CITY CLERK MEMORANDUM
15-75

DATE: December 31, 2014

TO: Honorable Mayor and Members of City Council

FROM: Bruce M. Applegate, Acting City Clerk

SUBJECT: 2015 END-OF-YEAR ELECTIONS

Election (Boards and Commissions)

During the recruitment process, approximately, 60 applicants expressed an interest in serving as a member of the various boards. This year, there were approximately 15 city and non-city boards that had end-of-year expiring terms or current vacancies.

As part of the process for completing these reports for City Council, the City Clerk's Office has taken measures in allowing applicants who submitted hand written applications to view the electronic version of their application. The reports for the boards also contain information pertaining special qualifications and identifies incumbents. Resumes, cover letters, or other reference materials submitted by applicants or otherwise noted by them for the end-of-year elections has also been included in the agenda packet for Council's review.

At the beginning of each of the board applications, there is a list of the interested board applicants and their preference, terms of office, special qualifications, a current board roaster, and a listing of the terms of office.

I have also included a sample ballot for City Council to familiarize themselves with the ballot process, which is similar to the three (3) previous years. Official ballots will be distributed at the December 14, 2015, meeting that will be used to elect board members. In some cases, the number of board vacancies matches the same number of applicants. In those cases, City Council may wish to elect those members by acclamation. Additionally, City Council may wish to elect someone by acclamation based on the special qualifications of a specific membership. Ballots have been included in those cases as an additional, measure for City Council.

There were some short comings for City Council to be made aware of in relation to a board's quorum. City Council may wish to fill these vacancies as part of the 2016 mid-year election provided that the boards do not experience quorum issues. Details are below:

Anderson County Community Action Commission

During the recruitment process, the City Clerk's Office received no applications for the one (1) vacancy.

Personnel Advisory Board

During the recruitment process, the City Clerk's office received only two (2) applications for 3 vacancies. This board is a five-member board, where three (3) members constitute a quorum.

Senior Advisory Board

During the recruitment process, the City Clerk's Office received only one (1) application for the two (2) vacancies. This board is a five-member board, where three (3) members constitute a quorum.

Trade Licensing Board

During the recruitment process, the City Clerk's Office received only one (1) application for the two *(2)* vacancies. This board is a seven-member board, where four (4) members constitute a quorum.

Traffic Safety Advisory Board

During the recruitment process, the City Clerk's Office received only one (1) application for the three *(3)* vacancies. This board is a ten-member board, where four (4) members constitute a quorum.

Bruce M. Applegate
Acting City Clerk

Anderson County Community Action Commission

NumVacancies 1 Total # of Members 1

Term of Office

One (1) year term commencing on January 1, 2016

Qualifications

The applicant may be any citizen of Oak Ridge, including a member of City Council.

Applicants

Current Members

Anderson County Economic Development Association

NumVacancies 1 Total # of Members 4

Term of Office

Four (4) years commencing on January 1, 2016

Qualifications

The undesignated seats allocated to the City of Oak Ridge may be filled by members of City Council or from the community at large. Members appointed from the community at large shall be required to have no special qualifications beyond Oak Ridge residency.

Anderson County Economic Development Association	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Leonard Abbatiello (Incumbent)		10/9/2015	1	3
Mr. Leon Baker		11/24/2015	3	0
			Total Number of Applicants: 2	

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Leonard Abbatiello		2015
Ms. Karen Goforth Crutchfield		2016
Mr. Dominic R. Giuliano		2017

City of Oak Ridge Board Application 2015

BoardName: Anderson County Economic Development Association

Applicant: Abbatiello, Leonard

Race (Optional):

Number of Times Previously Applied: 3

Application Submitted	
10/9/2015	12:00 PM

Preference: 1

Address	Contact Information
110 Dover Lane	Home Phone: (865) 483-8264 Email: laaaca@comcast.net
Oak Ridge, TN 37830	

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Anderson County Board of Equalization Anderson County Economic Development Association

Education, Professional and or Community Activity

I have served continiously on ACEDA / MHRIDA since 1999. Serving 10 years as the Chairman of the ACEDA Board.

Explain why you are interested in being appointed to this board, commission or committee

ACEDA has been the premier industrial recruiter in the region. It has filled 4 industrial parks and continues to routinely promote expansion of its current industrial plants. I have been honored to be a part of this extremely effective industrial recruiting orginization and would like to continue to contribute to this endeavor as an Oak Ridge representitive.

Describe any special knowledge or past experience qualifying you for this appointment?

I have developed a strong background in industrial plant recuitment methods and evaluation of those industrial plants which best fit our region. Aditionally, I maintain an active indepth understanding of property values and marketing conditions as a member of the Property Equlization Board of Anderson County.

Additional Information

Anderson County Development Corporation

Special Qualifications

End of Application for Abbatiello, Leonard For Board: Anderson County Economic Development Association

City of Oak Ridge Board Application 2015

BoardName: Anderson County Economic Development Association

Applicant: Baker, Leon

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/24/2015	4:08 PM

Preference: 3

Address	Contact Information
148 Bethune Circle Oak Ridge, TN 37830	Home Phone: (865) 272-5277 Email:

Current Company/Organization

ASR Environmental Services

Current Position / Title

Sr. Health Physicists

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

MBA, MEd, BS in Healthcare Management, AAS Mechanical Engineering, AAS Environmental Science, and completing BS in Industrial Engineering.

Explain why you are interested in being appointed to this board, commission or committee

I am interested in serving on this committee or other committee's because I feel it is my civic duty as a citizen of Oak Ridge, TN

I feel as an active tax payer it an obligation to active participate in government.

Describe any special knowledge or past experience qualifying you for this appointment?

I was active in another Finance committee in Oak Ridge 2004-2005 where Dr. Faye Martin was appointed president, but the committee was later eliminated.

Additional Information

Special Qualifications

End of Application for Baker, Leon For Board: Anderson County Economic Development Association

Beer Permit Board

NumVacancies 3 Total # of Members 7

Term of Office

Three (3) years commencing on January 1, 2016

Qualifications

The applicants must be least twenty-two (22) years of age who have resided within the corporate limits of the City for a period of at least two (2) years immediately preceding their election by the City Council.

Beer Permit Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Wende Doolittle		11/30/2015	1	0
Ms. Theresa Scott (Incumbent)		10/27/2015	1	2
Mr. Danny Whitson		11/6/2015	1	0
Dr. Wendy Williams (Incumbent)		10/22/2015	1	1
			Total Number of Applicants: 4	

Current Members

Member Name	Special Qualifications	Term Expires
Mr. William Barton Bailey		2017
Mr. David Mosby		2017
Mr. Darren Osborne		2016
Ms. Theresa Scott		2015
Ms. Debra K. Solmonson		2016
Dr. Wendy Williams		2015

City of Oak Ridge Board Application 2015

BoardName: Beer Permit Board

Applicant: Doolittle, Wende

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/30/2015	4:28 PM

Preference: 1

Address	Contact Information
115 Mason Lane Oak Ridge, TN 37830	Email: wendesarm@mindspring.com Mobile Phone: (615) 574-5004

Current Company/Organization

Spectra Tech, Inc.

Current Position / Title

Proposals Assistant

Retired?

N

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

I am a graduate of the Leadership Oak Ridge program (class of 2013). I'm currently the treasurer for the Arts Council of Oak Ridge, on which I've served for three years.

Explain why you are interested in being appointed to this board, commission or committee

As a resident of Oak Ridge, I have a vested interest in the amenities our city offers residents and visitors (who may hopefully move on to become residents). Among the top amenities which seem to draw people to a town are places to eat and drink. Oak Ridge seems to have a hard time capturing new establishments and maintaining responsible existing ones.

Describe any special knowledge or past experience qualifying you for this appointment?

I bring a reasonable, responsible attitude toward the granting of beer permits as well as the sanctioning of suspensions or other sanctions for violations of permits.

Additional Information

Special Qualifications

End of Application for Doolittle, Wende For Board: Beer Permit Board

City of Oak Ridge Board Application 2015

BoardName: Beer Permit Board

Applicant: Scott, Theresa

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted	
10/27/2015	12:00 PM

Preference: 1

Address	Contact Information
102 Victoria Road Oak Ridge, TN 37830	Home Phone: (865) 679-6499 Email: t865scott@gmail.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Currently a Member of the O/R Beer Permit Board Currently serving my first term as Commissioner - Anderson County, District 7 Currently Chair the Anderson County Fire Commission SEVERAL Volunteer projects in the city as well as county Gainfully employed with Y-12 Federal Credit Union College educated Paralegal background

Explain why you are interested in being appointed to this board, commission or committee

I have been complemented by many residents for making a positive difference in the community. I continue to promote our city as a wonderful place to live and work.

Describe any special knowledge or past experience qualifying you for this appointment?

Since January 2012, I have been an active member of the Beer Permit Board as chosen to serve by our City Council. I continue to enjoy serving on this board. I also am an active member of the Anderson County Underage Drinking Task Force.

Additional Information

Special Qualifications

End of Application for Scott, Theresa For Board: Beer Permit Board

City of Oak Ridge Board Application 2015

BoardName: Beer Permit Board

Applicant: Whitson, Danny

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/6/2015	5:54 PM

Preference: 1

Address	Contact Information
103 Daniel Lane Oak Ridge, TN 37830	Home Phone: (865) 255-0618 Email: dwhit7299@gmail.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

None

Education, Professional and or Community Activity

Bachelors degree in Financial management, Professional public speaker, experience in local event planning.

Explain why you are interested in being appointed to this board, commission or committee

I am interested in seeing businesses come to Oak Ridge and seeing existing businesses grow. I would like assist in making this happen.

Describe any special knowledge or past experience qualifying you for this appointment?

I was a member of the supervisor community for the Oak Ridge Schools Credit Union from 2006-2008.

Additional Information

Special Qualifications

End of Application for Whitson, Danny For Board: Beer Permit Board

City of Oak Ridge Board Application 2015

BoardName: Beer Permit Board

Applicant: Williams, Wendy

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
10/22/2015	12:00 PM

Preference: 1

Address	Contact Information
110 Trenton Drive Oak Ridge, TN 37830	Home Phone: (865) 482-4593 Email: williamsrun@gmail.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	ORNL

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

PhD, University of London, 1960 University Professor, Research Scientist

Explain why you are interested in being appointed to this board, commission or committee

I have been on this board for three years. I wish to use the experience I have obtained to serve again.

Describe any special knowledge or past experience qualifying you for this appointment?

See answer to last question.

Additional Information

Special Qualifications

End of Application for Williams, Wendy For Board: Beer Permit Board

Board of Building and Housing Code Appeals

NumVacancies 3 Total # of Members 7

Term of Office

Three (3) years commencing on January 1, 2016

Qualifications

In addition to being an Oak Ridge resident, one (1) member shall be a building-related contractor or building supply dealer; one (1) member shall be an architect or engineer; and the remaining member shall be from the public at large.

Board of Building and Housing Code Appeals	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Karen Brummett		11/20/2015	1	0
Mrs. Anne Garcia Garland		11/20/2015	3	0
Mr. Joseph E. Lee (Incumbent)	Building-related contractor or Building supply dealer (Construction Superintendent)	12/1/2015	1	1
Ms. Sue Anne Lewis		11/18/2015	2	0
Mr. Michael Marsh		10/8/2015	3	0
Mr. Leonard Vaughen (Incumbent)	an architect or engineer	11/19/2015	1	1
			Total Number of Applicants: 6	

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Joseph E. Lee	Building-related contractor or Building supply dealer (Construction Superintendent)	2015
Dr. Bruce Ryan LeForce	Physician (Neurologist)	2016
Mr. Philip W. Nipper		2017
Ms. Amy L. Seiber		2017
Mr. Leonard Vaughen	an architect or engineer	2015
Mr. Aaron Wells		2015
Mr. Phillip Yager	public-at-large	2016

City of Oak Ridge Board Application 2015

BoardName: Board of Building and Housing Code Appeals

Applicant: Brummett, Karen

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/20/2015	3:25 PM

Preference: 1

Address	Contact Information
109 Lawton Rd. Oak Ridge, TN 37830	Home Phone: (865) 789-7375 Email: k_run3tn@yahoo.com

Current Company/Organization

HME, Inc.

Current Position / Title

General Clerk II

Retired?

N

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Bachelors of Science in Business with a concentration in Project Management, 3.52 GPA. April 4, 2015

East Tennessee Project Management Institute member April 2013-current

Hard Knox Roller Girls- Volunteer, NSO, and past member 2010-2013

Atomic City Fallouts Jr. Roller Derby- Volunteer/Head NSO 2015-current

Explain why you are interested in being appointed to this board, commission or committee

I am interested in being appointed to this board so I can gain further knowledge on what is happening around the city about the structures and any future projects. I want to be able to help others maintain, restore, and remodel homes to make our city a better place to live.

Describe any special knowledge or past experience qualifying you for this appointment?

I have lived in Oak Ridge for 31 years. I own one of the original duplex homes on the west end. I am interested in purchasing another home in the future.

Additional Information

Special Qualifications

KAREN N. BRUMMETT

109 Lawton Rd • Oak Ridge, TN 37830 • 865-789-7375 • k_run3tn@yahoo.com
LinkedIn: https://www.linkedin.com/pub/karen-brummett/37/88b/829

Dear Hiring Manager:

I have recently completed my Bachelor of Science degree in Business; with a concentration in Project Management, and I am pursuing employment as an entry level project manager. I plan to continue my education after I get settled into a position in project management.

The following points highlight what I bring to you:

- Bachelor of Science in Business with a concentration in Project Management, 3.52 GPA.
- Delta Mu Delta International Honor Society Member
- East Tennessee Project Management Institute member since April 2013.
- Excellent computer knowledge and skills.
- A solid reputation as a hard-working, innovative, and results-driven professional.
- Proven experience in presentations, strategic planning and organizing, critical thinking and problem-solving, delegating, team work, influencing and leading.

My enclosed resume further details my professional career, spanning over 10 years of achieving progressive levels of responsibility. I am confident that you will find my background and level of commitment form a strong partnership with your requirements. I welcome the opportunity to discuss with you further how my qualifications can meet the needs of your company.

Thank you for your time and consideration. I look forward to speaking with you.

Sincerely,

Karen Brummett
865-789-7375

KAREN N. BRUMMETT

109 Lawton Rd • Oak Ridge, TN 37830 • 865-789-7375 • k_run3tn@yahoo.com
LinkedIn: https://www.linkedin.com/pub/karen-brummett/37/88b/829

Objective

To obtain a challenging position utilizing strong leadership, organizational, and motivational abilities. Graduated college on April 4, 2015 with a Bachelor of Science in Business with a concentration in Project Management with a 3.52 GPA. To be given the opportunity to apply the skills and qualifications as an entry level project manager. Proficient in Microsoft Word, Excel, PowerPoint, QuickBooks, oral presentations, strategic planning, organizing, E-MD's, knowledge of computers, typing speed of 65 wpm, Internet research, and customer service. Demonstrated critical thinking and problem-solving skills, delegating, team work, influencing, and leading skills.

Professional Experience

Computer Helpers — September 2013- Current

Administrative Assistant

- Provided administrative support to business owner ensuring the company runs efficiently.
- Performed various secretarial and clerical duties such as documenting, photocopying, faxing, mailing, organizing filing system, filing, data management, and drafting and editing of e-mails to clients.
- Assisted with all other office administrative duties including organization and assisting of planning, scheduling, and teaching of computer classes and seminars, creating spreadsheets, and client lists.
- Learned new software applications in order to produce better quality documents and bookkeeping.
- Created invoices and receive payments in QuickBooks allowing for efficient purchasing and invoicing to over 500 clients.

HME, Inc. — September 2009- Current

General Clerk II

- Maximized clerical and office duties and provide assistance to President and Office Manager.
- Generated daily mowing reports for Department of Energy (DOE), weekly, quarterly accident and hours report for DOE, and annual payroll and residency report for DOE, cash reports, and travel expenses.
- Gathered and typed the Affirmative Action Plan information and reports.
- Answered telephone, typing, filing.
- Processed Accounts Payable checks for mailing, recording, and filing the payment data.
- Payroll, create, verify, and process of timesheets for over 55 employees
- Maintained the bi-weekly Paid Time Off balance sheet.
- Gathered Certificates of Insurance from subcontractors for general liability and Workers Compensation yearly audit.
- Monitored and verified all HUBzone employees' each quarter through the Small Business Administration (SBA) online HUBzone map.

Harrison's Bar & Grill — March 2009- October 2009

Server

- Initiated face-to-face greeting to all customers

KAREN N. BRUMMETT

109 Lawton Rd • Oak Ridge, TN 37830 • 865-789-7375 • k_run3tn@yahoo.com
LinkedIn: https://www.linkedin.com/pub/karen-brummett/37/88b/829

- Took food and beverage orders using the Micro system to put in orders
- Handled cash
- General cleaning of restaurant and kitchen
- Assisted in opening and closing restaurant
- Obtained my TopShelf certification May of 2009 with a score of 98.
- Moved from general restaurant to serve in the cocktail and banquet area in less than two months.

Family Doctors of Oak Ridge **March 2006- November 2008**

Front Office Medical Receptionist

- Interacted with patients through telephone conversations, greeted patients when they were present at the office
- Collected payments, data entry and retrieval into the computer
- Maintained the physicians' schedules and also scheduling appointments
- Assisted Pharmaceutical drug reps and in charge of the rep lunch schedule
- Recorded and typed up monthly staff meeting minutes
- Checked in and out patients that also included verifying and entering insurance and personal information.
- Specialized in insurance, billing patients, entering insurance payments via direct deposit and checks
- Initiated referrals for patients to other specialty offices
- Assisted doctors with office duties including filing, scanning documents, cash handling, and sending messages to doctors via inter-office email.
- Able to assist nurses, take weight, vitals and open computerized chart for the physician.

Education

Bachelors of Science in Business with a concentration in Project Management, 3.52 GPA. **April 4, 2015**
University of Phoenix- Knoxville, TN
Delta Mu Delta International Honor Society in Business

Studied towards an Associate of Science-General **2002-2007**
Roane State Community College- Oak Ridge, TN

Community Activities

East Tennessee Project Management Institute member	April 2013-current
Hard Knox Roller Girls- Volunteer, NSO, and past member	2010-current
Atomic City Fallouts Jr. Roller Derby- Volunteer/Head NSO	2015-current
Girls in Engineering- Volunteer/Chaperone	
Oak Ridge Animal Shelter Volunteer	

End of Application for Brummett, Karen For Board: Board of Building and Housing Code Appeals

City of Oak Ridge Board Application 2015

BoardName: Board of Building and Housing Code Appeals

Applicant: Garcia Garland, Anne

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/20/2015	12:42 PM

Preference: 3

Address	Contact Information
120 Outer Drive Oak Ridge, TN 37830	Home Phone: (865) 482-3294 Email: agg@bellsouth.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Garcia Empowerment Services

Do you currently serve on any other City board, commission or committee?

Oak Ridge Convention and Vistors Bureau

Education, Professional and or Community Activity

BS Math with professional education credentials (Peabody College)
Background in accounting, property management, small business, renovation
Current chair Board of Directors United Church, Chapel on the Hill

Explain why you are interested in being appointed to this board, commission or committee

Code appeals are both complex and necessary to the city's operation and I think I have both the sense and sensibility to contribute.

Describe any special knowledge or past experience qualifying you for this appointment?

Accounting/cost accounting experience in both small and large firms; property management experience as owner and as contract maintenance; live in a modified "A" home and am currently updating an additional one. As an Oak Ridge home owner and former property maintenance contractor, I am well familiar with city residential properties. As a former council member I am familiar with our codes.

Additional Information

Special Qualifications

End of Application for Garcia Garland, Anne For Board: Board of Building and Housing Code Appeals

City of Oak Ridge Board Application 2015

BoardName: Board of Building and Housing Code Appeals

Applicant: Lee, Joseph

Race (Optional): Caucasian

Number of Times Previously Applied: 1

Application Submitted	
12/1/2015	5:00 PM

Preference: 1

Address	Contact Information
99 East Pasadena Road Oak Ridge, TN 37830	Email: josephelee3@comcast.net Mobile Phone: (865) 306-0694

Current Company/Organization

Rentenbach Constructors Inc.

Current Position / Title

Superintendent

Retired?

N

Do you currently serve on any other City board, commission or committee?

Board of Building and Housing Code of Appeals

Education, Professional and or Community Activity

(Mr. Lee contacted staff about his interest to serve on the Board of Building and Housing Code Appeals for another term. Please see his attached resume for professional experience and educational background.)

Explain why you are interested in being appointed to this board, commission or committee

(Please see resume.)

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

Building-related contractor or Building supply dealer (Construction Superintendent)

End of Application for Lee, Joseph For Board: Board of Building and Housing Code Appeals

City of Oak Ridge Board Application 2015

BoardName: Board of Building and Housing Code Appeals

Applicant: Lewis, Sue Anne

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/18/2015	12:29 PM

Preference: 2

Address	Contact Information
43 Riverview Drive Oak Ridge, TN 37830	Home Phone: (865) 482-1386 Email: designprof@att.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Pellissippi State Community College

Do you currently serve on any other City board, commission or committee?

Health and Educational Facilties Board

Education, Professional and or Community Activity

BA, Maryville College, English
MS, The University of Tennessee, Interior Design

Active in Oak Ridge Sunset Rotary Club
Member of the Interior Design Society

Explain why you are interested in being appointed to this board, commission or committee

I am concerned about codes enforcement in Oak Ridge because there seems to be a disturbing increase in house fires in the city.

Describe any special knowledge or past experience qualifying you for this appointment?

My masters theses focused on building code and Life Safety Code in R4 occupancies, specifically assisted living facilities. I developed and taught the course on building code for the interior design program at Pellissippi State Community College.

Additional Information

Special Qualifications

Resume

SueAnne B. Lewis

43 Riverview Drive
Oak Ridge, Tennessee 37830
865/482-1386

Summary

Ms. Lewis is a lifelong resident of Oak Ridge, Tennessee. She has served on the Health and Education Facilities Board for the City of Oak Ridge since it was established and currently chairs that board. She retired as an assistant professor of Interior Design at Pellissippi State Technical Community College in 2011. She practiced interior design specializing in creating enabling environments for older adults. Before becoming an interior designer, Ms. Lewis worked over 20 years in the fields of marketing and public relations, and earlier she taught 10th- and 12th-grade English at Oak Ridge High School.

Education

- **M.S., Interior Design**, The University of Tennessee, Knoxville, TN, 1998
- Completed 57 semester hours in undergraduate Architecture and Interior Design courses
- **A.A. *summa cum laude*, Fine Art**, Roane State Community College, Harriman, TN, 1976
- **B.A., English**, Maryville College, Maryville, TN 1967

Experience

- **Interior Designer**, Blair-Lewis Interiors, Oak Ridge, TN and **Assistant Professor of Interior Design**, Pellissippi State Technical Community College, Knoxville, TN (2000-Present). Instruct courses in interior design, including materials, architectural drafting, computer-aided drafting with AutoCAD, building codes, and history of architecture and interiors.
- **Interior Designer**, King & Johnson Incorporated, Knoxville, TN (1999-2001). Responsible for selection of furniture and interior finish materials and for preparation of construction documents and specifications for commercial clients. Most projects were in healthcare environments.
- **Manager, Communications and Technology Transfer**, Tennessee Center for Research and Development, Knoxville, TN (1987-1991). Responsible for design, publication, and distribution of technical documents and for planning and presentation of technical seminars, workshops, and conferences for the Power Electronics Applications Center under contract to the Electric Power Research Institute of Palo Alto, California.
- **Editorial Supervisor and Assistant Manager of Technical Publications Center**, Science Applications International Corporation, Oak Ridge, TN (1984-1987). Coordinated production of proposals for large government contracts. Supervised staff of eight technical editors and assisted in management and supervision of word processing, graphic arts, and reproduction activities.
- **Marketing and Public Relations Officer**, First American National Bank, Clinton, TN (1979-1984). Responsible for marketing and strategic planning as well as purchasing and inventory of supplies and equipment for main office and seven branch offices. Also

managed maintenance and disposition of bank-owned real estate acquired through foreclosure.

- **Advertising Representative**, *The Oak Ridger*, Oak Ridge, TN (1976-1979). Consulted with advertisers on marketing strategies, sold advertising space, designed and wrote copy for advertisements. Did some free-lance graphic design.
- **English Teacher**, Oak Ridge High School, Oak Ridge, TN (1967-1970). Taught 10th-and 12th-grade English classes; advised student yearbook staff. (Held Tennessee secondary school teacher certification.)

Publications

"Adequacy of Fire Code in Homes for the Aged," *Proceedings of the East/South Regional Meeting of Interior Design Educators Council,* September 26-27, 1998, Pittsburgh, Pennsylvania.

"Fire Safety in Senior Housing: A Code Perspective," juried paper in *Proceedings of the 20th Meeting of the Southern Gerontological Society,* April 7-10, 1999, Atlanta, Georgia.

"Fire Safety for an Aging America: A Code Perspective," juried paper *in Proceedings of the Interior Design Educators Council International Conference,* April 14-17, 1999, Clearwater Beach, Florida.

Personal

Lifelong resident of Oak Ridge, Tennessee. Civic activities have included serving on the boards of the Anderson County United Way, Anderson County Adult Literacy Council, and Oak Ridge Community Art Center.

Rev. 11/2015

End of Application for Lewis, Sue Anne For Board: Board of Building and Housing Code Appeals

City of Oak Ridge Board Application 2015

BoardName: Board of Building and Housing Code Appeals

Applicant: Marsh, Michael

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
10/8/2015	12:00 PM

Preference: 3

Address	Contact Information
132 TIMBERCREST DRIVE Oak Ridge, TN 37830	Home Phone: (865) 803-8909 Email: ELZAMANDW@AOL.COM

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

High School College Trade School 41 years of continuing education for automotive technology. This is one of just a few industries that change on a rapid pace that demands constant retraining. Active in my church. Hardin Valley Church of Christ I ran for Anderson County Commissioner District # 7 Last election and came in third of 6 candidates that were running in District # 7 . I mention this because of the experience and the many citizens that I met and learned their concerns for or wonderful city. My wife and I own M and W Auto Repair here in Oak Ridge .We have been a supported of our community and sports here for the 26 years that we have been in business. II have also coached and served on the Girls Incorporated Board of Directors.

Explain why you are interested in being appointed to this board, commission or committee

I am a native Oak Ridger and have been active in our community for many years. While campaigning for the Anderson County Commissioners seat I met with so many citizens and know their needs and desires. I was born in 1952 and have seen first hand the many changes that our great city has went through and want to be a part of its continued growth. I am willing and eager to work with the others on the Planning Commission

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Marsh, Michael For Board: Board of Building and Housing Code Appeals

City of Oak Ridge Board Application 2015

BoardName: Board of Building and Housing Code Appeals

Applicant: Vaughen, Leonard

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
11/19/2015	8:43 PM

Preference: 1

Address	Contact Information
108 Euclid Place Oak Ridge, TN 37830	Home Phone: (865) 482-6879 Email: lvaughen@gmail.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Board of Building and Housing Code Appeals

Education, Professional and or Community Activity

Bachelor's Of Science in Architecture, University Of Tennessee

Explain why you are interested in being appointed to this board, commission or committee

I support the role of this committee to resolve building and housing code issues.

Describe any special knowledge or past experience qualifying you for this appointment?

I have a working knowledge of building codes. I have had a project management role for 20+ years that includes interpreting, assessing and enforcing building codes for new and existing facilities.

Additional Information

Special Qualifications

an architect or engineer

End of Application for Vaughen, Leonard For Board: Board of Building and Housing Code Appeals

Board of Zoning Appeals

NumVacancies 1 Total # of Members 5

Term of Office

Five (5) years commencing on January 1, 2016

Qualifications

No special qualifications, other than Oak Ridge residency.

Board of Zoning Appeals	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Susan Donnelly (Incumbent)		11/12/2015	1	2
			Total Number of Applicants: 1	

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Syd Ball		2017
Mr. Keith Craft		2018
Ms. Susan Donnelly		2015
Mr. David R. Gengozian		2016
Mrs. Judith L. Mason		2019

City of Oak Ridge Board Application 2015

BoardName: Board of Zoning Appeals

Applicant: Donnelly, Susan

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted	
11/12/2015	11:39 PM

Preference: 1

Address	Contact Information		
116 Everest Circle	Home Phone:	(865) 482-7232	Email: susanruns100s@me.com
Oak Ridge, TN 37830	Office Phone:	(865) 576-1424	

Current Company/Organization

CNS (Y-12)

Current Position / Title

QA Specialist/Causal Analysis Subject Matter Expert

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Board of Zoning Appeals

Education, Professional and or Community Activity

B.S. Mechanical Engineering
M.S. Planning
Board Member - Cumberland Trail Conference
Board Member - Tennessee Citizens for Wilderness Planning

Explain why you are interested in being appointed to this board, commission or committee

I've served on the board since approximately 2005 and believe our decisions make a difference to a neighborhood and cumulatively, to the community.

I'm a native Oak Ridger and moved back in 1991, so I care deeply about the city and its future growth. Serving on this board lets me make a difference to my community and put my master's degree in (urban) Planning to use at the same time.

Describe any special knowledge or past experience qualifying you for this appointment?

I've served on the board since about 2005 and have a master's degree in Planning.

Additional Information

Special Qualifications

Susan I. Donnelly

Education

M.S.P., Planning
1999 University of Tennessee Knoxville, TN
Concentration in Environmental Planning; 4.0 grade point average.

B.S., Mechanical Engineering
1986 Clemson University Clemson, SC

Planning Experience

Planning
- Member of the Oak Ridge City Board of Zoning Appeals since June 2000. Currently Board Secretary.
- Member of Greenways Oak Ridge.
- Tennessee Citizens for Wilderness Planning Steward for the North Ridge Trail.
- Completed several planning projects during master's study .

Working with Requirements
- Work in assessments since 1991 requires continual comparison of situations against requirements, as well as interpretation of requirements.
- Written many procedures and requirement documents.

Presentations and Verbal Communications
- Routinely present positive and negative assessment results to impacted individuals and upper management.
- Taught classes in assessment subjects since 1994.

