

ELECTIONS/ APPOINTMENTS

CITY CLERK MEMORANDUM
18-01

DATE: January 2, 2018
TO: Honorable Mayor and Members of City Council
FROM: Mary Beth Hickman, City Clerk
SUBJECT: 2017 END-OF-YEAR ELECTIONS

Elections to City Boards and Commissions

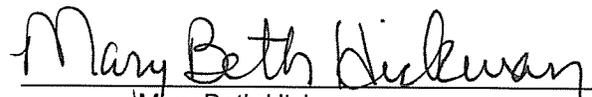
During the recruitment process, approximately fifty applicants expressed an interest in serving as a member of the various boards. This year, seventeen city and non-city boards had end-of-year expiring terms or current vacancies.

The reports for the boards contained in the agenda packet contain information pertaining to special qualifications for specific boards and identifies incumbents. Resumes, cover letters, or other reference materials submitted by applicants have 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 roster, and a list of the terms of office. I have also included one sample ballot for City Council to familiarize themselves with the ballot process, which is similar to that of previous years. Ballot A will be used to elect the individuals to the board, and Ballot B will be used to designate which person will be chosen for a particular term of office if terms of office of different lengths are available. Official ballots will be distributed at the January 8, 2018 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. I have also included an attendance record for the incumbent board members.

There were four boards that did not receive the number of applications needed to match the number of vacancies. These boards are the Convention and Visitors Bureau/Explore Oak Ridge board, which did not receive enough applications from the hotel/motel representatives, the Environmental Quality Advisory Board, which received five applicants for six vacancies, the Senior Advisory Board, which received four applicants for five vacancies, and the Trade Licensing Board, which received no applicants for two vacancies. The bylaws of the Convention and Visitors Bureau/Explore Oak Ridge board stipulates that there be three hotel representatives, two of which shall be the general managers of the top local hotel/motel establishments based upon actual hotel/motel collections, and one member which shall be the general manager of one of the remaining local hotel/motel establishments. Two of the incumbent hotel representatives did not reapply, and one hotel representative, who is also a resident of Oak Ridge, expressed her preference to be considered for a three-year term.

With regard to the Trade Licensing Board, one incumbent applicant was disqualified due to no longer being a resident of the City of Oak Ridge, although his business is located in Oak Ridge and he does possess a valid license with the City.


Mary Beth Hickman

Voting Ballot A for Oak Ridge Land Bank Corporation Board of Directors

Vacancies 3

Term Valid Through December 31, 2019 for one position and December 31, 2020 for two positions

Full Name	Preference	
<input type="checkbox"/> Anne Dunthorn (Incumbent)*	1	<input type="checkbox"/> Abstain
<input type="checkbox"/> Charlie W. Jernigan (Incumbent)	1	<input type="checkbox"/> Abstain
<input type="checkbox"/> David Mosby	2	<input type="checkbox"/> Abstain

*Currently holds a position on another board with a term that is not expiring.

Member, Oak Ridge City Council
1/8/2018

Round: 1

SAMPLE

Voting Ballot B for
Oak Ridge Land Bank Corporation Board of Directors

Please write-in one of the elected member's name for each of the terms listed below:

Three-year term commencing on January 1, 2018

Three-year term commencing on January 1, 2018

Two-year term commencing on January 1, 2018

Member, Oak Ridge City Council
1/8/2018

Round: 1

SAMPLE

Anderson County Community Action Commission

NumVacancies 1 Total # of Members 1

Term of Office
December 31, 2018

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

Anderson County Community Action Commission	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Susan Asbury		12/15/2017	2	0
Total Number of Applicants: 1				

Current Members

City of Oak Ridge Board Application 2017

BoardName: Anderson County Community Action Commission

Application Submitted

Applicant: Asbury, Susan

12/15/2017 10:33 AM

Race (Optional): caucasian

Preference: 2

Number of Times Previously Applied: 0

Address Contact Information

118 East Magnolia Lane

Email: susanasbury@comcast.net

Mobile Phone: (865) 712-7501

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?

Senior Advisory Board

Education, Professional and or Community Activity

BS; Leadership Oak Ridge 1998; member of Altrusa International - past President and past District First Vice Governor; current member, Senior Advisory Board

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

I believe I would enjoy serving on the CAC Board. My professional background is in social work and currently work with seniors. Throug my professional experience, I believe I would have valuable input on this board.

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

Current member of SAB. Have worked at NHC Health Care in Oak Ridge for 18 years. My professional experience is in social work to diverse populations, including seniors, mental health, developmentally disabled, and low income housing.

Additional Information

Special Qualifications

End of Application for

Asbury, Susan

For Board:

Anderson County Community Action Commission

Tuesday, January 2, 2018

Anderson County Economic Development Association

NumVacancies 1 Total # of Members 4

Term of Office
December 31, 2021

Qualifications

The undesignated seats allocated to the City of Oak Ridge may be filled by members of City Council or 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. Richard Hauser		12/13/2017	1	0
Mr. Terry McGhee (Incumbent)		12/15/2017	1	1
Mr. Eric Tobler		12/29/2017	1	0
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Leonard Abbatiello		12/31/2019
Ms. Karen Goforth Crutchfield		12/31/2020
2 of 4 members		

City of Oak Ridge Board Application 2017

BoardName: Anderson County Economic Development Association

Applicant: Hauser, Richard

Application Submitted

12/13/2017

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
109 Ulysses Lane	Home Phone: (865) 294-5646 Email: rhauser239@gmail.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Richard P. Hauser Consulting, Inc.

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

No

Education, Professional and or Community Activity

Please see my resume, which is attached. I am quite new to Oak Ridge, and hope to be involved in the community.

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

I believe my career experience in identifying business opportunities would be useful on an economic development board as would my experience in running profitable businesses. I am anxious to make a contribution to the business health of the community of which I am a new member.

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

I have identified business opportunities in the various jobs I've had, and believe I can continue to do so.

Additional Information

Special Qualifications

Richard P. Hauser

109 Ulysses Lane
Oak Ridge, Tennessee 37830
516 617 7520

PROFESSIONAL EXPERIENCE

- 1989 – 2015 President and Chief Executive Officer of Richard P. Hauser Consulting, Inc.
- 1985 – 1988 The Topkapi Group Started, owned, and operated a chain of fifteen Costume jewelry stores in the Northeast and the Midwest
- 1978 – 1985 John Wanamaker, Philadelphia, Pennsylvania, A Division of Carter Hawley Hale Stores, Inc. Chairman and Chief Executive Officer of A chain of 16 department stores in New Jersey, New York, and Pennsylvania
- 1976 – 1978 The Broadway, Los Angeles, California, A Division of Carter Hawley Hale Stores, Inc. President of a chain of 39 department Stores in five Western states
- 1975 – 1976 Neiman Marcus, Dallas, Texas, A Division of Carter Hawley Hale Stores, Inc. Chairman pf a chain of seven specialty stores
- 1959 – 1975 Bloomingdale's, New York, New York, A Division of Federated Department Stores
1973 - 1975 Executive Vice-President
1968 - 1973 Vice President women's ready to wear
1963 - 1968 Merchandise Manager of women's read-to-wear
1959 - 1963 Executive trainee, assistant buyer, branch store department manager, branch store merchandise manager, assistant store manager, store manager

COMMUNITY SERVICE

1979 – 1985 Director of The Federal Reserve Bank of Philadelphia

City of Oak Ridge Board Application 2017

BoardName: Anderson County Economic Development Association

Application Submitted

Applicant: McGhee, Terry

12/15/2017 4:54 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
16 Raintree Crossing Oak Ridge, TN 37830	Home Phone: (865) 680-9609 Email: mcgheestorage1@gmail.com

Current Company/Organization

McGhee Storage

Current Position / Title

Owner

Retired?

N

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

Anderson County Economic Development Association

Education, Professional and or Community Activity

High School Graduate; Rotarian; Chamber Board Member

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

To help serve Oak Ridge

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

Additional Information

Special Qualifications

End of Application for

McGhee, Terry

For Board:

Anderson County Economic Development Association

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Terry McGhee

BOARD OR COMMISSION: Anderson County Economic Development Association

TIME IN OFFICE: Term of Office _____ Balance of an Unexpired Term _____

Date Appointed 7/11/2016

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 6

Number of Absences 5

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Anderson County Economic Development Association

Applicant: Tobler, Eric

Application Submitted

12/29/2017 10:25 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address Contact Information

105 Crest Point Lane

Email: ejtobler@gmail.com

Oak Ridge, TN 37830

Mobile Phone: (865) 755-2590

Current Company/Organization

Tobler Enterprises, Inc.

Current Position / Title

President

Retired?

N

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

No

Education, Professional and or Community Activity

BSBA; Licensed General Contractor; Licensed Real Estate Agent

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

Help promote the growth of our community

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

Land development and residential construction experience

Additional Information

Special Qualifications

Eric J. Tobler, Construction Manager

105 Crest Point Lane ■ Oak Ridge, TN 37830 ■ (865) 755-2590 ■ ejtobler@gmail.com

Construction Manager / Superintendent

Construction and Remediation Manager with 27 years of experience in private and governmental construction projects. Experienced in planning, scheduling, controlling, and operations management. Proficient in the direction of craft labor and the direction of subcontractors for safe and efficient work production. Driven to operate within budget and schedule guidelines.

Recent focus has been private land development, with new home construction improvements, and commercial construction build outs, including a planned unit development (PUD) in Oak Ridge, Tennessee. Previous technical and management experience in Environmental Remediation, Nuclear D&D, Hazardous Waste storage, conduct of operations, and waste transportation and disposal.

Skills include technical drawing interpretation, budget creation and control, problem solving, and labor resource management. Also effective in the coordination of all quality controls, regulation compliance, as well as health and safety support.

Q-cleared (currently inactive)

Current Responsibilities

1999–Present

Tobler Enterprises, Inc.

General construction management and oversight for a full-service construction company, experienced in new home and commercial construction, land development with utility installation, and renovation or remediation projects. Responsibilities include RFP initiation, contract negotiations, operation management, health and safety assurance, subcontract awards, and general administrative direction. Daily duties include, the coordination of suppliers with subcontractors, the scheduling of regulatory support, Change Order review and implementation, quality control inspections, and invoice verification and funding. Proficient in project cost controls through constant progress evaluations, and through the efficient allocation of resources, including material, equipment, and human equity. The successful control of these projects is done through the use of Microsoft applications, such as Excel, Word, Outlook, and Peachtree Accounting.

Previous Relevant Experience

10/91 – 8/94

Lockheed Martin

Environmental Technician III/Facilities Manager/Conduct of Operations Agent, Waste Transportation Coordinator(Y-12, ORNL, K-25) Lockheed Martin

Responsible for proper packaging, storage, and burial of various radioactive and hazardous materials for several facilities located in the Y-12 complex. Coordinated all shipments, on and off site, with Plant Shift Superintendent, Security, and Labor support. Ensured proper characterization, packaging, and preparation of waste shipments leaving the Y-12 complex. Quality management of work packages and the maintaining of all support documentation, ensured all requirements were met as defined in 49 CFR. Coordinated and evaluated all health physics and industrial hygiene data and support, as well as

planned, scheduled, and supervised the union labor required to support all shipping and operations for these facilities. Participated in the initial implementation of the Conduct of Operations program for the Y-12 complex, and represented the Waste Management Group as the initial Conduct of Facilities Operations Agent. Functioned as the facility manager for several storage facilities and ensured that all engineering and safety controls were maintained and recorded. The facilities included PCB Storage facilities, and RCRA Facilities, and fissile material storage sites. Under the direction of the Department manager, ensured that all facility emergency response, personnel safety and monitoring, and site regulation compliance procedures were met. Managed the operations and monitoring at Sanitary Landfill II and the Asbestos Landfill for Y-12.

4/90-10/91

Bechtel National

Material and Waste Shipping and Handling Coordinator/Labor and Subcontract Supervisor, Bechtel National, Inc., San Diego, California

Responsible for the organization and supervision of labor in the decontamination and demolition operations at the Sorrento Valley Plant nuclear fuel fabrication facility. Directed the execution of several decontamination and demolition work packages, including the proper characterization and packaging of the wastes generated. Continually ensured all proper radiological protection requirements were met. Conducted training workshops on procedures, safety concerns, and the equipment operation used in deconstruction projects. Responsible for proper packaging and transportation of all radioactive material related to decontamination activities. Participated in the job and site characterization and conducted all pre-job briefings. Organized and managed site warehouse. Trained personnel and maintained documentation for emergency response and evacuation. Received, installed and operated the super compactor operations for all radioactive waste. Maintained all daily logs, waste generation and incident reports for day to day operations.

7/89-4/90

Bechtel National

Health Physics Technician, D&D Technician

Bechtel National Service Center Oak Ridge, Tennessee 37830

Ensured workplace safety in the use of radioactive material or monitored the exposure of radioactivity, in scientific research and decontamination efforts in the Bechtel Service Center. Assisted in the implementation of procedures and programs crafted by health physicists, through monitoring nuclear activity, collecting data and analyzing results. Participated in the design of safe work environments and performed site inspections to certify the safety of facilities. Operated spectrometers and gamma counters to determine levels of radiation. This helped in monitoring the work environment for fluctuations in radioactivity levels and the success of decontamination efforts. Additional duties included maintenance of equipment, creating reports and maintaining safety records.

Qualifications and Training

State of Tennessee Licensed General Contractor, 2005-Present

Certified PMP, PMI Institute 2011-Present

State of Tennessee Licensed Real Estate agent, 2008-Present

Proficient in Excel, Word, and Outlook

Experience in Primavera, Peachtree Accounting
PCB Regulations Training, Management, Radiation Worker Trained
RCRA Regulation Training (not current) Operation and Emergency Response Training (not current)
OSHA qualified in Health and Safety Aspects of Hazardous Waste Operation and Management of
Hazardous Waste Operation (not current)
Radioactive Materials Training covering the Hazardous Waste Materials Regulations of the United States
Department of Transportation (not current)
Q Cleared (inactive)

Education

Tusculum College Bachelors Business Administration BSBA, Knoxville TN 2013
Roane State Community College, A.S. Degree Contemporary Management- Oak Ridge, Tn2011
Roane State Community College, A.S. Degree Technology-Health Physics Concentration-2011
University of Tennessee, Knoxville TN, College of Engineering
Seminary Graduate-1983
PMP Certification 2011

Community Involvement

Bishop, Church of Jesus Christ of Latter Day Saints
Charter Organization Rep, Boy Scouts of America, Troop 320
Member of Oak Ridge Development Forum
Member Oak Ridge Chamber of Commerce
Member Project Management Institute
Member Knoxville Association of Realtors
Volunteer Softball Coach, Girls Inc.

References

Upon Request

Beer Permit Board

NumVacancies 2 Total # of Members 7

Term of Office

December 31, 2020

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
Mr. William Barton Bailey (Incumbent)		11/28/2017	1	4
Ms. Melissa McMahan		11/24/2017	3	0
Mr. David Mosby (Incumbent)		12/28/2017	1	1
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Mark Cantrell		12/31/2019
Ms. Wende Doolittle		12/31/2018
Mr. Rodney Nelson		12/31/2019
Ms. Theresa Scott		12/31/2018
Mr. Danny Whitson		12/31/2018
		5 of 7 members

City of Oak Ridge Board Application 2017

BoardName: Beer Permit Board

Applicant: Bailey, William

Race (Optional): Caucasian

Number of Times Previously Applied: 4

Application Submitted

11/28/2017 7:41 AM

Preference: 1

Address

128 Chestnut Hill Road

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 483-6966

Email: bbailey49@hotmail.com

Current Company/Organization

UT Battelle/Oak Ridge National Laboratory

Current Position / Title

Instrument Systems Engineer

Retired?

N

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

Oak Ridge Beer Permit Board

Education, Professional and or Community Activity

BS and MS in Mechanical Engineering from University of South Carolina, Columbia Mechanical Systems Engineer at ORNL;
Current Beer Board Chairman (Member since 2007)

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

I am the longest tenured member of the board serving several years as the secretary and now as the chairman. I have found that working on this board is a rewarding way to serve the city and my fellow Oak Ridgers.

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

I feel my greatest qualification lies in the decade of experience I have serving on the board.

Additional Information

Special Qualifications

End of Application for

Bailey, William

For Board:

Beer Permit Board

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: William Bailey

BOARD OR COMMISSION: Beer Permit Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 11/20/2006

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 27

Number of Absences 2

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Beer Permit Board

Applicant: McMahan, Melissa

Race (Optional): Caucasian

Number of Times Previously Applied: 0

Application Submitted

11/24/2017 9:57 AM

Preference: 3

Address	Contact Information
102 Newell Lane	Home Phone: (865) 483-1727 Email: mhmcMahon@gmail.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?

Traffic Safety Advisory Board

Education, Professional and or Community Activity

Education: Masters, Business Administration, University of Tennessee, Knoxville, TN - 2008; Bachelors of Science in Organizational Management, Tusculum College, Knoxville, TN, 2006; Green Belt, Lean Six Sigma, 2010; Community: Traffic Safety Advisory Board, Secretary, 2014-2017; Girls Inc. of TN Valley, 2011-Present

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

Having lived in Oak Ridge for 11 years, I have strived to become more involved in the community. We are at an amazing point in the growth of Oak Ridge, and I would want to contribute however I can to help us further down that path. Oak Ridge is at an amazing spot in its continued growth; the Beer Permit Board lends to so many restaurants and venues that join the community to expand on options and entertainment. That is a wonderful thing for the community and I would want to contribute to that however possible.

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

Served on the Traffic Safety Advisory Board prior has been an outstanding way to learn more about our city, the steps and involvement necessary for continued growth. Beneficial in my learning more about our community and what avenues to take for additional information to see how I can contribute. Over my 11 years here, I have certainly seen the critical role the Beer Permit Board play to new establishments in the area. I would hope to take that knowledge forward as I learned more about the ins and outs of this board.

Additional Information

Special Qualifications

End of Application for

McMahan, Melissa

For Board:

Beer Permit Board

Tuesday, January 2, 2018

City of Oak Ridge Board Application 2017

BoardName: Beer Permit Board

Applicant: Mosby, David

Race (Optional): African-American

Number of Times Previously Applied: 1

Application Submitted

12/28/2017 9:33 AM

Preference: 1

Address

106 Haven Hill Lane

Contact Information

Home Phone: (865) 482-4193

Email: mosby1@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?

Beer Permit Board

Education, Professional and or Community Activity

Masters Degree (Industrial Engineering), University of Tennessee; Bachelors Degree (Civil Engineering), Tennessee Tech; President of Atomic City Sportsmen Club; Vice President of Membership, Project Management Institute East Tennessee Chapter; Executive Board Member, Anderson County NAACP; Volunteer Big Brother, Big Brother/Big Sister; Sunday School Teacher, Oak Valley Baptist Church

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

I have been a life long community servant and hope to bring a rational and disciplined approach for decision making to this Board.

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

I am a former member of the Oak Ridge City Council and the Oak Ridge Planning Commission and as a result am blessed with a unique perspective of community development (socially and economically).

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: David Mosby

BOARD OR COMMISSION: Beer Permit Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 12/16/16

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 27

Number of Absences 10

Date Prepared 1/3/18

Attachment: Resume

Resume of
David N. Mosby

106 Haven Hill Lane
Oak Ridge, Tennessee 37830
(865) 482-4193

Summary of Qualifications:

Manages multi-million dollar design and construction projects that support the National Nuclear Security Administration manufacturing complex. Holds professional certifications from Project Management Institute (PMP) and the Tennessee State Board of Engineering (PE). A lifelong learner proficient in the suite of Microsoft Office products (i.e. Outlook, SharePoint, Word, Excel and PowerPoint).

Educational Accomplishments:

<u>Dates</u>	<u>Degree</u>	<u>Institution</u>
December 2012	Masters of Science (MS) Engineering Management	University of Tennessee
March 1980	Bachelors of Science (BS) Civil Engineering	Tennessee Tech University

Employment Experience:

<u>Dates</u>	<u>Position / Employer</u>
Oct 00 to present	Project Manager / Consolidated Nuclear Security (CNS) /BWXT Y-12 Leads multi-discipline teams in the implementation of project activities that support mission objectives. Responsible for the coordinated initiation, execution, and closeout of engineering design and construction projects. Transforms initial program scope statements into project cost and schedule baselines; manages baselines through closeout; and reports project status to senior management. Extensive experience developing feasibility studies for deploying new technology. Recent projects (with performance baseline budgets) include: <ul style="list-style-type: none">• Special Processing Containment Box (\$5.1M equipment modification)• Production Cleaning Station (\$11.8M new technology deployment)• Conversion Equipment Refurbishment (\$13.1M process startup)
Sep 84 to Sep 00	Project Engineer and Design Specialist / Lockheed Martin Energy Systems Responsible for coordinating equipment and facility designs and supporting project teams during the execution of design and field work. As project engineer, responsible for: <ul style="list-style-type: none">• Establishing scope and cost plans• Coordinating preparation of engineering designs, drawings, and specifications• Conducting condition surveys and equipment evaluations• Serving as design authority
Mar 80 to Sep 84	Design Engineer / Union Carbide Corp Responsible for preparation of general structural and civil engineering designs for assigned projects. Specifically worked to: <ul style="list-style-type: none">• Analyze and design components, structures, and systems• Prepare estimates, specifications, and conceptual studies• Serve as Quality Assurance (QA) Coordinator

Professional and Community Involvement:

- Vice President of Membership – East Tennessee Chapter, Project Management Institute
- President – Atomic City Sportsmen Club
- Executive Committee Member – Anderson/Oak Ridge NAACP
- Board Member – Oak Ridge Beer Board
- Owner – Fade To Black Barber and Beauty Shop
- Former Councilmember – City of Oak Ridge (2001 - 2015)
- Former Vice Chairman and Member – Oak Ridge Regional Planning Commission (1987 – 2001)

Personal Information:

Additional information or references are available on request. Please contact me at your convenience.

Board of Building and Housing Code Appeals

NumVacancies 2 Total # of Members 7

Term of Office
December 31, 2020

Qualifications

No special qualifications, other than Oak Ridge residency

Board of Building and Housing Code Appeals	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. John McMillan		12/4/2017	1	1
Mr. Philip W. Nipper (Incumbent)		11/25/2017	1	2
Ms. Amy L. Seiber (Incumbent)		11/27/2017	1	N/A
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Joseph E. Lee	Building-related contractor or Building supply dealer (Construction Superintendent)	12/31/2018
Dr. Bruce Ryan LeForce		12/31/2019
Mr. Michael Marsh		12/31/2018
Mr. Leonard Vaughen	An architect or engineer	12/31/2018
Mr. Phillip Yager		12/31/2019
5 of 7 members		

City of Oak Ridge Board Application 2017

BoardName: Board of Building and Housing Code Appeals

Application Submitted

Applicant: McMillan, John

12/4/2017 1:59 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address Contact Information

973 W. Outer Drive

Email: jdmcmillan1966@comcast.net

Mobile Phone: (865) 389-3923

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?

No

Education, Professional and or Community Activity

High School graduate and for the past 31 years working in the construction industry. Currently serving as club president for The Kiwanis Club of Alcoa.

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

I seek to volunteer and serve in the community in which I live. Given my profession and experience, I feel I can bring knowledge and expertise to this board.

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

As previously mentioned, given my profession and experience, I feel I can bring knowledge and expertise to this board.

Additional Information

Special Qualifications

End of Application for

McMillan, John

For Board:

Board of Building and Housing Code Appeals

Tuesday, January 2, 2018

City of Oak Ridge Board Application 2017

BoardName: Board of Building and Housing Code Appeals

Applicant: Nipper, Philip

Application Submitted

11/25/2017 7:41 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 2

Address	Contact Information
167 Hendrix Drive	Home Phone: (865) 272-3035 Email: pnipper09@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?

Board of Building and Housing Code Appeals

Education, Professional and or Community Activity

See attached resume

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

I have been, and continue to be, highly interested in seeing Oak Ridge reduce our level of housing blight and correct housing maintenance issues while increasing decent and affordable housing stock.

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

I have been serving on the Board of Building and Housing Code Appeals since July 2008. Currently serving as vice chair. Additional experience and knowledge is included in attached resume.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Philip Nipper

BOARD OR COMMISSION: Board of Building and Housing Code Appeals

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 8/18/08

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 19

Number of Absences 2

Date Prepared 1/3/18

Attachment: Resume

**PHILIP W. NIPPER
167 HENDRIX DRIVE
OAK RIDGE, TN 37830
865-272-3035
pnipper09@comcast.net**

**SEEKING TO BE RE-APPOINTED TO THE BOARD OF BUILDING AND HOUSING
CODE APPEALS.**

THE FOLLOWING INFORMATION IS PROVIDED:

EMPLOYMENT HISTORY / EXPERIENCE

**-SENIOR CHIEF HULL MAINTENANCE TECHNICIAN UNITED STATES NAVY (RET). DECEMBER 7
1987 - JUNE 30 2008**

- SELF EMPLOYED PLUMBER IN OAK RIDGE, TN FROM 1982 TO 1986

**- PIPE FITTER / PLUMBER WITH DANIELS CONSTRUCTION INTERNATIONAL, BOISE CASCADE
PAPER MILL PROJECT, RUMFORD MAINE AND A. E. STALEY PROJECT LOUDON, TN, 1980-1982**

**LICENSED MASTER PLUMBER WITH THE CITY OF OAK RIDGE. LICENSE NUMBER 880 ISSUED
IN 1980**

**APPRENTICE / JOURNEYMAN / MASTER PLUMBER 1975 - 1987. EMPLOYED WITH FLATT
PLUMBING, KNOXVILLE, TN., A&M PLUMBING, OAK RIDGE, TN,
NICK PESCE PLUMBING, OAK RIDGE, TN AND HAYDEN PLUMBING, OAK RIDGE, TN**

**- OVER 36 YEARS COMBINED CIVILIAN AND MILITARY EXPERIENCE IN MECHANICAL SYSTEM
REPAIR AND INSTALLATION. TRAINED IN NAVAL NUCLEAR PROPULSION SYSTEM
MAINTENANCE INCLUDING SURFACE SHIP AND SUBMARINE HIGH PRESSURE PIPING REPAIR,
STRUCTURAL SYSTEM AND COMPONENT REPAIR AND VENTILATION SYSTEM INSTALLATION
AND REPAIR**

- OVER 13 YEARS OF SENIOR ENLISTED MILITARY LEADERSHIP EXPERIENCE

**- SERVED AS DIVISION LEADING CHIEF PETTY OFFICER / DIVISION OFFICER FOR PLANNING
AND ESTIMATING AND HULL REPAIR DIVISIONS AT SHORE BASED NAVAL COMMANDS AND
FORWARD DEPLOYED SUBMARINE REPAIR SHIPS INCLUDING:
TRIDENT REPAIR FACILITY, KINGS BAY GA
NUCLEAR PROPULSION TRAINING UNIT, CHARLESTON, SC
USS EMORY S. LAND (AS 39) LA MADDALENA, ITALY**

EDUCATION

- OAK RIDGE SCHOOL SYSTEM K-12. ORHS GRADUATE CLASS OF 1975

- HIGH PRESSURE PIPE WELDING SCHOOL, UNITED STATES NAVY, SAN DIEGO, CA. 1988

- NAVY NUCLEAR COMPONENTS WELDING SCHOOL, UNITED STATES NAVY, SAN DIEGO, CA.
1988
- U. S. NAVY CHIEF PETTY OFFICER LEADERSHIP SCHOOL, KINGS BAY SUBMARINE BASE, GA.
2000
- DEPARTMENT OF THE NAVY / DEPARTMENT OF LABOR ASBESTOS CONTAINMENT / RIP-OUT
SUPERVISOR SCHOOL, UNITED STATES NAVY
LA MADDALENA, ITALY 2001

REFERENCES

Mr. William Hale
LCDR USN (ret)
116 Hendrix Drive
Oak Ridge, TN 37830
865-481-0500
Former Repair Officer at NPTU, Charleston, SC
My Department Head from 2005-2006

Mr. Brian Hayden
110 Westlook Cr
Oak Ridge, TN 37830
865-482-3749
Former employer from 1986-1987

City of Oak Ridge Board Application 2017

BoardName: Board of Building and Housing Code Appeals

Application Submitted

Applicant: Seiber, Amy

11/27/2017 1:10 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: N/A

Address	Contact Information
301 East Forest Road	Home Phone: (865) 924-2021 Email: ridger2@bellsouth.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?

