

**Profile**



First Name Middle Initial Last Name



Email Address



Home Address



Suite or Apt



City



State



Postal Code



Primary Phone



Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Recruiter \_\_\_\_\_

Occupation



---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

## Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \*

---

Other

**If you choose "other" please write in your neighborhood here:**

---

Lacey

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

### 1. Briefly describe why you wish to serve on this advisory committee.

---

It's worrisome that due to zoning for business and multi-family dwellings, single families are increasingly finding fewer and fewer affordable places to reside. I wish to be a part of a board that looks at these issues and makes recommendations.

Question applies to multiple boards

### 2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.

---

Master's degree in communication. I'm adept (and enjoy) listening to others, synthesizing information, and looking for areas where agreement or compromise are most likely.

Question applies to multiple boards

### 3. Describe your involvement in the Olympia community.

---

I work for the State of WA, at Department of Enterprise Services and live in Lacey, WA.

Question applies to multiple boards

### 4. List your educational and professional background and area of study.

---

BA-Communication Studies MA-Communication Theory Background in teaching (6 yrs), recruiting (call center, hospital, govt settings) (15 yrs)

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

10

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

friend

 [resume\\_planning\\_council\\_OLY.docx](#)

Upload a Resume



Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

The planning commissioner makes the ultimate decisions for the planning board, after hearing their recommendations, and delivers them to the City Council.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

I believe this is an important role, and one that often gets overlooked. We're too busy focussing on national elections, and meanwhile, the things that mean the most to local citizens don't attract enough interest. I am very interested in homelessness, and seeing how we might reverse the current trend numbers. I believe having a seat on this commission would allow me to make my voice known that we need more affordable, single family dwellings in Olympia.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

Listening, negotiating, bargaining, consensus gathering, public speaking, researching.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I have not. (but would like to)

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I am in the process of reading it now. I do agree with "Olympians value their right to participate in City government, and to engage in meaningful, open and respectful community dialogue regarding decisions that affect our community." and value transportation, utilities, public health, parks, arts, and recreation, economy, and public services. WA is my home state-I have recently returned after having lived in CO for the last 10, and wish to make a difference. I feel I am making that difference as a state employee, but this opportunity would even bring it home further.





## PROFESSIONAL EXPERIENCE

### **Department of Enterprise Services, State of WA**

Feb 2020-

present  
Recruiter

- Recruit for divisions within the Department of Enterprise Services.
- Consult with hiring managers to offer them the best, most sound advice regarding their open positions.
- Serve on a Business Resource Group and a Agency council related to Diversity, Equity, and inclusion.

### **STRIDE Community Health Centers, Arvada, CO**

June 2016-

June 2019

STRIDE is a clinic network of 23 health clinics that serves the underserved population

#### **Sr. Talent Acquisition Specialist**

- Spearheaded the hiring and staffing initiatives for our Providers and management including Physicians, Nurse Practitioners, Physician Assistants, Dentists, Dental Hygienists, Midwives, and any position Manager, Director and above.
- Designed and delivered curriculum for all new hires.

### **Denver Health, Denver, CO**

May 2014-June 2016

*Denver's Safety net, level one trauma hospital*

#### **Senior Recruiter**

- Recruited for clinical and non-clinical positions in the hospital (exempt and non-exempt)
- Delivered weekly content for 40-80 hospital new hires

### **Convergys, Denver, CO**

October 2011-May 2014

*Third-party call center, supporting relationship management of clients with their consumers/users*

#### **Associate Recruiter**

(from Oct '11-Mar '12, contracted employee through Adecco)

- Recruited for ATT and United States Postal Service call center positions

- Exceeded recruiting goals, hiring upwards of 75 employees per month, ensuring retention was within acceptable levels

**QualVu, Denver, CO**

Jan 2010-September 2011

*Qualitative market research firm utilizing a web-based platform to connect clients to their users and prospective users*

**Participant Manager**

- Provided participant training, technical support, and motivation for participants to successfully complete market research projects using a Qualvu provided web camera

**The Hartman Group, Bellevue, WA**

March 2007-August 2009

*Full service market research/ consumer insights firm, working with large consumer packaged goods companies, like Kraft, General Mills, and Pepsi-Cola*

**Recruiting Manager**

- Managed a team tasked with recruiting quality individuals for research studies, using traditional and creative methods to reach potential recruits (career fairs, trade shows)

**Yakima Valley Community College, Yakima, WA Dec. 2004- March 2007**

**Adjunct Instructor**

- Taught courses in the speech department, including Interpersonal Communication, Public Speaking, and Introduction to Communication
- Designed and edited curriculum,
- Assisted students in overcoming fears of speaking in front of others, interviewing with prospective employers and maintaining personal relationships