Employment

Issues Management Specialist/Causal Analysis Subject Matter Expert
January 2007-present CNS Y-12 Oak Ridge, TN

1) Provide Expertise on Causal Analysis. Lead causal analysis meetings on complex and sensitive issues, ensure all possible causes have been identified, and report results. Mentor individuals seeking to become qualified causal analysts. Provide training. Monitor the adequacy of site performance in causal analysis.

2) Implement Program Requirements. Assist in implementing issues management program requirements. Provide lead input in issues management database decisions. Provide input into process improvement efforts. Write procedures, associated forms and other tools that implement the program. Answer customer questions and interpret procedure requirements.

3) Design and Conduct Training. Design all training material for four different issues management courses. Conduct the same four courses on a routine basis.

Staff Assessor
June 2004-January 2007 UT-Battelle Oak Ridge, TN

1) Perform Assessments/Reviews. Lead and participate in independent assessments of internal organization performance-based management systems. Perform special reviews upon request such verification of the completion of corrective actions, or effectiveness and compliance of a management program or system.

Assessments Task Manager
1999-June 2004 Pacific Western Technologies, Ltd. (PWT) Oak Ridge, TN

1) Managed an Assessment Program. Managed the independent assessment service provided to Bechtel Jacobs Company, LLC (BJC), by directing the completion of multiple assessments in various stages of life cycle at five separate sites. Established and maintained the PWT lead auditor certification program.

2) Performed Assessments/Reviews. Led independent assessments for Bechtel Jacobs Company on management programs, field projects, vendors, and subcontractors. Participated in Readiness Reviews, Independent Verification Reviews for new safety basis documentation, and special reviews at request.
1) Performed Quality Engineering. Evaluated subcontractor Quality Assurance Plans for adequacy, rote and closed corrective actions, created evidence packages, and authored Lessons Learned. Taught. Developed and taught BWXT Y-12 Lead Auditor training and DOE surveillance course. Taught a Lead Auditor course for PWT, developed a similar course for BJC.

2) Wrote Procedures and Program Documents. Wrote PWT audit, lead auditor qualification, and several ISO 9001:2001 procedures. Wrote the BWXT Assessment Program Description. Revised BJC independent and management assessment procedures.

3) Supported ISO 9001:2001 certification. Assisted PWT in achieving and maintaining ISO 9001:2000 certification.

Senior Quality Engineer
1998–1999 Bechtel Jacobs Company, LLC Oak Ridge, TN

1) Established Program. Helped establish the new BJC independent and management assessment programs, including scope, approach, and process.

2) Performed Assessments. Led independent assessments for Bechtel Jacobs Company on company programs, in-field projects, vendors, and subcontractors. Work included planning, performing, reporting, and following up on assessments.

3) Wrote Procedures. Wrote the initial BJC independent and management assessment procedures and coordinated some subsequent revisions.

Senior Quality Engineer
1991-1998 Lockheed Martin Energy Systems (LMES) Oak Ridge, TN

1) Managed Program. Served as lead for the three assessors in the LMES Technical Assessment Group assigned to the K-25 Site.

2) Performed Assessments. Implemented the Integrated Assessment Program at K-25, which combined safety, health, environmental and quality experts together on teams as large as 32 members. Led over 50 assessments and participated in readiness reviews and as an examiner in DOE Energy Quality Awards Program.

3) Wrote Procedures. Wrote independent assessment procedures for LMES.

4) Taught. Taught and revised lead auditor course for LMES.

Industrial/Quality Engineer
1991-1998 Burlington Industries Oxford, NC

1) Supervised. Supervised three hourly time clerks.

2) Performed Industrial/Quality Engineering. Created plant's first process control study and control charts for process equipment. Performed time-motion studies, designed machine layouts, and wrote computer programs for budget, shift, and pay calculations.

Awards

PWT Award of Excellence - 2000
BJC Distinguished Service Award - 1999
DOE Exceptional Service Award - 1998

References

Available upon request.

End of Application for Donnelly, Susan For Board: Board of Zoning Appeals

Convention and Visitors Bureau

NumVacancies 7 Total # of Members 10

Term of Office

Four (4) positions are for three (3) years commencing on January 1, 2016; and the remaining three (3) positions are for a one (1) year term commencing on January 1, 2016 (Hotel Representatives)

Qualifications

Four (4) applicants shall be residents at-large, two (2) members shall be the general managers of the top local hotel/motel establishments based upon actual hotel/motel occupancy collections, and one (1) member shall be the general manager of one of the remaining local hotel/motel establishments.

Convention and Visitors Bureau	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Heather Buck		11/19/2015	1	0
Mr. Owen Driskill		11/5/2015	1	0
Ms. Susan Frederick		11/19/2015	1	0
Ms. Gretchen A. Julius (Incumbent)	Hotel Representative	11/10/2015	1	3
Mr. William A Lawrence		10/20/2015	1	2
Dr. Martin McBride		12/1/2015	1	0
Mr. Troy Patel (Incumbent)	Hotel Representative	11/17/2015	1	2
Ms. Rebecca Williams		10/15/2015	1	0
			Total Number of Applicants: 8	

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Mary Anne Damos		2015
Mr. Jim Dodson		2017
Mrs. Anne Garcia Garland		2015
Mrs. Allison L. Hummel		2017
Ms. Gretchen A. Julius	Hotel Representative (General Manager)	2015
Mr. Troy Patel	Hotel Representative (General Manager)	2015
Mr. Amit Patel	Hotel Representative (General Manager)	2015
Mrs. Carol Smallridge		2017
Mr. Aaron Wells		2015

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: Buck, Heather

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/19/2015	5:04 PM

Preference: 1

Address	Contact Information
420 South Illinois Avenue Oak Ridge, TN 37830	Home Phone: (865) 483-0200 Email: sales@kisnahospitality.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Present - Director of Sales for the Holiday Inn Express & Suites, and Staybridge Suites in Oak Ridge

My professional career has come full circle as I helped transition the Garden Plaza to the Double Tree Hotel in 2000 as their Guest Service Manager.

Explain why you are interested in being appointed to this board, commission or committee

I am so excited to serve on the board for the Oak Ridge CVB. I believe I bring a passion for hospitality and can be a positive contributor to the organization. In addition, this is a great opportunity to serve the Oak Ridge community utilizing my professional skills and knowledge.

Describe any special knowledge or past experience qualifying you for this appointment?

I have more than 15 years of hospitality experience including hotel operations and sales.
I have been a recent recipient of the Marriott Spirit to Serve Award. This prestigious award recognizes associates for outstanding service to guests.

Additional Information

Special Qualifications

HEATHER BUCK

420 South Illinois Ave. ◆ Oak Ridge, TN 37830 ◆ (865) 456-6568 ◆ sales@kisnahospitality.com

PROFESSIONAL EXPERIENCE

HOLIDAY INN EXPRESS & SUITES
STAYBRIDGE SUITES

Director of Sales, July 2015 to Present

Area Director of Sales for Kisa Hospitality's Oak Ridge properties. Responsible to grow revenue and market share through direct sales and marketing.

FAIRFIELD INN & SUITES – KNOXVILLE WEST

Director of Sales, February 2013 to June 2015

Area Director of Sales for Vision Hospitality Group's three greater Knoxville area properties. Holiday Inn Express & Suites, Lenoir City, Holiday Inn Express & Suites, Caryville, TN and the Fairfield Inn & Suites Knoxville West. February 2013 – March 2014. Responsible for hiring and training Sales Associates for existing properties while participating in the opening of the new Fairfield Inn & Suites. Resumed current responsibility of the Director of Sales Fairfield Inn & Suites as of property opening September 2013.

Key Results:

- Successfully established a core base of Corporate Account Business.
- Built strong relationships with the Farragut / West Knoxville Chamber of Commerce and Visit Knoxville
- Received Marriott Platinum Award and Took Top Honors in six major categories within Marriott's Customer Service 2014.
- Promoted, Developed and Mentored a Sales and Service Coordinator.

FAIRFIELD INN BY MARRIOTT - KNOXVILLE / ALCOA AIRPORT, TN

Assistant General Manager, June 2012 to February 2013
Interim General Manager, November 2012 – February 2013

Responsible for Hotel operations including: accounts receivable, accounts payable, management of front desk, Personal and labor relations, customer service management, budget revenue, expenditures, forecasting, entering in daily weekly and monthly operations reports, enforce brand standard, safety and quality assurance program. I also worked with General Manager on Daily tasks to make sure that all goals for the company were met.

Key Results:

- Marriott Spirit to serve award – a very prestigious award that recognizes associates for outstanding service and going above and beyond.

HALL LAW GROUP, P.C. — Wartburg, TN

Paralegal/Office Assistant, Dec. 2011 to June 2012

During my current internship I have assisted with scheduling meetings with clients, answering multiline calls, filing pleadings, legal memoranda and client correspondence, drafting complaints, document production and trial preparation, prepared billings for clients, interviewed clients for case intake.

Key Results:

- This position has allowed me to explore my interest in the law field with exciting challenges; fostering new career opportunities and enhancing my skills

HOLIDAY INN EXPRESS *& SUITES* — Lenoir City, *TN*

Assistant GM/Sales Manager, January 2007 to December 2011

Responsible for hotel operations including: sales, revenue, operations management functions, marketing plans, sales blitzes, security and safety programs, customer service management, personnel and labor relations, preparation of business plans, repairs, maintenance, budget revenue, and expenditures forecasting, quality assurance programs, hospitality assertion, review and enforce brand standard requirements of InterContinental Hotels Group, work with the General Manager to ensure daily, weekly, monthly goals and expectations are met. Active in the community and tourism organizations to identify, generate, and capture all business opportunities to increase revenue.

Key Results:

- Significantly improved guest satisfaction and helped play a large roll in achieving Torchbearer status, the most prestigious award in the IHG brand

HOLIDAY INN EXPRESS & SUITES — Harriman, TN

Assistant General Manager, 2006 to 2007

Accountable for all aspects of daily hotel operations including: scheduling, front desk management, hiring, banking, accounts payable and receivable, staffing, training, direct bills, inventories, filling systems, establishing major company contracts and maintaining business relationships.

Key Results:

- Held primary responsibility for maintaining the high standards that IHG set for new property regulations.

EDUCATION & CERTIFICATIONS

ROANE COUNTY HIGH SCHOOL — Kingston, TN Diploma, 1997
ROANE STATE COMMUNITY COLLEGE – BUSINESS MANAGEMENT, 2008

Certifications and Training:

- IHG Brand SMART Selling Certification, 2008
- Holidex Plus Rate Code & Rate Category Management, Opera Integrated Rate & Inventory Management, Social Marketing Cert., RESPro Effective Reservations & Sales, Maximizing Channel Contribution, Opera Group Management. Proficient skills in Windows; Microsoft Word, Excel, Outlook
- SAP Accounting Software – Working knowledge of SAP (Systems Applications and Products) Financial accounting and reporting system.
- May 2013 CPR Certified
- June 2013 Serve Safe Certified
- Marriott Confident Service Coach Certified
- Marriott Access Edge Sales Certification – (CFRST Marriott Branded Properties) 130 Hours of Sales Training
- Marriott Brand Reward Training Certification
- Proficient in Fosse Marriott PMS System & Sales Pro Tracking System

COMMUNITY SERVICE

Second Harvest Food Bank

Farragut 5K – Smoky Mountain Dogs Wounded Warrior Project

Wreaths Across America

Love Kitchen

Farragut West / Knoxville Chamber Charity Auction Committee

Professional Development:

Additionally, I set forth into the management field starting in 1998, and have had extensive on the job training and experience in the hotel industry; as well as a past work history with Department of Energy sub-contractors as Administrative Assistant and Records Management Specialist.

End of Application for Buck, Heather For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: Driskill, Owen

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/5/2015	5:36 PM

Preference: 1

Address	Contact Information
101 Olmstead Lane Oak Ridge, TN 37830	Home Phone: (423) 552-1971 Email: owendriskill@gmail.com

Current Company/Organization

Roane State Community College

Current Position / Title

Director, Public Relations

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

None

Education, Professional and or Community Activity

Bachelor's degree in English and history from Clemson University (1997)

Master's degree in communications from Austin Peay State University (2010).

I have worked in media for 10 years and in public relations for seven years, including editing, writing, photography, layout, social media, media buying and publication planning.

Explain why you are interested in being appointed to this board, commission or committee

I am interested in the CVB because I want to help tell Oak Ridge's story, and the CVB is the board most closely aligned with that purpose. I believe I could be of good service to the community by using my writing skills to help with the Explore Oak Ridge website and to share the many wonderful aspects of the community, from walking at Melton Hill Lake to having ice cream at Razzleberry's. After living here for seven years, Oak Ridge has become a special place for me and my family, and I would like others to understand the many, many benefits that living in Oak Ridge offers.

Describe any special knowledge or past experience qualifying you for this appointment?

My career in media and public relations fits well with the purpose of the CVB, including my extensive writing, editing, and branding experience. For Roane State, I have helped lead numerous communications initiatives to promote programs and services.

Additional Information

Special Qualifications

J. Owen Driskill

101 Olmstead Lane, Oak Ridge, TN 37830
(423) 552-1971
owendriskill@gmail.com

EMPLOYMENT

July 2011-Current **Director of Marketing and Public Relations, Roane State Community College**

- Oversee the college's advertising campaigns
- Coordinate with college departments to develop communications solutions that meet their needs
- Facilitate the college's crisis communications efforts
- Develop and edit Roane State publications
- Produce content for the Roane State website, media outlets and additional publications (online and print)

Aug. 2011-Current **Adjunct professor, Roane State Community College**

- Teach evening classes in communications

Aug. 2007-July2011 **News Coordinator, Roane State Community College**

- Wrote an average of 23-35 news releases per month
- Managed print advertising and online newspaper advertising
- Coordinated production of alumni magazine
- Photographed news events
- Updated social media sites
- Wrote copy and provided photographs for marketing pieces

Feb. 2004-Aug. 2007 **Assistant managing editor and online content editor, *The Greeneville* (Tenn.) *Sun*, Jones Media Inc.**

- Supervised newsroom staff
- Managed and produced online content
- Coordinated special sections, including a six-part edition and 150-page community guide
- Served as primary copy editor
- Contributed news and feature stories
- Trained and coached summer interns

Dec. 2000-Feb. 2004 **Assistant sports editor, *Spartanburg* (S.C.) *Herald-Journal*, New York Times Regional NewsGroup**

- Supervised three full-time copy editors, four part-time assistants and four reporters
- Organized special projects, including series on USC-Clemson football and 32-page high school football preview edition
- Recruited and coached freelance writers
- Enforced design and style guidelines
- Trained part-time employees
- Helped organize annual high school awards banquet

Sept. 1999-Dec. 2000 **Sports copy editor, *Spartanburg Herald-Journal***

- Designed pages, edited local and wire copy
- Contributed ideas for stories and front-page packages

Nov. 1998-Sept. 1999 **Sports copy editor, *The Beaufort* (S.C.) *Gazette*, The McClatchy Company**

- Designed and edited all daily pages and Sunday section
- Wrote columns and covered local sports

Aug. 1997-Nov. 1998 **Police beat reporter, *The Jackson* (Tenn.) *Sun*, Gannett Company Inc.**

- Covered breaking news
- Wrote front-page features and enterprise stories

INVOLVEMENT

- Leadership Oak Ridge, 2011
- TnAchieves mentor and team leader, 2008-present

EDUCATION **Clemson University, Clemson, S.C.**

- B.A. English and history, *magna cum laude*

Austin Peay State University, Clarksville, Tenn.

- M.A. communication arts, corporate communication concentration, *cum laude*

HONORS

- South Carolina Press Association (SCPA) awards for page design and writing
- Helped lead team of editors and writers that won a top-10 Associated Press Sports Editors Association (APSE) award for enterprise reporting
- Served as content editor for high school football preview section that won Top 10 APSE award
- Wrote copy for advertisement that won a silver medallion from the National Council for Marketing and Public Relations
- 2011 Roane State administrator of the year
- 2012 National Institute for Staff and Organizational Development (NISOD) Excellence Award

SOFTWARE

- I have experience with InDesign, QuarkXPress Microsoft Word, Photoshop, Excel, PowerPoint, WordPress and iMovie HD.

End of Application for Driskill, Owen For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: Frederick, Susan

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/19/2015	4:55 PM

Preference: 1

Address	Contact Information
19 Asbury Lane Oak Ridge, TN 37830	Email: hbsuefred@yahoo.com Mobile Phone: (714) 875-8457

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

BA International Relations
MBA Finance/Accounting
Retired from 25 year career in contracts and procurement.
Most recently Buyer at SAIC 2011-2014
Member - ADFAC Affordable Housing and Hospitality Committees
ORICL History Curriculum Committee Chair and Trip Committee Member/Leader
ORPL Volunteer

Explain why you are interested in being appointed to this board, commission or committee

I am a relatively new citizen of Oak Ridge who appreciates the history and resources available in and through our city. These assets should be better supported and publicized so they can provide a more stable revenue source to maintain city services. When I would pass the highway exit to the city, I vaguely knew Oak Ridge's reputation as The Secret City. Even after living here for 5 years, I still believe that much information about what can be found here is not as available as it could or should be.

Describe any special knowledge or past experience qualifying you for this appointment?

I have made it a special point to learn as much as I can about Oak Ridge, its past, present and future, in the time I have lived here. As an "outsider," originally from Southern California, I have found a lot of similarity between the aerospace and defense industry that I worked in there and the energy and national security industries here. I think this similarity can be played up as the basis to draw additional tourists here. This would be in addition to the natural beauty of the area as well as some other areas of historical significance.

Additional Information

Special Qualifications

SUSAN L. (Sue) FREDERICK
19 Asbury Lane, Oak Ridge, TN 37830
hbsuefred@yahoo.com, 714-875-8457

OBJECTIVES

- Redirect manufacturing and government career experience/skills to customer/consumer service position
- Maintain integrity and highest priority of providing excellent customer service across levels and functions
- Apply and expand my interpersonal, organizational, technical, management and analytical skills
- Contribute to my organization and community

PROFESSIONAL PROFILE

- Performed all contract phases from definition through completion and close-out
- Managed foreign and domestic research/development and production orders
- Variety of items and values: from $20M program through program of 700 items some less than $.01 ea
- Worked relationships with all levels/functions of customer/supplier personnel from purchasing and plant managers to machine programmers and operators

SKILLS SUMMARY

Project Administration
- Arranged shipments, product acceptance or rejection, return/rework and payments
- Received, reviewed and dispositioned notices of QA and contract defects and deficiencies
- Evaluated supplier performance including identification of potential problems and resolutions
- Analyzed and negotiated costs including change proposals and estimates-to/at-completion

Multi-Format and Multi-Level Communications
- Wrote procedures related to purchasing activities including receiving/QA coordination
- Drafted correspondence and presentations regarding technical, schedule, cost and contractual issues involving internal and vendor/customer quality assurance, engineering, scheduling and management personnel, both foreign and domestic
- Coordinated design and production review/status meetings and issued/circulated reports

EMPLOYMENT EXPERIENCE

Senior Buyer, SAIC Shared Services Center (SSC) 2011-2014
- Purchase products and services for federal/state/local governments/agencies and internal customers

Senior Buyer, ShinMaywa (California), Ltd., (SCL) 1996-2006
SCL provides supply chain services to support ShinMaywa Industries production programs in Japan.
- Monitored and maintained item configurations and production/delivery schedules
- Coordinated orders, WIP and deliveries of approximately 700 items for use on 7 different assembly lines
- Long term agreements with scheduled deliveries and same day emergency buys

EDUCATION AND COMPUTER SKILLS

- Search key words and phrases to define customer requirements and match available resources
- BA, International Relations, University of Southern California

End of Application for Frederick, Susan For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: Julius, Gretchen

Race (Optional):

Number of Times Previously Applied: 3

Application Submitted	
11/10/2015	9:23 AM

Preference: 1

Address	Contact Information		
1500 Spring View Drive	Home Phone:	(865) 988-1835	Email: gjulius@cooperhotels.com
Lenoir City, TN 37772	Office Phone:	(865) 481-2468	

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Convention and Visitors Bureau

Education, Professional and or Community Activity

Bachelor of Science in Education

Explain why you are interested in being appointed to this board, commission or committee

Vested interest in tourism in Oak Ridge since I am the General Manager of the DoubleTree by Hilton Oak Ridge-Knoxville

Describe any special knowledge or past experience qualifying you for this appointment?

I have worked in the hospitality business for 30 years.

Additional Information

Special Qualifications

Hotel Representative

End of Application for Julius, Gretchen For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: Lawrence, William

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted	
10/20/2015	12:00 PM

Preference: 1

Address	Contact Information
111 Golfcrest Lane Oak Ridge, TN 37830	Home Phone: (865) 425-2908 Email: bill@globalwhiz.com

Current Company/Organization

globalwhiz.com

Current Position / Title

Chief Idea Officer

Retired?

N

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Extensive experience in travel industry sales, marketing, development and sponsor-partnership support.

Explain why you are interested in being appointed to this board, commission or committee

I've been interested in the tourism activities of Oak Ridge for years. With the formation of the new Secret City Festival non-profit, there are many more opportunities ahead.

Describe any special knowledge or past experience qualifying you for this appointment?

Extensive. I am a career professional in tourism.

Additional Information

Special Qualifications

Bill Lawrence
Summary of Experience
Phone: (865) 425-2908 - Email: bill@globalwhiz.com

Director of Sales, Faith Travel Association – July 2014 to June 2015

Generated $70,000 in sponsorship sales in 5 months. Responsible for all travel agent, tour operator, hotel, destination, airline, consortia and travel supplier sales coverage involving:

- Targeted sales calls
- Travel agent sponsorship sales
- Sponsorship, event and conference sales
- Effective sales proposals and presentations
- Membership and e-marketing sales

Director of Sales, Travel Market Report – June 2013 to July 2014

Leadership of online and print sales effort from accounts across the hotel, hospitality and travel industry. Sales results from a wide variety of travel industry partners including hotels, cruise lines, tour operators, travel agency consortia airlines and destinations.

Director-Hotel Partner Solutions - CCRA Travel Solutions, 6 years, 2 months

Sales results from hotels and resorts in all locations participating in CCRA's global hotel program. Successfully sold marketing programs to hotel brands, regional and local operators in the United States and International locations. I generated $1.4 million in sales in last year, a 12% increase year-over-year. I have increased travel agent business from all markets, including leisure, corporate and group.

- Distribution of preferred hotel rates to all four GDS
- Implementation of marketing programs for travel agents
- Sales of web-based hotel marketing programs and packages
- Webinar content and presentations
- Networking and global travel trade shows and events

Summary of Prior Hotel and Hospitality Experience: US and International

Progressively responsible senior level hotel, travel and hospitality sales with an emphasis on new business development. Additional experience includes print, sponsorship and event sales for ACTE; generated $2.5 million in new revenue over 15-month period. I've planned and executed hotel sales and marketing programs, promotions and activities at every level. I served on ASTA's Allied Marketing Committee for 3 years, and generated more than $2.7 million sales for ASTA's travel agent publication.

Hotel sales and marketing development, based in New York, Hong Kong, Bangkok and San Francisco. Built business from travel agencies, corporate, group travel, incentive and meetings market for international and US hotel properties.

End of Application for Lawrence, William For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: McBride, Martin

Race (Optional): White

Number of Times Previously Applied: 0

Application Submitted	
12/1/2015	12:21 PM

Preference: 1

Address	Contact Information
954 W. Outer Dr. Oak Ridge, TN 37830	Home Phone: (865) 304-3225 Email: Martin55@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

BA Physics, MS and Ph.D Bionucleonics; Retired DOE Division Director; Author of the award-winning Oak Ridge Heritage Tour Guide for the Convention and Visitors Bureau; Author of the 160-page book "55 Years that Changed History, A Manhattan Project Timeline (1894 to 1949);" Organized our city's celebration of the Bicentennial of the National Anthem; Organized 75th Wheat Reunion program; Organized the 67th anniversary celebration of the Oak Ridge Gate Opening; Organized and lead efforts to create the Wheat Heritage Exhibit, the Oak Ridge African American Manhattan Project Heritage Exhibit, and the Manhattan Project Timeline Exhibit; Member Oak Ridge Heritage and Preservation Association; Editor of the ORHPA Newsletter; ORHPA Board of Directors and Chairman of Financial Planning Committee; Active participant in ORHPA history room during many of the Secret City Festivals; Volunteer at the Oak Ridge Visitor Center.

Explain why you are interested in being appointed to this board, commission or committee

I would like to help the CVB plan its involvement with the new National Park. The Manhattan Project opened created a "Gateway to Peace" that changed the direction of our civilization. Thanks to that enormous project, mankind has not suffered a third unlimited World War in 7 full decades.

The CVB can (and should) use this Gateway-To-Peace theme as a platform to pursue large donors to fund new Oak Ridge tourist attractions (major refurbishment and expansion of expansion of AMSE, creation of a variety of key city monuments, extensive peace gardens and outdoor exhibits, etc.). Oak Ridge needs a privately-funded "Manhattan Project Village" as a major new tourist draw. The CVB could help bring this potential gold mine to our city. All it takes is money and leadership!

Describe any special knowledge or past experience qualifying you for this appointment?

I have organized and lead community events for many years. I have authored a 35-page, pocket-sized, award-winning heritage tour guide for Oak Ridge and a 160-page detailed timeline for the Manhattan Project.

Additional Information

Special Qualifications

End of Application for McBride, Martin For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: Patel, Troy

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted	
11/17/2015	3:04 PM

Preference: 1

Address	Contact Information
433 S Rutgers Ave Oak Ridge, TN 37830	Home Phone: (865) 481-8200 Email: tpatel@comfortinnoakridge.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Convention and Visitors Bureau

Education, Professional and or Community Activity

Bachelors Degree Business and Finance Management.
General Manager of Comfort Inn.
Sponsorship and Community Events Volunteer.

Explain why you are interested in being appointed to this board, commission or committee

I have been on this board for the past 2 years and bring a lot of knowledge and experience in the tourism industry. I also have gained a lot of knowledge of Oak Ridge since I have been here over 3 years and want to continue to see growth and success for the ORCVB.

Describe any special knowledge or past experience qualifying you for this appointment?

My 10 plus years of experience in the hospitality industry and knowledge of several different markets have allowed me to understand tourism.
I have also have been on the ORCVB Board for the past 2 years.

Additional Information

Special Qualifications

Hotel Representative

End of Application for Patel, Troy For Board: Convention and Visitors Bureau

City of Oak Ridge Board Application 2015

BoardName: Convention and Visitors Bureau

Applicant: Williams, Rebecca

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
10/15/2015	12:00 PM

Preference: 1

Address	Contact Information
102 Deerfield Lane Oak Ridge, TN 37830	Home Phone: (865) 483-9124 Email: rebecca@rebeccadwilliams.com

Current Company/Organization

Self

Current Position / Title

Freelance Writer & Media Consultant

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Media Consultant for local nonprofits and businesses: East TN FARM Markets (which runs the Oak Ridge Farmers Market), Lavender Festival, Graduation Celebration, Estate Sale Professionals and Thunder Road Wine Trail. * Freelance Writer for Knoxville News Sentinel, 2007 to present. I write twice each month for the features section. * Master's Degree in Journalism, University of Maryland, College Park, 1991.

Explain why you are interested in being appointed to this board, commission or committee

I have been a resident of Oak Ridge for 22 years, and am very interested in improving our city in general, and specifically as it relates to the work I do with my clients. The Lavender Festival, Oak Ridge Farmers Market and Thunder Road Wine Trail are each dependent at least to some extent on out of town visitors, and I think my work with those groups goes along with what the ORCVB does.

Describe any special knowledge or past experience qualifying you for this appointment?

I have never worked with a visitor's bureau; however, I have been very involved in planning special events and promoting them through print, website and social media channels. I have press connections through my work as a media consultant.

Additional Information

Special Qualifications

Rebecca D. Williams

102 Deerfield Lane, Oak Ridge, TN 37830 · Ph: 865-483-9124 · Rebecca@RebeccaDWilliams.com

Rebecca D. Williams is an experienced freelance writer, social media and marketing consultant based in Oak Ridge, TN. She helps small businesses and non-profit organizations plan, execute and succeed in their marketing efforts.

Social Media, Communications Experience

Freelance Writer, Marketing Consultant 2007 – present.

- Regular contributor to the Knoxville News Sentinel, in the features, education and metro sections, since 2007. Research topics, interview experts and write about four articles per month.
- Social Media Marketing for small businesses. I do their email marketing, social media strategy and website copy. Clients include the Lavender Festival, Graduation Celebration, The Ferrell Shop, Cozy Joe's Café, Estate Sale Professionals, Thunder Road Wine Trail, East TN FARM Markets.
- Public relations writer, Covenant Health Systems hospitals, since 2009. Research health topics, interview physicians and patients, communicate that information to a lay audience in weekly features that run in area newspapers.
- Contributing Writer, *The Oak Ridge Observer,* Oak Ridge, TN, 2005-2006.
- Regular contributor to *FDA Consumer*, the magazine of the US Food & Drug Administration. Each article provided an in-depth look at a health topic involving foods, drugs and medical devices regulated by FDA, 1993 - 1998.
- Books: Chapter text of *Children's Prescription Drugs: A Parent's Guide to the Most Commonly Recommended Drugs for Children (*Publications International, Ltd., 1995), *Prescription Drugs for People Over 50* (Publications International, Ltd., 1997).

Staff Writer, *FDA Consumer*, Rockville, MD, 1991-1993. Wrote monthly in-depth articles on health topics for the magazine. Subscription circulation was about 25,000, but articles were used for reprints in FDA field offices and on the World Wide Web.

Features Writer, *The Leaf-Chronicle*, Clarksville, TN, circulation 25,000, 1986-1989. Wrote several features each week covering a wide range of topics, from food and health to medical issues and profiles of interesting local citizens.

Professional Skills

- Extensive research skills using Microsoft Office and Mac applications.
- Proficient in ConstantContact, Hootsuite social media manager, Twitter, Facebook and other social media.
- Excellent interpersonal skills and creative problem-solving skills.

