

JOSÉ G. ROIG

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PROFESSIONAL SUMMARY

Highly skilled and collaborative code professional and servant leader, drawing upon over 15 years of experience in public service, in addition to 10+ years of experience in the private sector. Committed to serving the community and exercising leadership skills to collaborate and foster relationships with co-workers, department directors, government officials, customers, the code-development community, and the public in general.

Key Skills include:

- Management
- Leadership
- Process Improvements
- Bilingual, proficient in English and Spanish
- Proficient in the use of computers and software
- Policies Development
- Oral and Written Communications
- Positive Team Development and Collaboration
- Conflict resolution
- Stakeholder engagement
- Budget preparation and fiscal planning
- Technical Codes and Ordinances development
- Strategic planning and long-term forecasting

PROFESSIONAL EXPERIENCE

Director, Austin Code Dept., Austin, TX

January/2020 – current position

- Management and coordination of all code compliance programs and activities among various City Departments, neighborhood associations, public agencies and/or private sector representatives, judicial agencies, and law enforcement agencies.
- Development and implementation of all short- and long-range strategies, objectives, policies, and priorities; determining the appropriate service and staffing levels; and allocation of resources accordingly. This includes managing and planning the operating budget for the department. The Department has a current budget of \$27 million, and it operates under an enterprise budget with 148 full-time employees.
- Development of programs to promote code compliance and educate the public regarding the issues and goals of the department, ensuring quality customer service to the public through monitoring, evaluating, measuring, and developing services.
- Acting as the official departmental representative to other City departments, City Manager's Office, elected officials, and outside agencies; explains, justifies, and defends department programs, policies, and activities; and negotiates and resolves sensitive, significant, and controversial issues.
- Conduct briefings to advise City management, the Mayor, and City Council regarding code compliance administration and enforcement in person and through written reports.

Assistant Director, Austin Code Dept., Austin, TX

July/2018 – Dec/2019

- Oversee and provide leadership for the Field Operations and Enforcement Services of the Department, which includes the Licensing and Registration Division, Commercial and Repeat Offender Program Division, and Neighborhood Districts Division.
- Preparation of policies, agendas, reports, ordinances, and policy statements for presentation to boards and commissions, the City Manager's office, and the City Council.
- Representation of the Department's interests and positions before national and local government officials, boards, commissions, associations, and community organizations.

Building Official, Development Services Dept., Austin, TX

June/2016 – July/2018

- Manage and direct the programs/projects/activities of the Plan Review Divisions, Building Inspections Division, and the Service Center. Oversee a staff of approximately 170 full-time employees with a total budget of over \$18.2 million.
- Coordinate the preparation of and monitor compliance with division budgets, performs economic forecasting and contract monitoring, sets division policy in alignment with department goals, and evaluate short- and long-term planning.
- Ensure compliance with federal, state, and city codes, ordinances, and regulations and direct staff and guide the development of code amendment language for ordinances adopting related codes.
- Review customer appeals related to planning review or inspection decisions for complex code issues relating to residential zoning, building, mechanical, electrical, plumbing, and energy codes.
- Multi-department coordination for the efforts of the development services division plan review and inspection personnel. Provide dispute resolution for staff relating to internal and external clients of commercial and residential plan reviews and inspections.
- Meet and consult with design professionals relating to the construction of new buildings in Austin, Texas. Track plan review and the inspection history of buildings and provide a review of and/or prepares technical reports. Conduct needs assessment studies.

Building Inspections Division Manager, Development Services Dept., Austin, TX May/2014 – June/2016

- Provided technical expertise regarding inspections of Commercial and Residential projects, for both new and existing construction.
- Assist and make recommendations that relate to building permit applications, plan reviews, and building inspections.
- Coordinated the adoption of the technical codes, this involved conducting the meetings for stakeholder engagement and public hearings at the boards and commissions, as well as inter-departmental collaboration.
- Deliver presentations on building codes and departmental processes to the boards of appeals, commissions, and city council.
- Serve as a Deputy Building Official in the absence of the Building Official.
- Prepare and monitor the division's budget, which at that time was about \$7.9 million, and staff of about 62 full-time employees.

