

# Application Form

---

## Profile

**Fred** \_\_\_\_\_ **E** \_\_\_\_\_ **Avera** \_\_\_\_\_  
First Name Middle Initial Last Name

<input type="text"/>	<input type="text"/>
Home Address	Suite or Apt
<input type="text"/>	<input type="text"/>
City	State
<input type="text"/>	<input type="text"/>
Email Address	Postal Code

<b>Retired</b> _____ Employer	<b>Retired</b> _____ Job Title
<input type="text"/>	<input type="text"/>
Primary Phone	Alternate Phone

### How long have you lived in Washoe County? \*

6-10 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

---

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

---

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

Public libraries are essential for any community. It is important that libraries be highly accessible and that the material and opportunities available there be helpful to all. I have been fully retired since moving to Washoe County in 2017 and have the time to devote to learning about the libraries in Washoe County and the hopefully have a positive future impact.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I graduated from UC Davis in 1972 with an AB in history. I graduated from Willamette University College of Law in 1976. I practiced law in Dallas, Oregon until moving to the Polk County District Attorney's Office. I was elected to three, four year terms as the District Attorney and served 12 years in that office. In 1998 I was elected to my first of three six year terms as a Circuit Court Judge for the Twelfth Judicial District. I resigned that position and took senior status for my last 5 years. I fully retired in January of 2017 and moved to Nevada. During my career I served on a number of boards and committees, including the Dallas School Board Budget Committee, the Oregon State Medical Examiner Board, several Oregon State Bar committees including the State Disciplinary Board ( state and regional chair) the State Legal Ethics Committee and the Professional Responsibility Committee. I was president of the Oregon District Attorneys association and co-chair of the ODAA legislative committee. In that capacity I acted as a registered lobbyist before sessions of the Oregon Legislature. As a Circuit Judge I served on the Judicial Ethics Committee and was chosen as chair of that group. In my community I was active in youth sports serving as a coach, program director and for 15 years as a volunteer baseball umpire.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

[Resume\\_Washoe\\_Library\\_Board.pdf](#)

Resume

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Word of Mouth

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

## RESUME

FRED E. AVERA

### PERSONAL BACKGROUND

Born [REDACTED]  
Married to N [REDACTED]  
Resides at [REDACTED]  
Washoe Nevada resident since January 2017  
Phone: [REDACTED]  
Email: [REDACTED]

### EDUCATIONAL BACKGROUND

Mission San Jose High School, Fremont, California - Diploma 1968  
University of California at Davis - A.B. in History 1972  
Willamette University College of Law, Salem, Oregon - J.D. 1976

### OCCUPATIONAL BACKGROUND

Attorney at Law and Member of the Oregon State Bar Association 1976 - 2017  
Attorney in Private Practice in Oregon 1976 - 1985  
Deputy District Attorney for Polk County Oregon 1985 - 1987  
District Attorney for Polk County Oregon 1987 - 1999  
Circuit Court Judge for Oregon 12th Judicial District 1999 - 2012  
Senior Circuit Court Judge for the State of Oregon 2012 - 2017

### PROFESSIONAL INVOLVEMENT

Oregon State Bar Professional Responsibility Committee  
Oregon State Bar Committee on Legal Ethics  
Oregon State Bar Disciplinary Board ( Served as Regional and State Chair)  
President Oregon District Attorneys Association  
Co-Chair ODAA Legislative Committee and Lobbyist before Oregon Legislature  
Oregon State Medical Advisory Board  
Oregon Circuit Judges Legal Ethics Committee (Served as Co-Chair and Chair)

### COMMUNITY INVOLVEMENT

Dallas Oregon Kids Inc (Youth Sports Program)  
Baseball and Soccer Coach and Program Administrator  
Volunteer Baseball Umpire  
Dallas Oregon School District Budget Committee  
Baseball Umpire with Salem Baseball Umpires Association  
Rotary Club of Dallas Oregon  
Independence-Monmouth Oregon Jaycees

### POSITION SOUGHT

Washoe County Library Board of Trustees

# Application Form

## Profile

Elizabeth

First Name

A

Middle Initial

Cadigan

Last Name

Home Address

Suite or Apt

City

State

Postal Code

Email Address

Washoe County School District

Employer

Elementary General Music Teacher

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

30+ years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 3 - Commissioner Garcia

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

I am a lifelong northern Nevadan. I grew up going to public schools in Washoe County, UNR for my undergraduate degree, and have made a career of teaching the children of Washoe general music. The Washoe County Library System has always been a safe haven for my family. I can still recall going to the Sparks Branch with my dad to get my first library card (call back to the blue and sparkly silver cards). I was so excited to be a member of such a special place and couldn't wait to come back to check out more books. I remember spending many summers hanging out at the Traner library getting my log stamped for the books I read and the activities I attended with high hopes of earning a prize (much love to Ms. Marian and Ms. Jones). I was there for the opening ceremony of the Traner/Duncan Library and many days thereafter signing up to use the computers and getting on waitlists for the newest Spice Girls books. The library continued to be a staple in my life as I navigated high school (Hug High Valedictorian of '05) and entered college. While the number of books I checked out lessened over the years, I continued to visit the library for various events and study sessions. To this day, I make it a point to spend time in the libraries of the places I visit; Sometimes to work on projects, sometimes just to appreciate their existence. I recognize how much libraries provide our community as a whole and would like to give back to the system that I believe has helped made me the person I am today.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

Washoe County Educator- Elementary General Music (2010-Current) Nevada Department of Education Teachers and Leaders Council (2022-2025) Washoe Education Association Vice President (2022-2024) Washoe Education Association Board Member- Special Services (2021-2022) Washoe Education Association Board Member- (2020-2021) Lifelong Patron of the Washoe County Library System

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

Carson Victory Rollers Women's Flat Track Roller Derby Men's Roller Derby Association RollerCon

---

[ECadigan\\_26.pdf](#)

Resume

[LOR\\_Elizabeth\\_Cadigan\\_2026.pdf](#)

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Word of Mouth

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Elizabeth A. Cadigan

## Education

**Kent State University- Kent, Ohio** **2012-2014**  
*Master of Music in Music Education*

**University of Nevada, Reno- Reno, Nevada** **2005-2010**  
*Bachelor of Music in Music Education, With High Distinction*  
*First generation college graduate*

**Procter R. Hug High School- Reno, Nevada** **2001-2005**  
*Advanced Honors Diploma, Valedictorian*

## Teaching Experience

**Elementary General Music Educator** **July 2010-Present**

Anderson Elementary/Early Childhood Center in Cold Springs, WCSD

- *Plans and teaches elementary general music lessons for roughly 400 students at a Title I school in grades PK-5 in Reno, NV and 130 PK students in Cold Springs, NV.*
- *Directs public music programs that provide the audience with insight into the importance of music education and the connections to other academic subjects made within the general music classroom.*
- *Provides additional opportunities for students and other members of the community to further develop their musical education through after-school music events such as Community Caroling and grade-level concerts.*

## Leadership Experience

**WEA Vice President** **2022-2025**

- *Serves as representation on the Board of Directors for all Washoe Education Association (WEA) members. Collaborates with the WEA Executive Board on contract negotiations and memorandum of understandings with the WCSD.*

**WEA Board Member- Special Services** **2021-2022**

- *Serves as representation on the Board of Directors for all Washoe Education Association (WEA) Special Services members: non-classroom members (music, counselors, Program assistants, nurses, librarians, G.T., speech therapists, or any other licensed personnel on the teaching salary schedule who have assignments at multiple sites).*

**WEA Board Member- At Large** **2020-2021**

- *Serves as representation on the Board of Directors for all Washoe Education Association (WEA) members.*

**WCSD Fine Arts Advocacy Committee** **2021-Present**

- *Advocates for and provides insight on the needs of Elementary General Music Teachers across the Washoe County School District.*

**WEA Elementary General Music Building Representative** **2020-2025**

- *Represents all Elementary General Music Teachers who are actively enrolled within the Washoe Education Association.*

**Lead Teacher** **2013-2024**

- *Guides early educators through their student teacher internships (UNR and WCSD ARL programs) in preparation of earning their education degree and/or teaching license.*

**Professional Learning Community Facilitator** **2013-2021**

- *Plans and implements professional learning opportunities that allow Elementary General Music Teachers to collaborate and strengthen their understanding of various topics with their colleagues.*

**Awards and Accomplishments**

**National Board Certified Teacher-Music Early and Middle Childhood** **2017-Present**

- *Earned in recognition of the ability to meet a series of high and rigorous level of standards set to determine accomplished teachers within their field of study (Originally earned in 2017, recertified in 2021 and 2026).*

**Bureau of Land Management Teachers on Public Lands Participant** **2018**

- *Designed and developed curriculum for the general music classroom featuring the wildlife and ecosystems of the Black Rock Desert-High Rock Canyon Emigrant Trails National Conservation Area in Northern Nevada.*

**WCSD Employee of the Year** **2017-2018**

- *Earned in recognition of outstanding service and dedication to the students of the Washoe County School District.*

**Friends of Black Rock-High Rock/Bureau of Land Management Artist** **2017**

- *Created a compilation of children songs that educate about the wildlife, history and responsible recreational activities that live and take place within the Black Rock-High Rock National Conservation Area in Northern Nevada.*




## THE ROSE BULLIS REGIONAL CENTER FOR TEACHING AND LEARNING

---

Visual and Performing Arts Department  
Amy Barthel, Administrator

380 EDISON WAY  
RENO, NV 89502



April 27, 2026

To Whom It May Concern:

It is with great pleasure that I write this letter of recommendation for Elizabeth Cadigan. I first met Ms. Cadigan in 2004 when she was a senior in high school and my husband was her band teacher. As a first-year teacher, my husband spoke of Ms. Cadigan as an energetic, helpful, and invaluable member of his band. As a drum major, she served as the leader of the band and went above and beyond to motivate her peers through the transition of having a new band director.

Ms. Cadigan began teaching elementary music with Washoe County School District after receiving her Bachelor of Music in Music Education from the University of Nevada, Reno in 2010. During informal observations of Ms. Cadigan, I have witnessed her energy, passion, and expertise with her students. She is committed to providing students with a safe, rigorous, and accessible academic environment. When her students do not have instruments or equipment needed for instruction, Ms. Cadigan finds ways through grants and fundraising to ensure her students have all the materials needed.

Ms. Cadigan's influence does not end with her students. She has served as the lead teacher for eight student interns. She has created curriculum guides for ukulele instruction for elementary music teachers. Ms. Cadigan has developed and taught multiple professional learning sessions and classes for district teachers. For 10 years she served as a Professional Learning Community Facilitator for the elementary music teachers. Every summer, she shares her ukulele and guitar skills with the music department by tuning and repairing nearly 300 instruments. In 2014, Ms. Cadigan completed her Master of Music in Music Education from Kent State. Since 2017, Ms. Cadigan has been a National Board-Certified Teacher and has received the honor of Washoe County School District's Teacher of the Year. All these tasks highlight Ms. Cadigan's continuous desire to learn and share her knowledge with her colleagues and peers.

In addition to providing quality instruction for students and positively influencing other teachers, Ms. Cadigan also advocates on multiple levels for all educators and her community. She has served as a building representative and an Executive Leadership role with the Washoe Education Association. She frequently speaks out against injustice and inequity for teachers, students, and her community. In addition to speaking out, she implements creative solutions to problems. For example, when funding prevents participation in an activity, she finds a way to fundraise or receive donations, so no one misses out on valuable opportunities. Ms. Cadigan educates herself on policy and strives to help others find their advocacy voice. She is committed to presenting solutions to policy makers to provide needed changes.



## THE ROSE BULLIS REGIONAL CENTER FOR TEACHING AND LEARNING

---

Visual and Performing Arts Department  
Amy Barthel, Administrator

380 EDISON WAY  
RENO, NV 89502

Ms. Cadigan displays integrity, energy, and perseverance in everything she does. Whether teaching in her classroom, collaborating with other teachers, or advocating for education or her community, Ms. Cadigan puts her whole self into her work. She is an asset to every team she is a part of. It is because of these things that I highly recommend her for serving on the Washoe County Library System Board of Trustees.

Sincerely,

Amy Barthel, Visual and Performing Arts Coordinator

# Application Form

## Profile

Jacquelyn \_\_\_\_\_ J \_\_\_\_\_ Cheun-jensen \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address

Suite or Apt

City

State

Postal Code

Email Address

University of Nevada, Reno  
 School of Medicine  
 Employer

Compliance/Information  
 Officer  
 Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

6-10 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

### Why are you interested in being part of this board/commission or academy?

I love the library and its services. I attend with my daughter, I have used many of the resources. I want to be part of shaping the future of the library system in Washoe County.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

I am a Compliance Officer. I have served on several boards: ACHE-NV, HIMSS-NV, CARE Chest, and Junior League of Reno. I use my library card for books, LinkedIn Learning, events, and puzzles.

**Do you currently serve on any boards/committees or volunteer?**

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

President, American College of Healthcare Exec. - Nevada President-Elect, Health Information Management System Society - Nevada Vice President, CARE Chest Past President, Junior League of Reno Scholarship Chair of Soroptimist International of Sierra Reno

[Jacquie\\_Cheun-Jensen\\_Resume\\_Mar\\_26.pdf](#)

Resume

[Letter\\_of\\_Recommendation\\_Dr.\\_Cheun-Jensen.docx](#)

Letter of Recommendation

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Washoe County Website

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

N/A

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# JACQUIE CHEUN-JENSEN

## Healthcare Operations Leader

Strategy & Operations | Health Information Quality & Analytics | Compliance

Dynamic and visionary healthcare operations executive with 15+ years of experience in healthcare compliance, data analytics and privacy, project management, people leadership, employee training, and business transformation for multiple industries. Known for transparent and honest leadership, I excel at articulating the overall company mission, empowering teams to achieve strategic objectives, and fostering a collaborative environment.

Track record of improving profitability, enhancing customer satisfaction, and driving data-informed decisions. Committed to community and philanthropic endeavors, actively serving on multiple boards. Advanced academic background (PhD in Medical Sociology; MS in Healthcare Administration), including **Fellow of the American College of Healthcare Executives (FACHE)** and **Health Information Management Systems Society (FHIMSS)**.

Compliance Program Management • Population Health & Value-Based Care Analytics • Data Privacy & Reporting • Crisis Management • Member Engagement & Experience Optimization • Continuous Improvement • Operational Excellence • Employee Training & Development • Strategic Planning & Initiative Execution

## PROFESSIONAL EXPERIENCE

### **Director, Quality Initiatives – Nevada Rural Hospital Partners, Reno, NV (Jul. 2025 – Nov. 2025)**

Cooperative for the 13 Critical Access Hospitals in Nevada.

Responsible for managing the Managed Care Organizations in Rural Nevada for the Critical Access Hospitals. Collaborated with SilverSummit and CareSource to manage contracts, provider trainings, and programming. Worked closely with CareSource on their Premium Gold Card Program to provide no prior authorizations for rural Nevada.

- **Grant Writing:** Certified in Grant Writing. Worked with the Nevada Health Authority on the Rural Health Transformation Grant through CMS. Nevada was awarded \$179.9 million for four initiatives: the Rural Health Outcomes Accelerator, the Flex Fund for Rural Providers, the Workforce Recruitment and Rural Access Program, and Rural Health Innovation & Technology.

### **SILVER STATE ACO, Las Vegas, NV (Oct. 2021 – June 2025)**

Accountable care organization (ACO) providing care to Medicare fee-for-service patients.

#### **Chief Compliance Officer (2022 – 6/2025)**

#### **Director of Analytics (2021 – 6/2025)**

Assumed role of CCO in addition to senior-level analytics role to provide strategic leadership and direction for all operations related to data privacy (HIPAA/HITECH/GDPR), data warehousing, data reporting/dashboards, information system quality, and compliance training (state and Federal) for employees and stakeholders. Lead team of 32 quality care coordinators to ensure accurate CMS-compliant charting and enhance value-based care outcomes. Oversee 900+ providers from 52 practices (across the State of Nevada), including clinical quality, provider/patient experience, and onboarding training (HIPAA/HITECH, FWA, Stark Law, False Claims Act, etc.).

- **Compliance & Privacy Program Leadership:** Drive Implementation of executive priorities across compliance, quality, and patient experience domains. Oversaw design and implementation of an effective privacy and compliance program and strategy. Managed multiple systems, including a policy management system, a contract management system, and a learning management system. Created new policies and procedures based on new CMS (Medicare/Medicaid) policies, such as Gift Policy and Interoperability. Utilized economic models to identify risks and create solutions to mitigate risk.
- **Strategic Initiatives:** Serve as trusted advisor to the Board on high-stakes regulatory and strategic initiatives. Developed analytical vision and annual strategies for ACO for business optimization. Implemented and oversaw healthcare initiatives such as reduced ER admission rates from 38% to 23% by leveraging Experian notifications and coordinating cardiologist consultations for cardiac-related cases, resulting in significant cost savings and improved patient care.
- **P&L Oversight & Value-Based Care Optimization:** Achieved a \$4M increase in shared savings, totaling \$10M disbursed among practices and team members by managing CMS CCLF Claim files for 38K patients and 52 provider practices, ensuring great provider satisfaction, accurate charting and billing, improving transparency, and training staff.
- **Operational Efficiency & Member Experience:** Using Lean Six Sigma techniques reduced reporting turnaround time from 10 days to 3 days by automating reporting processes, creating comprehensive process manual for all reports, improving data

privacy and accuracy in data warehouses, and streamlining vendor experiences. Improved quality gap closures from 84% to 90% by enhancing patient experience, identifying and addressing care gaps (i.e., depression screenings), and implementing mandatory use of Illumicare for providers.

- **Data Analytics:** Appointed as project manager of 52 different practices to verify requirements of EMR compliance with CMS eCQM guidelines. Worked with new EMR contractors to integrate information over and educate all health professionals within the office. Datamined for FWA, uncovered in durable medical equipment, skin grafts, and CPAP billing.

**Manager, People Development – GREATER NEVADA CREDIT UNION, Reno, NV (Jan. 2020 – Jul. 2021)**

Largest credit union in Nevada serving over 89,000 members. Dedicated credit union for Renown Health.

Led team of 4 direct reports focused on employee engagement, development, and training to ensure compliance with FMLA, benefits, and state and federal EEOC guidelines. Conducted a comprehensive evaluation of standards and policies, trained leaders on performance evaluation, grievance resolution, disciplinary monitoring, and approval of awards and leave requests.

- **Employee Training & Development:** Managed and trained over 30 VPs and managers, overseeing the development of 400+ employees in Nevada within a \$750k budget. Improved employee retention and production by designing and implementing an organizational development strategic plan with measurable KPIs.
- **Relationship Management:** Managed all vendor relationships and reported directly to the Board of Directors. Enhanced community and business development relationships by developing a sales program for senior leadership.

**Senior Health Plan Trainer – HOMETOWN HEALTH (Subsidiary of Renown Health), Reno, NV (Jan. 2018 – Jan. 2020)**

Non-profit health insurance company offering individual and family plans, employer plans, and Medicare Advantage plans.

Hired to develop and conduct onboarding programs, educating new hires on insurance products, including Medicare Advantage (Part C & D) and private PPO and PMO plans, and supporting sales efforts. Oversaw onboarding and training programs, leading a team of 3 focused on employee engagement, retention, and recruitment. Created comprehensive orientation manuals for all 16 departments. Performed ongoing analysis of performance in reimbursement, productivity, staffing, and overall operations.

- **Compliance & Privacy Training:** Collaborated with compliance department to develop and conduct an organization-wide compliance and privacy training program. Significantly improved organizational alignment and understanding across all departments by implementing comprehensive orientation and training programs. Trained 730 employees during tenure.
- **Program Development & Management:** Worked with IT to implement 4 different programs, including developing new processes using Six Sigma and training on software. Successfully achieved URAC accreditation and received the STAR Award by developing and delivering training for all leaders on the 7.3 URAC Standards.
- **Policy & Regulatory Training:** Enhanced vendor compliance with CMS regulations for Medicare Advantage plan, Senior Health Plus, by co-developing and executing vendor summit (\$10K budget) to train 25 vendors on policies and regulations.

**Healthcare Data Analyst – ADVANCE ER, Dallas, TX (Mar. 2015 – Apr. 2017)**

Standalone ER facility offering concierge-level and 24-hour emergency care.

Conducted financial and competitive market analyses to support business strategy development. Utilized advanced modeling techniques to identify regional market forces for each facility's community. Presented strategic opportunities, financial initiatives, and research recommendations to stakeholders, including 6 ER physician owners. Increased patient visits and facilitated the implementation of school physical programs by suggesting targeted marketing strategies to schools and parents.

**Interim Director – CARRIAGE HOUSE ASSISTED LIVING, Denton, TX (Jan. 2012 – Dec. 2014)**

Assisted living facility with ~85 beds, which focused on non-medical assistance with daily activities as well as on-site medical care.

Managed all operations, focusing on financial growth, operational excellence, regulatory compliance, and patient outcomes. Oversaw budgets and payroll for 40 employees, leading a team of 6 direct reports to ensure standard operations. Developed promotions and incentives for partner affinity groups, focusing on cross-sales. Established strategic 5-year business plan to achieve financial excellence. Maintained highest level of resident care per regulatory standards.

