



DOPI

CAPABILITY STATEMENT

-REDEFINING PROCESSES. EMPOWERING CHANGE-

 (240)730-0011

 Frederick, MD

 Contact@dopillc.com

 www.DOPillc.com

AI Governance & Readiness

Establishing practical foundations for accountable, risk-informed AI adoption within cities, counties, and other public-sector organizations.

Data Governance & Compliance

Translating governance requirements into policies, accountability structures, data protections, retention practices, and Microsoft 365 and Purview capabilities.

Data Inventory, Cataloging & Classification

Developing context-aware inventories and classification frameworks that identify sensitive information and support consistent data handling across systems.

Regulatory & Risk Mapping

Connecting applicable federal, state, local, and sector requirements to governance priorities, operational responsibilities, and risk-management practices.

Change Management, Training & Adoption

Preparing leaders, employees, and stakeholders to understand and consistently apply new governance expectations and operating practices.

Company Overview:

Digital Optimization and Process Improvement, LLC (DOPI) helps cities, counties, and public-sector organizations establish practical governance for data, AI, technology, and operational processes. We translate policies, regulatory expectations, and risk-management principles into structures that public-sector teams can implement and sustain.

Our proprietary DOPI Data Classification Framework provides a structured, context-aware method for organizing, securing, and governing data ensuring compliance, reducing risk, and improving efficiency. By integrating seamlessly with tools such as Microsoft Purview, we enable organizations to unlock the full potential of their existing technology while establishing sustainable governance practices that deliver lasting value.

Differentiators:

DOPI connects responsible AI governance with the data classification, privacy, cybersecurity, procurement, records-management, workforce, and operational considerations that determine whether AI can be used responsibly in practice.

Past Performance:

- Led governance, privacy, risk-management, and process-improvement initiatives for Fortune 500 companies, government agencies, and healthcare organizations.
- Designed and implemented risk-based data governance operating models that strengthened data protection and streamlined organizational workflows.
- Developed data classification and privacy frameworks aligned with recognized practices and applicable regulatory requirements.
- Directed Microsoft Purview classification, sensitivity-labeling, and retention initiatives for large public-sector organizations, supporting more consistent information handling and governance.
- Developed comprehensive policy programs integrating federal, state, local, district, and sector requirements into sustainable governance and compliance practices.



eMMA: SUP1053356 **SBR**
Certification: SB24-063455 |
UEI: G9QVXD8MBXT5 |
SIN: 54161

Customer Testimonials:

- “Exudes confidence and commitment to aligned policies with federal and district guidelines, earning respect from peers and management.”
- “Proactive, innovative, and solution-focused, a significant resource to the C-suite team.”
- “Strategic plans addressed process deficiencies with precision and yielded desired results.”
- “Organized, communicative, and reliable an asset to any team.”
- “Wow, this is a great perspective. I heard about your work — you do an amazing job, and you’re quick too.”

Professional Expertise:

- **Certified Six Sigma Black Belt** — driving process optimization with proven methodology, with more than a decade of experience.
- Master of Arts in Public Management, **Johns Hopkins University**
- Bachelor of Arts in **Government & Public Policy**, University of Baltimore
- Associate of Applied Science in **Business & Commerce** - Public Relations, Cecil College