Inspections Supervisor, Development Services Dept., Austin, TX

July/2010 – May/2014

- Provided skilled leadership and managerial skills for the designated inspection division and its assigned workgroup. Provided leadership in the coordination of inspections for residential, commercial, and capital projects by applicable national, state, and local codes, ordinances, and regulations.
- Perform field and office support functions for inspectors and ensures compliance with health and safety regulations.
- Assist contractors, engineers, and design professionals with the interpretation of codes and with other inquiries. Communicate with customers and advise them of code changes. Answers questions related to building codes and other regulatory requirements.

Commercial Inspector C, Development Services Dept., Austin, TX

September/2007 – July/2014

- Perform multiple types of inspection/coordination of City of Austin construction projects (new and renovation work) for compliance with contracts, codes, specifications, health and safety, and environmental regulations,
- Review plans, specifications, contracts, ordinances, etc.

Building Inspector, Development Services Dept., San Antonio, TX

March/2007 – September/2007

- Conducts inspections to ensure proposed construction conforms to the International Building Code, International Residential Code, International Energy Conservation Code, and the Unified Development Code relating to building construction, alteration, and repair.

EDUCATION

M. S., Management and Leadership

Western Governors University | Salt Lake City, UT

Relevant Coursework:

- Managing Organizations and Leading People
- Becoming an Effective Leader
- Leading Teams
- Data-Driven Decision Making
- Managing Human Capital
- Management Communication
- Ethical Leadership
- Change Management and Innovation

B. S., Business Management

Western Governors University | Salt Lake City, UT

Relevant Coursework:

- Organizational Behavior and Leadership
- Fundamentals of Business Law and Ethics
- Project Management
- Quality, Operations, and Decision Science Concepts
- Legal Issues for Business Organizations
- Finance
- Strategy, Change, and Organizational Behavior Concepts

A. A. S., Fire Science

Kaplan (Purdue Global) University

Relevant Coursework:

- College Composition
- Principles of Emergency Services
- Building Construction for Fire Protection
- Public Speaking for the Professional

CERTIFICATIONS

- Certified Building Official
- Certified Building Inspector (Residential & Comm.)
- Commercial Energy Inspector
- ICC/AACE Property Maintenance & Housing Inspector
- CompTIA Project+ Certification
- ICC/AACE Code Enforcement Administrator
- Texas Code Enforcement Officer
- Residential Energy Inspector/Plans Examiner
- When Disaster Strikes - Endorsement of Proficiency

PROFESSIONAL ASSOCIATIONS & NATIONAL INVOLVEMENT

International Code Council (ICC)

- Governmental Voting Member
- Elected Chair of the Steering Committee for the Major Jurisdiction Committee (2019-2021), a current member of the Steering Committee.
- Vice-Chair of the Code Development Committee for the 2024 International Existing Building Code
- Code Educator - translated and provided classes in Spanish on behalf of ICC for Colombia, in addition to teaching relevant classes in English.

Building Officials Association of Texas (B.O.A.T.)

- Voting Member

Texas Fire Protection Association (TFPA, ICC Chapter in Central Texas)

- Regular Member

Code Enforcement Association of Texas (CEAT)

- Active Member

American Association of Code Enforcement (AACE)

- Active Member

AWARDS & RECOGNITION

- 2004 – Building Consultant of The Year 2004, in recognition of hard work, perseverance, and commitment to excellence. Presented by U. S. Inspect President and C. E. O., William H. Bowman.
- 2011 – Above and Beyond Award, in recognition of the outstanding performance, excellent customer service, and dedication to the City of Austin during the work done as part of the “Samsung Team”. Presented by Greg Guernsey, Director of Planning and Development Review Dept.
- 2015 – Above and Beyond Award, in recognition of the outstanding performance, above and beyond duties, and dedication to the City of Austin. Presented by Rodney Gonzales, Director of Development Services Dept.
- 2015 – Dean’s List for Excellent Academic Performance. Presented by the Dean of Kaplan University.
- 2018 – Featured in an article in the Building Safety Journal, published by the International Code Council. Link: <https://www.iccsafe.org/building-safety-journal/bsj-perspectives/major-jurisdiction-steering-committee-welcomes-new-member-jose-roig/>.
- 2019 – Certificate of Recognition, for demonstrating strategic and courageous executive leadership in the planning and designing of a *state-of-the-art* and future-focused Austin Code Department headquarters. Presented by Cora D. Wright, Director of Austin Code.

PROFESSIONAL REFERENCES

Will be provided upon request.

Note: See addendum