**Early Career:** *Unit Coordinator, Epic Implementation* – TEXAS HEALTH RESOURCES, Denton, TX (Aug. 2011 – Mar. 2015);

*Transformational Care Manager* – ST. MARY'S REGIONAL MEDICAL CENTER, Reno, NV (Apr. 2008 – Jul. 2011)

## TEACHING EXPERIENCE

**Professor, Advisor, & Lecturer (remote) – SOUTHERN METHODIST UNIVERSITY, Dallas, TX (Jan. 2018 – Present)**

Teach graduate-level data science courses in R, Python, & SQL, overseeing student research, co-authoring healthcare analytics publications, and serving as Editor-in-Chief of Data Science Review.

## EDUCATION & TRAINING

**PhD, Medical Sociology – University of North Texas (2017)**  
**MS, Healthcare Administration – University of North Texas (2012)**  
**BS, Nutritional Science – University of Nevada, Reno (2010)**

**Advanced Training & Certifications:** Fellow of the American College of Healthcare Executives (FACHE) – American College of Healthcare Executives; Fellow of the Health Information Management System Society (FHIMSS); Certificate of Public Health – University of North Texas Health Science Center; Lean Six Sigma – Green Belt; Certificate of Healthcare Compliance; Certificate of Healthcare Privacy and Compliance

## BOARD LEADERSHIP & COMMUNITY INVOLVEMENT

**President, Education Chair, & Membership Chair – Health Information Management System Society (HIMSS) NV (2019 – Present)**  
**Executive Board Member & Vice President – CARE Chest (2018 – Present)**  
**President, Secretary, Membership/Education Chair – American College of Healthcare Executives (ACHE) (2013 – Present)**  
**President, VP of Fund Development, and VP of Programming – Junior League of Reno (2011 – Present)**

## RECENT PUBLICATIONS & CONFERENCE PAPERS

- [Enhancing Animal Shelter Operations with Time Series and Machine Learning](#) (2024), Data Science Review-Journal, (8)3
- [Fall Detection: Threshold Analysis of Wrist-Worn Motion Sensor Signals](#) (2020), Data Science Review-Journal, 3(2)
- [Personalized Detection of Anxiety Provoking News Events using Semantic Network Analysis](#) (2019), Data Science Review-Journal, 2(3)
- *Sociology of Health and Wellness: An Applied Approach.* (2018). Cognella, San Diego, CA
- [How eHealth Literacy Impacts Patient-Provider Relationships: A study on Trust, Self-Care, and Patient Satisfaction](#) (2017)
- “AI Models Predict High Temperature Impacts on Death and Injuries”, presented at Health Information Management System Society Annual Conference, Las Vegas, NV (March 11, 2026)
- “Las Vegas Cardiff Project: AI Models Map Violence and Overdoses”, presented at Health Information Management System Society Annual Conference, Las Vegas, NV (March 3, 2025)
- “News Recommendations Based on Personalized Safeguards through Automated Filtering of Content for Generalized Anxiety Disorder,” presented at the Data Science Symposium, Dallas, TX (July 12, 2019)
- “Non-Performance of Sick Role and Health Perceptions in a New Brave World of Digital Health Information,” presented at the American Sociological Association 112<sup>th</sup> Annual Meeting, Montreal, Quebec, Canada (August 12, 2017)
- “How does electronic health-literacy affect patient-doctor communication?” presented at the Texas Public Health Association 92<sup>nd</sup> Annual Education Conference, Galveston, TX (April 11, 2016)
- “How e-health literacy affects patient satisfaction with their doctors,” presented at the Southwestern Social Science Association Annual Conference, Las Vegas, NV (March 24, 2016)

Alpa Minott

May 1, 2026

To the Washoe County Board,

I'm pleased to recommend Jacquie Cheun-Jensen for appointment to the Washoe County Library Board. I've known Jacquie since 2017 and began working closely with her in the nonprofit space in 2019. In that time, I've seen firsthand the steady, people-centered leader she is, and I'm confident she would be a tremendous asset to the Library Board.

Jacquie shows up for our community in a way that's both thoughtful and consistent. She leads with integrity, pays attention to the details, and genuinely cares about the people around her. She's the kind of person who listens carefully, asks the right questions, and helps teams move forward in a way that builds trust.

On a personal note, Jacquie has been an important mentor to me. Her encouragement and guidance played a meaningful role in my leadership development and supported my path to becoming President of the Junior League of Reno. She pushed me to step outside my comfort zone, stayed steady when the work felt heavy, and always brought me back to the bigger "why" behind community service. That kind of mentorship says a lot about who she is.

Jacquie also understands what strong board service requires. She approaches governance with care and accountability, values collaboration and transparency, and keeps an eye on the long-term impact of decisions. She has a deep appreciation for organizations that serve the public good and the role our libraries play in education, access, and community connection.

I'm confident Jacquie would be a thoughtful advocate for the Washoe County Library System and a reliable, engaged member of the Board of Trustees. Thank you for considering her for this role, and please feel free to reach out if I can provide any additional information.

# Alpa Minott

Sincerely,  
Alpa Minott

# Application Form

## Profile

James

First Name

Chuck

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

Pluto in Aquarius LLC

Employer

Co-Founder and CEO

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

1-5 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

## Why are you interested in being part of this board/commission or academy?

---

The public library is one of the few genuinely non-commercial spaces where residents across every income level, age, and background can access information, build skills, and connect with their community. I take that seriously, and I want to help protect and strengthen it here. I grew up in downtown Chicago with the Chicago Public Library as a genuine civic anchor, and during years working in New York City I relied on the New York Public Library physical branches and digital ecosystem regularly. I know from direct experience what an ambitious, well-governed library system can mean to a city and its residents. A commissioner on the Chicago Public Library board once told me that one of the most important functions a library serves is as a safe space for children -- a place where any kid can walk in off the street and belong. That stayed with me. As the father of a newborn son and a fourteen-year-old daughter entering Galena High School, I feel that more acutely than ever. My wife holds a graduate degree in journalism and we are completing the first edition of a history of innovation book series. Ours is a household that takes reading, writing, access to knowledge and sharing of ideas seriously. We are active Washoe County Library cardholders and voracious readers. I have reviewed the Washoe County Library System's FY 2022-2025 Strategic Plan carefully. The system's ambitions across workforce development, digital equity, youth support, senior outreach, capital investment, and service to underrepresented populations are exactly the kind of multi-year, multi-stakeholder work that requires disciplined board governance to succeed. I also understand the challenges the system faces right now: the failure of the WC-1 tax renewal, the budget pressure that followed, and the work of supporting incoming Director Lisa McClure as she takes the helm after a difficult period of transition. These are not abstract concerns for me. They are solvable governance and financial problems, and they are the kind of problems I have spent my career working through. My family came from Chicago, home to one of the great public library systems in the country. What I have seen of the Washoe County Library System since arriving in Reno convinces me that this is already a genuine civic gem -- one worth protecting, funding, and building on. I want to help do that, at a moment when the board's leadership genuinely matters.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

The board's core responsibilities map directly to work I do professionally: identifying meaningful problems and creating solutions, financial oversight, organizational performance evaluation, executive leadership assessment, supporting staff and building institutional capacity, strategic planning, and community advocacy. I hold an MBA from Columbia Business School and have spent twenty-five years improving organizations and building many from scratch in complex environments -- post-conflict Bosnia, post-industrial Chicago, and now the American West. My background in strategy consulting at Katzenbach Partners (now Strategy&) and investment banking gives me the tools to engage seriously with the library's budget, its capital improvement pipeline, and the longer-range financial planning required to restore funding stability after the WC-1 setback. My real estate development experience is directly relevant to the system's ongoing facility agenda. Two major mixed-use development projects I led, though did not get built, in Chicago included new public library branches in the plans -- a reflection of my long-held belief that libraries belong at the center of community investment, not at its margins. My experience building a World Bank and UNESCO-supported social enterprise from zero infrastructure in post-conflict Bosnia-Herzegovina -- growing it to 185 multi-ethnic staff and receiving the World Economic Forum Social Entrepreneurship Prize -- taught me how public institutions either anchor a recovering community or fail it. That experience also sharpened my understanding of how to serve diverse and underserved populations, which connects directly to the library's commitments to Indigenous communities, monolingual Spanish speakers, and vulnerable youth. I have been actively involved at Sage Ridge School in South Reno, where I served on the Value Proposition Committee, created the school's online spirit store, and served as head coach of the boys varsity soccer program. I also volunteer coached snowboarding at Sky Tavern. These roles keep me closely connected to the educational and developmental needs of Washoe County families across exactly the age range the library's School Support and Lifelong Learning initiatives are designed to serve. I have reviewed the backgrounds of the current trustees and believe I would bring genuinely complementary skills to the board. The continuing members bring deep strengths in public health, multicultural community outreach, Spanish language fluency, and K-12 education. What I can share is my private sector financial rigor, capital project experience, and a venture builder's approach to strategic planning -- disciplines directly relevant to the board's fiduciary responsibilities at a time when the library's fiscal future demands serious attention.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

Sage Ridge School, South Reno -- Value Proposition Committee member, creator of the school online spirit store, head coach boys varsity soccer. Sky Tavern -- volunteer snowboard coach. Prior volunteer service: Mercy Home for Boys and Girls, Chicago; Destiny Youth Mentoring Program, Madison, WI. Employing UNR interns of diverse backgrounds as part of my venture studio's commitment to Northern Nevada's workforce development.

---

[James\\_Chuck-Resume.pdf](#)

Resume

[James\\_Chuck-Letter\\_of\\_Recommendation.pdf](#)

Letter of Recommendation

---

### Please Agree with the Following Statement

I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.

I Agree

Please indicate how you learned about this opportunity (select all that apply): \*

Social Media

---

### Demographic Information

The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.

What is your age range? \*

What gender do you identify as? \*

Which race/ethnicity best describes you? \*

What is your highest level of school completed? If enrolled, highest degree received? \*

**What is your employment status? \***

---

**What is your total household income? \***

---

---

### **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# JAMES CHUCK

English, French, Croatian/Serbian

---

## EXPERIENCE

**Founder & Managing Partner** Pluto in Aquarius LLC Mar 2023 – Present | Reno, NV

- Venture studio: AI-driven data network, CPG and media ventures. At UNR Innevation Center.
  - Ventures currently in Development: Confidential.
- 

**Co-Founder** Fifth Star LLC May 2018 – Feb 2023 | Chicago, IL

- Operated creative studio and advisory firm focused on purpose-driven brands and real estate development.
  - Built Chicago Water Co. (CPG), Silo 1 Spirits, and Chicago Fire Spirits from concept through market launch.
  - Led planning for a 400-acre affordable, mixed-use urban brownfield redevelopment project.
- 

**Co-Founder** Empire Cider Company LLC Jun 2013 – Dec 2021 | Geneva, NY

- Founded in Beacon, NY to integrate family-owned New York orchards into hard cider market.
  - Earned placements at NYC Michelin-starred restaurants; won multiple industry awards.
  - Served on Marketing Resources & Data Insights Committee, American Cider Association (2014–2021).
- 

**Co-Founder & President** TAG Holding Alpha LLC Oct 2011 – Dec 2021 | Chicago, IL

- Ran Chicago-based real estate development office across core, value-add, and ground-up strategies.
  - Managed venture portfolio alongside development activities through the firm's operating period.
- 

**Principal** Compass Properties LLC Jan 2002 – Dec 2018 | Chicago, IL

- Managed and optimized family-owned real estate portfolio across Chicago and Miami.
  - Identified, negotiated, and closed \$10MM in transactions and \$750K in redevelopment projects.
- 

**Co-Founder & Partner** Euris Capital Partners May 2009 – Sep 2011 | Zagreb, Croatia

- Co-founded multi-sector investment bank and advisory firm operating across Croatia, Slovenia, Bosnia-Herzegovina, Serbia, and Montenegro.
  - Supported over EUR 800MM in M&A activity; advised on EUR 100MM in renewable energy projects.
  - Focused on real estate, biomass renewable energy, and M&A in the Southeast European beverage sector.
- 

**Director, Acquisition & Development** Dolphin Capital Investors Aug 2007 – Aug 2009 | Split, Croatia

- Created development and acquisition strategy for Southeast Europe's leading luxury resort developer.
  - Executed due diligence on 25 opportunities including a 700-acre island resort site.
  - Supervised development on a 125-acre greenfield project; managed governmental relations.
- 

**Senior Associate** Katzenbach Partners Jul 2005 – Jul 2007 | New York, NY

- Developed strategy for a \$1B business unit of a top-five U.S. telecommunications company; delivered +9% market share and +13% EBIT.

- Reorganized finance group of a leading book publisher; restructured reporting at business unit and corporate levels, yielding -18% operating cost.
- Designed and managed cost reduction program for a \$6.2B global cosmetics company across 28 vendors; delivered \$7.4MM in savings, more than 2x target.
- Firm subsequently combined with Booz & Company and is now Strategy&.

---

**Founder & Director** Knitting Together Nations (KTN-BH) Aug 1998 – Nov 2001 | Sarajevo, Bosnia-Herzegovina

- Founded UNESCO- and World Bank-supported social enterprise to create sustainable employment for displaced women through export-focused luxury goods manufacturing.
- Secured \$235K from World Bank Post-Conflict Fund; built enterprise to 185 multi-ethnic FTE.
- Contract manufacturing clients included Agnes B, Edina Ronay, Artwork, and Dosa; presented at fashion shows in London, Brussels, Palma de Majorca, and Sarajevo.
- Created first post-war e-commerce website in the former Yugoslavia; won World Economic Forum Social Entrepreneurship Prize.

---

**Market Development Manager** Commission for Real Property Claims (CRPC) Jun 1997 – Jul 1998 | Sarajevo, BiH

- Served legal body created by the Dayton Peace Accords to restore real property rights to displaced persons and refugees.
- Authored first post-war report on the BiH real estate market; established assessment offices and an exchange network.
- Created online property marketplace with U.S. Army technical support.

---

## EDUCATION

**Columbia University** MBA, Finance & Economics 2003 – 2005

**London Business School** Strategy & Globalization (Exchange) Jan – Feb 2005 | *Profs. Joseph Stiglitz & Bruce Greenwald*

**University of Wisconsin-Madison** BA, International Political Economy / Behavioral Economics 1993 – 1997

**Sciences Po Aix** Diploma, International Economics & Law 1995 – 1996

**Choate Rosemary Hall** 1989 – 1993

**Latin School of Chicago** 1980 – 1989

5/1/2026

Washoe County Board of County Commissioners  
1001 E. Ninth Street  
Reno, NV 89512

Dear Chair and Members of the Board:

I am writing to formally recommend James Chuck for appointment to the Washoe County Library Board of Trustees. I have had the opportunity to work with James through his civic engagement with the City of Reno, and I have come to know him as a thoughtful, committed, and highly capable contributor to our community.

James brings a rare combination of private-sector discipline and a strong sense of civic responsibility. He has a clear and grounded perspective on how communities like Reno grow and thrive—understanding the connections between economic development, access to opportunity, and the strength of public institutions. His approach is consistently focused on long-term outcomes and sustainable impact, which aligns well with the mission and evolving role of the Washoe County Library System.

The Library System is at a pivotal moment, facing fiscal challenges and opportunities following the WC-1 renewal and transitioning to new leadership under Director Lisa McClure. This period will require engaged and capable trustees who can provide sound financial oversight, support strategic planning, and help guide institutional stability. His professional background reflects a consistent ability to navigate challenges, think strategically, and deliver meaningful results.

In addition, his experience leading a pro bono consulting engagement with NYU Libraries—focused on envisioning the future of their system—gives him a level of direct, relevant insight that is uncommon among board applicants. He understands both the operational realities and the broader community role of library systems. James is measured, solutions-oriented, and collaborative. He listens carefully, asks insightful questions, and remains focused on what will best serve the community over time.

I recommend James Chuck without reservation for appointment to the Washoe County Library Board of Trustees. Please feel free to contact me if you have any questions.

Sincerely,



Bryan McArdle  
City of Reno Revitalization Manager

# Application Form

## Profile

**Donna** \_\_\_\_\_ **R** \_\_\_\_\_ **Dawson-schwartz** \_\_\_\_\_  
 First Name Middle Initial Last Name

<input type="text"/>	<input type="text"/>
Home Address	Suite or Apt
<input type="text"/>	<input type="text"/>
City	State <input type="text"/>
<input type="text"/>	Postal Code <input type="text"/>
Email Address	

<b>None</b> _____	<b>Retire</b> _____
Employer	Job Title
<input type="text"/>	<input type="text"/>
Primary Phone	Alternate Phone

### How long have you lived in Washoe County? \*

1-5 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 4 - Commissioner Andriola

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

I would like to serve on the Washoe County Library Board of Commissioners because I am committed to advancing literacy, public access to information, and strong community services. With more than 3 decades of experience in education and extensive involvement in civic organizations, I understand the importance of thoughtful involvement and the impact that well-supported libraries have on individuals and families. My background in nonprofit leadership, fundraising, and community engagement has prepared me to contribute meaningfully to the Board's oversight and long-term planning for the Washoe County Library System. I am motivated by a genuine desire to support the library system's continued success in its mission to connect people with information, ideas, and experiences; and to help ensure that it remains a vital, accessible resource for all residents of Washoe County.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I bring a combination of educational experience, nonprofit leadership, and community service. As a high school English teacher for over three decades, I understand literacy development, youth needs, and the importance of equitable access to learning. My leadership roles in civic organizations--serving as President, committee leader, and Board Member--give me experience in governance, fundraising, and working closely with executive leadership. I am comfortable with oversight, collaboration, and long-term planning, and I am committed to supporting programs that strengthen our community. Furthermore, I am very comfortable with decision making in a group setting. I listen first. I want to understand the perspectives and concerns of others before offering my own. I believe in respectful, consensus-driven decision-making, especially in public service roles. I am comfortable asking clarifying questions, weighing the long-term impact of decisions, and keeping the mission of the organization at the center of the discussion. My goal is always to contribute constructively and help the group move toward thoughtful, well-supported decisions.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

Washoe County Dems Central Committee

---

[Resume.pdf](#)

Resume

[Letter\\_of\\_Recommendation.pdf](#)

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Other

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

Donna Dawson-Schwartz

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

### **Professional Summary**

Dedicated educator and community leader with a lifelong commitment to literacy, public service, and youth development. Brings more than three decades of experience teaching high school English and extensive leadership roles in civic organizations supporting education, counseling services, and community wellbeing. Known for collaborative decision-making, strong communication skills, and a deep belief in the role of libraries as essential community resources. Seeking to contribute experience, insight, and service-driven leadership as a member of the Washoe County Library Board of Commissioners.

### **Core Strengths**

Literacy advocacy

Public service & civic engagement

Volunteer leadership

Board governance & oversight

Community outreach

Youth and family support

Fundraising & event coordination

Collaborative decision-making

### **Professional Experience**

High School English Teacher

1970–2002

Taught 10th–12th grade English, fostering strong reading, writing, and critical-thinking skills

Promoted literacy and a lifelong appreciation for literature among diverse student populations

Adapted curriculum to meet varied learning needs and supported an inclusive, student-centered environment

Collaborated with colleagues, administrators, and families to support academic and personal growth

Mentored students in writing, research, and communication, contributing to long-term academic success

### **Community & Civic Leadership**

Almaden Valley Women's Club  
President, Committee Member

Led a major civic organization dedicated to women's leadership, community service, and educational support

Directed committees responsible for fundraising initiatives benefiting local schools and nonprofit organizations

Organized community events and volunteer programs that strengthened local educational and social services

Supported leadership development opportunities for women and advanced programs promoting literacy and youth enrichment

Almaden Valley Youth Counseling Service  
Auxiliary President; Board of Directors Member

Served on the Board of Directors for a sliding-scale counseling service supporting youth and families

Worked closely with the Executive Director to guide organizational strategy, operations, and community partnerships

Led the Auxiliary in fundraising efforts essential to sustaining accessible mental-health services

Participated in committees focused on financial planning, program support, and community outreach

### **Education**

University of California, Santa Barbara  
Bachelor of Arts in English, Minor in History  
Graduated 1970

April 16, 2026

Washoe County Library Board of Trustees

Sparks, NV

Dear Members of the Selection Committee,

I am writing to recommend Donna Dawson Schwartz for appointment to the Washoe County Library Board of Trustees.

Donna brings a long record of service in education and community leadership that makes her well-suited for this role. She spent more than 30 years as a high school English teacher, where she focused on building strong reading, writing, and critical thinking skills among her students. That kind of experience translates directly to an understanding of how important access to literacy and learning resources is for a community.

In addition to her professional work, Donna has served in a number of leadership roles in civic organizations. Her time with the Almaden Valley Women's Club and the Almaden Valley Youth Counseling Service included board service, fundraising, and organizational oversight. These roles required practical judgment, collaboration, and an ability to work through complex community needs, skills that are directly relevant to library governance.

Donna approaches this work with a steady, thoughtful style. She listens, works well with others, and understands the importance of balancing different perspectives. She also has a clear appreciation for the role libraries play, not just as places for books, but as accessible community resources that support education, families, and lifelong learning.

In my role as a Trustee for the Washoe County School District, I value partners who understand how public institutions can work together to serve the community effectively. Donna would bring that perspective to the Library Board, along with a consistent commitment to public service.