Education

M.A. Journalism, Science Writing, University of Maryland at College Park, 1991.
B.A. Religion, Emory & Henry College, Emory, VA, 1986, magna cum laude.

Excellent References Available Upon Request

End of Application for Williams, Rebecca For Board: Convention and Visitors Bureau

Environmental Quality Advisory Board

NumVacancies 3 Total # of Members 12

Term of Office

Three (3) year commencing on January 1, 2016

Qualifications

No special qualifications, other than Oak Ridge residency.

Environmental Quality Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Leon Baker		11/24/2015	1	0
Mr. Bryan Crable		10/6/2015	1	0
Ms. Kaela O'Dell (Incumbent)		11/20/2015	1	1
			Total Number of Applicants: 3	

Current Members

Member Name	Special Qualifications	Term Expires
Mrs. Rhonda Bogard		2017
Mr. Trystan Bordeau	High School Representative	2017
Dr. William Dean		2017
Mrs. Patricia Imperato		2017
Mr. Robert G Kennedy III, PE		2017
Mr. Stephen Todd Kenworthy		2016
Ms. Donna Kridelbaugh		2016
Ms. Emma Milloway	Oak Ridge High School Student Representative	2016
Ms. Kaela O'Dell		2015
Mrs. Paige R. Z. Russell		2015
Mr. Joseph Wood		2016

City of Oak Ridge Board Application 2015

BoardName: Environmental Quality Advisory Board

Applicant: Baker, Leon

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/24/2015	4:08 PM

Preference: 1

Address	Contact Information
148 Bethune Circle Oak Ridge, TN 37830	Home Phone: (865) 272-5277 Email:

Current Company/Organization

ASR Environmental Services

Current Position / Title

Sr. Health Physicists

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

East Tennessee Health Physicists Society, National Health Physicists Society, NAACP Oak Ridge Chapter, and Oak Ridge Citizens Advisory Board.

Explain why you are interested in being appointed to this board, commission or committee

I am interested in serving on this committee or other committee's because I feel it is my civic duty as a citizen of Oak Ridge, TN

I feel as an active tax payer it an obligation to active participate in government.

Describe any special knowledge or past experience qualifying you for this appointment?

I was active in another Finance committee in Oak Ridge 2004-2005 where Dr. Faye Martin was appointed president, but the committee was later eliminated.

Additional Information

Special Qualifications

End of Application for Baker, Leon For Board: Environmental Quality Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Environmental Quality Advisory Board

Applicant: Crable, Bryan

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
10/6/2015	12:00 PM

Preference: 1

Address	Contact Information
180 Waterview Dr., #213 Oak Ridge, TN 37830	Email: bcrable@gmail.com Mobile Phone: (724) 910-7688

Current Company/Organization

Oak Ridge National Laboratory
Oak Ridge National Laboratory

Current Position / Title

Postdoctoral Research Associate

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

See attached CV

Explain why you are interested in being appointed to this board, commission or committee

See attached cover letter

Describe any special knowledge or past experience qualifying you for this appointment?

See attached CV

Additional Information

Special Qualifications

October 6, 2015

City of Oak Ridge, TN Environmental Quality Advisory Board
c/o City Clerk's Office
Oak Ridge, TN

Dear Members of the Environmental Quality Advisory Board,

In 2005, a strong desire to help solve society's biggest challenges led me to leave behind a staff biologist position at a regional engineering firm and pursue graduate education. I decided to specialize in microbial physiology and bacterial metabolism – essentially how bacteria make a living – because I believed these fields were to key to solving pressing environmental issues. Today, I am a Postdoctoral Research Associate at the Oak Ridge National Laboratory where I am working on the biogeochemical cycle of mercury. I am eager to use my technical training to help solve local problems and, therefore, I am writing to express my interest in joining the Oak Ridge Environmental Quality Advisory Board.

You will see from my enclosed *curriculum vitae* that I have had a successful research career – I have no doubt that I would provide a valuable technical resource as the board goes about the business of ensuring the health of our local environment. What sets me apart is a demonstrated commitment to serving the communities of which I am a part. I assumed leadership positions in the Cox Seminar Organizing Committee at the University of Oklahoma and was elected to two successive terms as committee chair. While in Oklahoma, I also had the opportunity to assume a leadership position in the Oklahoma Scottish Pipes and Drums; actively participating as a member for six years while serving two one-year terms as an officer elected by the membership. I have continued to demonstrate my commitment to service since arriving in Eastern Tennessee by serving a one-year term as a member of the Oak Ridge Postdoctoral Association Executive Committee and joining the Knoxville Pipes and Drums.

I have met with continued success in each of the above cases. My Cox Committee team organized three different technical lectures as part of an ongoing series and, in my final year as chair, the talk was attended by 150 individuals from throughout the state. This figure was record attendance and has not yet been matched by an subsequent committee. As an officer with the Oklahoma Scottish Pipes and Drums, I was part of a team which transformed a "performance-only" band into the most active organization supporting highland bagpipe music in the state of Oklahoma and meeting with competitive success throughout the central United States.

The Environmental Quality Advisory Board offers an exciting opportunity to use my strong technical training to help solve problems in a community of which I am a part. I am eager to help out as the board continues to protect our local environmental resources. Further, I am excited to experience local governance first-hand and learn how responsibilities are shared at this level. For your convenience, I have attached my current CV. I invite you to contact me at your earliest convenience if you have any questions about my materials.

Sincerely,

Bryan Crable, Ph.D.
Ph: (724) 910-7688

Bryan R. Crable , Ph.D.

180 Waterview Dr., Oak Ridge, TN 37830
(724) 910-7688 bcrable@gmail.com

Summary statement:

Microbial physiologist with ten years experience. I am interested in leveraging my strong skillset and knowledge in bacterial metabolism to solve problems at the intersection of industrial exploitation of natural resources and the environment.

Education:

Ph.D., Microbiology. *University of Oklahoma*, Norman, OK **August 2007 – November 2013**
M.S., Biology. *Duquesne University*, Pittsburgh, PA **August 2005 – August 2007**
B.S., Biology. *Saint Vincent College,* Latrobe, PA **August 2000 – May 2004**

Research and project management experience:

The Oak Ridge National Laboratory, Research Associate **February 2014 – current**

The Oak Ridge National Laboratory is the largest US Department of Energy science and energy laboratory with an annual budget of $1.4 to $1.8 billion.

- Leading effort to metabolically characterize a model mercury-methylating organism and nine mutants
- Leading effort to metabolically characterize *Pelosinus fermentans* strain UFO1, an organism isolated from the Field Research Center at Oak Ridge National Laboratory
- Coauthored proposal to investigate the impact of phage on microbial community dynamics
- Collaborating on a systems biology experiment involving experimental design, data acquisition and data analysis from six field-bioreactors
- Mentored a high school student whose work has been presented at the 2015 ENIGMA team meeting and is expected to contribute to one article published in a peer-reviewed journal

The University of Oklahoma, Research and Teaching Assistant **August 2007 – November 2013**

The University of Oklahoma is the State of Oklahoma's flagship university, is ranked in the top 50 public universities by US News & World Report and is classified by the Carnegie Foundation as an R1 research university.

- Led effort to Identify key reverse electron transfer enzymes in two model syntrophic organisms
- Reported the genome and proteome of a model methanogenic organism
- Collaborator on two transcriptomic studies of model syntrophic organisms
- Mentored two undergraduate research assistants and provided training and guidance to several incoming graduate students
- Courses taught: Cell & Molecular Biology, Microbial Physiology, Pathogenic Microbiology and Fundamentals of Microbiology Laboratory
- Guest lectures in Pathogenic Microbiology, Cell Biology, and Microbial Physiology

Institute for International Education, Fulbright Fellow, the Netherlands **September 2010 – May 2011**

The Fulbright Program provides highly competitive merit-based grants for international educational exchange and is recognized as one of the most prestigious awards programs worldwide.

- Independently conceived, designed, and received extramural funding for a project investigating metabolic interactions between two organisms
- Collaborator on the genomic annotation of a model syntrophic organism

Duquesne University, Research and Teaching Assistant **August 2005 – August 2007**

Duquesne University is a private research university in Pittsburgh, PA and is recognized by the Carnegie Foundation as having high research activity.

- Demonstrated that transformation of the organoarsenical poultry-food additive, 3-nitro-4-hydroxy-benzenearsonic acid, is degraded by either respiration or fermentation
- Teaching experience included Fundamentals of Microbiology Laboratory and team-teaching five sections of Cell and Molecular Biology Recitation.

Bryan R. Crable , Ph.D.

180 Waterview Dr., Oak Ridge, TN 37830
(724) 910-7688 bcrable@gmail.com

Consulting experience:

Gaydos-Chambers Associates, Inc., Staff Scientist **April 2004 – May 2006**

Gaydos-Chambers Associates, Inc. was a small regional environmental engineering and consulting firm with primary focus on municipal water supply and treatment of municipal sewage.

- Secured US Army Corps of Engineers Joint Permit for Wetland Mitigation during a $5 million sewage treatment plant expansion
- Oversaw closing of two Pennsylvania Infrastructure and Investment Authority (PENNVEST) loans totaling approximately $10 million
- Drafted Watershed Protection Plans for two local non-profit organizations

External Research Funding:

• Ecosystem Networks Integrated with Genomics and Molecular Assemblies (ENIGMA) Discovery Challenge Co Principal Investigator	2015-16	$130,000
• United States Department of State, Fulbright Fellowship	2010-11	$25,000
• A.J. Palumbo Grant for Undergraduate Research	2004-05	$1,500

Selected Awards:

- 2012 George L. and Cleo Cross Graduate Student Fellowship, University of Oklahoma, Norman, OK
- 2011 FEMS Young Scientist Award, Geneva, Switzerland
- 2010-2011 Fulbright Fellow to the Netherlands, Institute for International Education, US State Department, Washington, DC. Jointly sponsored by the Netherlands America Foundation
- 2003-2004 AJ Palumbo Grant for Undergraduate Research, Saint Vincent College, Latrobe, PA

Invited Presentations:

- 2015 American Society for Microbiology Annual General Meeting
- 2015 Oak Ridge Postdoctoral Association Annual Research Symposium
- 2014 Oklahoma Academy of Sciences Annual Meeting

Professional memberships:

- American Society for Microbiology
- American Association for the Advancement of Science
- Pennsylvania Academy of Science

Synergistic activities:

- Reviewer for *PLoS One* and *Environmental Science and Technology*
- Oak Ridge Postdoctoral Association Executive Committee (ORPEX) FY2015
- Cox Seminar in Microbiology Organizing Committee Chairperson (2008-2010) and Co-chair (2007-2008)
- Ecosystems and Networks Integrated with Genes and Molecular Assemblies (ENIGMA) poster session organizer (2014)

Publications (190 citations, h-index = 4):

1. Podar, M, CG Gilmour, CC Brandt, A Soren, SD Brown, **BR Crable**, AV Palumbo, AC Somenahally and DA Elias. 2015. Global Prevalence and Distribution of Genes and Microorganisms involved in Mercury-Methylation. *Science Advances*.
2. Sieber, JR, **BR Crable**, CS Sheik, GB Hurst, L Rohlin, RP Gunsalus, MJ McInerney. 2015. Proteomic analysis reveals metabolic and regulatory systems involved in the syntrophic and axenic lifestyle of *Syntrophomonas wolfei. Frontiers in Microbiology.*

Bryan R. Crable , Ph.D.

180 Waterview Dr., Oak Ridge, TN 37830
(724) 910-7688 bcrable@gmail.com

Publications (cont'd):

3. Plugge, CM, AM Henstra, P Worm, DC Swarts, AH Paulitsch-Fuchs, JCM Scholten, A Lykidis, AL Lapidus, E Goltsman, E Kim, E McDonald, L Rohlin, **BR Crable**, RP Gunsalus, AJM Stams, MJ McInerney. 2012. Complete genome sequence of *Syntrophobacter fumaroxidans* strain (MPOB^T). *Standards in Genomic Sciences*.
4. **Crable, BR**, AJM Stams, MJ McInerney, CM Plugge. 2011. Formate formation and formate conversion in biological fuels production. *Enzyme Research.*
5. Morris, BE, **BR Crable**, and JM Suflita. 2008. On the contributions of David Cleaveland White, MD, PhD to microbial ecology: celebrating the life of a pioneer. *International Society for Microbial Ecology Journal*. 2(8): 797-804
6. Fisher, E., AM Dawson, G Polshnya, J Lisak, **B Crable**, E Perera, M Ranganathan, M Thangavelu, P Basu and JF Stolz. 2007. Transformation of inorganic and organic arsenic by Alkaliphilus oremlandii sp. Nov. strain OhILAs. In *Incredible Anaerobes: From Physiology to Genomics to Fuels.* J Wiegel, R Maier and M Adams (Eds.). Annals New York Academy of Sciences.
7. Stolz, JF, E Perera, B Kilonzo, B Kilonzo, **B Crable**, E Fisher, M Ranganathan, L Wormer and P Basu. 2007. Biotransformation of 3-Nitro-4-hydroxybenzene arsonic acid (Roxarsone) and Release of Inorganic Arsenic by Clostridium species. *Environmental Science & Technology*. 41(3): 818-823.

References provided upon request.

For more information, including reprints of publications, please visit http://www.bryancrable.com.

End of Application for Crable, Bryan For Board: Environmental Quality Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Environmental Quality Advisory Board

Applicant: O'Dell, Kaela

Race (Optional): White

Number of Times Previously Applied: 1

Application Submitted	
11/20/2015	12:24 PM

Preference: 1

Address	Contact Information
119 Atlanta Rd Oak Ridge, TN 37830	Home Phone: (865) 964-8895 Email: kaela.odell@gmail.com

Current Company/Organization

ORNL

Current Position / Title

Research Associate

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Environmental Quality Advisory Board

Education, Professional and or Community Activity

Bachelor's degree in Microbiology and employed at ORNL in a research lab.

Explain why you are interested in being appointed to this board, commission or committee

I am interested in contributing to EQAB to assist the city in its efforts to maintain the environmental quality of Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

I am currently serving on EQAB and so I already have an understanding of the requirements and expectations for contributing to this board.

Additional Information

Special Qualifications

End of Application for O'Dell, Kaela For Board: Environmental Quality Advisory Board

Health and Educational Facilities Board

NumVacancies 3 Total # of Members 9

Term of Office

Six (6) years commencing on January 1, 2016

Qualifications

All applicants shall be duly qualified electors of and taxpayers of the City of Oak Ridge.

Health and Educational Facilities Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Leon Baker		11/24/2015	2	0
Ms. Sue Anne Lewis (Incumbent)		11/18/2015	1	N/A
Mr. William Mark Logan		10/8/2015	3	N/A
			Total Number of Applicants: 3	

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Louise B. Dunlap		2015
Dr. Bruce Ryan LeForce		2015
Dr. William S. Lenihan III		2017
Ms. Sue Anne Lewis		2015
Dr. Fay M. Martin Ph.D.		2017
Mr. David L. Mason		2017
Ms. Delores Moyer		2019
Mr. Harold D. Osucha		2019
Mr. David E. Wilson		2019

City of Oak Ridge Board Application 2015

BoardName: Health and Educational Facilities Board

Applicant: Baker, Leon

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/24/2015	4:08 PM

Preference: 2

Address	Contact Information
148 Bethune Circle Oak Ridge, TN 37830	Home Phone: (865) 272-5277 Email:

Current Company/Organization

ASR Environmental Services

Current Position / Title

Sr. Health Physicists

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

MBA, MEd, BS in Healthcare Management, AAS Mechanical Engineering, AAS Environmental Science, and completing BS in Industrial Engineering.

Explain why you are interested in being appointed to this board, commission or committee

I am interested in serving on this committee or other committee's because I feel it is my civic duty as a citizen of Oak Ridge, TN

I feel as an active tax payer it an obligation to active participate in government.

Describe any special knowledge or past experience qualifying you for this appointment?

I was active in another Finance committee in Oak Ridge 2004-2005 where Dr. Faye Martin was appointed president, but the committee was later eliminated.

Additional Information

Special Qualifications

End of Application for Baker, Leon For Board: Health and Educational Facilities Board

City of Oak Ridge Board Application 2015

BoardName: Health and Educational Facilities Board

Applicant: Lewis, Sue Anne

Race (Optional):

Number of Times Previously Applied: N/A

Application Submitted	
11/18/2015	12:29 PM

Preference: 1

Address	Contact Information
43 Riverview Drive Oak Ridge, TN 37830	Home Phone: (865) 482-1386 Email: designprof@att.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Pellissippi State Community College

Do you currently serve on any other City board, commission or committee?

Health and Educational Facilties Board

Education, Professional and or Community Activity

BA, Maryville College, English
MS, The University of Tennessee, Interior Design

Active in Oak Ridge Sunset Rotary Club
Member of the Interior Design Society

Explain why you are interested in being appointed to this board, commission or committee

I am a lifelong resident of Oak Ridge and want to serve my city as I can. This seems to be a good fit for me. If there are other areas where I can contribute, I am willing to do so.

Describe any special knowledge or past experience qualifying you for this appointment?

As an interior designer most of my professional experience was in health care facilities, and I have specialized in design for aging. My education and experience bring unique knowledge and skill to this board.

Additional Information

Special Qualifications

Resume

SueAnne B. Lewis

43 Riverview Drive
Oak Ridge, Tennessee 37830
865/482-1386

Summary

Ms. Lewis is a lifelong resident of Oak Ridge, Tennessee. She has served on the Health and Education Facilities Board for the City of Oak Ridge since it was established and currently chairs that board. She retired as an assistant professor of Interior Design at Pellissippi State Technical Community College in 2011. She practiced interior design specializing in creating enabling environments for older adults. Before becoming an interior designer, Ms. Lewis worked over 20 years in the fields of marketing and public relations, and earlier she taught 10th- and 12th-grade English at Oak Ridge High School.

Education

- **M.S., Interior Design**, The University of Tennessee, Knoxville, TN, 1998
- Completed 57 semester hours in undergraduate Architecture and Interior Design courses
- **A.A. *summa cum laude*, Fine Art**, Roane State Community College, Harriman, TN, 1976
- **B.A., English**, Maryville College, Maryville, TN 1967

Experience

- **Interior Designer**, Blair-Lewis Interiors, Oak Ridge, TN and **Assistant Professor of Interior Design**, Pellissippi State Technical Community College, Knoxville, TN (2000-Present). Instruct courses in interior design, including materials, architectural drafting, computer-aided drafting with AutoCAD, building codes, and history of architecture and interiors.
- **Interior Designer**, King & Johnson Incorporated, Knoxville, TN (1999-2001). Responsible for selection of furniture and interior finish materials and for preparation of construction documents and specifications for commercial clients. Most projects were in healthcare environments.
- **Manager, Communications and Technology Transfer**, Tennessee Center for Research and Development, Knoxville, TN (1987-1991). Responsible for design, publication, and distribution of technical documents and for planning and presentation of technical seminars, workshops, and conferences for the Power Electronics Applications Center under contract to the Electric Power Research Institute of Palo Alto, California.
- **Editorial Supervisor and Assistant Manager of Technical Publications Center**, Science Applications International Corporation, Oak Ridge, TN (1984-1987). Coordinated production of proposals for large government contracts. Supervised staff of eight technical editors and assisted in management and supervision of word processing, graphic arts, and reproduction activities.
- **Marketing and Public Relations Officer**, First American National Bank, Clinton, TN (1979-1984). Responsible for marketing and strategic planning as well as purchasing and inventory of supplies and equipment for main office and seven branch offices. Also

managed maintenance and disposition of bank-owned real estate acquired through foreclosure.

- **Advertising Representative**, *The Oak Ridger*, Oak Ridge, TN (1976-1979). Consulted with advertisers on marketing strategies, sold advertising space, designed and wrote copy for advertisements. Did some free-lance graphic design.
- **English Teacher**, Oak Ridge High School, Oak Ridge, TN (1967-1970). Taught 10th-and 12th-grade English classes; advised student yearbook staff. (Held Tennessee secondary school teacher certification.)

Publications

"Adequacy of Fire Code in Homes for the Aged," *Proceedings of the East/South Regional Meeting of Interior Design Educators Council,* September 26-27, 1998, Pittsburgh, Pennsylvania.

"Fire Safety in Senior Housing: A Code Perspective," juried paper in *Proceedings of the 20th Meeting of the Southern Gerontological Society,* April 7-10, 1999, Atlanta, Georgia.

"Fire Safety for an Aging America: A Code Perspective," juried paper *in Proceedings of the Interior Design Educators Council International Conference,* April 14-17, 1999, Clearwater Beach, Florida.

Personal

Lifelong resident of Oak Ridge, Tennessee. Civic activities have included serving on the boards of the Anderson County United Way, Anderson County Adult Literacy Council, and Oak Ridge Community Art Center.

Rev. 11/2015

End of Application for Lewis, Sue Anne For Board: Health and Educational Facilities Board

City of Oak Ridge Board Application 2015

BoardName: Health and Educational Facilities Board

Applicant: Logan, William

Race (Optional): Cau

Number of Times Previously Applied: N/A

Application Submitted	
10/8/2015	12:00 PM

Preference: 3

Address	Contact Information
28 Riverside Drive Oak Ridge, TN 37830	Home Phone: (865) 482-6698 Email: loganmm1@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

See Attached Resume

Explain why you are interested in being appointed to this board, commission or committee

Active interest in this area of community relations

Describe any special knowledge or past experience qualifying you for this appointment?

See Attached Resume

Additional Information

Special Qualifications

W. MARK LOGAN

28 Riverside Drive
Oak Ridge, Tennessee 37830

Home: (865) 482-6698 **Email: loganmm1@comcast.net** **Cell: (865) 805-1123**

OBJECTIVE A Challenging position that utilizes my background in Information, Physical and/or Personnel Security coupled with my proven leadership and managerial skills.

SUMMARY Forty-four years experience in organizational leadership including proficiency in project and program management, expertise in analysis of complex situations, report writing and document preparation requiring original thought, and in resolving complex problems.

PROFESSIONAL EXPERIENCE

***Atkins Global Nuclear Solutions), Oak Ridge, Tennessee)*. Principal Consulting Safeguards and Security Specialist.** (September 2014-Present). Security Consultant.

***Nuclear Safety Associates*, Oak Ridge and Clinton, Tennessee . Senior Classification Specialist.** (October 2011 – September 2014] Nuclear Regulatory Commission (NRC) Certified Nuclear Classification Specialist. Performed classification decisions on documents, parts, material, assemblies and subassemblies in support of General Electric-Hitachi Nuclear project. Performed classification duties in both an engineering design and manufacturing environment. Project terminated by the NRC during September 2014.

UT-Battelle, LLC, Oak Ridge National Laboratory Security Department, Oak Ridge, Tennessee.
Group Leader, Information Security and Special Access Program Special Security Officer (October 2006 to April 2011). Responsible for managing the ORNL Information Security Program including Classified Matter Protection and Control, Classification and Technical Information, Personally Identifiable Information Protection, Operations Security, and Technical Surveillance Countermeasures programs. Responsible for incident inquiries including those associated with Incidents of Security Concern, property theft, misuse, and/or diversion. Oversees interfaces with local, state, and federal law enforcement officials necessary to resolve incidents. Serves as Special Security Officer for Special Access Program including facility security, physical security and access control, program access grants and terminations and interfaces with customers, Office of Science, various universities, and local DOE management officials. Department of Defense Facility Security Officer for Cage 1PW69.

Team Leader, Security Program Management and Plans (December 2003 to October 2006). Responsible for Site Safeguards and Security Plans, GSP/DBT Implementation, and Vulnerability and Radiological Sabotage Assessment programs. Prepared briefings for high level DOE and UT-Battelle leadership team and Office of Science concerning GSP/DBT implementation status. Prepared base implementation plan and updates for submission to DOE Headquarters. Managed Foreign Ownership Control or Influence and Classified Security Facility Registration programs. Developed and implemented security training and assessments, monitored internal and external assessment reports and findings, and was responsible for the Standards Based Management program implementation.

Team Leader, Personnel Security (October, 1999 to October, 2003) Responsible for visitor, vendor, subcontractor and Foreign National site access control and processing, Security Clearances, Foreign Ownership Control or Influence, Facility Security Registration, Classified Matter Protection and Control, Incidents of Security Concern, Foreign Travel Management, Personnel Security Assurance/Human Reliability and Security

Education and Awareness programs. Awarded UT-Battelle Awards Night and Significant Transition Contribution Awards.

Lockheed Martin Energy Systems Y-12 National Security Complex, Oak Ridge, Tennessee
Department Head, Personnel and Operations Security (April, 1995 to October,1999) Responsible for visitor control, personnel badging, security clearance processing, Personnel Nuclear Reliability Program, Foreign

Ownership Control or Influence, Security Education and Awareness, Operations Security, and Automated Access Control (badge reader) system for the Oak Ridge Reservation. Supervised Counterintelligence and Technical Surveillance Countermeasures functions. Controlled $2.0M budget, supervised 12 direct and 4 matrixed employees. Recipient of Lockheed Martin President's Award, 1995, Awards of Excellence and Achievement during 1995, 1997 and 1999.

Lockheed Martin Energy Systems K-25 Site, Oak Ridge, Tennessee
Project Leader, Automated Access Control and Rebadging (September, 1993 to March, 1995) Responsible for the efficient operation and integration of STRATUS and Sun badge reader system computers located throughout the Oak Ridge Reservation. Integrated the efforts of Data System Research and Development, Protective Services, and Engineering to ensure continuous system operation.

Lockheed Martin Energy Systems, Y-12 National Security Complex, Oak Ridge, Tennessee
Department Head, Technical Security Group (May, 1992 to September, 1993) Functional manager responsible for Energy Systems Operations Security, Counterintelligence and Technical Surveillance Countermeasures Programs at the 3 Oak Ridge Sites, Portsmouth, OH and Paducah, KY. .

Martin Marietta Energy Systems Safeguards and Security Division, Oak Ridge, Tennessee
Security Specialist (June, 1990 to May 1992) Staff Assistant to the Manager, Energy Systems Safeguards and Security. Responsible for Operations Security, Technical Surveillance Countermeasures, Counterintelligence programs, Inter-Plant Protective Forces Standardization, Use of Force, Fresh Pursuit, and Arrest Authority, physical protection policies and, Site Security Alert Procedures,

Military Experience Highlights-United States Army.

U. S. Army Armor Center and School, Fort Knox, Kentucky
Chief, Training Division/G3 (1988-1990) Scheduled, resourced, and directed a 65 course, 40,000 student per year training program for the Armor and Cavalry force. Controlled execution of $22 million budget necessary to resource M1A2 Abrams Tank and tracked vehicle training.

Chief, Operations and Training (1986 to 1988) Planned, scheduled, and resourced the student training programs of a region encompassing 92 Universities scattered throughout a nine-state area.

Headquarters, 4th U.S. Army, Fort Sheridan, Illinois

Inspector General (1982 to 1984)
Conducted investigations, inquiries and interviews and prepared reports. Administered oaths and took sworn testimony in the conduct of formal investigations.

Headquarters Battalion Commander (1984 to 1986)
Commanded a 750 person headquarters battalion consisting of Military Police, Army Headquarters, tactical, support and maintenance personnel.

<u>Headquarters, Berlin Brigade and U.S. Command Berlin, Germany</u>
Battalion Operations Officer, S3 (1980 to 1982)
Planned, scheduled, and managed training for a 800 man Infantry Battalion. Planned joint military operations involving U.S, British, French, and German forces. Coordinated military operations with German Police and Soviet armed forces. Planned and coordinated the US Guard for Spandau Prison, Berlin, Germany.

Deputy Assistant Chief of Staff, G1 (Personnel) (1978 to 1980) Assisted the Assistant Chief of Staff in managing personnel management, officer and enlisted personnel assignments, recreation and morale, organizational effectiveness, and equal opportunity programs for a 3500 person combined arms brigade.

Other Military Duties:
Company Commander, 5th Battalion, 7th Cavalry, 1st Cavalry Division, Fort Hood, Texas.
Deputy G1 (Personnel Officer) III Corps, Fort Hood, Texas
Air Cavalry Platoon Leader, 1st Cavalry Division, Vietnam.
Rifle Platoon Leader, 4th Infantry Division, Vietnam

EDUCATION Bachelor of Science, Business Administration,1969.
Master of Arts, Business Administration, 1984.
Honor Graduate, U. S. Army Command and General Staff College, 1986

SECURITY CLEARANCE NRC Q , DOE Q, DOD Top Secret, SCI & SAP Access (Inactive)

AWARDS AND RECOGNITION
- Corporate Fellow, Oak Ridge Strategies Group, 2011
- Significant Event Award for SAP Operations, 2010
- Awards Night Operations Award, 2007
- Leadership Oak Ridge Graduate, 2004
- UT-Battelle, Awards Night Achievement Award, November, 2004
- UT-Battelle, Awards Night Achievement Award, November, 2000
- UT-Battelle, LLC Significant Transition Contribution Award, April, 2000
- Lockheed Martin Protective Services Certificate of Achievement, 1999
- Tennessee Quality Organizational Award–Personnel Security, 1998
- Lockheed Martin Protective Services Certificate of Achievement, 1997
- Lockheed Martin Protective Services Award of Excellence, 1996
- Lockheed Martin President's Award, 1995
- Significant Event Monetary Awards, 1992, 1994 and 2002.
- Numerous military awards, decorations, and commendations

PROFESSIONAL TRAINING AND SPECIAL SKILLS
- Numerous U. S. Military leadership and Department of Energy Courses including Counterintelligence, TSCM and Operations Security, National Security Agency OPSEC Program Manager's Course, Vulnerability Assessment, Multinational Treaties, Sensor, Access Systems, Conduct of Inquiries, Information Security, Classified Matter Protection and Control, Facility Security Officer, and SAP Program Management.

PERSONAL DATA: Retired U. S. Army Lieutenant Colonel, Combat Veteran. Excellent Health.

End of Application for Logan, William For Board: Health and Educational Facilities Board

Oak Ridge Housing Authority

NumVacancies 1 Total # of Members 5

Term of Office

Five (5) years commencing on January 1, 2016

Qualifications

No special qualifications, other than Oak Ridge residency.

