



# McGlynn Laboratories, Inc.

**Kathleen McGlynn**  
**568 Beverly Ct.**  
**Tallahassee, FL 32301**

**Owner**  
**Chief Financial Officer**  
**Quality Assurance Officer**

## Education

AA degree, TCC  
1981

BA degree, FSU  
1984

## Training

Florida Life and  
Variable Annuities  
License, 1987

NASD Series 6, 1987

NASD Series 26,  
1999

## Work Experience

### McGlynn Laboratories, Inc.

11/1997 to Present

Quality Assurance Officer, Chief Financial Officer

Duties: Creating and implementing business plans, budgets, marketing plans and business strategies. Hiring and training of laboratory staff. Coordination of all quality assurance and compliance activities, including NELAC required procedures and record keeping. Administration of corporation including bookkeeping, payroll and accounting.

### Metropolitan Life Insurance Company

7/1986 to 1/2002

Office Manager (10/1989 to 1/2002)

Duties: Hire, train and supervise a staff of five customer service representatives and general office employees. Maintain physical office and office equipment. Assist sales managers in hiring and licensing new sales representatives. Coordinate all compliance requirements for approximately 120 NASD registered representatives and principals. Create and update Standard Operating Procedures Manuals. Maintain records for insurance and securities regulatory requirements. Assist Territory Sales Director by typing letters and completing reports. Maintain relationships with institutional and individual clients.

Customer Service Representative (7/1987 to 10/1989)

Duties: Assist customers and sales representatives over the phone and in person. Complete and process forms.

Administrative Assistant (7/1986 to 7/1987)

Duties: Answer phones, open mail, process invoices, assist customers, assist Office Administrator.

## McGlynn Laboratories, Inc. Project Experience:

Year	Project Name	Project Involvement
1997	Lester Creek Study	Administrated and managed a comprehensive analysis nutrient loading into Lake Iamonia from the Lester Creek drainage basin



## McGlynn Laboratories, Inc. Project Experience (cont.):

Year	Project Name	Project Involvement
1997	Champion International Project	Administrated and managed monitoring of nutrients and other water quality parameters to gather data for the modeling of Escambia Bay
1998-2006	Leon county Ecology Project	Administrated and managed water quality monitoring in ten Leon County lakes and the Ochlockonee River
1998	Solutia International Copper Study	Administrated and managed monitoring discharge of copper into the Escambia River
1998	Isolated Wetland Monitoring Project	Administrated and managed an annotated inventory of Vascular Plants to determine the water stress in these isolated wetlands
2000-2001	Ochlockonee River's Interactions with Lakes Iamonia and Talquin	Administrated and managed sampling to differentiate loadings of pollutants from Georgia and developing a video to communicate results
2001-Present	Lake Lafayette Watershed Study	Administrated and managed sub contractor role under Environmental Research and Design responsible for sampling and analyzing Lake Lafayette and taking flow measurements
2001-Present	Chlorophyll a	Administrated and managed analysis of chlorophyll a on samples provided by customers
2001-Present	St. James Bay	Administrated and managed ground water and surface water sampling around the gulf course for regulatory purposes
2002-Present	Louisiana Joint Public Notice	Administrated and managed two outsourced positions within the Louisiana Department of Natural Resources Coastal Regulations Division, to review, process, plot and map all applications for Coastal Zone permits in Louisiana



## **McGlynn Laboratories, Inc. Project Experience (cont.):**

<b>Year</b>	<b>Project Name</b>	<b>Project Involvement</b>
<b>2003- Present</b>	Woodville Recharge Basin Aquifer Protection Study	Administrated and managed a comprehensive study of surface and ground water interaction within the Woodville Recharge Basin including the creation of a model and recommendations for future land use in the area
<b>2004- Present</b>	Lake Management for Lake Tallavana	Administrated and managed the lake management including a lake wide shore-line restoration project
<b>2005- Present</b>	Various RAI projects for various customers	Administrated and managed hydrology and bacteria sampling and analysis of coastal areas for the purpose of obtaining permits from DEP