I recommend her for this position and believe she would be a reliable and constructive member of the Board.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Mayberry". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Adam Mayberry

Trustee, Washoe County School District

# Application Form

---

## Profile

David \_\_\_\_\_ A \_\_\_\_\_ Dulcey \_\_\_\_\_  
First Name Middle Initial Last Name

<input type="text"/>	<input type="text"/>
Home Address	Suite or Apt
<input type="text"/>	<input type="text"/>
City	State
<input type="text"/>	<input type="text"/>
Email Address	Postal Code

SELF EMPLOYED _____ Employer	ENGINEER/UMPIRE _____ Job Title
<input type="text"/>	<input type="text"/>
Primary Phone	Alternate Phone

### How long have you lived in Washoe County? \*

30+ years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

---

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

---

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

THANK YOU FOR CONSIDERING ME FOR THIS POSITION. I HAVE LIVED HERE SINCE 1985 AND HAVE SEEN MAJOR CHANGES IN THE COMMUNITY. I HAVE WORKED WITH THE YOUTH IN THE COMMUNITY FOR MANY YEARS AS AN ADVOCATE FOR YOUTH SPORTS. I STARTED A NON-PROFIT IN RENO IN 1989 FOR GIRLS FAST PITCH SOFTBALL (NEVADA LIGHTNING). OVER THE YEARS I WAS PRESIDENT OF THE FAST PITCH LEAGUE, I WAS ON THE SPEAKERS BUREAU FOR SIERRA PACIFIC POWER COMPANY AND SPOKE TO STUDENTS REGARDING CAREERS AND EDUCATION. CURRENTLY I AM SELF EMPLOYED AS REFEREE AND UMPIRE. I GREW UP ON PENNSYLVANIA (COAL REGION), AS PART OF THE LOWER MIDDLE CLASS I RELIED ON THE LIBRARIES AS AN INTERGRAL PART OF MY EDUCATION. GROWING UP I REMEMBER PEOPLE VOLUNTEERING THEIR TIME TO ME, AND UPON VISITING AND SPEAKING TO PAST MENTORS I ASKED THE QUESTION OF HOW I COULD REPAY THEM, AND THEY SAID TO ONLY PAY IN FORWARD. I SEE THIS OPPORTUNITY TO GIVE BACK IF I WAS PART OF THE LIBRARY BOARD, I WOULD LIKE TO SHARE MY LIFE EXPERIENCES WITH THE COMMUNITY AND MY KNOWLEDGE OF HOW TO RUN PROJECTS AND INTERFACE WITH PEOPLE, I WOULD BE HONORED TO BE CONSIDERED FOR THIS POSITION.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

BS DEGREE FROM PENN STATE ELECTRICAL ENGINEERING I LISTED MANY OF MY QUALIFICATIONS ABOVE. I WAS ALSO ON THE GRIEVANCE COMMITTEE FOR WINCO, AND HAVE BEEN TO NUMEROUS TRAINING CLASSES ON COMMUNICATION AND SPEAKING. I HAVE ATTENDED MANY CONTINUING EDUCATION CLASSES OVER THE YEARS.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

---

\_\_\_\_\_  
Resume

\_\_\_\_\_  
Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

- Word of Mouth
- Washoe County Website

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Application Form

## Profile

Alyssa

First Name

Goins

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

Employer

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

1-5 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 1 - Commissioner Hill

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

I'm interested in serving on this board because I want to take a more active role in shaping and supporting the community I'm building my life in. Libraries have always been an important resource for me—not just as places to access information, but as welcoming spaces that encourage learning, curiosity, and connection. They've played a meaningful role throughout my life, and I see this as an opportunity to give back to an institution that has given so much to me and to the public. Being part of this board would allow me to contribute to decisions that directly impact residents, families, and future community members. I want to help ensure that the library continues to be a place where people of all backgrounds feel represented, supported, and inspired. Serving on this board aligns with my values, my commitment to community engagement, and my desire to help strengthen the resources that make Reno a better place to live.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I may be new to serving on a formal board, but I bring a strong foundation of relevant experience and a perspective that reflects the realities of community members who are actively building their lives in Reno. In my current role with a workforce development board, I work directly with residents across diverse backgrounds, helping them access resources, develop skills, and navigate systems that shape their opportunities. That work has given me a deep appreciation for how public institutions—especially libraries—serve as essential hubs for information, connection, and community support. Throughout my life, libraries have been places where I've learned, explored, and found belonging. I understand firsthand how they foster a diversity of thought, provide equitable access to resources, and create space for community voices that might otherwise go unheard. I'm involved in a wide range of community groups—from athletic and religious communities to crafting clubs and professional networks—which allows me to bring a broad, inclusive perspective to the board's discussions. While this would be my first board appointment, I am eager to contribute, learn, and grow. I believe my commitment to community engagement, my experience supporting residents through my professional work, and my lived experience as someone establishing long-term roots in Reno uniquely position me to serve thoughtfully and effectively. I would welcome the opportunity to give back to an institution that has played such a meaningful role in my life.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

---

---

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Washoe County Email

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Alyssa Goins



## Accounting & Finance Professional

Detail-oriented accounting specialist with extensive experience in AP/AR management, payroll processing, financial reporting, and month-end close. Skilled in GAAP compliance, ERP systems, and process optimization. Known for improving accuracy, strengthening internal controls, and supporting cross-functional teams.

---

## PROFESSIONAL EXPERIENCE

### Nevadaworks – Reno, NV

#### Finance & Grants Support Specialist

*Aug 2024 – Jan 2025*

- Supported financial tracking for workforce development grants, ensuring compliance with federal and state funding requirements.
  - Prepared financial summaries, monitored expenditures, and assisted with budget alignment for partner agencies.
  - Collaborated with program managers to resolve discrepancies and maintain accurate documentation for audits.
  - Strengthened internal reporting processes by improving data organization and documentation workflows.
- 

### Robert Half – Reno, NV

#### Accounting & Finance Consultant

*Jan 2025 – Present*

- Supported multiple client organizations with AP/AR cleanup, reconciliations, and month-end close tasks.
  - Identified process gaps and implemented workflow improvements that reduced reconciliation time and improved reporting accuracy.
  - Assisted with payroll processing, vendor management, and audit preparation across diverse industries.
  - Adapted quickly to new systems, including QuickBooks, Oracle, and NetSuite, ensuring seamless transitions for clients.
-

## **Woodridge Technical Solutions – Remote**

### **Bookkeeper**

*Feb 2024 – Feb 2025*

- Facilitated payroll tax audits, ensuring compliance and smooth audit processes.
  - Prepared journal entries, month-end and year-end closings, bank reconciliations, fixed asset schedules, and GL reconciliations.
  - Assisted with budget development and financial forecasting to support strategic planning.
  - Streamlined month-end close procedures, reducing closing time.
- 

## **Dayco Systems – Acworth, GA**

### **Staff Accountant**

*Feb 2023 – Jan 2025*

- Managed general ledger accuracy and ensured GAAP-compliant financial reporting.
  - Prepared and analyzed monthly, quarterly, and annual financial statements.
  - Reconciled bank accounts, credit cards, and balance sheet accounts.
  - Processed AP/AR, including invoice verification, payments, and collections.
  - Conducted variance analysis and provided actionable recommendations to management.
  - Utilized QuickBooks, SAP, and Oracle to automate processes and improve reporting efficiency.
- 

## **Brandstorm Inc. – Los Angeles, CA**

### **A/R Specialist**

*Nov 2020 – Dec 2022*

- Managed corporate collections, improving cash flow and reducing outstanding receivables.
  - Reviewed and approved credit memos, ensuring compliance with internal policies.
  - Tracked and reconciled inventory for accurate financial reporting.
  - Collaborated with Purchasing and Receiving to resolve invoice discrepancies within 60 days.
  - Assisted with new accounting system implementations and upgrades.
- 

## **Adventist Health – Roseville, CA**

### **A/P Specialist**

*Nov 2019 – Nov 2020*

- Processed 2,300+ monthly invoices with an error rate under 5 per month.
- Reviewed invoices for proper documentation and approval; entered and matched items in Oracle.
- Reconciled vendor statements and credit card clearing accounts monthly.
- Certified weekly payrolls, reducing payroll errors by 25%.
- Supervised and trained payroll clerks, improving team productivity.

---

## **SP Plus – Santa Monica, CA**

### **Bookkeeper**

*Nov 2016 – Nov 2019*

- Managed cash receipts, deposits, invoicing, and vendor orders.
  - Performed administrative duties including mail sorting, supply ordering, and office coordination.
  - Processed remote deposits and managed credit card transactions.
- 

## **SKILLS**

- GAAP Compliance
  - Financial Reporting
  - Accounts Payable & Receivable
  - Payroll Processing
  - General Ledger Management
  - Bank & Account Reconciliation
  - Audit Support
  - Budgeting & Forecasting
  - Data Analysis
  - ERP Systems: QuickBooks, Oracle, SAP, Sage
- 

## **EDUCATION**

### **California State University, Los Angeles**

B.S. in Accounting | 2018 – 2020

### **Pasadena City College**

A.S. in Business Administration | 2013 – 2017

---

# Application Form

## Profile

Sharon

First Name

Goldrup

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

Deque

Employer

Director of Training

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

21-30 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 1 - Commissioner Hill

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

## Please tell us about yourself

### Why are you interested in being part of this board/commission or academy?

I am interested in serving on this board because I see libraries as essential community access points, especially as access to information, technology, and learning continues to evolve. My professional background has focused on ensuring that systems are designed to serve all individuals, and libraries play a critical role in that work.

Sharon Goldrup

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I have worked in K-12 education as a special education teacher, and I currently serve as a faculty member in higher education, where I prepare future teachers and work with practicing educators. This gives me a strong understanding of how individuals and families access learning, information, and community resources across different stages of life. In addition to my work in education, I serve in a leadership role focused on digital accessibility and training, where I support organizations in making their content and systems usable for people with disabilities. This includes aligning with standards such as ADA and Section 508, as well as leading large-scale training efforts. This experience is directly relevant to the evolving role of libraries as providers of digital access and services. I also bring experience working across public and institutional systems, including collaboration with government entities, universities, and large organizations. This has strengthened my ability to think strategically and contribute to decisions that balance community needs with operational realities. While I have not previously served on a formal board or commission, I have extensive experience working in collaborative, decision-making environments and contributing to initiatives that require thoughtful planning, accountability, and long-term impact. My work has required engaging with multiple stakeholders, aligning priorities, and supporting decisions that impact diverse populations.

---

**Do you currently serve on any boards/committees or volunteer?**

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

---

[S\\_Goldrup\\_PhD\\_CV.2026.docx](#)

Resume

[Sharon\\_Goldrup\\_Library\\_Board\\_Recommendation.docx](#)

Letter of Recommendation

---

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Social Media

---

## **Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# SHARON GOLDRUP, PhD

---

## Professional Experience

---

### **The University of Nevada, Reno**

8/2017- current

#### ***Adjunct Faculty, Educational Specialties***

Hours per week- 10 to 15

#### ***Graduate Assistant, College of Education & Human Development***

The College of Education & Human Development at the University of Nevada, Reno is a recognized leader in guiding, shaping, and mentoring high-performing education professionals. The university is committed to a diverse and inclusive learning community that works to promote education across disciplines. The college's core goal is to prepare well-qualified educators, human development specialists, counselors, administrators, and other professionals to address critical community needs.

### **DUTIES AND RESPONSIBILITIES:**

As an adjunct faculty member at the University of Nevada, Reno, I create and teach comprehensive curricula for various education courses in eLearning, blended, and live classroom environments. I mentor both undergraduate and graduate students, providing personalized feedback to support their academic growth. Additionally, I conduct research, publish articles, and present findings at conferences. Through dynamic classroom discussions and innovative curriculum design, I consistently foster a collaborative and engaging learning environment.

### **ADJUNCT RESPONSIBILITIES**

- Selected to serve on faculty and create courses, including eLearning, Blended, & Live, widely employing industry best practices and trends.
- Invited by UNR doctoral students to serve as an outside dissertation committee member, providing specialized guidance in special education, accessibility, and rigorous research design.
- Advise and support UNR PhD candidates through all stages of the dissertation process, including conceptual framing, methodological selection, data interpretation, and scholarly writing.
- Developed comprehensive learning curricula covering various Education topics for eLearning, Blended, and Live classroom environments.
- Conducted research, published journal articles, and presented at regional and national education conferences.
- Trained colleagues on accessibility to safeguard federal funding for the college.
- Implemented research-driven, AI-supported instructional approaches that increased student engagement and improved learning outcomes in educational specialties courses.
- Collaborated with colleagues to assess and enhance instructional practices within the educational specialties department.

## **TECHNICAL SKILLS:**

Provide PhD level knowledge on education and disability studies topics. Expert knowledge of Learning Managements Systems (Blackboard, Canvas, & Connexus). Proficient level knowledge of SPSS, HTML, Figma and InDesign.

## **COURSES CREATED AND TAUGHT**

- Characteristics of Students with Mild to Moderate Disabilities
- Graduate Special Topics in Educational Specialties
- Graduate Special Topics- Research Independent Study
- Foundations in Special Education Disability History
- Serving Individuals with Disabilities and Their Families
- Characteristics of Specific Learning Disabilities
- Trends and Issues in Special Education
- Special Education Curricula: Approaches for Adolescents
- Introduction to Early Childhood Special Education
- Typical and Atypical Development of the Young Child
- Language Development/Disorders for Special Education Teachers
- Assessment of Infants/Preschoolers with Special Needs

## **RESEARCH EXPERIENCE**

- Ph.D. Candidate, University of Nevada, Reno. Education: Special Education. Supervisors: Dr. Tammy Abernathy; Present. Dissertation: Data mining and document analysis using correlational-predictive multiple regression analysis.
- Graduate Student, University of Nevada, Reno. Education: Special Education. Supervisors: Dr. Tammy Abernathy; 2018. Duties: Document analysis and coding on teacher preparation programs approval, resulting in two publications.
- Graduate Student, University of Nevada, Reno. Education: Special Education. Supervisors: Dr. Tammy Abernathy & Dr. Robert Ives; 2017. Duties: Assist with research collaboration with Washoe County School District population data on absenteeism, resulting in district-wide absenteeism practice changes.
- Graduate Student, University of Nevada, Reno. Education: Special Education. Supervisors: Dr. Tammy Abernathy; 2016. Duties: Sought data collection approval from a national virtual school program, collect and analyze special education population data.

## **PUBLICATIONS**

- **Goldrup, S** & Abernathy, T.V. (2022). Virtual Education: Definition, Description, Special Education, and Potential Benefits. Routledge on the Encyclopedia of Education Project.
- Nash, R., Conner, B., Fellows, K., Clemmensen, B., Gullickson, R & **Goldrup, S**. (2022). Barriers in medical education: a scoping review of common themes for medical students with disabilities. Discover Education, 1(4).
- Abernathy, T.V., Medaille, A., & **Goldrup, S**. (in review) Contributors to Grade Inflation: Gifting the Profession? Action in Teacher Education.
- Medaille, A., **Goldrup, S.**, & Abernathy, T.V. (2019). Assessing Rigor in Teacher Education: Do NCTQ's Guidelines Measure Up? The Teacher Educator, 54(1), 72-89.

## **PRESENTATIONS**

# **SHARON GOLDRUP**



- **Goldrup, S.**, & Taylor, S. (November, 2025) Strengthening knowledge of AI: Experiences from one teacher education course. Teacher Education Division of the Council for Exceptional Children, Kansas City, MO
- **Goldrup, S.**, & Taylor, S. (October, 2023) Practicing What We Preach: Accessibility of Select Conference Websites. Northern Rocky Mountain Educational Research Association, Omaha, NE.
- **Goldrup, S.** (November 2019) Redefying LRE boundaries in virtual k-12 education. Teacher Education Division of Council for Exceptional Children. New Orleans, LA.
- Taylor, S., Abernathy, T.V., & **Goldrup, S.** (November 2019). Across the board: Comparing special education doctoral programs. Education Division of Council for Exceptional Children. New Orleans, LA.
- **Goldrup, S.** (October 2019). Rethinking LRE for Students with Disabilities: Considerations for Virtual Education. Council for Learning Disabilities. San Antonio, TX
- Taylor, S., Abernathy, T.V., & **Goldrup, S.** (October 2019). Research Coursework in Special Education Doctoral Studies: A Mixed Bag? Northern Rocky Mountain Educational Research Association. Denver, CO.
- **Goldrup, S.**, Grumstrup, B., Medaille, A., & Abernathy, T.V. (January 2019). Defining and Exploring Rigor in Teacher Education Programs. Council for Exceptional Children. Indianapolis, IN.
- Grumstrup, B., **Goldrup, S.**, Medaille, A., & Abernathy, T.V. (November 2018). Exploring Rigor in Teacher Education Programs: A Case Study. Teacher Education Division of Council for Exceptional Children. Las Vegas, NV.
- Medaille, A., **Goldrup, S.**, & Abernathy, T.V. (February 2018). Assessing Rigor in a Teacher Education Program. Association of Teacher Educators. Las Vegas, NV.
- **Goldrup, S.**, Grumstrup, B., Medaille, A., & Abernathy, T.V. (October 2018). Can Rigor in Teacher Education Programs be Quantified?: A Case Study. Northern Rocky Mountain Educational Research Association. Salt Lake, UT.
- **Goldrup, S.**, & Abernathy, T.V. (November 2017). Do students with disabilities enroll in virtual schools? A descriptive study on four K-12 virtual schools. Education Division of Council for Exceptional Children. Savannah, GA.
- Locquiao, J., **Goldrup, S.**, & Mesina, O. (November 2017). Starting Early: Developing Doctoral Scholars' Research to Practice Skills. Education Division of Council for Exceptional Children. Savannah, GA
- **Goldrup, S.**, & Abernathy, T.V. (October 2017). Characteristics of Special Education Students who Choose Virtual Schooling. Northern Rocky Mountain Educational Research Association. Boulder, CO.
- Medaille, A., **Goldrup, S.**, & Abernathy, T.V. (October, 2017). Assessing Rigor: Do NCTQ's Guidelines Measure Up? Northern Rocky Mountain Educational Research Association. Boulder, CO.
- Forsyth, A., & **Goldrup, S.** (October 2016). Influencing factors of teacher burnout in special education. Northern Rocky Mountain Educational Research Association. Reno, NV.

## **Deque Systems, Inc**

Present

**Director of Instructor Led Training, Curriculum Design Product Owner**

Hours per week-40

11/2022-

The mission of Deque is Digital equality, for everyone. Deque not only provides AI powered tools to increase compliance, but they also offer services and trainings that include document remediation, accessibility training both synchronous and asynchronous, certification preparation courses, accessibility audits and VPAT training and completion.

# **SHARON GOLDRUP**

## **DUTIES AND RESPONSIBILITIES:**

Directed strategic development and execution of curriculum design and accessibility training initiatives, ensuring alignment with organizational goals and industry best practices. Worked as a member of a cross-functional team including developers, designers, marketing and sales to provide accessibility training tailored to meet the unique needs of our clients. Product owner of all training related objectives which included direct customer service from the initial meeting until project completion.

## **ACCESSIBILITY TRAINING RESPONSIBILITIES:**

- Developed comprehensive, accessible educational content to enhance workforce skills and awareness of digital accessibility principles for government agencies, educational institutions, and Fortune 500 companies, incorporating requirements for WCAG 2.1 and 2.2, IDEIA, ADA, and sections 504/508 and EN 301 549.
- Delivered over 300 training sessions and workshops, including Deque's GAAD day webinar for over 1000+ participants.
- Provided subject matter expertise in Universal Design for Learning and Adult Learning Theory to create engaging and effective training materials.
- Collaborated with cross-functional teams to create engaging e-learning modules on disability awareness and inclusive design principles, resulting in increased awareness and compliance with accessibility guidelines.
- Worked with Subject Matter Experts (SMEs) to identify training needs and develop individual customer training programs.
- Expert in developing and refining training programs based on research, interviews, and business objectives.
- Proven history as a Program Manager, emphasizing inclusive design and accessibility integration throughout the software lifecycle.

## **TECHNICAL SKILLS:**

Provided expert level knowledge on Web Content Accessibility Guidelines (2.1 & 2.2), the ADA, IDEIA and sections 504/508. Proficient knowledge on EAA and EN 301.549 European Union accessibility laws. Conducted both manual and automated testing of websites using axe DevTools, WAVE, color contrast tools, NVDA, VoiceOver. Extensive experience in document remediation that includes, Microsoft Products (Word, Excel, & PowerPoint), and Adobe Acrobat. I am IAAP certified for Certified Professional in Accessibility Core Competencies (CPACC), and in the process of becoming Accessible Document Specialist (ADS) certified.

### **Freedom Healthcare**

01/2021

- 11/2022

#### **Chief Information Officer**

Hours per week-40+

Freedom Healthcare's mission was to provide affordable quality mental and behavioral health services in both Oregon and Nevada.

# **SHARON GOLDRUP**



## **DUTIES AND RESPONSIBILITIES:**

As Chief Information Officer for a behavioral and mental health clinic, I developed and implemented an IT strategy that enhanced patient care and operational efficiency. I managed and optimized EMR/EHR systems, ensuring data privacy and security in compliance with HIPAA regulations. Overseeing the clinic's IT infrastructure, I supported telehealth solutions and maintained reliable IT services. I collaborated with clinical and administrative staff to meet their IT needs and provided comprehensive training programs.

## **MANAGEMENT RESPONSIBILITIES**

- Project managed a \$500k system upgrade of a new Electronic Health/Medical Records.
- Initiated and executed a cutting-edge internal communication and work order system.
- Evaluation of existing systems, identification of gaps, and development of new training activities.
- Designed and implemented a company-wide employee onboarding and training program.
- Managed a team of 15 employees spanning IT, compliance, and marketing departments.

