

WENDY T. OSMANN
Group Manager, Contracts and Accounting



Educational Background

B.A., Management and Policy, University of New Hampshire

1455 N. McDowell Blvd., Suite D
Petaluma, CA 94954-6503
707.665.9900
Fax: 707.665.9800
www.sonomatech.com

Professional Experience

Ms. Osmann joined STI in 2004 and is the Group Manager of Contracts and Accounting. As Contracts Manager, she is responsible for contract negotiation and management and provides tools to assist the company's project managers in the efficient monitoring and management of their contracts. She ensures compliance with all contract requirements, including federal and state regulations; is responsible for pre-award and annual audits by government agencies; analyzes financial statements; and monitors STI's conflict-of-interest procedures. Ms. Osmann oversees STI's day-to-day accounting functions and business processes and works closely with senior management to streamline and improve overall business operations. She reports on key company metrics and monitors the company's financial status and cash flow.

Ms. Osmann has a strong background in operations management, especially in systems creation, implementation, and streamlining. As General Manager of a senior living facility, part of Marriott Corporation's Senior Living Division, she planned, launched, and successfully directed ongoing operations for a \$9 million senior housing and care complex. She was responsible for profit and loss results, budget, staff management and development, customer satisfaction, quality improvement, sales, and regulatory compliance. As Project Manager for Hillhaven Corporation, she successfully developed and led an interdepartmental process that resulted in re-certification with commendation by the accreditation agency. She played a key role in expanding guidelines for quality assurance into a highly successful interdisciplinary Quality Improvement Program. The program was instrumental in improving service and efficiencies. As Operations Director for CareWest, a convalescent facility, she was responsible for the daily operations of the \$3 million business.

Ms. Osmann also received extensive training with Marriott Corporation's Foundations of Leadership programs.