**Heritage University, Toppenish, WA Aug. 2003- May 2006**

**Adjunct Instructor**

- Taught courses in the English department to adults and young adults, including English as a Second Language, English Composition, and Reading
- Instructed students on topics such as essay writing, sentence structure, punctuation and grammar
- Served on department and college-wide committees, including hiring committees and collaborated with staff, administrators and board members to help make hiring decisions

**Renton Technical College**, Renton, WA January 2003-August 2004

**Adjunct Instructor**

- Led a group of twenty five trade professionals (plumbers, pipe-fitters, and electricians) in the area of public speaking, including design, development and delivery
- Designed curriculum that was relevant to the learners' needs.
- Designed and implemented assessments to gauge learners' understanding of content

**Seamester Programs**, Sarasota, FL September 2002- December 2002

*A 90 day sailing based program that offers study abroad programs to students from around the world*

**Instructor**

- Trained a group of twenty two students in Interpersonal Communication and Leadership Development aboard a sailing vessel in the Caribbean
- Facilitated and supervised weekly group meal planning and excursions where students collaborated to choose meals for the week and trips ashore
- Analyzed learner progress and ensured student success

**New Mexico State University**, Las Cruces, NM August 2000- December 2001

**Graduate Teaching Assistant**

- Led three sections of an undergraduate Introduction to Communication Studies course.
- Delivered content to students regarding constructing and delivering speeches
- Collaborated with other Graduate Teaching assistants to continually monitor course effectiveness

**EDUCATION**

**Master of Arts**, Communication Studies, New Mexico State University, Las Cruces, NM

**Bachelor of Science** Speech Communication, Middle Tennessee State University, Murfreesboro, TN

**Profile**

[Redacted]

---

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted] [Redacted]

Home Address Suite or Apt

[Redacted] [Redacted] [Redacted]

City State Postal Code

[Redacted] [Redacted]

Primary Phone Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

**The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.**

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Claim Processor \_\_\_\_\_

Occupation

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

Planning Commission: Submitted

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

Planning Commission Parks and Recreation Advisory Committee





**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

Woodard Glen

**If you choose "other" please write in your neighborhood here:**

---

## **Interests & Experiences**

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

### **1. Briefly describe why you wish to serve on this advisory committee.**

I want to work with the city on zoning issues, affordable housing and/or community events that can make our community more livable. Our community suffers from a lack of housing and also is divided. Both of these issues need to be addressed and we need to address them with an eye toward equity, diversity and inclusion. I believe that community events can help us get to know our neighbors better and that will help heal the divide. And I believe that we must review our land use with an eye toward reversing the inequitable practices of our city's past.

Question applies to multiple boards

### **2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

I have been on the board of Partners in Prevention Education for several years as the secretary where I have learned more about the needs of those in the community that are houseless, marginalized and/or street dependent. As a member of the marginalized community myself as well as a state employee with experience in reading and deciphering RCWs, I can help review ordinances with an eye to equity.

Question applies to multiple boards

### **3. Describe your involvement in the Olympia community.**

I have been the secretary of the executive board for Partners in Prevention Education for over 3 years. I am a Precinct Committee Officer of the Democratic Party for Olympia 246 in my 3rd term of office. And I founded the most recent iteration of the local LGBTQ+ Democratic Caucus, The Thurston County Queer Democrats. As a photographer, I have attended numerous protests and rallies over the last few years, documenting these events to show the community what these peaceful events were about. Since COVID-19 I have not been able to attend these events. But when my parents became sick in March 2020 I chose to share my parents struggles and then their passing to try to put a face on COVID-19 for our community. I did local and national interviews for the same purpose.

Question applies to multiple boards

### **4. List your educational and professional background and area of study.**

I have a bachelor degree in history, have worked most recently for the Department of Labor & Industries in workers compensation. I worked in emergency unemployment insurance for the Employment Security Department from 2010-2012 before that. I have also worked at Walt Disney World Parks and Resorts in Florida in several different positions in hotels, food, merchandise and entertainment. In between I worked in data entry for a medical professionals website.

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

10

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

I would be willing to help with photography and am open to other activities as well

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

Council Member Dani Madrone sent me the information

[Resume for \[REDACTED\] for OAC.docx](#)

Upload a Resume



Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

The planning commission advises the city council on zoning and land use within the city of Olympia

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

I would like to focus on how to expand housing while protecting the beauty of community.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

I have been studying housing options for Olympia and want to learn more about where our community stands on various options that will help expand our housing options.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

No

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I have read the comprehensive plan when I was preparing to apply for city council. The plan is a view toward what the community has said they wanted and our city's goals for the future.