## **Nevada Connections Academy**

8/2010 - 12/2020

### ***Program Coordinator, Assistive Technology – Deaf/Vision Impaired Services***

Hours per week-40+

### ***Lead Teacher & Mentor, Special Education Department Special Education High School Teacher***

Nevada Connections Academy offers students a personalized online education experience that provides college and career track options.

## **DUTIES AND RESPONSIBILITIES:**

As a special education teacher, I specialized in educating students with various disabilities by developing and implementing tailored Individualized Education Programs (IEPs). I leveraged assistive technology and accessibility tools to enhance learning, making education more inclusive and effective for each student. I assessed student capabilities to establish precise educational goals and use specialized instructional strategies that accommodated their unique learning needs. Collaborating closely with parents, other educators, and professionals, I ensured a holistic approach to each student's education. Additionally, I managed and supported my students' behavioral needs while also advocating for their rights to access all necessary educational resources, and emphasizing the importance of accessibility in every aspect of their learning environment.

- Proactively built, integrated, and promoted diversity and inclusion within the school.
- Introduced new, organization-wide policies, processes, and procedures for making evaluating learning more equitable for students with disabilities while gaining buy-in from the senior leadership team.
- Facilitated the designing and leading of experiential courses that drove behavior change and boosted learner performance.
- Successfully managed assistive technology program and collaborated cross-functionally with internal stakeholders to promote accessibility within learning environments.
- Promoted to mentor and support new employees and build out professional development content for teachers.
- Provided all the assistive technology resources and training for the entire school.

---

## Education

---

**Doctor of Philosophy (Ph.D.) in Education**, Special Education & Disabilities Studies  
University of Nevada, Reno

**Master of Education (M.Ed.) in Special Education**, Autism & Mild to Moderate Disabilities  
University of Nevada, Reno

**Bachelor of Arts (BA) in General Studies**  
University of Nevada, Reno

---

## Affiliations

---

Council for Learning Disabilities (CLD)  
Association of Teacher Educators (ATE)  
National Education Association (NEA)  
Council for Exceptional Children (CEC)  
Education Division of Council for Exceptional Children (TED)  
International Association of Accessibility Professionals (IAAP)

---

## References

---

Special Education. University of Nevada, Reno. Email:

[REDACTED]

Special Education. University of Nevada, Reno. Email:

[REDACTED]

Tammy Abernathy, Ph.D.  
Professor, Emeritus  
University of Nevada

To Whom It May Concern,

I am pleased to write this letter of recommendation for Sharon Goldrup's application to the Washoe County Library Board. I first met Sharon when she was an M.Ed student in Special Education. At the time she was seeking both a master's degree and a special education teaching license. Seven years later after a successful teaching career, she returned to UNR and I was her Ph.D. advisor, supervisor and mentor. Overall, I have been fortunate to know Sharon for nearly 20 years as an exemplary student and a professional colleague.

Sharon is an exceptional professional and colleague. She is curious, thoughtful, persistent, and deeply committed to those she serves. Rather than avoiding complex problems, she approaches them with courage and rigor, relying on data, expertise, and careful judgment. At the same time, she never loses sight of the human dimension of her work—students, children, families, and colleagues are always at the center of her decisions.

Sharon worked hard to receive her Ph.D. While it is impressive to earn a Ph.D., it is more impressive to me how she has used it. She helps others. She teaches others. She mentors others and she enhances the lives of those with disabilities and those who serve them. It has been a pleasure to see her commitment and success to her professional field and her community. She is quick to volunteer, quick to listen, and quick to solve problems. Her work in Universal Design and Accessibility for people with disabilities is second to none nationally and would be an excellent addition to the Washoe County Library Board. I have no reservations making this recommendation and I hope you will give her application every consideration.

Please feel free to contact me at [REDACTED] if you require any additional information.

Sincerely,

Tammy Abernathy  
Professor, Emeritus  
University of Nevada

# Application Form

## Profile

Martha

First Name

Growdon

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

Employer

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

6-10 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 1 - Commissioner Hill

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

Libraries are integral to growing, well-educated communities equipped to overcome current and future challenges. Access to books is the single most important factor in determining the trajectory of a person's life. Children who grow up surrounded by books become adults who are capable of solving tomorrow's problems. Books change the way our brains are wired. Communities who support libraries support the unlimited potential of each of their citizens. I want to be at the core of supporting my fellow Northern Nevadans' growth in learning, creativity, compassion and problem solving for an ever-changing and unclear tomorrow. I know the deep, science-backed power of access to books through libraries. As a member of the Washoe County Library Board of Trustees, and in this age of galloping misinformation, I want to help educate our community about the power of books and the critical role that libraries play in helping elevate every member of our community.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I have not served on a board since my days as a geology professor, when I served on the Faculty Senate. I have generally eschewed\* serving on community boards/commissions but I feel so passionately about the importance of libraries that it is now time to set up and participate. I have dedicated my professional development, as a geology professor and after, to learning about how humans learn and how books and reading rewire our brains to great benefit. I am well-read on the effects of reading aloud to young children and the power of books to change how we think and react. I would be honored to serve my community as a champion of the Washoe County Library. \*no, I didn't write this with AI...I do know what this word means because I'm a reader.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

[MLG\\_CV\\_-\\_2026.pdf](#)

Resume

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Washoe County Email

---

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

SUMMARY

**Entrepreneur:** Ten years experience building my own business selling children's books and working with schools, libraries, and community organizations to provide book fairs, book drives, fundraising, and grant-matching programs to bolster access to books and joy in reading.

**Laboratory:** Fifteen years experience in petrographic techniques, including light microscopy, scanning electron microscopy, ion microprobe analysis, and X-ray diffraction analysis focusing on mineralogy, textures, structures, and pore geometries.

**Research:** Ten years experience investigating and interpreting structural, tectonic, and metamorphic histories of terranes in eastern and southern Connecticut, northern Manitoba, and coastal Maine enhanced by petrographic, geochemical, and geochronological data resulting in conference proceedings and publications.

**Fieldwork:** Twelve years experience designing and leading independent field research excursions in multiply metamorphosed and complexly deformed crystalline rocks. I developed skills interpreting the geologic histories of metamorphic rocks including analyses of structures and lithologies and the pressure-temperature-time histories of rocks from deposition through burial and metamorphism, exhumation, and weathering.

**Teaching/Mentorship:** Ten years experience, three years tenure-track, instructing and mentoring primarily undergraduate students in a wide variety of geologic topics with emphasis on integration of technology, fieldwork, and real-world scenarios to enhance student learning.

SKILLS

- Business development including marketing and customer-facing problem-solving
- Integrated geologic reports using data from nano- to tectonic-scale
- Petrographic analysis of mineralogy, pores, and microstructures using transmitted and reflected light microscopy
- Scanning Electron Microscopy (SEM) with Electron Dispersive (EDS) and Wavelength Dispersive Spectroscopy (WDS) and Cathodoluminescence (CL)
- Core and outcrop description
- Surface structural and lithologic mapping
- Mineral separation techniques
- Electron Microprobe analysis (EMPA)
- Thin section preparation
- U-Th-Pb Sensitive High Resolution Ion Microprobe (SHRIMP) geochronological data reduction and analysis
- $^{40}\text{Ar}/^{39}\text{Ar}$  geochronological data reduction and analysis
- X-Ray Diffraction
- Surface water geochemical analysis
- Element mapping of thin sections
- Drive and desire to learn new things and apply new skills to solve geological puzzles

Curriculum Vitae of  
Dr. Martha L. Growdon

EDUCATION	PH.D., GEOLOGY/METAMORPHIC PETROLOGY <i>Indiana University, Bloomington, IN</i>	2010
	M.S., STRUCTURAL GEOLOGY <i>University of Connecticut, Storrs, CT</i>	2006
	B.A., GEOLOGY, <i>CUM LAUDE</i> <i>Lawrence University, Appleton, WI</i>	2003

PROFESSIONAL  
EXPERIENCE

ENTREPRENEUR

*Dr. Martha; Experiments & Adventures*

Children's book sales through school book fairs and pop-up events. 2016-present

INDEPENDENT CONTRACTOR

*Contract project with Sunnyside LLC*

Field mapping and structural analysis in advance of hard-rock, gold, lead mining plans. 2018-2022

*Contract projects with Millennial Energy*

Light microscope petrography and initial petrographic description for exploration project 2017

SEM image petrography and description for three Anadarko Basin wells. 2016

*Contract projects with PetroArc International*

Point counting digital thin section images using PetroArc International's MicroPet software 2017

Point counting digital thin section images of Gulf of Mexico wells in collaboration with ExxonMobil. 2016

CHEVRON

*Contractor for Chevron Energy Technology Company (ETC), Petrologist, Rock and Fluids Characterization 2014-*

*2015* Responsible for reservoir and seal-rock characterization through thin section petrography and scanning electron microscopy (SEM). I write reservoir-quality reports and participate in progress meetings to aid the business unit's decision processes. Reports combine petrography with X-Ray diffraction data (XRD), mercury-injection capillary porosimetry (MICP), routine core analysis (RCA) data, stratigraphy, and other data as available.

Research: I observe, image, and describe thin sections with the petrographic microscope and prepare and image samples with the E-SEM to study pore and grain geometries and mineralogies. I research oil fields and plays for each well to provide necessary context and have examined plays in the Gulf of Mexico (Wilcox), Pennsylvania (Marcellus/Utica), Brazil, Kuwait, Indonesia, Angola, Australia, and South China Sea including sandstone, carbonate, and unconventional lithologies.

**Leadership:** I take initiative to troubleshoot sample quality and instrument maintenance issues through clear communication with necessary parties. This includes routine SEM and petrographic microscope maintenance and communicating about possible discrepancies among samples. I take initiative to connect with business units, stratigraphers, and colleagues to clarify project goals and understand play history in order to provide a high quality report that fulfilled BUs needs. I frequently receive strong positive feedback about my report quality and turn-around time.

\*Resume Addendum contains overview of projects and feedback.

## SUNY ONEONTA, EARTH AND ATMOSPHERIC SCIENCES

*Assistant Professor of Structural Geology*

2010-

2013 Tenure-track teaching and research position focused on successful development of curricula, courses, and research with undergraduate students. Developed and taught courses and laboratories in structural geology, tectonics, thermal modeling (using Matlab), Earth materials, and introductory geology.

**Research:** Successfully initiated bedrock geologic mapping and research on Matinicus Island, ME, integrating the structural, tectonic, metamorphic, and geochemical evolution of previously unstudied lithologies. Secured two EDMAP grants to fund student participation in this research. Completed mapping of the Matinicus Quadrangle (including two major and six minor islands) and beginning map digitization for publication. Initiated data collection campaign on island residents' groundwater wells, including well logs and water quality, and identified the source of natural arsenic contamination.

**Mentorship:** Mentored undergraduate and graduate student research in collaboration with colleagues on campus and at state and federal Geological Surveys. Lead two successful field mapping seasons to remote Matinicus Island, ME with three students. All three students presented their results at National Geological Society of America meetings; one is currently pursuing a MS in hurricane-related coastal geomorphology at Tulane, one has applied for MS positions in igneous petrology, and the third is continuing this research for her capstone research experience.

**Leadership:** Initiated and driving continuing development of work-life balance policies. Chaired search committee for Historically Underrepresented Dissertation Fellow. Spearheaded successful acquisition of SUNY Innovative Instructional Technology Grant with colleague to obtain tablet computer platforms for testing digital field mapping and student learning. Faculty advisor for local Sigma Gamma Epsilon (National Earth Science Honor Society) chapter.

**Field Experience:** Planned and led field trips to and discussed sedimentary, igneous, metamorphic, structural, and tectonic processes at important locations on the Siluro-Devonian Appalachian Plateau, the fold and thrust

belts of New York, Pennsylvania, and Vermont, the crystalline rocks of the Adirondack, Berkshire, and Green Mountains, the Palisades Sill, the Mesozoic Hartford basin, and Cape Cod.

INDIANA UNIVERSITY, DEPT OF GEOLOGICAL SCIENCES

*Instructor; Sabbatical Replacement*

2009 Taught several introductory geology courses and successfully managed teams of laboratory teaching assistants. Developed a new introductory geology standard laboratory curriculum for the Department of Geological Sciences.

*Associate Instructor*

2005-

2010 Planned and taught laboratory sections of introductory geology, mineralogy, petrology, and structural geology courses. Developed a balanced cross-section project for structural geology using real data from the Pine Mountain Thrust Fault in the southern Appalachians.

Research: Collaborated with scientists at Indiana University and Amherst College, the Geological Survey of Canada, the Manitoba Geological Survey, and the United States Geological Survey. Collected and analyzed structural, metamorphic, geochemical, and geochronological data to develop tectonic and heat flow models of collisional orogens. Discovered and documented evidence for

Mentorship: Lead two successful field mapping seasons southern Connecticut with two undergraduate student field assistants. Mentored and advised subsequent development of each student's undergraduate research project. One student received an MS at New Mexico Institute of Mining and Technology and works for Schlumberger. One is pursuing a Ph.D. at Brown University.

Leadership: President (2006-2007) and VP (2007-2008) for local Sigma Gamma Epsilon chapter. Organized annual Crossroads Geology Conference (2007 and 2008).

Field Experience: Five field seasons in the remote Kiseynew Domain in Northern Manitoba and the Orange-Milford belt in Southern Connecticut investigating processes of continental crust development and deformation (structure and tectonics).

CHEVRON, COVINGTON, LA

*Earth Science Intern*

2008

Asset development of a sour gas reservoir in the Gulf of Mexico. Evaluated and integrated seismic and log data, ordered new gamma ray logs, and completed a volumetric model and assessment for the reservoir.

PROFESSIONAL  
MEMBERSHIPS

Sigma Xi	2008 - present
Geological Society of America	2004 - 2024
American Mineralogical Society	2006 - 2018

Curriculum Vitae of  
Dr. Martha L. Growdon

American Geophysical Union

2006 - 2013

REFERRALS

References provided upon request.

# Application Form

## Profile

**Karen** \_\_\_\_\_ **A** \_\_\_\_\_ **Hayes** \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address

City Suite or Apt

Email Address State Postal Code

**Self** \_\_\_\_\_ **Realtor** \_\_\_\_\_  
 Employer Job Title

Primary Phone Alternate Phone

### How long have you lived in Washoe County? \*

11-20 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 4 - Commissioner Andriola

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

I am passionate about creating strong, supportive environments for children and families, and I see the library system as one of the most important community resources for education, access, and connection. Libraries today serve far beyond books—they provide safe spaces, learning opportunities, and critical programs that support youth development and lifelong growth. I am interested in contributing to the continued evolution of these services in a way that meets the needs of our growing community. With my background in business and real estate, I also value the importance of thoughtful planning, responsible budgeting, and long-term sustainability in public services.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I bring a combination of business experience, community awareness, and strong communication skills. As a real estate professional, I work closely with individuals and families across Washoe County, giving me insight into the needs, challenges, and growth of our community. My experience includes analyzing data, managing complex transactions, and making strategic decisions—skills that translate well into governance, budgeting, and policy oversight. In addition, I have a strong ability to connect with people, communicate effectively, and advocate for solutions that are both practical and community-focused. I am especially motivated to support initiatives that positively impact children and families.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

---

[KHayes-NV\\_boards\\_Commissions.pdf](#)

Resume

---

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

Karen A Hayes

**Please indicate how you learned about this opportunity (select all that apply): \***

Washoe County Website

---

## **Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Karen Ann Hayes

REAL ESTATE ADVISOR | COMMUNITY-FOCUSED LEADER-APPLICANT - WASHOE COUNTY BOARD OF EQUALIZATION

## CONTACT



## SKILLS

- Ability to remain objective and fact-based in decision-making
- Strategic Planning & Resource Allocation
- Leadership & Team Development
- Data Analysis & Informed Decision-Making
- Budget Awareness & Financial Oversight
- Problem Solving & Conflict Resolution
- Strong understanding of how community resources impact families and long-term outcomes
- Ability to communicate effectively with diverse groups and stakeholders
- Committed to transparency, thoughtful leadership, and responsible governance
- Brings both business perspective and community awareness to decision-making

## SUMMARY

Real estate professional and investor with strong expertise in property valuation, market analysis, and client advocacy. Proven ability to assess property values, interpret market trends, and communicate complex financial information clearly. Brings a balanced, data-driven approach to decision-making with a commitment to fairness, transparency, and community impact.

## EXPERIENCES

### REALTOR, CHASE INTERNATIONAL #S.0202171

Reno, NV / April 2024–present

- Analyze residential and investment properties to determine accurate market value using comparable sales, market trends, and local data
- Guide clients through pricing strategies to ensure fair and competitive property valuations
- Negotiate contracts and resolve disputes between buyers, sellers, and agents with a focus on equitable outcomes
- Interpret market shifts and economic factors impacting property values in Washoe County
- Educate clients on property taxes, assessments, and long-term investment implications

### PRODUCTION ENGINEERING SUPERVISOR, FINAL ASSEMBLY / ROTOR, TESLA GIGA Sparks, NV / April 2018-March 2024

- Led teams in high-performance sales environments, emphasizing accountability, communication, and results
- Analyzed performance metrics and financial data to drive strategic decision-making
- Managed complex client relationships and resolved escalated concerns with professionalism and fairness
- Align projects to drive department goals by managing operations and driving metrics in critical areas of production.
- Disposition of special case NCM from production lines, service, and GVSH/GA.
- Applies first principle thinking in daily tasks to minimize efficiency losses.
- Develop & maintain Standardized Manufacturing Instructions.
- Drives scrap reduction projects.

### PRODUCTION SUPERVISOR, STATOR, TESLA GIGA

Saprks, NV / April 2018-March 2024

- Built a strong, motivated team capable of delivering high quality products while consistently hitting production targets. First team to break 2K in Zone 4.
- Collaborates with engineering & maintenance to improve line productivity.
- Monitors daily/weekly build plans to ensure production rates are made.
- Develop training programs, ensuring team's versatility is at highest.
- Support issue resolution including root cause investigation & corrective action tracking.
- Support Maintenance & Engineering teams with DT requests.
- Develop & maintain Standardized Manufacturing Instructions.
- Drive improvement activities across the shift to increase team knowledge and capability.
- Observe all safety policies and maintain 5S standards with cleanliness.
- Provides constructive feedback to team in real time while creating plans/goals for success.
- Consistent 99% associate training completion.

# Karen Ann Hayes

REAL ESTATE ADVISOR | COMMUNITY-FOCUSED LEADER-APPLICANT - WASHOE COUNTY BOARD OF EQUALIZATION

## COMMUNITY STATEMENT

I BELIEVE STRONG COMMUNITIES ARE BUILT THROUGH ACCESS, CONNECTION, AND SUPPORT- ESPECIALLY FOR CHILDREN. I'M COMMITTED TO CONTRIBUTING IN A WAY THAT IS THOUGHTFUL, GROUNDED, AND FOCUSED ON LONG-TERM IMPACT.

### AUTOMATION TECHNICIAN, MODULE, TESLA GIGA Sparks, NV / April 2018-March 2024

- Technical & mechanical production control operations with Bastian, Swiss log, Tekno conveyance, AGV and VRC systems.
- Conducts daily, weekly, and monthly inspections/PMs.
- Performs repairs with work-around on equipment while ensuring production flow continues.
- Identifies, creates, and provides innovative solutions to improve operations while minimizing equipment downtime.
- Collaborating with cross functional teams to ensure downtime goals are met.
- Recommends measures to prevent repetitive faults/breakdowns.
- Created a running conveyance repairs/downtime needs list.
- Coordinates downtime between production, production control & maintenance.
- MOS, HMI, Microsoft office, Adobe, and Power point.
- Partnered in developing Standard Operating Procedures

### CUSTOMER SERVICE, SALES, INVENTORY MANAGEMENT, THE WHITE BUFFALO Truckee, CA / August 2016-Feb 2018

- Customer service and sales driven focus.
- Regularly exceeding personal & company sales goals.
- Custom product orders from visualization to delivery.
- Inventory management.
- Purchasing, new product introduction.
- Shipping & receiving.
- Merchandising.
- Artistic store front window design.
- Special event coordination.

### OFFICE MANAGER, SALES & MARKETING DIRECTOR, SUPPRESSED ARMAMENT SYSTEMS Sparks, NV / Decemeber 2014-July 2016

- ATF compliance with Federal & State regulations.
- Created sales and social media strategies.
- Inventory management.
- Purchasing, Shipping & Receiving.
- Complete rebrand including website, catalog, social media, and packaging.

### OWNER, AMPERSAND SALON NV Reno, NV / Octorber 2013-February 2016

- Quick books, Microsoft office, Apple programs.
- Team Leadership- Talent Hiring.
- Created sales strategies with weekly sales /service goal setting and coaching.
- Developed successful education program.
- Accountable for compliance of Federal & State regulations health and safety regulations.
- Inventory management and purchasing.

### STUDENT ADVISOR MANAGER, EDUCATION DIRECTOR , PAUL MITCHELL THE SCHOOL

- Team management of twenty teachers and student body of 250.
- Scheduling, timecards, and performance reviews.
- Classroom lesson plan development.
- Responsible for In-house education, trainings, certifications, staff development.
- Responsible for compliance of Federal & State regulations health and safety regulations.
- Created sales strategies with weekly sales /service goal setting.
- Coached, mentored staff & future professionals on attendance, state requirements, school guidelines and culture.
- Supply purchasing and inventory management for school classrooms, student kits and salon floor.
- Accountable for student retention and drop rates.

