



#### Expertise

- Environmental assessment and remediation
- Technical reporting
- Project management
- Spill prevention and control
- Soil sampling
- Stormwater pollution
- Environmental compliance
- Regulatory expertise
- ArcGIS and geomatics
- Surveying and geo data collection

#### Education

- M.Sc., Natural Resources Stewardship in Ecological Restoration, Colorado State University (2011)
- B.A., Finance, Cameron University (2004)
- B.Acc., Accounting, Cameron University (2004)

#### Certifications

- UXO Technician II
- HAZWOPER
- First Aid CPR/AED
- SafeLand USA and H<sub>2</sub>S Clear
- Excavating and Trenching 29 CFR 1926.650 Subpart P Competent Person

#### Profile

Natalie has close to 10 years of experience in the environmental discipline specializing in spill remediation and restoration of habitat in New Mexico and West Texas. Natalie acts as a project manager across the environmental consulting division and has experience as both a subject matter expert as well as in team leadership. Natalie has volunteered to complete site restoration and reclamation projects and has worked closely with military munitions response programs in her professional career. Natalie has managed and completed projects including spill response, remediation, restoration, unexploded ordnance, SPCC, SWPPP, and NEPA compliance, site assessment and air compliance. Natalie has a Masters in Ecological Restoration, a Bachelor of Business Administration focusing on finance and a Bachelor degree in Accounting. Natalie leads the Vertex team based in Carlsbad, New Mexico.

#### Key Experience & Achievements

- **Various Environmental Investigations, Permian Basin:** Developed work plans for a variety of environmental disciplines and diverse client base tailored to the conditions present at the Permian Basin, with a focus on assessments related to oil and gas production and development operations; supervised and executed associated field work including remediation programs, spill remediation and associated regulatory closure reporting, and regulatory compliance programs; maintained relations and communication with a variety of oil and gas clients and regulatory representatives
- **Military Munitions Response Program, Program Manager:** Supported Fort Ord BRAC office in the implementation of a long term remedial response action to meet CERCLA requirements for property transfer; assisted in the technical planning and execution for programs including explosive safety submissions and toxic substance control; coordinated 15 static guards and 6 roving law enforcement officers for a prescribed burn of 426 acres of maritime chaparral on former Fort Ord
- **Unexploded Ordnance Programs, Technician I:** Worked with several companies to assist with surface sweeps to locate and clear UXO-contaminated property at Ford Ord; assisted with the UXO demolition team to gather and stage MEC items and aid in the placement of explosives for the purpose of de-militarizing and rendering safe items of explosive concern; performed anomaly investigations at various project sites using White LXT and MineLab metal detectors and tools



# SAN MATEO - EXHIBIT AE

**NATALIE GORDON, M.Sc., BA, B.Acc.**  
Project Manager – US Operations

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## Employment History

**Project Manager, Vertex Resource Services Inc.**

October 2019 – Present

**Carlsbad, New Mexico**

- Develop work plans, reports, and proposals for various types of environmental investigations and assessments in relation to oil and gas development and production in the Permian Basin.
- Supervise field work, remediation plan development and reporting for spill remediation, site reclamation and other compliance-related issues, in accordance with regulatory agency requirements (e.g. New Mexico Environmental Department and NM Oil Conservation Division).
- Develop and maintain client and regulator relationships in order to support environmental consulting and compliance efforts.
- Manage Carlsbad office, to include creating and implementing business development strategies, overseeing the health and safety program specific to region, and creating and maintaining office organizational structure and policies.
- Manage a team of six environmental technicians working on air compliance and spill remediation in the Permian Basin, to include scheduling, timesheet approval, utilization rate management and training/career development.

**Project Manager, HRL Compliance Solutions**

January 2019 –October 2019

**Artesia, New Mexico**

- Develop work plans, reports, and proposals for various types of environmental investigations and assessments in relation to oil and gas development and production in the Permian Basin.
- Conduct and supervise field work, remediation plan development and reporting for spill remediation, site reclamation and other compliance-related issues, in accordance with regulatory agency requirements (e.g. New Mexico Environmental Department and NM Oil Conservation Division).
- Develop and maintain client and regulator relationships in order to support environmental consulting and compliance efforts.
- Act as manager for satellite office to include creating and implementing business development strategies, overseeing the health and safety program specific to satellite office, and creating and maintaining office organizational structure and policies.

**Military Munitions Response Program Manager, Chenega Support Services**

July 2016 – January 2019

**Monterey, California**

- Supported Fort Ord BRAC office in implementing the Military Munitions Response Program, part of a long-term remedial response action to meet CERCLA requirements ahead of property transfer of former Fort Ord lands from Army control to local recipients.
- Provided technical assistance in creation of work plans, Explosive Safety Submissions, site security plans, technical memorandums, after-action reports and other primary documents as part of the process for gaining approval from agencies such as EPA and California Department of Toxic Substance Control.
- Implemented the Fort Ord Munitions Response Program site security program, to include identifying fence and signage maintenance requirements, implementing access control measures and procedures for controlling remediation sites, coordinating with local law enforcement, and organizing safety training for community members.