**Objective**

My goal is to help my community thrive through working on an Olympia Advisory Committee.

**Volunteer Work**

December 2016-present

Vice Chair of Democrat LD 22

December 2018-December 2020

Review and edit bylaws, write resolutions, report out to membership and photographer for various political events around Thurston County, actively worked on several campaigns phone banking, door belling, sign waving and any other volunteer efforts needed for endorsed candidates

Volunteer Coordinator - Renata Rollins’s campaign June 2017-October 2017

Recruited volunteers, maintained database of potential volunteers, encouraged people to continue volunteering

Secretary- Partners in Prevention Education

August 2017-Present

Write agendas and minutes, review bylaws and policies, vote on board issues, help develop strategic plan, schedule meetings

WFSE Local 443 member

October 2010-Present

Have worked actively on the Political Action Committee for the last 2 years and sat on the Thurston-Mason-Lewis Central Labor Council

Founding Chair - Thurston County Queer Democrats November 2019-Present

Organizing and running monthly meetings including writing bylaws, agendas, minutes, facilitating meetings and endorsement elections

Advisor Rory Summerson’s Campaign

November 2019 – August 2020

Reviewed campaign platforms, assisted with writing speeches and social media

Secretary of the Board for WA Stonewall Caucus

February 2020-Present

Taking minutes, helping monitor social media page, voting on issues brought before the board

**Project**

Member Rainbow Alliance & Inclusion Network (RAIN) LGBTQ Business Resource Group January 2016 to Present  
April 2017-August 2020 Co-Chair of Outreach and Communications Committee and Chair of Elections Committee  
Formerly member of temporary Charter Committee, worked on team that wrote the founding charter  
Coordinate the writing, editing, formatting and distribution of the quarterly newsletter (still doing just had to adjust due to extra daily work I have as my unit heads COVID worker’s compensation), developed election process for RAIN leadership positions as well as overseeing elections, assist in finding guest speakers for monthly meetings  
Member of Advisory Committee – strategic planning, agenda building

**Skills**

Social Media Communication  
Type 47 wpm  
Internet and Intranet applications

Newsletter Editor and Publisher  
Multi-line telephone systems  
Microsoft Office

**Official Trainings Completed:**

Train the Trainer  
L & I Coaching for Performance  
Basic Unemployment Insurance  
Advanced Cash Handling

Diffusing an Angry Customer  
General Customer Service  
Basic Emergency Unemployment Compensation  
Basic Accounts Receivable/Payable bookkeeping

Worker's Compensation Adjudication level 2 training including: time management, understanding and interpreting RCW's, WAC's, Case Laws, medical terminology, wage calculations, basic pharmacology, vocational services, basic injuries, professional writing, phone etiquette

### **Education**

University of Central Florida  
Bachelors in Arts – History

Orlando, FL

Valencia Community College  
Associate in Arts

Orlando, FL

### **Employment Experience**

**Claims Processor** November 2016-Present  
Department of Labor and Industries  
As a claims processor I assist claim managers with their claims by making phone calls, reviewing mail in their work lists, send out correspondence requesting information as needed and responding to secure messages. Also, as part of Unit 3 I help track Medicare/Medicaid issues, review monthly social security reports, assist with vehicle modification requests, review RCWs, track down COVID-19 test results and payment out of policy requests. I also cover for our Office Assistant when she is out, handling mail, transcribing voicemails, word processing and returned mail.

**Office Assistant Lead** (non-permanent appointment) August 2015-January 2016  
Department of Labor and Industries  
Assist with on the job training. Work in CentreVu and, with supervisor, put out daily and monthly status reports. Monitor workflow in Orion, Work fiche, phone queue, set up new hire work stations, assist with voicemail schedule and project time management. Assist as key operator for various office equipment including stapler, label makers, phones, headsets. Take calls, coordinate travel for injured workers needing, hotels, taxis, meal vouchers or flights, pass out morning mail, assist with morning email message to support unit and mail coverage as needed, communicate with trainers on in unit training concerns, mentor/coach office assistance. Help with leading discussion at team meetings regarding different procedures.