# Application Form

## Profile

**Nicol** \_\_\_\_\_ **L.** \_\_\_\_\_ **Herris** \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Email Address \_\_\_\_\_

**Coldwell Banker Select Real Estate** \_\_\_\_\_ **Realtor** \_\_\_\_\_  
 Employer Job Title  
 Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

### How long have you lived in Washoe County? \*

6-10 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

The Library is near and dear to my heart since I volunteered being a student librarian in high school and believe in the value of having strong libraries in our communities. Over the years I have continued being involved with library organizations in the communities I lived in. Diversity of viewpoints are important to have in our library communities and choosing the right trustee is important. Also, fundraising is important and I was co-chair of the Cupertino Library Fundraiser where we raised \$1.25 million in 9 months to build a new library. This required leadership to harness the efforts of different groups in our community to come together to achieve this goal. Watching how our community has been weathering the various situations over the years has caused grief and hurt feelings. I have been involved in leadership roles and have contributed to the healing process to build consensus in these situations.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

Since high school I have had a long history of participating in community boards, commissions, and organizations. Over the years, I've taken courses, seminars, and trainings to improve my skills in areas such as leadership, communications, fiscal accountability, professional development, HOA protocols, voter registration, and diversity training. I have served on boards such as the Boy Scouts of America, Girl Scouts of America, Asian Business League, Foothills of Los Gatos HOA, Cupertino Chamber of Commerce, Cupertino Historical Society, Friends of the Library, Cupertino Library Foundation, Chinese Historical and Cultural Project, Sierra Nevada Board of Realtors, Washoe County School District District Menu Advisory Board and numerous other organizations. As a member of the Board of these organizations, I have developed the leadership skills to participate in creating strong communication skills of listening to the community and working out the differences among board members in the best interest of the community.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

Washoe County South Truckee Meadows/Washoe Valley Citizen's Advisory Board Washoe County School District Menu Advisory Board Reno Elks Charitable Fund/Circle of Elks

---

[Nicol\\_General\\_Resume\\_2026.doc.pdf](#)

Resume

Letter of Recommendation

---

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

- Social Media
- Word of Mouth
- Washoe County Email

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

**NICÔL LEA HERRIS**

---

---

**ENTREPRENEUR / REAL ESTATE BROKER / FUNDRAISER / PUBLIC SPEAKER**

---

---

Forty-five years of diverse, progressive experience as entrepreneur, real estate broker, fund-raiser, and community volunteer. Key skill areas and areas of expertise include:

- Entrepreneur: Started and ran Thayer Electrical and Nicol Lea Realty, worked at Coldwell Banker.
- Real Estate Broker & Property Manager: Represent clients to buy and sell residential properties, package loans, screen tenants, collect rents, dispatch maintenance services, advise on capital investments, negotiate contracts and bids.
- Fundraiser: Raised funds for Cupertino Public Library, Quota International, Chinese Historical and Cultural Project, and Cupertino Historical Society among many others.
- Public Speaker: Extensive public speaking experience, including Master of Ceremonies for large events like Night of Magic at De Anza College and Comdex in Las Vegas.

**PROFESSIONAL EXPERIENCE**

COLDWELL BANKER SELECT REAL ESTATE 2018 – Present  
Real estate agent

NICOL LEA REALTY, Cupertino and Indio, CA 1978 – 2018

**Owner.** Founded and managed real estate sales and property management company.

- Represent clients to buy and sell residential properties, package loans, screen tenants, collect rents, dispatch maintenance services, advise on capital investments, negotiate contracts and bids.

**EDUCATION AND SPECIAL SKILLS**

**B.S.** Business Management, San Jose State University 1975

NLP Practitioner & Master Practitioner, NLP Health Certification, & NLP Coaching 2005 – 2006

Native English speaker, fluent in conversational Cantonese

**COMMUNITY SERVICE**

Washoe County South Truckee Meadows-Chair/Washoe Valley 2025 – Present  
Citizen’s Advisory Board

Washoe County School District Menu Advistsory Board 2025 – Present

Reno Elks Charitable Fund/Circle of Elks 2025 – Present

Reno/Sparks Association of Realtors Technology Committee 2020 – 2021

President of CHCP (Chinese Historical and Cultural Project) 2001 – 2003

President of Quota International 2004 – 2005

President of Cupertino Chamber of Commerce 1984 – 1985

Member, De Anza Community College Commission 2003 – 2006

Member, Foothill-De Anza Community College Foundation 2004 – 2006

Chair, Cupertino Fourth of July Celebration

1996 –1997

#### **AWARDS**

Member of 2020 International Sterling Society / top 100 Real Estate Agents, Coldwell Banker Select Real Estate	2020
Cupertino Distinguished Citizen of the Year	1990
Cupertino CREST Award	1998
Cupertino Rotary Paul Harris Fellow	1996
Cupertino Union School District Education Foundation First Annual Honor Roll	1981

#### **NICÔL LEA HERRIS BIOGRAPHY HIGHLIGHTS**

Nicôl's parents immigrated from China and met in the US, where they married and settled in New York. The oldest of four children, Nicôl was born in New York City. When she was five her parents moved to Sacramento where her father worked for Aerojet General. At age eight her parents sent her to Hong Kong for four years to learn the Chinese language and culture. In 1967 her family moved to Cupertino, where Nicôl attended Homestead High School. There she was the first female to run for student body president. After graduating from San Jose State University, she was the first person of Chinese descent to run for Cupertino City Council. During this time her parents started China House restaurant adjacent to Cupertino and ran it for 20 years.

Nicôl has founded several businesses and has operated her own real estate and property management business for 45 years. She has been very active in the community and has served as a director on the boards of more than 20 businesses and service organizations and has done extensive fund-raising. She has frequently been a guest speaker and master of ceremonies at public functions. Nicôl is a certified Master Practitioner of Neuro-Linguistic Programming and has a certificate in NLP-based life and business coaching.

# Application Form

---

## Profile

Katherine

First Name

Hollingsworth

Last Name

Middle  
Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

IGT

Employer

Senior Manager, Finance

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

6-10 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 5 - Commissioner Herman

Find your Commissioner District [HERE](#).

---

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

---

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

I am a passionate user of the library and feel that I am a good representative of the community. I am a fairly heavy reader of over 100 books per year plus I have a five year old who is currently learning to read. In the past few years, I have become more aware of the non-book services that my local library, Northwest Reno, that I have been able to take advantage of including scanning and the kids area.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

Aside from being passionate about literacy and promoting the love of reading, my professional experience will allow me to contribute to the success of the Washoe Library Board. I have around 18 years experience in finance and product management. I have been responsible for for multi-million dollar budgets and explaining financial issues in non technical terms.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

I am a precinct organizer focusing on voter turnout at primary and general elections.

---

[K\\_Hollingsworth\\_Resume.pdf](#)

Resume

---

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Social Media

Katherine Hollingsworth

---

## Demographic Information

The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.

What is your age range? \*

What gender do you identify as? \*

Which race/ethnicity best describes you? \*

What is your highest level of school completed? If enrolled, highest degree received? \*

What is your employment status? \*

What is your total household income? \*

---

## Nepotism

Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?

Yes  No

If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Kelly Hollingsworth



## PROFILE

Highly motivated business intelligence and finance expert with an MBA and over 15 years experience. Extensive experience supporting senior executives with a talent for distilling data into actionable insights. Currently lead a team of two managers and one analyst across time zones.

## EXPERIENCE

### Senior Manager, Financial Planning & Analysis, IGT, Reno NV — 2025-Present

- Responsible for a P&L of ~\$8M spend and 750 headcount.
- Forecast and manage R&D spend in a cost-sensitive environment.
- Track headcount additions/reductions closely including scenario modeling.
- Administer quarterly R&D employee incentive program ~\$5M annual budget.

### Manager, Product Planning & Analysis, IGT, Reno NV — 2023-2025

- Lead planning and analysis for business verticals, forecasting unit sales, ASPs, and gross profit by business segment and cabinet.
- Consolidate global long range terminal sales forecasts.
- Collaborate with Supply Chain and Sales Ops to track SOP demand forecast, ensuring alignment prior to monthly reviews.
- Support financial modeling to support business cases for licenses, cabinets/product lines and game releases.

### Business Intelligence Analyst, IGT, Reno NV — 2017-2023

- Partnered with global business segments to provide support and strategic guidance on financial and product performance
- Analyzed revenue and sales order data and present findings to Product Management teams weekly, monthly and/or quarterly
- Supported senior management with the business driven analysis of P&Ls.
- Created reporting for Game Incentive and Superstar Incentive programs
- Developed new reporting such as Strategic Revenue KPIs and Core Sales Backlog
- Maintained SQL database housing sales order and financial data. Data loading, cleansing and report optimization using SSMS.

### Senior Associate Product Manager, Revenue, Workday, Pleasanton CA — 2015-2017

- Defined business requirements and functional specifications for the Project Billing product
- Continuously prioritized a backlog of feature enhancements, customer cases, and urgent bugs in collaboration with development and QA teams

**Lead Senior Business Analyst, Professional Services, SS&C Advent — 2011-2015**

- Developed new Health Indicator dashboards with key KPIs for Global PS Management audience
- Forecasted revenue for projects with non-monthly revenue recognition
- Implemented new Sales Lead to Project automation in Salesforce
- Forecasted and analyzed monthly revenue metrics for global business & deliver reports to management team

**EDUCATION**

Saint Mary's College of California, CA — MBA with Honors

Santa Clara University, CA — Bachelor of Science in Commerce, Economics

**SKILLS**

Recent technical experience with SAP, SAP BPC, Workday, SQL and Tableau tools.

# Application Form

## Profile

Lizeth

First Name

Lechuga Gomez

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

St Mary's Home Health (Optum)

Employer

Social Worker

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

21-30 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 3 - Commissioner Garcia

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

I am a recent graduate in social work with a strong interest in community-based services, education access, and public resource equity. My academic and professional experiences have focused on supporting individuals and families through accessible programming, advocacy, and service coordination. I am particularly passionate about creating inclusive environments where people of all backgrounds feel welcomed and supported. I value lifelong learning and view libraries as essential community hubs that provide not only access to information, but also opportunities for connection, growth, and support. My background has helped me develop strong communication, organization, and problem-solving skills, along with a commitment to serving diverse populations.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I am interested in serving on the Washoe County Library Board because I strongly believe in the role libraries play as equitable, community-centered spaces. Libraries provide critical access to information, technology, and educational resources, especially for individuals who may otherwise face barriers to these services. Professionally, my interest stems from my commitment to community engagement and social equity. Libraries align closely with these values by offering inclusive programming, outreach services, and support for individuals across all stages of life. I am excited about the opportunity to contribute to decision-making that helps expand access, strengthen programming, and ensure the library continues to meet the evolving needs of the community.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

---

\_\_\_\_\_  
Resume

\_\_\_\_\_  
Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Social Media

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Application Form

## Profile

Douglas

First Name

L

Middle Initial

Miller

Last Name

Home Address

Suite or Apt

City

State

Postal Code

Email Address

State of NV, Division of Insurance

Employer

Management Analyst

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

11-20 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

The library system has come under scrutiny, if not downright attack in the last few years. Though there are some legitimate criticisms to be made of a large organization, the overall system is healthy and fulfilling its purpose. Its important to defend the library and its central purpose - a place of knowledge. A place to learn. I would like to be part of the team that helps return the library system to a more fiscally prudent course. The system's reliance on one source of public funding over the decades for too many programs represents mission creep, left it vulnerable and now we are living with the fallout from the ending of that one source.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I served as an original member of a county Veteran's commission. I currently serve on an HOA Board of Directors. Particularly in my current role, I guide the board to maintain fiscal prudence while continuing to plan for long-term solvency.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

I currently serve on an HOA Board of Directors.

---

\_\_\_\_\_  
Resume

\_\_\_\_\_  
Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

Please indicate how you learned about this opportunity (select all that apply): \*

Other

---

## Demographic Information

The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.

What is your age range? \*

What gender do you identify as? \*

Which race/ethnicity best describes you? \*

What is your highest level of school completed? If enrolled, highest degree received? \*

What is your employment status? \*

What is your total household income? \*

---

## Nepotism

Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Application Form

## Profile

**Billy** \_\_\_\_\_ **James** \_\_\_\_\_ **Moton** \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Email Address \_\_\_\_\_

**Retired** \_\_\_\_\_ **Retired** \_\_\_\_\_  
 Employer Job Title  
 Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

**How long have you lived in Washoe County? \***  
 6-10 years

Question applies to multiple boards  
**Are you registered to vote in Washoe County?**  
 Yes  No

**What district do you live in? \***  
 District 2 - Commissioner Clark  
 Find your Commissioner District [HERE](#).

## Interests & Experiences

**Which Boards would you like to apply for?**  
 Washoe County Library Board of Trustees: Submitted

## Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

Libraries are a critical educational asset for the communities they serve. Not only do libraries augment our schools in the county, but they also provide important educational outreach services to all age groups from pre-school to seniors. Also, libraries are a community hub, a place to meet and exchange ideas and information. With limited budgets and staff, running a library system requires thoughtful strategy, detailed planning, and operational effectiveness. My lifelong passion for reading and learning was ignited by my local library in the community where I grew up. I want to “pay forward”, so to speak, and volunteer my life learned skills to help Washoe County residents get the most out of their library system. Hopefully, my contribution will help to ignite the same passion for reading and learning to our many and varied members of the community.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

Although I retired in March 2021, I worked previously for a large international high tech corporation for 42 years around the world as an engineer, advanced technology programmer, first/second line manager, technical project manager, program director, and AI application & cloud infrastructure lead architect. During those 42 years, technology exploded. Learning and applying new technologies was a constant challenge. Understanding business/technical process problems and applying problem solving techniques to improve process effectiveness and efficiency was the norm. Managing limited resources (people and money) against tight project deadlines and ever expanding project requirements/issues was typical. People management including team building, setting employee goals, and assessing results were crucial. Critical thinking and precise communication were absolute necessities. Since I have “been there”, I understand what it is like to be in the trenches. I believe my life long learned skills and past career related experiences will allow me to provide guidance and assist the Library Board of Trustees in making the tough decisions for a critical asset of our community: Libraries.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

I am a Scout Master for BSA Troop 4, Reno. I also volunteer my IT support services to the Washoe County Republican Party.

---

[Resume for Billy Moton 1May2026.pdf](#)

Resume

[Letter of Recommendation Response.pdf](#)

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Word of Mouth

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

## **RESUME FOR BILLY MOTON**

**May 1, 2026**

- [REDACTED]
- [REDACTED]
- [REDACTED]

### **March 2021 – Present: Retired & Volunteer**

- Volunteer as a ScoutMaster for BSA Troop 4 Reno NV.
- Volunteer as IT Committee Chair for Washoe County Republican Central Committee and member of Nevada State Republican Central Committee – Phones, servers, network, & workstations.

### **January 2014 – March 2021 – Employed IBM Corporation - Worldwide**

- Lead Architect for AI Applications – Team Leader for multiple teams in the design, development, and implementation of several AI based application projects for Banking, Insurance, and Automotive Industry Corporations.
- Lead Architect for Cloud Infrastructure Migrations – Team Leader of fifteen member technical professional team in the architectural design and construction of cloud based IT infrastructures. Migrated international corporation's private data centers to those cloud infrastructures.

### **January 2008 – January 2014 – Employed IBM Corporation - Worldwide**

- Advanced Technology Program Director for Location Awareness and Safety Program Product. Directed team of technical professionals in the development and productization of the product. Managed internal resources necessary to deploy the product to consumers, including profit/loss of implemented projects. Required contracting with third party contractors for ancillary hardware components and software services.
- Advanced Technology Radio Frequency Identification (RFID) Solutions Architect. Architected, designed, and managed development/deployment of application projects based on RFID. Lead various sizes of professional teams. Required analysis of existing business processes in retail, supply chain, and manufacturing for industrial corporations and then developing the “to be” process model to be automated. Leveraged various middleware software products for database, business process orchestration, event detection and signaling, and web based user interface.

### **September 2000 – January 2008 – Employed IBM Corporation – United States**

- Second Line Manager for Business Partner Technical Support (BPTS) – Managed a 250 member organization to provide technical support to IBM Business Partners who incorporated IBM software products into their product platforms. Engaged C-suite (CEO, CFO, CTO, COO) executives to integrate and support advanced technology products into the partner corporation's representative product platforms. Responsible for P&L, product strategy, issue/problem management, and new release management. As second line manager, also responsible for various HR activities such as recruitment, hiring, and retention for advanced technology skilled professional resources as well as managing first line managers to corporate HR directives.

- First Line Manager for Business Partner Technical Enablement (BPTS) – First Line manager for various departments within BPTS. Primary role was to lead teams of technical professionals assigned to support specific business partners. Required full range of people management responsibilities as well as technical leadership for the implementation of technical programs and projects contractually agreed to with the business partner.

### **July 1978 – September 2000 – Employed IBM Corporation – United States**

- Software Development Tools Manager – First Line Manager
- Software Developer
- Systems Engineer
- Manufacturing Industrial Engineering – First Line Manager
- Industrial Engineer

### **September 1972 – June 1978 University of Southern California, Los Angeles Ca.**

- 1976 - 1978 – Graduated Dual Degree Program
  - Masters in Business Administration (MBA) – Major Qualitative Business Analysis, Minor Accounting
  - Masters in Industrial Engineering - Emphasis in Operations Research
- 1972 – 1976
  - Bachelor of Science in Industrial Engineering
  - Served 18 months as US Naval Midshipman, US Navy Reserves, Marine Option 1972-74

### **Hobbies, Activities, and Other Notes**

- Family: Happily Married to High School Sweetheart Takako 51yrs. Three Children, Five Grand Children.
  - Son Chris, Navy Pilot, Commander, US Naval Reserves. Graduated UCLA in Computer Science. Currently runs own real estate business in Reno specializing in Multi-Family unit commercial real estate.
  - Daughter Cherie graduated USC BS Computer Science and San Jose State MS in Computer Science. Currently works for Apple, Inc as Software Engineer living in Los Gatos, CA
  - Daughter Jennie graduated from UC Santa Barbra Mechanical Engineer and University of Maryland, Masters in Mechanical Engineering. Currently does research for fuel cell technology and sustainable energy systems for Washington DC company, living in Reno, Nevada.
- Activities: Travel, Hiking, Mountain Climbing, Snow Boarding. I volunteer as Scout Master for Reno Boy Scout Troop and am also Director of IT for Washoe County Republican Central Committee.
- Advice/Motto to Young Folk: You are only young once, so get out there and make the most of life. Never forget your duty to God, Family, and Country....in that order.

Letters of Recommendation and personal references will be made available on request. It would be helpful to know if the request is for my professional experience (somewhat dated) or my personal reputation. Please advise accordingly,

Thank You.

Billy Moton

# Application Form

## Profile

Denise

First Name

Myer

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

Retired

Employer

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

30+ years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 3 - Commissioner Garcia

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

### Why are you interested in being part of this board/commission or academy?

As the grandmother of school age children, I would like to be involved in the advocacy of library policies and procedures. I also want to have a say in the annual budget.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

I have been a member of the Washoe County Senior Advisory Board for 3 years. I am the current president of the Hayek Group. I have been involved in the community for many years, attending meetings and community functions.

**Do you currently serve on any boards/committees or volunteer?**

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

Washoe County Senior Advisory Board.

[Basic\\_EHS\\_Resume\\_I\\_Oct\\_2025.pdf](#)

Resume

Letter of Recommendation

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Word of Mouth

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

***Denise Stathes***

***Reno, Nevada***

**SUMMARY:** Safety, Compliance and Environmental Auditor/Analyst. Environmental Manager. Emergency Action Plan development. Improving safety culture through proactive approach. Develop and implement safety procedures. Enforce safety compliance. Injury management. Analytical and critical thinking. Strong oral and written skills.

**EDUCATION:**

MS Occupational Safety and Health Management, Columbia Southern University, 2018  
BS, University of Nevada, Reno Environmental and Resource Economics,  
Minor in Applied Statistics, emphasis on technical writing 2011

**CERTIFICATES:**

Risk Assessment Certification – 2017 - ASSE  
Authorized OSHA 10/30 Trainer  
OSHA Safety and Health Practitioner Certification

**KNOWLEDGE OF:**

- OSHA, NRS, NEC standards
- Data and trend analysis
- Technical writing
- Working knowledge of ISRS safety management system

**WORK EXPERIENCE:**

Safety and Health Specialist Trainer *NV OSHA* Reno, NV 2023  
In person and online training of OSHA standards and regulations.

EHS Engineer *Ames* Reno, NV 2020-2022

Inspect and evaluates facility safety conditions and equipment. Make recommendations for mitigation through data and trend analysis. Evaluate effectiveness of programs.

Plan, develop, and deliver safety training. Develop Emergency Action Plan. Ensure general safety policies and procedures are in compliance with local, state, and federal Occupational Safety and Health Administration (OSHA) rules and regulations.

Responsible for assuring all appropriate documentation (i.e., LOTO, Safe Work Permits, Safe Working Procedures) is current through periodic review.

Investigate accidents and injuries, and cooperates in the preparation of material and evidence for organization use in hearings, litigation, and insurance investigations. Assist managers and supervisors in accident/incident reporting for workers compensation. Review safety incident reporting forms prior to distribution. Compile and submit accident reports required by regulatory agencies, including OSHA and workers compensation. Prepare OSHA reports for 300 log. Address OSHA complaints.

