

# Melissa R. Blazier, CERA, MFCEP

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CONTACT: [Supervisor.Elections@CollierVotes.gov](mailto:Supervisor.Elections@CollierVotes.gov) | (239) 252-VOTE (8683)

## PROFILE

Results-oriented and integrity-based public sector leader with over 17 years of election administration experience and the efficient and successful execution of over 40 municipal and countywide elections.

## AREAS OF EXPERTISE

- Election Administration
- Leadership & Collaboration
- Personnel Development
- Community Outreach
- Project Management
- Fiscal Management
- Public Relations
- Policy Analysis
- Strategic Planning
- Capital & Operational Budget
- Cybersecurity
- Intergovernmental Relations

## PROFESSIONAL EXPERIENCE

### Collier County Supervisor of Elections

05/2023 - Present

Responsibilities of the Supervisor of Elections include administering all elections in Collier County; providing information and statistics on voter registration, voting and elections; voter outreach and education; issuing voter information cards as required in Florida Statute; conducting voter registration; providing three ways of voting: vote-by-mail, early voting and election day; qualifying candidates for office and receiving campaign finance reports; maintaining election equipment; hiring and training of election workers; renting and equipping polling places. In addition, overall leadership and management of the Supervisor of Elections office as detailed in the Florida Constitution.

### Chief Deputy Supervisor of Elections

11/2013 - 05/2023

Strategic advisor to the Supervisor of Elections in the overall management and execution of accurate elections. Oversees the daily operations of the Supervisor of Elections office including long-range planning, organization and fiscal administration. Supervises and directs the day-to-day operations of 20+ full-time staff. Advises and assists the Supervisor of Elections to represent the Supervisor's interest with other levels and agencies of government, business interests and the community; and provides professional, effective and efficient public service assistance to the voters of Collier County and the public at large.

### Key accomplishments:

- Implemented enhanced security protocols and procedures to ensure the integrity of elections in partnership with the FBI, DHS, FDOS, and CISA using grant fund in excess of \$500,000 secured through the Florida Department of State
- Successful execution of decennial reprecincting and redistricting activities resulting in 6 new precincts, 10 polling location changes at existing precincts and 23 boundary changes to existing precincts
- Project manager for the successful re-location of the Supervisor of Elections office and facilities during the 2016 Election Cycle

- Successful oversight of a 5 year, \$2,500,000, capital equipment plan to upgrade Collier’s voting system and tabulation equipment, electronic pollbooks, ADA equipment and ballot envelope sorting equipment
- Administered over 20 manual audits post-election with each resulting in 100% accuracy
- Led the office through four successful and highly accurate recounts in 2018 (three statewide and one countywide), re-tabulating over 300,000 ballot pages in 2 days and then manually recounting over 45,000 ballot pages in 2 days
- Enhanced transparency measures that continue to build confidence in elections including transparency tours and ballot tracking programs

**Assistant Supervisor of Elections**

**12/2011-11/2013**

Management of the Voter Education Department, Communications Department and direct administrative support to the Supervisor of Elections. Provided financial oversight of budget and grant administration, procurement, and vendor contracts. Conducted research, created presentations, and wrote various policy and procedure documents.

Key accomplishments:

- Established an effective communications plan to include the use of press releases, an improved website, and social media
- Developed and oversaw innovative voter education programs with increased participation in community events including an annual High School Voter Registration Challenge

**Executive Assistant**

**02/2006-12/2011**

Provided professional administrative and clerical support for the Supervisor of Elections. Prepared and processed varied administrative documents such as payroll, budget, and purchasing requests. Prepared operational documents, forms, reports, and records. Maintained the schedule for the Supervisor of Elections.

Key accomplishments:

- Streamlined overall grant management processes by effectively applying and being awarded a variety of grants, executing timely agreements and expending funds in a timely manner as required
- Standardized the election worker payroll process to ensure compliance with state laws and federal reporting requirements

**CERTIFICATIONS & EDUCATION**

Master Florida Certified Election Professional (MFCEP)  
Florida Supervisors of Elections, since 2014

Certified Elections/Registration Administrator (CERA)  
National Association of Election Officials, since 2013

Bachelor of Science, Business Administration  
Hodges University, Naples, FL

Associate of Science, Business Administration,  
Hodges University, Naples, FL

## **PROFESSIONAL AFFILIATIONS & MEMBERSHIPS**

National Association of Election Officials (Election Center) ● International Association of Government Officials (iGO) ● Naples Republican Club ● Republican Women of Southwest Florida Federated ● Women's Republican Club ● League of Women Voters, Collier County ● American Legion, Post 135 ● Kiwanis Club of Naples ● Greater Naples Chamber of Commerce Leadership Collier Alumni Association ● Men's Republican Club of Collier County

## **CIVIC LEADERSHIP**

Leadership Collier Foundation Advisory Council (2020 to present) ● Kiwanis Club of Naples, President (2021 to present) ● Vice-Chair, Leadership Collier Class of 2022 ● Collier Child Care Resources, Board of Directors/Past President (2014-2020)

## **HONORS & AWARDS**

Associate Leadership Collier (ALC) Spring Class of 2010 ● Leadership Collier Class of 2014 ● Named Gulf Shore Business's Top Forty under 40, 2014 ● Named Distinguished Fundraising Volunteer, Association of Fundraising Professionals, 2018 ● Leadership Marco Class of 2019 ● Named Volunteer of the Year, Leadership Collier Foundation, 2020 ● Named Kiwanian of the Year, Kiwanis Club of Naples, 2022