Oak Ridge Housing Authority	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Carol G. Cox (Incumbent)		11/20/2015	1	6
Mrs. Anne Dunthorn		11/18/2015	2	0
Ms. Susan Frederick		11/19/2015	3	0
Mr. James Palmer		11/30/2015	2	0
			Total Number of Applicants: 4	

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Carol G. Cox		2015
Ms. Sharon Crane		2018
Mr. Charlie W. Jernigan		2016
Mrs. Jean Lantrip		2019
Ms. Judith L. Osucha		2017

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Housing Authority

Applicant: Cox, Carol

Race (Optional): Anglo-Saxon, white

Number of Times Previously Applied: 6

Application Submitted	
11/20/2015	10:49 AM

Preference: 1

Address	Contact Information
101 East Newcomb Road	Home Phone: (865) 482-3402 Email: carolgcox@comcast.net
Oak Ridge, TN 37830	

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Housing Authority

Education, Professional and or Community Activity

BA, Emory and Henry College, Emory, Virginia
MA Tennessee Tech University, Cookeville, TN

Explain why you are interested in being appointed to this board, commission or committee

Oak Ridge has been my home since 1973. We raised two sons, Orion & Paul both of whom were involved along with their parents in athletic, school, & community activities. I have been retired from Ridgeview Psychiatric Center since 2011 as Director of Community Support Services, where I supervised the community services provided to chronically mentally ill folks. My other two strong interests are music & church. I am an active member of Kern Memorial United Methodist Church, play piano and organ, direct the handbell choir and sing in the Chancel Choir. I am a member of Altrusa, and am involved in various volunteer efforts.
In my professional role as a housing developer at Ridgeview, I worked with Steve Murray and the Housing Development Corporation in grant-writing and identifying options for rehabilitating properties for purposes of affordable low income folks. I also worked with the ORHA in placing folks in available HUD housing supervised by them. We, as a housing group, developed collaborative relationships with other local agencies whose goals were similar to ours. As a mental health professional, I collaborated with state organizations, the Department of Mental Health, and the Housing Development Corporation of the Clinch Valley in an effort to finance and provide housing on the local level for mental health folks as well as other low income residents. One of Ridgeview's first Tennessee Housing Development Association (THDA), initiatives was with the ORHA. We entered into agreement with to place only Ridgeview clients in the 12 apartment Joel Lane complex and provide case management and informal insight management. This arrangement has been maintained until this day with very satisfying results. Ridgeview currently operates a consumer-run recreational and educational service center in the recreational facility at Joel Lane; also an initiative with the ORHA.

Describe any special knowledge or past experience qualifying you for this appointment?

Safe & affordable housing for low-income folks, particularly the psychiatrically disabled, has been and is a passion of mine due to my observation of the life-changing difference it makes in their lives. But, I also know that making that housing possible requires top-notch administration of the funding source. Because I have worked with many other Housing Authorities statewide, I am aware of the high quality maintained at ORHA and am certainly ready to take advantage of any services the ORHA can provide to the community. And enjoy being part of a housing resource that maintains such high standards. I have made a contribution to housing options in Oak Ridge and want to continue to do so. The ORHA has many possibilities of service in the dealing with city & state agencies to form housing initiatives in the city.

Additional Information

Special Qualifications

End of Application for Cox, Carol For Board: Oak Ridge Housing Authority

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Housing Authority

Applicant: Dunthorn, Anne

Race (Optional): white

Number of Times Previously Applied: 0

Application Submitted	
11/18/2015	1:16 PM

Preference: 2

Address	Contact Information
908 West Outer Drive Oak Ridge, TN 37830	Home Phone: (865) 483-6296 Email: dunthorn@tds.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Land Bank Corporation Board of Directors

Education, Professional and or Community Activity

I have worked with several PHA's and have seen the great things that they can do, if only they use the powers available to them.

Explain why you are interested in being appointed to this board, commission or committee

prefer the Land Bank as that best uses by experience.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

CF SYSTEMS
908 West Outer Drive
Oak Ridge, Tennessee 37830

Wednesday, November 18, 2015

Mayor Gooch and Oak Ridge City Council
PO Box 1
Oak Ridge, TN 37831

Dear Mayor Gooch and Oak Ridge City Council Members:

Attached please find my Application for the Board of the Land Bank and my Resume. My years of experience in Grant Writing, financial management of projects with multiple funding sources and housing development have been very useful in developing Policies and Procedures as well as the Strategic Plan for the Land Bank. Our community will benefit greatly in the future if the Land Bank is well designed and managed to address the changing housing needs in our community.

If I may be of any assistance please do not hesitate to call.

Sincerely,

Anne Dunthorn
Voice: 865-483-6296
Cell: 865-603-4566
Email dunthorn@tds.net

November 2015

PERSONAL INFORMATION

Anne Elizabeth Dunthorn
908 West Outer Drive
Oak Ridge, Tennessee 37830-8232
Telephone: (865) 483-6296
Cell: (865) 603-4566
EMail: dunthorn@tds.net
Age 75

Current Work Activity:

Serve as Grant Writer, Team Leader, and Developer of multi-family properties for non-profit organizations targeted for persons with special needs. We develop with a Team approach including architect, contractor, and surveyor. As a team we design and develop the properties for the non-profit sponsor. Recently developmed:

- Dogwood Manor – Oak Ridge, 24+1 units for Elderly
- Peyton Manor – Lebanon, 34+1 units for Elderly
- Breakthrough Phase III – South Knoxville, 9+1 units for autistic adults

Education:

2 1/2 Years at Carnegie Institute of Technology (now Carnegie-Mellon University) in Chemical Engineering. Economics major, BS in Business Administration, 1978, University of Tennessee, Knoxville. Econometrics Major, Regional Economics Minor MA in Economics, 1981, UT-Knoxville.

Employment:

Business Manager and consultant with C F Systems, technical consulting services, continuing since July, 1977. Clients have included Cumberland Regional Development Corporation, Breakthrough Corporation, Covenant Health System, St. Mary's Health System, Loretto Lions Club, HOPE, Inc., Child & Family of TN, Salvation Army, Mercy Senior Health Partners, Catholic Healthcare Partners, OMNI Visions, St Vincent dePaul, North Mississippi Management, Diocese of Memphis Housing, S K International, Hardaway Realty, Inc., East Tennessee Development District, Masten Weatherspoon, Downtown Management Co., JTPA, Douglas-Cherokee Economic Authority, Emory Valley Center, Helen Ross McNabb Center, East Tennessee Human Resource Agency, Ridgeview Psychiatric Center, Overlook Center, Rogers Culliver Supportive Living Homes, Regional Education and Community Health Services, Oak Ridge Utility District, The Oak Ridger, King Research Inc., Science & Technology, Inc., US-DOL, Roane State Community College, Tennessee Technology Foundation, Oak Ridge National Laboratory, TN Department of Employment Security, TN Department of Community & Economic Development, Martin Marietta Energy Systems, Tennessee Valley Authority, Mountain Women's Exchange, Volunteers of America, University of Tennessee at Oak Ridge National Laboratory.

UT-Department of Economics, Research assistant to Dr. Hui-shyong Chang, spring-quarter, 1979. Graduate Research Assistant, for Business and Economic Research, fall-quarter, 1978.

Current Community Activities:

Oak Ridge Land Bank – Current Vice-Chair, and at end of 2 year term
Oak Ridge Rotary Club –Secretary 2015-16, Grants Chair
Part of Mexico Heart-2-Heart Team
United Way of Anderson County,
Inter Agency Coalition Steering Committee, Agency Financial reviewer
APDU – Association of Public Data Users (A national professional organization).

Previous Community Activities:

United Way of Anderson County Board, formerly Secretary.
Greater Knoxville Research Network, (past-president & vice president).
APDU - Treasurer
Secretary/Treasurer, Oak Ridge Industrial Development Board.
Secretary, Oak Ridge Housing Development Corporation, a CHDO
Administrator - JTPA Contracts Program for Anderson County.
Director / Founder, Oak Ridge Community Foundation.
Treasurer, Committee of 50
East Tennessee Development District - Housing Technical Committee.
Oak Ridge Chamber of Commerce - Housing Committee.
Clinch River MRS (Monitored Retrievable Storage) Task Force. July 1985 -1987, Socio-Economic Task Force.
ORAU/ORNL Pre-college Advisory Committee - 6/86.
Oak Ridge Regional Planning Commission, Terms of office: August, 1978 - August, 1986.

Chairman: Source of Revenue Study Sub-committee,
Zoning Ordinance Revision Sub-committee
Member: Long Range Planning Sub-Committee,
Zoning Sub-committee,
Capital Improvements Sub-committee.

Member: Tennessee Council on School Community Partnerships; Previously, Tennessee Advisory Council for Career Education, Tennessee Department of Education; Charter appointment beginning February, 1977 in TN in response to U. S. Public Law 95-207 (12/13/77). Chairman and member of several task forces; developed Tennessee Plan for Career Education; grant reader, and chair for regional grant reviews.
President: Oak Ridge PTA Council, 1977-1978.
Secretary: Superintendent Selection Committee, Spring, 1978.
President: Jefferson Junior-High School PTA, 1976-1977.

AREAS OF EXPERIENCE

Economic

Work as Housing Consultant / Developer on HUD-202 elderly multi-family housing applications, HUD-811 Supportive Housing for Persons with Disabilities, and HUD 221(d)(3) housing applications. Prepare Emergency Shelter Grant Applications, Community Development Block Grant Applications, HOME grant Applications, and Federal Home Loan Bank Affordable Housing Proposal Grant Applications, Serve as Community Development Specialist providing Technical Assistance to CHDO's (Community Housing Development Organizations) and other non-profit boards, Prepare certified economic analyses for LIHTC and FmHA 515 multi-family housing projects in Tennessee and Kentucky. Facilitator for multi-state Rural Empowerment Zone Proposal Application.

Administered data input and validation for information use surveys created by King Research, Inc.; compiled and tabulated results of those surveys in basic form and for selected cross-section analysis. Created mapping system and linked data from numerous different surveys for purposed of modeling studies.

Developed and administered four surveys for The Oak Ridger and developed a subscriber/non-subscriber data base to better define the newspaper's 'City Zone.'

Developed a forecasting model for the local gas company which predicts gas demand as a function of plant size and weather variables.

Performed hiring experience study for the Tennessee Technology Foundation. The study showed hiring announcement methods of area firms as well as the firms' experience with securing quality labor and associated labor rates.

Updated the annual EIA (Energy Information Administration) Fuel Price/Usage data base for two consecutive years under sub-contract to ORNL. This included downloading the database from the Washington, DC, EIA computer system, correcting integrity problems and restoring it to their system in the 1982 time period.

Advised ETDD (East Tennessee Development District) on software/hardware requirements of upgrading their computer system for GIS (Geographic Information System) applications.

Developed CEMOR, the Community Econometric Model for Oak Ridge, a TVA/C F Systems sponsored project, including planning for and administration of field interviewers, data collection and analysis, and development of an economic input-output model for Oak Ridge.

Created numerous large data bases for economic analysis. This has involved locating sources of current data, introduction of new data, retrieval and merging of existing data obtained from different computer systems and mainframes, and testing the resulting data bases for compatibility and integrity. Documentation of the procedures for producing each data base is always treated as equally important as the creation of the base itself.

Determined state-of-the-art in personal-income models, including the availability of data for such models.

Applied various econometric models to large data bases to evaluate specific scenarios and graphical reduction of the results. Revised an existing investment econometric model to match new requirements.

Business

Serve as the grant writer / developer on HUD multi-family and group home construction projects. This includes proposal preparation, project management during construction, and supervision of financial matters through the construction audit period. Total budget responsibility for projects ranging between $200,000 and $4,400,000. Develop proposals for non-profit clients seeking Federal Home Loan Bank Grants and Advances, and assist them in Drawing the funds. Prepare market studies for Low Income Housing Tax Credits and other development funders. Formerly the Administrator for Contract Development, Anderson County area, for the JTPA (Job Training and Partnership Act). This was an activity contracted from the Private Industry Council by a non-profit corporation, the Committee of Fifty. My responsibilities included supervision of the Contract Developer, Disabled Training Program, Retail Training Program, and a secretary, as well as new program development and fund management. Contracts were made with County industries to hire individuals and provide training in new job skills. Total budget responsibility for FY1990 for this program exceeded $200,000.

Local Planning

Currently involved in rural development initiatives and in the provision of housing for special needs populations. Initial involvement in local planning arose from an interest in the need for more directed development in Oak Ridge. Chaired Regional Planning Commission subcommittees for alternate sources of revenue and for revision of the zoning ordinance. The latter resulted in the development of proposed major changes in both the ordinance and in zoning philosophy. This responsibility concentrated in efforts to develop performance zoning standards based upon requirements established in the 1985 Oak Ridge Comprehensive Plan. This activity currently continues in the Oak Ridge Chamber Developers Forum. We are now studying Form Based Zoning.

Education

Served as a member of the ORAU/ORNL Pre-college Advisory Committee, a group formed in June, 1986 whose purpose it is to assist regional junior and senior high schools in science and mathematics education. This group modeled its efforts in the form of the Friends of Fermilab Association.

Served as representative for Business on the Tennessee Advisory Council for Career Education, resulting from an outspoken interest in the need for a better matching of manpower training with future manpower requirements. Participated in the development, execution, and administration of the State Plan for Career Education. This also involved annual reading of state-wide proposals from local education districts and preparation of recommendations to the Commissioner of Education for federal grant funding.

End of Application for Dunthorn, Anne For Board: Oak Ridge Housing Authority

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Housing Authority

Applicant: Frederick, Susan

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/19/2015	4:55 PM

Preference: 3

Address	Contact Information
19 Asbury Lane Oak Ridge, TN 37830	Email: hbsuefred@yahoo.com Mobile Phone: (714) 875-8457

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

BA International Relations
MBA Finance/Accounting
Retired from 25 year career in contracts and procurement.
Most recently Buyer at SAIC 2011-2014
Member - ADFAC Affordable Housing and Hospitality Committees
ORICL History Curriculum Committee Chair and Trip Committee Member/Leader
ORPL Volunteer

Explain why you are interested in being appointed to this board, commission or committee

I am aware that much of the housing stock in Oak Ridge is relatively aged and inefficient. I am further aware that habitable housing must meet State, Federal and local regulations and legal requirements. After joining ADFAC's affordable housing committee and following a tour of Jefferson Middle School and discussing family of needs of students who attend there, I found out that there may be a lack of livable housing that is affordable for many of the people who live and/or work in Oak Ridge and/or attend Oak Ridge City Schools and/or area institutions of higher learning. I would like to assist in rectifying this situation.

Describe any special knowledge or past experience qualifying you for this appointment?

Through my work on the ADFAC Affordable Housing Committee, I could act as liaison between the city and this agency in coordinating efforts to increase the available stock of livable and affordable housing in Oak Ridge.

Additional Information

Special Qualifications

SUSAN L. (Sue) FREDERICK
19 Asbury Lane, Oak Ridge, TN 37830
hbsuefred@yahoo.com, 714-875-8457

OBJECTIVES

- Redirect manufacturing and government career experience/skills to customer/consumer service position
- Maintain integrity and highest priority of providing excellent customer service across levels and functions
- Apply and expand my interpersonal, organizational, technical, management and analytical skills
- Contribute to my organization and community

PROFESSIONAL PROFILE

- Performed all contract phases from definition through completion and close-out
- Managed foreign and domestic research/development and production orders
- Variety of items and values: from $20M program through program of 700 items some less than $.01 ea
- Worked relationships with all levels/functions of customer/supplier personnel from purchasing and plant managers to machine programmers and operators

SKILLS SUMMARY

Project Administration
- Arranged shipments, product acceptance or rejection, return/rework and payments
- Received, reviewed and dispositioned notices of QA and contract defects and deficiencies
- Evaluated supplier performance including identification of potential problems and resolutions
- Analyzed and negotiated costs including change proposals and estimates-to/at-completion

Multi-Format and Multi-Level Communications
- Wrote procedures related to purchasing activities including receiving/QA coordination
- Drafted correspondence and presentations regarding technical, schedule, cost and contractual issues involving internal and vendor/customer quality assurance, engineering, scheduling and management personnel, both foreign and domestic
- Coordinated design and production review/status meetings and issued/circulated reports

EMPLOYMENT EXPERIENCE

Senior Buyer, SAIC Shared Services Center (SSC) 2011-2014
- Purchase products and services for federal/state/local governments/agencies and internal customers

Senior Buyer, ShinMaywa (California), Ltd., (SCL) 1996-2006
SCL provides supply chain services to support ShinMaywa Industries production programs in Japan.
- Monitored and maintained item configurations and production/delivery schedules
- Coordinated orders, WIP and deliveries of approximately 700 items for use on 7 different assembly lines
- Long term agreements with scheduled deliveries and same day emergency buys

EDUCATION AND COMPUTER SKILLS

- Search key words and phrases to define customer requirements and match available resources
- BA, International Relations, University of Southern California

End of Application for Frederick, Susan For Board: Oak Ridge Housing Authority

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Housing Authority

Applicant: Palmer, James

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/30/2015	9:48 PM

Preference: 2

Address	Contact Information
185 Whippoorwill Dr. Oak Ridge, TN 37830	Home Phone: (865) 482-4809 Email: palmerj2@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

2008 - present: Member, Roane County Industrial Development Board (I live in the Roane County portion of Oak Ridge.)

- I am one of a three-member IDB "Core Team" for reviewing and recruiting prospective commercial relocations to two industrial parks in Roane County, and advising on recruitment to Horizon Park and Heritage Park in Oak Ridge.

- Many of my contributions to the Roane County IDB revolve around simply asking good questions. Within that group I have a somewhat unique background in contract law from a business perspective, so I look for potential negative and unintended consequences of terms and conditions that are being proposed. I also am good at identifying potential creative solutions to overcoming obstacles that might derail a prospective deal.

2007 - present: Member, Oak Ridge Breakfast Rotary Club

- Chairperson of the Haiti Water Project, which applied for and was awarded a Rotary District Grant for a project to produce 100 biosand water filters in Leogane, Haiti. We also applied for and were awarded a Global Grant from The Rotary International Foundation for a project to produce 1000 biosand water filters in Saint-Marc Haiti. The latter project involved coordinating participation by the Oak Ridge (noon) Rotary Club, the Oak Ridge Sunset Rotary Club, the Fairfield Glade Rotary Club, and Rotary District 6780 of East Tennessee.

- Member of the Oak Ridge Breakfast Rotary Club team that developed the "Explore Oak Ridge" project, including a smart-phone app for use by visitors and families prospectively relocating to Oak Ridge. My leadership role on that project involved negotiating terms for licensing the "Explore Oak Ridge" trademark to the Oak Ridge Convention and Visitors Bureau.

Current: Participant in the Oak Ridge "Community Matters" forums conducted by Reverends Hammond, Shelton, and Morrill. Planned further involvement includes developing a task force to promote seasonal and temporary job opportunities for Oak Ridge youth.

Previous: Various roles and responsibilities in my church, including two prior terms on the Church Council, leadership roles in fund raising events, and youth Sunday School teaching.

(Prior work experience and educational background are included as a submitted resume.)

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Housing Authority

Applicant: Palmer, James

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/30/2015	9:48 PM

Preference: 2

Explain why you are interested in being appointed to this board, commission or committee

I admire the accomplishments of the Oak Ridge Housing Authority, and I want to be an advocate for its continued efforts to provide housing in Oak Ridge for low-income families.

In addition I want to promote the expansion of the work of the Housing Authority in directions that will provide improved housing for middle-income families. Oak Ridge very much needs mid-priced housing that will attract middle-income homeowners in the twenty-five to forty year-old range. There is no reason why the Housing Authority cannot or should not utilize the statutorily-established tools at its disposal to promote such mid-priced housing “projects” in Oak Ridge. My goal is to work with the Board and the Housing Authority staff to pursue such opportunities.

I believe that we should learn from the redevelopment experiences of the Knoxville Community Development Corporation, which operates under the same laws as Tennessee housing authorities. That agency has been responsible for neighborhood improvement projects in Mechanicsville, Five Points, Lonsdale, and Center City and for the redevelopment of Volunteer Landing, Market Square, and the World's Fair Redevelopment Plan. Based on best practices developed by KCDC and others, the Oak Ridge Housing Authority should prepare a strategic plan for its involvement in redevelopment projects in Oak Ridge. This plan should be vetted publicly and the Housing Authority should then work with City Council to implement a productive housing redevelopment plan.

In summary, I want to be instrumental in improving residential housing in Oak Ridge, and I believe that being a member of the Housing Authority Board is one of the more effective ways for me to contribute to such improvements.

Describe any special knowledge or past experience qualifying you for this appointment?

I believe that my experience with the Roane County Industrial Development Board uniquely qualifies me for a position on the Oak Ridge Housing Authority Board. An Industrial Development Board is established to develop industrial parks. This involves property acquisitions for the creation of Industrial Parks, appraisal and assessment of real estate market value, and legal considerations based on the IDB’s statutory authorities. For example, within the purview of its governing body (in this case, the Roane County Commission), an IDB has certain statutory authorities, such as selling Industrial Park property, issuing bonds, and negotiating Payment In Lieu Of Tax Agreements (PILOTS). These tools provide leverage for achieving an IDB’s mission. Similarly, a Housing Authority is established to create new residential projects. Within the purview of the City of Oak Ridge, the Oak Ridge Housing Authority has certain statutory authorities, such as issuance of bonds and carrying out redevelopment projects. These tools are available to provide leverage for achieving its mission, and I believe that they are currently under-utilized. My experience in working with private and public enterprises as well as elected officials on a local Industrial Development Board will provide an effective platform for constructive participation on the Oak Ridge Housing Authority Board.

I also believe that my volunteer experience with the non-profit Oak Ridge Breakfast Rotary Club has helped prepare me for a position on the Oak Ridge Land Bank Corporation Board of Directors.

In addition, I believe that my work history in running a small business, in satisfying the requirements of Federal Government projects as an employee of a large government contractor, in working with industry to adopt technology developed at Federal research and development facilities, and in representing clients in a law practice as a Registered US Patent Agent has provided me with a wealth of practical experience in how to negotiate deals and get things done.

Additional Information

Special Qualifications

James R. (Jim) Palmer
185 Whippoorwill Drive
Oak Ridge, Tennessee 37830
(865) 482-4809 (home)
(865) 368-4810 (cell)

Goal

To be instrumental in improving residential housing in Oak Ridge.

Work Experience

Luedeka Neely Group, P.C., Knoxville, Tennessee and Oak Ridge, Tennessee

Jan. 2004 – January 2013 Patent Agent: Writing and prosecuting U.S. and international patent applications, with focus on mechanical, electronic, chemical and environmental technologies. Editor of monthly newsletter. Internal consultant on technology licensing.

BWXT – Y-12, Oak Ridge, Tennessee and its predecessors **Lockheed Martin Energy Systems, Inc.**, and **Union Carbide Corporation**

June 1989 – Jan. 2004 Director, Office of Technology Transfer: Developed creative strategies for utilizing technology developed at Y-12 and ORNL to achieve corporate and regional strategic economic objectives. Assessed the commercial potential for new technologies developed in the course of government-sponsored research in such areas as electronics, software, mechanical designs, and chemical processes. Implemented effective technology partnership programs through technology marketing campaigns, personal networking, and the creative packaging of licenses with cooperative research and development agreements.

Sept. 1986 - June 1989 Project Manager: Accelerated Vendor Inventory Delivery (AVID) system. Successfully managed the conception, development, and implementation of this "Just-in-Time" procurement system for materials and supplies. The system eliminated inventories, significantly improved material quality and availability, and continues to save over $10 million per year for three Oak Ridge sites. Work was based at the K-25 Plant in Oak Ridge.

March 1985 - Sept. 1986 Manager: Planning, Regulation, and Administration of the Telecommunications Department. Ensured that data communications systems met company and government requirements. Work site was the K-25 Plant in Oak Ridge.

March 1976 - March 1985 Project Engineer: Gas Centrifuge Enrichment Plant. Ensured that the design requirements for the principal high technology assembly (the centrifuge) were clear and understood by the manufacturers. Work was based at the K-25 Plant in Oak Ridge. Prior to this project, worked on a program for safe disposal of nuclear waste as the project controls manager.

Elographics, Inc., Oak Ridge, Tennessee

Jan. 1974 - Jan. 1976 President and Chief Executive Officer: manufacturer of computer peripheral equipment. Developed the successful growth strategy and marketing direction for this small company, increasing sales ten-fold. Elographics was eventually sold to Raychem Corporation.

Hughes Aircraft Company, Culver City, California

June 1969 - Jan. 1974 Member: management development program. Various assignments in finance, production control, marketing, and business development.

Education

Stanford University, Stanford, California

Sept. 1967 - June, 1969 Masters in Business Administration awarded in June, 1969.

Iowa State University, Ames, Iowa

Sept. 1962 - June, 1967 Bachelor of Science degrees in Aerospace Engineering and Engineering Operations awarded in June, 1967.

Interests

Haiti humanitarian projects, Rotary service club projects; gardening, and golf,

Roane
ALLIANCE

November 12, 2015

To Whom It May Concern:

Jim Palmer has served on the Industrial Development Board of Roane County for several years. It has been an honor to work with him since I was hired in my position in March, 2014.

Jim is a valued member of our team, a dependable participant, and a very knowledgeable and practical resource for counsel and advice. His insight and approach has certainly guided many important decisions regarding new prospective projects and existing business expansions.

In fact, prior to Jim's appointment to the IDB of Roane County by the Roane County Commission, the appointments had always been allocated by community. Kingston received 3 appointments as did Harriman and Rockwood. As a resident of Oak Ridge, Jim's appointment broke that longstanding tradition. The respect he has garnered since his appointment has changed the way the Roane County Commission approaches its committee appointments.

I wholeheartedly recommend Jim Palmer as a member of any committee, group or team in Oak Ridge. The city and area will be the beneficiary from his volunteer service.

Respectfully,

Wade Creswell
President/CEO
The Roane Alliance

1209 N. Kentucky Street · Kingston, TN 37763 o: 865.376.5572 f: 865.376.4978 e: info@roanealliance.org

Jim and Jane Palmer

From: peg4homes@aol.com
Sent: Sunday, November 29, 2015 3:38 PM
To: palmerj2@comcast.net
Subject: Recommendation letter

Follow Up Flag: Follow up
Flag Status: Flagged

Oak Ridge City Council
c/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

Letter of Recommendation for the Oak Ridge City Board Appointment of Jim Palmer

I am writing to endorse the appointment of Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim for over thirty years as a friend, as a parent of a friend of my daughter, and on two occasions as a business client.

I have always found Jim to be of the highest integrity, diligent in whatever he undertakes, and very sensible in working with others. He would be a great member of the Land Bank and the Housing Authority Boards, for which he has applied.

Sincerely,

Peggy Hanrahan
Realty Center

Peggy Sells Homes - Realty Center
201 S. Tulane Ave.
Oak Ridge, TN 37830
865-482-8200 office
865-482-8260 fax
www.PeggySellsHomes.com
www.RentOakRidge.com

Oak Ridge City Council
C/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

Letter of Recommendation for Jim Palmer

I am writing to support the appointment of Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim since I returned to Oak Ridge and joined Rotary in 2009. Jim is an outstanding citizen of Oak Ridge who wants to see our City grow and prosper. He is results focused, with strong perseverance and tremendous leadership skills. Within Rotary, he has led our efforts to secure two grants for building and installing water filters in Haiti. As a result of that work this summer he was named our Club's "Rotarian of the Year." He has also worked on our Club's "Explore Oak Ridge" project and on our project to distribute dictionaries to third graders in all Anderson County elementary schools. From my current role on the City Municipal Planning Commission, and in my role as an engaged citizen within Oak Ridge, I see the need for strong leaders to engage in all our boards. I am confident that he would be an excellent addition to either the Oak Ridge Land Bank or the Oak Ridge Housing Authority Boards and urge you to appoint him to one of these boards.

Sincerely,

Austin Lance
Lance Associates
138 Center Park Lane
Oak Ridge, TN 37830

Oak Ridge City Council
c/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

Letter of Recommendation for the Oak Ridge City Board Appointment of Mr. Jim Palmer

I would like to endorse the appointment of Mr. Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim for about six years during which time we worked together on a project to provide water filters for families in Haiti. I found Jim to be a person of incredible dedication to accomplish a task that seemed to encounter a never-ending procession of obstacles. As a result of these unforeseeable obstacles the timeline for project stretched out beyond anyone's original expectation. However, Jim maintained a continued stream of communication with all of the stake-holders, and as a result everyone kept the faith until the project became a tremendous success.

I urge you to appoint Jim to either or both of the two Oak Ridge Boards for which he has applied.

Sincerely,

Adolf King PhD
Director International Education and Prof. Chemistry
Roane State Community College
701 Briarcliff ave., Oak Ridge TN 37830
865 481 2000 ext. 2211
kingaa@roanestate.edu

From: brendathornburgh@comcast.net
Date: November 19, 2015 at 6:11:13 PM EST
To: Jim Palmer <palmerj2@comcast.net>
Cc: "Thornburgh, Brenda" <brendathornburgh@comcast.net>
Subject: Recommendation letter for Board Positions

Oak Ridge City Council
c/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

To: Whom it May Concern
Re: Letter of Recommendation for the Oak Ridge City Board Appointment of Jim Palmer
Date: November 19th, 2015

I am writing to endorse the appointment of Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim since he joined Rotary in 2007. Jim is a dedicated citizen of Oak Ridge, and he is a wonderful asset to our city. Jim has been a tireless worker and leader for our Club's clean water project in Haiti. He demonstrated tenacity and dedication, despite political and logistical problems, during a multi year process of getting our clean water project off the ground. His sensitivity to basic human needs, his ability to creatively address such needs, and his ability to organize the support of our members have resulted in the award of two highly successful grants to our Rotary Club for work in Haiti. He not only resurrected a project that many people thought was "dead", he has made that project such a success that our club is now considering an expansion of the project for the coming year.