EHS SPECIALIST *Dura Line* Sparks, NV

2016-2020

Identify and evaluate safety conditions and equipment through risk assessment. Instilled a 360 turn around in safety culture and safety programs through proactive interactions and employee participation. Enabled 30% reduction of hazards through trend analysis. Elevated a safe work environment through hazard identification and implementation of corrective actions. Actively engaging in regular housekeeping and safety inspections and evaluations contributed to maintenance of the safety management system. Constant interaction with regulatory agencies to ensure compliance with federal and state regulations, with no violations in three years. Open communication with external and internal stakeholders to establish strong relationships, elevating the company reputation. Ensure emergency preparedness through execution of emergency evacuation drills, fire extinguisher training, and tabletop exercises. Proactive injury management contributed to injury reduction and TRIR by 50%. Implement safety procedures, and present formal safety training, including new hire orientation. Develop employee training for compliance, hazard identification, and emergency response. Injury and property damage investigation through root cause analysis.

TECHNICAL WRITER *IGT* Reno, NV

2014-2016

Data analysis to write gaming rules, involving attention to detail, following up on tasks, communicating effectively and critical thinking.

ENVIRONMENTAL MANAGER *ABC* Carson City, NV

2013-2014

Maintain ISO 14001 certification. Maintain compliance with Federal, State and local environmental and workplace safety regulations and permit requirements. Communicate and coordinate with internal customers, senior management and regulators. Resolve outstanding compliance situations, accident injury analysis, root cause analysis, and corrective action. Assist with tracking company Health and Safety performance and metrics, and establishing annual objectives. Plan, organize and conduct EHS training on HAZCOM, PPE, injury prevention and ergonomics. Ensure lawful disposal of all regulated waste. Complete and file required regulatory reports as well as internal reports. Provide job and chemical hazard analysis assessments, including approval of new chemicals.

SPECIAL USES TECHNICIAN *Us Forest Service* Sparks, NV

2010-2012

Prepared and maintained confidential records. Researched subjects for analysis. Edited prospectuses. Created spreadsheets. Prioritized and coordinated timelines and deadlines. Gave presentations.

SUPERVISOR/ANALYST *Delta Air Line* Atlanta, Georgia

-2005

Lead safety and environmental analyst, keeping all stations in compliance more than 3 years. Lead auditor to establish benchmarks, execute actions to meet compliance standards and established safety goals. Develop and maintain a safety and environmental teams. Develop continuous improvement processes. Evaluate incidents/near misses through Root Cause Analysis and Corrective Action. As station supervisor, provide manager support, serve as acting manager and support company policies, maintained OSHA logs and fulfilled daily operational deadlines and scheduling.



**Why are you interested in being part of this board/commission or academy?**

---

Since I was a child excitedly walking through my neighborhood to the local library in Winnetka, Illinois, I have been an avid reader and library user. I now take my 5-year-old granddaughter to the Nevada County Library in Truckee and utilize the Washoe County Library. I have always believed that libraries are a place of wonder, exploration, resources, and welcoming. As a Trustee, I would want to assure our residents that libraries in Washoe County continue to be safe havens where all are welcome and can find books and resources on their path of self-discovery and to find their place in community. Working with under-resourced individuals through our Getting Ahead workshops, we encourage our graduates to get a library card and utilize the resources there. We also do a Community Assessment and use the library to research well-being indicators and relevant statistics in the region. We live in a vibrant community, where I am delighted to be engaged in education, arts and music. I am a subscriber to the Reno Phil, a member of the Nevada Museum of Art, and member of Friends of the Washoe County Library. I see our libraries as places that embrace and reflect that vibrancy, creativity and welcoming. As a trustee I would be committed to listening and working together to do our job including appointing the Library Director and evaluating their performance, setting library goals and objectives, approving policies, monitoring finances, evaluating the library's overall effectiveness, and advocating for the library and the community. Being a lifelong learner, collaborator, advocate, consensus builder and humanitarian, I believe that I bring an ear and a voice for the well-being of all in our community.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

As an educator and advocate for lifelong learning - 20 years with Tahoe Truckee Unified School District, most recently as the Director of Community Youth Development - I have supported both school and county libraries as foundational resources for students, families and community partners, weaving us all in the social fabric of our communities, promoting literacy, connection and well-being. I was an elected Trustee for the Tahoe Forest Hospital Special District for two terms and served as Chair. I understand the scope and responsibilities of an elected board both to the organization and to the community. During my tenure we experienced significant growth, including building a childcare center and medical office building. Through these challenges and opportunities, I worked with administration, medical staff and constituents to create consensus and make the best decisions to serve the community. I was appointed to the Nevada County First Five and School Readiness Commissions, working with community partners to establish programs and resources for underserved families throughout the county, underscoring the importance of access to books and literacy materials about early childhood development and the importance of promoting healthy families. As a member of the Tahoe Truckee Community Collaborative, made up of non-profits, government, education, and healthcare partners in the Tahoe region including Incline, we moved together through the 5 C's of communication, cooperation, coordination, collaboration and consolidation. We were committed to avoiding duplicity and competition in order to best serve the region. Over my 40 years in Tahoe Truckee, I served on the arts boards of InnerRhythms Dance Company, Truckee Actors Guild and the Truckee Alliance for the Musical Arts.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

My current volunteer commitments: as an ally with the Staying Ahead Alliance, a community-based group supporting graduates who have been through Getting Ahead Workshops. We meet monthly to “walk with” under resourced individuals who are moving from homelessness, through sheltered living to transitional and sustainable housing and employment; as an usher for the Pioneer Center for the Performing Arts; as a singer with the Reno Phil Chorus and the Tahoe Symphony/Toccata; as an event contributor in rural Nevada through Community Chest (CCI); and as a co-educator in my granddaughter’s Transitional Kindergarten classroom.

[Resume\\_LNM\\_2026.pdf](#)

Resume

[LNM\\_Ltr\\_of\\_Rec\\_4\\_26.pdf](#)

Letter of Recommendation

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

- Social Media
- Word of Mouth
- Washoe County Website
- Other

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

## *Laurie Nahser Martin*



---

### EDUCATION AND TRAINING

Master's in Public and Health Services Administration (MPA/HSA), University of San Francisco 1987

BA in English Literature, minor in Music, University of Santa Clara 1973

Teaching Credential, National University, Sacramento, K - 12 1993

Lifetime Training Certifications, Bridges Out of Poverty 2016, Bridges to Health & Healthcare 2021

Facilitator Training, Aha! Process, Getting Ahead in a Just-Gettin'-By-World 2011

HeartMath Mentor and Coach 2021

### PROFESSIONAL EXPERIENCE

***Bridges to a Thriving Nevada***, as a consultant, acting as a Lead with non-profits for Bridges Out of Poverty Trainings and statewide collaboration to reduce poverty and build stable and sustainable lives for individuals, organizations and communities. Advocating and educating for policies that promote financial resilience and empowerment. **2018 to 2025**

***Bridges Out of Poverty Trainer, FoodBank of Northern Nevada***

Training public and organizational teams in principles for understanding the concrete experience of poverty and bridging the differences among economic class so that all may be engaged in decision making for positive change in their communities. **2011 to 2018**

***RhythmU owner/operator***

Established sole proprietorship for facilitation, training and consulting in community development, building resources for health and well-being. Offering guided Rhythmic experiences, music and movement, to groups aged 2 – 102 in educational, mental health, cancer recovery, assisted living and memory care settings. **2011 to Present**

***The Vertical Dimension Consultant***

Offered teaching, training, coaching and facilitation in a Principles-Based approach for individuals, teams, organizations and communities to sustain innate health, well-being and possibility thinking. **2008 – 2010**

***Tahoe Truckee Unified School District (TTUSD) Administrator and Teacher***

As Director of Community Youth Development, responsibilities included development, implementation and oversight of District grant funded programs. Provided educational leadership through staff development, parent outreach and training, and exemplary community connections. Taught middle and high school humanities. **1988 - 2008**

***Trustee, Tahoe Forest Hospital Board of Directors*** (elected) Responsible for fiscal and operational oversight of the local hospital special district. One term as Chair. **1988 – 1996**

---

29 April 2026

[REDACTED]

Washoe County Library Board of Trustees  
301 South Center Street  
P.O. Box 2151  
Reno, NV 89501

Dear Trustees,

I am writing on behalf of Laurie Nahser Martin who is applying for a seat on the Washoe County Library Board of Trustees. I have known Laurie for over two decades—as an educator, youth advocate, social justice facilitator, and musician. In all these roles she has led with compassion. She personifies the thread of empathy in everything she does to help others. She is an English major, avid reader, and champion of the importance of books in this “busy, attention economy.”

She will bring a caring, listening presence to her role on the board. She knows about compromise and will work with the board to reach consensus. This is perhaps the most important quality she can offer—her willingness to listen and find consensus. She has done this for years working with people with limited resources in her Bridges Out of Poverty training, and before that working as the Director of Community Youth Development for the Tahoe-Truckee Unified School District.

She is also a fine musician and community leader. She works to find common ground—and that is why so many people rely on her expertise when they want to get things done. She is also acutely aware of the needs of people who are underserved—and the role education and books more specifically—can play in bringing real change to people’s lives.

As a reader few things give her more pleasure than sharing a good book with her grandchildren—teaching them to read and love books. She is calm when she comes into a room—as you might expect a mother and grandmother to be. Most of all, Laurie is a person you can depend on and trust to do the right thing when it counts.

Thank you so much for your consideration of her application for the Board of Trustees.

Sincerely,

Shaun Griffin  
Nevada Poet Laureate

[REDACTED]

<https://www.nvartscouncil.org/programs/artist-services/nevada-state-poet-laureate/shaun-griffin/>

# Application Form

## Profile

**Marcus**

First Name

**Nesbitt**

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

**Allied**

Employer

**Security Professional**

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

11-20 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 3 - Commissioner Garcia

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

### Why are you interested in being part of this board/commission or academy?

I liked to make things better.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

I know the day to day challenges of the library system.

---

**Do you currently serve on any boards/committees or volunteer?**

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

---

---

Resume

---

Letter of Recommendation

---

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Commissioner Outreach

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Application Form

## Profile

**Anne** \_\_\_\_\_ **S** \_\_\_\_\_ **Pettigrew** \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address

City State Postal Code

Email Address

**Retired** \_\_\_\_\_ **Attorney and Teacher** \_\_\_\_\_  
 Employer Job Title

Primary Phone Alternate Phone

### How long have you lived in Washoe County? \*

6-10 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

I am an avid reader and use my local library a lot. I've been impressed by the wide variety of books, DVDs, audiobooks, and other materials available to library users. I want to maintain the quality of services offered by the library system by focusing on the library's primary mission in this time of limited financial resources. Also, in this age of social media, it is crucial that we pass a love of reading on to the next generation!

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

I am a retired attorney licensed to practice in California. For the last ten years before my retirement, I also taught Spanish, French, Italian, and English as a Second Language at the high school and adult school level in Contra Costa County, CA.

**Do you currently serve on any boards/committees or volunteer?**

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

I am a soprano. I volunteer weekly in the choir of my local church and in the diocesan choir, as needed.

Resume

Letter of Recommendation

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Word of Mouth

---

## Demographic Information

The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.

What is your age range? \*

What gender do you identify as? \*

Which race/ethnicity best describes you? \*

What is your highest level of school completed? If enrolled, highest degree received? \*

What is your employment status? \*

What is your total household income? \*

---

## Nepotism

Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?

Yes  No

If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Application Form

## Profile

Cody \_\_\_\_\_ Phinney \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Email Address \_\_\_\_\_

**Retired from State of Nevada**  
 Employer \_\_\_\_\_ Job Title \_\_\_\_\_  
 Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

### How long have you lived in Washoe County? \*

30+ years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 2 - Commissioner Clark

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

The library system is a vital part of our community and the critical education resource that must be kept available to everyone. Education was the key to my professional success and can be so for others. Our communities library system is a key mechanism to share the benefits of education broadly. The ability that libraries offer to gather, access information and continue learning for a lifetime are foundational to the betterment of our community. I am eager to use my experience to support this cause and advocate for the library system. Our libraries was immensely helpful in raising my children to be excellent students and that education has served them well and will continue to serve them for the rest of their lives. Personally, I have benefitted from the available resources and the gathering place that the libraries provide since I was a child in Sparks. Now that I am retired, and have time and energy, I am eager to volunteer to support the improvement and management of this critical system.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

In my career with state government, I have both served on, and staffed boards and commissions. This gives me an appreciation for the work that staff are putting into the process. It also built my skills for dealing with controversial issues that can arise from public input. I became adept at managing the collection of this input while maintaining professional meetings. I am familiar with Nevada's open meeting requirements and government budgets. I have worked through choices that budgets present and defended the difficult choices. The development and implementation of public policy was a major focus of my work, including the balance of disparate opinions and feedback regarding controversial topics. I have worked successfully with local and county officials and non-government agencies across the region to develop partnerships that benefited all sides and the community. It would be my privilege to use this experience to benefit the library system and thus my community.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

Master Gardener Intern with the UNR extension, and will complete my Master Gardener Training in 2026 Board of Directors, Nevada Public Health Foundation Board Member, Reno Chapter of the American Association of University Women

---

[CPhinney\\_CV\\_2\\_2024.doc](#)

Resume

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

---

Word of Mouth

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

**Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Cody Laine Phinney, MPH

## Education

**San Diego State University**

May 1998

Master of Public Health

- Concentration in Health Services Administration
- Foster G. McGaw Scholarship

**University of California, Davis**

June 1994

Bachelor of Arts in International Relations

- Minor in Community Nutrition

**Certified Public Manager**

November 2007

Nevada Department of Personnel

## Experience

**Administrator**

May 2023- June 2025 (retired)

Nevada Division of Public and Behavior Health

- Responsibility for \$300 million-dollar annual budget and 1700 FTE
- Oversight of statewide public behavioral health programs, including psychiatric hospitals, programs and forensic units.
- Registrar of vital records for the State of Nevada
- Administration of Public Health Programs including maternal and child health, environmental health and public health preparedness
- Health facility licensure and regulation development

**Deputy Administrator, Regulatory and Planning Services**

Nevada Division of Public and Behavioral Health

July 2021- May 2023

- Administrative oversight of four bureaus, including Behavioral Health Wellness and Prevention, Health Preparedness and Planning, Health Care Quality and Compliance, And Environmental Health Services.
- Designated by Director to chair the Home Care Employment Standards Board.
- Support Administrator in leadership of the Division.

Reason for leaving: Promotion

**Deputy Administrator, Compliance and Managed Care**

July 2017 – July 2021

Nevada Division of Health Care Financing and Policy

- Oversight of Nevada's Medicaid Managed Care Program, including regulatory and contract compliance
- Administration of other compliance programs within the Division, including HIPAA, Regulation Development; fraud, waste and abuse mitigation.
- Assurance of compliance with federal regulation for relevant programs.

Reason for leaving: opportunity to work with DPBH team

**Administrator**

August 2015-July 2017

Nevada Division of Public and Behavior Health

- Responsibility for \$300 million dollar annual budget and 1500 FTE
- Oversight of statewide public behavioral health programs, including hospitals and forensic units.
- Registrar of vital records for the State of Nevada
- Administration of Nevada's medical marijuana registry and regulation
- Health facility licensure and regulation development

Reason for leaving: improve work / life balance; learn Medicaid; return to compliance

**Clinical Program Manager 3**

February 2012- August 2015

Northern Nevada Adult Mental Health Services

- Administration of 30 bed psychiatric hospital and community based mental health services serving 4000+ individuals
- Budget planning and development for agency with \$30 million dollar budget and 235 FTE
- Development and implementation of programs for people with behavioral health disorders
- Management of the organization to ensure the maintenance of, licensure by the State of Nevada, accreditation by The Joint Commission and certification by the Center for Medicare and Medicaid Services
- Establish agency goals and evaluate performance related to reaching those goals.
- Represent NNAMHS and Division of Public and Behavioral Health within the Northern Nevada area to maintain and improve community collaborations.
- Provide narrative, statistical, and oral reports to administration, commissions, legislators.

Reason for leaving: promotional opportunity

**Clinical Program Planner 3**

February 2009-February 2012

Nevada Division of Mental Health and Developmental Services

- Management and monitoring of CMHS Block Grant and other grants to ensure compliance with federal regulation.
- Statewide oversight of mental health performance improvement activities
- Oversight accreditation support activities for two psychiatric hospitals accredited by the Joint Commission.
- Development of regulation, conducting public workshops and hearings
- Oversight of MHDS special programs including PATH and PASRR

Reason for leaving: promoted to Clinical Program Manager 3

**Quality Assurance Specialist 3**

2000 - 2009

Nevada Division of Mental Health and Developmental Services at Northern Nevada Adult Mental Health Services

- Coordinate agency activities for licensure by State of Nevada, and certification by Center for Medicare Services and accreditation by the Joint Commission.
- Interpret regulation and statute related to licensure, accreditation and certification.
- Develop policy to comply with regulation and statute.

- Aggregate, analyze and report data on high-risk processes within the operations of the agency. Present analysis orally and in writing.
- Provide staff education and technical assistance on performance improvement and accreditation activities.
- Supervise utilization review and staff education programs and related staff.

Reason for leaving: promoted to Clinical Program Planner

**Quality Assurance Specialist 2**

1998-2000

Nevada Division of Mental Health and Developmental Services

- Design, implement and manage the statewide continuous quality improvement program for state mental health programs.
- Conduct investigations of abuse and misconduct allegations.
- Coordinate contractor development and implementation of division wide disaster response plan
- Develop and implement multiple data collection tools and surveys

# Application Form

## Profile

Amy \_\_\_\_\_ Pulver \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address

City

Email Address

Suite or Apt

State Postal Code

Retired \_\_\_\_\_  
Employer

Primary Phone

Job Title \_\_\_\_\_  
  
Alternate Phone

**How long have you lived in Washoe County? \***

---

1-5 years

Question applies to multiple boards

**Are you registered to vote in Washoe County?**

---

Yes  No

**What district do you live in? \***

---

District 1 - Commissioner Hill

Find your Commissioner District [HERE](#).

## Interests & Experiences

**Which Boards would you like to apply for?**

---

Washoe County Library Board of Trustees: Submitted

---

## Please tell us about yourself

## Why are you interested in being part of this board/commission or academy?

---

The Washoe County Library was important to me as I grew up in Reno; at the time, there was only one library, downtown. My grandmother took me there as a child, and I was able to read and check out books to my heart's content. Later, when I was in high school, the "new" downtown library (now celebrating 60th anniversary) was opened, and I spent many evenings studying in the lush, welcoming environment. I went away to college, and did not move back to Reno until 2023. By then, it was an entire library system (WCLS), with many lovely branches that I had seen grow over the years as I came home to visit my family. From the first branch in 1973 through development of partnership libraries, to innovation in opening branches in shopping centers, to the addition of beautiful new stand-alone branches, I watched with pride as I saw the branches emerge in areas where the community was growing. The 1994 voter-approved 30-year, two-cent property tax override provided steady, reliable funding for library expansion. After I returned to Reno, acquiring my WCLS card was one of the first things I did – even before surrendering my Colorado drivers license. It was great to be back in my home library downtown, as lush and welcoming as ever. However, I began to see, read, and hear rumblings of division, chaos, and uncivil behavior at library board meetings. After ballot measure WC-1 failed to pass in 2024, I decided to become more informed and engaged. I began attending Library Board of Trustee (LBOT) meetings in November 2024, and was surprised by the lack of professionalism I observed at the meetings. The meetings were chaotic; public comment included vitriol and accusations; board members treated staff and each other disrespectfully. Even after decades of work in the public sector, I was shocked and appalled. During the time I have been attending LBOT meetings, I have spoken in public comment and provided public comment on library issues at the Board of County Commissioners. Also during this time, the Director resigned under pressure, and Assistant County Manager Dave Solaro was tapped to help oversee the library during a search for new director. Washoe County Human Resources provided professional leadership for the Director search. The new director seems to be a very well qualified professional who is devoted to public libraries and to leading with compassion, excellence, and analysis. Washoe County Library System is at a pivotal and critical point: a new Director who needs to become familiar with the staff, system, and a new community; a system that is significantly underfunded when compared with national and even state-wide cohorts; residual resentment, anger, and distrust of the system; hope on the part of so many library patrons that the ugliness may be over. Because I am a lover of libraries, of free speech, of equal access to library services and materials for all, I am applying to be part of the Board that can support Director McClure as she approaches the challenges of budgeting in difficult financial times, leading the development of a new five-year strategic plan, and earning the respect and collaboration of the entire community. If selected by the Board of County Commissioners to serve, I can commit to:

- Showing up to Board meetings prepared
- Treating fellow Board members, library staff, the public with courtesy and respect
- Participating in establishing a fair annual performance plan for the Director of the Library and in the annual evaluation of her performance on plan elements
- Adhering to all relevant sections of NRS 379.025 which outlines the powers and duties of trustees of consolidated, county, district, town or other public library and/or assuring WCLS is compliant with the laws
- Completing the Public Library Trustee Training provided by Nevada State Library, Archives and Public Records

In summary, I am a lifelong library patron and supporter. I have had a successful career in the public, private, and non-profit sectors, which provides me with broad and deep experience in working with others to produce positive outcomes. I have the time, the talent, and the commitment to help our strong WCLS become stronger, more financially stable, and one that provides vibrant community spaces and welcoming programs, materials, and services to our entire community. I want to be part of healing the library community and moving us into the future.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

A Library Trustee is a volunteer public servant, appointed by the Board of County Commissioners and accountable to the community, the patrons of the library, and the taxpayers of Washoe County. In my professional career, I worked for 23 years as a paid public servant at the municipal and federal levels. My paid professional experience also includes management roles in commercial aviation, higher education, advertising, and as a non-profit organization CEO. I also own and manage a small business. I have decades of experience serving on various boards, including in leadership roles. Details are on my CV (attached to this application). Here is a summarized list: Non-profit boards: Girl Scouts - Mile Hi Council (Denver, Colorado) YWCA of Metropolitan Denver (Denver, Colorado) SafeHouse for Battered Women (Denver, Colorado) Foundation involvement: The Denver Foundation (Denver, Colorado) The Park People (Denver Parks and Recreation Foundation (Denver, Colorado) Women's Foundation of Colorado (Denver, Colorado) Public or quasi-public boards: Stapleton Development Corporation (Denver, Aurora, Commerce City, Colorado) Original Aurora Renewal (Aurora, Colorado) I have also served on the Board of Trustees of Whittier College (Whittier, California) and was one of the original founders of Women's Bank (Denver, Colorado. Became Colorado Business Bank, now part of BOK Financial). My work on these and other important community-based projects provided me with opportunities to serve and to lead, to listen to public comment and act accordingly, and to think strategically about policy to achieve purpose.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

I am a volunteer poll worker for Washoe County Registrar of Voters. I play an advisory role with The Denver Foundation for a donor advised fund.

