

# Darren W. Brownlee, Dr.PH., M.H.A.

11307 Barrier Beach Place, Jacksonville, FL, 32256 • (301) 633 – 9193 • [DBrownlee7@gmail.com](mailto:DBrownlee7@gmail.com)

## Executive Profile

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Executive leader with a proven track record of strategic transformation across healthcare, operations, and education. Adept at optimizing workforce development, resource allocation, and logistics to enhance organizational efficiency. Specializes in operational excellence and advanced analytics, while driving innovation in complex matrixed environments. Recognized for building and leading high-performing teams, seamlessly navigating change, and fostering cross-functional collaboration. A compelling communicator and visionary strategist, skilled in aligning people, space, and technology to achieve enterprise-wide success.

## Professional Experience

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### Mayo Clinic, Jacksonville, FL 10/2018 – Present

*Vice Chair, Administration, Mayo Clinic in Florida*

03/2025

*Secretary, Operations Coordinating Group (OCG), Mayo Clinic in Florida*

*Instructor, Health Care Administration, Mayo Clinic College of Medicine*

- Lead Mayo Clinic Florida's Agentic AI strategy and execution, advancing a scalable roadmap to deploy multi-agent workflows that reduce administrative burden, improve operational throughput, and enhance clinical team performance.
- Build and manage collaborations with major partners (payer, academic, and community stakeholders) to operationalize rural transformation initiatives spanning workforce development, broadband-enabled care, community engagement, and culturally responsive delivery models.
- Led the Department of Laboratory Medicine & Pathology (DLMP). Provided operational, financial, and strategic leadership for a high-volume diagnostic practice encompassing **450+** allied health staff, **38** consulting physicians, and over **20** laboratory sections across multiple locations. Oversee capital planning (**\$2M+** annually), facility expansion projects, and approval of high-value expenses (**\$1M+** monthly blood product invoices). Lead enterprise-aligned initiatives including Laboratory Information System (LIS) modernization, digital transformation (AI and robotics), recruitment and retention, and regulatory accreditation. Collaborate across research, education, and enterprise practice domains to drive integration and strategic alignment.
- Logistics Section Chief for the Hospital Incident Command Subcommittee (HICS), overseeing critical operations including facility management, patient transportation, supply chain logistics, employee health, family care services, and mental health support. Ensure seamless resource coordination and operational readiness during incident response.
- Provide executive leadership in administration, operations, and strategic growth to advance Mayo Clinic Florida's site and enterprise objectives. Foster cross-functional collaboration to optimize operational efficiency, drive digital transformation, and strengthen workforce development.
- Direct the annual evaluations of all Departments, Divisions, Centers, and Independent Multidisciplinary Programs to ensure strategic alignment with institutional goals. Assess key performance indicators across financial management, workforce diversity, clinical operations, education, research, outreach, and patient experience, informing data-driven resource allocation decisions across the Florida campus.
- Collaborate with the Chief Administrative Officer (President) and senior leadership to align strategic initiatives with institutional priorities, ensuring adaptability and preparedness in a dynamic healthcare environment.

*Senior Division Chair, Education, Mayo Clinic in Florida*

05/2021

- Provided strategic leadership and oversight for the Education Shield in Florida, overseeing strategic planning, staff assessment, mentoring, fiscal management, and operational outcomes. Drove alignment with enterprise (Arizona, Health System, and Minnesota) and site-specific goals while advancing the vision and mission.
- Led a high-performing team focused on transformation and innovation in workforce development, encompassing five Schools (Continuous Professional Development, Graduate Medical Education, Graduate School of Biomedical Sciences, School of Health Sciences, and School of Medicine) and the Experiential Learning Center, including the Procedural Skills Laboratory, Simulation Laboratory, and Skull Base Lab.
- Directed the strategic initiatives of the Office of Non-Clinical Education Programs (ONCEP) and the Office of Education, Diversity, Equity, and Inclusion (OEDEI), cultivating a culture of inclusive learning, professional growth, and workforce development.
- Drove the expansion of strategic partnerships and affiliation agreements, enhancing opportunities to develop data-informed, innovation-driven students, trainees, and physicians. Established partnerships that position the institution as a hub for immersive learning and collaborative healthcare innovation.
- Created a community health clinic in partnership with a local organization, creating opportunities for learners and staff to engage with diverse patient populations and deepen their understanding of community health needs. Secured a \$5 million institutional donation to the center, solidifying the institution's role as a key healthcare partner in the region.