Education, Professional and or Community Activity

Served on this board since 2002; Co-owner of electrical contracting business in Oak Ridge since 1994; Master Electrician license in State of Tennessee

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

I enjoy serving on this board and would like to continue.

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

Master Electrician and past service experience on this board

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Amy Seiber

BOARD OR COMMISSION: Board of Building and Housing Code Appeals

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 2/18/02

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 19

Number of Absences 3

Date Prepared 1/3/18

Attachment: Resume

Amy L. Seiber
301 East Forest Road
Oak Ridge, TN 37830
865-924-2021
Ridger2@bellsouth.net

Employment History:

08/01-present Ridge Electric Service Co.
Oak Ridge, TN 37830

General Partner
Responsible for all accounting including payroll and all state, federal and local taxes. Field work includes estimating and installation.
Master Electrician License 2005.
Proficient in Excel, Quickbooks, Powerpoint, Ms. Word.
Jerry Seiber 481-3588

08/01-present Ridge Tax Service

Registered tax preparer

07/97-08/01 Aid to Distressed Families of Appalachian Counties, Inc. (ADFAC)
P.O. Box 5953
Oak Ridge, TN 37831-5953

Financial Director. Responsible for all accounting of non-profit agency.
Proficient in Quickbooks, Excel, Word, Powerpoint.
Kathy Womack, Executive Director
865-425-0256 Ext. 0

12/87-05/97 Lewis Electric Service Co.
101-B Valley Court
Oak Ridge, TN 37830

Office Manager and Bookkeeper.
Responsible for all accounting including payroll and taxes for corporation and three partnerships.
Proficient in Peachtree Accounting, Excel and Ms Word.
Jeff Lewis, Owner
865-483-5774

09/87-12/87 Dean Stallings Ford
480 South Illinois Avenue
Oak Ridge, TN 37830

Accounts Receivable. Responsible for all billing and collections.
865-483-4352

Education:

03/77-06/80 Roane State Community College

Graduated Magna Cum Laude
Associate of Science Degree
Emphasis on English and Accounting

07/89-05/91 University of Tennessee

30+ hours toward Bachelor in Accounting Degree

Registered tax return preparer.

Community Service:

2002 to present Oak Ridge Board of Building and Housing Code Appeals

Secretary

Board of Zoning Appeals

NumVacancies 1 Total # of Members 5

Term of Office
December 31, 2022

Qualifications
No special qualifications, other than Oak Ridge residency

Board of Zoning Appeals	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Syd Ball (Incumbent)		12/12/2017	1	1
Mr. John McMillan		12/4/2017	2	1
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Keith Craft		12/31/2018
Ms. Susan Donnelly		12/31/2020
Mr. David R. Gengozian		12/31/2021
Mrs. Judith L. Mason		12/31/2019
4 of 5 members		

City of Oak Ridge Board Application 2017

BoardName: Board of Zoning Appeals

Applicant: Ball, Syd

Race (Optional): W

Number of Times Previously Applied: 1

Application Submitted

12/12/2017 10:38 AM

Preference: 1

Address	Contact Information
100 Greywood Place	Home Phone: (865) 482-1116 Email: beckysyd@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?
Board of Zoning Appeals

Education, Professional and or Community Activity
B.E., Yale University; Nuclear Engineer at ORNL (retired, part time); Oak Ridge Rotary Club Sunset; current BZA member

Explain why you are interested in being appointed to this board, commission or committee
Continue to serve community, help to provide fair hearings and decisions on BZA issues.

Describe any special knowledge or past experience qualifying you for this appointment?
Served 3-year BZA term

Additional Information

Special Qualifications

End of Application for For Board:

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Syd Ball

BOARD OR COMMISSION: Board of Zoning Appeals

TIME IN OFFICE: Term of Office 5 Year

Date Appointed 12/17/12

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 20

Number of Absences 3

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Board of Zoning Appeals

Applicant: McMillan, John

Application Submitted

12/4/2017 1:59 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 1

Address Contact Information

973 W. Outer Drive

Email: jdmcmillan1966@comcast.net

Mobile Phone: (865) 389-3923

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?

No

Education, Professional and or Community Activity

High School graduate and for the past 31 years working in the construction industry. Currently serving as club president for The Kiwanis Club of Alcoa.

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

I seek to volunteer and serve in the community in which I live. Given my profession and experience, I feel I can bring knowledge and expertise to this board.

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

As previously mentioned, given my profession and experience, I feel I can bring knowledge and expertise to this board.

Additional Information

Special Qualifications

End of Application for

McMillan, John

For Board:

Board of Zoning Appeals

Tuesday, January 2, 2018

Convention and Visitors Bureau/Explore Oak Ridge

NumVacancies 6 Total # of Members 10

Term of Office

Three terms valid through December 31, 2020 and three terms valid through December 31, 2018 (Hotel Representatives)

Qualifications

Three (3) 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/Explore Oak Ridge	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Naomi Asher (Incumbent)		12/12/2017	2	1
Ms. Heather Brown (Incumbent)		12/14/2017	1	2
Ms. Barbara Ferrell		12/29/2017	1	0
Ms. Allison L. Hummel (Incumbent)		12/29/2017	1	1
Ms. Carol Smallridge (Incumbent)		12/28/2017	1	2
Ms. Sara Wieland		12/18/2017	2	0
Total Number of Applicants: 6				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Darrell Akins		12/31/2018
Mr. Owen Driskill		12/31/2018
Ms. Susan Frederick		12/31/2018
Ms. Rebecca Williams		12/31/2018
4 of 10 members		

City of Oak Ridge Board Application 2017

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Applicant: Asher, Naomi

Application Submitted

12/12/2017 1:32 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 1

Address	Contact Information
122 Cumberland View Drive	Home Phone: (865) 591-7636 Email: naomigasher@gmail.com

Oak Ridge, TN 37830

Current Company/Organization
United Way of Anderson County

Current Position / Title
Executive Director

Retired?
N

Do you currently serve on any other City board, commission or committee?
Convention and Visitors Bureau/Explore Oak Ridge; Recreation and Parks Advisory Board

Education, Professional and or Community Activity
Graduate of Oak Ridge High School; BS in Music and Theology; MBA in Marketing; Past President of Altrusa; Public Image Director for Rotary; State Association board member for United Way of Tennessee; Bridges out of Poverty Trainer for Tennessee

Explain why you are interested in being appointed to this board, commission or committee
I am finishing up a one-year term and believe that I am at a point that I am starting to find my role on this board and become helpful to the board and staff. This is a good fit with my educational background and my desire to spread the word about how amazing Oak Ridge is!

Describe any special knowledge or past experience qualifying you for this appointment?
I believe my degree in marketing and my position on the Recreation & Parks board help me bring some continuity and expertise.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Naomi Asher

BOARD OR COMMISSION: Convention and Visitors Bureau

TIME IN OFFICE: Term of Office _____ Balance of an Unexpired Term _____

Date Appointed 1/9/17

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 9

Number of Absences 2

Date Prepared 1/3/18

Attachment: Resume

Naomi Asher

(865) 591-7636 / Naomigasher@gmail.com / www.linkedin.com/in/naomiasher

Summary

Highly motivated Executive Director with a proven track record of resource development and volunteer recruitment. Experience in a wide variety of areas, with a focus on fund development, program management, event coordination, marketing and leadership.

Work experience

United Way of Anderson County, Oak Ridge TN

May 2015 – current Executive Director

- Professional leadership and management: vision setting, strategic planning, value creation for stakeholders
- Champions the fundraising campaign: recruits campaign chairs, leads CEO calls, leads affinity group giving
- Establishes the vision for community impact: agency support, training calendar, creation of resources
- Management: works with Board members, staff and volunteers to further mission and attain strategic goals
- Marketing: provides consistent marketing opportunities for United Way and sells the mission

CASA (Court Appointed Special Advocates) of the Tennessee Heartland, Oak Ridge TN

July 2010 – current Executive Director

- Resource Development and Maintenance: Grant writing and administration, fundraising events, letter appeals
- Fiscal Management: Daily money management, grant reporting, annual budget / audit preparation
- Agency and Program Planning: Short term – staff supervision, submission of licensures, policy compliance
Long term – strategic planning, annual program and personnel reviews
- Community and Public Relations: Increase public awareness, develop community relationships, speaking engagements
- Personnel Management: Hire / supervise staff, revise job descriptions, create and implement staff development plans
- Board of Directors Liaison: Attend all board meetings / present director's report, oversee implementations of policies

February 2008 – June 2010 Office Manager / Resource Development

- Organize / follow up on all potential volunteer files
- Coordinate schedules, timesheets and information for employees of 3 offices and board of directors
- Organize, plan and coordinate all special events, mailings and other giving programs; write / submit all grant applications
- Write/ update and submit all press releases, newsletters, letters / mailings, and web based information
- Create and update all office forms and information; keep filing systems up to date; send out board mailings
- Make and cultivate contacts within National CASA and other local non-profit agencies

The Rush Fitness Complex, Oak Ridge TN

October 2005 – July 2010 Personal Trainer / Core Team Captain / Front Desk and Juice Bar

- Design specific workout programs for clients – work with clients to find the most effective way to achieve their goals while working with their individual personality and lifestyle
- Work with sales department to sell memberships, programs, personal training packages and supplements
- Keep in contact with all clients, keep accountability and review food intake and exercise logs, schedule appointments
- Lead promotions for core team / teach and train team members – train new employees about sales and promotions
- Front desk (phones, logs, computer check-ins and entry of all contracts)

Cokesbury United Methodist Church, Knoxville TN

July 2007 – February 2008 Kitchen Supervisor / Wedding Coordinator

- Planned menus for events and organized volunteer kitchen help – supervised and coordinated 40+ volunteers
- Attended staff meetings and gave input for advertising and community outreach for church
- Worked with brides / grooms to plan, organize and set-up wedding services

Oak Ridge Schools, Oak Ridge TN

August 2006 – May 2007 Teacher Assistant – CDC Classes / Preschool

- Wrote lesson plans for differing functioning levels
- Worked with children to help them achieve their personal and scholastic goals
- Various data entry projects and grant applications to assist the department

Education and College involvement

King College, Bristol TN - August 2012

Masters of Business Administration in Marketing

Johnson University, Knoxville TN - May 2005

Bachelors of Science in Bible and Music

Work Study: Admissions Office - prospective student support (student tours, interviews, events and calls)

Assistant campus worship planner (planning and executing creative worship services)

Member of the JBC gospel choir for 7 semesters: head of the PR team, drama writer / performer, housing coordinator

Resident Assistant: event planning, advertising, community involvement, fundraising and working one on one with students

Additional Trainings / Certifications

Title VI Training

Office of Criminal Justice Programs

Darkness to Light

Stewards of children

Certified National CASA Trainer

Training of the Facilitator

Organizations

Altrusa Oak Ridge

Foundation President / Immediate Past President

- Created and implemented electronic newsletters and social media accounts
- Created and implemented a new PR schedule for increase visibility of the club
- Executed annual fundraiser with an end net of \$7,000 more than any previous year

Oak Ridge Recreation and Parks

Advisory Board Member, Fundraising Chair, International Friendship Bell PR Committee Member

- Created donation request levels and marketing materials
- Event creation currently underway for community support and visibility

Junior Achievement of East Tennessee

Teacher

Anderson Achieves

Mentor

Cokesbury United Methodist Church

Greeter Coordinator

Oak Ridge Arts Council

Board Member

Oak Ridge Rotary Club

Member

Accomplishments at United Way of Anderson County

- Creation of a Strategic Planning Committee that identified 4 areas to address and has made marked improvement in each: Value Proposition, Reach and Resources, Branding and Operations
- All new / updated policies and procedures
 - o Personnel and volunteer policies
 - o Board policies and procedures
 - o Finance policies and procedures
- New website complete with agency support resource hub
- Campaign revenue increase of over \$200,000 in 9 months
- Operating expense decrease of more than \$80,000
- Increased social media presence: Instagram, Facebook, Twitter
- Creation of new events and affinity groups
- Increased major donor recognition and recruitment through affinity groups and new initiatives

Accomplishments at CASA of the Tennessee Heartland

- \$60,000+ endowment established with supporting policies / procedures and marketing materials
- \$40,000+ reserve fund established with supporting policies / procedures
- Overall agency budget increase from \$165,000 (2010) to \$260,000 (2015)
- Agency wide policy and procedure review / re-write
 - personnel and volunteer policies / procedures
 - orientation processes
 - staff and volunteer evaluations
 - annual program evaluations
 - purchasing and financial policies / procedures
 - board and committee guidelines
- Lead staff in Organizational Assessment through Knoxville Leadership Foundation Center for Communities
- Increased funded grants by \$30,000+ per year
- Increased event revenue by \$20,000+ per year
- Creation of successful fall event with guidelines to continue
- Renewed state contracts with TCCY, VOCA – clear state audits with no findings
- Worked with web designer to create and promote new website
 - social media creation and implementation: Facebook, Twitter, YouTube, Flickr
- Created email database; created monthly newsletters
- Developed and integrated an annual event / mailing / training plan and calendar for all counties
- Completion of National CASA reassessment certification with no findings

Consultancy Work

Girl Talk, inc.

Monthly mentoring meetings with Denetria Moore, Executive Director

Event and fund development planning

- set up first major fundraising event
- help with fundraising calendar
- fund development presentation
- assistance with identification of new grants and applications

TORCH

Initial organizational set up consulting

- charter, by laws, policies and procedures
- strategic planning and long term goal setting
- mission, vision and purpose statements = clear and concise
- fund development plan
- board creation / development

City of Oak Ridge Board Application 2017

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Applicant: Brown, Heather

Application Submitted

12/14/2017 1:42 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 2

Address	Contact Information
242 Outer Drive	Home Phone: (865) 483-0200 Email: sales@kisnahospitality.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?

Convention and Visitors Bureau/Explore Oak Ridge

Education, Professional and or Community Activity

Director of Sales - Staybridge Suites and Holiday Inn Express & Suites in Oak Ridge

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

I am excited to serve on the board of the Oak Ridge Convention and Visitors Bureau/Explore Oak Ridge. I have served 2 years in the capacity of hotel representative. Now as a resident of Oak Ridge, I would like to serve a 3-year term. I am passionate about hospitality and believe I have been a strong contributor to the organization. This is a great experience in serving the greater good of the community.

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

I have more than 15 years of hotel and hospitality experience. In addition, I have served on the board for Explore Oak Ridge for 2 years.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Heather Brown (Hotel Representative) _____

BOARD OR COMMISSION: Convention and Visitors Bureau _____

TIME IN OFFICE: Term of Office 1 Year _____

Date Appointed 1/19/16 _____

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 9 _____

Number of Absences 4 _____

Date Prepared 1/3/18 _____

Attachment: Resume

HEATHER BROWN

242 Outer Drive ♦ Oak Ridge, TN 37830 ♦ (865) 456-6568 ♦ sales@kisanahospitality.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.

City of Oak Ridge Board Application 2017

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

12/29/2017 9:53 AM

Applicant: Ferrell, Barbara

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
24 Brookside Drive	Home Phone: (865) 482-9392 Email: barbaraferrell24@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?
No

Education, Professional and or Community Activity

Master of Science in Linguistics and Education, Purdue University, Lafayette, Indiana; Bachelor of Science in Education, Franklin College, Franklin, Indiana; Sullins College, Bristol Virginia; Professional Experience: Owner and Manager of the Ferrell Shop, 1982-Present; Member of Jackson Square Business Association, 1966-Present (Served as Vice President, Secretary, currently serving as Treasurer; Teacher of language arts and history, middle school, Indiana and Virginia, 1968-1974; Community Activity: Founder and Director of Lavender Festival in Jackson Square, 1999-Present; Retail Committee Member and two years as Board Member, Oak Ridge Chamber of Commerce, 1984-2014; Downtown Merchants' Association, Oak Ridge, 1982-1989

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

Having lived in Oak Ridge and the vicinity since 1974 and owned my own business here for 35 years, I have developed a passion for Oak Ridge. I value this area as a unique and vibrant place to live and visit and would be excited to play a role in making future decisions to help ensure it remains so. I would love the opportunity to give back to my community in another way while learning more about the town that has supported me for so many years.

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

Over the years The Ferrell Shop has become one of the go to places for visitors to Oak Ridge, whether they are visiting family, passing through, or attending an event. Over 40 percent of my customers come from outside of Oak Ridge. Some work in Oak Ridge, but many come solely to shop at The Ferrell Shop. They share their thoughts about Oak Ridge and what they would like to find here. Operating The Ferrell Shop for 35 years and producing The Lavender Festival, which is 20 years old this coming year, require skills which qualify me to contribute to this board. I am able to combine my business knowledge with my passion for bringing people and ideas together in order to strengthen our community, therefore encouraging the continuing development of tourism of Oak Ridge and the area. I feel this knowledge would contribute greatly to the vision and goals of Explore Oak Ridge. I am excited to be part of this committee to learn more about Oak Ridge and to give back to my community, helping to maintain its unique sense of place.

Additional Information

Special Qualifications

End of Application for For Board:

City of Oak Ridge Board Application 2017

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Hummel, Allison

12/29/2017 8:05 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
100 Crossroads Boulevard Oak Ridge, TN 37830	Email: allison.hummel@gmail.com Mobile Phone: (256) 565-9403

Current Company/Organization
Oak Ridge National Laboratory

Current Position / Title
Protocol Officer

Retired?
N

Do you currently serve on any other City board, commission or committee?
Convention and Visitors Bureau/Explore Oak Ridge

Education, Professional and or Community Activity
BA, Dartmouth College; MA, University of Minnesota; JD, University of Minnesota; Protocol Officer, Oak Ridge National Laboratory - 2013 to Present; have served on the Oak Ridge CVB/Explore Oak Ridge and am currently Chair of the Board; have coached AYSO girls soccer (currently taking a break); Leadership Oak Ridge Class of 2014

Explain why you are interested in being appointed to this board, commission or committee
My time serving on the Explore Oak Ridge Board has been an engaging and challenging way for me to serve my community. During my time on the Board, EOR has worked to expand its mission and to hire staff to better serve the people of the City of Oak Ridge. We have also moved into a new location with the Chamber of Commerce. EOR has had several successes over the past few years and has exciting plans for the future and I want to continue to work to bring those plans to fruition.

Describe any special knowledge or past experience qualifying you for this appointment?
I have already served on this board and am currently the Board Chair.

Additional Information
Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Allison Hummel

BOARD OR COMMISSION: Convention and Visitors Bureau

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 1/12/15

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 30

Number of Absences 5

Date Prepared 1/3/18

Attachment: Resume

ALLISON L. HUMMEL
(256) 565-9403
allison.hummel@gmail.com
100 Crossroads Blvd.
Oak Ridge, TN 37830

EXPERIENCE

UT-Battelle, Oak Ridge National Laboratory, Oak Ridge, TN May 2013-Present
Protocol Officer, Communications

Plan and facilitate high level visits to Oak Ridge National Laboratory including those by government officials, foreign nationals, and other dignitaries. Engage in community outreach and promote the mission and values of the lab publicly.

US Department of State, Lusaka, Zambia September 2012- April 2013
Security Escort, Regional Security Office, U.S. Embassy

Oversaw the security requirements of the physical access of visitors to U.S. government facilities on a day-to-day basis and for special events. Liaised with local guard force staff. Researched and edited for special projects, including security policies and notices.

US Department of State, Public Affairs Section, Lusaka, Zambia August 2011- September 2012
Education Advisor, Public Affairs Section, U.S. Embassy

Managed the educational advising programs of the U.S. Embassy in Zambia including: intensive one-on-one advising for high achieving, economically disadvantaged students; running the Fulbright and Humphrey Fellowship programs; designing and presenting country-wide outreach.

US Agency for International Development, Lusaka, Zambia February 2011- June 2011
AGOA Forum Coordinator

Facilitated and coordinated the planning of the 2011 AGOA Forum. Participated in the Zambian subcommittees for the Civil Society and African Women Entrepreneurs (AWEP) groups. Liaised between those two groups and planning counterparts at the Embassy in Lusaka and in Washington, DC. Coordinated logistics and schedules, including site visits, for high-ranking U.S. delegation members.

The Federal Energy Regulatory Commission, Washington, DC October 2008- October 2010
Attorney Advisor, Office of Enforcement, Division of Investigations

Supported investigations relating to matters subject to the Commission's jurisdiction, such as market manipulation, interstate transportation of natural gas, and electric grid reliability. Activities included legal research and writing, depositions, collaborating with staff in other offices, recommending appropriate legal action to the Commission, and communicate and negotiating with outside counsel.

The Smithsonian Institution, Washington, DC Summer 2007
Legal Intern, Office of General Counsel

Researched and wrote memoranda on issues including contracts, employment law, corporate governance, copyright, and NAGPRA; contributed to the Digital Media Use Working Group

The National Arbitration Forum, Minneapolis, MN June 2006- May 2007
Law Clerk

Prepared legal memoranda to assist arbitrators in resolving Internet domain name disputes; supported staff attorneys with legal research and recommendations on variety of topics related to arbitration.

ALLISON L. HUMMEL
(256) 565-9403
allison.hummel@gmail.com
2310 Lusaka Place
Dulles, VA 20189

The American University of Kuwait, Kuwait City, Kuwait
Interim Library Services Assistant, Summer 2005

The Humphrey Forum: A Museum of History, Government, and Politics, Minneapolis, MN
Museum Intern, Spring 2005

University of Minnesota, Department of Anthropology, Minneapolis, MN
Teaching Assistant: Introductory Anthropology, Fall 2004 and Spring 2005

Louisa County Public Library, Mineral, VA
Library Support Staff, October 2002-June 2003

Dartmouth College, Department of Anthropology, Hanover, NH
Teaching Assistant: Secrecy and Lying in Law, Society, and Politics, Summers 2002 and 2003

Dartmouth College, Baker-Berry Library Access Services, Hanover, NH
Circulation Desk Employee and Student Manager, Summer 1999- Summer 2002

ACTIVITIES

Board Chair, City of Oak Ridge Convention and Visitors Bureau/ Explore Oak Ridge, Fall 2016- present
Board Member, City of Oak Ridge Convention and Visitors Bureau/ Explore Oak Ridge, January 2015- present

President, Oak Ridge National Laboratory Committee for Women, October 2017-present

Representative, Oak Ridge National Laboratory Committee for Women, November 2014- present

AYSO Youth Soccer Girls Coach 2016 Spring and Fall seasons

Steering Committee Member, Leadership Oak Ridge Alumni Association, November 2014- March 2016

Leadership Oak Ridge Class of 2014

ADDITIONAL QUALIFICATIONS AND AWARDS

Member in good standing of the Bar of Maryland

Active Department of Energy Q clearance

US Embassy, Lusaka Eagle Award, June 2014

US Department of State Meritorious Honor Award, December 2011

EDUCATION

University of Minnesota, Minneapolis, MN

JD cum laude, Spring 2008

GPA: 3.418/ 4.333 (2nd Quartile)

Honors: Dean's List (1L and 2L), First Year Legal Writing Honors

Journal: *Minnesota Journal of International Law*

Georgetown University Law Center, Washington, D.C.

Visiting Student 2007-2008 Academic Year

MA Fall 2006, Anthropology with a Minor in Museum Studies

GPA: 3.536

Honors: University of Minnesota Graduate School Fellowship

ALLISON L. HUMMEL
(256) 565-9403
allison.hummel@gmail.com
100 Crossroads Blvd.
Oak Ridge, TN 37830

Dartmouth College, Hanover, NH

BA *cum laude*, Spring 2002, Classical Archaeology and Anthropology (High Honors)

GPA: 3.53

Honors: Goodman Grant, Dickey Center Grant, Presidential Scholar

City of Oak Ridge Board Application 2017

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Smallridge, Carol

12/28/2017

Race (Optional):

Preference: 1

Number of Times Previously Applied: 2

Address	Contact Information
108 Carnegie Drive	Home Phone: (865) 483-0797 Email: leadershipcarol@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	Leadership Oak Ridge

Do you currently serve on any other City board, commission or committee?
Convention and Visitors Bureau/Explore Oak Ridge

Education, Professional and or Community Activity
Leadership Oak Ridge Director - 20 years; Presently Board Member of Free Medical Clinic, Convention and Visitors Bureau/Explore Oak Ridge, Methodist Medical Center (Emeritus); Committee involvements: Altrusa, ADFAC, Oak Ridge 75th Anniversary

Explain why you are interested in being appointed to this board, commission or committee
Very interested in promoting Oak Ridge

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

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Carol Smallridge

BOARD OR COMMISSION: Convention and Visitors Bureau

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 10/20/08

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 30

Number of Absences 1

Date Prepared 1/3/18

Attachment: Resume

Carol Smallridge 108 Carnegie Drive Oak Ridge, Tennessee 37830

Originally from Rochester, New York

Has lived in Oak Ridge since 1972

Married for 54 years to Bob Smallridge (also from Rochester), former Oak Ridge Schools Supt.

Has 3 children- Cheryl Kress, Julie Dallas, Tim Smallridge (all in Oak Ridge)

Has 11 grandchildren – Emma, Will, Nick, Ben, Caitie Dallas; Kurt and Ryan (Bob) Smith; Jessica, Adam, Taylor, Kacie Kress

Has a degree in Marketing/Retailing - Mohawk Valley Technical Institute, Utica, N.Y./R.I.T.

Work Experience:

Clothing Buyer for McCurdy & Company (large dept. store) in Rochester, New York

Welcome Wagon Representative servicing Oak Ridge

Public Relation and Marketing Representative for Apartment Housing

Event and Marketing Representative for shopping centers in 2 states

Community Co-ordinator for Oak Ridges 50th Birthday Celebration

Business for Russia Community Co-ordinator at ORAU

Held (as a part time job) the position of Leadership Oak Ridge Director for 20 yr

Past to Present Community Involvement:

Oak Ridge Schools PTA Boards, Ridgeview Mental Health Advisory Board, YWCA Board, Big Brothers/Big Sisters Board, Altrusa International of Oak Ridge Board, Campfire Leader and Board Member, United Way of Anderson County Board, American Heart Board, Methodist Medical Center Foundation Board, Regional Leadership Board, Tennessee Association of Community Leadership Board, Convention & Visitors Bureau Board, Free Medical Clinic Board
Continuing Volunteer for "Graduation Celebration" since 1998

Other involvements:

YWCA Aerobic Dance Instructor

BB/BS "Bowl for Kids Sake" Chairperson '84, '85, '86, '87

Anderson County United Way Campaign Co-chair (with husband Bob) 1995

Have chaired many community fund raisers over the years (including the MMC annual Casino Night)- raising thousands of dollars; more recent fundraiser (2016) for the Free Medical Clinic netted \$73K

Most memorable "fun accomplishments"

Co-ordinating the arrival of Alex Haley in a horse drawn carriage to the first "Bowl for Kids Sake" fundraiser and netting 18K!

Co-chairing the first Anderson County American Heart Golf Tournament (as one who has never played golf) and netting 14K!

Bringing Lee Greenwood to Oak Ridge to put on a fantastic concert for Oak Ridges 50th Birthday Celebration at Blankenship Field!

Most humbling accomplishments:

Received United Ways "Volunteer of the Year" recognition in '96

Received Oak Ridges "Key to the City" in 2008 for Leadership Oak Ridge recognition

Received the STARFISH award from United Way in 2016

City of Oak Ridge Board Application 2017

BoardName: Convention and Visitors Bureau/Explore Oak Ridge

Application Submitted

Applicant: Wieland, Sara

12/18/2017 12:08 PM

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address	Contact Information
102 Colby Road	Home Phone: (865) 621-5682 Email: sarawieland@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization
Knox County Schools

Current Position / Title
Art Teacher

Retired?
N

Do you currently serve on any other City board, commission or committee?
No

Education, Professional and or Community Activity
I attended Oak Ridge Schools since 2nd grade, and graduated from Oak Ridge High School. I later completed a Bachelor of Fine Arts in Painting, and a Bachelor of Science in Art Education at Kennesaw State University, with honors. I have taught elementary Art in Knox County for the past nine years. I serve on the Board of Directors of the Oak Ridge Nursery School, the PTO of Woodland Elementary, and volunteer as I can with a few organizations in the area.

Explain why you are interested in being appointed to this board, commission or committee
I grew up in this city and am proud of its unique history. I returned here to raise my own children because it's a wonderful place for families. My parents, in-laws, and siblings all live in or around Oak Ridge. I would love the opportunity to help share about our home. There are so many things that make our city special, and a lot of people don't know about them.

Describe any special knowledge or past experience qualifying you for this appointment?
None.

