc.) for the public and as a deliverable to EPA.
- Developed protocols to standardize tasks including sample collection, data assessment, and report writing.
- Represented the Bureau at meetings, professional conferences, workshops, and Water Quality Control Commission meetings.
- Conducted short-term investigations in response to citizen complaints, accidental spills, and other emergencies.
- Maintained analytical results in the Bureau's water quality database, prepared retrievals of stored data, and scheduled uploads of data to the EPA's national database.
- Worked with the Bureau's webmaster to create, update, and maintain webpages, resources, and links associated with activities of the Section and Bureau.

Monitoring Team Leader – Monitoring, Assessment and Standards

April 2011 – July 2013 NMED – Surface Water Quality Bureau, Santa Fe, NM

- Managed the statewide ambient monitoring program for the Bureau. The Monitoring Team is responsible for collecting water quality data and associated flow measurements in surface waters of the state. Data collected by the Monitoring Team is used to determine if the water body meets water quality standards and ensure designated uses are supported.
- Oversaw and evaluated the performance of 5 staff.
- Planned water quality surveys throughout New Mexico that met budgetary constraints and data quality objectives.
- Ensured adequate and appropriate data were collected to support a variety of Clean Water Act required activities (e.g., water quality standards amendments, TMDL development, NPDES permits, nonpoint source monitoring effectiveness, etc.).
- Prepared watershed survey summaries for the public and as a deliverable to EPA.
- Developed protocols to standardize tasks including sample collection, data assessment, and report writing. Specifically, responsible for developing, updating, and revising the *Field Sampling Plan* and *Physical Habitat* standard operating procedures.
- Maintained analytical results in the Bureau's water quality database, prepared retrievals of stored data, and scheduled uploads of data to EPA's national database.
- Conducted short-term investigations in response to citizen complaints, accidental spills, and other emergencies.
- Worked with the Bureau's webmaster to create, update, and maintain monitoring webpages, resources, and links.
- Represented the Bureau at meetings, professional conferences, and workshops.

Nutrients and Lakes Team Leader & TMDL Writer – Monitoring and Assessment

August 2004 – April 2011 NMED – Surface Water Quality Bureau, Santa Fe, NM

- Prepared watershed planning documents (i.e., TMDLs) to improve water quality and conducted public meetings to address stakeholder comments and concerns.
- Presented the final draft documents to the NM Water Quality Control Commission for inclusion and adoption into the State's Water Quality Management Plan.
- Oversaw the nutrient criteria development program for streams, rivers, and lakes.
- Headed efforts in hydrology and monitoring design to develop a *Hydrology Protocol* that distinguishes between ephemeral, intermittent, and perennial waters in New Mexico and to create a practical yet thorough 10-year monitoring and assessment strategy for the Bureau.
- Managed and evaluated the performance of 3 technical staff.

Graduate Research Assistant – Sustainability of semi-Arid Hydrology and Riparian Areas

January 2002 – January 2004 SAHRA – University of Arizona, Tucson, AZ

- Designed, coordinated, and implemented a hydrologic research project to determine the influence of land use and regional hydrology on surface water quality in a semi-arid stream.
- Organized and prepared an objective, scientifically sound thesis describing the methods, results, conclusions, and management implications of this research.
- Co-authored the journal article, "Spatial variability in dissolved organic matter and inorganic nitrogen concentrations in a semiarid stream, San Pedro River, Arizona" for the *Journal of Geophysical Research* Volume: 112, Issue: G3.

Graduate Teaching Assistant

January 2002 – December 2003 University of Arizona, Tucson, AZ

- Assisted in the instruction of an "Introduction to Global Change" class for undergraduates and a "Fundamentals of Water Quality" class for graduates.
- Developed hands-on activities to enhance global awareness and environmental stewardship.
- Designed and facilitated a final project to encourage critical analysis and informed decision-making.

OTHER EXPERIENCE

Middle School Science Teacher | Academy of Technology and the Classics, Santa Fe, NM
August 2013 – March 2014

High School Science Teacher | Chino Valley High School, Chino Valley, AZ
August 1998 – June 2001

Teacher Fellow | Earth Watch Institute - Bellavista Preserve, Ecuador
Summer 1999 (2 weeks)

Science Instructor | Nizhoni - Upward Bound Summer Academy, Flagstaff, AZ
Summer 1997, 1998 (6 weeks/Summer)

Naturalist | San Joaquin Outdoor Education, La Honda, CA
February 1995 – June 1995, August 1995 – June 1996

Science Instructor & Dive Master | Catalina Island Marine Institute, Avalon, CA
June 1993 – January 1995; Summer 1994, 1995, 1996 (10 week/Summer)