

# Debbie Kollmeier

President & CEO



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## Qualifications

- Co-founder, President and owner of BSTI
- Twenty years experience in the environmental field
- Deltek Vision ERP System Specialist
- Human Resource Manager
- Financial Team Manager

## Responsibilities

### President and Owner

- Serve clients as corporate representative
- Ensure company-wide processes/quality management initiatives are developed, implemented and continuously assessed
- Oversee annual strategic planning
- Develop, implement and oversee corporate risk management program
- Support senior level staff and provide leadership training
- Negotiate and manage client and vendor contracts
- Manage/coordinate corporate resolutions, insurances and legal obligations

### Human Resources Manager

- Develop and oversee employee policies, job descriptions, programs and associated documentation
- Provide support in staffing, on-boarding, training and staff development
- Evaluate and Oversee employee safety, wellness, retirement and health programs/benefits
- Develop and implement processes and metrics that support company business goals in relationship to HR

### Finance Manager

- Oversee Strategic and tactical matters as they relate to budget development/management, cost benefit analysis, financial risk management, forecasting needs/growth pans and securing funding
- Develop, update and oversee financial accounting procedures
- Monitor key financial and accounting metrics and prepare monthly, quarterly and annual financial reporting
- Coordinate outside banking and CPA relationships

## Education

Alumnae Goldman Sachs 10,000  
Small Businesses Program—2018

Graduate Studies  
West Chester University,  
1988 - 1990

B.S., Human Resources  
University of Delaware, 1987

## Affiliations

Women's Business Enterprise  
National Council (WBENC)

Society of Woman Environmental  
Professionals (SWEP)

American Gas Association (AGA)

Pennsylvania Chamber of Business  
And Industry

Southern Chester County Chamber  
of Commerce (SCCCC)