Additional Information

Special Qualifications

End of Application for For Board:

Environmental Quality Advisory Board

NumVacancies 6 Total # of Members 12

Term of Office

Five terms expiring on December 31, 2020 and one term expiring December 31, 2019

Qualifications

No special qualifications, other than Oak Ridge residency.

Environmental Quality Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Rebecca Bowman			2	0
Dr. William Dean (Incumbent)		12/29/2017	1	2
Ms. Wende Doolittle		12/29/2017	1	0
Mr. Robert G Kennedy III, PE (Incumbent)		12/29/2017	1	3
Mr. Kelley Smith			1	0
Total Number of Applicants: 5				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Tripp Chinn		6/30/2019
Ms. Darcie Holcomb		12/31/2019
Ms. Jan Lyons		12/31/2019
Ms. Kaela O'Dell		12/31/2018
Mr. Adithyan Sujithkumar		5/31/2018
Ms. Jianqiu Zheng		12/31/2019
6 of 12 members		

City of Oak Ridge Board Application 2017

BoardName: Environmental Quality Advisory Board

Applicant: Bowman, Rebecca

Race (Optional):

Number of Times Previously Applied: 0

Application Submitted

Preference: 2

Address

214 Whippoorwill Drive

Contact Information

Home Phone: (865) 272-3140

Email: rbowman@ibdinc.org

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?

N

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

No

Education, Professional and or Community Activity

See Resume

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

Passion for developing a strong community

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

Database development, information systems, project management

Additional Information

Special Qualifications

Rebecca Rumbaugh Bowman

PROFESSIONAL EXPERIENCE

Information by Design, Inc.

Founder & President | 1995 – 2017

Information by Design, Inc. has helped clients realize project success from inception to completion through strategic planning and informed decision making. As president, Rebecca has utilized her interpersonal skills to help refine client goals, define project scope, establish project schedule and milestone, and develop strategies for completion, when applicable also training and mobilizing teams to achieve the project objective and ensure its long-term success.

Featured Clients & Countries

Oak Ridge National Laboratory (USA)

Academy for Educational Development (Republic of Georgia)

The Mitchel Group (Nigeria and Ghana)

Harvard Graduate School of Education (Jamaica, Malaysia, Ghana, Malawi, South Africa and United Arab Emirates)

BP International (England and South Wales)

Quality Milk Sales (USA)

Project Summary

Organize, manage, and provide technical support to establish the Center for Bioenergy Sustainability and host six environmental science workshops.

Design, produce, and implement 20 custom database systems including training, user and technical documentation.

Oversee installation and conversion of 23 accounting systems including training and procedure documentation.

Design, develop and provide custom information tools and/or training to 47 additional clients.

Industry Summary

Agriculture • Construction • Democracy & Governance •

Education • Finance • Hospitality • Insurance • Law • Manufacturing •

Monitoring & Evaluation • Oil & Gas • Science & Medicine • Retail

EDUCATION & CERTIFICATIONS

BS Technical Management | Project Management

DeVry University | Nashville, TN

Grant Writing Certificate

University of Tennessee | Knoxville, TN

AA Business Administration | Accounting

Eastern New Mexico University | Roswell, NM

CONTACT

Mobile

505.699.3641

Email

RBowman@ibinc.org

Website

<http://www.ibdinc.org>

LinkedIn

www.linkedin.com/in/rebeccarumbaughbowman

AREAS OF EXPERTISE

Accounting

Conference Management

Database Design & Development

Human Resource Development

Information System Planning &

Implementation

Monitoring and Evaluation

Project Management

Public Relations

Quality Assurance

Strategic Planning

Training

Technical Research

Documentation Development

SOFTWARE

Microsoft Access

Excel

PowerPoint Word

Outlook

Visual Basic

SQL

MS Project

Accounting Software Packages

Endnote

SharePoint

Windows

Bomgar

Interaction Client

Service Management Suite (SMS)

PROJECT HIGHLIGHTS:

Center for Bioenergy Sustainability (CBES)

Scope: Develop and implement strategic plan to launch of Oak Ridge National Laboratory's CBES and produce supporting materials and provide technical support during launch. Plan, promote and provide technical support monthly CBES forums. Plan and manage workshops designed to enhance and support bioenergy sustainability.

Outcome: Center successfully launched in February 2009. Organized and provided technical support for over 40 forums. Planned and managed three domestic and two international workshops. Organized and provided support for the international Southeast United States Bioenergy Study Tour conducted April 2016.

China-US Bioenergy Cooperation Memorandum of Understanding

Scope: Organize and provide technical support for virtual meetings with scientists from Oak Ridge National Laboratory and China to develop objectives for US based study tour. Organize tour activities, develop materials, and provide support during tour.

Outcome: Virtual meetings successfully conducted and objectives developed for tour. Materials supporting study tour and activities successfully completed.

Harvard Institute for International Development - Education Management Information Systems

Scope: Produce databased solution for collecting census data to support information based decision making at federal, regional and district levels of government in Jamaica, Malaysia, and Ghana. Develop and provide training for federal level data unit staff.

Outcome: Produced country specific database systems to collect school-level census data and produce reports to support education policy and planning activities. Developed users guides and technical documentation. Trained staff at the district (120+) and regional (50+) level staff to process census forms and produce reports. Trained federal (15+) level staff to modify database to respond to emerging information needs.

The Mitchell Group - USAID Monitoring Evaluation Management Service – Nigeria

Scope: Develop information tools for collecting indicators, intermediate results and milestones for USAID projects (Agriculture & food security, Democracy, human rights & Governance, Economic Growth, Education, Health, Infrastructure & Water) in Nigeria to meet USAID R4 reporting requirements and support resource coordination, and monitoring and evaluation activities of the project.

Outcome: Consulted with key stakeholders in federal government and project chiefs of party to develop data needs and reporting requirements for USAID projects in Nigeria. Developed tools for collecting and reporting data to meet USAID reporting requirements and to coordinate in-country and international consultants with project needs.

Select Milk Producers - Milk Information Management System

Scope: Consulted with CFO, COO, IT Manager, and function-level managers to define information needs for milk coop representing over 80 dairies. Develop data structures and programs to produce information to support quality control, produce billing, producer and hauler payments, and milk coop reporting requirements for the Southwest Dairy Farmers agency.

Outcome: Developed data structure and code using Visual Basic and SQL to produce information system to successfully fulfill project information requirements. Provided training to functional managers (6+) and system users (20+) as well as user and technical documentation.

Louisiana State University Medical Center

Scope: Define information requirements to track and report residency statistics and develop database for collecting and reporting patient information for urogynecology department.

Outcome: Developed custom residency statistic and urogynecology database system, user's guide, and technical documentation for retail Jewelry company. Trained residency staff and urogynecology staff or enter data and generate reports.

Allen Roofing Company

Scope: Plan and implement accounting system conversion to Open Systems Accounting with emphasis in job cost accounting. Develop custom reports to support information and financial reporting needs. Provide procedures and training for in-house accountant, purchasing, inventory, and site managers.

Outcome: Accounting system successfully installed with successful conversion and implementation. Trained in in-house accountant and three area managers.

Mescalero Apache Tribe

Scope: Install Open Systems Accounting and design custom reports to report on various tribal entities and to fulfill financial reporting requirements as specified by Tribal leaders and their Certified Public Accountant. Develop procedures and train in-house accountant.

Outcome: Accounting system successfully installed and implemented. Trained in in-house accountant in entering and verifying information and producing timely reports.

Artesia Alfalfa Growers

Scope: Plan and implement accounting system conversion to SBT Accounting. Develop custom database program to collect exported data, process patronage transactions, and produce general ledger and payment records for import into SBT accounting system. Train in-house accountant and oversee implementation of new system.

Outcome: Accounting system successfully installed and implemented with fully-developed patronage module. Trained in in-house accountant and produced procedures and technical guides.

Database Projects:

Client	Database
Academy for Educational Development	USAID General Education Decentralization and Accreditation Project, Financial Reporting System – Republic of Georgia
Artesia Alfalfa Growers Association	Patronage Management System with integration to SBA Accounting Software
Bogle Farms, Ltd.	Hay Information Management System for processing crop transactions to produce billing and hauler payments and maintain inventory
Bullock's Jewelry, Inc.	Jewelry sales, accounts payable, accounts receivable and inventory management system
CWBC, Inc.	Import/Export/Merge module and enhanced features for the Agricultural Information Management System
Eastern New Mexico Medical Center	Transcription Management System for recording transcription volume and transcriptionist performance
Harvard Institute for International Development	Education Management Information Systems: Ministry of Education – Ghana Ministry of Education – Malaysia Ministry of Youth, Education & Culture – Jamaica GABLE: Girls' Attainment in Basic Literacy and Education - Malawi DECIDE: A simulation program for decentralizing educational decision-making with training conducted in United Arab Emirates, South Africa, and Ghana
Kinder, Lydenberg & Domini	Responsive Global Monitor: A program for recording and reporting level of civil responsibility for specific countries
Louisiana State University Medical Center	Residency Statistics program for tracking resident experience and performance Urogynecology Reporting system for recording and reporting patient care
The Mitchell Group	USAID Quality Improvement in Primary Schools - Ghana USAID Performance Monitoring and Evaluation - Ghana USAID Monitoring Evaluation Management Service – Nigeria
Pioneer Dairy Lab	Dairy Sample Management System for scheduling and reporting milk components and quality
Robinson Farms, Inc.	Agricultural Information Management System for recording harvesting transactions and produce producer and hauler compensation
Select Milk Producers	Milk Information Management System for processing transactions, calculating producer payroll, compensating producers, billing customers, and reporting to the Southern Marketing Agency

Client List:

ADVERTISING

Entrop and Associates, Inc.
Nash St. Media
Newman Outdoor Advertising

AGRICULTURE

Artesia Alfalfa Growers Association
Nature's Dairy
Bogle Farms, Ltd.
CWBC, Inc.

Robinson Farms, Inc.
Select Milk Producers
Sterrett Farms, Inc.

Sundance Dairy

ATTORNEYS

Cusack, Jaramillo and Associates
Hinkle, Cox, Eaton, Coffield & Hensley
Hunker & Fedrick
Hunt & Currier
Ken Wilson

AVIATION

Great Southwest Aviation
Hirst Flying Service

EDUCATION

California Department of Education – Special Education
Eastern New Mexico University
Harvard Institute of International Development
Ministry of Education – Ghana
Ministry of Education – Malawi
Ministry of Education – Malaysia
Ministry of Education – Republic of Georgia
Ministry of Youth, Education and Culture – Jamaica
Hondo Valley Public Schools

FINANCE

Kinder, Lydenberg & Domini
Pioneer Bank
Bank of the Southwest
United New Mexico Bank

GOVERNMENT

Bureau of Land Management
City of Roswell
New Mexico Department of Labor
New Mexico Highway Department
New Mexico State Engineer – District II
Region VI Housing Authority
Roswell Correctional Center
Roswell Job Corp.
U.S. Immigration and Naturalization Service

INSURANCE

Employee Benefits Management Company
Mountain States Life Insurance
State Farm Life Insurance
United Fidelity and Guarantee

LABORATORIES

Oak Ridge National Laboratory
Pioneer Dairy Lab

MEDICAL

Eastern New Mexico Medical Center
Guadalupe Emergency Medical Services
Emit Jennings, M.D.
Family Care Medical Center
J.N. Gorton Levitt, M.D.
Louisiana State University Medical Center
PRN Medical
Professional Transcription Service
Roswell Orthopedic Associates
Frank W. Schwarz, M.D.
Southeastern New Mexico Internal Medicine, Hematology
and Oncology

MANUFACTURING

Levi Strauss
Transportation Manufacturing Corporation
Urethane Contractors Supply Co

MONITORING & EVALUATION

USAID Quality Improvement in Primary Schools USAID
Performance Monitoring and Evaluation - Ghana
USAID Monitoring Evaluation Management Service -
Nigeria
USAID General Education Decentralization and
Accreditation Project – Republic of Georgia

NATIVE AMERICAN

Mescalero Apache Tribe

OIL AND GAS

Atlantic Richfield Company
Cibola Energy
Caprock Pipe and Supply
Honda Oil Co.
McKay Oil Co.
Stephens Supply Co.
The Toles Company
Wakefield Oil Co.

Yates Energy Corporation

RETAIL AND OTHER SERVICES

48 Hours of New Mexico and Texas
Allen Roofing Company
Bullock's Jewelry
ComputerLand
Computer Systems, Inc.
Courtesy Honda-Mazda
G&T Roofing
Grievs Group Realtors Independent Car Rental Kruse
Appraising
Lykins Tire Co.
Las Palomas de Taos
Professional Office Services
Roswell Baking Co.
Ruidoso Animal Clinic
Spring River Golf Course

References:

Mike Stinson
 Orange County Service Desk Manager
 Science Applications International
 Corporation
 301 Laboratory Road
 Oak Ridge, TN 37830
 Phone: 865.481.1572
 stinsonmi@naismc.saic.com

Dr. Virginia H. Dale
 Environmental Sciences Division
 Oak Ridge National Laboratory
 Post Office Box 2008
 Oak Ridge, TN 37831-6036
 Phone: 865-576-8043
 Email: dalevh@ornl.gov

Todd Tucker
 Information Technology Manager
 Select Milk Producers
 320 Hermosa
 Artesia, NM 88210
 Phone: 575-746-6698
 Email: toddt@selectmilk.com

Dr. Thomas LeBlanc
 Director, Education Office
 USAID/Morocco
 American Embassy
 Avenue Mohammed VI, Km. 5.7
 Souissi, Rabat 10170
 Morocco
 Phone: 212 6 61 82 84 06
 Email: tleblanc@usaid.gov

Letters of Recommendation:

http://ibdinc.org/rec_main

Volunteer History:

Women's Interfaith Dialogue of Oak Ridge
 Oak Ridge Unitarian Universalist Church

Sound Company Children's Choir

Oak Ridge Wildcat Band

Sunrise Rotary Tennis Tournament
 Salvation Army

Steering Committee Member

Group Leader – Fruit for At-Risk Children
 Co-Group Leader – Oak Ridge Interfaith
 Partnership

Storyteller – Primary Spirit Play
 Executive Committee Member (2015-2017)

Costume Coordinator

Chaperone & uniform distribution and
 collection

Founder and Co-Chairman (2004-2006)

Holiday food deliveries & dinners
 Bell Ringing

Native American Citizenship:

Citizen of the Chickasaw Nation

City of Oak Ridge Board Application 2017

BoardName: Environmental Quality Advisory Board

Applicant: Dean, William

Race (Optional): Caucasian

Number of Times Previously Applied: 2

Application Submitted

12/29/2017 9:08 AM

Preference: 1

Address

106 Westlook Circle

Oak Ridge, TN 37830

Contact Information

Home Phone: (865) 425-9836

Email: wdean1@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?

Environmental Quality Advisory Board

Education, Professional and or Community Activity

PhD, MS, BS (Geology); Lecturer, UT-Knoxville and Walters State; EQAB Member (Filling vacant term), 2011-12; EQAB Member (full term); 2014-2017; please see attached cv

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

I care about my community and wish to help improve the environmental conditions of the city. My environmental interests range from contaminant issues to ecological matters and to quality of life. I feel that only by becoming involved can one truly make a difference and therefor my interest in continuing to serve on EQAB.

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

4 years of previous EQAB service; knowledge of environmental issues; I have also served faithfully on EQAB with very rare (less than 3) total absences from monthly meetings.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: William Dean

BOARD OR COMMISSION: Environmental Quality Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 3/8/10

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 27

Number of Absences 3

Date Prepared 1/3/18

Attachment: Resume

W. Gray Dean, PhD

106 Westlook Circle
Oak Ridge, TN 37830
(865) 425-9836
wdean1@utk.edu

Skills, Knowledge and Abilities

Creative, energetic, analytical, problem-solver
Faculty Experience at University of Tennessee & Clemson University
Designed and co-supervised a departmental-level Creative Inquiry
undergraduate experiential research program
Extensive graduate student supervisory and management experience
Developed service learning and experiential courses
Successful teaching experience with over 6,500 students
Excellent interpersonal and leadership skills

Education:

Ph.D. – Geology, 2003, University of Tennessee, Knoxville
Dissertation: “Biodiversity Trends of the Cenozoic Caribbean”
M.S. – Geology, University of Tennessee, Knoxville
Thesis: “Evolutionary Flux in Fossil Echinoids: New Metrics for Old Dogmas”
B.S. – Geology, Georgia Southern University, Statesboro, GA
Senior Thesis: “Wetland Delineation and Mitigation, Wilkinson County, Georgia”
B.S. – Communication Arts, Georgia Southern University, Statesboro, GA
Emphasis: Radio and Television Production

Current status (Fall 2010 – Fall 2017)

Lecturer (2010-2017) ~ 3-4 courses/year
Department of Earth and Planetary Science
University of Tennessee, Knoxville

Adjunct faculty (2016 – present)
Tennessee eLearn (on-line courses)
Walters State Community College
Morristown, TN

Adjunct faculty (2013)
Math and Sciences Department
Roane State Community College
Oak Ridge Campus, Oak Ridge, TN

Adjunct faculty (2010-2012)
Department of Behavioral and Natural Sciences
Pellissippi State Community College, Knoxville, TN

Previous Work History

2004 – 2010. Geology Lecturer and Introductory Lab Supervisor (Full time faculty)

Clemson University, Clemson, SC

Responsibilities: Introductory geology program. Lecturer for Introductory and Upper Geology courses; new course development and administration; undergraduate research leader; supervising, training and administration of Graduate Teaching Assistants; scheduling labs and teaching assignments; maintaining lab samples and equipment; organizing and leading Introductory Geology field trips; new major recruitment and community outreach.

Developed and co-supervised *Creative Inquiry*

Taught 300+ students per semester

Supervised 7-9 graduate teaching assistants per semester

(Resigned position in support of significant other's career)

2002 – 2004. Lecturer and Introductory Lab Supervisor (Full time faculty)

University of Tennessee, Knoxville

Responsibilities: Lecturer for Physical, Environmental and Historical Geology; supervising and training Graduate Teaching Assistants; scheduling labs and teaching assignments; maintaining lab samples and equipment; organizing and leading introductory geology field trips.

Taught 150+ students per semester

Supervised 20 – 24 graduate teaching assistants per semester

1998 – 2002. Instructor (Summer Sessions), University of Tennessee

Environmental and Historical Geology

1994 – 2002. Graduate Teaching Assistant, University of Tennessee

Lab Instructor, Summer Lecturer, Thesis and Dissertation research

Recent Professional development and recognition

Experience Learning Summer Institute Faculty Fellow, 2017

(Professional training and project funding)

Recent publication

LeDoux, S; Szykiewicz, A; Faiia, A; Mayes, M; McKinney, M & WG Dean, 2016. Chemical and isotope compositions of shallow groundwater in areas impacted by hydraulic fracturing and surface mining in the Central Appalachian Basin, Eastern United States, *Applied Geochemistry*, 71, pp 73-85.

Community Service

Advocates for Oak Ridge Reservation, Board Member, December 2014 – present

Environmental Quality Advisory Board, City of Oak Ridge, TN.

Elected by Oak Ridge City Council

Present term: January 2015 – January 2018

Previous term: March – December 2012 (Appointed to finish term of vacated position)

Board of Advisors, Botanical Gardens and Bob Campbell Geology Museum, Clemson, SC, June 2007 – June 2010

Departmental Service

Graduate Committee member (2013-2015) – Served in an unofficial capacity (due to being non-tenure track), helping MS student design, develop and implement a research plan and prepare a manuscript for submission

Environmental Laboratory revisions (2015-2016) – Derived new laboratory exercises including laboratory handbook for introductory Environmental Geology. Updated content to reflect new departmental capabilities and recent technologies

Recent University Service

Life of the Mind discussion leader (2013, 2014, 2015, 2016) – Freshman common reading program

Undergraduate Summer Research Fellowship Judge, College of Arts and Sciences (2014, 2016) – Reviewed undergraduate research proposals for competitive funding

General Education Assessment Rater, College of Arts and Sciences (2014) – Evaluated selected courses for consistency and accreditation compliance

Academic Management and Supervision

Derived curricula, trained and mentored Graduate Teaching Assistants (GTA), responsible for all undergraduate student grades and lab activities

Physical Geology and Earth Resources laboratory sections at Clemson University from 2004 – 2010, involving oversight of ~ 12-14 lab sections, over 500 students and ~ 9 GTAs per semester

Physical, Environmental, and Historical Geology laboratory sections at UTK from 2002-2004, involving oversight of ~ 50 lab sections, over 1000 students and ~ 24 GTAs per semester

Teaching Experience

I have considerable college teaching experience and in the design of new courses. As Lecturer, I have taught over 6,500 students in Lecture-based classes to Field-related studies, as described below.

A. Introductory Geology Courses:

Physical Geology – Fall 2002, Fall 2003, Fall 2005, Fall 2006, Spring 2007, Fall 2007, Fall 2008, Spring 2009, Fall 2009, Spring 2010, Fall 2010, Spring 2011, Fall 2011, Fall 2012, Spring 2013, Fall 2013, Spring 2014, Fall 2014, Spring 2015, Fall 2016, Spring 2017
(Lecture sections of up to 150+ students per section; on-line sections 2016-17)

Historical Geology – Spring 2004, Spring 2011, Spring 2012, Spring 2013

Environmental Geology – Spring 2003, Spring 2004, Spring 2010 (150+ student sections), Spring 2011, Spring 2012, Fall 2012, Spring 2013, Summer 2013, Fall 2013, Spring 2015, Summer 2015, Spring 2016, Fall 2016, Spring 2017
(Lecture Sections of up to 150+ students per section)

Honors Physical Geology – Fall 2002, Fall 2004, Fall 2007
(Smaller section at a more advanced level with more activities than general education course)

Earth Resources – Fall 2004, Spring 2005, Fall 2005, Spring 2006, Spring 2007
(Seven 60-student sections)

Current Topics in Geology – Fall 2004, Spring 2005, Fall 2005, Spring 2006, Spring 2007, Fall 2007
(Six 30-student sections; focus on *Climate Change* in Fall 2007)

Local Geology – Spring 2010
(Field-based experiential course I developed to enhance major recruitment)

B. Upper Geology Courses:

Creative Inquiry 291/391 & 292/292 – Fall 2007-09, Spring 2008-10. A field-based research-oriented experiential learning for sophomore through seniors

Invertebrate Paleontology – Spring 2008. Paleontology survey course with lab and field trips for Geology seniors and graduate students

C. Non-traditional Geology Courses:

SC Life "Seashore" course – Summer 2005, 2007. A week long, multi-disciplinary, team-taught course for South Carolina teachers, examining the physical and biological relationships along the SC coast. This is part of a larger, externally funded project to help provide education and resources to public school teachers.

D. Laboratory Sections:

Paleobiology lab – Fall 1997-2001. A junior-level course focusing on a variety of topics including invertebrate identification, morphometrics and paleo-interpretations with field trips

Field Camp – 1996 and 2002. Assisted with the hydrology component at UTK's field camp

Hydrology Teaching Assistant, Geology 455 – Spring 1998

Honors Physical Geology TA – Fall 1999, 2000, 2001

Honors Historical Geology TA – Spring 2001, 2002

References:

1. Michael L. McKinney, Ph.D.
Department Chair &
Director, Environmental Studies Program
Professor of Earth & Planetary Sciences and
Ecology/Evolutionary Biology
University of Tennessee
Knoxville, TN 37996-1410
mmckinne@utk.edu
(865) 974-6359

2. Larry McKay, Ph.D.
Jones Professor of Hydrology
Earth and Planetary Sciences
1412 Circle Drive
University of Tennessee
Knoxville, TN 37996-1410
lmckay@utk.edu
(865) 974-0821

3. Thomas Broadhead, Ph.D
Professor
Office of Undergraduate Admissions
320 Student Services Building
University of Tennessee, Knoxville 37996
broadhead@utk.edu
865-974-1151

5. John Wagner, Ph.D.
Professor emeritus
Environmental Engineering and Earth Science
Clemson University
Clemson, SC 29657
jrwgnr@clemson.edu
(864)-656-5024

6. Richard Warner, Ph.D.
Professor emeritus
Environmental Engineering and Earth Science
Clemson University
Clemson, SC 29657
wrichar@clemson.edu
(864)-656-5023

City of Oak Ridge Board Application 2017

BoardName: Environmental Quality Advisory Board

Applicant: Doolittle, Wende

Application Submitted

12/29/2017 3:45 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address Contact Information

108 Locust Lane

Email: wendesarm@mindspring.com

Mobile Phone: (615) 574-5004

Oak Ridge, TN 37830

Current Company/Organization

Spectra Tech, Inc.

Current Position / Title

Proposal Coordinator

Retired?

N

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

Beer Permit Board

Education, Professional and or Community Activity

I've completed some college toward a degree in English with an emphasis in journalism and marketing. I am currently a member of the Arts Council of Oak Ridge, where I served as treasurer from 2016-2017 and vice president for 2015. I completed the Leadership Oak Ridge program, class of 2013.

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

As a person who both lives and works in Oak Ridge, the quality of the environment here is very important to me, especially as my elderly mother and newborn daughter now also live here with me. Given the history of Oak Ridge and the surrounding area, the topic of environmental quality is complex and critical. In light of a Federal administration which does not seem to value the importance of responsible environmental stewardship, I want to serve in a capacity to help ensure the city in which I live is dedicated to maintaining and, whenever possible, improving the state of the environment around us. I have a keen interest in making sure Oak Ridge is left to my daughter and those in following generations in equal or better shape than it is today. We can take honor in our status as a recognized Tree City USA community for nearly 30 years. By continuing our city's responsible management of trees, including removing those which are infected or infested as new diseases and pests enter our area, Oak Ridge retains a solid foundation for environmental quality as well as beautification of the town--a definite aid to the draw of visitors and their positive economic impact. This aspect of environmental quality should never be underestimated. By helping our city maintain a healthy environment, we can draw both more visitors and more citizens to grow our tax base and improve the City's economic health. All of us who are citizens benefit from that.

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

As a recent homeowner, I look forward to being able to get back into the joys of working on my own property. When I have owned a home in the past, I worked hard to create environmentally responsible practices, such as recycling, composting, and landscaping with local plants and trees. I believe I can apply the research I've done in these areas to the broader scope of the city. Also, as an employee of an environmental services firm, I am able to stay abreast of environmental hot topics and best practices.

Additional Information

Special Qualifications

Tuesday, January 2, 2018

**WENDE DOOLITTLE
COMMUNICATIONS SPECIALIST**



SUMMARY

Ms. Doolittle is a results-oriented communications professional with broad experience in proposal writing, branding, internal and external communications, marketing, and corporate communications. She has prepared or supported proposals valuing up to \$300M, and has prepared winning proposals for U.S. Department of Energy (DOE) and General Services Administration (GSA) prime contracts as well as subcontracts with DOE prime contractors. She also provides contract support services, working directly with clients to ensure contract requirements are met in a timely and cost effective manner. Ms. Doolittle has extensive writing and editing experience. She has developed policies and procedures, proposals, marketing literature, and Web content. Ms. Doolittle also performs technical editing for internal and external clients including the DOE and their major prime contractors.

EDUCATION

Undergraduate coursework, General Studies, Belmont University, Nashville, TN, April 2007 to December 2008
Undergraduate coursework, English, Guilford College, Greensboro, NC, 1994 to 1995; 1997 to 1998
Undergraduate coursework, Journalism, American University, Washington, DC, Summer Seminar 1994

EXPERIENCE

Spectra Tech, Inc., Oak Ridge, TN

2010 to Present – Proposals Coordinator. Oversees the preparation of various responses to proposal requests from both government and commercial clients, ranging from individual task requests to multi-million dollar, multi-year contracts. Ensures quality proposals clearly demonstrate the company's ability to perform work as defined in statements of work. Working with Quality Assurance and management personnel, developed corporate policies and procedures including NQA-1, Environmental Safety and Health, Project Management, and the Employee Handbook. Serves as Document Control Specialist, in accordance with 10CFR830. Proofreads customer deliverables including calculations, assessments, and reports. Performs technical editing on a variety of documents such as DSAs, SERs, EPHAs, Hazards Surveys and other AB/SB documents for DOE.

Parkway Vista Apartments, Maryville, TN

2009 to 2011 – Property Manager. Responsible for all aspects of management of privately-owned, 21 unit apartment complex, including acquiring new tenants, processing leases and evictions, coordinating and performing maintenance, overseeing remodeling and enhancing property value. Reduced apartment vacancies by 60% within six months as well as doubling income within five months. Completed previously outstanding maintenance requests within two months.