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## ***Operations Administrator***

**10/2018**

- Directed clinical, operational, financial, and regulatory functions for the Divisions of Pulmonary, Allergy, and Sleep Medicine, Respiratory Services, and oversight for the Department of Dermatology and Cosmetic Center.
- Designed and led a multidisciplinary team in developing a strategic plan for the modernization and expansion of the bronchoscopy procedure suite. Successfully secured capital funding to enhance Interventional Pulmonology capabilities, incorporating facility redesigns and the integration of two advanced technologies for early-stage lung cancer diagnosis.
- Spearheaded multidisciplinary efforts to optimize and secure accreditation for key programs, including: The Dermatology Medical Residency Program, the expansion of the Pulmonary Critical Care Medicine Fellowship, the re-accreditation for the Pulmonary Hypertension Clinical Program, establishing the first accredited Pulmonary Hypertension Center of Comprehensive Care (PHCC) in Florida and the accreditation of the Cystic Fibrosis Foundation (CFF) Center Adult Program, creating the first CF Center at Mayo Clinic in Florida.

## **Johns Hopkins Medicine, Baltimore, MD**

**07/2012 – 10/2018**

### ***Assistant Administrator – Department of Medicine (DOM)***

**08/2016**

- Administratively managed the Department of Medicine's Division of Allergy and Clinical Immunology, comprised of approximately 25 faculty, 10 post-doc fellows, and 30 staff. In collaboration with the Division Director, direct the day-to-day administrative, personnel and financial operations of the division.
- Oversight of clinical practice, faculty and staff human resources management, overall financial performance, grant and contract administration oversight, and strategic visioning/business development of the Division and ensures compliance with government, hospital, university and school policies and procedures.
- Founded and co-chaired a DOM committee raising awareness of health inequities, facilitating the delivery of cultural/linguistic/spiritual competent, patient-centered care, and creating a diverse and inclusive workforce.
- Reviewed financial and clinical productivity reports monthly and takes appropriate follow up action (i.e., direct Senior Financial Analyst in conducting variance analysis, recommend make-up clinic sessions)
- Led system-wide committee responsible in raising 1.7M in contributions to improve the lives of families across central Maryland; committed to helping families facing poverty obtain access to housing, healthy, affordable food and healthcare, and a quality education.

### ***Assistant Administrator of Ambulatory & Access Operations – Department of Medicine (DOM)***

**09/2015**

- Provided leadership and direction to the DOM ambulatory practices regarding efficient care delivery models, staffing analyses, performance improvement, clinical and administrative systems enhancements, regulatory requirements, revenue cycle management, patient satisfaction and provider engagement for 15 specialties.
- Partnered with the Associate Vice Chair of Ambulatory Care to review and update the departmental Outpatient Clinic Standards within 12 Divisions.
- Directly supervised and actively engaged data analyst, 7 Ambulatory Services Managers, a Patient Access Manager and 40 Central Scheduling Staff including all aspects of recruitment, orientation, talent management, performance evaluation and discipline, and other key human resources functions.
- Worked collaboratively with physician, nursing, and care management leadership to provide effective, efficient, and patient-centered care in the Department's outpatient care settings.

### ***Clinical Operations Project Manager – Department of Surgery (DOS)***

**11/2013**

- Managed 5 Discharge Coordinators responsible for post discharge appointments throughout 10 inpatient units; Scheduling appointments for various specialties with the goal of decreasing readmissions, shortening length of stay and increasing patient satisfaction. Initiated bedside appointment scheduling within this role.
- Assisted with the creation of a compensation model around physician productivity comparing 90+ surgeon salaries to the median standards of the Association of American Medical Colleges to address supplement requests for FY budgets.
- Supported the Department of Surgical Oncology with the creation of tables, progress reports and data for their T32 Grant, funding 8 Fellows and 2 post graduate students.
- Created a comprehensive model monitoring the clinical activities for new and return consults within 30 ambulatory departments with a volume of 30,000+ visits to assist Departments budget planning process which lead to an uptick in provider productivity.
- Developed clinical practice protocols for 7+ Divisions to monitor staff compliance, decreasing the average lag to schedule appointments by 80% within the Division of Endocrine Surgery.

### ***Project Coordinator (Postgraduate Administrative Resident)***

**07/2012**

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## Education

<b>Doctor of Public Health, Johns Hopkins University, Baltimore, MD</b> Health Policy & Management, Bloomberg School of Public Health	<b>05/2022</b>
<b>Master of Health Administration, Hofstra University, Hempstead, NY</b> School of Health Sciences & Human Services	<b>05/2012</b>
<b>Bachelor of Arts, Hofstra University, Hempstead, NY</b> Psychology, College of Liberal Arts & Sciences	<b>05/2009</b>
<b>West Virginia University, Morgantown, WV</b> <i>Studied Exercise Physiology</i>	<b>06/2005 – 01/2008</b>

