

Jenny Plesums, CPA

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EDUCATION:

Bachelor of Science, plus 51 credits in accounting and business
Viterbo College, LaCrosse, Wisconsin, graduated with honors, 1967
University of Texas at San Antonio, et. al., 1979-83, GPA 4.0
Part time Graduate study, Viterbo College, 1967-68; University of Virginia, 1969-70,
University of Texas at San Antonio, 1986-1990

EMPLOYMENT:

SUMMARY: Eleven years as a medical research scientist and laboratory manager; followed by ten years as a public accountant, then returned to medical management and consulting. Functioned as the chief operating officer for a group of 7 outpatient radiology clinics, then as chief financial officer for a similar firm. In Austin was Controller of a 650 employee Pathology Lab before moving to consulting independently then joined VirtualCFO, Inc.

October 1999

-- Present

VirtualCFO, Inc., 3409 Executive Center Drive, Suite 104, Austin, TX 78731

Controller Services provided to numerous companies from 2-person start-up to companies ready to transition to in-house staff. Services included

- Establish accounting systems and procedures for payables, receivables, cash, equity, and payroll management
- Hire, train, and supervise staff, including my replacement
- Maintained relationships with owners, staff, bankers, insurance agents, attorneys and benefit planners
- Operational in-house accounting, forecasting, budgeting, monthly and annual financial statements, mergers, acquisitions, litigation, preparation for tax accountants, etc.

August 1998

-- October 1999

Independent Consultant (self employed)

- "Start-up" operations for a company acquiring physician medical practices including:
 - assessment of the existing billing office operations, staffing (skills, workload)
 - selection and installation of billing system, including training and conversion
 - devised methods to account and bill for revenue during the transition period
- Accounting support for a \$45 million publicly traded company. Components of the business were being sold, leading to loss of key management and a 90% staff turnover.
 - Analysis, revision, and documentation of procedures, supervision and training of replacement staff in crisis mode of operation.
 - Analysis and reconciliation of accounts.

November 1996

-- August 1998

Clinical Pathology Laboratories, Inc., PO Box 141755, Austin, TX 78714. "Controller"

- Controller and Director of Physician Financial Services for the professional association of 24 physicians with 650 employees in facilities throughout the State of Texas.
- Responsible for Financial Accounting and Analysis, Tax, Qualified Plans, Accounts Receivables, Accounts Payable, and Payroll; staff of 65 employees on two shifts.
- Implementing new controls and procedures to insure timely handling of all functions which resulted in immediate improvement of cash flow and financial position.

February 1995

- October 1996

Radiology Associates of San Antonio, PO Box 101500, San Antonio, Texas 78201
"Business Manager"

- Function as chief financial officer for a medical practice serving 5 hospitals and 5 outpatient facilities, including cost and credit controls, accounting, data processing, insurance, contracts and joint ventures, and administration of the profit sharing plan.
- Manage all aspects of the financial department, handling services valued at over \$20 million per year. Staff of 25 for accounting, billing, and collections.

July 1992
- January 1995

M&S X-Ray Associates, PO Box 120310, San Antonio, Texas 78212, "Director of Outpatient Operations"

- Function as chief operating officer for seven outpatient facilities, responsible for quality of care and profitable operation.
- Supervise a staff of 60 providing services valued at approximately \$16 million per year.
- Supervised the expansion and construction of additional facilities including procurement of equipment valued at over \$4 million.

1982
- 1992

CERTIFIED PUBLIC ACCOUNTANT

Alford, Doebbler & Company, San Antonio (1985-1992)

Manager

Tschirhart, Wenzel & Orion, San Antonio (1984-85)

"Senior Accountant and Staff Supervisor"

Gerald L. Hill & Co., P.C., San Antonio (1982-83)

"Staff Accountant"

TAX AND ACCOUNTING PRACTICE: Focused on corporate, partnership, individual, and estate taxation. Prepared compiled and reviewed financial statements. Assisted clients in establishing bookkeeping systems and financial procedures.

RETIREMENT and QUALIFIED PLANS: Maintained several plans and trusts.

CONSULTING: Plaintiff and defense litigation support and expert testimony for contested estates, divorce, contract disputes, and usury litigation. The outcome sustained the position presented in every case.

MANAGEMENT DUTIES: Secured and retained clients. Primary author of one firm's personnel procedures. Responsible for recruiting and evaluating professional staff.

1978-1982
1967-1978

Returned to school (part time) to become a certified public accountant

RESEARCH SCIENTIST

University of Pennsylvania, Philadelphia

School of Veterinary Medicine (Reproduction Research)

University of Virginia Medical School, Charlottesville

Departments of Orthopedics, Urology, and Biochemistry

University of Minnesota Medical School, Minneapolis

Departments of Physiology and Orthopedics

Responsible for scientific research, development, design, execution, and analysis of laboratory procedures, including hiring and supervision of staff, negotiating purchase of equipment and supplies, budgeting, cost analysis, and reporting. Designed new laboratory facilities and planned cross-country move of a research laboratory. Assisted in application for research grants. Authored and co-authored several refereed scientific publications.

ACTIVITIES:

Member, American Institute of Certified Public Accountants (AICPA)

Member, Texas Society of Certified Public Accountants (TSCPA)

Member, Austin Chapter, TSCPA

Past President and former Board Member, Hospice San Antonio. As president elect and president, led Hospice San Antonio through two acquisitions and one merger.

LICENSES:

Certified Public Accountant, Texas, 1983; currently licensed

Registered Medical Technologist, American Society of Clinical Pathologists (ASCP-MT), 1967; inactive

COMPUTER SKILLS:

Technologically sophisticated with personal computers, including an in-home Local Area Network (LAN) since 1992. Fluent in Microsoft Excel and Word, QuickBooks, use of the Internet; familiar with similar products such as Lotus 123, Quattro-Pro.