Cummins Filtration, Nashville, TN

2005 to 2008 – Global Communications Coordinator. Responsible for internal communications worldwide, including internal Web site content, weekly news update email and quarterly all-employee update presentations; created or approved global marketing collateral, including advertising, videos, presentations, external Web site content, customer newsletters and literature; wrote or approved press releases; served as liaison for news media and trade publications to foster relationships with trade press, authorize interviews with appropriate employees and ensure positioning of company as industry expert and technology leader; assisted with coordination of global trade shows and customer-hosted events; created and maintained standardized corporate presentations; assisted executive team with communications needs, including providing bullet points or full text for speeches and identifying topics for leadership discussion; served as liaison for third party vendors, including printers, graphic designers and sign manufacturers. Led Brand Council during transition from Fleetguard Inc. to Cummins Filtration Inc. Led project to update signage at all worldwide locations to meet new brand standards. Assisted with creation of Technical Information Catalog, including writing introduction sections and editing the entire catalog. Member of multiple Six Sigma projects.

**WENDE DOOLITTLE
COMMUNICATIONS SPECIALIST**



2004 to 2005 – Pricing Analyst. Resolved unpriced orders within sales and order system; processed quotes; managed quotes and pricing email database; participated in annual price review. Created process for tracking progress on unpriced orders, including contact, elevation and resolution. Reduced unpriced orders from weekly average of \$10M and 90+ days old to \$100K and 14 days old. Led team to create employee recognition program.

Salem Communications, Nashville, TN

1999 to 2004 – Web Site Content Administrator. Reviewed and uploaded all Web site content; created advertising and marketing collateral; recruited new content contributors; generated monthly financial reports; processed monthly billing; customer assistance. Increased customer base from 8,000 to 65,000; contributors from 15 to 62; and revenues by 5,000%. Key member of Web site redesign team.

CERTIFICATIONS, QUALIFICATIONS, AND TRAINING

Leadership Oak Ridge, Oak Ridge Chamber of Commerce, Class of 2013
Proposal Writing for the 21st Century, HAS, Dec. 14-16, 2011
Proposal Preparation, SBA, Feb. 24, 2011

City of Oak Ridge Board Application 2017

BoardName: Environmental Quality Advisory Board

Application Submitted

Applicant: Kennedy, Robert

12/29/2017 11:23 AM

Race (Optional): white

Preference: 1

Number of Times Previously Applied: 3

Address	Contact Information
209 Whippoorwill Drive	Home Phone: (865) 483-6104 Email: robert.kennedy@tetrattech.com

Oak Ridge, TN 37830

Current Company/Organization
Tetra Tech

Current Position / Title
Senior Systems Engineer VI

Retired?
N

Do you currently serve on any other City board, commission or committee?
Environmental Quality Advisory Board

Education, Professional and or Community Activity
BS Mechanical Engineering, 1986; Special MA National Security Studies, 1988; Senior systems Engineer VI for Tetra Tech in Oak Ridge for 10 years; 30 years' experience altogether; Nowadays I do green energy all over the world for interesting people. Also, I run a few technical/scientific non-profits.

Explain why you are interested in being appointed to this board, commission or committee
Consolidate gains that EQAB initiated and continue the City's substantial progress toward energy efficiency, a better environment, and a lower greenhouse gas footprint.

Describe any special knowledge or past experience qualifying you for this appointment?
For technical, policy and legislative background, please see attached resume.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Robert Kennedy

BOARD OR COMMISSION: Environmental Quality Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 3/1/78/08

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 27

Number of Absences 7

Date Prepared 1/3/18

Attachment: Resume

EXPERIENCE SUMMARY

Robert Kennedy is a generalist systems engineer with >30 years of combined experience in broad disciplines, inc.: **renewable energy and resources**, esp. **solar, geothermal & biomass**; network security analysis and threat assessment; strategic studies and international affairs; artificial intelligence; design and implementation of robotic systems for military, nuclear, and industrial applications, as well as space-based systems and orbital technologies. In addition, Mr. Kennedy has skills in architectural design; website design, administration, and content management systems; publication of open-source space and nuclear technical databases; numerous machine and programming languages; desktop publishing and computer graphics across Windows and Macintosh platforms; bookkeeping and accounting, including balance sheets, profit/loss statements, engineering economics and net present value estimation; facilities capital budgets; and local/state/federal for-profit 1120S corporate, 1065 partnership, and 501(c)(3) non-profit tax preparation. He is a published author and lecturer with many appearances in domestic and international media inc. print, radio, broadcast and cable television, webcasts, podcasts, and YouTube.

As a Congressional Fellow to the United States House of Representatives Science Committee in a program run by the American Association for the Advancement of Science (AAAS), Mr. Kennedy wrote White Papers, advised members on Russian affairs and space/technology issues, helped develop legislation, organize hearings, prepared expert witnesses. For the last 10 years, he has focused on business development in energy-efficiency and renewable-resources markets for Tetra Tech. As founder/president of The Ultimax Group, Inc., he gave a lecture on geoengineering to a large international scientific audience in Moscow at behest of Russian Academy of Sciences / Rosgidromet (weather service), to be submitted by them to Intergovernmental Panel on Climate Change's *Fifth Report*. In addition, he was formally invited by NASA twice (2013, 2015) to brief scientific staff at Marshall Spaceflight Center in Huntsville on space-based geoengineering, esp. solar radiation management (SRM). He was unanimously reelected several times to City of Oak Ridge's green energy board as vice-chairman.

RELEVANT EXPERIENCE**Senior Systems Engineer, Tetra Tech; Oak Ridge, Tennessee (2007–Present)**

Responsibilities include providing renewable energy and efficiency business development as well as public energy policy at the local (Oak Ridge), state (Tennessee), regional (southeastern and southwestern), national (US) and international (Caribbean, east Africa, Oceania/SE Asian "Ring of Fire" countries, Indonesia, Philippines) levels. Work includes conceptual design of alternative energy systems, energy audits, economic analysis, and renewable components of asset management. Current and recent work includes:

EDUCATION

Special MA, National Security Studies, California State University, San Bernardino, CA, 1988

- international relations
- kremlinology
- arms control
- sociology of terrorism

BS, Mechanical Engineering, California State Polytechnic University, Pomona, CA, 1986

- machine design
- robotics
- optical physics
- systems theory

AREAS OF EXPERTISE

green energy, finance, space, communication

FOREIGN LANGUAGES

Russian, Latin, Greek, Arabic; bits of Navajo, Asian (Vietnamese, Bahasa Indonesia, Balinese, Hindi), bits of African (Amharic, Swahili, Luganda)

REGISTRATIONS/ AFFILIATIONS

1993, PE, TN (#023348)

1990, PE, CA (#M27364)

CERTIFICATIONS**OFFICE**

Oak Ridge, TN

YEARS OF EXPERIENCE

30

CONTACT

865.220-4736

robert.kennedy@tetratech.com

East Africa Geothermal Facility (EAGER), Adam Smith International/ UK Dept. for International Development (DFID)/ UK Foreign Office (2015–Present)

Facilitated creation of secure 2nd-level domain (<https://geothermal.go.ug>) in Uganda. Developed legislative framework for geothermal development in Tanzania. Developed overall architecture and roadmap for relational database management system (RDBMS) to support geothermal development in Ethiopia, Uganda and Tanzania. Principal author of reports. Co-wrote geothermal drilling law for Ethiopia's Ministry of Water, Irrigation & Electricity (MoWIE). Reviewed direct use and peak-shaving issues in Kenya. Ran in-country workshops for all projects, under UK-funded "EAGER" programme and USG-funded "Power Africa". Learned Amharic language & script; learning Swahili and Luganda.

Power Africa & others, US Agency for International Development (USAID) (2014–Present)

Energy-economic analysis, system-level engineering of generation and transmission routes, supporting GIS and cartography, for international green energy programs, mostly geothermal and solar, in Comoros, Djibouti, and Ethiopia, under "Power Africa" and EAGP. Support geothermal and solar energy business development in "Ring of Fire" countries, Indonesia, Philippines. Supported re-negotiations of power purchase agreements (PPA) for *Perusahaan Listrik Negara* (PLN, government electric utility of Indonesia). Learned Balinese and Indonesian.

Evaluation and Vetting of Geothermal Applications, Oregon Energy Trust (2013–Present)

Occasional ongoing technical-economic evaluation and vetting of multiple low- and medium-temperature geothermal applicants, inc. direct-use and binary power cycles, for loan facility for Oregon Energy Trust.

Geothermal power plant, Nevis Renewable Energy International (2013–2015)

Conceptual geothermal resource analysis, field reconnaissance, systems engineering, and investment-grade economic *pro forma*, plus supporting GIS, cartography, and CGI movie-making, for 10-megawatt-electric (MW_e) geothermal power plant for remote Nevis Island Administration in Caribbean.

Solar-Thermal R&D and Technology Evaluation, Trinity Industries (2012–Present)

Critical issues analysis, systems engineering, field fabrication and test, and market research re: state-of-the-art proprietary solar thermal power generation, solar-thermal desalination, and solar-thermal+geoexchange applications for a confidential large private-sector industrial conglomerate. Evaluated low- and medium-temperature solar-thermal direct use and power cycles inc. Kalina, ORC, and binary.

"TERAS" (DOE) (2011)

Conceptual analysis, systems design, and component vendor selection for state-of-the-art proprietary carbon capture and sequestration system for a confidential client.

Paragon-Bisti Solar Ranch, Navajo Nation/US Department of Energy (DOE) (2010–Present)

Critical issues analysis, pre-feasibility and full feasibility studies funded by Bureau of Indian Affairs (BIA) and DOE, and follow-on pre-construction phases on behalf of Navajo Nation for 2,100-MW_e photovoltaic complex on "checker-boarded" tribal lands in New Mexico. Considerations: solar, wind, biomass, and geothermal technologies; land use; terrain features/topographic constraints; water courses; infrastructure and roads; transmission corridors/ voltages/ substations; interconnect/queuing issues; and access to power markets. Inspected in field, mapped, and evaluated low-temperature geothermal resource underlying San Juan County, NM. Learning Navajo.

various solar and water projects, Arizona (2010–2012)

- Three full siting studies for approximately 6,000 MW_e solar power complexes on state lands for Arizona State land Dept. (ASLD). Considerations include: solar, wind, biomass, and geothermal generating technologies; land use; terrain features/topographic constraints; water courses; infrastructure and roads; transmission corridors/ voltages/ substations; interconnect/queuing issues; and access to power markets.
- Conceptual design and technological/economic evaluation of 200 MW_e state-of-the-art 1-km-high solar-updraft chimney (hybrid solar-thermal-wind system) in Arizona for ASLD & confidential client.

- Economic appraisal of municipal water resources/well infrastructure in Arizona, avoiding over \$300,000 in planned capital acquisition cost for ratepayers.

Asset Management and Sustainable Infrastructure Programs, USAF, US Army, US ANG, Army Guard (2009–Present)

- Led team of field engineers to perform energy audit of 425,000 ft² of facilities at Little Rock AFB. Lead author of report. Identified ~\$200K of ECMs to yield ~\$30K annual savings, for an SIR of ~2.
- Appointed super-user/"Data Manager" of BUILDER by Construction Engineering Research Laboratory (CERL) of Engineering R&D Center of US Army Corps of Engineers (USACE). Collect facility condition assessment data in field. Perform overall QA/QC to assure data integrity for broad classes of assets.
- Installation-wide renewable energy feasibility study, inc. **geexchange heating districts**, of ~1 million ft² of facilities at Selfridge Air National Guard Base, Michigan. ACASS rating "Excellent" and "Very Good".
- Energy audit plus renewable resource assessment, inc. innovative **asynchronous thermal aquifer geexchange heating districts**, for 3 million ft² of facilities at Buckley Air Force Base, Colorado, yielding \$58,000 utility rebate and approximately \$200,000 savings.

Biomass-Fired Trigenation and District Heating System, Halifax Regional Hospital (2009–2011)

Feasibility study and conceptual design for \$7-million, 3-megawatt-thermal woody biomass-fired trigenation (inc. **steam-fired absorption chilling**) central power plant and district heating system for 500,000 ft² regional hospital in rural Virginia, funded via Virginia Tech, inc. investment-grade *pro forma*, showing approximately 19-percent pre-tax internal rate of return. Invented **TetraGeneration™** during project. U.S. Patent Office granted design mark #77746,647 on 15 June 2010. Registered Service Mark #4,495,045 published 11 March 2014.

Environmental Advisory Quality Board (EQAB)–City of Oak Ridge, Tennessee (2008–present)

Volunteer appointed by Oak Ridge City Council in March 2008 (and unanimously reelected twice for full terms in 2011 & 2015) to EQAB, and elected vice-chair by Board, to write green policy for the city. Initiated policy processes, developed economic models to support, and saw through to successful votes by Council:

- appointed chair of ad hoc Selection Committee in May 2016 to pick an ESCO for \$9-12M ESPC. Recommendation passed Council unanimously.
- February 2008 decision to approve and grid-tie up to 5.15 MWe of solar/wind power;
- March 2009 vote to convert city to single-stream-recycling-with-rewards (first city to do so in southeastern United States);
- September 2009 adoption of aggressive 80-percent-by-2050 greenhouse reduction targets by city;
- December 2010 Climate Action Plan, including Dark Skies-compliant street lighting plan;
- Reconfigured site plan of 40-unit showcase development of workforce housing to optimize utilization of solar energy and geexchange loops for local heating district, first in the southeastern United States; and

Wrote articles and delivered many public lectures on green energy, sustainability, and security to numerous civic, technical, and policymaking groups across the United States and around the world (Italy, Russia).

Energy Committee of American Society of Mechanical Engineers (ASME) (2007–2015)

Volunteer on national Energy Committee (EnComm) of ASME tasked with writing White Paper on Transportation, as well as "Energy Talking Points" series, for presentation to 111th & 112th Congresses. Briefed U.S. DOE, Congressional staff, and legislators on President's Fiscal Year 2011 Budget Request.

PRIOR TO TETRA TECH

- **Owner, The Ultimax Group, Oak Ridge, Tennessee (1992–Present)**. Independent consultation, research, analysis, design, and publication. Software publishing: Sovietology-kremlinology, Soviet military history. Network security and counter-cracking, plus infrastructure and other threat scenarios. Climate change, natural disaster and recovery studies. Pandemic modeling and historical studies of

- infectious disease. Military affairs, inc. enhanced radiation warhead-tipped anti-ballistic missile defense and anti-satellite studies, energy parks, counter-proliferation. Commercially published. Conceptual design of robotic systems for U.S. Army and nuclear power / reprocessing applications. Designed transplutonium production rods to transmute gram quantities of californium-252, plus einsteinium-254 and fermium-257 for Advanced Neutron Source reactor. Co-invented space-based geo-engineering technique for solar shading and power generation (featured on ABC News – Good Morning America).
- **Congressional Fellow, spons. by American Society Mechanical Engineers (ASME), Amer. Assoc. for Advancement of Science (AAAS) (1994-1995)** - Worked for U.S. House of Representatives Subcommittee on Space on Capitol Hill during 103rd Congress. Developed legislation, wrote White Papers, advised members on space and technology issues, organized hearings, prepared expert witnesses. Contributed expertise on Russian affairs, Space Station, Milstar, commercial remote sensing.
 - **Senior Manufacturing Systems Engineer, Douglas Aircraft Company, Long Beach, California (1987-1991)** - Supported state-of-the-art robotic manufacturing at Torrance fabrication plant. Technical lead for prototype \$10.5M, 12-axis robotic preparation and painting system for USAF C-17 and commercial jet aircraft. Maintained database (DBaseIII) of machine tools and other manufacturing assets; with it, prepared enterprise-wide facilities capital budgets and forecasts.
 - **Technical Associate III, Oak Ridge National Laboratory, Oak Ridge, Tennessee (summer 1987)** - Paid internship in artificial intelligence. Conducted research and built apps for micro-computer-based expert system development shells for telecommunications applications. Learned and used numerous computer languages. Participated in 1st "Synthetic Life" Conference at Los Alamos National Lab.
 - **Officer cadet, US Army ROTC, Fort Knox, Kentucky (summer 1984)**. Completed a summer of officer's basic training during college. Led platoon of 53 men and women in small unit tactics and battlefield exercises for a day. Acquired proficiency with small arms and other modern weapons.

PUBLICATIONS/LECTURES

- Andreas M. Hein, Nikolaos Perakis, Kelvin F. Long, Adam Crowl, Marshall Eubanks, **Robert G. Kennedy III**, Richard Osborne. 2017. *Project Lyra: Sending a Spacecraft to 1I/Oumuamua (former A/2017 U1), the Interstellar Asteroid*. <https://arxiv.org/abs/1711.03155>, Institute for Interstellar Studies-US, November 2017.
- Kennedy, Robert G. 2017. *Fusion Fuel Resources of the Solar System*. Journal of the British Interplanetary Society, (in press), Insitute for Interstellar Studies-US, June 2017.
- Kennedy, Robert G. 2015. *Presented for Your Consideration: Photometric SETI*. Principium #11, Initiative for Interstellar Studies, November 2015.
- R.S. Lightfoot, E. Hughes, **R.G. Kennedy** (as corresponding author), and H.P. Shuch. 2015. *Communication, S.E.T.I., and Strategies*. Technical Note in Journal of the British Interplanetary Society, volume 68, no. 5-6, May/June 2015
- C.C. Cobbs, C. Welch, M. LaMontagne, E. Hughes, **R.G. Kennedy** (as corresponding author), and J. Beall. 2015. *Ecological Engineering Considerations for I.S.U.'s Worldship Project*. Technical Note in Tennessee Valley Interstellar Workshop 2014 Special Issue of Journal of the British Interplanetary Society, volume 68, no. 3-4, Mar/Apr 2015
- Roy, Kenneth I., David E. Fields, and **Robert G. Kennedy**. January 2015. *What Do We Do Once We Get There?*, chapter 17, pages 327-347, in Kelvin F. Long, ed., Beyond the Boundary, (Initiative for Interstellar Studies, Gloucester, UK).
- Kennedy, Robert G., Kenneth I. Roy, David E. Fields and Eric Hughes. April 2014. color illos & text. *Mitigating Global Warming Using Planetary Engineering and Mitigating Global Warming Using Space-Based Approaches*, chapters 15 and 16, pages 165-184, and *Appendices 3 and 4*, pages 219-270, in Les Johnson, Greg Matloff, and C Bangs, Harvesting Space for a Greener Earth, (2nd edition of Paradise Regained below), (Springer, New York). ISBN 978-1-4614-9425-6

- Kennedy, Robert G., Eric Hughes, Kenneth I. Roy, and David E. Fields. 2013. *Dyson Dots and Geoengineering: the Killer App Ad Astra*. Tennessee Valley Interstellar Workshop 2013 Special Issue of *Journal of the British Interplanetary Society*, volume 66, no. 10-11, Oct/Nov 2013.
- Leahy, Bart, Les Johnson, **Robert G. Kennedy**. 2013. *Long-Term Thinking: the Tennessee Valley Interstellar Workshop*. *Ad Astra*, pages 42-43, Summer 2013.
- Kennedy, Robert G., Kenneth I. Roy, and David E. Fields. 2013. *Dyson Dots: Changing the Solar Constant to a Variable with PV Lightsails*. *Acta Astronautica*, volume 82, issue 2, February 2013, pages 225-237. Available online November 15, 2012, ISSN 0094-5765, doi: 10.1016/j.actaastro.2012.10.022. Keywords: geoengineering; climate change; Lagrangian point; non-Keplerian; photovoltaic solar sail; radiation-levitated orbit.
- Roy, Kenneth I., **Kennedy, Robert G.**, and David E. Fields. 2013. *Shell Worlds*. *Acta Astronautica*, volume 82, issue 2, February 2013, pages 238-245. Available online 2 October 2012, ISSN 0094-5765, doi: 10.1016/j.actaastro.2012.08.034. Keywords: megastructures; space colonization-industrialization; circumstellar habitable zones; terraforming; extraterrestrial resources; SETI.
- McMordie Stoughton, Kate, and Sriram Somasundaram (leads), with Arnold Feldman, Joe Falcon, Conrad Ladd, Frank Kreith, Rick Meeker, Kau-Fui Vincent Wong, **Robert G. Kennedy III**, Steve Unikewicz, Amiyo Basu; Shaurya Prakash, Michael Webber Carey King. 2012. Energy Talking Points Series, Paper #6: *Energy-Water Nexus: Will Water Determine Our Energy Future?* ASME National Energy Committee. August 2012
- Kennedy, Robert G. 2011. *Dyson Dots: Geoengineering with Giant Photovoltaic Mirrors in Space*. J.A. falcon Award address at Energy Committee Colloquium II at the ASME Power Conference/International Conference on Nuclear Engineering, Anaheim, California. July 28-29, 2012.
- Fields, David E., **Robert G. Kennedy**, Kenneth I. Roy, and Bogdan Vacaliuc. 2013. *Interplanetary Radio Transmission through Serial Ionospheric and Material Barriers*. *Acta Astronautica*, volume 82, issue February 2, 2013, pages 251-256. Available online July 6, 2012, ISSN 0094-5765, doi: 10.1016/j.actaastro.2012.05.021. Keywords: SETI; ionospheric transmission; Jovian radiation; radio astronomy; Nikola Tesla; very low frequency.
- Robert G. Kennedy. 2011. *A New Reflection on Mirrors and Smoke*, in *Исследование Возможностей Стабилизации Климата С Помощью Новых Технологий / Investigation of Possibilities of Climate Stabilization using New Technologies*. Proceedings of the International Scientific Conference "Problems of Adaptation to Climate Change", Moscow, Russia, November 7-9, 2011. Invited lecture by the Russian Academy of Sciences and Russian Federal Hydrometeorological Service. Edited Yu. A. Izrael, Academician of the Russian Academy of Sciences; A.G. Ryaboshapko, Dr. Sci. (physics-mathematics), and S.A. Gromov, Cand. Sci. (Geography), Roshydromet, Moscow. 2012. ISBN 978-5-904206-12-3
- Robert G. Kennedy, Kenneth I. Roy, and David E. Fields. 2011. *Dyson Dots*. In Proceedings and as presented at the 7th Annual Symposium of the International Academy of Astronautics, Aosta, Italy, July 10-13, 2011. Full article published in *Acta Astronautica*, organization's journal, November 15, 2012
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- Kennedy, Robert G. 2003. *An Antiballistic Missile Tipped with ERW: Is it Feasible?* Lecture to joint meeting of American Society of Mechanical Engineers-Oak Ridge, American Nuclear Society, Sigma Xi, and Friends of Oak Ridge National Laboratory. July 16, 2003.
- Kennedy, Robert G. 2003. *Ode to Uncle Joe*. Poem in original Russian. March 3, 2003.
- Kennedy, Robert G. 2001. *Mirrors & Smoke, and Other Shady Schemes*. Invited lecturer at Stanford University Computer Systems Laboratory Colloquium (EE380). November 14, 2001.
- Kennedy, Robert G. 2001. *Mirrors & Smoke: Changing the Solar Constant to a Solar Variable*. Seminar at California Polytechnic State University, Pomona, California. November 2, 2001.
- Kennedy, Robert G. 2001. *Mirrors & Smoke: Ameliorating Climate Change with Giant Solar Sails*. Whole Earth Review. Summer 2001.
- Kennedy, Robert G. 2001. *Anti-Venuforming Terra*. Asilomar Microcomputer Workshop, Asilomar, California. April 23, 2001.
- Kennedy, Robert G. 2001. *Solar Sails: An Answer to Global Warming?* (illustrations). Space Technology & Applications International Forum. February 11-15, 2001.
- Kennedy, Robert G. 2000. *Hiroshima Remembered*. As stringer for Nadezhda Poutchinyan, interviewed Captain Theodore 'Dutch' Van Kirk, *Enola Gay* navigator, USAAF (Ret.) for Moscow Times weekend edition, page 1 (above the fold). August 6, 2000.
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- Kennedy, Robert G. 1998. *Check and Counter Check: the CIA's and the NRO's Response to Soviet Antisatellite Systems, 1962-1971* (illustrations for David H. Onkst). Journal of the British Interplanetary Society, volume 51, number 8, pages 301-308, editor Dwayne A. Day. August 1998.
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- Kennedy, Robert G. 1994. *Isotopes R Us*. Asilomar Microcomputer Workshop, California. April 1994.
- Kennedy, Robert G. 1993. *Transuranium Production*. Oak Ridge National Laboratory, Oak Ridge, Tennessee. October 1993.
- Kennedy, Robert G. 1993. *Nanofaith, or The Road to Lilliput is Paved with Good Intentions*. Mondo 2000, issue #9. February 1993.

- Kennedy, Robert G. 1992. *Novel Triaxial and Higher Order Robot Wrists for Nuclear Fuel Reprocessing*. Oak Ridge National Laboratory, Oak Ridge, Tennessee. September 1992.
- Kennedy, Robert G. 1992. *An Independent Assessment of the ANS Refueling System SDD-32*. Oak Ridge National Laboratory, Oak Ridge, Tennessee. July 1992.
- Kennedy, Robert G. 1992. *The Only Constant in Our Future is Change*. *ASME Linkages*. April 1992.
- Kennedy, Robert G. 1991. *Surface Preparation and Painting of Very Large Airframes with the APPA Robot*. Annual McDonnell-Douglas Corporate (MDC) Research and Development Coordination Meeting, Mesa Arizona. May 1991. MDC Confidential.
- Kennedy, Robert G. 1990. *A Brief Examination of the Bias Phenomenon as Related to Ballistic Missile Targeting*. California State Polytechnic University, Pomona, California. May 1990.
- Kennedy, Robert G. 1989. *Technological Threats to Civil Liberties*. Presented to IEEE Computer Society at 15th Annual Asilomar Invitational Microcomputer Conference. April 1989. Douglas Mgmt. Paper #8282.
- Kennedy, Robert G. 1988. *Approaches to Self-Replicating Machines*. Presentation to Robotics and Intelligent Systems Program, Oak Ridge National Laboratory, Oak Ridge, Tennessee. October 24, 1988.
- Kennedy, Robert G. 1988. *Outer Space and Arms Control: A Modest Proposal*. California State University-National Security Studies. March 1988.
- Kennedy, Robert G. 1987. *Military Implications of Nanotechnology*. Dec. 1987. DAC Internal C88-11009.
- Kennedy, Robert G. 1987. *On a New Order in European Arms Production and Export Policy*. California State University-National Security Studies. March 1987.
- Kennedy, Robert G. 1980. *The XM-1 Off the Drawing Board Command Voice* (illustrations). Tulane University Army ROTC, volume 2, number 1. April 1980.

PROFESSIONAL ASSOCIATIONS

- President, Institute for Interstellar Studies (US), www.i4is.us, US branch of registered British scientific-educational-charity, 2016-present.
- General chairman, Asilomar Microcomputer Workshop #43 & #44, www.amw.org, 501(c)(3) scientific-educational-charitable non-profit, 2016-present.
- Co-founder, at-large director, Tennessee Valley Interstellar Workshop, www.tviv.us, 501(c)(3) scientific-educational-charitable non-profit, public-benefit corporation, 2011-2016.
- Member, American Society of Mechanical Engineers. National Energy Committee (2007-2015). Technology and Society Division – Secretary/Treasurer (2003-2004); Vice Chairman (2004-2005); Chairman (2005-2006). Oak Ridge Section – Chairman (1998-2003); Treasurer (2003-present); Congressional Fellow (1994); Adjunct Board Member, Board on Government Relations (1994-1997). Orange County Section – Board Member/Newsletter Editor (1989-1991)
- Member, DOE Land Use Group (2000-2002) and
- Friends of ORNL – President (2000-2002)
- Member, Oak Ridge Isochronous Observation Network (ORION), Inc. – Chairman and Newsletter Editor (1992-1999); President (2004-2007)
- Member, Society for Manufacturing Engineers, Robotics International Group – Chairman (1990-1991), Los Angeles Senior Chapter #27
- Member, Institute of Electrical and Electronic Engineers, Society for the Social Implications of Technology division (1989-1991); Oak Ridge Section (1991)

City of Oak Ridge Board Application 2017

BoardName: Environmental Quality Advisory Board

Applicant: Smith, Kelley

Race (Optional): White

Number of Times Previously Applied: 0

Application Submitted

Preference: 1

Address Contact Information

128 Claremont Drive

Email: KelleySargent@gmail.com

Mobile Phone: (508) 364-4612

Oak Ridge, TN 37830

Current Company/Organization

UT Battelle

Current Position / Title

Communications Coordinator

Retired?

