

# Shelly Lemon

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## Education

**M.S. HYDROLOGY | UNIVERSITY OF ARIZONA, TUCSON, AZ**

**B.S. BIOLOGY | UNIVERSITY OF ARIZONA, TUCSON, AZ**

## Experience

**BUREAU CHIEF | NMED – SURFACE WATER QUALITY BUREAU (SWQB), SANTA FE, NM**

**08/2016 – PRESENT**

- Manage the Surface Water Quality Bureau (SWQB) of the New Mexico Environment Department (NMED) by planning, setting, and achieving goals set forth in the NMED Strategic Plan, EPA approved work plans, and program planning documents.
- Work with the public, industry and decision makers (legislators, Governor's staff, etc.) to ensure that the goals of the bureau are achieved.
- Oversee an operating budget of \$6.4 million dollars that requires administration of general funds, special revenue funds, interagency transfers, and federal grants.
- Directly or indirectly supervise 35 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; e.g., assist the NMED's legislative tracking office during various legislative sessions, including bill analysis and being a lobbyist and expert witness; participate in the development and revision of state surface water quality standards and regulations, and present technical testimony during hearings.
- Participate in meetings and strategy discussions to refine technical processes and work products and to ensure technical work is of high quality and defensible.
- Work with staff to identify future trends and opportunities to develop strategies that improve the program, bureau, and agency.
- Facilitate coordination between EPA, and other public/private agencies/entities involved in surface water quality protection, management and regulation.
- Develop policies, guidelines and templates to facilitate successful completion of projects and ensure efficient implementation of all programs.
- 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 (e.g., Gold King Mine, Cimarron River tanker spill, etc.).
- Work with the Department's webmaster to create, update, and maintain webpages, resources, and links associated with activities of the Bureau.

**PROGRAM MANAGER MONITORING, ASSESSMENT & STANDARDS | NMED-SWQB, SANTA FE, NM**

**06/2015 – 10/2016**

- Managed the Surface Water Quality Bureau's monitoring, assessment, and standards program including writing, submitting, and managing the Clean Water Act (CWA) Section 106 grant and the CWA Section 106 Supplemental grant on an annual basis with semi-annual updates.
- Oversaw and evaluated the performance of 14 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 including NMED's response to the Gold King Mine release.
- 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 | NMED-SWQB, SANTA FE, NM  
03/2014 – 05/2015**

- 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 SWQB sections. Facilitated positive working relationships with other state and federal agencies, stakeholders, and cooperators involved in NPDES permitting activities.
- Reviewed, analyzed data, and prepared comments on NPDES discharge 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 in 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 MANAGER MONITORING, ASSESSMENT & STANDARDS | NMED-SWQB, SANTA FE, NM  
07/2012 – 07/2013**

- Managed the Surface Water Quality Bureau's monitoring, assessment, and standards program including writing, submitting, and managing the Clean Water Act Section 106 Supplemental 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 SWQB water quality database, prepared retrievals of stored data as requested, 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 | NMED-SWQB, SANTA FE, NM  
04/2011 – 07/2013**

- 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 supports designated uses.
- 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., WQS changes, TMDL development, NPDES permits, NPS 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 SWQB water quality database, prepared retrievals of stored data as requested, and scheduled uploads of data to the 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 | NMED-SWQB, SANTA FE, NM  
08/2004 – 04/2011**

- Prepared watershed planning documents (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 (WQCC) for inclusion and adoption into the State's Water Quality Management Plan.
- Oversaw the nutrient criteria development program for NM's 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 (SAHRA) – UNIVERSITY OF ARIZONA, TUCSON, AZ  
01/2002 – 01/2004**

- 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 | UNIVERSITY OF ARIZONA, TUCSON, AZ**  
**01/2002 – 12/2003**

- 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

**High School Science Teacher** | Chino Valley High School, Chino Valley, AZ

**Teacher Fellow** | Earth Watch Institute – Forest Birds Project, Bellavista Preserve, Ecuador

**Science Instructor** | Nizhoni - Upward Bound Summer Academy, Flagstaff, AZ

**Naturalist** | San Joaquin Outdoor Education, La Honda, CA

**Science Instructor & Dive Master** | Catalina Island Marine Institute, Avalon, CA