---

[Amy Pulver CV 5-2026.pdf](#)

Resume

[Pulver LBOT letters of recommendation 4-2026.pdf](#)

Letter of Recommendation

---

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

Amy Pulver

**Please indicate how you learned about this opportunity (select all that apply): \***

- Social Media
- Word of Mouth
- Washoe County Website

---

## **Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# AMY PULVER

## **PROFESSIONAL EXPERIENCE**

### **Public Health Consultant**

**2019 – present**

Paid consultant to organizations on community/public/population health topics and projects. Client list available on request

### **Kaiser Permanente Colorado (KPCO)**

#### **Senior Manager, Community Health**

**2015 – 2019**

Led, designed, planned, and managed regional comprehensive, community-based public health initiatives that enabled KPCO to carry out its mission to improve community health, including safety net initiatives, food insecurity portfolio, and evaluation of the community benefit and access to care portfolios. Represented KPCO in the community; built strategic alliances with key external stakeholders and public health leaders. Member of senior leadership team in Community Benefit and Relations Department. Supervised six professional staff.

### **Centers for Disease Control and Prevention (CDC)**

#### **Public Health Analyst, CDC Washington Office**

**2010 - 2015**

Account manager for five major CDC programs. Designed strategies for complex public health issues; developed and implemented plans for CDC's work with Congress and other Washington area organizations (federal agencies, private and nonprofit, think tanks, and associations) to advance CDC's public health goals. Educated Congressional offices about CDC accomplishments, collaborations, and state and local activities; apprised them of important public health developments. Tracked and analyzed relevant legislation; provided technical assistance to Congressional offices developing legislation; coordinated preparation of CDC testimony and witnesses for hearings. Managed CDC-wide communication to Congress.

### **Associate Director for Policy, Planning and External Relations**

**2004 - 2010**

#### **Division of Sexually Transmitted Disease Prevention, CDC**

Head of Policy Office for the Division of Sexually Transmitted Disease (STD) Prevention and member of Division's four-person senior management team. Analyzed health care and budget legislation related to STD prevention and surveillance programs. Identified and implemented new policy interventions or changes to policy to further the Division's mission, including developing new partnerships and partnering strategies. Developed and implemented long and short term communications plans to increase STD awareness and further STD prevention goals. Served as project officer for CDC grants, contracts, and cooperative agreements with other organizations. Supervised eight professional staff.

### **Consultant**

**2003 - 2004**

Paid consultant to organizations on a variety of projects and programs including operational/management analyses, strategic planning, fund development, communications, organizational development. Client list available on request.

### **Sand Creek Regional Greenway Partnership, Inc.**

#### **Executive Director**

**1999 - 2003**

Founding CEO of non-profit organization developing 13-mile public regional greenway. Managed construction project; fundraised for \$60 million project; set long-range strategic direction and policy for organization and for public use; managed relationship with three participating municipalities (Denver, Aurora, Commerce City); developed branding and identity; represented organization to the public. Annual operating budget of \$200,000; annual capital budgets ranged from \$250,000 to \$1.5 million.

### **Iris Snapdragon Enterprises, LLC**

#### **Manager/Member**

**1996 - present**

Founder and managing partner of small, limited liability company investing in real estate.

### **City and County of Denver**

#### **Public Health Administrator, Denver Public Health**

**1994 - 1999**

Administrator of large, urban public health department, including preparation and management of budget of \$15 million, preparation of successful multi-million dollar grant proposals for outside private and public funds for disease control. Managed CDC-funded AIDS surveillance research project. Supervised 10 professional staff.

### **Director of Communications, Denver Parks and Recreation**

**1987 - 1993**

Member of senior management team. Established and managed marketing, communications, press, and public relations function for major City department. Developed and managed permitting, volunteer coordination and special projects functions. Supervised five professional and three clerical staff; managed annual budget of \$500,000.

Detailed information on the following positions will be provided on request; excluded for brevity:

<b>Account Manager/Marketing Colle and McVoy Advertising Agency</b>	<b>1985 - 1987</b>	<b>Manager of Futures Planning Frontier Airlines, Inc.</b>	<b>1978 - 1981</b>
<b>Director of Market Planning Frontier Commuter Airline</b>	<b>1982 - 1985</b>	<b>Research Assistant University of Denver, Department of Economics</b>	<b>1975 - 1978</b>
<b>Director of Market Analysis Continental Airlines, Inc.</b>	<b>1981 - 1982</b>	<b>Assistant to Dean of Faculty Adjunct Lecturer Colorado Women's College</b>	<b>1973 - 1975</b>

### **PUBLICATIONS**

Schwartz P, Kelly C, Cheadle A, **Pulver A**, Solomon L. The Kaiser Permanente community health Initiative: a decade of implementing and evaluating community change. *AmJPrevMed* 2018;54(5S2): S105-S109.

Macaluso M, Wright-SchnappTJ, Chandra A, Johnson R, Satterwhite CL, **Pulver A**, Berman SM, Wang RY, Farr SL, Pollack LA. A public health focus on infertility prevention, detection and management. *Fertil Steril* 2008; November.

Hodge JL, **Pulver A**, Hogben M, Bhattacharya D, Brown EF. Expedited partner therapy for sexually transmitted diseases: assessing the legal environment. *Am J Public Health* 2008; 98: 239-243.

Chesson HW, Gift TL, **Pulver ALS**. The economic value of reductions in gonorrhea and syphilis incidence in the United States, 1990 – 2003. *Preventive Medicine* 2006; 43: 411–415.

CDC. Notice to Readers: National STD Awareness Month – April 2005. *MMWR* 2005; 54:387.

### **COMMUNITY EXPERIENCE**

**The Denver Foundation.** Member, Economic Opportunity Committee, 2016 – 2020. Member, Advisory Committee for Community Impact, 2021 - 2023.

**Colorado Blueprint to End Hunger.** Member, Steering Committee, inception through launch of blueprint in 2019; reviewer/scorer of grant applications for COVID-19 emergency funding to address food insecurity, 2020 – 2024.

**Healthy Food for Denver's Kids.** Volunteer reviewer/scorer of grant applications for COVID-19 emergency funding to address food insecurity. 2020 - 2024.

**Whittier College.** Member, Board of Trustees. Founding member of Poet Council, advisory committee to President of the college.

**Girl Scouts of the USA.** National Operational Volunteer assigned to Council Performance Assessment and Strategic Alliances group. Responsible for site visits to local Girl Scout Councils throughout the US as part of formal chartering process and for working with councils to develop and implement cooperative programs and projects.

**World Foundation for Girl Guides and Girl Scouts, Inc.** Member of Friends of Pax Lodge USA Committee.

**Women's Foundation of Colorado.** Chair of Finance Committee.

**The Park People.** Member of Board of Trustees of this non-profit foundation for Denver Parks and Recreation. Chaired committees to acquire funds and construct new tribute garden; committee for Denver Digs Trees, an annual street tree planting project; and Executive Director search committee. Served as Treasurer.

**Stapleton Development Corporation.** Member, Citizen's Advisory Board for the redevelopment of the former Stapleton International Airport site; served on Zoning, Housing Diversity, Parks, and Executive Committees.

**Original Aurora Renewal.** Member, Advisory Board for this renewal authority for Aurora, Colorado.

**Girl Scouts - Mile Hi Council.** Member of Board of Directors for eight years. Fourth Vice President; selected as delegate to National Council Meeting of Girl Scouts USA.

**YWCA of Metropolitan Denver.** Served two terms on Board of Directors; held offices of Assistant Treasurer, Treasurer, Vice President for Financial Development. Selected twice as delegate to national Triennial Convention of the YWCA of the USA.

**SafeHouse for Battered Women.** Served on Board of Directors; held office as President of the Board.

**Women's Bank, N.A.** One of original founders of Women's Bank (became Colorado Business Bank, now part of BOK financial).

Volunteer work and leadership on local and statewide political campaigns.

### **EDUCATION**

MA	Economics	University of Denver
MBA	Business	University of Denver
MA	Anthropology	University of Texas
BA	English	Whittier College

Carol A. Cooke



April 21, 2026

Washoe County Board of County Commissioners  
1001 East Ninth Street  
Reno, Nevada 89512

Dear Chair and Fellow Board Members,

It is my pleasure to recommend the appointment of Amy Pulver to the Washoe County Library Board of Trustees.

I have known Amy since we were in Reno High School together, and after the years taking us both in different directions, I have welcomed her back to Reno, our home town. Growing up in Reno, Amy was frequent a library patron. She has been a library champion ever since. She is eager to dedicate her considerable talents and energy to our library system.

Throughout her career as a public health professional and community volunteer, she has had a long and distinguished record of achievement, marked by her ability to work cooperatively within public agencies, private enterprise, and community organizations. She developed and led state and national public health initiatives, worked with Congress and state legislatures and staff to enact legislation, wrote and led grant and fundraising efforts, all the while supervising and mentoring professional staff and continuing her own pursuit of knowledge with three graduate degrees. She has a deep appreciation for the all the various, sometimes conflicting, interests within organizations and public opinion. She would serve as a professional, decisive, and respectful Board member.

The Washoe County Library System will continue to face challenges with the development of a new strategic plan and management of ongoing financial obstacles. Amy is ready to step in and work with the new director. I can't imagine a better person to serve on the Board during this time of transition.

Very truly yours,

Carol A. Cooke

Washoe County  
Board of County Commissioners

Letter of Recommendation:

Amy Pulver



To the Board of County Commissioners:

I have known Amy for more years than I choose to count. I've followed her through years of professional growth, change, and development as she lived and worked in several states, finally returning to Nevada, her childhood home, in retirement. Her professional experience is wide-ranging and significant, including many positions as an administrator or director. Her community and public service experience is even more telling: The Denver Foundation, Girl Scouts of the USA, Woman's Foundation of Colorado, Denver Parks and Recreation, YWCA of Metropolitan Denver, the SafeHouse for Battered Women, and much more. She has continued to maintain her connection to Whittier College, even serving as a member of the Board of Trustees. Additionally, she was one of the original founders of Women's Bank, now part of BOK Financial. Within this long list of experiences, I believe you will trace a pattern of community service and commitment to improving the lives of others through active and responsible participation on Boards, Steering committees, and volunteer service.

The Library Board of Trustees in Washoe County has experienced difficult and challenging problems in the past few years; as a Washoe County resident and frequent library patron, I have found it deeply concerning. Amy Pulver is uniquely qualified to become a member of the Library Board of Trustees. Her academic and professional experience, by its very nature, has given her experience and appreciation for libraries, of course; one does not complete four advanced degrees without becoming deeply involved with University and research libraries. Perhaps more important, though, is her experience serving on boards and foundations with widely varied objectives. Amy's experience working with Board members, committees, and foundations will prove essential to working with existing Library Board members to support library staff and administration and to return to a more equitable, respectful, and fully functioning Board. Her commitment to freedom of speech and equal access to library services in every part of Washoe County is evident in her research and active participation in public meetings since her return to Reno in 2023. Her professionalism and practical experience in both the public sector and volunteer service in many places and fields of endeavor will be invaluable. For example, her experience with the financial aspects of public service will provide background as the Board and Director approach the difficult decisions inherent in the current financial situation.

I believe that Amy will provide a respectful, measured, and experienced presence on the Library Board of Directors; that she will contribute actively to Board from the moment of appointment; that

her varied experience in public service will provide valuable insights into the management and development of the Washoe County Library System, including the development of a new strategic plan; that she will provide real support for Director McClure in her new position as Library Director; and that she will play a vital part in helping to return our county library system to a position of respect and appreciation within the community. To that end, I fully and unconditionally endorse Amy for a position on the Library Board of Trustees.

Respectfully,

*Ellen A. Fockler*

Ellen A. Fockler  
Washoe County School District Library Coordinator, Retired

# Application Form

## Profile

Earl \_\_\_\_\_ V \_\_\_\_\_ Ravid \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Email Address \_\_\_\_\_

Self Employed \_\_\_\_\_ Business and IT Consultant \_\_\_\_\_  
 Employer Job Title  
 Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

**How long have you lived in Washoe County? \***  
 6-10 years

Question applies to multiple boards  
**Are you registered to vote in Washoe County?**  
 Yes  No

**What district do you live in? \***  
 District 2 - Commissioner Clark  
 Find your Commissioner District [HERE](#).

## Interests & Experiences

**Which Boards would you like to apply for?**  
 Washoe County Library Board of Trustees: Submitted

## Please tell us about yourself

## **Why are you interested in being part of this board/commission or academy?**

---

I am motivated to serve on the Washoe County Library Board of Trustees because I believe in the fundamental importance of the statutory mission established under NRS 379.002 — that publicly supported libraries exist to meet the informational needs of all citizens. That goal is not static; it must be actively pursued, and I want to be part of that pursuit. Washoe County is growing rapidly, bringing with it an increasingly diverse population with a wide range of informational needs. I am drawn to the challenge of ensuring that the library system keeps pace with that growth — not simply by expanding facilities, but by genuinely understanding and responding to the needs of all residents, including those who are newest to our community. I believe meaningful community engagement is essential to fulfilling the board's primary duty under NRS 379.025(4) to provide the resources and trained staff that meet those needs. As a lifelong learner, I have a deep personal appreciation for what a well-supported library system means to individuals and to a community. That appreciation drives my desire to participate in the board's ongoing planning responsibilities under NRS 379.003, contributing to a master plan that looks ahead and adapts to where Washoe County is going, not just where it has been. My goal is to serve as a trustee who brings a community-centered perspective to board deliberations — one focused on accessibility, inclusion, and ensuring that the library system remains a vital, relevant resource for every resident it serves.

## **How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

My qualifications for serving on the Washoe County Library Board of Trustees are grounded in over thirty years of leadership, planning, and management experience across both private industry and federal government — experience that I believe translates directly to the governance responsibilities of this board. Throughout my career, I have led large, diverse teams through complex, high-stakes challenges. As Program Manager for the US Navy's Primary Oceanographic Prediction System — one of only 19 major Navy IT programs — I was responsible for all aspects of planning, engineering, budgeting, and execution of a program with an annual IT budget exceeding \$50 million. Managing programs of that scale requires exactly the kind of disciplined, collaborative decision-making that effective board governance demands. I am equally comfortable with difficult decisions and with the budget constraints that inevitably shape them. Collaborative problem-solving across committees, agencies, and organizations has been a consistent feature of my career. Whether working with Department of Defense and Department of the Navy stakeholders, collaborating with the Air Force and other agencies to define shared decision aids, or leading competitive government initiatives, I have repeatedly demonstrated the ability to bring diverse parties together around a common goal — a skill that is essential to productive board deliberations. My consulting background adds another relevant dimension. As the owner of R&D Enterprises, I advised and provided hands-on management to a range of technology firms. One of those clients was Data Trek (acquired by SirsiDynix), an early provider of Integrated Library Systems serving public and private libraries. Engaged by the CEO and COO to diagnose a critical product delay that was damaging their reputation and sales, I quickly identified the root causes, recommended solutions, and helped get the company back on track. That experience gave me direct exposure to the operational and technological needs of library systems — a perspective I would bring to board discussions about resources, infrastructure, and service delivery. My personal motto — "Make a difference" — is not a platitude. It is the standard against which I measure every professional and personal commitment I undertake. It is what earned me two Meritorious Civil Service Awards and the Excellence in Government Award during my Navy career, and it is the standard I would hold myself to as a trustee. Finally, I bring direct experience in board and committee governance. Over the past forty years I have served on several government committees and on two homeowners association boards, giving me a working understanding of the responsibilities, dynamics, and expectations of board service. I am confident that this combination of leadership experience, collaborative skills, fiscal accountability, and firsthand familiarity with library systems makes me well prepared to contribute meaningfully to the Washoe County Library Board of Trustees.

**Do you currently serve on any boards/committees or volunteer?**

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

[250503-Earl\\_Ravid-Resume.pdf](#)

Resume

Letter of Recommendation

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Washoe County Website

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

---

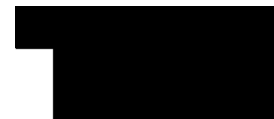
Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

Earl V. Ravid



**SUMMARY** Over thirty years of management experience in private industry and government. A results-oriented innovator who delivered high value contributions in several fields of discipline. Managed several information technology projects for the US Navy to deliver environmental information to globally distributed military decision makers. My motto: "Make a difference."

**CLEARANCE** Current SECRET (TS/SCI/TK ELIGIBLE)

## OVERVIEW

**Leadership** A history of leading businesses and projects to successful results through the disciplined application of proven management practices. Consolidated IT programs across four Echelon IV Commands totaling \$50M annual budget implementing High Performance Computing technology to deliver atmospheric and oceanographic prediction information to DoD activities and decision-makers. Management consultant to private industry in diverse fields where I focussed on turning around difficult business, project, and personnel situations.

**Technical** **Commercial:** Developed automation applications for integrated circuit design; developed commercial artificial intelligence application; designed, contracted fabrication, and patented a device and software for court reporting; principle developer of multi-platform interactive graphics applications for integrated circuit design; invited speaker/lecturer on multi-platform software development.

**US Navy:** Technical oversight of the migration of 5 million lines of application programs to a Service Oriented Architecture (SOA) supporting Net-Centric warfare (NCW) on the Global Information Grid (GIG); principle investigator and project manager of the first operational Linux cluster for the web-based "MyWxmap," delivering Rapid Environmental Assessment and Intelligent Preparation of the Battlespace information to mission strike planners; collaborated with AF and other Navy agencies to define Environmental Impacts and Effects decision aids for several Communities of Interest.

**Business** Short and long term planning for three US Navy IT programs. One of seven founding employees of AMCC, where responsibilities over a six year period included short and long range strategic planning, establishment of computer operations for software development and integrated circuit engineering support and managed a department with an annual budget over \$10 M. Founder of a successful technical management consulting firm specializing in small to medium sized software firms. As acting VP of Operations at StenoCAT, accelerated delivery of key product improvements and help lead the company to a ten-fold increase in annual revenues. As interim president of SSD Management, facilitated a smooth acquisition by Technology Marketing Inc.

## EDUCATION / PUBLICATIONS / AWARDS

**EDUCATION** Palomar College (Business, IT, 1974-1976); UCSD (Software Engineering, auditted, 1976-1980) Several graduate courses in IT Management at the Naval Postgraduate School (2001-2009)

**PUBL. / AWARDS** 1984-2003: Four featured articles in national publications, 6 peer-reviewed technical papers.  
2002: "Excellence in Government Award" (<http://gcn.com/articles/2003/05/20/cyberweather-forecasters.aspx>)  
2011: Meritorious Civil Service Award  
2016: Meritorious Civil Service Award

**PATENT** "CAT System Providing Individualized Marking of Stenographic Records;" (Pat. 5,280,430; Jan 1994)

**MILITARY SERVICE** U.S. Navy (1970 - 1973); Honorable discharge.

## WORK HISTORY

### EARL RAVID CONSULTING

2017-PRESENT

IT technical and management consulting practice including: software development, cloud computing, multi-platform application development. Clients include Naval Research Labs (meteorology and oceanography), MaritimeWX custom application for Alaskan gulf commercial ships, and Wyoming state special education (pro bono).

### NAVAL METEOROLOGY & OCEANOGRAPHY COMMAND, US NAVY

1995-2017

#### PRIMARY OCEANOGRAPHIC PREDICTION SYSTEM (POPS) PROGRAM MANAGER

2007-2017

Responsible for all aspects of planning, engineering, budgeting, execution, and reporting for the POPS Program (an ACAT-IAC Major Automated Information System program of record). One of 19 US Navy major IT programs, POPS consists of several High Performance Computing and storage installations operating at three classification levels. Capabilities include processing ocean bathymetry, atmospheric and oceanographic prediction, tactical decision aids, and special warfare area products and services – all delivered through a service oriented architecture in accordance with DoD and DoN standards. Additionally, IT Program manager for the US Naval Observatory, whose mission is to deliver precise time (US source of Network Time Protocol) and accurate Earth Orientation Parameters (required for accuracy of GPS). Annual IT budget exceeded \$50M.