N

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

No

Education, Professional and or Community Activity

Director of Communications and International Affairs Advisor, Office of Science Policy, US Environmental Protection Agency, 2016-2017; Program Advisor, Office of R&D, US Environmental Protection Agency, 2014-2016; Special Assistant to the Deputy Administrator, Office of the Administrator, 2013-2014; Deputy White House Liaison, Office of the Administrator, Environmental Protection Agency, 2011-2013; Senior Analyst, Office of Presidential Correspondence, White House, 2009-2011; B.A. History and Political Science from University of Maine at Farmington, 2007

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

I am very interested in environmental issues in Oak Ridge and have six years of experience working on environmental issues at the U.S. Environmental Protection Agency.

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

Linked In for my resume: <https://www.linkedin.com/in/kelley-s-smith/>

Additional Information

Special Qualifications



Kelley S. Smith
Communications Coordinator at Oak Ridge National Laboratory
Washington D C Metro Area | Political Organization

500+ connections

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Current Oak Ridge National Laboratory
Previous US Environmental Protection Agency (EPA), The White House, Presidential Inaugural Committee
Education University of Maine at Farmington
Recommendations 2 people have recommended Kelley S. Smith

People Also Viewed

- Liabeth A. Freeman**
Managing Member at Liabeth Freeman Law PLLC
- Chelsea Thomson**
Sourcer at AutoZone / Graduate Teaching Assistant at UTK
- Patricia Little**
Instructor at Henry Ford Community College
- Nnomoma Chukwumerije**
Academic Coordinator at StreetSquash
- Sally Blake**
- Carol Wampler**
Former Project Manager Senior Market Pathways Collaboration at Council of Independent Colleges in Virginia
- Jon Monger**
Counsel at House Committee on Energy and Commerce Subcommittee on Oversight and Investigations Democratic Staff
- Danielle Suarez**
Program Analyst (ORD/NHEERL/EPHD) at US Environmental Protection Agency (EPA)
- Paul Larkin**
Senior Legal Research Fellow at The Heritage Foundation
- Bob Perclasepe**
President of the Center for Climate and Energy Solutions

View Kelley S. Smith's full profile. It's free!

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Experience

Communications Coordinator
Oak Ridge National Laboratory
2017 - Present (1 year)



Director of Communications & International Affairs Advisor
US Environmental Protection Agency (EPA)
April 2016 - January 2017 (10 months)



Program Advisor
US Environmental Protection Agency (EPA)
2014 - 2016 (2 years)



Special Assistant to the Deputy Administrator for Policy & Operations
US Environmental Protection Agency (EPA)
2013 - 2014 (1 year)



Deputy White House Liaison
US Environmental Protection Agency (EPA)
2011 - 2013 (2 years)



Senior Analyst
The White House
2009 - 2011 (2 years)

Assistant to the Cabinet Liaison
Presidential Inaugural Committee
2008 - 2009 (1 year)

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S. Kelley Smith
Independent Renewables & Environment Professional
United States

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Jobs similar to Kelley S. Smith's
Communications Coordinator at Oak Ridge National Laboratory

[Oak Ridge National Laboratory jobs](#)

Director of Operations, Surrogate Scheduler, & Assistant to the Scheduler
Obama for America
2007 - 2008 (1 year)



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Education

University of Maine at Farmington
BA, History & Political Science
2007



Skills

Government Liaison Event Planning Volunteer Management Political Campaigns
Politics Government Community Outreach Fundraising Political Science
Editing Data Analysis Training Public Policy Policy Policy Analysis
Community Organizing Grassroots Organizing Management Grassroots

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Viewers: 68954



Writing to be Heard on LinkedIn
Viewers: 29849



Word 2013, Tips, Tricks, and Shortcuts
Viewers: 17982

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Recommendations

A preview of what LinkedIn members have to say about Kelley S.

“ In addition to his dedication to and knowledge of political issues, Kelley made a genuine effort to connect with each of his volunteers and interns in a way that made

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[Sign up to see who recommended Kelley S.](#)

Groups



Green Sports Alliance



Political Science



Green Jobs & Career



US Environmental Protection Agency



Bernie's AGENDA



International Government



The White House Executive Order

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- Get introduced
- Contact Kelley S. Smith directly

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Health and Educational Facilities Board

NumVacancies 3 Total # of Members 9

Term of Office
December 31, 2023

Qualifications
No special qualifications, other than Oak Ridge residency.

Health and Educational Facilities Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Dr. Fay M. Martin Ph.D. (Incumbent)		12/3/2017		1
Mr. David L. Mason (Incumbent)		11/20/2017	1	1
Ms. Sara Wieland		12/18/2017	3	0
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Leon Baker		12/31/2021
Ms. Sue Anne Lewis		12/31/2021
Mr. William Mark Logan		12/31/2021
Ms. Delores Moyer		12/31/2019
Mr. Harold D. Osucha		12/31/2019
Mr. David E. Wilson		12/31/2019
6 of 9 members		

City of Oak Ridge Board Application 2017

BoardName: Health and Educational Facilities Board

Application Submitted

Applicant: Martin, Fay

12/3/2017 9:04 PM

Race (Optional): Mixed

Preference:

Number of Times Previously Applied: 1

Address	Contact Information
108 Meadow Road	Home Phone: (865) 482-2969 Email: faymart@bellsouth.net

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	

Do you currently serve on any other City board, commission or committee?
Health and Educational Facilities Board

Education, Professional and or Community Activity
Ph.D in Environmental Toxicology; Retired from Oak Ridge National Laboratory

Explain why you are interested in being appointed to this board, commission or committee
I am interested in serving another term. I am the current Chairman.

Describe any special knowledge or past experience qualifying you for this appointment?
I have served on other health-related boards while working at ORNL.

Additional Information

Special Qualifications

End of Application for For Board:

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Dr. Fay Martin

BOARD OR COMMISSION: Health and Educational Facilities Board

TIME IN OFFICE: Term of Office 6 Year

Date Appointed 12/19/11

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 6

Number of Absences 0

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Health and Educational Facilities Board

Application Submitted

Applicant: Mason, David

11/20/2017 10:14 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
160 Whippoorwill Drive	Home Phone: (865) 483-7312 Email: dmason555@hotmail.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From
Y	

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

Education, Professional and or Community Activity
PhD-Physics; Member of IDB; Board of Coalition of Oak Ridge Retired Employees; Rotarian

Explain why you are interested in being appointed to this board, commission or committee
Closely related to the responsibilities of IDB

Describe any special knowledge or past experience qualifying you for this appointment?
Years of experience on the IDB Board

Additional Information

Special Qualifications

End of Application for For Board:

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: David Mason

BOARD OR COMMISSION: Health and Educational Facilities Board

TIME IN OFFICE: Term of Office 6 Year

Date Appointed 12/19/11

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 6

Number of Absences 0

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Health and Educational Facilities Board

Application Submitted

Applicant: Wieland, Sara

12/18/2017 12:08 PM

Race (Optional):

Preference: 3

Number of Times Previously Applied: 0

Address	Contact Information
102 Colby Road	Home Phone: (865) 621-5682 Email: sarawieland@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization
Knox County Schools

Current Position / Title
Art Teacher

Retired?

N

Do you currently serve on any other City board, commission or committee?
No

Education, Professional and or Community Activity
I attended Oak Ridge Schools since 2nd grade, and graduated from Oak Ridge High School. I later completed a Bachelor of Fine Arts in Painting, and a Bachelor of Science in Art Education at Kennesaw State University, with honors. I have taught elementary Art in Knox County for the past nine years. I serve on the Board of Directors of the Oak Ridge Nursery School, the PTO of Woodland Elementary, and volunteer as I can with a few organizations in the area.

Explain why you are interested in being appointed to this board, commission or committee
As an Oak Ridge resident, I have both young children and aging parents living in this city. I plan to grow old here myself. The future of our Health and Educational facilities directly affect them, and me.

Describe any special knowledge or past experience qualifying you for this appointment?
None.

Additional Information

Special Qualifications

End of Application for For Board:

Industrial Development Board

NumVacancies 1 Total # of Members 9

Term of Office

December 31, 2022

Qualifications

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

Industrial Development Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Sasha Benjamin		12/4/2017	1	0
Total Number of Applicants: 1				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Richard G Chinn Sr.		12/31/2022
Ms. Louise B. Dunlap		12/31/2018
Mr. David L. Mason		12/31/2018
Mr. Harold D. Osucha		12/31/2018
Mr. Buzz Patrick		12/31/2022
Mr. Harold Trapp		12/31/2020
Mr. David E. Wilson		12/31/2020
Mr. Phillip Yager		12/31/2020
8 of 9 members		

City of Oak Ridge Board Application 2017

BoardName: Industrial Development Board

Application Submitted

Applicant: Benjamin, Sasha

12/4/2017 2:52 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
111 Garnet Lane	Home Phone: (865) 567-3268 Email: sbenjamin@orud.org

Oak Ridge, TN 37830

Current Company/Organization
Oak Ridge Utility District

Current Position / Title
Vice President of External Affairs and Community Relations

Retired?

N

Do you currently serve on any other City board, commission or committee?
No

Education, Professional and or Community Activity
Please see attached resume.

Explain why you are interested in being appointed to this board, commission or committee
I currently live and work in Oak Ridge and have for the past 15 years. I want others to view Oak Ridge as the recommended place to work, live and bring their families for meals, retail and recreation.

Describe any special knowledge or past experience qualifying you for this appointment?
I am employed at Oak Ridge Utility District. ORUD is part of Oak Ridge's infrastructure and has a vested interest in seeing more industry, more businesses and more homes choose Oak Ridge.

Additional Information

Special Qualifications

Sasha Benjamin

111 Garnet Lane, Oak Ridge, TN
Cell: 865-567-3268
sbenjamin@orud.org

PROFESSIONAL SUMMARY

Results-focused management professional offering 15 years of progressive leadership experience within the natural gas industry. Detail-oriented, driven and energetic manager with exceptional people skills.

EXPERIENCE

- Vice President of External Affairs and Community Relations** 10/2017 to Present
Oak Ridge Utility District – Oak Ridge, TN
Direct Customer Service, Marketing & Outreach, Appliance Program and Business Development departments. Oversee local, State and Federal legislation, regulatory and policy activities. Participation in many Boards and community organizations.
- Director of Human Resources and Senior Executive Assistant** 02/2015 to 10/2017
Oak Ridge Utility District — Oak Ridge, TN
Negotiate contracts and purchase gas. Manage Administrative Assistant. Promote and increase the District's community presence. Maintain and promote positive communication between supervisors and employees. Develop specifications and requirements for District employee benefits. Evaluate and review benefit proposals; prepare and present conclusions and recommendations. Implement and manage all benefits and compensation packages for 50 employees including medical insurance, workers compensation, short term disability and FMLA. Develop and present company policies and procedures at monthly employee meetings. Review and support accounting, payroll and accounts payable functions.
- Executive Assistant and Human Resources Administrator** 04/2011 to 02/2015
Oak Ridge Utility District — Oak Ridge, TN
Trained and managed Payroll and Accounts Payable Clerk. Trained new Controller and assisted in transition of duties. Reconciled all financial accounts and prepared monthly financial reports and presentations to the Board of Commissioners. Implemented and managed benefits and compensation packages.
- Interim Controller** 01/2011 to 04/2011
Oak Ridge Utility District — Oak Ridge, TN
Calculated monthly Purchased Gas Adjustment rates. Tracked expenditures and performed comparative analysis of budget. Trained and managed Payroll and Accounts Payable Clerk. Reconciled all financial accounts, assisted with annual internal audit and provided monthly financial reports to the Board of Commissioners.
- Accountant** 01/2005 to 01/2011
Oak Ridge Utility District — Oak Ridge, TN
Reconciled all financial accounts, processed payroll and accounts payable, assisted with annual internal audit and provided monthly financial reports to the Board of Commissioners.
- Customer Service** 01/2003 to 01/2005
Oak Ridge Utility District — Oak Ridge, TN
Created and oversaw the District's appliance sales program. Assisted Director of Customer Service and was Acting Director in her absence. Trained new employees and reconciled daily transactions and collections.

Assistant Manager

03/1999 to 02/2003

Just for Feet, Inc — Knoxville, TN

Supervised apparel sales staff. Oversaw and approved the creation of all merchandise displays. Interviewed potential new hires and trained new employees. Compiled daily reports of all merchandise sales; submitted reports to Corporate office. Audited cash tills and was responsible for personnel, inventory and store assets such as cash and supplies.

Sasha Benjamin, page 2

EDUCATION

Bachelor of Arts: English, 2002

University of Tennessee — Knoxville, TN, USA

Graduated Cum Laude with a 3.5 cumulative GPA

Phi Sigma Theta National Honor Society

Associate of Arts: Accounting, 2007

Roane State Community College — Oak Ridge, TN, USA

Graduated with 4.0 cumulative GPA

PROFESSIONAL AFFILIATIONS

Tennessee Gas Association Board of Directors - Secretary (2016 – present)

Tennessee Gas Association Executive Committee (2016 – present)

Tennessee Gas Association Accounting & Finance Conference Task Force - Chair (2017, 2018)

Tennessee Gas Association Education Steering Committee (2017-2018)

Tennessee Gas Association Legislative Committee (2017-present)

American Public Gas Association Operations Committee (2016)

American Public Gas Association Direct Use Task Group (2017- present)

Altrusa Oak Ridge

A community organization focusing on leadership, partnership and service

- Foundation President (2017-2018)
- President (2016-2017)
 - ❖ Create budget, lead board and club meetings
 - ❖ Added 28 new members
- Chair of Ways and Means Committee (2015 – 2016)
 - ❖ Planned and led auction that raised entire operating funds for the club year
- Treasurer (2011 – 2015)
- Treasurer of Literacy Luncheon fundraiser (2007 – present)
- Director of Membership (2005 – 2006)

Aid to Distressed Families of Appalachian Counties (ADFAC)

A community organization providing financial aid and assistance to low income families

- Board Member (2014 – present)
- Mentor to New Board Members (2016 – present)
- Social Services Committee Chair (January 2014 – October 2015)
 - ❖ Assisted in creating 5-year strategic plan
- Bowtie Award Committee (2016 – present)
- Nominating Committee (2017 – present)

United Way of Anderson County – Campaign Chair (2017)

Oak Ridge “75th Anniversary Planning Committee – (2017-2018)

League of Women Voters (2014 – 2017)

Oak Ridge Human Resources Association (2012 – 2017)

Roane Alliance Gala Planning Committee (2011 – 2015)

Leadership Oak Ridge (Class of 2004)

Oak Ridge Housing Authority

NumVacancies 1 Total # of Members 5

Term of Office

December 31, 2022

Qualifications

No special qualifications, other than Oak Ridge residency.

Oak Ridge Housing Authority	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Naomi Asher		12/12/2017	1	0
Mr. Tom Beehan		12/28/2017	1	1
Ms. Charlotte Bowers		12/26/2017	1	N/A
Ms. Rebecca Bowman			1	0
Total Number of Applicants: 4				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Sharon Crane		12/31/2018
Ms. Anne Dunthorn		12/31/2021
Mrs. Jean Lantrip		12/31/2019
Mr. James Palmer		12/31/2020
		4 of 5 members

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Housing Authority

Applicant: Asher, Naomi

Application Submitted

12/12/2017 1:32 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
122 Cumberland View Drive	Home Phone: (865) 591-7636 Email: naomigasher@gmail.com

Oak Ridge, TN 37830

Current Company/Organization
United Way of Anderson County

Current Position / Title
Executive Director

Retired?
N

Do you currently serve on any other City board, commission or committee?
Convention and Visitors Bureau/Explore Oak Ridge; Recreation and Parks Advisory Board

Education, Professional and or Community Activity
Graduate of Oak Ridge High School; BS in Music and Theology, MBA in Marketing; Past President of Altrusa; Public Image Director; State Association Board Member for United Way of Tennessee; Bridges out of Poverty trainer for Tennessee

Explain why you are interested in being appointed to this board, commission or committee
United Way focuses heavily on the needs of the community. Housing is a very serious issue that we would like to be more involved in. Personally, I grew up in Oak Ridge and want to continue to become more involved in the greatest needs and concerns of the city. I believe that I would be a good balance to this board.

Describe any special knowledge or past experience qualifying you for this appointment?
The community needs assessments and expertise that United Way has for helping low income individuals through a holistic approach gives me a good and important view of the role the Housing Authority should play. There are national models I believe we should consider moving forward.

Additional Information
Special Qualifications

Naomi Asher

(865) 591-7636 / Naomigasher@gmail.com / www.linkedin.com/in/naomiasher

Summary

Highly motivated Executive Director with a proven track record of resource development and volunteer recruitment. Experience in a wide variety of areas, with a focus on fund development, program management, event coordination, marketing and leadership.

Work experience

United Way of Anderson County, Oak Ridge TN

May 2015 – current Executive Director

- Professional leadership and management: vision setting, strategic planning, value creation for stakeholders
- Champions the fundraising campaign: recruits campaign chairs, leads CEO calls, leads affinity group giving
- Establishes the vision for community impact: agency support, training calendar, creation of resources
- Management: works with Board members, staff and volunteers to further mission and attain strategic goals
- Marketing: provides consistent marketing opportunities for United Way and sells the mission

CASA (Court Appointed Special Advocates) of the Tennessee Heartland, Oak Ridge TN

July 2010 – current Executive Director

- Resource Development and Maintenance: Grant writing and administration, fundraising events, letter appeals
- Fiscal Management: Daily money management, grant reporting, annual budget / audit preparation
- Agency and Program Planning: Short term – staff supervision, submission of licensures, policy compliance
Long term – strategic planning, annual program and personnel reviews
- Community and Public Relations: Increase public awareness, develop community relationships, speaking engagements
- Personnel Management: Hire / supervise staff, revise job descriptions, create and implement staff development plans
- Board of Directors Liaison: Attend all board meetings / present director's report, oversee implementations of policies

February 2008 – June 2010 Office Manager / Resource Development

- Organize / follow up on all potential volunteer files
- Coordinate schedules, timesheets and information for employees of 3 offices and board of directors
- Organize, plan and coordinate all special events, mailings and other giving programs; write / submit all grant applications
- Write/ update and submit all press releases, newsletters, letters / mailings, and web based information
- Create and update all office forms and information; keep filing systems up to date; send out board mailings
- Make and cultivate contacts within National CASA and other local non-profit agencies

The Rush Fitness Complex, Oak Ridge TN

October 2005 – July 2010 Personal Trainer / Core Team Captain / Front Desk and Juice Bar

- Design specific workout programs for clients – work with clients to find the most effective way to achieve their goals while working with their individual personality and lifestyle
- Work with sales department to sell memberships, programs, personal training packages and supplements
- Keep in contact with all clients, keep accountability and review food intake and exercise logs, schedule appointments
- Lead promotions for core team / teach and train team members – train new employees about sales and promotions
- Front desk (phones, logs, computer check-ins and entry of all contracts)

Cokesbury United Methodist Church, Knoxville TN

July 2007 – February 2008 Kitchen Supervisor / Wedding Coordinator

- Planned menus for events and organized volunteer kitchen help – supervised and coordinated 40+ volunteers
- Attended staff meetings and gave input for advertising and community outreach for church
- Worked with brides / grooms to plan, organize and set-up wedding services

Oak Ridge Schools, Oak Ridge TN

August 2006 – May 2007 Teacher Assistant – CDC Classes / Preschool

- Wrote lesson plans for differing functioning levels
- Worked with children to help them achieve their personal and scholastic goals
- Various data entry projects and grant applications to assist the department

Education and College involvement

King College, Bristol TN - August 2012

Masters of Business Administration in Marketing

Johnson University, Knoxville TN - May 2005

Bachelors of Science in Bible and Music

Work Study: Admissions Office - prospective student support (student tours, interviews, events and calls)

Assistant campus worship planner (planning and executing creative worship services)

Member of the JBC gospel choir for 7 semesters: head of the PR team, drama writer / performer, housing coordinator

Resident Assistant: event planning, advertising, community involvement, fundraising and working one on one with students

Additional Trainings / Certifications

Title VI Training

Office of Criminal Justice Programs

Darkness to Light

Stewards of children

Certified National CASA Trainer

Training of the Facilitator

Organizations

Altrusa Oak Ridge

Foundation President / Immediate Past President

- Created and implemented electronic newsletters and social media accounts
- Created and implemented a new PR schedule for increase visibility of the club
- Executed annual fundraiser with an end net of \$7,000 more than any previous year

Oak Ridge Recreation and Parks

Advisory Board Member, Fundraising Chair, International Friendship Bell PR Committee Member

- Created donation request levels and marketing materials
- Event creation currently underway for community support and visibility

Junior Achievement of East Tennessee

Teacher

Anderson Achieves

Mentor

Cokesbury United Methodist Church

Greeter Coordinator

Oak Ridge Arts Council

Board Member

Oak Ridge Rotary Club

Member

Accomplishments at United Way of Anderson County

- Creation of a Strategic Planning Committee that identified 4 areas to address and has made marked improvement in each: Value Proposition, Reach and Resources, Branding and Operations
- All new / updated policies and procedures
 - o Personnel and volunteer policies
 - o Board policies and procedures
 - o Finance policies and procedures
- New website complete with agency support resource hub
- Campaign revenue increase of over \$200,000 in 9 months
- Operating expense decrease of more than \$80,000
- Increased social media presence: Instagram, Facebook, Twitter
- Creation of new events and affinity groups
- Increased major donor recognition and recruitment through affinity groups and new initiatives

Accomplishments at CASA of the Tennessee Heartland

- \$60,000+ endowment established with supporting policies / procedures and marketing materials
- \$40,000+ reserve fund established with supporting policies / procedures
- Overall agency budget increase from \$165,000 (2010) to \$260,000 (2015)
- Agency-wide policy and procedure review / re-write
 - personnel and volunteer policies / procedures
 - orientation processes
 - staff and volunteer evaluations
 - annual program evaluations
 - purchasing and financial policies / procedures
 - board and committee guidelines
- Lead staff in Organizational Assessment through Knoxville Leadership Foundation Center for Communities
- Increased funded grants by \$30,000+ per year
- Increased event revenue by \$20,000+ per year
- Creation of successful fall event with guidelines to continue
- Renewed state contracts with TCCY, VOCA – clear state audits with no findings
- Worked with web designer to create and promote new website
 - social media creation and implementation: Facebook, Twitter, YouTube, Flickr
- Created email database; created monthly newsletters
- Developed and integrated an annual event / mailing / training plan and calendar for all counties
- Completion of National CASA reassessment certification with no findings

Consultancy Work

Girl Talk, inc.

Monthly mentoring meetings with Denetria Moore, Executive Director

Event and fund development planning

- set up first major fundraising event
- help with fundraising calendar
- fund development presentation
- assistance with identification of new grants and applications

TORCH

Initial organizational set up consulting

- charter, by laws, policies and procedures
- strategic planning and long-term goal setting
- mission, vision and purpose statements = clear and concise
- fund development plan
- board creation / development

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Housing Authority

Applicant: Beehan, Tom

Race (Optional): Caucasian

Number of Times Previously Applied: 1

Application Submitted

12/28/2017 12:45 PM

Preference: 1

Address	Contact Information
113 Liberty Court	Home Phone: (865) 483-4644 Email: Tom.Beehan@gmail.com

Oak Ridge, TN 37830	Office Phone: (865) 964-5804
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Current Company/Organization

Betsy Coleman Realty

Current Position / Title

Affiliate Broker

Retired? Company / Organization Retired From

Y	State Farm Insurance
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Do you currently serve on any other City board, commission or committee?

No

Education, Professional and or Community Activity

Affiliate Broker, Betsy Coleman Realty; Member, Knoxville Board of Realtors; Board President, Children's Museum of Oak Ridge; President, Willow Place Homeowners Association; Vestry, St Stephen's Church; Vice-Chair, Oak Ridge Rotary Club; Member, University of Tennessee Educators Hall of Fame Advisory Committee

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

Throughout my years in public service, I have been an advocate of quality, affordable housing and of programs that help renters with low and moderate incomes move into homeownership. My years as a volunteer and board member with the Housing Development Corporation of the Clinch Valley increased my interest in housing issues and convinced me that quality, affordable housing benefits not only the residents, but the city as well.

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

I was chair and member of the Highland View Redevelopment Board; I was Board Chair of the non-profit Housing Development Corporation; I served on the ADFAC Board as Chair of the Housing Committee.

Additional Information

Special Qualifications

Tom Beehan Biography

Tom Beehan is an Affiliate Broker with Betsy Coleman Realty, active in both residential and commercial real estate in the Knoxville metro area. Before his real estate career, Tom was associated with State Farm Insurance for 25 years. He was an Agent for five years and spent 20 years in Agency Management in East Tennessee before his retirement.

The former Mayor of Oak Ridge, Tom served on Oak Ridge City Council from 2001 to 2014. After serving as Mayor Pro Tem for his first six years on City Council, he was mayor from 2007 to 2014.

As Mayor, he served as Chair of the Energy Communities Alliance, and he has served on the board of directors of the Oak Ridge Chamber of Commerce and the Oak Ridge Economic Partnership. He is past President of the Tennessee Municipal League, the state association of local elected officials. He previously served on the Tennessee E-911 board, and on the Tennessee Air Pollution Board.

Tom is a member of the University of Tennessee Educators Hall of Fame Advisory Committee. He serves as board president of the Children's Museum of Oak Ridge. He is vice chair of the Rotary Club of Oak Ridge, and he serves on the Vestry of St. Stephen's Episcopal Church in Oak Ridge. He is a graduate of Leadership Oak Ridge.

He has been a member of the Knoxville Board of Realtors since 2007, and currently serves on the Government Affairs Committee of the Knoxville Board.

Tom and his wife, Kay Brookshire, were co-chairs of the 2007 United Way of Anderson County Campaign. They have three children and five grandchildren.

A native of Nashville, he is a graduate of St. Pius X Seminary in Erlanger, Kentucky, where he received a bachelor's degree in philosophy. He attended graduate school at St. Mary's Seminary in Baltimore and Xavier University in Cincinnati.

Tom Beehan
113 Liberty Court
Oak Ridge, TN 37830
(865) 964-5804
tombee1@bellsouth.net

Professional Experience

Betsy Coleman Realty Company

Affiliate Broker 2007- present Oak Ridge, Tennessee
Responsible for representing clients in purchasing and selling commercial and residential properties.

State Farm Insurance Companies

Senior Agency Consultant (Retired) 1995 – 2007 Knoxville, Tennessee
Responsible for 25 independent contractor agents providing sales and service of State Farm Insurance products in a six-county area. Those products include property and casualty, life, banking and securities products.

Agency Manager 1987-1995 Oak Ridge, Tennessee
Responsible for 16 agents providing sales and service of State Farm Insurance products in a 14-county area, and for recruiting and training new agents.

Agent 1982-1987 Covington, Kentucky
Responsible for establishing a new State Farm Insurance agency in Covington, Ky., and for selling and servicing State Farm products.

Little Miami, Inc.

Executive Director 1977-1982 Cincinnati, Ohio
Managed a non-profit organization charged with preserving the Little Miami Scenic River. Responsible for directing programs and volunteer efforts, budget preparation, fund raising, managing staff, media relations and recruiting membership.

Southwestern Ohio Lung Association

Director of Public Relations 1970-1977 Cincinnati, Ohio

Community Chest and Council of Greater Cincinnati

Assistant Campaign Director 1969-1970 Cincinnati, Ohio

Public Service

City of Oak Ridge

Mayor City of Oak Ridge 2007 – present
Mayor Pro Tem Oak Ridge City Council 2001 - 2007
Highland View Advisory Board, Chairman
City Council Intergovernmental Affairs Committee, Chairman
City Council City Manager 2004 Search Committee, Chairman
Regional Planning Commission, Past Member

Tennessee Municipal League

President of the Board – 2008

State of Tennessee

E-911 Board Member

City of Covington, Kentucky

Mayor 1983-1987

City Commissioner 1978-1983

Ohio-Kentucky-Indiana Regional Council of Governments

Chairman 1983

Community Service

United Way of Anderson County, Co-Chair 2007 Campaign, Board Member, 2008

Oak Ridge Chamber of Commerce, Member and Past President

Housing Development Corporation of the Clinch Valley, Past Chairman

Oak Ridge Housing Task Force, Past Chairman

Leadership Oak Ridge Graduate

Education

Seminary of St. Pius X, Erlanger, Kentucky

BA, Philosophy

St. Mary's University, Baltimore, Maryland

Graduate Studies

Xavier University, Cincinnati, Ohio

Graduate studies in Guidance and Counseling

Awards

Dorothy Richardson Award from Neighborhood Reinvestment Corp. 2001

Received award as nominee from the five-state Great Lakes District

for work in striving to solve the community's affordable housing problems

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Housing Authority

Applicant: Bowers, Charlotte

Race (Optional): White

Number of Times Previously Applied: N/A

Application Submitted

12/26/2017 2:56 PM

Preference: 1

Address	Contact Information
12 Newhope Lane	Home Phone: (865) 482-7713 Email: charlotte@hfhac.org

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?