Jim has also been an active participant in other Club activities, such as the "Explore Oak Ridge" project and our third grade dictionary project. Jim approaches every project that he commits himself to with dedication and focus, and he can be trusted to follow through on his obligations. Every city should be so fortunate to have citizens such as Jim who are willing and able to dedicate themselves to the service of others. I highly recommend him, without reservation, to either of the two Oak Ridge Boards for which his application has been submitted.

Please feel comfortable in contacting me at your convenience if you have any questions concerning Jim's application.

Sincerely,

Brenda Thornburgh
President
Galbraith Laboratories, Inc.
Oak Ridge Resident
156 S. Columbia Drive
Oak Ridge, TN 37830
(865)742-9700 cell
brendathornburgh@comcast.net

End of Application for Palmer, James For Board: Oak Ridge Housing Authority

Oak Ridge Land Bank Corporation Board of Directors

NumVacancies 4 Total # of Members 7

Term of Office

Three (3) terms are for two (2) years commencing on January 1, 2016; and the remaining vacant term is a balance of an unexpired term ending on December 31, 2016.

Qualifications

In addition to Oak Ridge residency, preference may be given to applicants with expertise in the fields of banking (including financing and property acquisitions); real estate (including marketing, appraisals, and assessments); and law (especially those with an interest in property law). If persons with such fields of expertise are not available, consideration should be given to persons with experience in residential construction, renovation, and/or rehabilitation; knowledge of the historic neighborhood stock, individual neighborhoods and community assets; knowledge in land bank functions; and experience in non-profit organizations; or if no individuals meet the aforementioned criteria, Council may appoint persons with the best attributable qualifications.

Oak Ridge Land Bank Corporation Board of Directors	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Brooks Baldwin		11/29/2015	2	0
Mrs. Anne Dunthorn (Incumbent)		11/18/2015	1	1
Ms. Susan Frederick		11/19/2015	2	0
Mrs. Melinda K. Hillman (Incumbent)		11/4/2015	1	1
Mr. Charlie W. Jernigan (Incumbent)		11/4/2015	1	1
Mr. Roger Johnson		11/16/2015	1	0
Mr. William Mark Logan		10/8/2015	1	1
Mr. Michael Marsh		10/8/2015	2	0
Mr. James Palmer		11/30/2015	1	0
			Total Number of Applicants: 9	

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Colin Anderson	Chief Financial Officer (expertise in the field of banking)	2016
Mrs. Anne Dunthorn		2015
Councilmember L. Charles Hensley	City Council Representative	2016
Mrs. Melinda K. Hillman		2015
Mr. Charlie W. Jernigan		2015
Mr. Hugh B. Ward Jr.	Law	2016

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Baldwin, Brooks

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/29/2015	6:39 PM

Preference: 2

Address	Contact Information
114 Canterbury Road Oak Ridge, TN 37830	Home Phone: (865) 934-9993 Email: bpbaldwin@yahoo.com

Current Company/Organization

UT-Battelle, LLC

Current Position / Title

Purchasing Manager, Operations and Commercial

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

I am a board member for the East Tennessee Chapter of the National Contract Management Association where I serve as the chair of the Public Relations Committee. I am the Chair-Elect of the Dept. of Energy's Integrated Contractor Purchasing Team, which is a committee of procurement professionals within the DOE community dedicated to driving cost savings by leveraging DOE's spending power.

Explain why you are interested in being appointed to this board, commission or committee

I began traveling to Oak Ridge in 2009 in my capacity of Program Manager at the Pantex Plant, Y-12's sister plant within NNSA. I was originally fascinated with the history and heritage of Oak Ridge, but over time I fell in love with Oak Ridge as it is today. I moved here with my family in 2011. Oak Ridge offers an incredible quality of life, but, like any city, it has challenges. We should be the place that DOE workers want to live, but we're not. Like many fellow Oak Ridgers I see commerce, housing and taxes as the main issues that are making Oak Ridge less attractive. Three issues that are intrinsically related. This is not a guess or anecdotal, I weighed these things when I moved here and my Pantex colleagues moving to the area do as well. I want to be appointed to the planning commission because I want to be part of tipping the scales in Oak Ridge's favor. I think we're heading in the right direction and want to give of my time to help in any way that is needed. I believe in Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

I have been a procurement professional since 1994. I have a strong understanding of contracts and services, including A&E, construction, engineering and consulting. I have purchased a home in Oak Ridge in the past five years and have a good understanding of the neighborhoods within the city and the challenges of each.

Additional Information

Special Qualifications

Brooks Baldwin

114 Canterbury Rd. Oak Ridge, TN
Home Phone: (865) 934-9993 • email: bpbaldwin@yahoo.com

PROFESSIONAL EXPERIENCE

Purchasing Manager, Operations and Commercial 2012 to Present
UT-BATTELLE / ORNL Oak Ridge, TN
Purchasing manager responsible acquisition of goods and services in support of the infrastructure and research mission at Oak Ridge National Laboratory. Acquisitions include construction, professional services, equipment and general supplies. Responsible for e-commerce and strategic contracts. Supervise 21 Procurement Officers.

Nuclear Procurement Officer 2011 to 2012
UT-BATTELLE / ITER PROJECT - ORNL Oak Ridge, TN
Procurement Officer at US ITER responsible for acquisition of design and fabrication for the cooling water system of the ITER Fusion Reactor. Responsibilities included issuing contracts for design, consulting and fabrication of components built to French nuclear requirements.

Program Manager, Defense Programs 2009 to 2011
B&W PANTEX / NNSA PANTEX PLANT Amarillo, TX
Program Manager responsible for risk management, cost estimating and production planning for B-61 Mod 12 Life Extension Program (LEP), B-61 Joint Test Assembly modernization, and final disposition/destruction of hardware and trainer units from retired and legacy weapons systems. Negotiated program budgets, performance objectives, and fee with NNSA Program Directors. Established objectives and budgets with line organizations, monitored performance, and kept NNSA informed of progress. Certified nuclear facility startup manager under DOE O 425.1D. Q cleared with HRP/M.

Purchasing Manager, Purchasing and Service Contracts Departments 2005 to 2009
B&W PANTEX / NNSA PANTEX Amarillo, TX
Purchasing manager responsible for acquisition of materials and equipment required to operate a National Nuclear Security Administration manufacturing facility. Supervised $100M in annual purchases included MRO, production material, capital equipment, R&D, software, vehicles, fabrication staff augmentation, university research, software licenses and maintenance, environmental studies, training. Responsible for advancement of e-commerce and strategic sourcing. Supervised 12 contract administrators.

Contract Administrator, Procurement Policy Section 2000 to 2005
B&W PANTEX / NNSA PANTEX Amarillo, TX
Responsible for development and improvement of commercial procurement procedures and processes. Analyzed FAR and DEAR regulations flowed down from the Prime Contract. Ensured policies and contracts complied with all applicable regulations. Provided oversight of contracting activities in a Government prime contractor environment with total procurements exceeding $100M annually.

Aerospace Material Supervisor and Buyer 1994 to 2000
CANYON ENGINEERING PRODUCTS Valencia, CA
Maintained efficient operations in procuring and managing all resources required to manufacture fluid control devices for commercial and military aerospace markets. Managed purchasing, shipping/receiving, transportation, warranty/overhaul, and inventory departments and personnel. Scheduled and maintained all logistical needs to maintain an efficient and productive manufacturing operation. Inside customer interface for Boeing, Honeywell, Parker Hannifin, and HR Textron.

EDUCATION

2000 Bachelor of Arts, Organizational Management The Masters College, Santa Clarita, CA

End of Application for Baldwin, Brooks For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Dunthorn, Anne

Race (Optional): white

Number of Times Previously Applied: 1

Application Submitted	
11/18/2015	1:16 PM

Preference: 1

Address	Contact Information
908 West Outer Drive Oak Ridge, TN 37830	Home Phone: (865) 483-6296 Email: dunthorn@tds.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Land Bank Corporation Board of Directors

Education, Professional and or Community Activity

See attached

Explain why you are interested in being appointed to this board, commission or committee

I have worked on this board since its inception.
We are making progress on addressing the housing problem in our community, but there is a long way to go. This is the group that to which my skills can be best applied, and I want to continue to serve my community

Describe any special knowledge or past experience qualifying you for this appointment?

Previous term
Many years experience in developing housing
Previous experience on IDB and Planning Commission in the past

Additional Information

Special Qualifications

CF SYSTEMS
908 West Outer Drive
Oak Ridge, Tennessee 37830

Wednesday, November 18, 2015

Mayor Gooch and Oak Ridge City Council
PO Box 1
Oak Ridge, TN 37831

Dear Mayor Gooch and Oak Ridge City Council Members:

Attached please find my Application for the Board of the Land Bank and my Resume. My years of experience in Grant Writing, financial management of projects with multiple funding sources and housing development have been very useful in developing Policies and Procedures as well as the Strategic Plan for the Land Bank. Our community will benefit greatly in the future if the Land Bank is well designed and managed to address the changing housing needs in our community.

If I may be of any assistance please do not hesitate to call.

Sincerely,

Anne Dunthorn
Voice: 865-483-6296
Cell: 865-603-4566
Email dunthorn@tds.net

November 2015

PERSONAL INFORMATION

Anne Elizabeth Dunthorn
908 West Outer Drive
Oak Ridge, Tennessee 37830-8232
Telephone: (865) 483-6296
Cell: (865) 603-4566
EMail: dunthorn@tds.net
Age 75

Current Work Activity:

Serve as Grant Writer, Team Leader, and Developer of multi-family properties for non-profit organizations targeted for persons with special needs. We develop with a Team approach including architect, contractor, and surveyor. As a team we design and develop the properties for the non-profit sponsor. Recently developmed:

- Dogwood Manor – Oak Ridge, 24+1 units for Elderly
- Peyton Manor – Lebanon, 34+1 units for Elderly
- Breakthrough Phase III – South Knoxville, 9+1 units for autistic adults

Education:

2 1/2 Years at Carnegie Institute of Technology (now Carnegie-Mellon University) in Chemical Engineering. Economics major, BS in Business Administration, 1978, University of Tennessee, Knoxville. Econometrics Major, Regional Economics Minor MA in Economics, 1981, UT-Knoxville.

Employment:

Business Manager and consultant with C F Systems, technical consulting services, continuing since July, 1977. Clients have included Cumberland Regional Development Corporation, Breakthrough Corporation, Covenant Health System, St. Mary's Health System, Loretto Lions Club, HOPE, Inc., Child & Family of TN, Salvation Army, Mercy Senior Health Partners, Catholic Healthcare Partners, OMNI Visions, St Vincent dePaul, North Mississippi Management, Diocese of Memphis Housing, S K International, Hardaway Realty, Inc., East Tennessee Development District, Masten Weatherspoon, Downtown Management Co., JTPA, Douglas-Cherokee Economic Authority, Emory Valley Center, Helen Ross McNabb Center, East Tennessee Human Resource Agency, Ridgeview Psychiatric Center, Overlook Center, Rogers Culliver Supportive Living Homes, Regional Education and Community Health Services, Oak Ridge Utility District, The Oak Ridger, King Research Inc., Science & Technology, Inc., US-DOL, Roane State Community College, Tennessee Technology Foundation, Oak Ridge National Laboratory, TN Department of Employment Security, TN Department of Community & Economic Development, Martin Marietta Energy Systems, Tennessee Valley Authority, Mountain Women's Exchange, Volunteers of America, University of Tennessee at Oak Ridge National Laboratory.

UT-Department of Economics, Research assistant to Dr. Hui-shyong Chang, spring-quarter, 1979. Graduate Research Assistant, for Business and Economic Research, fall-quarter, 1978.

Current Community Activities:

Oak Ridge Land Bank – Current Vice-Chair, and at end of 2 year term
Oak Ridge Rotary Club –Secretary 2015-16, Grants Chair
Part of Mexico Heart-2-Heart Team
United Way of Anderson County,
Inter Agency Coalition Steering Committee, Agency Financial reviewer
APDU – Association of Public Data Users (A national professional organization).

Previous Community Activities:

United Way of Anderson County Board, formerly Secretary.
Greater Knoxville Research Network, (past-president & vice president).
APDU - Treasurer
Secretary/Treasurer, Oak Ridge Industrial Development Board.
Secretary, Oak Ridge Housing Development Corporation, a CHDO
Administrator - JTPA Contracts Program for Anderson County.
Director / Founder, Oak Ridge Community Foundation.
Treasurer, Committee of 50
East Tennessee Development District - Housing Technical Committee.
Oak Ridge Chamber of Commerce - Housing Committee.
Clinch River MRS (Monitored Retrievable Storage) Task Force. July 1985 -1987, Socio-Economic Task Force.
ORAU/ORNL Pre-college Advisory Committee - 6/86.
Oak Ridge Regional Planning Commission, Terms of office: August, 1978 - August, 1986.

Chairman: Source of Revenue Study Sub-committee,
Zoning Ordinance Revision Sub-committee
Member: Long Range Planning Sub-Committee,
Zoning Sub-committee,
Capital Improvements Sub-committee.

Member: Tennessee Council on School Community Partnerships; Previously, Tennessee Advisory Council for Career Education, Tennessee Department of Education; Charter appointment beginning February, 1977 in TN in response to U. S. Public Law 95-207 (12/13/77). Chairman and member of several task forces; developed Tennessee Plan for Career Education; grant reader, and chair for regional grant reviews.
President: Oak Ridge PTA Council, 1977-1978.
Secretary: Superintendent Selection Committee, Spring, 1978.
President: Jefferson Junior-High School PTA, 1976-1977.

AREAS OF EXPERIENCE

Economic

Work as Housing Consultant / Developer on HUD-202 elderly multi-family housing applications, HUD-811 Supportive Housing for Persons with Disabilities, and HUD 221(d)(3) housing applications. Prepare Emergency Shelter Grant Applications, Community Development Block Grant Applications, HOME grant Applications, and Federal Home Loan Bank Affordable Housing Proposal Grant Applications, Serve as Community Development Specialist providing Technical Assistance to CHDO's (Community Housing Development Organizations) and other non-profit boards, Prepare certified economic analyses for LIHTC and FmHA 515 multi-family housing projects in Tennessee and Kentucky. Facilitator for multi-state Rural Empowerment Zone Proposal Application.

Administered data input and validation for information use surveys created by King Research, Inc.; compiled and tabulated results of those surveys in basic form and for selected cross-section analysis. Created mapping system and linked data from numerous different surveys for purposed of modeling studies.

Developed and administered four surveys for The Oak Ridger and developed a subscriber/non-subscriber data base to better define the newspaper's 'City Zone.'

Developed a forecasting model for the local gas company which predicts gas demand as a function of plant size and weather variables.

Performed hiring experience study for the Tennessee Technology Foundation. The study showed hiring announcement methods of area firms as well as the firms' experience with securing quality labor and associated labor rates.

Updated the annual EIA (Energy Information Administration) Fuel Price/Usage data base for two consecutive years under sub-contract to ORNL. This included downloading the database from the Washington, DC, EIA computer system, correcting integrity problems and restoring it to their system in the 1982 time period.

Advised ETDD (East Tennessee Development District) on software/hardware requirements of upgrading their computer system for GIS (Geographic Information System) applications.

Developed CEMOR, the Community Econometric Model for Oak Ridge, a TVA/C F Systems sponsored project, including planning for and administration of field interviewers, data collection and analysis, and development of an economic input-output model for Oak Ridge.

Created numerous large data bases for economic analysis. This has involved locating sources of current data, introduction of new data, retrieval and merging of existing data obtained from different computer systems and mainframes, and testing the resulting data bases for compatibility and integrity. Documentation of the procedures for producing each data base is always treated as equally important as the creation of the base itself.

Determined state-of-the-art in personal-income models, including the availability of data for such models.

Applied various econometric models to large data bases to evaluate specific scenarios and graphical reduction of the results. Revised an existing investment econometric model to match new requirements.

Business

Serve as the grant writer / developer on HUD multi-family and group home construction projects. This includes proposal preparation, project management during construction, and supervision of financial matters through the construction audit period. Total budget responsibility for projects ranging between $200,000 and $4,400,000. Develop proposals for non-profit clients seeking Federal Home Loan Bank Grants and Advances, and assist them in Drawing the funds. Prepare market studies for Low Income Housing Tax Credits and other development funders. Formerly the Administrator for Contract Development, Anderson County area, for the JTPA (Job Training and Partnership Act). This was an activity contracted from the Private Industry Council by a non-profit corporation, the Committee of Fifty. My responsibilities included supervision of the Contract Developer, Disabled Training Program, Retail Training Program, and a secretary, as well as new program development and fund management. Contracts were made with County industries to hire individuals and provide training in new job skills. Total budget responsibility for FY1990 for this program exceeded $200,000.

Local Planning

Currently involved in rural development initiatives and in the provision of housing for special needs populations. Initial involvement in local planning arose from an interest in the need for more directed development in Oak Ridge. Chaired Regional Planning Commission subcommittees for alternate sources of revenue and for revision of the zoning ordinance. The latter resulted in the development of proposed major changes in both the ordinance and in zoning philosophy. This responsibility concentrated in efforts to develop performance zoning standards based upon requirements established in the 1985 Oak Ridge Comprehensive Plan. This activity currently continues in the Oak Ridge Chamber Developers Forum. We are now studying Form Based Zoning.

Education

Served as a member of the ORAU/ORNL Pre-college Advisory Committee, a group formed in June, 1986 whose purpose it is to assist regional junior and senior high schools in science and mathematics education. This group modeled its efforts in the form of the Friends of Fermilab Association.

Served as representative for Business on the Tennessee Advisory Council for Career Education, resulting from an outspoken interest in the need for a better matching of manpower training with future manpower requirements. Participated in the development, execution, and administration of the State Plan for Career Education. This also involved annual reading of state-wide proposals from local education districts and preparation of recommendations to the Commissioner of Education for federal grant funding.

End of Application for Dunthorn, Anne For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Frederick, Susan

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/19/2015	4:55 PM

Preference: 2

Address	Contact Information
19 Asbury Lane Oak Ridge, TN 37830	Email: hbsuefred@yahoo.com Mobile Phone: (714) 875-8457

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

BA International Relations
MBA Finance/Accounting
Retired from 25 year career in contracts and procurement.
Most recently Buyer at SAIC 2011-2014
Member - ADFAC Affordable Housing and Hospitality Committees
ORICL History Curriculum Committee Chair and Trip Committee Member/Leader
ORPL Volunteer

Explain why you are interested in being appointed to this board, commission or committee

The Land Bank Corporation is a unique institution, fitting with Oak Ridge's unique development history. I have lived here for five years and yet I continue to learn from others that developed areas within the city include a variety of ages, values and styles and are distributed over a wide geographical range. These many parts of Oak Ridge are still a Secret City to me, though I have made additional efforts recently to broaden my search to find and explore them.

Describe any special knowledge or past experience qualifying you for this appointment?

I could provide a fresh perspective re potential types of land development based on personal experience and observation of development activities in my previous areas of residence. I grew up in coastal Southern California, where developeble land is scarce and therefore requires efficient development for a range of purposes. I lived in Brentwood, TN, for several years, and I would like to see a broader range of developments here than those I found there.

Additional Information

Special Qualifications

SUSAN L. (Sue) FREDERICK
19 Asbury Lane, Oak Ridge, TN 37830
hbsuefred@yahoo.com, 714-875-8457

OBJECTIVES

- Redirect manufacturing and government career experience/skills to customer/consumer service position
- Maintain integrity and highest priority of providing excellent customer service across levels and functions
- Apply and expand my interpersonal, organizational, technical, management and analytical skills
- Contribute to my organization and community

PROFESSIONAL PROFILE

- Performed all contract phases from definition through completion and close-out
- Managed foreign and domestic research/development and production orders
- Variety of items and values: from $20M program through program of 700 items some less than $.01 ea
- Worked relationships with all levels/functions of customer/supplier personnel from purchasing and plant managers to machine programmers and operators

SKILLS SUMMARY

Project Administration
- Arranged shipments, product acceptance or rejection, return/rework and payments
- Received, reviewed and dispositioned notices of QA and contract defects and deficiencies
- Evaluated supplier performance including identification of potential problems and resolutions
- Analyzed and negotiated costs including change proposals and estimates-to/at-completion

Multi-Format and Multi-Level Communications
- Wrote procedures related to purchasing activities including receiving/QA coordination
- Drafted correspondence and presentations regarding technical, schedule, cost and contractual issues involving internal and vendor/customer quality assurance, engineering, scheduling and management personnel, both foreign and domestic
- Coordinated design and production review/status meetings and issued/circulated reports

EMPLOYMENT EXPERIENCE

Senior Buyer, SAIC Shared Services Center (SSC) 2011-2014
- Purchase products and services for federal/state/local governments/agencies and internal customers

Senior Buyer, ShinMaywa (California), Ltd., (SCL) 1996-2006
SCL provides supply chain services to support ShinMaywa Industries production programs in Japan.
- Monitored and maintained item configurations and production/delivery schedules
- Coordinated orders, WIP and deliveries of approximately 700 items for use on 7 different assembly lines
- Long term agreements with scheduled deliveries and same day emergency buys

EDUCATION AND COMPUTER SKILLS

- Search key words and phrases to define customer requirements and match available resources
- BA, International Relations, University of Southern California

End of Application for Frederick, Susan For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Hillman, Melinda

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
11/4/2015	9:53 AM

Preference: 1

Address	Contact Information
832 West Outer Drive Oak Ridge, TN 37830	Home Phone: (865) 607-4114 Email: mkhillman@ymail.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Land Bank Board of Directors

Education, Professional and or Community Activity

Professional:

Roane State Community College Vice President for Development and Community Relations

Educations:

Masters of Public Administration, Public Policy emphasis - UT Chattanooga

Bachelors of Science, Communications - Tennessee Weslyan College

Certified Fund Raising Executive

Community:

Current Chair of the Oak Ridge Chamber of Commerce

Friends of UT Arboretum Board Member

Rotary Club of Oak Ridge Member

Explain why you are interested in being appointed to this board, commission or committee

Working with the Land Bank is one of the most rewarding experiences in my community service endeavors. I believe in the mission of the Land Bank. It can play a critical role in addressing blight and improving the quality of housing in our Legacy Housing neighborhoods. The Land Bank has made significant progress in its inaugural years. I feel that this is due to the diligent work of the board members in concert with the City of Oak Ridge staff. To date, the Land Bank has established operational policies and procedures, acquired 25 properties, sold two lots, refurbished and sold a home, provided two lots to ADFAC for development. The Land Bank has also conducted two community forums to investigate partnerships and educate

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Hillman, Melinda

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
11/4/2015	9:53 AM

Preference: 1

the community on what the Land Bank does. The Land Bank has partnered with private businesses as well as local not-for-profits.

Describe any special knowledge or past experience qualifying you for this appointment?

Current member Oak Ridge Land Bank Board of Directors

More than 20 years experience in managing a not-for-profit (Roane State Foundation); this includes working directly with donors to accept gifts of property as well as bequests of property

Extensive construction oversight through my job at Roane State

I have bought and sold houses for many years as a source of supplemental income for my family
Licensed realtor 2004- 2010

Deep personal interest in the history of Oak Ridge - especially the Legacy neighborhoods

Additional Information

Special Qualifications

832 West Outer Drive
Oak Ridge, TN 37830
Cell Phone: 865-607-4114
E-mail: mkhillman@ymail.com

Melinda K. Hillman

Education

2008 Yale University New Haven, CT
Common Fund Endowment Investment Institute

2004 - present Washington, DC
Internationally recognized credential in the fund raising profession
www.cfre.org
Certified Fund Raising Executive

Summer 1999 College of William & Mary Williamsburg, VA
National Planned Giving Institute

1995 – 1997 University of Tennessee - Knoxville Knoxville, TN
21 hours in Master's level Communications courses

1992 – 1994 University of Tennessee - Chattanooga Chattanooga, TN
Master's of Public Administration – Public Policy concentration

1985 – 1987 Tennessee Wesleyan College Athens, TN
Bachelor of Arts – Communications - Journalism emphasis

- Work Scholarship – 2 years providing public relations services for college
- Summer internship with CNN - Washington, DC Bureau in 1986

1983 – 1985 Cleveland State Community College Cleveland, TN
Associate of Science – General Transfer

- Outstanding student photography award - 1985
- Academic scholarship – 2 years

Professional Experience

September 2012 – Present Roane State Community College Oak Ridge, TN
Vice President for Development and Community Relations

- Serve on the college's executive council; report to the president of the college
- Manage the day-to-day operations on the Oak Ridge Branch Campus (approximately 2,300 students)
- Serve as the primary liaison between the College and the Oak Ridge/Anderson County community
- Supervise the seven Campus Directors for all of the Roane State Higher Education Centers – Campbell, Cumberland, Fentress, Knox, Loudon, Morgan, and Scott counties
- Supervise the Executive Director of the Roane State Foundation: over $10 million in assets which includes $7 million endowment; since I came to the college in 1998, over $21 million have been raised
- Supervise Marketing/ Public Relations and Alumni Relations offices

- Work directly with major donors who wish to support the Roane State Foundation through a variety of gift vehicles including cash, stocks insurance, land, art/collectibles and bequests;
- Primary responsibility for working with the architect and construction company building the 65,000 sq. ft. Goff building that opened Fall Semester 2014
- Work closely with elected officials at the State and Local levels to advocate for higher education and K-12 initiatives and educate them on the sometimes unintended consequences of legislation that has passed

June 2009 – August 2012 Roane State Community College Harriman, TN

Vice President for Oak Ridge and Satellite Campuses

Executive Director of the Roane State Foundation

- Served on the college's executive council; reported to the president of the college
- Managed the day-to-day operations on the Oak Ridge Branch Campus
- Served as the primary liaison between the College and the Oak Ridge/Anderson County community
- Supervised seven Campus Directors for all of the Roane State Higher Education Centers – Campbell, Cumberland, Fentress, Knox, Loudon, Morgan, and Scott counties
- Served as Executive Director of the Roane State Foundation: supervised fiscal management of the Foundation's $10 million in assets which included $6 million endowment; all state audits had no findings;
- Completed major gifts campaign to raise $2.5 million for the Oak Ridge Campus that will be matched with $11.2 million state grant to build a 65,000 sq. ft. facility on the existing campus;
- Supervised the Foundation Office, Webmaster, Marketing and Public Relations Office and the Alumni Relations Office
- Worked closely with elected officials at the State and Local levels to advocate for higher education and K-12 initiatives and as well as educated them on the sometimes unintended consequences of legislation that was passed

July 2004 – May 2009 Roane State Community College Harriman, TN

Vice President for Institutional Advancement

- Served as Executive Director of the Roane State Foundation and on the college's executive council; report to the president of the college
- Supervised fiscal management of the Foundation's $8 million in assets which included $5 million endowment; all state audits had no findings
- Planned, implemented and completed a successful campaign to raise $2 million to build and equip a campus in Morgan County;
- Planned, implemented and completed a successful campaign to raise $450,000 to furnish and equip the Loudon County Satellite Campus; coordinated and supervised installation of all furnishings and equipment for the new facility
- Planned, implemented and completed a capital campaign to raise $2.6 million to build a permanent satellite campus in Campbell County (completed August 2006)
- Supervised the Foundation Office, Webmaster, Marketing and Public Relations Office and the Alumni Relations Office
- Worked closely with elected officials at the State and Local levels to advocate for higher education and K-12 initiatives and as well as educated them on the sometimes unintended consequences of legislation that was passed
- Managed Foundation Scholarship Program that provided approximately

$225,000 in scholarships annually

- Managed Faculty Development program that provided $25,000 in mini-grants for Roane State Faculty annually
- Planned and implemented the college's first alumni initiative. To date, current addresses for 18,000 graduates have been identified and integrated into the Raiser's Edge database; annual editions of the alumni magazine have been published and mailed

Jan. 1998 – June 2004 Roane State Community College Harriman, TN

Executive Director of the Roane State Foundation

- Reported to the president of the college
- Designed, planned and implemented complete computerization of all Foundation donor and financial records using Blackbaud's Raiser's Edge and General Ledger
- Developed and implemented the administrative policies and procedures manual for the Roane State Foundation
- Planned, implemented and completed a successful $1 million capital campaign to furnish and equip the Oak Ridge Branch Campus
- Planned and implemented and completed a successful $250,000 furnishings and equipment campaign for the new Cumberland County Campus
- Supervised Foundation office staff including secretary, special events coordinator, and accountant

June 1993 – Dec. 1997 Cleveland State Community College Cleveland, TN

Director of Institutional Advancement

- Designed, planned and implemented complete computerization of all Foundation donor and financial records using Blackbaud's Raiser's Edge and General Ledger
- Solicited new scholarship endowments
- Developed and implemented new investment policy for scholarship endowment; prior to policy, all funds were invested in CD's; instituted professional management of $2.5 million endowment with a diversified portfolio of stocks and bonds
- Developed and implemented a successful marketing and enrollment management plan for the college; advertising and marketing plan won numerous regional and national awards; college enrollment increased 14 percent in fall semester 1995
- Supervised the production of all college publications, press releases and advertising
- Supervised a secretary, the coordinator of public information and the college print shop

Nov. 1991 – May 1993 Cleveland State Community College Cleveland, TN

Coordinator of Public Information

- Prepared all press releases for the college
- Developed and designed college advertising and publications
- Served as college photographer

July1987 – Oct. 1991 Daily Post Athenian Athens, TN

Advertising Manager

- Managed six retail sales representatives and classified advertising dept.
- Exceeded sales goals every year
- Won several Tennessee Press Association Awards for advertising campaigns and marketing programs for local business and industry

Teaching Experience

2010 **Roane State Community College**; Introduction to Speech

1997 **Cleveland State Community College**; Developmental Study Skills for College Students

1987 & 1988 **Tennessee Wesleyan College**; Introduction to Photography

Professional Memberships

1994 – present: Tennessee Advancement Resources Council member

1994 – present: Member of the Tennessee Council for Resource Development– president 2000 – 2001, 1999 –2000 Vice-president

1994 – present: Member of the Council for Resource Development (national organization for Community College fund raising professionals; a division of the American Association of Community Colleges)

Community Activities

Current chair of the Oak Ridge Chamber of Commerce Board of Directors

Current member of the Oak Ridge Land Bank, Inc.; appointed by Oak Ridge City Council

Current member Rotary Club of Oak Ridge

Current member Friends of the UT Arboretum Board of Directors

2011 Oak Ridge Preschool Advisory Committee

2010 Graduate Leadership Oak Ridge

2008 – 2009 Roane County Fly Ash Committee

2004 – 2008 Keep Roane Beautiful Board of Directors

Awards Received

2012 Oak Ridge Chamber of Commerce Volunteer of the Year

2007 Second Place Paragon Award for Alumni Magazine

2006 Outstanding Administrator at Roane State Community College

1999 Honorable Mention CASE award for Special Event Promotion

1999 Third Place Paragon Award for Best Promotional Campaign of a Special Event (national)

1996 First Place ADDY for Best Billboard Campaign

1996 First Place Paragon Award Marketing and Recruitment Program

End of Application for Hillman, Melinda For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Jernigan, Charlie

Race (Optional): Caucasian

Number of Times Previously Applied: 1

Application Submitted	
11/4/2015	11:18 AM

Preference: 1

Address	Contact Information
118 Claymore Ln Oak Ridge, TN 37830	Home Phone: (865) 482-4836 Email: charlie@jernigans.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Oak Ridge Land Bank Corporation Board of Directors Oak Ridge Housing Authority

Education, Professional and or Community Activity

BS Engineering Science, Florida State University, 1968

MS Electrical Engineering, Northwestern University, 1972

MBA Management and Marketing, Kellog Graduate School of Business, Northwestern University, 1989

Chairman, Oak Ridge Land Bank Board of Directors

President, UT Arboretum Society

Director, Oak Ridge Housing Authority

Explain why you are interested in being appointed to this board, commission or committee

There is more work to be done for which I can contribute.