## Committees & Professional Affiliations

• <b>University of North Florida, Doctor of Health Administration Program – Adjunct Professor</b>	<b>05/2025 – Present</b>
• <b>Cultural Council of Greater Jacksonville – Board Member</b>	<b>07/2024 – Present</b>
• <b>Level the Playing Field Leadership Academy – Board Member</b>	<b>11/2023 – Present</b>
• <b>DuBlasé Foundation – Board Member</b>	<b>10/2023 – Present</b>
• <b>Muslim American Social Services (MASS) Clinic – Board Member</b>	<b>10/2023 – 10/2025</b>
• <b>Mayo Clinic Appointed Committees</b>	
○ <b>Operations Coordinating Group (OCG), Florida – Secretary</b>	<b>01/2020 – Present</b>
○ <b>Executive Operations Teams (EOT), Florida</b>	<b>05/2021 – 03/2025</b>
○ <b>Enterprise Experiential Learning Council, Mayo Clinic</b>	<b>05/2021 – 03/2025</b>
○ <b>Education Space and Equipment Subcommittee, Mayo Clinic</b>	<b>05/2021 – 03/2025</b>
○ <b>Humanities in Medicine, Mayo Clinic</b>	<b>05/2021 – 03/2025</b>
○ <b>Mayo Clinic Education Committee (MCEC), Mayo Clinic</b>	<b>05/2021 – 03/2025</b>
○ <b>Mayo Clinic Equity, Inclusion &amp; Diversity Committee, Florida</b>	<b>11/2020 – 03/2025</b>
○ <b>Mayo Clinic Education Committee, Florida – Secretary</b>	<b>01/2020 – 03/2025</b>
○ <b>MERG Association of Latinos at Mayo (ALMA), Florida – Executive Sponsor</b>	<b>08/2020 – 10/2024</b>
○ <b>Mayo Community Engagement Committee (CEC), Florida</b>	<b>01/2020 – 01/2024</b>
• <b>Hofstra University, School of Health Professions &amp; Human Services – Dean’s Advisory Board</b>	<b>09/2019 – Present</b>
• <b>National Association of Health Services Executives – Member/Past Board Member</b>	<b>07/2012 – Present</b>
• <b>American College of Healthcare Executives – Member</b>	<b>03/2010 – Present</b>
• <b>Alpha Phi Alpha Fraternity, Inc. – Life Member</b>	<b>11/2006 – Present</b>
• <b>Florida Black Excellence – Board Member</b>	<b>06/2023 – 06/2025</b>
• <b>Leadership Florida – Connect Class 13</b>	<b>09/2023 – 06/2024</b>
• <b>Leadership Jacksonville Program – Class of 2023</b>	<b>07/2022 – 05/2023</b>
• <b>American College of Healthcare Executives, North Florida – Local Program Council Director</b>	<b>04/2021 – 12/2022</b>
• <b>United Way of Northeast Florida – Atlantic Circle Board Member</b>	<b>12/2018 – 10/2021</b>
• <b>Robert Wood Johnson Foundation, Culture of Health Leaders Program – Leader</b>	<b>09/2017 – 01/2021</b>
• <b>United Way of Northeast Florida – Stein Fellow</b>	<b>10/2019 – 12/2020</b>
• <b>American Lung Association, LUNG FORCE – Cabinet Member</b>	<b>04/2019 – 03/2020</b>
• <b>American Heart Association Young Hearts – Board Member</b>	<b>09/2017 – 10/2018</b>
• <b>Johns Hopkins Bayview Health Equity Committee – Chair</b>	<b>08/2017 – 10/2018</b>
• <b>Johns Hopkins Department of Medicine Civic Engagement Committee – Co-Chair</b>	<b>01/ 2016 – 10/2018</b>
• <b>Johns Hopkins United Way Committee – Committee Member</b>	<b>05/2016 – 10/2018</b>
• <b>Johns Hopkins Hospital Martin Luther King, Jr. Committee – Committee Member</b>	<b>07/2015 – 10/2018</b>
• <b>Emerging Leaders United – Committee Member</b>	<b>12/2012 – 10/2018</b>
• <b>Big Brothers Big Sisters of the Greater Chesapeake – BIG Brother</b>	<b>10/2012 – 10/2018</b>

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## Awards & Honors

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• The National Association of Health Services Executives – Young Healthcare Executive Award	10/2024
• Hofstra University, Master of Health Administration – Alumni of the Year	11/2023
• Jacksonville Business Journal – 40 Under 40 Honoree	04/2023
• Florida Black Expo – Top 20 Under 40 Honoree	02/2023
• Northwest High School – Athletics Hall of Fame	10/2017
• Hofstra University – Young Alumni of the Year 2017	09/2017
• The National Association of Health Services Executives – Promise Award	10/2016
• The Maryland General Assembly, Senator Shirley Nathan-Pulliam – Official Citation	11/2015
• United Way of Central Maryland - Philanthropic 5	05/2014
• The Daily Record – 20 in Their Twenties	04/2014
• 93.9 WKYS – DMV's Top 30 Under 30 2014	02/2014
• The Silvercrest Center for Nursing and Rehabilitation – Humanitarian Award	05/2012
• Hofstra University – Athletic Scholarship	01/2008
• West Virginia University – Athletic Scholarship	06/2005