No

Education, Professional and or Community Activity

I am currently the Executive Director of Habitat for Humanit of Anderson County. Prior to working here, I was a realtor with Linda Brown Realty, selling real estate and managing rental properties. I have owned and managed rental properties in Ohio and Tennessee.

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

My interest in serving with ORHA comes from working with low to moderate income families, helping them to find decent, affordable housing.

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

As a former landlord, I understand that there are maintenance, taxes, insurance, and possibly mortgage costs involved. I believe that having a perspective on both sides (the other side being working with low income housing) would be of help.

Additional Information

Special Qualifications

End of Application for

Bowers, Charlotte

For Board:

Oak Ridge Housing Authority

Tuesday, January 2, 2018

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Housing Authority

Applicant: Bowman, Rebecca

Application Submitted

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
214 Whippoorwill Drive	Home Phone: (865) 272-3140 Email: rbowman@ibdinc.org

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?

N

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

No

Education, Professional and or Community Activity

See resume. B.S. Technical Management/Project Management

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

I've lived in Oak Ridge for a decade and am passionate about building a strong community.

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

I am very strong in organizational development and information systems. My technical skills make me a strong asset to any board.

Additional Information

Special Qualifications

Rebecca Rumbaugh Bowman

PROFESSIONAL EXPERIENCE

Information by Design, Inc.

Founder & President | 1995 – 2017

Information by Design, Inc. has helped clients realize project success from inception to completion through strategic planning and informed decision making. As president, Rebecca has utilized her interpersonal skills to help refine client goals, define project scope, establish project schedule and milestone, and develop strategies for completion, when applicable also training and mobilizing teams to achieve the project objective and ensure its long-term success.

Featured Clients & Countries

Oak Ridge National Laboratory (USA)

Academy for Educational Development (Republic of Georgia)

The Mitchel Group (Nigeria and Ghana)

Harvard Graduate School of Education (Jamaica, Malaysia, Ghana, Malawi, South Africa and United Arab Emirates)

BP International (England and South Wales)

Quality Milk Sales (USA)

Project Summary

Organize, manage, and provide technical support to establish the Center for Bioenergy Sustainability and host six environmental science workshops.

Design, produce, and implement 20 custom database systems including training, user and technical documentation.

Oversee installation and conversion of 23 accounting systems including training and procedure documentation.

Design, develop and provide custom information tools and/or training to 47 additional clients.

Industry Summary

Agriculture • Construction • Democracy & Governance •

Education • Finance • Hospitality • Insurance • Law • Manufacturing •

Monitoring & Evaluation • Oil & Gas • Science & Medicine • Retail

EDUCATION & CERTIFICATIONS

BS Technical Management | Project Management

DeVry University | Nashville, TN

Grant Writing Certificate

University of Tennessee | Knoxville, TN

AA Business Administration | Accounting

Eastern New Mexico University | Roswell, NM

CONTACT

Mobile

505.699.3641

Email

RBowman@ibinc.org

Website

<http://www.ibdinc.org>

LinkedIn

www.linkedin.com/in/rebeccarumbaughbowman

AREAS OF EXPERTISE

Accounting

Conference Management

Database Design & Development

Human Resource Development

Information System Planning & Implementation

Monitoring and Evaluation

Project Management

Public Relations

Quality Assurance

Strategic Planning

Training

Technical Research

Documentation Development

SOFTWARE

Microsoft Access

Excel

PowerPoint Word

Outlook

Visual Basic

SQL

MS Project

Accounting Software Packages

Endnote

SharePoint

Windows

Bomgar

Interaction Client

Service Management Suite (SMS)

PROJECT HIGHLIGHTS:

Center for Bioenergy Sustainability (CBES)

Scope: Develop and implement strategic plan to launch of Oak Ridge National Laboratory's CBES and produce supporting materials and provide technical support during launch. Plan, promote and provide technical support monthly CBES forums. Plan and manage workshops designed to enhance and support bioenergy sustainability.

Outcome: Center successfully launched in February 2009. Organized and provided technical support for over 40 forums. Planned and managed three domestic and two international workshops. Organized and provided support for the international Southeast United States Bioenergy Study Tour conducted April 2016.

China-US Bioenergy Cooperation Memorandum of Understanding

Scope: Organize and provide technical support for virtual meetings with scientists from Oak Ridge National Laboratory and China to develop objectives for US based study tour. Organize tour activities, develop materials, and provide support during tour.

Outcome: Virtual meetings successfully conducted and objectives developed for tour. Materials supporting study tour and activities successfully completed.

Harvard Institute for International Development - Education Management Information Systems

Scope: Produce databased solution for collecting census data to support information based decision making at federal, regional and district levels of government in Jamaica, Malaysia, and Ghana. Develop and provide training for federal level data unit staff.

Outcome: Produced country specific database systems to collect school-level census data and produce reports to support education policy and planning activities. Developed users guides and technical documentation. Trained staff at the district (120+) and regional (50+) level staff to process census forms and produce reports. Trained federal (15+) level staff to modify database to respond to emerging information needs.

The Mitchell Group - USAID Monitoring Evaluation Management Service - Nigeria

Scope: Develop information tools for collecting indicators, intermediate results and milestones for USAID projects (Agriculture & food security, Democracy, human rights & Governance, Economic Growth, Education, Health, Infrastructure & Water) in Nigeria to meet USAID R4 reporting requirements and support resource coordination, and monitoring and evaluation activities of the project.

Outcome: Consulted with key stakeholders in federal government and project chiefs of party to develop data needs and reporting requirements for USAID projects in Nigeria. Developed tools for collecting and reporting data to meet USAID reporting requirements and to coordinate in-country and international consultants with project needs.

Select Milk Producers - Milk Information Management System

Scope: Consulted with CFO, COO, IT Manager, and function-level managers to define information needs for milk coop representing over 80 dairies. Develop data structures and programs to produce information to support quality control, produce billing, producer and hauler payments, and milk coop reporting requirements for the Southwest Dairy Farmers agency.

Outcome: Developed data structure and code using Visual Basic and SQL to produce information system to successfully fulfill project information requirements. Provided training to functional managers (6+) and system users (20+) as well as user and technical documentation.

Louisiana State University Medical Center

Scope: Define information requirements to track and report residency statistics and develop database for collecting and reporting patient information for urogynecology department.

Outcome: Developed custom residency statistic and urogynecology database system, user's guide, and technical documentation for retail Jewelry company. Trained residency staff and urogynecology staff or enter data and generate reports.

Allen Roofing Company

Scope: Plan and implement accounting system conversion to Open Systems Accounting with emphasis in job cost accounting. Develop custom reports to support information and financial reporting needs. Provide procedures and training for in-house accountant, purchasing, inventory, and site managers.

Outcome: Accounting system successfully installed with successful conversion and implementation. Trained in in-house accountant and three area managers.

Mescalero Apache Tribe

Scope: Install Open Systems Accounting and design custom reports to report on various tribal entities and to fulfill financial reporting requirements as specified by Tribal leaders and their Certified Public Accountant. Develop procedures and train in-house accountant.

Outcome: Accounting system successfully installed and implemented. Trained in in-house accountant in entering and verifying information and producing timely reports.

Artesia Alfalfa Growers

Scope: Plan and implement accounting system conversion to SBT Accounting. Develop custom database program to collect exported data, process patronage transactions, and produce general ledger and payment records for import into SBT accounting system. Train in-house accountant and oversee implementation of new system.

Outcome: Accounting system successfully installed and implemented with fully-developed patronage module. Trained in in-house accountant and produced procedures and technical guides.

Database Projects:

Client	Database
Academy for Educational Development	USAID General Education Decentralization and Accreditation Project, Financial Reporting System – Republic of Georgia
Artesia Alfalfa Growers Association	Patronage Management System with integration to SBA Accounting Software
Bogle Farms, Ltd.	Hay Information Management System for processing crop transactions to produce billing and hauler payments and maintain inventory
Bullock's Jewelry, Inc.	Jewelry sales, accounts payable, accounts receivable and inventory management system
CWBC, Inc.	Import/Export/Merge module and enhanced features for the Agricultural Information Management System
Eastern New Mexico Medical Center	Transcription Management System for recording transcription volume and transcriptionist performance
Harvard Institute for International Development	Education Management Information Systems: Ministry of Education – Ghana Ministry of Education – Malaysia Ministry of Youth, Education & Culture – Jamaica GABLE: Girls' Attainment in Basic Literacy and Education - Malawi DECIDE: A simulation program for decentralizing educational decision-making with training conducted in United Arab Emirates, South Africa, and Ghana
Kinder, Lydenberg & Domini	Responsive Global Monitor: A program for recording and reporting level of civil responsibility for specific countries
Louisiana State University Medical Center	Residency Statistics program for tracking resident experience and performance Urogynecology Reporting system for recording and reporting patient care
The Mitchell Group	USAID Quality Improvement in Primary Schools - Ghana USAID Performance Monitoring and Evaluation - Ghana USAID Monitoring Evaluation Management Service – Nigeria
Pioneer Dairy Lab	Dairy Sample Management System for scheduling and reporting milk components and quality
Robinson Farms, Inc.	Agricultural Information Management System for recording harvesting transactions and produce producer and hauler compensation
Select Milk Producers	Milk Information Management System for processing transactions, calculating producer payroll, compensating producers, billing customers, and reporting to the Southern Marketing Agency

Client List:

ADVERTISING

Entrop and Associates, Inc.
Nash St. Media
Newman Outdoor Advertising

AGRICULTURE

Artesia Alfalfa Growers Association
Nature's Dairy
Bogle Farms, Ltd.
CWBC, Inc.

Robinson Farms, Inc.
Select Milk Producers
Sterrett Farms, Inc.

Sundance Dairy

ATTORNEYS

Cusack, Jaramillo and Associates
Hinkle, Cox, Eaton, Coffield & Hensley
Hunker & Fedrick
Hunt & Currier
Ken Wilson

AVIATION

Great Southwest Aviation
Hirst Flying Service

EDUCATION

California Department of Education – Special Education
Eastern New Mexico University
Harvard Institute of International Development
Ministry of Education – Ghana
Ministry of Education – Malawi
Ministry of Education – Malaysia
Ministry of Education – Republic of Georgia
Ministry of Youth, Education and Culture – Jamaica
Hondo Valley Public Schools

FINANCE

Kinder, Lydenberg & Domini
Pioneer Bank
Bank of the Southwest
United New Mexico Bank

GOVERNMENT

Bureau of Land Management
City of Roswell
New Mexico Department of Labor
New Mexico Highway Department
New Mexico State Engineer – District II
Region VI Housing Authority
Roswell Correctional Center
Roswell Job Corp.
U.S. Immigration and Naturalization Service

INSURANCE

Employee Benefits Management Company
Mountain States Life Insurance
State Farm Life Insurance
United Fidelity and Guarantee

LABORATORIES

Oak Ridge National Laboratory
Pioneer Dairy Lab

MEDICAL

Eastern New Mexico Medical Center
Guadalupe Emergency Medical Services
Emit Jennings, M.D.
Family Care Medical Center
J.N. Gorton Levitt, M.D.
Louisiana State University Medical Center
PRN Medical
Professional Transcription Service
Roswell Orthopedic Associates
Frank W. Schwarz, M.D.
Southeastern New Mexico Internal Medicine, Hematology
and Oncology

MANUFACTURING

Levi Strauss
Transportation Manufacturing Corporation
Urethane Contractors Supply Co

MONITORING & EVALUATION

USAID Quality Improvement in Primary Schools USAID
Performance Monitoring and Evaluation - Ghana
USAID Monitoring Evaluation Management Service -
Nigeria
USAID General Education Decentralization and
Accreditation Project – Republic of Georgia

NATIVE AMERICAN

Mescalero Apache Tribe

OIL AND GAS

Atlantic Richfield Company
Cibola Energy
Caprock Pipe and Supply
Honda Oil Co.
McKay Oil Co.
Stephens Supply Co.
The Toles Company
Wakefield Oil Co.

Yates Energy Corporation

RETAIL AND OTHER SERVICES

48 Hours of New Mexico and Texas
Allen Roofing Company
Bullock's Jewelry
ComputerLand
Computer Systems, Inc.
Courtesy Honda-Mazda
G&T Roofing
Grieves Group Realtors Independent Car Rental Kruse
Appraising
Lykins Tire Co.
Las Palomas de Taos
Professional Office Services
Roswell Baking Co.
Ruidoso Animal Clinic
Spring River Golf Course

References:

Mike Stinson
 Orange County Service Desk Manager
 Science Applications International
 Corporation
 301 Laboratory Road
 Oak Ridge, TN 37830
 Phone: 865.481.1572
 stinsonmi@naismc.saic.com

Dr. Virginia H. Dale
 Environmental Sciences Division
 Oak Ridge National Laboratory
 Post Office Box 2008
 Oak Ridge, TN 37831-6036
 Phone: 865-576-8043
 Email: dalevh@ornl.gov

Todd Tucker
 Information Technology Manager
 Select Milk Producers
 320 Hermosa
 Artesia, NM 88210
 Phone: 575-746-6698
 Email: toddt@selectmilk.com

Dr. Thomas LeBlanc
 Director, Education Office
 USAID/Morocco
 American Embassy
 Avenue Mohammed VI, Km. 5.7
 Souissi, Rabat 10170
 Morocco
 Phone: 212 6 61 82 84 06
 Email: tleblanc@usaid.gov

Letters of Recommendation:

http://ibdinc.org/rec_main

Volunteer History:

Women's Interfaith Dialogue of Oak Ridge
 Oak Ridge Unitarian Universalist Church

Sound Company Children's Choir

Oak Ridge Wildcat Band

Sunrise Rotary Tennis Tournament
 Salvation Army

Steering Committee Member

Group Leader – Fruit for At-Risk Children
 Co-Group Leader – Oak Ridge Interfaith
 Partnership

Storyteller – Primary Spirit Play
 Executive Committee Member (2015-2017)

Costume Coordinator

Chaperone & uniform distribution and
 collection

Founder and Co-Chairman (2004-2006)

Holiday food deliveries & dinners
 Bell Ringing

Native American Citizenship:

Citizen of the Chickasaw Nation

Oak Ridge Land Bank Corporation Board of Directors

NumVacancies 3 Total # of Members 7

Term of Office

December 31, 2019 for one position and December 31, 2020 for two positions

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
Ms. Anne Dunthorn (Incumbent)		12/5/2017	1	2
Mr. Charlie W. Jernigan (Incumbent)		11/28/2017	1	2
Mr. David Mosby		12/28/2017	2	1
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Colin Anderson		12/31/2018
Mr. Kelly Callison	City Council Representative	1/9/2019
Ms. Barbara Gardner		12/31/2018
Mr. James Palmer		12/31/2019
4 of 7 members		

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Application Submitted

Applicant: Dunthorn, Anne

12/5/2017 4:09 PM

Race (Optional): white

Preference: 1

Number of Times Previously Applied: 2

Address	Contact Information
908 West Outer Drive	Home Phone: (865) 483-6296 Email: dunthorn@tds.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 Land Bank Corporation Board of Directors

Education, Professional and or Community Activity

See Attached Resume

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

My mission for several decades has been affordable housing. This is the best way that I can undertake this mission in my community.

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

Two terms on the Land Bank; Attendance at all meetings in Memphis related to legislative considerations of better implementation of Land Bank function in Tennessee; member of the Oak Ridge Housing Authority; Worked as a developer of HUD-202 & HUD-811 housing from 1990 until it was no longer offered by HUD early in this decade. My work was done in TN, KY and OH.

Additional Information

Special Qualifications

CF SYSTEMS

908 West Outer Drive
Oak Ridge, Tennessee 37830

Tuesday, December 5, 2017

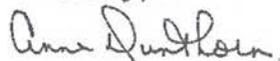
Mayor Gooch and Oak Ridge City Council
PO Box 1
Oak Ridge, TN 37831

Dear Mayor Gooch and Oak Ridge City Council Members:

Attached please find my Application for the Board of the Oak Ridge Land Bank and my Resume. My years of experience in Grant Writing, financial management of projects with multiple funding sources and housing development has 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 coordinates its efforts with the Oak Ridge Housing Authority to address the changing housing needs of our community. By serving on both Boards, I can act as a common linkage helping to provide that coordination.

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

Sincerely,



Anne Dunthorn

Mobile: 865-603-4566

Email dunthorn@tds.net

December 2017

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 77

Recent Work Activity (until HUD cancelled the HUD-202/811 Program):

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 developed:

- 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 Housing Authority –at end of first year of a 5 year term
Oak Ridge Land Bank – Current Vice-Chair, and at end of second term
Oak Ridge Rotary Club – Foundation Chair, Grants Chair , Secretary 2013-17, Secretary Nominee for 2018-2019, Part of Mexico Heart-2-Heart Team for 5 years
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 purposes 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.

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Application Submitted

Applicant: Jernigan, Charlie

11/28/2017 4:36 PM

Race (Optional): Caucasian

Preference: 1

Number of Times Previously Applied: 2

Address	Contact Information
118 Claymore Lane	Home Phone: (865) 482-4836 Email: charlie@jernigans.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 Land Bank Corporation Board of Directors

Education, Professional and or Community Activity

BS, Engineering Science, Florida State University, 1968; MS, Biomedical Engineering, Northwestern University, 1972; MBA, Kellogg Graduate School of Business, Northwestern University, 1989; Retired Information Technology Professional; University of Tennessee Arboretum Society, Past President; Chair, Oak Ridge Land Bank

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

Important work still pending

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

Chair of ORLB since its founding. Currently working with other state land banks to update TN land bank legislation.

Additional Information

Special Qualifications

End of Application for For Board:

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Charlie Jernigan

BOARD OR COMMISSION: Oak Ridge Land Bank

TIME IN OFFICE: Term of Office 2 Year

Date Appointed 12/16/13

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 21

Number of Absences 0

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Land Bank Corporation Board of Directors

Application Submitted

Applicant: Mosby, David

12/28/2017 9:33 AM

Race (Optional): African-American

Preference: 2

Number of Times Previously Applied: 1

Address	Contact Information
106 Haven Hill Lane	Home Phone: (865) 482-4193 Email: mosby1@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?

Beer Permit Board

Education, Professional and or Community Activity

Masters Degree (industrial Engineering), University of Tennessee; Bachelors Degree (Civil Engineering), Tennessee Tech; President of Atomic City Sportsmen Club; Vice President of Membership, Project Management Institute East Tennessee Chapter; Executive Board Member, Anderson County NAACP; Volunteer Big Brother, Big Brother/Big Sister; Sunday School teacher, Oak Valley Baptist Church

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

I have been a life-long community servant and hope to bring a rational and disciplined approach for decision making to this Board.

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

I am a former member of the Oak Ridge City Council and the Oak Ridge Planning Commission and as a result am blessed with a unique perspective of community development (socially and economically).

Additional Information

Special Qualifications

Resume of
David N. Mosby

106 Haven Hill Lane
Oak Ridge, Tennessee 37830
(865) 482-4193

Summary of Qualifications:

Manages multi-million dollar design and construction projects that support the National Nuclear Security Administration manufacturing complex. Holds professional certifications from Project Management Institute (PMP) and the Tennessee State Board of Engineering (PE). A lifelong learner proficient in the suite of Microsoft Office products (i.e. Outlook, SharePoint, Word, Excel and PowerPoint).

Educational Accomplishments:

<u>Dates</u>	<u>Degree</u>	<u>Institution</u>
December 2012	Masters of Science (MS) Engineering Management	University of Tennessee
March 1980	Bachelors of Science (BS) Civil Engineering	Tennessee Tech University

Employment Experience:

<u>Dates</u>	<u>Position / Employer</u>
Oct 00 to present	Project Manager / Consolidated Nuclear Security (CNS) /BWXT Y-12 Leads multi-discipline teams in the implementation of project activities that support mission objectives. Responsible for the coordinated initiation, execution, and closeout of engineering design and construction projects. Transforms initial program scope statements into project cost and schedule baselines; manages baselines through closeout; and reports project status to senior management. Extensive experience developing feasibility studies for deploying new technology. Recent projects (with performance baseline budgets) include: <ul style="list-style-type: none">• Special Processing Containment Box (\$5.1M equipment modification)• Production Cleaning Station (\$11.8M new technology deployment)• Conversion Equipment Refurbishment (\$13.1M process startup)
Sep 84 to Sep 00	Project Engineer and Design Specialist / Lockheed Martin Energy Systems Responsible for coordinating equipment and facility designs and supporting project teams during the execution of design and field work. As project engineer, responsible for: <ul style="list-style-type: none">• Establishing scope and cost plans• Coordinating preparation of engineering designs, drawings, and specifications• Conducting condition surveys and equipment evaluations• Serving as design authority
Mar 80 to Sep 84	Design Engineer / Union Carbide Corp Responsible for preparation of general structural and civil engineering designs for assigned projects. Specifically worked to: <ul style="list-style-type: none">• Analyze and design components, structures, and systems• Prepare estimates, specifications, and conceptual studies• Serve as Quality Assurance (QA) Coordinator

Professional and Community Involvement:

- Vice President of Membership – East Tennessee Chapter, Project Management Institute
- President – Atomic City Sportsmen Club
- Executive Committee Member – Anderson/Oak Ridge NAACP
- Board Member – Oak Ridge Beer Board
- Owner – Fade To Black Barber and Beauty Shop
- Former Councilmember – City of Oak Ridge (2001 - 2015)
- Former Vice Chairman and Member – Oak Ridge Regional Planning Commission (1987 – 2001)

Personal Information:

Additional information or references are available on request. Please contact me at your convenience.

Oak Ridge Municipal Planning Commission

NumVacancies 2 Total # of Members 10

Term of Office
December 31, 2021

Qualifications
No special qualifications, other than Oak Ridge residency.

Oak Ridge Municipal Planning Commission	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Claudia S Lever (Incumbent)		12/8/2017	1	N/A
Mr. H. Stephen Whitson (Incumbent)		12/21/2017	1	1
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Zabrina R. Gregg		12/31/2018
L. Charles Hensley		12/31/2020
Ms. Sharon Kohler		12/31/2019
Mr. Patrick McMillan		12/31/2018
Ms. Jane Shelton		12/31/2019
Mr. Benjamin J. Stephens II		12/31/2020
Mr. Hans Vogel	City Council Representative	1/9/2019
Mr. Todd Wilson		12/31/2018
8 of 10 members		

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Lever, Claudia

12/8/2017

Race (Optional): White

Preference: 1

Number of Times Previously Applied: N/A

Address	Contact Information
132 Newell Lane	Home Phone: (865) 483-8340 Email: levercs@comcast.net

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y ORNL, Qual Pro

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

Oak Ridge Municipal Planning Commission

Education, Professional and or Community Activity

B.S. (Math); M.S. (Statistics); Active in League of Women Voters at local and state level (The League encourages active citizen participation in civic affairs and provides information on many community issues); Past Relevant Activities: Member of End Use Working Group and Stewardship Commission of Oak Ridge Site Specific Advisory Board; Member of Highland View Regional Advisory Board (housing issues); Appointed to Planning Commission in 1997

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

The Planning Commission has been involved in an intense planning process this year, examining different neighborhoods in the city and asking the residents to share their concerns and suggestions for improvements. Oak Ridge is in the midst of some major projects: City Center development, Land Bank acquisitions, and Rails to Trails, but we still face some major challenges. I would like to remain on the Planning Commission as we continue the City Blueprint process and other issues.

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

I have been able to attend several conferences and workshops on Quality Growth, PlanET, and TAPA (Tennessee Planning Association) meetings in the area. The monthly Planning magazine contains articles covering many innovative ideas, potential problems, and a special section instructing planning commissioners on legal issues and other suggestions.

Additional Information

Special Qualifications

End of Application for

Lever, Claudia

For Board:

Oak Ridge Municipal Planning Commission

Tuesday, January 2, 2018

City of Oak Ridge Board Application 2017

BoardName: Oak Ridge Municipal Planning Commission

Application Submitted

Applicant: Whitson, H. Stephen

12/21/2017 3:21 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
236 Park Meade Place	Home Phone: (865) 250-0771 Email: stephen@hswcci.com

Oak Ridge, TN 37830

Current Company/Organization
H-S Whitson Construction Co., Inc.

Current Position / Title
President

Retired?	Company / Organization Retired From

Do you currently serve on any other City board, commission or committee?
Oak Ridge Municipal Planning Commission

Education, Professional and or Community Activity
Please see attached biography. Degree: Business Administration; Oak Ridge Municipal Planning Commission; Methodist Medical Center Foundation; Free Medical Clinic of Oak Ridge

Explain why you are interested in being appointed to this board, commission or committee
I have served as the chairman for the past two years. I would like to be a part of the completion of the Blueprint initiative as well as seeing our community thrive in the future.

Describe any special knowledge or past experience qualifying you for this appointment?
Please see the attached biography. Served 4 years on the Planning Commission. I am a licensed general contractor in Tennessee and North Carolina.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Stephen Whitson

BOARD OR COMMISSION: Oak Ridge Municipal Planning Commission

TIME IN OFFICE: Term of Office 4 Year

Date Appointed 12/16/13

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 42

Number of Absences 2

Date Prepared 1/3/18

Attachment: Resume

H. Stephen Whitson

President

H-S Whitson Construction Co., Inc.

Professional and Educational Experience

Mr. Whitson holds a degree in business administration and is the President of H-S Whitson Construction Co., Inc. Prior to founding HSWCCI, he was Vice President of another General Contracting firm that worked in several states as well as serving the greater Knoxville Area market.

With over 25 years of experience in the construction field, Mr. Whitson is recognized in the industry for his expertise in project development, administration and follow-through. He has a proven ability to successfully oversee the operations of multi-million dollar construction projects because of his can-do attitude that ensures jobs are done right, on budget, and on time.

Trade Association Experience

Mr. Whitson has been involved with many trade and business associations throughout his career. He has served on the local board of directors for the Associated Builders and Contractors and was elected to be the chairman of the board of the East Tennessee Chapter. In addition to being involved in the local chapter, he served two years on the National Board of Directors which convened in different areas of the country throughout the year.

He served on the board of the Oak Ridge Chamber of Commerce and is the Past-Chairman of the Board. During his tenure of serving as a Director and Chair for Commercial and Retail Development, he worked at many trade shows and met with prospects whom show interest in the Oak Ridge market and attended meetings with the former Mayor and City Manager to assist in economic development for Oak Ridge.

Mr. Whitson is currently serving the City of Oak Ridge for a second year as Chairman of the Oak Ridge Municipal Planning Commission. Prior to being Chairman, he served as Vice Chair in 2015 and as Commissioner from 2013 to 2014. Upon being elected as Chairman, he initiated an effort to create a new Mission and Vision Statement for the commission, with the goal of casting a vision for positive growth of the city. Mr. Whitson was instrumental in initiating the City Blueprint effort to carry the stated Vision and Mission to the neighborhood "Sub-Area" level with goals and objectives for city growth.

It is through the Blueprint process that the Planning Commission has been engaging citizens in the community to gather feedback in the determination of problems, needs and opportunities. This information has been used in the identification of Neighborhood needs and "home-grown" solutions and insure resident's opinions are part of the change and growth covered by the City Blueprint document.

The Blueprint is currently at its mid-point. Nine of the thirteen Blueprint Sub-Area meetings have been completed; Woodland, High Ridge West, Country Club, Southwood, Emory Valley residential, Lakeview residential, East Side Residential, Palisades and Midtown residential. Forecasting that the Commission will continue to engage the community with one on one meetings it is estimated that about 10% of the total Oak Ridge population will attend and interact with the Commissioners', other City Boards and City Departments.

Civic Organizations

Mr. Whitson firmly believes that the business community should give back to the community. Mr. Whitson currently serves as the Chairman of the Board on the Methodist Medical Center Foundation Board of Directors and on the Methodist Medical Center Advisory Board. He has served on the nominating committee for the Foundation, as well. Whitson Construction also recently completed a donation of labor and materials for the Third Hospitality Houses of Methodist Medical Center, ensuring that those who need it will have a safe, welcoming place to stay while they or their family members are seeking medical treatment at MMC.