Describe any special knowledge or past experience qualifying you for this appointment?

Two years experience as Chairman, Board of Directors of the Oak Ridge Land Bank

Additional Information

Special Qualifications

End of Application for Jernigan, Charlie For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Johnson, Roger

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/16/2015	11:42 AM

Preference: 1

Address	Contact Information
111 Pickwick Lane Oak Ridge, TN 37830	Home Phone: (865) 482-2205 Email: rogerwjohnson9@gmail.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	ORAU

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Bachelor from University of Tennessee/Physical Anthropology
Board member of Oak Ridge Civic Music Association
Volunteer at Oak Ridge Community Playhouse
Ecumenical Storehouse

Explain why you are interested in being appointed to this board, commission or committee

I am interested in the goals of the Land Bank to improve the neighborhoods in Oak Ridge. I currently live in the Manhattan Project portion of Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

I have 30 years of experience in Accounting, including real property accounting and facilities tracking. I have been involved in various community organizations.

Additional Information

Special Qualifications

Roger W. Johnson

111 Pickwick Lane • Oak Ridge, TN • 37830 • (865) 200-2172 • rogerwjohnson9@gmail.com

Career Highlights

Experience in accounting and software operations and implementation; proven ability to communicate with myriad departments and executive management to ensure application of best industry practices in accounting and software implementation; extensive knowledge of ORACLE financial modules, and other management information systems applications; served as Chair for the Facilities Information Management System (FIMS) Advisory Committee for three years; recommending changes to the Department of Energy DOE nationwide real property database. Provide excellent verbal and written communication skills. Engaged in the community.

Skills

- Accounting/transactions
- Systems support/implementation
- Federal Acquisition Regulations FAR
- Audit support
- Quality assurance
- Report/procedure writing
- Troubleshooting/testing
- Customer interface
- Program milestones support
- Strategic planning/goal setting
- Project timeline development
- Teamwork

Experience

ORAU (Oak Ridge Associated Universities Inc – ORAU.org) — Oak Ridge, TN

Accounting Specialist

- Determine/calculate depreciation methods for Federal real/capital property including capital in progress
- Reconcile accumulated depreciation to depreciation expense
- Generate Corporate billings to customer prescribed and detailed specifications
- Maintain knowledge of Federal Standard General Ledger
- Develop periodic/ad hoc internal/external reporting such as improper payments/unclaimed monies/U.S. census, Cost of Money Factors.
- Write procedures for accounting processes
- Meet deadlines for Month-end/Year-end/ Year-Beginning processes
- Records Management/Retention Schedules
- 990 Non-Profit Filing
- Apply Facilities Capital Cost of Money calculation/allocation per FAR
- Generate/reconcile accounts receivable for DOE inter-contractor/Work for Other Federal/Non-Federal agencies
- Reconcile DOE trial balance Standard Accounting Report System (STARS)
- Serve as Site Coordinator for the Facilities Information Management System (FIMS)
- Conduct quality assurance/data validation/training
- Recommend changes to DOE complex-wide real property database
- Perform as functional lead for ORACLE Discoverer financial database query system
- Troubleshoot problems for the user community

Education/Certifications

University of Tennessee — **Knoxville, TN**

Bachelor of Science, Physical Anthropology

Roane State Community College – Financial Accounting I and II and Medical Terminology — **Oak Ridge, TN**

Technical Proficiency

Microsoft Products

- Word
- Outlook / Sharepoint
- Internet Explorer
- Excel
- PowerPoint
- Apple iMAC OS

Oracle Financial Modules

- General Ledger
- Accounts Receivable
- Project Accounting
- Accounts Payable
- Oracle Discoverer
- DataLoad

Management Information Systems

- Sunflower Property Management & Financials
- Asset Keeper Pro Capital Accounting
- Facilities Information Management System (FIMS)
- Standard Accounting Report System (STARS)

End of Application for Johnson, Roger For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Logan, William

Race (Optional): Cau

Number of Times Previously Applied: 1

Application Submitted	
10/8/2015	12:00 PM

Preference: 1

Address	Contact Information
28 Riverside Drive Oak Ridge, TN 37830	Home Phone: (865) 482-6698 Email: loganmm1@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

See attached resume.

Explain why you are interested in being appointed to this board, commission or committee

As a long-term resident of Oak Ridge, I currently own several properties. Some of these are of the WWII era and one of the properties is being renovated to comply with guidance established by the City of Oak Ridge some years ago. Iam firmly committed to the Land Bank goals and objectives and the "Not in Our City" initiatives of upgrades and improvement and the identification and elimination of blighted and improperly maintained properties within our city. Serving on this board would allow me to further my interest and commitment to the establishment of viable and achievable standards and in the planning and execution of logical approaches toward the disposition of substandard, abandoned, or run-down properties within the City of Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

Project management to include analysis, research, planning, milestone development, reporting, resolution monitoring, asset management and allocatlon, and other skills detailed on the attached resume.

Additional Information

Special Qualifications

W. MARK LOGAN

28 Riverside Drive
Oak Ridge, Tennessee 37830

Home: (865) 482-6698 **Email: loganmm1@comcast.net** **Cell: (865) 805-1123**

OBJECTIVE A Challenging position that utilizes my background in Information, Physical and/or Personnel Security coupled with my proven leadership and managerial skills.

SUMMARY Forty-four years experience in organizational leadership including proficiency in project and program management, expertise in analysis of complex situations, report writing and document preparation requiring original thought, and in resolving complex problems.

PROFESSIONAL EXPERIENCE

***Atkins Global Nuclear Solutions), Oak Ridge, Tennessee)*. Principal Consulting Safeguards and Security Specialist.** (September 2014-Present). Security Consultant.

***Nuclear Safety Associates*, Oak Ridge and Clinton, Tennessee . Senior Classification Specialist.** (October 2011 – September 2014] Nuclear Regulatory Commission (NRC) Certified Nuclear Classification Specialist. Performed classification decisions on documents, parts, material, assemblies and subassemblies in support of General Electric-Hitachi Nuclear project. Performed classification duties in both an engineering design and manufacturing environment. Project terminated by the NRC during September 2014.

UT-Battelle, LLC, Oak Ridge National Laboratory Security Department, Oak Ridge, Tennessee.
Group Leader, Information Security and Special Access Program Special Security Officer (October 2006 to April 2011). Responsible for managing the ORNL Information Security Program including Classified Matter Protection and Control, Classification and Technical Information, Personally Identifiable Information Protection, Operations Security, and Technical Surveillance Countermeasures programs. Responsible for incident inquiries including those associated with Incidents of Security Concern, property theft, misuse, and/or diversion. Oversees interfaces with local, state, and federal law enforcement officials necessary to resolve incidents. Serves as Special Security Officer for Special Access Program including facility security, physical security and access control, program access grants and terminations and interfaces with customers, Office of Science, various universities, and local DOE management officials. Department of Defense Facility Security Officer for Cage 1PW69.

Team Leader, Security Program Management and Plans (December 2003 to October 2006). Responsible for Site Safeguards and Security Plans, GSP/DBT Implementation, and Vulnerability and Radiological Sabotage Assessment programs. Prepared briefings for high level DOE and UT-Battelle leadership team and Office of Science concerning GSP/DBT implementation status. Prepared base implementation plan and updates for submission to DOE Headquarters. Managed Foreign Ownership Control or Influence and Classified Security Facility Registration programs. Developed and implemented security training and assessments, monitored internal and external assessment reports and findings, and was responsible for the Standards Based Management program implementation.

Team Leader, Personnel Security (October, 1999 to October, 2003) Responsible for visitor, vendor, subcontractor and Foreign National site access control and processing, Security Clearances, Foreign Ownership Control or Influence, Facility Security Registration, Classified Matter Protection and Control, Incidents of Security Concern, Foreign Travel Management, Personnel Security Assurance/Human Reliability and Security

Education and Awareness programs. Awarded UT-Battelle Awards Night and Significant Transition Contribution Awards.

Lockheed Martin Energy Systems Y-12 National Security Complex, Oak Ridge, Tennessee
Department Head, Personnel and Operations Security (April, 1995 to October,1999) Responsible for visitor control, personnel badging, security clearance processing, Personnel Nuclear Reliability Program, Foreign

Ownership Control or Influence, Security Education and Awareness, Operations Security, and Automated Access Control (badge reader) system for the Oak Ridge Reservation. Supervised Counterintelligence and Technical Surveillance Countermeasures functions. Controlled $2.0M budget, supervised 12 direct and 4 matrixed employees. Recipient of Lockheed Martin President's Award, 1995, Awards of Excellence and Achievement during 1995, 1997 and 1999.

Lockheed Martin Energy Systems K-25 Site, Oak Ridge, Tennessee
Project Leader, Automated Access Control and Rebadging (September, 1993 to March, 1995) Responsible for the efficient operation and integration of STRATUS and Sun badge reader system computers located throughout the Oak Ridge Reservation. Integrated the efforts of Data System Research and Development, Protective Services, and Engineering to ensure continuous system operation.

Lockheed Martin Energy Systems, Y-12 National Security Complex, Oak Ridge, Tennessee
Department Head, Technical Security Group (May, 1992 to September, 1993) Functional manager responsible for Energy Systems Operations Security, Counterintelligence and Technical Surveillance Countermeasures Programs at the 3 Oak Ridge Sites, Portsmouth, OH and Paducah, KY. .

Martin Marietta Energy Systems Safeguards and Security Division, Oak Ridge, Tennessee
Security Specialist (June, 1990 to May 1992) Staff Assistant to the Manager, Energy Systems Safeguards and Security. Responsible for Operations Security, Technical Surveillance Countermeasures, Counterintelligence programs, Inter-Plant Protective Forces Standardization, Use of Force, Fresh Pursuit, and Arrest Authority, physical protection policies and, Site Security Alert Procedures,

Military Experience Highlights-United States Army.

U. S. Army Armor Center and School, Fort Knox, Kentucky
Chief, Training Division/G3 (1988-1990) Scheduled, resourced, and directed a 65 course, 40,000 student per year training program for the Armor and Cavalry force. Controlled execution of $22 million budget necessary to resource M1A2 Abrams Tank and tracked vehicle training.

Chief, Operations and Training (1986 to 1988) Planned, scheduled, and resourced the student training programs of a region encompassing 92 Universities scattered throughout a nine-state area.

Headquarters, 4th U.S. Army, Fort Sheridan, Illinois

Inspector General (1982 to 1984)
Conducted investigations, inquiries and interviews and prepared reports. Administered oaths and took sworn testimony in the conduct of formal investigations.

Headquarters Battalion Commander (1984 to 1986)
Commanded a 750 person headquarters battalion consisting of Military Police, Army Headquarters, tactical, support and maintenance personnel.

<u>Headquarters, Berlin Brigade and U.S. Command Berlin, Germany</u>
Battalion Operations Officer, S3 (1980 to 1982)
Planned, scheduled, and managed training for a 800 man Infantry Battalion. Planned joint military operations involving U.S, British, French, and German forces. Coordinated military operations with German Police and Soviet armed forces. Planned and coordinated the US Guard for Spandau Prison, Berlin, Germany.

Deputy Assistant Chief of Staff, G1 (Personnel) (1978 to 1980) Assisted the Assistant Chief of Staff in managing personnel management, officer and enlisted personnel assignments, recreation and morale, organizational effectiveness, and equal opportunity programs for a 3500 person combined arms brigade.

Other Military Duties:
Company Commander, 5th Battalion, 7th Cavalry, 1st Cavalry Division, Fort Hood, Texas.
Deputy G1 (Personnel Officer) III Corps, Fort Hood, Texas
Air Cavalry Platoon Leader, 1st Cavalry Division, Vietnam.
Rifle Platoon Leader, 4th Infantry Division, Vietnam

EDUCATION Bachelor of Science, Business Administration,1969.
Master of Arts, Business Administration, 1984.
Honor Graduate, U. S. Army Command and General Staff College, 1986

SECURITY CLEARANCE NRC Q , DOE Q, DOD Top Secret, SCI & SAP Access (Inactive)

AWARDS AND RECOGNITION
- Corporate Fellow, Oak Ridge Strategies Group, 2011
- Significant Event Award for SAP Operations, 2010
- Awards Night Operations Award, 2007
- Leadership Oak Ridge Graduate, 2004
- UT-Battelle, Awards Night Achievement Award, November, 2004
- UT-Battelle, Awards Night Achievement Award, November, 2000
- UT-Battelle, LLC Significant Transition Contribution Award, April, 2000
- Lockheed Martin Protective Services Certificate of Achievement, 1999
- Tennessee Quality Organizational Award–Personnel Security, 1998
- Lockheed Martin Protective Services Certificate of Achievement, 1997
- Lockheed Martin Protective Services Award of Excellence, 1996
- Lockheed Martin President's Award, 1995
- Significant Event Monetary Awards, 1992, 1994 and 2002.
- Numerous military awards, decorations, and commendations

PROFESSIONAL TRAINING AND SPECIAL SKILLS
- Numerous U. S. Military leadership and Department of Energy Courses including Counterintelligence, TSCM and Operations Security, National Security Agency OPSEC Program Manager's Course, Vulnerability Assessment, Multinational Treaties, Sensor, Access Systems, Conduct of Inquiries, Information Security, Classified Matter Protection and Control, Facility Security Officer, and SAP Program Management.

PERSONAL DATA: Retired U. S. Army Lieutenant Colonel, Combat Veteran. Excellent Health.

End of Application for Logan, William For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Marsh, Michael

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
10/8/2015	12:00 PM

Preference: 2

Address	Contact Information
132 TIMBERCREST DRIVE Oak Ridge, TN 37830	Home Phone: (865) 803-8909 Email: ELZAMANDW@AOL.COM

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

High School College Trade School 41 years of continuing education for automotive technology. This is one of just a few industries that change on a rapid pace that demands constant retraining. Active in my church. Hardin Valley Church of Christ I ran for Anderson County Commissioner District # 7 Last election and came in third of 6 candidates that were running in District # 7 . I mention this because of the experience and the many citizens that I met and learned their concerns for or wonderful city. My wife and I own M and W Auto Repair here in Oak Ridge .We have been a supported of our community and sports here for the 26 years that we have been in business. II have also coached and served on the Girls Incorporated Board of Directors. I served as executive director for Oak Ridge Elks Lodge for 3 terms.

Explain why you are interested in being appointed to this board, commission or committee

I am a native Oak Ridger and have been active in our community for many years. While campaigning for the Anderson County Commissioners seat I met with so many citizens and know their needs and desires. I was born in 1952 and have seen first hand the many changes that our great city has went through and want to be a part of its continued growth. I am willing and eager to work with the others on the Planning Commission

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Marsh, Michael For Board: Oak Ridge Land Bank Corporation Board of Directors

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Palmer, James

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/30/2015	9:48 PM

Preference: 1

Address	Contact Information
185 Whippoorwill Dr. Oak Ridge, TN 37830	Home Phone: (865) 482-4809 Email: palmerj2@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

2008 - present: Member, Roane County Industrial Development Board (I live in the Roane County portion of Oak Ridge.)

- I am one of a three-member IDB "Core Team" for reviewing and recruiting prospective commercial relocations to two industrial parks in Roane County, and advising on recruitment to Horizon Park and Heritage Park in Oak Ridge.

- Many of my contributions to the Roane County IDB revolve around simply asking good questions. Within that group I have a somewhat unique background in contract law from a business perspective, so I look for potential negative and unintended consequences of terms and conditions that are being proposed. I also am good at identifying potential creative solutions to overcoming obstacles that might derail a prospective deal.

2007 - present: Member, Oak Ridge Breakfast Rotary Club

- Chairperson of the Haiti Water Project, which applied for and was awarded a Rotary District Grant for a project to produce 100 biosand water filters in Leogane, Haiti. We also applied for and were awarded a Global Grant from The Rotary International Foundation for a project to produce 1000 biosand water filters in Saint-Marc Haiti. The latter project involved coordinating participation by the Oak Ridge (noon) Rotary Club, the Oak Ridge Sunset Rotary Club, the Fairfield Glade Rotary Club, and Rotary District 6780 of East Tennessee.

- Member of the Oak Ridge Breakfast Rotary Club team that developed the "Explore Oak Ridge" project, including a smart-phone app for use by visitors and families prospectively relocating to Oak Ridge. My leadership role on that project involved negotiating terms for licensing the "Explore Oak Ridge" trademark to the Oak Ridge Convention and Visitors Bureau.

Current: Participant in the Oak Ridge "Community Matters" forums conducted by Reverends Hammond, Shelton, and Morrill. Planned further involvement includes developing a task force to promote seasonal and temporary job opportunities for Oak Ridge youth.

Previous: Various roles and responsibilities in my church, including two prior terms on the Church Council, leadership roles in fund raising events, and youth Sunday School teaching.

(Prior work experience and educational background are included as a submitted resume.)

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Palmer, James

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/30/2015	9:48 PM

Preference: 1

Explain why you are interested in being appointed to this board, commission or committee

I believe that the Land Bank has begun to achieve its potential of playing a major role in the revitalization of housing in Oak Ridge. A critical part of this process is the development of partnerships with banks, realtors, and developers. We need to promote the aggregation of adjacent or nearly-adjacent properties by the Land Bank where the accumulated value of such acquisitions is greater than the cost of the individual parcels. Such combined properties can then be sold by the Land Bank to commercial developers for the construction of mid-priced housing. This will attract middle-income homeowners in the twenty-five to forty year-old range that Oak Ridge so very much needs. The Land Bank should also continue to acquire individual properties that can be rehabilitated by private contractors and returned to private ownership in the ongoing effort to improve local neighborhoods.

I believe that the Land Bank should take a close look at the new Kroger Center retail development in Oak Ridge, and understand what went well and what didn't. On the positive side, this retail center was developed without any government interdiction or use of any public funds. Of concern is whether historical structures were lost and whether people were inappropriately displaced from their homes. In any case, because the economic return on a housing development is not as attractive to a developer as the return on a retail development, some motivation by a city agency such as the Land Bank is likely needed to trigger a residential development of a size comparable to the Kroger Center. The Land Bank could play the role of offering "seed-properties" for a housing development of similar scope.

I would like to help Oak Ridge leverage the environment created by the Oak Ridge City Center to promote the development of improved housing in adjacent areas. For example, the Woodland community may offer an opportunity for the Land Bank to aggregate some properties that could provide an incentive for a new housing development.

The Manhattan Apartments are a relatively low-density housing development that could attract investment to build new higher-density, more profitable housing units. The Land Bank may not be capable of being an active partner in such a development, but I believe that the Land Bank should encourage such development with the acquisition of peripheral properties and convert them to higher-value usage.

Based on these considerations and insights that can be gleaned from the experiences of other land banks around the country the Oak Ridge Land Bank Corporation should prepare a strategic plan for its involvement in redevelopment projects in Oak Ridge. This plan should be vetted publicly and the Land Bank should then work with City Council to implement a productive housing redevelopment plan.

In summary, I want to be an instrument for improving mid-level residential housing in Oak Ridge, and I believe that being a member of the Land Bank Board is the most effective way for me to contribute to such improvements.

Describe any special knowledge or past experience qualifying you for this appointment?

I believe that my experience with the Roane County Industrial Development Board uniquely qualifies me for a position on the Oak Ridge Land Bank Corporation Board. An Industrial Development Board is established to create new industrial investments. This involves property acquisitions for the creation of Industrial Parks, appraisal and assessment of real estate market value, and legal considerations based on the IDB's statutory authorities. For example, within the purview of its governing body (in this case the Roane County Commission), an IDB has certain statutory authorities, such as buying and selling Industrial Park property, issuing bonds, and negotiating Payment In Lieu Of Tax Agreements (PILOTS). These tools provide leverage for achieving the IDB's mission. Similarly, a Land Bank is established to attract new residential investments. It has certain statutory authorities, such as acceptance of tax-deductible gifts of property and selling properties that it has acquired, which provide leverage for achieving its mission. My experience in working with private and public enterprises as

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Applicant: Palmer, James

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/30/2015	9:48 PM

Preference: 1

well as elected officials while serving on a local Industrial Development Board will provide an effective platform for constructive participation on the Oak Ridge Land Bank Corporation Board.

I also believe that my volunteer experience with the non-profit Oak Ridge Breakfast Rotary Club has helped prepare me for a position on the Oak Ridge Land Bank Corporation Board of Directors.

In addition, I believe that my work history in running a small business, in satisfying the requirements of Federal Government projects as an employee of a large government contractor, in working with industry to adopt technology developed at Federal research and development facilities, and in representing clients in a law practice as a Registered US Patent Agent has provided me with a wealth of practical experience in how to negotiate deals and get things done.

In summary, I want to be instrumental in improving housing in Oak Ridge, and I believe that being a member of the Land Bank Corporation Board is one of the more effective ways for me to contribute to such improvements.

Additional Information

Special Qualifications

James R. (Jim) Palmer
185 Whippoorwill Drive
Oak Ridge, Tennessee 37830
(865) 482-4809 (home)
(865) 368-4810 (cell)

Goal

To be instrumental in improving residential housing in Oak Ridge.

Work Experience

Luedeka Neely Group, P.C., Knoxville, Tennessee and Oak Ridge, Tennessee

Jan. 2004 – January 2013 Patent Agent: Writing and prosecuting U.S. and international patent applications, with focus on mechanical, electronic, chemical and environmental technologies. Editor of monthly newsletter. Internal consultant on technology licensing.

BWXT – Y-12, Oak Ridge, Tennessee and its predecessors **Lockheed Martin Energy Systems, Inc.**, and **Union Carbide Corporation**

June 1989 – Jan. 2004 Director, Office of Technology Transfer: Developed creative strategies for utilizing technology developed at Y-12 and ORNL to achieve corporate and regional strategic economic objectives. Assessed the commercial potential for new technologies developed in the course of government-sponsored research in such areas as electronics, software, mechanical designs, and chemical processes. Implemented effective technology partnership programs through technology marketing campaigns, personal networking, and the creative packaging of licenses with cooperative research and development agreements.

Sept. 1986 - June 1989 Project Manager: Accelerated Vendor Inventory Delivery (AVID) system. Successfully managed the conception, development, and implementation of this "Just-in-Time" procurement system for materials and supplies. The system eliminated inventories, significantly improved material quality and availability, and continues to save over $10 million per year for three Oak Ridge sites. Work was based at the K-25 Plant in Oak Ridge.

March 1985 - Sept. 1986 Manager: Planning, Regulation, and Administration of the Telecommunications Department. Ensured that data communications systems met company and government requirements. Work site was the K-25 Plant in Oak Ridge.

March 1976 - March 1985 Project Engineer: Gas Centrifuge Enrichment Plant. Ensured that the design requirements for the principal high technology assembly (the centrifuge) were clear and understood by the manufacturers. Work was based at the K-25 Plant in Oak Ridge. Prior to this project, worked on a program for safe disposal of nuclear waste as the project controls manager.

Elographics, Inc., Oak Ridge, Tennessee

Jan. 1974 - Jan. 1976 President and Chief Executive Officer: manufacturer of computer peripheral equipment. Developed the successful growth strategy and marketing direction for this small company, increasing sales ten-fold. Elographics was eventually sold to Raychem Corporation.

Hughes Aircraft Company, Culver City, California

June 1969 - Jan. 1974 Member: management development program. Various assignments in finance, production control, marketing, and business development.

Education

Stanford University, Stanford, California

Sept. 1967 - June, 1969 Masters in Business Administration awarded in June, 1969.

Iowa State University, Ames, Iowa

Sept. 1962 - June, 1967 Bachelor of Science degrees in Aerospace Engineering and Engineering Operations awarded in June, 1967.

Interests

Haiti humanitarian projects, Rotary service club projects; gardening, and golf,

Roane
ALLIANCE

November 12, 2015

To Whom It May Concern:

Jim Palmer has served on the Industrial Development Board of Roane County for several years. It has been an honor to work with him since I was hired in my position in March, 2014.

Jim is a valued member of our team, a dependable participant, and a very knowledgeable and practical resource for counsel and advice. His insight and approach has certainly guided many important decisions regarding new prospective projects and existing business expansions.

In fact, prior to Jim's appointment to the IDB of Roane County by the Roane County Commission, the appointments had always been allocated by community. Kingston received 3 appointments as did Harriman and Rockwood. As a resident of Oak Ridge, Jim's appointment broke that longstanding tradition. The respect he has garnered since his appointment has changed the way the Roane County Commission approaches its committee appointments.

I wholeheartedly recommend Jim Palmer as a member of any committee, group or team in Oak Ridge. The city and area will be the beneficiary from his volunteer service.

Respectfully,

Wade Creswell
President/CEO
The Roane Alliance

1209 N. Kentucky Street · Kingston, TN 37763 o: 865.376.5572 f: 865.376.4978 e: info@roanealliance.org

Jim and Jane Palmer

From: peg4homes@aol.com
Sent: Sunday, November 29, 2015 3:38 PM
To: palmerj2@comcast.net
Subject: Recommendation letter

Follow Up Flag: Follow up
Flag Status: Flagged

Oak Ridge City Council
c/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

Letter of Recommendation for the Oak Ridge City Board Appointment of Jim Palmer

I am writing to endorse the appointment of Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim for over thirty years as a friend, as a parent of a friend of my daughter, and on two occasions as a business client.

I have always found Jim to be of the highest integrity, diligent in whatever he undertakes, and very sensible in working with others. He would be a great member of the Land Bank and the Housing Authority Boards, for which he has applied.

Sincerely,

Peggy Hanrahan
Realty Center

Peggy Sells Homes - Realty Center
201 S. Tulane Ave.
Oak Ridge, TN 37830
865-482-8200 office
865-482-8260 fax
www.PeggySellsHomes.com
www.RentOakRidge.com

Oak Ridge City Council
C/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

Letter of Recommendation for Jim Palmer

I am writing to support the appointment of Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim since I returned to Oak Ridge and joined Rotary in 2009. Jim is an outstanding citizen of Oak Ridge who wants to see our City grow and prosper. He is results focused, with strong perseverance and tremendous leadership skills. Within Rotary, he has led our efforts to secure two grants for building and installing water filters in Haiti. As a result of that work this summer he was named our Club's "Rotarian of the Year." He has also worked on our Club's "Explore Oak Ridge" project and on our project to distribute dictionaries to third graders in all Anderson County elementary schools. From my current role on the City Municipal Planning Commission, and in my role as an engaged citizen within Oak Ridge, I see the need for strong leaders to engage in all our boards. I am confident that he would be an excellent addition to either the Oak Ridge Land Bank or the Oak Ridge Housing Authority Boards and urge you to appoint him to one of these boards.

Sincerely,

Austin Lance
Lance Associates
138 Center Park Lane
Oak Ridge, TN 37830

Oak Ridge City Council
c/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

Letter of Recommendation for the Oak Ridge City Board Appointment of Mr. Jim Palmer

I would like to endorse the appointment of Mr. Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim for about six years during which time we worked together on a project to provide water filters for families in Haiti. I found Jim to be a person of incredible dedication to accomplish a task that seemed to encounter a never-ending procession of obstacles. As a result of these unforeseeable obstacles the timeline for project stretched out beyond anyone's original expectation. However, Jim maintained a continued stream of communication with all of the stake-holders, and as a result everyone kept the faith until the project became a tremendous success.

I urge you to appoint Jim to either or both of the two Oak Ridge Boards for which he has applied.

Sincerely,

Adolf King PhD
Director International Education and Prof. Chemistry
Roane State Community College
701 Briarcliff ave., Oak Ridge TN 37830
865 481 2000 ext. 2211
kingaa@roanestate.edu

From: brendathornburgh@comcast.net
Date: November 19, 2015 at 6:11:13 PM EST
To: Jim Palmer <palmerj2@comcast.net>
Cc: "Thornburgh, Brenda" <brendathornburgh@comcast.net>
Subject: Recommendation letter for Board Positions

Oak Ridge City Council
c/o City Clerk
200 South Tulane Avenue
P.O. Box 1
Oak Ridge, TN 37831

To: Whom it May Concern
Re: Letter of Recommendation for the Oak Ridge City Board Appointment of Jim Palmer
Date: November 19th, 2015

I am writing to endorse the appointment of Jim Palmer to the Oak Ridge Land Bank Corporation Board of Directors and/or the Oak Ridge Housing Authority Board of Directors. I have known Jim since he joined Rotary in 2007. Jim is a dedicated citizen of Oak Ridge, and he is a wonderful asset to our city. Jim has been a tireless worker and leader for our Club's clean water project in Haiti. He demonstrated tenacity and dedication, despite political and logistical problems, during a multi year process of getting our clean water project off the ground. His sensitivity to basic human needs, his ability to creatively address such needs, and his ability to organize the support of our members have resulted in the award of two highly successful grants to our Rotary Club for work in Haiti. He not only resurrected a project that many people thought was "dead", he has made that project such a success that our club is now considering an expansion of the project for the coming year.