**Office Assistant 3** December 2013-July 2015 and January 2016-November 2016  
Department of Labor and Industries  
Assists in training newly hired office assistants, have created and facilitated class for claims processors, assist customers in understanding worker's compensation laws and policies and how to navigate their claim, assist in handling upset and/or confused customers, create a working relationship with frequent customers including attorney's offices and provider's offices, quality check other office assistant's work, assists claims managers with attorney requests, obtaining prior medical information on claims, reminding injured workers of upcoming appointments, Employment Security Department records requests, claim records requests, re-mailing letters and orders and updating injured worker's contact information

**Worker's Compensation Adjudicator 2 Apprentice** February 2013-December 2013  
Department of Labor and Industries  
Adjudicated worker's compensation claims, determined eligibility for benefits, including time-loss, medical and vocational assistance, managed benefit distribution for claimants on case load, answered phones, wrote letters and orders, understand and uphold state laws in regards to worker's compensation, coordinated care and return-to-work services between employer, injured worker, medical provider, vocational counselor and department personnel



---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

## Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \*

---

Other

**If you choose "other" please write in your neighborhood here:**

---

Urban Growth Area

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

### 1. Briefly describe why you wish to serve on this advisory committee.

---

Thanks for the opportunity to apply. I see the planning commission as an opportunity to provide public service to the community. As we rebuild from the pandemic and confront deep inequities, it's an especially important time to ensure that the city's planning documents reflect the values and aspirations of the community and that the city's policies and codes are reflect the city's planning goals. I have some experience and skills that would add value to the commission's work, and I would learn a lot in the process.

Question applies to multiple boards

### 2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.

---

My day job includes responsibility for The Evergreen State College's capital planning, including oversight of the Campus Master Plan and 10-year facilities plan. This includes setting policy for the natural and built environment, utilities, and transportation. A college's planning goals are different from a city's in some ways, but the role of planning in shaping policy leading to positive change is perhaps similar. Additionally, I've worked closely with the college's Board of Trustees for twenty years, which gives me some experience in making policy through public process.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

I've lived in the area for 25 years. Specific to planning commission work, I lived in the Southwest neighborhood when Harrison Avenue was designated as a high density corridor and attended public meetings related to that change as well as neighborhood meetings regarding traffic realignment and traffic calming associated with the roundabouts at the base of Harrison.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

I hold a Masters in Public Administration and a doctorate in educational leadership. Professionally, I serve as Evergreen's Vice President for Finance and Operations, where my responsibilities include oversight for capital facilities planning.

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

12 or more as needed

Question applies to multiple boards

**6. If you are not appointed to this committee at this time:**

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No





Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

Twitter

 [resume.pdf](#)

Upload a Resume

Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

Planning commissioners represent community interests in shaping the city's planning documents, articulating the community's values and aspirations. The commission provides for a public process that gives voice to community interests. The commission advises city staff and policy makers as they adopt policies and codes to ensure alignment with the city's plans.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

This is an especially important time for the city to engage in planning. As we recover from the pandemic, we have an opportunity to 'build back better,' seeking policies that support members of the community facing housing and food insecurity, provide sustainable economic development, and respond to climate change. I am interested in a public process that builds a better shared understanding of the values at stake and that provides planning documents that support effective action that aligns with our values.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

I have experience working with comprehensive plans on a college campus. I have some skill developing policies through public meetings. I have experience reviewing and analyzing large volumes of policy and research material. I would look forward to learning more about municipal planning, zoning, and codes.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I took a graduate course in local government as part of an MPA degree. I have read several of the planning commission meeting packets posted on-line. I have not attended any planning commission meetings.

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I have reviewed the current comprehensive plan including the capital facilities plan. From reading meeting materials and minutes from planning commission meetings, I have a general understanding of how planning commission uses the plan in its advisory capacity, helping to shape the policies and codes that can advance or impede the plan's goals.





## Relevant Experience

---

2018-present **Vice President for Finance and Operations**

The Evergreen State College  
Olympia, Washington

- Responsible for a division of 168 employees supporting the operations of the college. Units within the division include the Business Office (Accounting, Bursar, Purchasing, Conference Services, Bookstore, and Risk Management), Facilities (Capital Planning, Facilities Management, and Environmental Health & Safety), Computing & Communications, Budget Planning and Management, Human Resources, Sustainability, and the Police Department.
- Responsible for institutional financial health, forecasting, and strategy, including legislative requests and resource allocation for a public liberal arts college with 2,200 students and an annual budget of \$112 million.
- Serve as principal staff to the Committee on Finance and Budget of the Board of Trustees.
- Serve as Treasurer of The Evergreen State College Foundation, a separate 501(c)3 dedicated to supporting the college. Serve on the Foundation's Finance and Investment Committee.
- Serve as principal liaison with the Office of the Attorney General, which provides legal counsel to the college.