The Free Medical Clinic Board is an additional board which Mr. Whitson was invited to serve on. The board oversees the operation and fundraising of the *Free Medical Clinic* which provides no-charge primary care and wellness services to low-income, uninsured residents of Anderson, Morgan and Roane counties who otherwise would not have access to the medical care they need.

This year, after being an EO member of the Knoxville chapter for three years, Mr. Whitson is serving as the EO Learning Chair. The goal of EO is to provide the necessary training and support for entrepreneurs who intend to grow their business.

Over the years, Mr. Whitson has been involved with several initiatives to benefit the community. Beginning in 2004 and continuing to 2011, he was a member of the Knox County Sheriff's Office SCAN unit. This branch of Special Services worked primarily with seniors in the community to facilitate their well-being. In 2005 the Sheriff named him the Volunteer of the Year, the highest award given to a volunteer for starting the ART program which was a skilled group that deal with special needs that would arise. These needs would range from housing concerns, financial exploitation and many other complex issues. In addition to his SCAN and ART responsibilities he served as an instructor and member of the Project Lifesaver Search and Rescue Team. This program is designed to locate people with cognitive disabilities that have a propensity to wander away from home.

Mr. Whitson served two 3 year terms as a director of the United Way of Anderson County. His primary focus was to bring the Project Lifesaver program to Anderson County, which included the City of Oak Ridge.

Personal:

Mr. Whitson lives with his wife, of over 26 years in Oak Ridge. They have two children, who keep them on the go, and with whom they enjoy spending time as a family.

Personnel Advisory Board

NumVacancies 2 Total # of Members 5

Term of Office
December 31, 2020

Qualifications
No special qualifications, other than Oak Ridge residency.

Personnel Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. Richard Hauser		12/13/2017	3	0
Ms. Bonnie Hebert (Incumbent)		12/28/2017	1	1
Ms. Martha Wallus (Incumbent)		12/27/2017	1	3
Total Number of Applicants: 3				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Lisa Bollinger		12/31/2018
Mrs. Anne Garcia Garland		12/31/2018
Mr. Kevin Gregg		12/31/2018
3 of 5 members		

City of Oak Ridge Board Application 2017

BoardName: Personnel Advisory Board

Application Submitted

Applicant: Hauser, Richard

12/13/2017

Race (Optional):

Preference: 3

Number of Times Previously Applied: 0

Address	Contact Information
109 Ulysses Lane	Home Phone: (865) 294-5646 Email: rhauser239@gmail.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Richard P. Hauser Consulting, Inc.

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

No

Education, Professional and or Community Activity

Please see my attached resume.

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

I have experience in staffing businesses, in creating personnel policies that are fair; that lead to personal growth; and that lead to the growth and increasing profitability of the business.

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

Additional Information

Special Qualifications

Richard P. Hauser

109 Ulysses Lane
Oak Ridge, Tennessee 37830
516 617 7520

PROFESSIONAL EXPERIENCE

- 1989 – 2015 President and Chief Executive Officer of Richard P. Hauser Consulting, Inc.
- 1985 – 1988 The Topkapi Group Started, owned, and operated a chain of fifteen Costume jewelry stores in the Northeast and the Midwest
- 1978 – 1985 John Wanamaker, Philadelphia, Pennsylvania, A Division of Carter Hawley Hale Stores, Inc. Chairman and Chief Executive Officer of A chain of 16 department stores in New Jersey, New York, and Pennsylvania
- 1976 – 1978 The Broadway, Los Angeles, California, A Division of Carter Hawley Hale Stores, Inc. President of a chain of 39 department Stores in five Western states
- 1975 – 1976 Neiman Marcus, Dallas, Texas, A Division of Carter Hawley Hale Stores, Inc. Chairman of a chain of seven specialty stores
- 1959 – 1975 Bloomingdale's, New York, New York, A Division of Federated Department Stores
1973 - 1975 Executive Vice-President
1968 - 1973 Vice President women's ready to wear
1963 - 1968 Merchandise Manager of women's read-to-wear
1959 - 1963 Executive trainee, assistant buyer, branch store department manager, branch store merchandise manager, assistant store manager, store manager

COMMUNITY SERVICE

1979 – 1985 Director of The Federal Reserve Bank of Philadelphia

City of Oak Ridge Board Application 2017

BoardName: Personnel Advisory Board

Application Submitted

Applicant: Hebert, Bonnie

12/28/2017 4:10 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
118 Center Park Lane	Home Phone: (865) 483-9593 Email: bhebertennis@comcast.net

Oak Ridge, TN 37830

Current Company/Organization
Oak Ridge National Laboratory

Current Position / Title
Senior Human Resources Team Lead

Retired?
N

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

Education, Professional and or Community Activity
BS, Clemson University; MS, Central Michigan University; SPHR and TV HRA Chapter of SHRM; Volunteer, Oak Ridge Playhouse; Volunteer for CLCD

Explain why you are interested in being appointed to this board, commission or committee
I have 30 plus years working in Human Resources in continuing leadership positions of greater responsibility.

Describe any special knowledge or past experience qualifying you for this appointment?
I have past experience serving on the Personnel Advsiry Board for the City of Oak Ridge

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Bonnie Hebert

BOARD OR COMMISSION: Personnel Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 1/19/16

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 5

Number of Absences 1

Date Prepared 1/3/18

Attachment: Resume

BONNIE B. HÉBERT

118 Center Park Lane

Oak Ridge, TN 37830

Office: 865-576-0217

hebertb@ornl.gov; bhebertennis@comcast.net

Cell: 865-712-5261

SENIOR HUMAN RESOURCES MANAGER

Providing People, Process & Organizational Leadership

Has a distinguished career of more than 30 years by using creativity and tenacity in organizational development, change management and strategic HR management – optimizing people assets in response to ever-changing business objectives. Facilitated strategic planning and operating decisions in support of growth and consolidation/centralization of global operations. Master's degree and advanced leadership training complement success in:

- Building top-flight national and international HR organizations and teams, and delivering the highest level of services to corporate and operating groups in the US, Europe and Middle East.
 - Developing/deploying technology and performance management programs to reduce costs and improve efficiency.
 - Championing training, health/welfare and career advancement programs for entry-level employees to executives.
 - Serving as a key advisor to executives and business unit leaders to promote positive internal/external communications.
-

PROFESSIONAL EXPERIENCE

HUMAN RESOURCES TEAM LEAD, NEUTRON SCIENCES AND US ITER, ORNL, OAK RIDGE, TN

2012 TO PRESENT

Currently serving as the HR Team Lead for both Neutron Sciences and US ITER managing a team of four personnel including several HR Managers, a senior recruiter and an HR Administrative Assistant supporting a the Neutron Sciences Directorate, with more than 700 personnel and the US ITER Project office with more than 100 personnel. Provide HR support services to include recruiting, hiring, performance management, awards, compensation and consultative services related to human resources issues. Support managers through the life cycle of an employee. Provide strategic personnel planning for the senior Associate Laboratory Directors and guidance for all personnel issues.

INTEGRATED SENIOR HUMAN RESOURCES & COMMUNICATIONS BUSINESS MANAGER

2006 to 2011

US ITER Project Office, Oak Ridge National Laboratory (ORNL), Oak Ridge, TN and Cadarache, France

Joined a leadership team to develop, deliver and integrate HR, communications and related services for a \$2.5B, 10-year Department of Energy (DOE) international project (ITER), an unprecedented collaboration of global scientists, technologists and engineers demonstrating the feasibility of fusion power by building a Tokamak in France. Serve as a liaison to provide weekly/monthly communications, project metrics and personnel allocation/management between the US Department of Energy, and partner laboratories. Counterparts include the European Union, Russian Federation, Japan, Korea, China and India. Direct a staff of 4, responsible for \$500k budget and report to the Deputy Project Director matrixed from HR and Communications Directorate.

Organizational Development & Global Human Resources Management

- Designed and implemented best in class recruitment/retention, performance management, compensation, training, rewards/recognition and employee relations programs, and created effective HR systems and processes for the newly created organization.
- Developed domestic and international workforce plans and staffing models to recruit/place key scientific personnel and senior staff for key roles in the US and France. Identified and selected multinational candidates for nomination to ITER International.
- Appointed as the US representative to the Advisory Board of the ITER International School, providing recommendations for curriculum development, addressing parent issues and concerns and providing recommendations to school leadership.
- Led an HR, legal and procurement team in developing a long-term foreign assignment and relocation policy.
 - Used benchmarked practices from government, academia and industry, which are now being used as a best-in-class example to formulate other relocation policies.
 - Structured appropriate briefings with DOE HQ, the American Consul General in Marseille and US State Dept. to gain policy approvals.
- Promoted/ advertised more than 300 international vacancies, nominated 500+ US candidates and filled numerous ITER International vacancies. Provided cross cultural training and family assistance to more than 40 US personnel working overseas and stateside.

Internal, External & Multinational Communications

- Wrote a comprehensive communications plan to develop and maintain open lines of internal and external communications among US DOE and other US and foreign public-private sector organizations vested in the multinational project.
- Established a public relations platform and upgraded website, media kits, project fact sheets, newsletters and other public and media collaterals. Prepped senior personnel for media interviews and speaking engagements.
- Led the flawless planning and execution of high-level foreign visits, ITER representation at industry conferences and public forums, and other special events.
- Encouraged and attained 90%+ high-level participation in the US ITER Gallup Q12 survey in 2007, and actively involved in the roll-out of Gallup Q12 for 2008.

COMMUNICATIONS & SENIOR PROTOCOL OFFICER – Oak Ridge National Laboratory (ORNL), Oak Ridge, TN 2005 to 2006

Joined the management team of a world-leading scientific and technology research center, ORNL which is a joint partnership between Battelle Memorial Institute and the University of Tennessee, and the largest multi-purpose US DOE laboratory. Established a formal means of communicating the proposed science agenda for potential DOE, Congressional, Industry and other VIP guests.

Protocol, Employee Relations & Community Outreach

- Directed countless flawless dignitary visits with the Department of Energy Secretary, Senator Lamar Alexander, numerous US Congressmen, and senior delegations from China, England, Japan and Russia. Managed planning, itineraries, logistics, audio-visual support, photo coverage, transportation, correspondence and gift exchange program.
- Chartered and served as President of Club ORNL, an employee association to develop esprit de corps across a large, diversified organization. Benchmarked and set up the leadership structure, operating guidelines, budgets and events.
- Showcased the laboratory as an organization committed to its employees by organizing a first-ever fall festival and a summer vintage car display with more than 2,000 people in attendance.
- Collaborated with human resources in developing retention programs to include training the managers on the process and results analysis of the Gallup Q12 Employee Engagement Survey.
- Contributed to community service and outreach programs through participation on the East TN Economic Council, Chamber of Commerce, Leadership Oak Ridge Board, Habitat for Humanity, Oak Ridge Playhouse and several United Way campaigns.

SENIOR COMMUNICATIONS OFFICER – Centers for Disease Control & Prevention (CDC), Atlanta, GA 2004 to 2005
Senior CDC spokesperson and crisis communications expert for national and international media queries, other CDC groups, Federal, state and local health officials, and international agencies. Developed communication plans, program materials, press releases and presentations. Coached senior scientist/administrators on interacting with the scientific community, media and public. Designed Terrorism Preparedness & Response training materials, 2004 Summer Safety Kit and Vaccine Safety Communication programs for staff. Served as a senior CDC primary spokesperson during the influenza vaccine shortage crisis.

DIRECTOR OF PUBLIC AFFAIRS AND SENIOR EXECUTIVE – 3rd US Army, Fort McPherson GA, Afghanistan and Kuwait 2000 to 2003

Partnered with a three-star commanding general to create strategic public affairs contingency war plans in the areas of budget, personnel, logistics and equipment for the HQs in one of the Army's largest organizations. Substantiated the need to triple staff assigned to HQs, to accommodate a geographically dispersed organization across Kuwait, Qatar and Afghanistan as a result of the 9/11 terrorist attacks on the US. Outlined roles, responsibilities and accountability, and built a 45-person public affairs team to support HQs and field operations. Quickly staffed and deployed teams in support of operations in Afghanistan and Iraq. Managed a \$1.3M budget.

Internal / External Communications & Resource Management

- Opened lines of communication and synchronized the use of 3rd party resources to contribute to the effectiveness and timely delivery of information to internal and external audiences, and geographically dispersed operations worldwide.
- Developed and published an internal weekly newspaper for an Army population of 2K deployed near Cairo, Egypt for an international joint services exercise just after 9/11.
- Utilized web-based employee relations/communications to provide real-time information to employees and the public.
- Led senior executive training, and managed communications and special events for senior officers and distinguished visitors, including Defense Secretary Donald Rumsfeld, Newt Gingrich, General Myers, and Congressional delegations.
- Awarded a Bronze Star for service in Iraq and Legion of Merit Award upon retirement.

SENIOR HUMAN RESOURCES MANAGER – US Army 3rd Infantry Division, Fort Stewart, GA 1997 to 1999

Led 200 professionals in human resources, payroll, benefits and administration for one of the largest divisions of the Army overseeing operational and personnel support for 56 organizations with 26K personnel. Using change management expertise, traversed disparities between functional groups to establish common objectives and direction to transform an “old line” culture into a professional and shared services organizational structure.

Team Building & Organizational Development

- Led strategic HR and organizational development to position HR as a business partner, helping operating unit heads optimize their most valuable asset – people. Drove complex business consolidation, operations integration and culture change initiatives.
- Created fully integrated finance and HR group, merging 200 professionals into a newly created shared services center.
- Won commendations and recognition for continuous process improvement and service excellence in a changing environment.
- Applied people, process and technology applications to create a dynamic resource allocation plan and effective organizational model that balanced employee and customer needs with headcount and cost reduction demands placed on the organization.
- Accelerated placement of key individuals and senior level officers by 20% by identifying all qualified personnel by job function, skill level and management grade to ensure placement of the best talent into high-profile positions.
- Coordinated assignments and resources to set up a 23-person HR division support group for a six-month period in Kuwait.
- Reported to and briefed a two-star commanding general monthly on the ever-changing senior officer positions.

HUMAN RESOURCES/COMMUNICATIONS OFFICER – Department of the Army, Pentagon, Washington, DC 1993 to 1996

Promoted from field operations into a Department of Army HQs group, overseeing communications and training for military and civilian executives at the Pentagon. Served as the primary Army spokesperson for issues related to key personnel issues and crisis communications management. After 2 years, transitioned into an HR/OD management role to institute a new information management system for handling officer performance evaluation and promotion and placement of 70K senior officers Army-wide.

Performance Management, Communications, Team Building, Training & Diversity

- Led media/ crisis communications training for senior staff and Pentagon general officers on key topics (e.g., healthcare, morale, social issues, safety and military justice) and prepared them for high level controversial interviews like 60 Minutes.
- Served as an Army spokesperson on women in the military, homosexuality, diversity, health/benefits and military justice. Coordinated media coverage of the 1st Islamic Chaplain and *Glamour* feature on the 1st Female Drill Sergeant of the Year.
- Helped coordinate and construct an updated performance management system and operating guidelines, including related training/development programs, career paths and succession planning for 70K officers worldwide.
- Facilitated shift to a fully automated performance evaluation system, compiled best practice guidelines, and instituted quality controls to improve the accuracy, timeliness and availability of information delivered to senior officers.
- Upgraded position descriptions and changed staffing for key HQs positions to transition from all military to civilian personnel for the Officer Evaluation Reports Division.

EARLY CAREER (1983 to 1992) Advanced through increasingly responsible human resources assignments as an Assignment Manager / Personnel Actions Manager for the 9th Infantry Division (Ft. Lewis, WA) and as Director of Personnel for US Army Europe (Augsburg, Germany) commanding more than 200 personnel. Optimized people, processes and technology to track and manage a 15-month initiative involving downsizing of 4 personnel operations in locations throughout Germany in conjunction with the Army drawdown in Europe.

EDUCATION, PROFESSIONAL DEVELOPMENT & AWARDS

MS, General Administration – Central Michigan University

BS, Administration Management – Clemson University
Distinguished Military Graduate; Four Year ROTC Scholarship

Senior Professional Human Resources Certification (SPHR); SHRM Member

Selectee, Senior Service College

Top 15% of senior officers selected for doctorate level training

Training With Industry – Fleishman-Hillard Inc.

One-year management public relations development program

Graduate, Command & General Staff College

Management development and advanced education program

2009 Esprit de Corps Award;

2007 Administrative Support Team and 2006 Esprit de Corps Awards – UT-Battelle Awards Night

Bronze Star Award – Iraq Campaign; Legion of Merit Award – U S Army Retirement

City of Oak Ridge Board Application 2017

BoardName: Personnel Advisory Board

Application Submitted

Applicant: Wallus, Martha

12/27/2017 10:58 AM

Race (Optional): W

Preference: 1

Number of Times Previously Applied: 3

Address	Contact Information
128 Hampshire Court Oak Ridge, TN 37830	Email: martha.wallus@gmail.com Mobile Phone: (865) 456-8611

Current Company/Organization

Current Position / Title

Retired?	Company / Organization Retired From

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

Personnel Advisory Board

Education, Professional and or Community Activity

Bachelor's Degree from Austin Peay State University in 1967. I have served on the Personnel Advisory Board for 3 terms. I retired as Vice-President of Human Resources from Information International Associates in 2014 after 14 years. During that time I was also active in the Tennessee Valley HR Association and local Oak Ridge chapter. I have served on many non-profit boards including past president of the United Way, and have served on a distribution panel for that organization.

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

I am excited about the direction of the current leadership of the HR/Administrative structure of the city and the progressive actions we are taking for the employees of Oak Ridge. I would like to serve another term to contribute to the completion of these activities.

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

I would like to contribute to the progress being made to the salary and job structures for Oak Ridge employees.

Additional Information

Special Qualifications

End of Application for For Board:

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Martha Wallus

BOARD OR COMMISSION: Personnel Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 8/15/05

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 5

Number of Absences 1

Date Prepared 1/3/18

Attachment: Resume

Recreation and Parks Advisory Board

NumVacancies 4 Total # of Members 9

Term of Office

December 31, 2018 for one position and December 31, 2020 for three positions

Qualifications

No special qualifications, other than Oak Ridge residency.

Recreation and Parks Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Mr. David Kitzmiller (Incumbent)		12/27/2017	1	1
Ms. Melissa McMahan		11/24/2017	2	0
Mr. Michel Pooler		12/22/2017	1	0
Mr. Daniel Robbins (Incumbent)		12/8/2017	1	2
Mr. Ken Rueter (Incumbent)		12/13/2017	1	1
Ms. Sara Wieland		12/18/2017	1	0
Total Number of Applicants: 6				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Naomi Asher		12/31/2019
Mr. Mark Cantrell		12/31/2019
Mr. Ray Garrett		12/31/2019
Dr. Kevin Hoyt		12/31/2018
Mr. Bradley Spears		12/31/2019
Mr. B. Alan Tatum		12/31/2018
6 of 9 members		

City of Oak Ridge Board Application 2017

BoardName: Recreation and Parks Advisory Board

Application Submitted

Applicant: Kitzmiller, David

12/27/2017 10:39 AM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address Contact Information

144 Wellington Circle

Email: kitzmiller.david@gmail.com

Mobile Phone: (865) 806-5696

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired?

N

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

Recreation & Parks Advisory Board

Education, Professional and or Community Activity

Currently serving on Recrations and Park Board for COR

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

I am an active member in many outdoor activities and enjoy the sports leagues that COR offers. I would like to serve my community in this advisory role.

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

Currently serving on COR Recreation and Parks Board

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: David Kitzmiller

BOARD OR COMMISSION: Recreation and Parks Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 1/12/15

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 30

Number of Absences 3

Date Prepared 1/3/18

Attachment: Resume

David Kitzmiller
144 Wellington Circle
Oak Ridge, TN 37830
(865) 806-5696
Email: kitzmiller.david@gmail.com

HIGHLIGHTS OF QUALIFICATIONS

- Proven leadership ability
- High work ethic
- Attention to Detail

EDUCATION

Johnson & Wales University Bachelors of Science, Management

WORK EXPERIENCE

Covenant Health

Senior Applications Analyst – IT Revenue Cycle 4/13 – Present

- Application support for Dolbey Systems including: Transcription, Dictation, Coding, and Quality Core Measures
- Lead multiple projects including: Centralization of Cumberland Medical Center transcription services and Coding departments and Claiborne Medical Center transcription services
- Lead a pilot for bringing new technology to doctors for transcription utilizing IOS apps to dictate wireless increasing quality and security and decreasing turnaround for completed reports
- Supported a wide range of end users to include: Physicians for hospitals and specialty offices and the Covenant HIM department
- Project lead for new EHR implementation corporate wide to Covenant Health HIM department

Appalachian Underwriters, Oak Ridge, TN

Business Systems Analyst 3/10 – 3/13

- System configuration and customization for insurance programs, technical liaison for system upgrades implemented a change request system
- Implemented a routine system update process and testing plan to ensure systems were in proper order for multiple lines of business across multiple off site office locations and oversea locations
- Project management experience with system integration, implementation and customization of a new insurance rater that adheres to all state DOI regulations. Integrated two policy management systems into one master system
- Technical liaison for policy management accounting system implementation, business team responsible for implementing and integrating new accounting system for policy management responsible for integration and business process documentation and training.
- Responsible for all business process documentation and training of employees for these systems
- System configuration in Microsoft SQL, MAS500, IMS Systems, NetRate, and Instec proficiencies in all Microsoft suite products
- Vendor liaison for multiple companies to the application support team including: IMS Systems, NetRate and Instec systems

Semperian, Knoxville, TN

Technical Support 10/06 – 3/10

- Support all Microsoft systems: Suite, Office, Excel, Access, Power Point, and Outlook
- Trained in many additional departments adhering to all regulations including Sarbanes Oxley
- Responsible for all equipment and software setup, instillation and ongoing support for 200 employees

Community Activities

- Parks & Recreation Board for City of Oak Ridge, TN
- Committee Chair Member; Relay for Life, Oak Ridge, TN
- Buddy's / Subway Race event volunteer coordinator and philanthropy committee

City of Oak Ridge Board Application 2017

BoardName: Recreation and Parks Advisory Board

Application Submitted

Applicant: McMahan, Melissa

11/24/2017 9:57 AM

Race (Optional): Caucasian

Preference: 2

Number of Times Previously Applied: 0

Address	Contact Information
102 Newell Lane	Home Phone: (865) 483-1727 Email: mhmc_mahan@gmail.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?

Traffic Safety Advisory Board

Education, Professional and or Community Activity

Education: Masters Business Administration, University of Tennessee, Knoxville, TN - 2008; Bachelors of Science in Organizational Management, Tusculum College, Knoxville, TN, 2006; Green Belt, Lean Six Sigma, 2010; Community: Traffic Safety Advisory Board, Secretary, 2014-2017; Girls Inc. of TN Valley, 2011-Present

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

Having lived in Oak Ridge for 11 years, I have strived to become more involved in the community. We are at an amazing point in the growth of Oak Ridge and I would want to contribute however I can to help us further down that path. Also, having 2 teenagers, recreation is an important piece not only to the city but also to me; especially with the current growth we are seeing. I would be honored to help contribute however I can to expand on facilities and events for all that live and enjoy Oak Ridge.

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

Served on the Traffic Safety Advisory Board prior has been an outstanding way to learn more about our city, the steps and involvement necessary for continued growth. Beneficial in my learning more about our community and what avenues to take for additional information to see how I can contribute.

Additional Information

Special Qualifications

End of Application for For Board:

City of Oak Ridge Board Application 2017

BoardName: Recreation and Parks Advisory Board

Application Submitted

Applicant: Pooler, Michel

12/22/2017 7:09 AM

Race (Optional): W

Preference: 1

Number of Times Previously Applied: 0

Address Contact Information

222 N. Purdue Avenue
Apt. 205
Oak Ridge, TN 37830

Email: michelpooler@gmail.com

Mobile Phone: (404) 454-3547

Current Company/Organization

MCM Development

Current Position / Title

Executive Chef

Retired?

N

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

No

Education, Professional and or Community Activity

ETSU: 1992-95, Marketing, IFC President; American Culinary Federation: 1996-2001, A.A.; ACF, Delegate- Current; Pi Kappa Alpha, Acclamation Director - Current; Copyrights: Chefs Fine Dining (TX & VA), Chefs (TX); Patented: PATAC (2005), PRIMARY AND TRAUMA ANIMAL CARE; Certified Executive Chef-Current; Certified Quality Auditor-Current; Spanish Speaking - Multiple dialects; Successfully underwent and achieved two FDA 210/211 Audits. Adding one EPA Audit with success

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

We must utilize our community assets. Numerous opportunities are visible. We will design, support, and add family and professional park additions. This shall include the usage of pur land that is simply unused. Bring activity and fun to our city.

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

Adjustable budgets within all Kitchen Brigades, Interfraternity Council and Knox County Parks and Recreation Department. Always advancing persons that are identified to further every company and positions held.

Additional Information

Special Qualifications

Michel Pooler
222 North Purdue Avenue
Apartment 205
Oak Ridge, TN 37830
Personal # 404.454.3547
Email: MichelPooler@gmail.com

Objective

- ◆ *Facilitate process distinction with effective training and professional outlines. This enhances the performance between our clientele and colleagues.*

Education

- ◆ *The Art Institute of Atlanta: School of Culinary Arts; Atlanta, GA; a division of the Art Institutes International; American Culinary Federation (ACF) Accredited; Associates of Arts-Culinary Arts; 1998-2001.*
- ◆ *East Tennessee State University: Johnson City, TN; the American Assembly of Collegiate Schools of Business (AACSB) Accredited; Business Administration; Obtained three years of Undergraduate, University level studies; 1992-1996. Transferred credits to AIA.*

Employment

- ◆ *Walmart Corporation: Sales Associate; Oak Ridge, TN.*
Apparel Department: November 2015-July 2017. Interval filler employment.
 - › *Distribute freight to sales floor with accurate placement and presentation.*
 - › *Scan, Zone and Categorize merchandise for accurate pricing and inconsistencies.*
 - › *Train Associates with basic phone, radio, returns and fitting room processes.*
 - › *Assist all customers, as needed, and associates for precise direction.*
Deli Department: May 2015-November 2015
 - › *Mandatory Quality standards alongside Corporate SOP's.*
 - › *Prefabricated foods assembly and exhibit excellent customer service.*
- ◆ *Kroger Corporation: Corporate Chef; Cedar Bluff Market Place; Knoxville, TN.*
 - › *Selected (one of six Certified Executive Chefs) to launch Kroger's Bistro concept.*
 - › *Principal year of operations/introduction to consumers surpassed revenue anticipations three fold without exceeding monthly Food Cost of 20%. Plus, transferring Deli Labor off the Chef's Budget and base production on daily patrons average.*
 - › *Result is expansion, of the Bistro concept, to existing and future North America stores.*
 - › *Team commodore was a definitive factor with this triumph.*
 - › *In control of opening/closing the Cold Case (36 items), Soup Station (6 items), Salad Station (38 items), Hot Entrée Station (6 items) and Sides (6 items).*
 - › *Structured the Federal and State Codes of Regulation for site operations compliance.*
 - › *July 2013-July 2014. Kroger made the decision to acquire an outside processing company to duplicate our Recipes and MOP's. In addition, negated the Corporate Chef Program and take a 37% reduction in Personal Income. Resignation immediate.*
- ◆ *Chipotle Mexican Grill, Incorporated: Kitchen Manager and site Culinary Compliance Supervisor; Atlanta, GA.*

- › Improved the sites HACCP and Serve/Safe regulatory responsibilities. Main issues identified were the Temperature Log and correct container labeling.
 - › Plan weekly schedule, on-boarding of team members and day-to-day money transfers.
 - › Managed food orders, monitored Inventory and Critical Rotation of Inventory, Portion Control and Food Quality.
 - › September 2012-June 2013. Opportunity with Kroger Corporation.
- ◆ Consumer Logistics America (Exel Logistics, Inc.): A contributory of Deutsche Post, DHL and Postbank Germany; Westerville, OH; Chemical Sector; Inventory Supervisor-PPG account; Southern Star Region; Fairburn, GA.
 - › Supervisor for PPG, Porter, Olympic, Ameron Coatings (United States Military) and Sundry materials with an average Inventory of 20 million.
 - › Reached Level II QMS (Quality Management System) Certification.
 - › Drafted the Internal Audit processes and performed various Internal Audits to categorize opportunities for improvement.
 - › Total Operation cost was reduced by adjusting Labor needs as orders dropped and reducing shipping errors by enforcing accountability for in-house damage/loss.
 - › Quality Champion for site.
 - › July 2008-January 2009. Customer Job Elimination.
 - ◆ Consumer Logistics America (Exel Logistics, Inc.): A contributory of Deutsche Post, DHL and Postbank Germany; Westerville, OH; Consumer Sector; Quality Assurance Coordinator-Hawaiian Tropic account; Southern Star Region; Fairburn, GA.
 - › Established, refined and implemented the SOP's, Work Instructions, Training Matrix, CGMP and FDA 210/211 regulations within the operations and Corporate Mergers of Hawaiian Tropic, Playtex and Energizer.
 - › Carefully chose and supervised 48 Quality Assurance Inspectors for the 2007/2008 Returns seasons and four QA Auditors for the 2007/2008 Packaging seasons.
 - › Accountable for data entry of outbound shipments, rejections of received products, floor discrepancies and claims.
 - › Quality Champion for site.
 - › Imposed the sites Codes of Federal Regulation compliance topics.
 - › Undertook a required FDA audit. Attained Certification.
 - › January 2006-July 2008. Transfer to PPG account.
 - ◆ Dining Atlanta, LLC/Dining Global, LLC: Executive Chef; Atlanta, GA. A personal on/off site catering company providing any level of cuisine and detail the clients required.
 - › Proceedings covered ceremonial, timed dining, casual events and various receptions from 200 to 1,500 attendees.
 - › Organize, deliver and execute the client's contractual requests.
 - › Implement aspects of the kitchen brigade focusing on reducing Food and Labor Costs. Budget based on contingent and completed contracts.
 - › August 2001-March 2005.
 - ◆ The Buckhead Club, Inc.: an entity of Club Corporation of America (CCA); Grillardin and Garde-Manger; Atlanta, GA. 1998-2001
 - › A private Business Club with Five Star Dining Service for members.
 - ◆ Gettysvue Polo, Golf & Country Club: Banquet Captain; Knoxville, TN. 1995-1997.
 - › A private, Golf and Residential Community.
 - › Controlled Banquets: Rotary, Banking, Medical and Justice Associations.