Jim has also been an active participant in other Club activities, such as the "Explore Oak Ridge" project and our third grade dictionary project. Jim approaches every project that he commits himself to with dedication and focus, and he can be trusted to follow through on his obligations. Every city should be so fortunate to have citizens such as Jim who are willing and able to dedicate themselves to the service of others. I highly recommend him, without reservation, to either of the two Oak Ridge Boards for which his application has been submitted.

Please feel comfortable in contacting me at your convenience if you have any questions concerning Jim's application.

Sincerely,

Brenda Thornburgh
President
Galbraith Laboratories, Inc.
Oak Ridge Resident
156 S. Columbia Drive
Oak Ridge, TN 37830
(865)742-9700 cell
brendathornburgh@comcast.net

End of Application for Palmer, James For Board: Oak Ridge Land Bank Corporation Board of Directors

Oak Ridge Municipal Planning Commission

NumVacancies 2 Total # of Members 10

Term of Office

Four (4) years commencing on January 1, 2016

Qualifications

No special qualifications, other than Oak Ridge residency.

Oak Ridge Municipal Planning Commission	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Brooks Baldwin		11/29/2015	1	0
Mrs. Anne Garcia Garland		11/20/2015	2	0
Mr. Sheldon Green (Incumbent)		11/26/2015	1	1
Ms. Sharon Kohler		11/30/2015	1	2
Mr. William Mark Logan		10/8/2015	2	0
Mr. Michael Marsh		10/8/2015	1	0
Mr. Hans Vogel		11/26/2015	1	0
			Total Number of Applicants: 7	

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Terry C. Domm		2015
Mr. Sheldon Green		2015
Councilmember L. Charles Hensley	City Council Representative	2016
Mr. Austin Lance		2018
Ms. Claudia S Lever		2017
Mr. Patrick McMillan		2016
Ms. Zabrina R. Minor		2018
Ms. Jane Shelton		2016
Mr. H. Stephen Stephen Whitson		2017
Mr. Todd Wilson	Mayoral Appointment	2016

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Baldwin, Brooks

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/29/2015	6:39 PM

Preference: 1

Address	Contact Information
114 Canterbury Road Oak Ridge, TN 37830	Home Phone: (865) 934-9993 Email: bpbaldwin@yahoo.com

Current Company/Organization

UT-Battelle, LLC

Current Position / Title

Purchasing Manager, Operations and Commercial

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

I am a board member for the East Tennessee Chapter of the National Contract Management Association where I serve as the chair of the Public Relations Committee. I am the Chair-Elect of the Dept. of Energy's Integrated Contractor Purchasing Team, which is a committee of procurement professionals within the DOE community dedicated to driving cost savings by leveraging DOE's spending power.

Explain why you are interested in being appointed to this board, commission or committee

I began traveling to Oak Ridge in 2009 in my capacity of Program Manager at the Pantex Plant, Y-12's sister plant within NNSA. I was originally fascinated with the history and heritage of Oak Ridge, but over time I fell in love with Oak Ridge as it is today. I moved here with my family in 2011. Oak Ridge offers an incredible quality of life, but, like any city, it has challenges. We should be the place that DOE workers want to live, but we're not. Like many fellow Oak Ridgers I see commerce, housing and taxes as the main issues that are making Oak Ridge less attractive. Three issues that are intrinsically related. This is not a guess or anecdotal, I weighed these things and my Pantex colleagues moving to the area do as well. I want to be appointed to the planning commission because I want to be part of tipping the scales in Oak Ridge's favor. I think we're heading in the right direction and want to give of my time to help in any way that is needed. I believe in Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

I have been a procurement professional since 1994. I have a strong understanding of contracts and services, including A&E, construction, engineering and consulting. I also have a deep understanding of how both DOE and NNSA operate at a programmatic level, which I think would be useful for planning Oak Ridge's future.

Additional Information

Special Qualifications

Brooks Baldwin

114 Canterbury Rd. Oak Ridge, TN
Home Phone: (865) 934-9993 • email: bpbaldwin@yahoo.com

PROFESSIONAL EXPERIENCE

Purchasing Manager, Operations and Commercial 2012 to Present
UT-BATTELLE / ORNL Oak Ridge, TN
Purchasing manager responsible acquisition of goods and services in support of the infrastructure and research mission at Oak Ridge National Laboratory. Acquisitions include construction, professional services, equipment and general supplies. Responsible for e-commerce and strategic contracts. Supervise 21 Procurement Officers.

Nuclear Procurement Officer 2011 to 2012
UT-BATTELLE / ITER PROJECT - ORNL Oak Ridge, TN
Procurement Officer at US ITER responsible for acquisition of design and fabrication for the cooling water system of the ITER Fusion Reactor. Responsibilities included issuing contracts for design, consulting and fabrication of components built to French nuclear requirements.

Program Manager, Defense Programs 2009 to 2011
B&W PANTEX / NNSA PANTEX PLANT Amarillo, TX
Program Manager responsible for risk management, cost estimating and production planning for B-61 Mod 12 Life Extension Program (LEP), B-61 Joint Test Assembly modernization, and final disposition/destruction of hardware and trainer units from retired and legacy weapons systems. Negotiated program budgets, performance objectives, and fee with NNSA Program Directors. Established objectives and budgets with line organizations, monitored performance, and kept NNSA informed of progress. Certified nuclear facility startup manager under DOE O 425.1D. Q cleared with HRP/M.

Purchasing Manager, Purchasing and Service Contracts Departments 2005 to 2009
B&W PANTEX / NNSA PANTEX Amarillo, TX
Purchasing manager responsible for acquisition of materials and equipment required to operate a National Nuclear Security Administration manufacturing facility. Supervised $100M in annual purchases included MRO, production material, capital equipment, R&D, software, vehicles, fabrication staff augmentation, university research, software licenses and maintenance, environmental studies, training. Responsible for advancement of e-commerce and strategic sourcing. Supervised 12 contract administrators.

Contract Administrator, Procurement Policy Section 2000 to 2005
B&W PANTEX / NNSA PANTEX Amarillo, TX
Responsible for development and improvement of commercial procurement procedures and processes. Analyzed FAR and DEAR regulations flowed down from the Prime Contract. Ensured policies and contracts complied with all applicable regulations. Provided oversight of contracting activities in a Government prime contractor environment with total procurements exceeding $100M annually.

Aerospace Material Supervisor and Buyer 1994 to 2000
CANYON ENGINEERING PRODUCTS Valencia, CA
Maintained efficient operations in procuring and managing all resources required to manufacture fluid control devices for commercial and military aerospace markets. Managed purchasing, shipping/receiving, transportation, warranty/overhaul, and inventory departments and personnel. Scheduled and maintained all logistical needs to maintain an efficient and productive manufacturing operation. Inside customer interface for Boeing, Honeywell, Parker Hannifin, and HR Textron.

EDUCATION

2000 Bachelor of Arts, Organizational Management The Masters College, Santa Clarita, CA

End of Application for Baldwin, Brooks For Board: Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Garcia Garland, Anne

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/20/2015	12:42 PM

Preference: 2

Address	Contact Information
120 Outer Drive Oak Ridge, TN 37830	Home Phone: (865) 482-3294 Email: agg@bellsouth.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Garcia Empowerment Services

Do you currently serve on any other City board, commission or committee?

Oak Ridge Convention and Vistors Bureau

Education, Professional and or Community Activity

BS Math with professional education credentials (Peabody College)
Background in accounting, property management, small business, renovation
Current chair Board of Directors United Church, Chapel on the Hill

Explain why you are interested in being appointed to this board, commission or committee

Long range planning is essential to the city's potential for thriving.

Describe any special knowledge or past experience qualifying you for this appointment?

Accounting/cost accounting experience in both small and large firms; property management experience as owner and as contract maintenance; live in a modified "A" home and am currently updating an additional one; management consultant on team efficiency.

Additional Information

Special Qualifications

End of Application for Garcia Garland, Anne For Board: Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Green, Sheldon

Race (Optional): African American

Number of Times Previously Applied: 1

Application Submitted	
11/26/2015	7:35 PM

Preference: 1

Address	Contact Information
28 Rockingham Lane Oak Ridge, TN 37830	Home Phone: (865) 272-3337 Email: sgreen06@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Masters of Science in Financial Services

Bachelor Degree in Business Administration

Current board member of OR municipal planning commission.

Vice Chair of Knoxville Area Urban League Board.

Member of Oak Valley Baptist Church

By occupation I am a Field Executive for State Farm insurance

Explain why you are interested in being appointed to this board, commission or committee

I feel my past few years of experience on the planning commission gives me knowledge to contribute and to also question items of concern if needed.

I feel a sense of civic duty to serve and give back to the community that I live in.

Describe any special knowledge or past experience qualifying you for this appointment?

Current member

Additional Information

Special Qualifications

End of Application for Green, Sheldon For Board: Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Kohler, Sharon

Race (Optional):

Number of Times Previously Applied: 2

Application Submitted	
11/30/2015	12:58 PM

Preference: 1

Address	Contact Information
216 Whippoorwill Drive Oak Ridge, TN 37830	Home Phone: (865) 482-3675 Email: kohlersc@ornl.gov

Current Company/Organization

UT-Battelle/ORNL

Current Position / Title

Safety Services Division Director

Retired?

N

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Currently serve as TN Achieves/Promise mentor for Roane County, previous mentor for Oak Ridge High School.

Previously served on Traffic Safety Advisory Board including role as Secretary.

Previously served on Oak Ridge Municipal Planning Commission

Explain why you are interested in being appointed to this board, commission or committee

I am a graduate of Leadership Oak Ridge class of 2011 which sparked an interest in getting involved in the Oak Ridge community. I served on the Traffic Safety Advisory Board for two years since that is related to my profession as a safety manager for ORNL. My interest in the Planning Commission comes from my desire to be a thought leader in this community around our economic future - for retail and business development. I believe this City has a viable economic future that should not be supported only on the backs of property owners.

Describe any special knowledge or past experience qualifying you for this appointment?

Previously served on Oak Ridge Municipal Planning Commission and therefore accomplished hours of professional development credits necessary to serve as a planning commissioner.

Additional Information

Special Qualifications

End of Application for Kohler, Sharon For Board: Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Logan, William

Race (Optional): Cau

Number of Times Previously Applied: N/A

Application Submitted	
10/8/2015	12:00 PM

Preference: 2

Address	Contact Information
28 Riverside Drive Oak Ridge, TN 37830	Home Phone: (865) 482-6698 Email: loganmm1@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

See attached resume.

Explain why you are interested in being appointed to this board, commission or committee

As a 25 year resident of Oak Ridge who plans to remain here permanently, I would like to play an active role and have some input into where we are headed as a community. Much of my working life both as an Army Combat Arms Officer and later as a Security Manager in the Oak Ridge complex has been spent analyzing, identifYing, and resolving difficult and complex issues. There are certainly many of these issues and challenges facing the City of Oak Ridge both now and in the future. I believe that while it is important to remember and learn from past achievements, we, as a city, perhaps, spend too much time on this and not enough time focusing on the future and the opportunities presented by looking forward. I want to be a part of that move and see us succeed as a community.

Describe any special knowledge or past experience qualifying you for this appointment?

Project management to include analysis, research, planning, milestone development, reporting, resolution monitoring, asset management and allocation, and other skills detailed on the attached resume.

Additional Information

Special Qualifications

W. MARK LOGAN

28 Riverside Drive
Oak Ridge, Tennessee 37830

Home: (865) 482-6698 **Email: loganmm1@comcast.net** **Cell: (865) 805-1123**

OBJECTIVE A Challenging position that utilizes my background in Information, Physical and/or Personnel Security coupled with my proven leadership and managerial skills.

SUMMARY Forty-four years experience in organizational leadership including proficiency in project and program management, expertise in analysis of complex situations, report writing and document preparation requiring original thought, and in resolving complex problems.

PROFESSIONAL EXPERIENCE

***Atkins Global Nuclear Solutions), Oak Ridge, Tennessee)*. Principal Consulting Safeguards and Security Specialist.** (September 2014-Present). Security Consultant.

***Nuclear Safety Associates*, Oak Ridge and Clinton, Tennessee . Senior Classification Specialist.** (October 2011 – September 2014] Nuclear Regulatory Commission (NRC) Certified Nuclear Classification Specialist. Performed classification decisions on documents, parts, material, assemblies and subassemblies in support of General Electric-Hitachi Nuclear project. Performed classification duties in both an engineering design and manufacturing environment. Project terminated by the NRC during September 2014.

UT-Battelle, LLC, Oak Ridge National Laboratory Security Department, Oak Ridge, Tennessee.
Group Leader, Information Security and Special Access Program Special Security Officer (October 2006 to April 2011). Responsible for managing the ORNL Information Security Program including Classified Matter Protection and Control, Classification and Technical Information, Personally Identifiable Information Protection, Operations Security, and Technical Surveillance Countermeasures programs. Responsible for incident inquiries including those associated with Incidents of Security Concern, property theft, misuse, and/or diversion. Oversees interfaces with local, state, and federal law enforcement officials necessary to resolve incidents. Serves as Special Security Officer for Special Access Program including facility security, physical security and access control, program access grants and terminations and interfaces with customers, Office of Science, various universities, and local DOE management officials. Department of Defense Facility Security Officer for Cage 1PW69.

Team Leader, Security Program Management and Plans (December 2003 to October 2006). Responsible for Site Safeguards and Security Plans, GSP/DBT Implementation, and Vulnerability and Radiological Sabotage Assessment programs. Prepared briefings for high level DOE and UT-Battelle leadership team and Office of Science concerning GSP/DBT implementation status. Prepared base implementation plan and updates for submission to DOE Headquarters. Managed Foreign Ownership Control or Influence and Classified Security Facility Registration programs. Developed and implemented security training and assessments, monitored internal and external assessment reports and findings, and was responsible for the Standards Based Management program implementation.

Team Leader, Personnel Security (October, 1999 to October, 2003) Responsible for visitor, vendor, subcontractor and Foreign National site access control and processing, Security Clearances, Foreign Ownership Control or Influence, Facility Security Registration, Classified Matter Protection and Control, Incidents of Security Concern, Foreign Travel Management, Personnel Security Assurance/Human Reliability and Security

Education and Awareness programs. Awarded UT-Battelle Awards Night and Significant Transition Contribution Awards.

Lockheed Martin Energy Systems Y-12 National Security Complex, Oak Ridge, Tennessee
Department Head, Personnel and Operations Security (April, 1995 to October,1999) Responsible for visitor control, personnel badging, security clearance processing, Personnel Nuclear Reliability Program, Foreign

Ownership Control or Influence, Security Education and Awareness, Operations Security, and Automated Access Control (badge reader) system for the Oak Ridge Reservation. Supervised Counterintelligence and Technical Surveillance Countermeasures functions. Controlled $2.0M budget, supervised 12 direct and 4 matrixed employees. Recipient of Lockheed Martin President's Award, 1995, Awards of Excellence and Achievement during 1995, 1997 and 1999.

Lockheed Martin Energy Systems K-25 Site, Oak Ridge, Tennessee
Project Leader, Automated Access Control and Rebadging (September, 1993 to March, 1995) Responsible for the efficient operation and integration of STRATUS and Sun badge reader system computers located throughout the Oak Ridge Reservation. Integrated the efforts of Data System Research and Development, Protective Services, and Engineering to ensure continuous system operation.

Lockheed Martin Energy Systems, Y-12 National Security Complex, Oak Ridge, Tennessee
Department Head, Technical Security Group (May, 1992 to September, 1993) Functional manager responsible for Energy Systems Operations Security, Counterintelligence and Technical Surveillance Countermeasures Programs at the 3 Oak Ridge Sites, Portsmouth, OH and Paducah, KY. .

Martin Marietta Energy Systems Safeguards and Security Division, Oak Ridge, Tennessee
Security Specialist (June, 1990 to May 1992) Staff Assistant to the Manager, Energy Systems Safeguards and Security. Responsible for Operations Security, Technical Surveillance Countermeasures, Counterintelligence programs, Inter-Plant Protective Forces Standardization, Use of Force, Fresh Pursuit, and Arrest Authority, physical protection policies and, Site Security Alert Procedures,

Military Experience Highlights-United States Army.

U. S. Army Armor Center and School, Fort Knox, Kentucky
Chief, Training Division/G3 (1988-1990) Scheduled, resourced, and directed a 65 course, 40,000 student per year training program for the Armor and Cavalry force. Controlled execution of $22 million budget necessary to resource M1A2 Abrams Tank and tracked vehicle training.

Chief, Operations and Training (1986 to 1988) Planned, scheduled, and resourced the student training programs of a region encompassing 92 Universities scattered throughout a nine-state area.

Headquarters, 4th U.S. Army, Fort Sheridan, Illinois

Inspector General (1982 to 1984)
Conducted investigations, inquiries and interviews and prepared reports. Administered oaths and took sworn testimony in the conduct of formal investigations.

Headquarters Battalion Commander (1984 to 1986)
Commanded a 750 person headquarters battalion consisting of Military Police, Army Headquarters, tactical, support and maintenance personnel.

<u>Headquarters, Berlin Brigade and U.S. Command Berlin, Germany</u>
Battalion Operations Officer, S3 (1980 to 1982)
Planned, scheduled, and managed training for a 800 man Infantry Battalion. Planned joint military operations involving U.S, British, French, and German forces. Coordinated military operations with German Police and Soviet armed forces. Planned and coordinated the US Guard for Spandau Prison, Berlin, Germany.

Deputy Assistant Chief of Staff, G1 (Personnel) (1978 to 1980) Assisted the Assistant Chief of Staff in managing personnel management, officer and enlisted personnel assignments, recreation and morale, organizational effectiveness, and equal opportunity programs for a 3500 person combined arms brigade.

Other Military Duties:
Company Commander, 5th Battalion, 7th Cavalry, 1st Cavalry Division, Fort Hood, Texas.
Deputy G1 (Personnel Officer) III Corps, Fort Hood, Texas
Air Cavalry Platoon Leader, 1st Cavalry Division, Vietnam.
Rifle Platoon Leader, 4th Infantry Division, Vietnam

EDUCATION Bachelor of Science, Business Administration,1969.
Master of Arts, Business Administration, 1984.
Honor Graduate, U. S. Army Command and General Staff College, 1986

SECURITY CLEARANCE NRC Q , DOE Q, DOD Top Secret, SCI & SAP Access (Inactive)

AWARDS AND RECOGNITION
- Corporate Fellow, Oak Ridge Strategies Group, 2011
- Significant Event Award for SAP Operations, 2010
- Awards Night Operations Award, 2007
- Leadership Oak Ridge Graduate, 2004
- UT-Battelle, Awards Night Achievement Award, November, 2004
- UT-Battelle, Awards Night Achievement Award, November, 2000
- UT-Battelle, LLC Significant Transition Contribution Award, April, 2000
- Lockheed Martin Protective Services Certificate of Achievement, 1999
- Tennessee Quality Organizational Award–Personnel Security, 1998
- Lockheed Martin Protective Services Certificate of Achievement, 1997
- Lockheed Martin Protective Services Award of Excellence, 1996
- Lockheed Martin President's Award, 1995
- Significant Event Monetary Awards, 1992, 1994 and 2002.
- Numerous military awards, decorations, and commendations

PROFESSIONAL TRAINING AND SPECIAL SKILLS
- Numerous U. S. Military leadership and Department of Energy Courses including Counterintelligence, TSCM and Operations Security, National Security Agency OPSEC Program Manager's Course, Vulnerability Assessment, Multinational Treaties, Sensor, Access Systems, Conduct of Inquiries, Information Security, Classified Matter Protection and Control, Facility Security Officer, and SAP Program Management.

PERSONAL DATA: Retired U. S. Army Lieutenant Colonel, Combat Veteran. Excellent Health.

End of Application for Logan, William For Board: Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Marsh, Michael

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
10/8/2015	12:00 PM

Preference: 1

Address	Contact Information		
132 TIMBERCREST DRIVE	Home Phone:	(865) 803-8909	Email: ELZAMANDW@AOL.COM

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

High School College Trade School 41 years of continuing education for automotive technology. This is one of just a few industries that change on a rapid pace that demands constant retraining. Active in my church. Hardin Valley Church of Christ I ran for Anderson County Commissioner District # 7 Last election and came in third of 6 candidates that were running in District # 7 . I mention this because of the experience and the many citizens that I met and learned their concerns for or wonderful city. My wife and I own M and W Auto Repair here in Oak Ridge .We have been a supported of our community and sports here for the 26 years that we have been in business. II have also coached and served on the Girls Incorporated Board of Directors. i served as executive director of the Oak Ridge Elks Lodge for 3 terms.

Explain why you are interested in being appointed to this board, commission or committee

I am a native Oak Ridger and have been active in our community for many years. While campaigning for the Anderson County Commissioners seat I met with so many citizens and know their needs and desires. I was born in 1952 and have seen first hand the many changes that our great city has went through and want to be a part of its continued growth. I am willing and eager to work with the others on the Planning Commission.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Marsh, Michael For Board: Oak Ridge Municipal Planning Commission

City of Oak Ridge Board Application 2015

BoardName: Oak Ridge Municipal Planning Commission

Applicant: Vogel, Hans

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/26/2015	1:06 PM

Preference: 1

Address	Contact Information
125 Center Park Lane Oak Ridge, TN 37830	Home Phone: (865) 335-5055 Email: the.vogels@frontier.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Oak Ridge National Laborator - Directorate Operations Manager, Neutron Sciences (High Flux Isotope Reactor and Spallation Neutron Source).

Masters Degree in Environmental (Civil) Engineering, Washington State University. Bachelors Degree in Chemical Engineering, University of Nevada.

Class of 2015, Leadership Oak Ridge Program.

Explain why you are interested in being appointed to this board, commission or committee

During this past year with the Leadership Oak Ridge Program, and having lived in Oak Ridge from 2001-2005, returning with my family in 2013, it is more apparent that the City has challenges related to economic development and commercial infrastructure. I believe I can support and add value to the City in serving on the Municipal Planning Commission, with my background in large (multi-million / billion + dollar) DOE projects, and current understanding of the potential for future capital infrastructure projects at Y-12 and ORNL.

Describe any special knowledge or past experience qualifying you for this appointment?

I am very comfortable with municipal codes and standards, working with regulations and regulatory environments, as well as working with City staff and boards. I believe I am a good public speaker. I also have experience with large construction projects, from design and submittal management, to actual field construction.

Additional Information

Special Qualifications

Hans Vogel

Directorate Operations Manager
Neutron Sciences Directorate - ORNL

Hans Vogel is the Directorate Operations Manager, Neutron Sciences Directorate, at the Oak Ridge National Laboratory (ORNL), leading the team responsible for the operations support functions for the roughly 750 person organization, and integration with the neutron science mission of the Directorate and related ORNL operations. The Neutron Sciences Directorate operates two of the Department of Energy's "National User Facilities," the Spallation Neutron Source (SNS) and the High Flux Isotope Reactor (HFIR).

Hans has over 20 years of progressive experience working in technical, operations, management, and project capacities in the nuclear field. He served Nuclear Systems Division Director for US ITER Project Office at ORNL, responsible for the Tokamak Cooling Water System, the Tokamak Exhaust Processing System, Electron Cyclotron Transmission Lines, Ion Cyclotron Transmission Lines, Pellet Injection, and Disruption Mitigation for the fusion reactor experiment in France. Prior to his return to ORNL in 2013, he worked at Pacific Northwest National Laboratory (PNNL) as a Senior Project Manager within the Strategic Projects Division, and completed a 22-month "Intergovernmental Personnel Assignment" with DOE's Office of River Protection, Waste Treatment Plant (WTP) Project. His role was as the Nuclear and Environment, Safety, and Health (ESH) Program Manager, as well as the technical response liaison with the Defense Nuclear Facilities Safety Board for the WTP Project.

Hans' other project experience includes his role as the ESH and Startup and Readiness Manager for the Capabilities Replacement Laboratories Project at PNNL, a DOE/DHS/NNSA capital line item project. He also served in the roles of the Operations Manager for the National Security Directorate, and the Integrated Safety Management Program Manager at PNNL until transferring to ORNL in 2001, where he managed the Nuclear Facilities Safety Services group from 2001 to mid-2003. During this time Hans was responsible for the development and implementation of 10 CFR 830, subpart B nuclear safety basis documents for the ORNL nuclear facilities. He then served as the HFIR ESH&Q Manager until returning to PNNL in 2005.

Hans is a certified Project Management Professional (PMP) and maintains other job related certifications and clearances. He has a BS in Chemical Engineering from the University of Nevada-Reno and a MS in Environmental Engineering from Washington State University, and was awarded the Washington State University, Tri-Cities Distinguished Alumnus of the Year in 2015.

End of Application for | Vogel, Hans | For Board: | Oak Ridge Municipal Planning Commission

Personnel Advisory Board

NumVacancies 2 Total # of Members 5

Term of Office

One (1) term is for three (3) years commencing on January 1, 2016; and the remaining vacant term is a balance of an unexpired term ending on December 31, 2017.

Qualifications

No special qualifications, other than Oak Ridge residency.

Personnel Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Lisa Bollinger		10/19/2015	1	0
Mrs. Anne Garcia Garland		12/30/2015	1	0
			Total Number of Applicants: 2	

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Ella H. DuBose		2015
Mr. Bill Henry		2016
Mr. William Randy Tedford		2016
Ms. Martha Wallus		2017

City of Oak Ridge Board Application 2015

BoardName: Personnel Advisory Board

Applicant: Bollinger, Lisa

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
10/19/2015	12:00 PM

Preference: 1

Address	Contact Information
70 Royal Troon Circle Oak Ridge, TN 37830	Home Phone: (423) 202-8207 Email: bollingerlm@gmail.com

Current Company/Organization

UT Battelle Oak Ridge National Laboratory

Current Position / Title

Human Resources Manager

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

I have over 25 yrs. of Human Resources experience with a B.S. Business Management. Member of the Oak Ridge Human Resource Association. Currently participating in 2015 Leadership Oak Ridge. Volunteer and participate in local 5k events.

Explain why you are interested in being appointed to this board, commission or committee

As a member of the Oak Ridge community I feel the experience I gain would be valuable and I feel I can contribute to the City of Oak Ridge as a fair an balanced collaborative advisor with my years of experience in Human Resources from an EEO, Employee Relations and Diversity perspective . I consider this a privilege and honor to serve.

Describe any special knowledge or past experience qualifying you for this appointment?

As a collaborative advisor with my years of experience in Human Resources from an EEO, Employee Relations and Diversity perspective I would be able to council and mentor on many topics that face the City of Oak Ridge at a state level. Prior to coming to ORNL in TN I did work for the City of Santa Fe NM. on a project then employed at Los Alamos National Laboratory. So I do have some state level experience..

Additional Information

Special Qualifications

LISA BOLLINGER

70 Royal Troon Circle
Oak Ridge, Tennessee, 38714
lbollinger2@gmail.com
Cell 423-202-8207

SUMMARY

Highly motivated, self-directed human resources professional with over 20 years of experience, in the Nuclear Industry, Department of Energy, Office of Science, National Laboratories and private sector. Providing human resources leadership and consulting services while creating strategic business partnerships, in training development, compensation, benefits, staffing, workforce restructuring and employee relations. A dedicated and cost-conscious leader who is an innovative problem solver, customer focused and collaborative team player.

PROFESSIONAL EXPERIENCE

OAK RIDGE NATIONAL LABORATORY –
UT-BATTELLE FOR THE DEPARTMENT OF ENERGY **2010- present**

Human Resources Manager – partnering with the Business Services Directorate and Computational Sciences and Mathematic committed to the clients business and success delivering excellent consulting services in all aspects of Human resources as a strategic HR professional business partner with demonstrated track record in delivering effective organizational development, leadership & management development, executive coaching, talent acquisition, performance and salary management, workforce restructuring, employee relation and overall HR strategic planning. Support the mission and goals of UT-Battelle and ORNL National Laboratory and its stakeholders.

Nuclear Fuel Services, Inc., Erwin TN **2008 - 2010**

A subsidiary of The Babcock & Wilcox Company

Human Resources Specialist

Responsible for the recruiting and hiring of engineers, technical staff and supporting special off-site projects as needed. Supporting employee relations and as HR generalist. Support the mission and goals of Nuclear Fuel Services which provides advanced nuclear fuel production and technical services to government and commercial clients.

Los Alamos National Laboratory, **Los Alamos NM** **2003 – 2008**

Human Resources Generalist

Partnering across functional line organization(s) for Project Management a directorate of 300 employees with a budget of $34 million. Meeting the customer needs in areas of special projects, transition from non-profit to for profit entity, student liaison, employee relations, EEO, performance and salary management, workforce review, staffing plans, life cycle recruiting, individual performance objectives, compensation/benchmarking/reorganization and integrate new strategies. Support the mission and goals of Los Alamos National Security, LLC, DOE, NNSA and University of California.

New Mexico, State Personnel Office, Santa Fe, NM **2003**

Human Resources Quality Assurance Specialist

Human resources management in the areas of job analysis (Hay), quality assessment reviews of desk audits and job classification. Job leveling for compensation, personnel transactions and evaluations for state agancies. Manage special projects to include Managing Projects and Agency reorganizations according to State Personnel Board Rules and Regulations. Acting Liason for HR Management at state agencies for over 1500 employees

Genova Diagnostics, Asheville, NC **1998 - 2003**

Human Resources Supervisor

Supervising a staff of three and managing areas of employee relations, recruiting, employment, training, workers compensation, strategic planning, acquisitions and reorganizations for a clinical laboratory CAP, CLIA, and NY licensed diagnostic laboratory, 350 FTE and generates over $23 million annually.

- Designed and led company-wide training programs on avoiding sexual harassment, work place violence, diversity, new employee orientation, HIPPA and technical skills.
- Instituted university recruiting, job fair, media, publication and web-based recruiting.

