Garrett Holmes

AI Enablement

garrett@garrettholmes.ai · garrettholmes.ai · linkedin.com/in/garrett-holmes · (512) 938-9377 · Denver or remote

AI enablement and business partnering professional who translates workflow pain points into practical AI solutions and drives adoption. Nine years embedded in business operations: led a paper-to-workbook process transformation across seven hospital staffing areas that gave each manager several hours a week back, and builds AI solutions under evals, guardrails, and a person's sign-off on every release. Seeking an AI business partner or AI enablement role.

Experience

National Jewish Health 2023–Present

Executive assistant to the Chief Nursing Officer · Denver, CO

- Led process transformation across seven staffing areas, replacing paper schedules with cloud-based, formula-driven workbooks; drove adoption with each manager, gave each manager several hours of administrative time back a week, and gave staff real flexibility in how shifts get filled. The float pool is one of the seven.
- Coached colleagues on using AI tools and applied AI to streamline my own workflows on non-patient work, with a responsible-use boundary: no patient data goes into AI tools.
- Took the float pool from workbook to purpose-built solution: designed and built a prototype mobile scheduling application (Google Apps Script + Sheets): no-login staff links, scheduler day and grid views, automatic flagging when availability changes after a shift is booked, live calendar feeds, and a regression suite that runs before every deploy. An operational tool, not a clinical one.
- Strategic partner to the Chief Nursing Officer and four executives across a nursing organization of 400+: calendars, expense reports, invoicing, purchasing, financial reporting, data analysis, technical support, and special projects.
- Built data-analysis automations: reconcile patient logs against billing records, surface financial trends, apportion invoices across 25+ departments, and pinpoint financially underperforming areas.
- Moved license tracking for 200+ registered nurses onto NurSys automated verification, cutting the manual work of Joint Commission Primary Nurse Verification compliance.

Montbleau Enterprises, LLC 2020–2023

Executive assistant · Julian, CA (Remote)

- Key stakeholder liaison among leadership, staff, contractors, and guests; ran scheduling, travel, meeting logistics, financial tracking, and day-to-day operations.
- Drove cloud adoption for company Excel files, ending version conflicts and enabling real-time collaboration across a distributed team.

Cold Beds 2017–2020

Executive assistant · Burlingame, CA

- Designed and implemented the company's foundational business processes: 40 centralized spreadsheets standardizing expense reporting, auditing, tax preparation, and inventory tracking.

Hack Reactor (Galvanize) 2016–2017

Lead instructor · Los Angeles, CA (Remote)

- Taught an online JavaScript program with 20+ hours of live lecture and live coding weekly.

– Mentored 150+ students through JavaScript fundamentals, data structures, and algorithms.

Selected AI solutions

Three Peas in a Pod operations system — Site live since September 20, 2026; AI features on staging

threepeasagency.com

Rebuilt a Denver childcare agency's website (live) and built the booking and dispatch system behind it (on staging, not yet used by families). The model may only copy date and time words out of a parent's text; a grounding check verifies each one, and an ordinary parser does the date math.
Reply drafts have no send path in the code: the owner sends every one.

SignUpCity — Live since September 13, 2026

signupcity.app

Typed text becomes a draft sign-up sheet or poll. Claude Haiku 4.5 drafts it, with a Workers AI fallback; if both fail, the person keeps their typed text.
On 35 written test cases, including a prompt-injection case and a Spanish-language request, Haiku matched Sonnet, which costs about 2.5 times as much, so Haiku shipped. Capped at 200 calls a day (about $16 a month).

Education

University of Texas at Austin *B.A., Philosophy* — Dec 2009

Hack Reactor (Galvanize) *Software Development Immersive* — Aug 2016

Core competencies

AI solution design	Prompt engineering, multi-step AI workflows, eval design, model selection by eval, cost controls. Claude, Claude Code and other AI coding agents, Workers AI.
Change enablement	AI upskilling and coaching for non-technical users, adoption and rollout, reusable documentation and playbooks, handover, teaching (Hack Reactor lead instructor: 150+ students mentored, 20+ hours of live lecture weekly).
Business analysis and operations	Business process mapping, use-case discovery and prioritization, stakeholder management, executive support, budgets and invoicing, vendor management, data reconciliation and reporting.
Building	JavaScript, Google Apps Script, HTML/CSS, SvelteKit, Node, Git, Cloudflare.