Attributes

- > *Certified Quality Auditor, June 2009-present.*
- > *ACF Accredited Internship at the Buckhead Club, Atlanta, GA; 2000.*
- > *Inter-Fraternity Council President at ETSU. Directed 1,100 Greek men with a budget of \$250K. Accountable for the relations between Greek principles and ETSU's view of the Academics and Social Lifestyles. I was able to expand the Greek visions by accepting three new Charter's; 1995-1996.*
- > *Attended six SEIFC Management Academies, Atlanta, GA; 1992-1996.*
- > *Efficient with SAP, PKMS and EMIS operating systems.*
- > *Spanish-Speaking in Multiple Dialects.*
- > *Certified Workplace Courses;*
 - *Prevention of Workplace Violence; 2007, 2009, 2014, 2017*
 - *Leadership In The New Labor Climate; 2007, 2014, 2017*
 - *Workplace Harassment & Discrimination; 2007, 2009, 2014, 2017*
 - *Identifying a Hostile Work Environment; 2009, 2014, 2017*
 - *Effecting Policy and Procedures; 2007, 2009, 2014, 2017*

Publications

*Chefs
August 2006
Copyright TX*

*Chefs Fine Dining
August 2006
Copyright TX & VA*

*PATAC
August 2006
Copyright TX*

References:

Chef Robert (Kroger). Previous co-worker and friend. Six years. 865.223.0117. Knoxville, TN.

Brad Ramey. Previous co-worker and 20 year friend. The Buckhead Club 2000-2001. 469.426.2065. Irving, TX. Facebook availability.

Exel Logistics HR Department, 770.306.3990. Fairburn, GA.

Gene VanCleuve (FARO Technologies, SAP Technical Manager). Previous co-worker and friend with Exel/Hawaiian Tropic account. 11 years. 386.569.8611. Flagler Beach, FL. LinkedIn or Facebook most effective to contact.

John King (Saint Leo University, Operations/Performance Manager). Previous co-worker with Exel/Hawaiian Tropic account. 11 years. Jacksonville, FL. LinkedIn or Facebook most effective to contact.

City of Oak Ridge Board Application 2017

BoardName: Recreation and Parks Advisory Board

Application Submitted

Applicant: Robbins, Daniel

12/8/2017

Race (Optional): White

Preference: 1

Number of Times Previously Applied: 2

Address	Contact Information
41 Riverview Drive	Home Phone: (865) 483-4920 Email: gdrobbins@aol.com

Oak Ridge, TN 37830	Office Phone: (865) 574-7178
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Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y	BWXT-Y12
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Do you currently serve on any other City board, commission or committee?

Recreation and Parks Advisory Board

Education, Professional and or Community Activity

See attached resume

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

One of Oak Ridge's major attractions to people considering locating here is our excellent parks and recreation facilities, and I would like to continue to help make them even stronger.

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

Founding and continuing chairman of Greenways Oak Ridge; While it is primarily professional, not mentioned is that I was the Y-12 Liaison to DOE to establish greenways on the DOE portal roads, contributing many miles of our 80 miles of greenways.

Additional Information

Special Qualifications

EDUCATION:

- B.S. Chemistry (honors), University of North Carolina (Chapel Hill), 1962
- M.S. Chemistry, Princeton University, 1964
- Ph.D. Chemistry, Princeton University, 1966
- Postdoctoral Fellow, Technical University of Norway, 1966-67
- The Executive Program, University of Virginia Darden School of Business, May-July 1979
- Martin Marietta Senior Management Assessment Program, 1988
- BWXT Leadership Institute Management Development Course, 2004

PROFESSIONAL DEVELOPMENT AND ACHIEVEMENTS

- Member, DOE national Laboratory Scientific and Technical Information managers Group, 1980-93. First Chairman, 1980-85
 - Chairman, University of Tennessee School of Information Sciences Board of Advisors, 1981-1997
 - Co-chair, 11th Annual Midyear Meeting, American Society for Information Sciences, 1982
 - Board of Directors, American Society for Information Sciences, 1983-88
 - Chair, laboratory Director's Information Services Peer Review Panel, Lawrence Berkeley laboratory, 1986
- Outside Reviewer, Laboratory Director's Review, Technical Information Systems, Lawrence Livermore National Laboratory, 1987
- Chair, Martin Marietta Energy Systems Task Force to design and implement operations of the Company for the 5 years of the new Martin Marietta/DOE contract, 1991
 - Management Audit Team for TOM Audit of Martin Marietta Astronautics Group (Denver), 1992
 - Chair, Martin Marietta Energy Systems Task Force to Maximize Effectiveness of Analytical Services and Processes, 1993
 - President, Oak Ridge Breakfast Rotary Club, 1993-94
 - Chairman, Greenways Oak Ridge, 1994-Present
 - Board of Directors, Tennessee Ornithological Society, 1995-1999
 - Board of Directors, Knoxville Opera Company, 1995-1998
 - Chairman Rotary District Environmental Committee, 1996-Present
- Chairman, Lockheed Martin Energy Systems Task Force on Restructuring Services, 1996
- Board of Directors, DOE Analytical Managers Group, 1998-Present

HONORS AND AWARDS

- Phi Beta Kappa
- Princeton University Resident Fellow
- Fulbright Postdoctoral Fellow
- American Society for Information Science's Watson Davis Award (highest service award), 1989
- Martin Marietta Energy Systems "Be the Best" Presidents Award, 1990
- Lockheed Marietta Energy Systems Awards Night Honoree, 1992, 1994
- National Management Association, Energy Systems Chapter Leadership Award 1993
- Oak Ridge Breakfast Rotary Club's Rotarian of the Year, 1994
- Oak Ridge Top Citizen Award, 1999

- Anderson County Community Hero, 2003

City of Oak Ridge Board Application 2017

BoardName: Recreation and Parks Advisory Board

Applicant: Rueter, Ken

Application Submitted

12/13/2017 4:56 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
106 Center Park Lane	Home Phone: (865) 576-8321 Email: Kenneth.Rueter@ettp.doe.gov

Oak Ridge, TN 37831

Current Company/Organization
UCOR (URS CH2M Oak Ridge LLC)

Current Position / Title
President/Chief Executive Officer

Retired?
N

Do you currently serve on any other City board, commission or committee?
Recreation and Parks Advisory Board

Education, Professional and or Community Activity
Bachelor of Science, Chemical Engineering, Cleveland State University; Executive Management Program, Moore School of Business, University of South Carolina; Current Community Activities and Awards: member, Oak Ridge Recreation & Parks Advisory Board; Member, Board of Directors, East Tennessee Children's Hospital; member, Board of Directors, Legacy Parks Foundation; Member, Board of Directors, Foothills Land Conservancy; Member, Board of Directors, Center for Construction Research & Training; 2016 Recipient of American Institute of Chemical Engineers Management Division Award; 2017 Recipient of Muddy Boot Award, East Tennessee Economic Council. In Oak Ridge, I am an active community leader, representing UCOR as a member of local organizations that promote economic development opportunities and civic pride. These groups include the East Tennessee Economic Council, the Energy, Technology and Environmental Business Association and the Tennessee Valley Corridor. Under my oversight, UCOR, its employees and subcontractors donate more than \$100,000 to area United Way organizations each year.

Explain why you are interested in being appointed to this board, commission or committee
I am an avid outdoorsman, biker, trail runner and hiker who regularly enjoys the opportunities that the city's parks and recreational areas provide in pursuing a health lifestyle. Specific issues of interest and involvement include education, conservation management, parks and recreation, land trusts, tourism and outdoor management.

Describe any special knowledge or past experience qualifying you for this appointment?
Professionally, I lead a company that is involved in massive environmental cleanup of the Oak Ridge Reservation on behalf of the Department of Energy. As DOE's lead environmental contractor, UCOR is demolishing buildings, cleaning up contaminated soil and groundwater, undertaking historic preservation activities and stabilizing site infrastructure, including utilities and roads.

Additional Information

Special Qualifications

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Ken Rueter

BOARD OR COMMISSION: Recreation and Parks Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 1/12/15

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 30

Number of Absences 16

Date Prepared 1/3/18

Attachment: Resume



UCOR
URS | CH2M
Oak Ridge LLC

P.O. Box 4699 ♦ Oak Ridge, TN 37831

December 13, 2017

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

Dear Members of Oak Ridge City Council:

URS | CH2M Oak Ridge LLC (UCOR) *Oak Ridge Recreation & Parks Advisory Board Nomination*

I am herewith submitting my application to continue service on the Oak Ridge Recreation and Parks Advisory Board. Since being named to the Board in 2015, it has been my privilege to become involved in the Board's programs and contributions to the quality of life of the citizen of Oak Ridge.

Having spent most of my career working to clean up contaminated sites owned by the Department of Energy and used for national security purposes, I continue to have a strong interest in the environment and contributing to the ability of Oak Ridge citizens to enjoy outdoor recreational opportunities over the long term. I am an avid biker, trail runner and hiker and enjoy the opportunities the city's parks and recreational areas provide in pursuing a healthy lifestyle.

I have developed a keen appreciation of the importance of recreational facilities, like those in Oak Ridge, and the opportunities they create for citizens as well as the economic and growth potential they provide the City of Oak Ridge. I want to continue to help maintain and improve the good things that are already here and promote and advance new opportunities for the future.

I currently serve on the Board of Directors of the Knoxville-based Legacy Parks Foundation, a non-profit organization working to ensure that the East Tennessee community enjoys exceptional recreational opportunities, natural beauty and open spaces and that these assets exist for generations to come. I also hold a trail builders and planners certificate from the International Mountain Bike Association and have participated in several trail development activities in Oak Ridge.

I appreciate your consideration of my application and look forward to continued service on the Advisory Board.

Sincerely,

Kenneth J. Rueter
UCOR President and Chief Executive Officer



UCOR
URS | CH2M
Oak Ridge LLC

Executive Profile

Safely Delivering the U.S. Department of Energy's Vision for the East Tennessee Technology Park Mission



UCOR President and ETTP Cleanup Project Manager

Ken Rueter

Ken Rueter is UCOR's President and Cleanup Project Manager for the East Tennessee Technology Park (ETTP). As President of UCOR, Ken has guided and motivated a professional management team and hundreds of skilled workers as they successfully undertake the largest environmental cleanup in the Department of Energy's history.

Under Ken's oversight, UCOR has experienced an unmatched record of success – not only finishing major projects ahead of schedule and under budget but doing so safely as demonstrated by the Department of Energy's awarding UCOR Star status in its Voluntary Protection Program. As a result of Ken's leadership, UCOR's incentive award fees from DOE have been among the highest in the complex.

During almost three decades of industry experience, Ken has led all aspects of site cleanup and remediation, radioactive waste treatment and project integration, including construction, risk management as well as cost and schedule development. Previously, Ken served as President of Savannah River Remediation LLC and as Project Manager for the Savannah River Liquid Waste Project.

Earlier in his career, Ken served as Chief Operating Officer for the Hanford Tank Operations Contract in Washington State and as Director of Project Integration for Washington River Protection Solutions at DOE's Hanford site.

Ken is most proud of building investment-worthy enterprises that deliver more value to the customer for every dollar spent. That philosophy is paying off as DOE has exercised the option period of UCOR's Oak Ridge contract, opening the door for even more work through 2020.

In Oak Ridge, Ken is an active community leader, representing UCOR as a member of local organizations that promote economic development, entrepreneurship, health and wellness, outdoor recreational opportunities, and civic pride. These groups include the East Tennessee Economic Council, the Energy, Technology and Environmental Business Association and the Tennessee Valley Corridor. Under Ken's oversight, UCOR, its employees and subcontractors also donate more than \$100,000 to area United Way organizations each year.

He is a member of the Board of Directors of East Tennessee Children's Hospital and also serves on the Board of Directors of the Center for Construction Research and Training. He was the 2016 recipient of the American Institute of Chemical Engineers' prestigious Management Division Award. In 2017, he was presented with the East Tennessee Economic Council Muddy Boot Award, recognizing his contributions to the Oak Ridge community.

Education

*Bachelor of Science
Chemical Engineering
Cleveland State University*

*Executive Management Program
Moore School of Business
University of South Carolina*

Previous Positions

*President and Project Manager
Savannah River Remediation LLC
Savannah River Site*

*Chief Operating Officer
UCOR
Oak Ridge, Tennessee*

*Chief Operating Officer
Washington River Protection Solutions
Hanford Site*

*Director, Project Integration
Washington River Protection Solutions
Hanford Site*

City of Oak Ridge Board Application 2017

BoardName: Recreation and Parks Advisory Board

Application Submitted

Applicant: Wieland, Sara

12/18/2017 12:08 PM

Race (Optional):

Preference: 1

Number of Times Previously Applied: 0

Address	Contact Information
102 Colby Road	Home Phone: (865) 621-5682 Email: sarawieland@yahoo.com

Oak Ridge, TN 37830

Current Company/Organization
Knox County Schools

Current Position / Title
Art Teacher

Retired?
N

Do you currently serve on any other City board, commission or committee?
No

Education, Professional and or Community Activity
I attended Oak Ridge Schools since 2nd grade, and graduated from Oak Ridge High School. I later completed a Bachelor of Fine Arts in Painting, and a Bachelor of Science in Art Education at Kennesaw State University, with honors. I have taught elementary Art in Knox County for the past nine years. I serve on the Board of Directors of the Oak Ridge Nursery School, the PTO of Woodland Elementary, and volunteer as I can with a few organizations in the area.

Explain why you are interested in being appointed to this board, commission or committee
I grew up in Oak Ridge and returned here when my own children were young because it is a wonderful place to raise a family. My parents, in-laws, and siblings all live in Oak Ridge or nearby. I would like to be on the Recreation and Parks Board because I feel it is an important part of making our town such a great place to live. My kids love all of the parks and playgrounds in the area and we enjoy attending all the community events in town. It would be exciting to help take care of our resources and make those fun events happen.

Describe any special knowledge or past experience qualifying you for this appointment?
None

Additional Information
Special Qualifications

End of Application for For Board:

Senior Advisory Board

NumVacancies 5 Total # of Members 11

Term of Office

December 31, 2020

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. Martha Adler-Jasny (Incumbent)		12/26/2017	1	1
Ms. Susan Asbury (Incumbent)		12/15/2017	1	1
Mr. Richard Hauser		12/13/2017	2	0
Mr. Alfred Skyberg (Incumbent)		12/1/2017	1	2
Total Number of Applicants: 4				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		12/31/2017
Ms. Susan Asbury		12/31/2017
Mr. Gene R Dunaway		12/31/2019
Ms. Patricia Gengozian		12/31/2018
Ms. Delores Moyer		12/31/2017
Ms. Jackie Nichols		12/31/2019
Ms. Lisa Plante		12/31/2019
Mr. Harold W. Schmitt		12/31/2017
Mr. Alfred Skyberg		12/31/2017
Mr. Robert Smallridge		12/31/2018
Mr. Paul D. Smiddy		12/31/2019
11 of 11 members		

Senior Advisory Board

NumVacancies 5 Total # of Members 11

Term of Office
December 31, 2020

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. Martha Adler-Jasny			1	1
Ms. Susan Asbury (Incumbent)		12/15/2017	1	1
Mr. Richard Hauser		12/13/2017	2	0
Mr. Alfred Skyberg			1	2
Total Number of Applicants: 4				

Current Members

Member Name	Special Qualifications	Term Expires
Mr. Gene R Dunaway		12/31/2019
Ms. Patricia Gengozian		12/31/2018
Ms. Jackie Nichols		12/31/2019
Ms. Lisa Plante		12/31/2019
Mr. Robert Smallridge		12/31/2018
Mr. Paul D. Smiddy		12/31/2019
6 of 11 members		

City of Oak Ridge Board Application 2017

BoardName: Senior Advisory Board

Application Submitted

Applicant: Adler-Jasny, Martha

Race (Optional): White

Preference: 1

Number of Times Previously Applied: 1

Address	Contact Information
128 Indian Lane	Home Phone: (865) 483-9455 Email: adlerjasnym@bellsouth.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?

Education, Professional and or Community Activity

BS, MS Cornell University; OR Senior Advisory Board; Traffic Safety Advisory Board; ORNL Research Staff (emergency management - retired); League of Women Voters (past president); Neighborhood Watch (block captain); Anderson County Elder Watch/Safety Coalition; Oak Ridge Institute for Continued Learning (ORICL); Oak Ridge Unitarian Universalist church (ORUUC) - Active Volunteer

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

I have actively participated on the Senior Advisory Board for the last 3 years and would like to continue through the long-awaited building of the new Senior Center as we keep both our short-and long-term goals in sight for senior services.

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

As a very long time resident of Oak Ridge and current member of the Senior Advisory Board, I believe I have a broad perspective on both the aging process and the needs in that community. The SAB's recent focus has been on siting and construction of the new Senior Center. We determined criteria for site selection and recommended a site that would be convenient and could also take advantage of other city facilities to augment the program. I helped during the design phase of the new Senior Center Building trying to assure that the building would be adaptable for the next generation of seniors while satisfying the needs of the current users. Eight years on the Planning Commission gave me insight into how the city works; many years of volunteer work with the Chamber of Commerce gave me an awareness of the importance and contributions of the business community, and my recent service as a member of the ORUUC 7-person steering committee responsible for the relocation, design and construction of the new church across from Jackson Square (occupied October 2015) made me appreciative of all that goes into building projects and the thoughtful, timely responses necessary to achieve the overall goals.

Additional Information

Special Qualifications

End of Application for

Adler-Jasny, Martha

For Board:

Senior Advisory Board

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Martha Adler-Jasny

BOARD OR COMMISSION: Senior Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 1/12/15

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 35

Number of Absences 2

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Senior Advisory Board

Application Submitted

Applicant: Asbury, Susan

12/15/2017 10:33 AM

Race (Optional): caucasian

Preference: 1

Number of Times Previously Applied: 1

Address Contact Information

118 East Magnolia Lane

Email: susanasbury@comcast.net

Mobile Phone: (865) 712-7501

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?

Senior Advisory Board

Education, Professional and or Community Activity

BS; Leadership Oak Ridge 1998, member of Altrusa International - past President and past District First Vice Governor; current member, Senior Advisory Board

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

Would like to continue serving on the SAB. Professionally, I work with seniors. Through my professional experience, I want to assist in the betterment of our community for senior.

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

Current member of SAB. Have worked at NHC Health Care in Oak Ridge for 18 years, giving me unique insight to senior issues.

Additional Information

Special Qualifications

End of Application for

Asbury, Susan

For Board:

Senior Advisory Board

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Susan Asbury

BOARD OR COMMISSION: Senior Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 1/12/15

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 35

Number of Absences 7

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Senior Advisory Board

Application Submitted

Applicant: Hauser, Richard

12/13/2017

Race (Optional):

Preference: 2

Number of Times Previously Applied: 0

Address	Contact Information
109 Ulysses Lane	Home Phone: (865) 294-5646 Email: rhauser239@gmail.com

Oak Ridge, TN 37830

Current Company/Organization

Current Position / Title

Retired? Company / Organization Retired From

Y Richard P. Hauser Consulting, Inc.

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

No

Education, Professional and or Community Activity

Please see my resume, which is attached.

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

I'm a senior and like to give advice, so the fit sounds pretty good. Seriously, I have had a long and varied business career, and faced the multitude of kinds of problems that most businesses face. I have experience in solving those problems.

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

I improved the profitability of every business I ran. I'm acquainted with every facet of running a business. I believe I can provide solutions to business problems before they became serious.

Additional Information

Special Qualifications

Richard P. Hauser

109 Ulysses Lane
Oak Ridge, Tennessee 37830
516 617 7520

PROFESSIONAL EXPERIENCE

- 1989 – 2015 President and Chief Executive Officer of Richard P. Hauser Consulting, Inc.
- 1985 – 1988 The Topkapi Group Started, owned, and operated a chain of fifteen Costume jewelry stores in the Northeast and the Midwest
- 1978 – 1985 John Wanamaker, Philadelphia, Pennsylvania, A Division of Carter Hawley Hale Stores, Inc. Chairman and Chief Executive Officer of A chain of 16 department stores in New Jersey, New York, and Pennsylvania
- 1976 – 1978 The Broadway, Los Angeles, California, A Division of Carter Hawley Hale Stores, Inc. President of a chain of 39 department Stores in five Western states
- 1975 – 1976 Neiman Marcus, Dallas, Texas, A Division of Carter Hawley Hale Stores, Inc. Chairman of a chain of seven specialty stores
- 1959 – 1975 Bloomingdale's, New York, New York, A Division of Federated Department Stores
1973 - 1975 Executive Vice-President
1968 - 1973 Vice President women's ready to wear
1963 - 1968 Merchandise Manager of women's ready-to-wear
1959 - 1963 Executive trainee, assistant buyer, branch store department manager, branch store merchandise manager, assistant store manager, store manager

COMMUNITY SERVICE

1979 – 1985 Director of The Federal Reserve Bank of Philadelphia

City of Oak Ridge Board Application 2017

BoardName: Senior Advisory Board

Application Submitted

Applicant: Skyberg, Alfred

Race (Optional):

Preference: 1

Number of Times Previously Applied: 2

Address	Contact Information
115 Bermuda Road	Home Phone: (865) 483-5557 Email: askyberg88@gmail.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

Bucknell University; Past Member, EQAB

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

Currently serving and would like to stay on the board.

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

Additional Information

Special Qualifications

End of Application for

Skyberg, Alfred

For Board:

Senior Advisory Board

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Alfred Skyberg

BOARD OR COMMISSION: Senior Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 12/19/11

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 35

Number of Absences 13

Date Prepared 1/3/18

Attachment: Resume

Traffic Safety Advisory Board

NumVacancies 2 Total # of Members 10

Term of Office

December 31, 2020

Qualifications

No special qualifications, other than Oak Ridge residency

Traffic Safety Advisory Board	Special Qualifications	Submitted	Preference	# of Previous Submissions
Ms. Martha Adler-Jasny (Incumbent)		12/26/2017	2	1
Ms. Melissa McMahan (Incumbent)		11/24/2017	1	1
Total Number of Applicants: 2				

Current Members

Member Name	Special Qualifications	Term Expires
Ms. Martha Adler-Jasny		12/31/2017
Mr. Thomas Carney		12/31/2019
Mr. Andrew Howe		12/31/2019
Mr. Halfen (Hal) Hoyt		12/31/2018
Ms. Jana F. Humphrey		12/31/2018
Ms. Iona Kaczocha		12/31/2018
Ms. Melissa McMahan		12/31/2017
Ms. Hannah Oran		6/30/2018
Mr. William Polfus		12/31/2019
Ms. Jane Shelton	Planning Commission Representative	12/31/2019
10 of 10 members		

City of Oak Ridge Board Application 2017

BoardName: Traffic Safety Advisory Board

Applicant: Adler-Jasny, Martha

Race (Optional): White

Number of Times Previously Applied: 1

Application Submitted

Preference: 2

Address

128 Indian Lane

Contact Information

Home Phone: (865) 483-9455

Email: adlerjasnym@bellsouth.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?

Education, Professional and or Community Activity

BS, MS Cornell University; Traffic Safety Advisory Board; Senior Advisory Board; ORNL Research staff (emergency management - retired); League of Women Voters (past president); Neighborhood Watch (block captain); Anderson County Elder Watch/Safety Coalition; Oak Ridge Institute for Continued Learning (ORICL); Oak Ridge Unitarian Universalist church - active volunteer

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

I have enjoyed my work with the Traffic Safety Advisory Board, and the recently insituted City Blue Print Residential Sub-Area Plans and the sidewalk grant are of particular interest. As an active member of the increasing older population, I hear about their concerns re: traffic, big trucks, speeding, blind corners, pot-holes, sidewalks and lack thereof, curbs, and the "new round-about." It's good to be able to clarify some of the misinformation floating about in the community. In addition, I want to keep Oak Ridge a safe, convenient driving and walking environment for my children and grandchildren who live in this good city.

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

Eight years on the Planning Commission taught me to read plats and some fundamentals of street design. Many years of livig here have given me a familiarity with all the neighborhoods in town and their peculiarities because I have friends or relatives in many of them. And my three years on the Traffic Safety Advisory Board have taught me a great deal about traffic management, city operations, and the intricacies of Federal, State, and local traffic management and funding.

Additional Information

Special Qualifications

End of Application for

Adler-Jasny, Martha

For Board:

Traffic Safety Advisory Board

Tuesday, January 2, 2018

CITY OF OAK RIDGE, TENNESSEE
BOARDS AND COMMISSIONS

TIME IN OFFICE AND ATTENDANCE RECORD

NAME: Martha Adler-Jasny

BOARD OR COMMISSION: Traffic Safety Advisory Board

TIME IN OFFICE: Term of Office 3 Year

Date Appointed 1/12/15

ATTENDANCE RECORD (MOST RECENT TERM OF OFFICE):

Number of Meetings Held 25

Number of Absences 3

Date Prepared 1/3/18

Attachment: Resume

City of Oak Ridge Board Application 2017

BoardName: Traffic Safety Advisory Board

Applicant: McMahan, Melissa

Race (Optional): Caucasian

Number of Times Previously Applied: 1

Application Submitted

11/24/2017 9:57 AM

Preference: 1

Address	Contact Information
102 Newell Lane	Home Phone: (865) 483-1727 Email: mhmcman@gmail.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?

Traffic Safety Advisory Board

Education, Professional and or Community Activity

Education: Masters Business Administration, University of Tennessee, Knoxville, TN - 2008; Bachelors of Science in Organizational Management, Tusculum College, Knoxville, TN, 2006; Green Belt, Lean Six Sigma, 2010; Community: Traffic Safety Advisory Board, Secretary, 2014-2017; Girls Inc of TN Valley, 2011-Present

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

Having lived in Oak Ridge for 11 years, I have strived to become more involved I the community. We are at an amazing point in the growth of Oak Ridge and I would want to contribute however I can to help us further down that path. TSAB is beneficial in so many ways; from 'walkability' discussions regarding sidewalks and bicycling, to traffic layouts for new business - all of which I want to continue to contribute to in order for Oak Ridge to continue to grow.

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

Served on the Traffic Safety Advisory Board prior; has been an outstanding way to learn more about our city, the steps and involvement necessary for continued growth. Beneficial in my learning more about our community and what avenues to take for additional information to see how I can contribute.

Additional Information

Special Qualifications

End of Application for For Board:

Tuesday, January 2, 2018