- Implemented career path plan, which resulted in internal promotions of 93% of the laboratory technicians
- Dramatically lowered turnover and increased talent retention through development and implementation of Sponsor (Mentor) Program

Designed Wellness Program for 2002 and became members of the WNC Wellness Council.
Member of HIPPA, Strategic Team, Quality Management, Staff Organizational and Safety Committees.
Assigned state licensed Youth Apprentice Program in collaborating with the Asheville Chamber of Commerce Asheville City and Buncombe County Schools to create a pipe line for recruiting and meeting EEO guidelines.

SNELLING SEARCH, Asheville, NC **1996 - 1998**
MANPOWER, INC., Milwaukee, WI/Asheville NC region **1989 - 1996**

Technical Recruiter

Generated individualized marketing thrusts for prospective customers, including Fortune 500 companies, covering job development, recruitment, testing, training and evaluation of temporary and full-time employees. Complete knowledge of EEOC, ADA, and Affirmative Action guidelines in accordance to federal and state regulations/laws. Prepared and submitted bid proposals in conjunction with office and industrial presentations of software training and employee selection procedures. Trained individuals and groups on software applications and conducted on-site Quality Performance Training. Significantly reduced claims by conducting in-depth work environment surveys at prospective work sites, utilizing OSHA / ISO and Workman's Compensation guidelines.

United States Navy

Hospital Corpsman 1982-1987 Honorable Discharge
Stationed US Naval Hospital, Bremerton Washington. US Naval Hospital, Sasebo Japan and served as a diplomatic for the base and DOD school.

EDUCATION & TRAINING

BS Degree, Business/Management, University of Phoenix 2006
HR Lean Six Sigma Overview
Performance Based Leadership
Management Boot Camp
Employment Law-Sexual Harassment Prevention
Managing a Harassment-Free Workplace/Resolving Harassment Situations
Certificate of Completion, PHR/SPHR Accreditation Study Course
Certificate of Participation, Laboratory Preparedness for Bioterrorism

MEMBERSHIPS & AFFILIATIONS

Oak Ridge Human Resources Association
US Women in Nuclear (Nuclear Energy Institute)
Awarded the YWCA (**TWIN**) Tribute to Women in Industry (Laboratory)
SHRM Society of Human Resource Management
Community outreach

End of Application for Bollinger, Lisa For Board: Personnel Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Personnel Advisory Board

Applicant: Garcia Garland, Anne

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
12/30/2015	9:35 PM

Preference: 1

Address	Contact Information
120 Outer Drive Oak Ridge, TN 37830	Home Phone: (865) 482-3294 Email: agg@bellsouth.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

BS Math (Professional Education Degree)

Peabody College (Vanderbilt U.)

Retired: Trainer, accounting manager, consultant, etc.

Current Chair Chapel on the Hill Board of Directors

Explain why you are interested in being appointed to this board, commission or committee

I have been told that getting recruits for this board has been difficult. As this board is vitally important to the employees and management of the city government, I would be happy to serve if needed.

Describe any special knowledge or past experience qualifying you for this appointment?

I have 21 years experience in employee relations and an understanding of employment law.

Additional Information

Special Qualifications

End of Application for Garcia Garland, Anne For Board: Personnel Advisory Board

Recreation and Parks Advisory Board

NumVacancies 2 Total # of Members 9

Term of Office

Three (3) years commencing on January 1, 2016

Qualifications

No special qualifications, other than Oak Ridge residency.

Recreation and Parks Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Karen Brummett		11/20/2015	2	0
Mr. John Clayton (Incumbent)		10/30/2015	1	1
Ms. Wende Doolittle		11/30/2015	2	0
Dr. Kevin Hoyt		11/30/2015	1	1
Mr. B. Alan Tatum (Incumbent)		11/18/2015	1	1
			Total Number of Applicants: 5	

Current Members

Member Name	Special Qualifications	Term Expires
Mrs. Naomi Asher		2016
Mr. John Clayton		2015
Mr. Steven Dittner		2016
Mr. Ray Garrett		2016
Mr. David Kitzmiller		2017
Dr. Fay M. Martin Ph.D.		2016
Mr. Daniel Robbins		2017
Mr. Ken Rueter		2017
Mr. B. Alan Tatum		2015

City of Oak Ridge Board Application 2015

BoardName: Recreation and Parks Advisory Board

Applicant: Brummett, Karen

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/20/2015	3:25 PM

Preference: 2

Address	Contact Information
109 Lawton Rd. Oak Ridge, TN 37830	Home Phone: (865) 789-7375 Email: k_run3tn@yahoo.com

Current Company/Organization

HME, Inc.

Current Position / Title

General Clerk II

Retired?

N

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Bachelors of Science in Business with a concentration in Project Management, 3.52 GPA. April 4, 2015

East Tennessee Project Management Institute member April 2013-current

Hard Knox Roller Girls- Volunteer, NSO, and past member 2010-2013

Atomic City Fallouts Jr. Roller Derby- Volunteer/Head NSO 2015-current

Explain why you are interested in being appointed to this board, commission or committee

I am interested in being appointed to this board so I can gain further knowledge on what is happening around the city. I have a very large family that is involved in multiple sports around town. I visit the parks all across Oak Ridge with my daughter and young nieces and nephews.

Describe any special knowledge or past experience qualifying you for this appointment?

I grew up in Oak Ridge and have a fair amount of knowledge about the parks and recreation around town.

Additional Information

Special Qualifications

KAREN N. BRUMMETT

109 Lawton Rd • Oak Ridge, TN 37830 • 865-789-7375 • k_run3tn@yahoo.com
LinkedIn: https://www.linkedin.com/pub/karen-brummett/37/88b/829

Dear Hiring Manager:

I have recently completed my Bachelor of Science degree in Business; with a concentration in Project Management, and I am pursuing employment as an entry level project manager. I plan to continue my education after I get settled into a position in project management.

The following points highlight what I bring to you:

- Bachelor of Science in Business with a concentration in Project Management, 3.52 GPA.
- Delta Mu Delta International Honor Society Member
- East Tennessee Project Management Institute member since April 2013.
- Excellent computer knowledge and skills.
- A solid reputation as a hard-working, innovative, and results-driven professional.
- Proven experience in presentations, strategic planning and organizing, critical thinking and problem-solving, delegating, team work, influencing and leading.

My enclosed resume further details my professional career, spanning over 10 years of achieving progressive levels of responsibility. I am confident that you will find my background and level of commitment form a strong partnership with your requirements. I welcome the opportunity to discuss with you further how my qualifications can meet the needs of your company.

Thank you for your time and consideration. I look forward to speaking with you.

Sincerely,

Karen Brummett
865-789-7375

KAREN N. BRUMMETT

109 Lawton Rd • Oak Ridge, TN 37830 • 865-789-7375 • k_run3tn@yahoo.com
LinkedIn: https://www.linkedin.com/pub/karen-brummett/37/88b/829

Objective

To obtain a challenging position utilizing strong leadership, organizational, and motivational abilities. Graduated college on April 4, 2015 with a Bachelor of Science in Business with a concentration in Project Management with a 3.52 GPA. To be given the opportunity to apply the skills and qualifications as an entry level project manager. Proficient in Microsoft Word, Excel, PowerPoint, QuickBooks, oral presentations, strategic planning, organizing, E-MD's, knowledge of computers, typing speed of 65 wpm, Internet research, and customer service. Demonstrated critical thinking and problem-solving skills, delegating, team work, influencing, and leading skills.

Professional Experience

Computer Helpers — September 2013- Current

Administrative Assistant

- Provided administrative support to business owner ensuring the company runs efficiently.
- Performed various secretarial and clerical duties such as documenting, photocopying, faxing, mailing, organizing filing system, filing, data management, and drafting and editing of e-mails to clients.
- Assisted with all other office administrative duties including organization and assisting of planning, scheduling, and teaching of computer classes and seminars, creating spreadsheets, and client lists.
- Learned new software applications in order to produce better quality documents and bookkeeping.
- Created invoices and receive payments in QuickBooks allowing for efficient purchasing and invoicing to over 500 clients.

HME, Inc. — September 2009- Current

General Clerk II

- Maximized clerical and office duties and provide assistance to President and Office Manager.
- Generated daily mowing reports for Department of Energy (DOE), weekly, quarterly accident and hours report for DOE, and annual payroll and residency report for DOE, cash reports, and travel expenses.
- Gathered and typed the Affirmative Action Plan information and reports.
- Answered telephone, typing, filing.
- Processed Accounts Payable checks for mailing, recording, and filing the payment data.
- Payroll, create, verify, and process of timesheets for over 55 employees
- Maintained the bi-weekly Paid Time Off balance sheet.
- Gathered Certificates of Insurance from subcontractors for general liability and Workers Compensation yearly audit.
- Monitored and verified all HUBzone employees' each quarter through the Small Business Administration (SBA) online HUBzone map.

Harrison's Bar & Grill — March 2009- October 2009

Server

- Initiated face-to-face greeting to all customers

KAREN N. BRUMMETT

109 Lawton Rd • Oak Ridge, TN 37830 • 865-789-7375 • k_run3tn@yahoo.com
LinkedIn: https://www.linkedin.com/pub/karen-brummett/37/88b/829

- Took food and beverage orders using the Micro system to put in orders
- Handled cash
- General cleaning of restaurant and kitchen
- Assisted in opening and closing restaurant
- Obtained my TopShelf certification May of 2009 with a score of 98.
- Moved from general restaurant to serve in the cocktail and banquet area in less than two months.

Family Doctors of Oak Ridge **March 2006- November 2008**

Front Office Medical Receptionist

- Interacted with patients through telephone conversations, greeted patients when they were present at the office
- Collected payments, data entry and retrieval into the computer
- Maintained the physicians' schedules and also scheduling appointments
- Assisted Pharmaceutical drug reps and in charge of the rep lunch schedule
- Recorded and typed up monthly staff meeting minutes
- Checked in and out patients that also included verifying and entering insurance and personal information.
- Specialized in insurance, billing patients, entering insurance payments via direct deposit and checks
- Initiated referrals for patients to other specialty offices
- Assisted doctors with office duties including filing, scanning documents, cash handling, and sending messages to doctors via inter-office email.
- Able to assist nurses, take weight, vitals and open computerized chart for the physician.

Education

Bachelors of Science in Business with a concentration in Project Management, 3.52 GPA. **April 4, 2015**
University of Phoenix- Knoxville, TN
Delta Mu Delta International Honor Society in Business

Studied towards an Associate of Science-General **2002-2007**
Roane State Community College- Oak Ridge, TN

Community Activities

East Tennessee Project Management Institute member	April 2013-current
Hard Knox Roller Girls- Volunteer, NSO, and past member	2010-current
Atomic City Fallouts Jr. Roller Derby- Volunteer/Head NSO	2015-current
Girls in Engineering- Volunteer/Chaperone	
Oak Ridge Animal Shelter Volunteer	

End of Application for Brummett, Karen For Board: Recreation and Parks Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Recreation and Parks Advisory Board

Applicant: Clayton, John

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
10/30/2015	12:00 PM

Preference: 1

Address	Contact Information
132 Newport Drive Oak Ridge, TN 37830	Home Phone: (865) 483-5741 Email: jclayton57@bellsouth.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

B. S. Finance, Murray State University MBA University of Tennessee Current member of Oak Ridge Recreation and Parks Advisory Board Board of Directors, Enrichment Federal Credit Union Leadership Team, Ridgepoint Church Director, Planning and Budget, Uranium Processing Facility Project Office

Explain why you are interested in being appointed to this board, commission or committee

I am currently serving on the Recreation and Parks Advisory Board and would like to continue to serve. I enjoy many of the city's recreational offerings including hiking trails, kayaking, sports leagues, the dog park, and cycling. I would like to continue to support the Recreation and Parks Departments continued contributions to the city.

Describe any special knowledge or past experience qualifying you for this appointment?

I have experience with planning and budgeting and have used that experience with the development of the Recreation and Parks long range plan and capital improvements priority list.

Additional Information

Special Qualifications

End of Application for Clayton, John For Board: Recreation and Parks Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Recreation and Parks Advisory Board

Applicant: Doolittle, Wende

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
11/30/2015	4:28 PM

Preference: 2

Address	Contact Information
115 Mason Lane Oak Ridge, TN 37830	Email: wendesarm@mindspring.com Mobile Phone: (615) 574-5004

Current Company/Organization

Spectra Tech, Inc.

Current Position / Title

Proposals Assistant

Retired?

N

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

I am a graduate of the Leadership Oak Ridge program (class of 2013). I'm currently the treasurer for the Arts Council of Oak Ridge, on which I've served for three years.

Explain why you are interested in being appointed to this board, commission or committee

The Recreation and Parks Department is responsible for a spectrum of facilities and activities that help put Oak Ridge in the broader public eye. These activities translate directly into income for the City, through increased numbers of "heads in beds," spending at restaurants and stores, and any fees paid for the use of facilities. They also serve as an advertisement for the quality of living available here in Oak Ridge, helping to draw in new residents particularly from the stream of visiting workers at ORNL, Y-12, and ETTP. These all help increase the tax base for the City, which allows more programs, better school funding, and basic improvements to the quality of life for people in and around Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Doolittle, Wende For Board: Recreation and Parks Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Recreation and Parks Advisory Board

Applicant: Hoyt, Kevin

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
11/30/2015	2:24 PM

Preference: 1

Address	Contact Information
901 S. Illinois Ave. Oak Ridge, TN 37830	Home Phone: (931) 787-5369 Email: khoyt@utk.edu

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

* Please see attached resume below for educational and professional activities.

Community Activities:

2012 Leadership Oak Ridge Graduate

2013 East Tennessee Regional Leadership Graduate

2015 Leadership Anderson County Graduate

Explain why you are interested in being appointed to this board, commission or committee

The UT Arboretum provides outdoor recreation and educational opportunities for over 30,000 visitors on an annual basis. I have been working with the Anderson County Greenways Committee on linking the facility into the ongoing greenway project which will strengthen recreation opportunities within the City of Oak Ridge.

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

Kevin P. Hoyt, RF, CF, Ph.D.
901 S. Illinois Avenue
Oak Ridge, TN 37830
(931) 787-5369
khoyt@utk.edu

EDUCATION

Doctor of Philosophy, Natural Resources, December 2008
The University of Tennessee, Knoxville, TN
Dissertation: A Socioeconomic Study of the Non-industrial Private Forest Landowner Wood Supply Chain Link on the Cumberland Plateau Region of Tennessee
Advisor: Dr. Donald G. Hodges

Master of Science, Forestry, June 1988
The University of Tennessee, Knoxville, TN
Thesis: Opinions and Attitudes of Practicing Consulting Foresters about the TVA/ACF Consulting Forester Assistance Program
Advisor: Dr. G. Ray Wells

Bachelor of Science, Forest Management; December 1983
The University of Tennessee, Knoxville, TN
Advisor: Dr. John C. Rennie

EXPERIENCE

Center Director, UT Forest Resources AgResearch and Education Center, Oak Ridge, TN, 37830
July 2011 – present

- Provide leadership, comprehensive administration, and management of a field research laboratory and associated Arboretum project.
- Build research, teaching, and outreach relationships with university faculty, staff, students, and other regional industry partners
- Nuture productive relationships with the local and regional community for education and community outreach
- Guide the long-term stewardship and sustainability of the Center's natural resource base
- Provide technology transfer opportunities for the forest product industry and family forest landowners

Manager of Sustainable Forestry, Huber Engineered Woods, LLC, Spring City,TN
January 2010 - October 2010

- Coordinated wood supply chain continuous improvement initiatives (annual operating plan/budget process, wood inventory targeting, monthly dashboards, SFI program)
- Sustainable Forestry Initiative Sector Management Rep
- Benchmarked internal/external wood cost metrics - produced reports and presentations for senior management (reported to VP of Supply Chain)

Natural Resource Analyst, Huber Engineered Woods, LLC, Spring City,TN
June 2005 - January 2010

- Coordinated wood supply chain continuous improvement initiatives - produced reports and presentations for senior management (reported to VP of Operations)
- Co-led OSB mill wood basin studies using landsat imagery and SRTS modeling techniques
- Led intra-company project(s) to drive Lean/SIX-Sigma for continuous improvement

Wood Procurement Manager, Huber Engineered Woods, LLC, Spring City,TN
January 1996 - May 2005

- Managed wood supply chain for large OSB mill (500±loads/wk)
- Built annual "Operating Plan & Budget" for wood procurement/woodyard department
- Designed/implemented forest tree seedling program for regional NIPF landowners

- Managed/directed wood procurement foresters, scalers and woodyard personnel
- Designed and implemented wood supply system for greenfield mill (software package, traffic flow, unloading operations, wood inventory process, by-product management/disposal)
- Represented company on various industry associations, boards, and committees

Area Wood Procurement Manager, Federal PaperBoard Co., Inc., Newberry, SC
February 1995 - January 1996
- Managed wood supply chain for large company pine sawmill (500±loads/wk)
- Managed/directed 2 professional foresters
- Cruised, bid and negotiated on timber tracts ($4±mm/year)
- Supervised contract logging crews and worked with NIPF landowners

Wood Procurement Forester, Federal PaperBoard Co., Inc., Laurens, SC
August 1991 - February 1995
- Procured pine and hardwood stumpage for sawmill and chipmill operations
- Built contact base/relationships with regional industry and consulting foresters
- Cruised, bid and negotiated on timber tracts - supervised contract logging crews
- Worked with private landowners for PR, outreach and education

Land Management Forester, Federal PaperBoard Co., Inc., Wallace, NC
October 1988 - August 1991
- Co-managed company pine timberland base (75±K acres)
- Coordinated site preparation, reforestation and access agreements
- Helped update/plan annual timber management plan
- Updated mylar type map system with changing management activities
- Worked with area NIPF landowners on PR, outreach & education

Survey Party Chief, Tennessee Mountain Management, Seymour, TN
April 1986 - August 1987 & May 1988 - October 1988
- Supervised boundary survey party in East Tennessee mountains for coal and timber clients
- Documented field calculations/drawings, operated survey instruments, tract recon activities, perpetuated established boundary lines, established property corners, etc.

SPECIALIZED SKILLS/KNOWLEDGE/TRAINING

Thorough understanding of industrial wood supply chain component cost buildup
- Stumpage, logging, trucking benchmark cost and forecasting analysis
- Mill wood basin resource analyses using FIA, TPO, landsat and SRTS modeling analysis
- Wood database management using Access & Excel Pivot Table analysis
- SIX SIGMA statistical analyses using MiniTab tool suite (**Green Belt Certified**)
- Completed Karras Negotiating Seminars (external and internal focused modules)
- Completed Tennessee Master Logger and American Tree Farm Inspector Training
- Completed ESRI ArcGIS 1 &2 courses and ArcGIS for Forestry
- Proficient with Microsoft Excel, Word and PowerPoint
- Skilled negotiator, budget planner, innovator, and cross-functional team leader

Graduate-level Business Training Coursework/Shortcourses
- Huber miniMBA program - Emory University (2003 - 2004)
- Organizational management coursework - Tusculum University (2002)
- MBA economic/financial coursework - Tennessee Tech University (1998 -2000)
- Executive Management Development Program - University of Tennessee (1998)
- MBA economic/financial coursework - Clemson University (1992-1994)

End of Application for Hoyt, Kevin For Board: Recreation and Parks Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Recreation and Parks Advisory Board

Applicant: Tatum, B.

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
11/18/2015	12:01 AM

Preference: 1

Address	Contact Information
123 Mockingbird Lane Oak Ridge, TN 37830	Home Phone: (865) 220-7130 Email: tatumba@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Recreation and Parks Advisory Board

Education, Professional and or Community Activity

Master of Science in Electrical Engineering from Tennessee Technological University
Accelerator Systems Group Leader, Physics Division, Oak Ridge National Laboratory
Co-Chair, ORNL Electrical Safety Committee
Member, ORNL Engineering Council
Graduate of Leadership Oak Ridge 2008
Graduate of East Tennessee Regional Leadership 2009
Chairman, City of Oak Ridge Recreation and Parks Advisory Board
Co-Chair, International Friendship Bell Advisory Committee
Long Range Planning and Nominating Committees, First Baptist Church Knoxville

Explain why you are interested in being appointed to this board, commission or committee

I believe that we have made tremendous progress on the Recreation and Parks Board in the past two years. In particular, we have developed a robust long range capital planning process that serves as the foundation of the Department's CIP budget request. The Board has formal responsibility for the International Friendship Bell pavilion project and tremendous progress has been made. We have supported the development of new trails including the recent Sinkhole Trail. A new Community Donations Brochure and process has been developed for making contributions. In addition, there are many other on-going activities.

I would greatly appreciate the opportunity to continue to strengthen the Board in support of the City of Oak Ridge Recreation and Parks Department and programs. Thank you for your consideration!

Describe any special knowledge or past experience qualifying you for this appointment?

I am completing a three-year term on the Recreation and Parks Advisory Board, serving as Chairman for the past two years, and have become well-versed in all aspects of the City's Recreation and Parks Department.

Additional Information

Special Qualifications

End of Application for Tatum, B. For Board: Recreation and Parks Advisory Board

Senior Advisory Board

NumVacancies 3 Total # of Members 11

Term of Office

Three (3) years commencing on January 1, 2016

Qualifications

In addition to Oak Ridge residency, preference may be given to applicants who reflect a variety of ages as well as knowledge and background in senior interests such as health, safety, recreational activities, and transportation

Senior Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Patricia Gengozian		10/4/2015	1	0
Mr. Robert Smallridge (Incumbent)		11/14/2015	1	1
			Total Number of Applicants: 2	

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		2017
Ms. Susan Asbury		2017
Ms. Elizabeth Batchelor		2016
Mr. Gene R Dunaway		2016
Mr. Lee Roy Gilliam		2015
Ms. Delores Moyer		2017
Mr. William A. Pryor		2015
Mr. Harold W. Schmitt		2017
Mr. Alfred Skyberg		2017
Mr. Robert Smallridge		2015
Dr. Wendy Williams		2016

City of Oak Ridge Board Application 2015

BoardName: Senior Advisory Board

Applicant: Gengozian, Patricia

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted	
10/4/2015	12:00 PM

Preference: 1

Address	Contact Information
114 Capital Circle Oak Ridge, TN 37830	Home Phone: (865) 483-3840 Email: no1Toothfairy@comcast.net

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	

Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

I have a college degree in Dental Hygiene and am currently a Registered Dental Hygienist. Although retired, I enjoy filling in for dental offices on occasion. I am active at Kerns Methodist Church and a frequent user of Oak Ridge Senior Center. I have attended the Senior Advisory Board Meetings for the previous year.

Explain why you are interested in being appointed to this board, commission or committee

I have always been an active member of the community. In the past, I have been involved with Boy Scouts, Girl Scouts, athletic teams, church activities, and Dental Professional Organizations. Now that I have retired, I have focused my energy on helping the senior community with services, transportation, and entertainment. I would love to be an active member of the Advisory Board to continue the support for our existing programs and to help expand new programs and activities. In addition, I would like to help brainstorm ideas for the relocation of our center before the current lease expires in December 2017. I have the time, energy, and desire to contribute to our senior center in these ways and many more.

Describe any special knowledge or past experience qualifying you for this appointment?

My husband has served on many boards in the past and present since he has lived here all his life. Due to that fact, I have many contacts and avenues for information. I feel that would help me with helping recruit instructors for new and existing activities. I have been instrumental in developing a nonprofit organization to visit nursing homes to provide dental care for seniors who can no longer visit their dentist. I have a love and appreciation for seniors and would love to serve them as they have served our community for many years.

Additional Information

Special Qualifications

End of Application for Gengozian, Patricia For Board: Senior Advisory Board

City of Oak Ridge Board Application 2015

BoardName: Senior Advisory Board

Applicant: Smallridge, Robert

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
11/14/2015	11:33 AM

Preference: 1

Address	Contact Information
108 Carnegie Drive Oak Ridge, TN 37830	Home Phone: (865) 483-0797 Email: rjsmal@yahoo.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Supt. Oak Ridge Schools

Do you currently serve on any other City board, commission or committee?

Education, Professional and or Community Activity

Current Board member of Oak Ridge Public schools education Foundation

CurrentBoard member Oak Ridge Heritage/Preservation Assoc

V. P. Oak RidgeLions club

CASA Volunteer

Explain why you are interested in being appointed to this board, commission or committee

Interest in activities/programs for seniors

Describe any special knowledge or past experience qualifying you for this appointment?

Additional Information

Special Qualifications

End of Application for Smallridge, Robert For Board: Senior Advisory Board

Trade Licensing Board

NumVacancies 2 Total # of Members 7

Term of Office

Three (3) years commencing on January 1, 2016

Qualifications

In addition to Oak Ridge residency, preference shall be given to applicants who possess a current and valid mechanical license and/or plumber's license from the City of Oak Ridge.

Trade Licensing Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. F. Wayne Garber (Incumbent)		11/15/2015	1	1
			Total Number of Applicants: 1	

Current Members

Member Name	Special Qualifications	Term Expires
Mr. F. Wayne Garber	Mechanical or Public-at-Large	2015
Mr. Jeff Lewis	Member holds a current and valid Class I or II electrical license from the City of Oak Ridge.	2017
Mr. Michael Maddux	Mechanical License (Heating and Air)	2016
Mr. Joe McCarty	Current and valid Class I or II Electrical License (Electrical Contractor)	2016
Mr. Danny Scott	Plumber position	2016
Mr. Jerry Seiber	(Electrical Contractor; however, currently serving the at-large position)	2016

City of Oak Ridge Board Application 2015

BoardName: Trade Licensing Board

Applicant: Garber, F. Wayne

Race (Optional):

Number of Times Previously Applied: 1

Application Submitted	
11/15/2015	2:49 PM

Preference: 1

Address	Contact Information		
1113 W. Outer Drive	Home Phone:	(865) 482-7275	Email: wandbgarber@comcast.net
Oak Ridge, TN 37830	Office Phone:	(865) 220-5050	

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Traffic Safety Advisory Board

Education, Professional and or Community Activity

I currently serve as the Chairman of the Trade Licensing Board and am interested in continuing to serve on the board. Previously I chaired the Oak Ridge Board of Electrical Examiners. My first service was on the Oak Ridge Regional Planning Commission starting in mid 1975.

Explain why you are interested in being appointed to this board, commission or committee

I am a current member and enjoy returning something to the city.

Describe any special knowledge or past experience qualifying you for this appointment?

I currently serve as the Chairman of the Trade Licensing Board and am interested in continuing to serve on the board. Previously I chaired the Oak Ridge Board of Electrical Examiners. My first service was on the Oak Ridge Regional Planning Commission starting in mid 1975.

Additional Information

Special Qualifications

End of Application for Garber, F. Wayne For Board: Trade Licensing Board

Traffic Safety Advisory Board

NumVacancies 3 Total # of Members 10

Term of Office

Three (3) years commencing on January 1, 2016

Qualifications

No special qualifications, other than Oak Ridge residency.

Traffic Safety Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Jana F. Humphrey (Incumbent)		11/19/2015	1	6
			Total Number of Applicants: 1	

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		2017
Mr. Andrew Howe		2016
Ms. Jana F. Humphrey		2015
Mr. Jeremy Hunt	High School Representative	2016
Ms. Melissa McMahan		2017
Mr. William Polfus		2016
Mr. Ben Redmond		2016
Ms. Jane Shelton	Oak Ridge Municipal Planning Commission Representative	2016

City of Oak Ridge Board Application 2015

BoardName: Traffic Safety Advisory Board

Applicant: Humphrey, Jana

Race (Optional):

Number of Times Previously Applied: 6

Application Submitted	
11/19/2015	9:07 AM

Preference: 1

Address	Contact Information
104 N. Hickory Lane Oak Ridge, TN 37830	Home Phone: (865) 482-4317 Email: cthumphrey@peoplepc.com

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?

Traffic Safety Advisory Board

Education, Professional and or Community Activity

The University of Tennessee Smart Classrooms 13 years

Family Community Leadership Training 57 hrs

"Colors" Leadership Workshop 8 hrs

Appalachian Living Classes, Children's Museum 3 years

University of Tennessee, Knoxville 2 quarters

Martin College, Pulaski, TN AA Degree

Explain why you are interested in being appointed to this board, commission or committee

Describe any special knowledge or past experience qualifying you for this appointment?

Anderson County Fair Association since 1980; Anderson County Fair Specialist since 1988; Traffic Safety Advisory Board since 1985; Member of Fraternal Order of Police Aux 1995-2010, Trusstee of FOP Aux since 2008; Member of Dames of the Seventeenth Century; Member of Clinch Bend Chapter, Daughters of the American Revolution; Member of Hannum Chapter, United Daughters of the Confederacy; Member Gen Henry Knox, Daughters of 1812; Member of Daughters of Colonial Wars.

Additional Information

Special Qualifications

NOV16'15 3:51PM
OFFICE OF THE
CITY CLERK

Jana F Humphrey 104 N Hickory Lane, Oak Ridge
865 482 4317

Personal: Widow, mother, grandmother, family historian and volunteer. Resident of Oak Ridge since 1971

Education: The University of Tennessee Smart Classrooms 13 Years

Family Community Leadership Training 57 hrs

"Colors" Leadership Workshop 8 hrs

Appalachian Living Classes, Children's Museum 3 years

University of Tennessee, Knoxville 2 quarters

Martin College, Pulaski Tennessee AA Degree

Activities: Anderson County Fair Association since 1980
Anderson County Fair Specialist since 1988

Traffic Safety Advisory Board of Oak Ridge since 1985

Member Fraternal Order of Police Aux. 1995-2010
Trustee of FOP Aux. since 2008

Member of Dames of the Seventeenth Century
Member of Clinch Bend Chapter, Daughters of The American Revolution
Member of Hannum Chapter, United Daughter of The Confederacy

Member Gen Henry Knox, Daughters of 1812
Member of Daughters of Colonial Wars

Past President of Tennessee Association of Family Community Education, Eastern Region FCE, Anderson County FCE and Oak Ridge FCE

18,500 Documented Community Service Hours

End of Application for Humphrey, Jana For Board: Traffic Safety Advisory Board