# SAN MATEO - EXHIBIT AE



**NATALIE GORDON, M.Sc., BA, B.Acc.**  
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- Developed and implemented a comprehensive safety plan for prescribed burns to include briefing local law enforcement agencies and relevant public organizations, drafting press releases, coordinating media coverage, and organizing and staging road and trail closures and static and roving security guards during burn activities.
- Coordinated 15 static guards and 6 roving law enforcement officers during 2017 prescribed burn of 426 acres of maritime chaparral on former Fort Ord, with no incidents of trespass or injury.
- Produced a Site Security Program annual report to track and analyze trespassing incidences into restricted munitions response areas and Munitions and Explosives of Concern (MEC) discoveries outside of secured and marked munitions response areas.
- Organized and chaired the annual Fort Ord Munitions Response Program Security Committee meeting consisting of local law enforcement and community resource administrators brought together to collaborate on community safety issues.

## **Unexploded Ordnance (UXO) Technician, Gilbane Company**

April 2016 – July 2016

### **Monterey, California**

- Performed Schonstedt-assisted surface sweeps to locate and clear UXO-contaminated property at Fort Ord, California.
- Assisted on the UXO demo team to gather and stage MEC items and aid in the placement of explosives for the purpose of de-militarizing and rendering safe items of explosive concern.

## **UXO Technician, Parsons Project Services Inc.**

April 2014 – December 2015

### **Salt Lake City, Utah**

- Performed anomaly investigations at various project sites using White LXT and MineLab metal detectors and handheld tools.
- Operated NavCom system to pinpoint and mark anomaly locations for UXO team investigation; trained multiple people on the new system.
- Performed specialized anomaly investigations as part of a team at Marpi Point, Saipan, CNMI in order to gather data for validation of new geo equipment. Investigations involved meticulous measurements on anomaly location, depth, and size.

## **NEPA Manager, Oklahoma Military Department**

September 2013 – April 2014

### **Oklahoma City, Oklahoma**

- Acted as liaison and point of contact for entities navigating the NEPA process, ensuring budgets and timelines were met as well as assisting with formal report formatting, wording, and distribution of information in accordance with Federal guidelines.
- Developed and managed a Statewide Integrated Pest Management Plan for the use of chemical and non-chemical control techniques to achieve effective pest control with minimal environmental impact.
- Assisted with the development and oversight of both an Integrated Cultural Resources Management Plan and an Integrated Natural Resources Management Plan for the sustainable use of Oklahoma Army National Guard lands and resources.

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**NATALIE GORDON, M.Sc., BA, B.Acc.**

**Project Manager – US Operations**

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**UXO Technician, UXO Clearance (Various Companies)**

May 2012 – August 2013

**Various**

- Performed grid set-up and intrusive work using a Schonstedt 52cx magnetometer and White MXT Mag equipment to clear UXO-contaminated property at various project sites.
- Acted as point man for site's Stormwater Pollution Prevention Plan, a component of the General Permit for construction activities under CA state law, the Clean Water Act and Clean Air Act.
- Conducted weekly site inspections and recommended corrective actions to minimize sediment and other pollutants in stormwater discharges during time critical removal actions at the site.

**Team Leader, Wildland Restoration Volunteers**

October 2010 – August 2012

**Fort Collins, Colorado**

- As Project Leader, coordinated 15-member teams during development of restoration plans for degraded sites.
- Led orientation and debriefing meetings for team members regarding all aspects of projects.
- Oversaw groups of 40-80 project volunteers, delegating tasks to crew leaders and addressing concerns as they arose to accomplish all work objectives in a timely manner.

**Research Assistant, Colorado Open Lands Program**

June 2011 – September 2011

**Denver, Colorado**

- Documented and tracked characteristics of completed land conservation and habitat restoration projects for the South Park Wetlands Focus Area Committee in order to analyze projects' successes and compile reports to demonstrate those successes.
- Created a project form checklist to standardize data gathering for future restoration and conservation work.
- Created GIS maps of project locations within the South Park Wetlands Focus Area Committee area and worked to support the committee as they updated their strategic plan.

**Community Economic Development Volunteer, U.S. Peace Corps**

May 2007 – May 2009

**Uliastai City, Zavkhan Province, Mongolia**

- Collaborated with the Rural Agribusiness Support Program (RASP), a project run by Mercy Corps, to increase employee capacity in marketing, management, bookkeeping, IT, and presentation techniques.
- Served as a technical instructor for new business volunteers in Mongolia. Developed and taught curriculum focused on project design, implementation, presentation and workshop planning.
- Acted as a consultant to local RASP clients to aid their business' growth through increased technological knowledge, improved production techniques, marketing best practices, and increased information flow.

**Implementation Services Representative, Epic Systems Corporation**

October 2006 – April 2007

**Verona, Wisconsin**

- Mastered software applications in order to collaborate with assigned customers and determine their system needs. Managed and directed clients in building computer software applications custom tailored to their specifications, including up-selling system enhancements and modifications.
- Served as primary contact between customers and software developers to facilitate a better understanding of the needs and abilities of software applications.