#### AGENCY TENDER OFFICIAL - A-76 COMMERCIAL ACTIVITY COMPETITION

2006-2007

Appointed by the Assistant Undersecretary of the Navy to oversee all aspects of developing a competitive government response to a request for proposal issued for commercial activity work under the rules of the OMB A-76 Circular with DoD and DoN constraints. Successfully won the Commercial / Government competition as the most efficient organization.

#### DEPUTY OPERATIONS DEPARTMENT HEAD

2003-2006

Manager for all computer operations and related civilian labor force responsible for delivering weather and oceanographic information to Joint Forces world-wide 24/7 at multiple classification levels. Computing environment includes 5 super-computer platforms running Numerical Weather Prediction programs. Instituted personnel performance measures and training to improve efficiency and enable reassignment of 30% of workforce to additional mission-critical needs. Led the successful migration of over 5 million lines of applications in multiple programming languages from Sun (Solaris) and Cray (COS) to Linux clusters.

#### TECHNOLOGY ADVANCEMENT GROUP – PROJECT MANAGER

1998-2003

Led the research, design, and development of a low cost prototype PC cluster for high volume graphical rendering of meteorological and oceanographic information served through web browsers at three classification levels. Pitched the concept to senior leadership and secured funding. Subsequently led engineering, specified equipment and contractor requirements and led the deployment of the first operational Linux cluster in the Navy (Excellence in Government awardee). Led the design and development of a Web-Service for use by the Strike Planning teams deployed on ships throughout the Navy. This effort proved that low-cost commodity clusters of computers were a viable alternative for future High performance Computing platform use for atmospheric and oceanographic prediction.

#### VISUALIZATION COORDINATOR – PROJECT MANAGER

1995-1997

Led the design and implementation of a state-of-the-art Visualization Integration facility including planning and construction of the facility as well as the selection of high-end graphics equipment. Led the continuing development of multi-platform interactive graphics systems used to display and analyze meteorological and oceanographic data. Lead the development of a multi-platform weather display workstation for professional forecasters still in use as of 2014.

### MANAGEMENT / DEVELOPMENT CONSULTING

1986-1995

#### R & D Enterprises (Owner / Operator)

Technical and management consulting services. Primary focus in startup, fix up, and improving operations of small to medium size technology firms. Advised management in product and business development. Provided hands-on operations management of software and hardware product development from concept to customer support. Example: Data Trek (later acquired by EOS, then by Sirsi/Dynix) was an early provider of Integrated Library Systems (for public and private libraries). In 1991, critical updates of their primary product were delayed for a year and was impacting their reputation and sales. I was engaged by the CEO and COO to evaluate the causes and recommend solutions. I quickly identified technical and staffing problems and recommended changes, after which the product changes were shortly completed and sales improved.

#### DIRECTOR OF SOFTWARE DEVELOPMENT

1980-1986

#### Applied Micro Circuits Corp. (AMCC)

One of 5 founding employees. Company developed application-specific integrated circuits (ASIC) that enabled customers to acquire customized integrated circuits in a few months (instead of 12+ months) at a fraction of the cost of custom IC development by utilizing pre-fabricated IC substrates upon which software automatically produced the instructions to support fabrication of the final chips. My responsibilities included a team of 25 software engineers and responsibilities for all computing resources.

# Application Form

## Profile

Sean \_\_\_\_\_ Sullivan \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Email Address \_\_\_\_\_

Mountain Mike's Small Engines \_\_\_\_\_ Manager \_\_\_\_\_  
 Employer Job Title  
 Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

### How long have you lived in Washoe County? \*

11-20 years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 4 - Commissioner Andriola

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

### Why are you interested in being part of this board/commission or academy?

I want to ensure that the libraries are effective in delivering the mission to all.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

See letter of recommendation. I take the role very seriously and want to work with all trustees and stakeholders to further the goals of the libraries.

---

**Do you currently serve on any boards/committees or volunteer?**

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

Scouts, Eagle Scout, Senior Patrol Leader. Computer Corps volunteer.

---

[Sean\\_Sullivan\\_Resume\\_LBOT.pdf](#)

Resume

[Sean\\_Sullivan\\_Library\\_Board.pdf](#)

Letter of Recommendation

---

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Other

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

## **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# SEAN SULLIVAN

## EDUCATION

University of Nevada Reno, Graduated May 2015  
Bachelor of Science, Chemical Engineering, 3.5 GPA  
Professional Engineer, Chemical, through June 30, 2026

## TECHNICAL SKILLS

*Engineering:* Process safety management, project engineering and management, process design, instrumentation and controls, water chemistry, incident investigation.

*Software:* AutoCAD LT, MATLAB, ChemCAD, Labview, Office, Linux, Solidworks

*Shop:* repair, welding, mill, lathe

## WORK EXPERIENCE

*President, Mountain Mike's Small Engines* July 2024 to Present

- Start and operate a small engine service company.

*Lab Manager, University of Nevada, Reno* June 2022 to July 2024

- Provided mentorship and support to facilitate safe and efficient operations in the lab.
- Designed and commissioned various experiments, satellite waste accumulation locations, and instruments.

*Process Engineer, Ormat Technologies* Sept 2015 to June 2022

- Managed chemical treatment and development programs across Nevada and Northern California, including two labs, extensive sampling, and dozens of tanks and pumps.
- Facilitated HAZOP and incident investigations with PHA and cause mapping.

*Project Engineer Intern, University of Nevada, Reno* Aug 2014 to Sept 2015

- Designed and commissioned a pilot-scale biomass reactor.

*Project Engineer Intern, Desert Research Institute* May 2014 to Aug 2014

- Designed and commissioned a portable system to test solar air collector performance.
- Used Solidworks to 3D print. Programmed LabVIEW I&C. Trained operator.

*Engineering Intern, NVEnergy* June 2013 to May 2014

- Data mined production data using Excel and VBA. Interpreted engineering codes.

## OTHER EXPERIENCE

Boy Scouts of America: Eagle Scout, Senior Patrol Leader, Quartermaster

American Institute of Chemical Engineers: Student Chapter President, ChemE Car Team Captain

April 29, 2026

**Endorsement for Sean Sullivan**

Washoe County Library Board of Trustees

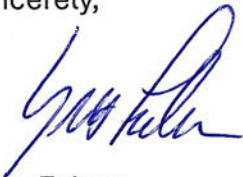
I've known Sean Sullivan for over 20 years. I've witnessed him grow and mature during that time into the man he is today. The valuable attributes I believe he would contribute to the Library Board of Trustees include:

- **Intelligence** – He has successfully and creatively applied his UNR degree in Chemical Engineering both as a lab manager and process engineer.
- **Curiosity & Creativity** – Sean reads widely and on a regular basis to further and diversify his knowledge. He's never afraid of learning or testing new approaches.
- **Clear Communication** – He expresses his opinions, beliefs, and questions deliberately and concisely. At the same time, he's a good listener and always remains open to revising his position based on new information.
- **Honesty & Integrity** – He's an Eagle Scout and former, and very effective, Senior Patrol Leader of his troop.
- **Leadership** – Sean constantly focuses, personally and as a part of teams, on effectively and efficiently delivering results.
- **Vested Interest** – As the caring father of two boys, Sean has a vested interest in the success and resilience of the library system, and education of our youth.

Having served on many boards (including Tahoe Douglas Fire Protection District, Nevada-Tahoe Conservation District, Tahoe-Douglas Rotary, Heavenly Area Ski Patrol, and Marin County Sheriff's Air Patrol), I believe I have a good feel for the needs of a solid team.

I'm hopeful that Sean will be given the opportunity to help lead and strengthen the Washoe County Library system.

Sincerely,



Greg Felton  
Stateline, NV



# Application Form

## Profile

Andrea

First Name

Tavener

Last Name

Middle Initial

Home Address

Suite or Apt

City

State

Postal Code

Email Address

Retired

Employer

Job Title

Primary Phone

Alternate Phone

### How long have you lived in Washoe County? \*

30+ years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 4 - Commissioner Andriola

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

### Please tell us about yourself

**Why are you interested in being part of this board/commission or academy?**

---

As a lifelong Washoe County Library supporter and user, I would love the opportunity to help shape the library system's vision, mission, and policies that guide the library's future. I know I can help with fiscal guidance and budgetary oversight and ensure the library system has a positive community impact for years to come. Now more than ever, the library system needs strong leadership, and positive solution driven advocates. I am aware of the time commitment and would consider it an honor to be appointed.

**How do you feel you are qualified to serve on this board/commission? Include any past experience, as well as serving on other board/commissions.**

---

Please see the attached resume for specific details for additional information. If appointed, I would be able to directly and positively impact our community by ensuring the library is a thriving, vital, and much-needed resource for lifelong learning. I am confident that with my experience and dedication in establishing and maintaining effective team collaboration, grant/fundraising abilities, proven positive effective leadership and fiscal responsibility, I would make me a valuable addition to the Board of Trustees. I love the library system, and would welcome the opportunity to continue to help guide its future. Having oversight of the County Commission agenda preparation, and oversight of 14 Washoe County Citizen Advisory Board meetings per month or more, I am well-versed in Nevada Open Meeting Law requirements, library policies and procedures, NRS, and county codes. I have dedicated nearly 23 years of my career working for Washoe County, 15 of which were spent at the library in various positions. I started my career as a front-line staffer managing the Washoe County Library System Community Resource Center that focused on providing our community with a variety of free resources such as teaching English as a Second Language classes, US Citizen classes, GED online programs, job search and resume assistance, proctoring and much more. I was able to expand the service from one library location to three and assisted over 1,500 patrons per month. After I was laid off in 2012 from the library system, I was fortunate enough to return as the Public Information and Development Officer until my retirement. During that time I was in an administrative role. This allowed me to assist with strategic planning, research and write grants, establish fiscal and volunteer program policies and procedures, and enhance media and public relations. With over 30 years of proven office and program administration, management, grant and leadership abilities, I feel I am uniquely qualified to fill this role. I have worked both in the private and public sectors, and as the former assistant assigned to support all aspects of the Washoe County Commission Board, I am able to remain calm in the most stressful of situations and handle ever-changing responsibilities and priorities with ease. Additionally, I have extensive leadership and managerial experience throughout most of my career. I believe in giving back to our community in many ways. As shown on my resume, I served on the City of Sparks Park and Recreation Commission for 10 years, 9 as the chair, City of Sparks Citizen Advisory Council, Nevada Red Cross, Make-A-Wish Foundation, Sparks Christian Fellowship Sunday School teacher, and a board member for the Northern Nevada Literacy Council and Sparks Heritage Museum. I had been an active member of the American Library Association, Public Library Association, and Nevada Library Association. I am confident that my years of experience, my continued active involvement and dedication in supporting the library system align well with the requirements of this role. I am excited about the opportunity to contribute to the mission and vision of the Washoe County Library System and to help with its continued growth and success.

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

Not at this time.

[WCLS\\_LBOT\\_Resume.pdf](#)

Resume

[Moore\\_LOR.pdf](#)

Letter of Recommendation

---

**Please Agree with the Following Statement**

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

I Agree

**Please indicate how you learned about this opportunity (select all that apply): \***

Washoe County Email

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

**What gender do you identify as? \***

**Which race/ethnicity best describes you? \***

**What is your highest level of school completed? If enrolled, highest degree received? \***

**What is your employment status? \***

**What is your total household income? \***

---

### **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**

# Andrea E. Tavener

*Dedicated solutions-driven professional with a wide range of knowledge and expertise. Excel in problem-solving, promoting teamwork, and maintaining a positive attitude under stress. Creative, flexible, and innovative with exceptional skills in management, office administration and finance. Manage complex project milestones while adapting to changes and shifting priorities. Effectively lead diverse cross-functioning teams to deliver strategic initiatives. Successful in enhancing all aspects of marketing efforts. Exceeded project and funding goals, adhering to strict deadlines and maximizing bottom-line results.*

## PROFILE OF QUALIFICATIONS

---

### **Grant Writing/Fundraising:**

- Secured and effectively administered millions of dollars in funding from foundations, endowments, federal and state grant awards, private and corporate donations, and other charitable organizations.
- Research, identify and apply for various funding opportunities.
- Draft and submit proposals.
- Maintain positive relationships with fund providers and other stakeholders.
- Prepare grant applications, write and amend program descriptions, and compile financial data.
- Develop and execute comprehensive fundraising strategies exceeding established goals.

### **Grant Administration:**

- Ensure compliance and timely reporting of all required conditions of grants and subawards.
- Review and score submitted grant applications and scope of work.
- Serve as a consultant and technical advisor to grantees.
- Conduct onsite audits of subawards and ongoing monitoring of compliance.
- Develop quality assurance measures and establish eligibility requirements.

### **Management/Leadership:**

- Plan, coordinate, and direct daily operations, including facility oversight and staff supervision.
- Lead staff and teams to establish goals and objectives and improve efficiency.
- Evaluate work priorities, procedures, and processes to determine their effectiveness and implement changes.
- Decisive and accountable. Ensure staff and volunteers are trained, motivated, respected and valued.
- Listen effectively and encourage conflict resolution in a respectful, honest manner.

### **Special Event Coordination:**

- Manage every aspect of both large- and small-scale special and community-wide events.
- Effectively market and promote events.
- Establish budget and determine costs. Oversight of all logistics and technology.
- Secure volunteers, vendors, photographers, speakers, and other supplementary services.

### **Communication/Marketing:**

- Extensive experience targeting diverse populations.
- Comfortable in all types of public presentations.
- Maintain and monitor social media platforms; compose and edit digital and print publications.
- Provide tailored, clear, and concise information and presentations.
- Author professional correspondence and press releases.
- Lead marketing and communications teams to establish streamlined promotional materials.
- Facilitate communications on a variety of topics that include sensitive or controversial subject matters.

### **Community Outreach/Collaboration:**

- Develop large-scale community outreach efforts.
- Establish, foster, and maintain effective working relationships.
- Collaborate with partner agencies, community and business leaders, elected officials, and other entities.
- Serve as liaison to the public, boards, department heads, nonprofit entities, donors, business leaders and volunteers.

## PROFILE OF QUALIFICATIONS - Continued

---

### Finance:

- Secured and effectively administered millions of dollars in funding.
- Develop and manage assigned budgets.
- Monitor revenues and expenditures, billing and accounts payable and receivable.
- Prepare complex financial reports based on statistical information and data analysis.

### Technical:

- Update and oversight of website content and management.
- Technology savvy, and rapidly mastered a variety of complex computer programs and databases.

## PROFESSIONAL HISTORY

---

<i>Access to Healthcare Network, Grant Coordinator</i>	2025 - 2026
<i>Planning Technician, Washoe County Community Services</i>	2023 - 2025
<i>Health Grant Program Specialist I, State of Nevada Mental Health</i>	2023 - 2023
<i>Development and Public Information Officer, Washoe County Library System</i>	2016 - 2022
<i>Community Outreach Coordinator, Washoe County Manager's Office</i>	2014 - 2016
<i>Community Relations Assistant, Washoe County Manager's Office</i>	2012 - 2014
<i>Community Resource Center Manager, Washoe County Library System</i>	2005 - 2012
<i>Office Manager, Sierra Pulmonary and Sleep Consultants</i>	2002 - 2005
<i>Family Support Specialist, Washoe County District Attorney</i>	2001 - 2002
<i>Eligibility Certification Specialist, Washoe County Adult Social Services</i>	1999 - 2001

## VOLUNTEER EXPERIENCE

---

City of Sparks, Citizen Advisory Committee, **Board Member:** 2022 - 2024

City of Sparks, Parks and Recreation Commission

- **Chair:** 2017 - 2024
- **Vice - Chair:** 2016 - 2017
- **Commissioner:** 2014 - 2016

Sparks Heritage Museum, **Board Member:** 2022 - 2023

Washoe County Employees Association, **Elected Board of Directors:** 2014 - 2015

Northern Nevada Literacy Council, **Board of Directors:** 2011 - 2012

Red Cross of Northern Nevada, **Emergency Response Volunteer:** 2011 - 2013

Make-A-Wish of Northern Nevada

- **Fund Raising/Special Event Coordinator:** 2002 - 2005
- **Wish Grantor:** 2001 - 2002

National Eligibility Workers Association

- **Fund Raising/Special Event Chair:** 1992 - 1996
- **Elected President:** 1991 - 1992

## INTERESTS AND EDUCATION

---

Public Relations Society of America (PRSA) Member: 2016 - 2024

Association of Fundraising Professionals (AFP) Member: 2016 - 2025

American Library Association (ALA) Member: 2016 - 2022

Nevada Library Association (NLA) Member: 2016 - 2022

Truckee Meadows Community College (TMCC)

- General Business: 2011 - 2012

University of Nevada, Las Vegas (UNLV)

- National Certification Program: 1999

## AWARDS

---

Commendation Awards: United States Senators' - Catherine Cortez Masto, Jacky Rosen, and Dean Heller

Silver Star Award: Literate Community - Truckee Meadows Tomorrow (TMT)

Outstanding Community Partnership Awards: Community Service Agency (CSA), Head Start

Excellence in Team Building Awards: Washoe County and Sierra Pulmonary Team Building Award and Commendation Letter: State of Nevada - Governor Award

**Charles A. Moore**

April 12, 2026

Dear Members of the Washoe County Library Board Selection Committee,

I am pleased to recommend Andrea Tavener for a position on the Washoe County Library Board. I had the opportunity to work with Ms. Tavener in my role as Fire Chief, where I came to know Ms. Tavener as a thoughtful, reliable, and community-minded individual.

What stands out most about Ms. Tavener is her ability to approach decisions with practicality and fairness. In our time working together, she consistently demonstrated sound judgment, especially when balancing competing priorities or navigating complex situations.

Ms. Tavener also brings a genuine respect for public resources and the role they play in a community. Whether through collaboration, problem-solving, supporting others, or handling responsibility, she showed a steady commitment to doing what serves the broader good, not just the immediate task.

Equally important, Ms. Tavener listens carefully, communicates clearly, and contributes in a way that builds trust—traits that matter in a board setting where differing viewpoints are part of the process.

I believe she would be a valuable addition to the Washoe County Library Board and would serve with integrity and care. I recommend her without hesitation.

Sincerely,



Charles A. Moore  
Fire Chief (Retired)

# Application Form

## Profile

**Brandi** \_\_\_\_\_ **J** \_\_\_\_\_ **Tripp Russell** \_\_\_\_\_  
 First Name Middle Initial Last Name

Home Address

City State Postal Code

Email Address

**unemployed** \_\_\_\_\_  
 Employer Job Title

Primary Phone Alternate Phone

### How long have you lived in your area of Washoe County? \*

30+ years

Question applies to multiple boards

### Are you registered to vote in Washoe County?

Yes  No

### What district do you live in? \*

District 5 - Commissioner Herman

Find your Commissioner District [HERE](#).

## Interests & Experiences

### Which Boards would you like to apply for?

Washoe County Library Board of Trustees: Submitted

Question applies to multiple boards

Please verify that you reside within the Citizen Advisory Board (CAB) district for which you are applying [here](#).

### Are you currently a member of the Prehospital Medical Advisory Committee?

Yes  No

**Do you have personal aspirations or perceived conflicts of interest that could be impacted by board service?**

---

**Please tell us about yourself**

**Why are you interested in being part of this board, commission, or academy?**

---

I care about Nevada. I am born and raised here, I understand about leadership because I am on the board of Devon's at my church.

**How do you feel you are qualified to serve on this board? Include any past experience, as well as serving on other board/commissions.**

---

Like I stated above, I'm on the board of Devon's at my church. We do a lot of outreach projects to get the community involved

---

**Do you currently serve on any boards/committees or volunteer?**

---

Yes  No

**If yes, please list the boards/committees or volunteer programs.**

---

Board of Devon's at New Life

---

Upload a Resume

---

Please attach a letter of recommendation.

**Please Agree with the Following Statement**

---

**I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal.**

---

I Agree

---

**Demographic Information**

**The purpose of collecting demographic information is to gain a comprehensive insight into the applicant pool. It is important to note that none of the demographic questions will affect the selection process for a position, ensuring that everyone has an equal opportunity to be considered.**

**What is your age range? \***

---

**What gender do you identify as? \***

---

**Which race/ethnicity best describes you? \***

---

**What is your highest level of school completed? If enrolled, highest degree received? \***

---

**What is your employment status? \***

---

**What is your total household income? \***

---

**Current or Past Washoe County Leadership Academy (WCLA) participant?**

Yes  No

---

### **Nepotism**

**Are you a current employee of or related to anyone employed by Washoe County by blood or marriage?**

Yes  No

**If yes, list the names and relationship of all persons you are related to. If you are an employee, list "Washoe County Employee" below:**

---

Question applies to multiple boards

**Please Agree with the Following Statement**

---

**I understand the role and responsibilities of membership on this board or commission and am willing to serve. If appointed, I will attend required meetings and training and will adhere to pertinent bylaws. I understand that some appointments require a Financial Disclosure Form to be submitted to the Nevada State Ethics Commission. I certify that, to the best of my knowledge, the information I have provided in this application is true and correct. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. If appointed to a Citizen Advisory Board (CAB), I agree to attend a CAB new member orientation session and open meeting law training within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the Citizen Advisory Board.**

---

I Agree

**Please note that after submitting your application, it becomes part of the public record and is available for public viewing. Personal information is redacted.**