---

2000-2018 **Office of the President**

The Evergreen State College  
Olympia, Washington

- Various titles over 18 years, with most of that time as **Chief of Staff, Deputy to the President, and Secretary to the Board of Trustees**. I was hired initially as Administrative Secretary.
- Supervised the president's staff, a portfolio that included Director of Government Relations, Chief Budget Officer, Special Assistant for Diversity, Internal Audit, Title IX, Sustainability, Special Events, and administrative support positions.
- Served as the primary staff contact for the Board of Trustees. Provided an orientation to new board members. Worked with the president and chair to develop and manage meeting agendas and worked with staff preparing reports for the board.
- Lead negotiator for collective bargaining with the faculty union.
- Served as principal liaison with the Office of the Attorney General and policy and rules coordinator for the college.
- Principal author for accreditation self-study responding to standards on Institutional Integrity and Governance & Administration.



## Other Work Experience

---

1998-2000	Administrative Secretary to the Vice President for Student Affairs The Evergreen State College Olympia, Washington
1997-1998	Public Affairs Intern Office of Program Research Washington State Legislature Olympia, Washington
1996-1997	Editorial Assistant, Legislative Oral History Project Office of the Secretary of State Olympia, Washington
1993-1996	Administrative Manager Women's Health Initiative, Fred Hutchinson Cancer Research Center Seattle Washington
1990-1993	Program Assistant Cancer Prevention Research Program Fred Hutchinson Cancer Research Center Seattle, Washington
1989-1990	Client Services Specialist Northwest Evaluation and Treatment Center Seattle, Washington
1988	Information and Referral Operator United Way of the Columbia-Willamette Portland, Oregon
1987-1988	Surgical Aide Good Samaritan Hospital Portland, Oregon

## Education

---

2019	Finance for Senior Executives Harvard Business School Executive Education
2015	PhD, Education and Human Resource Studies Colorado State University Fort Collins, Colorado  Dissertation title: Associations among sources of revenue and expenses at public bachelors and masters level higher education institutions



---

1998                      Master of Public Administration  
The Evergreen State College  
Olympia, Washington

Thesis: The Theory and Practice of Administrative Ethics in  
Washington State (with Jon Engelman and Suqin Wang)

---

1987                      Bachelor of Arts (Liberal Arts)  
The Evergreen State College  
Olympia, Washington

Emphasis in English Literature

---

## References

---

Available on request

---

**Profile**[REDACTED]  
First Name

Middle Initial

Last Name

[REDACTED]  
Email Address[REDACTED]  
Home Address[REDACTED]  
Suite or Apt[REDACTED]  
City[REDACTED]  
State[REDACTED]  
Postal Code[REDACTED]  
Primary Phone[REDACTED]  
Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, [sgrisham@ci.olympia.wa.us](mailto:sgrisham@ci.olympia.wa.us)

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Data Analyst \_\_\_\_\_

Occupation  
[REDACTED]

---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

Northwest

**If you choose "other" please write in your neighborhood here:**

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

**1. Briefly describe why you wish to serve on this advisory committee.**

---

Since moving to Olympia in Fall 2019 I have grown to care deeply about this city and am looking to give back and strengthen it in whatever way possible. Participating on this committee would be a great opportunity to help ensure continued and sustainable growth, while learning more about local government.

Question applies to multiple boards

**2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

---

I have 5 years as an analytics and data visualization specialist, along with a background in mathematics and operations research. This gives me the foundation needed to analyze technical documents, understand their implications, and present information and findings in easy-to-understand formats.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

I currently volunteer with United Way Thurston County in an analytics capacity.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

Bachelor of Science in Mathematics from Central Washington University; Master of Management in Operations Research from the University of British Columbia; Business Optimization Analyst at Interfor, where I focus on mathematical programming, data analysis, and data visualization using Tableau

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

25

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Home Fund Advisory Board; Bicycle and Pedestrian Advisory Committee; Utility Advisory Committee

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

The Olympian

 [Resume\\_2020.05.06.pdf](#)

Upload a Resume





Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

Research city planning best practices, engage with and solicit feedback from community members, review plans and proposals, and synthesize all of the preceding information into actionable recommendations for the City Council.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

Community planning has far-reaching impacts on the direction a city takes, and the right decisions can help build a strong town- I would like to help make those decisions.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

I can bring analytics knowledge to the Planning Commission's work- parsing through technical documents, understanding and interpreting data, and presenting results in a digestible format. I hope to learn more about how plans and recommendations are formed at the city government level, and I hope to gain deeper insights and understanding of the challenges Olympia faces.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I am registered for the Short Course on Local Planning scheduled for April 29th and I have attended one OPC meeting. I have not read through an OPC packet yet.

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

Admittedly my knowledge here is lacking. I know of the Comprehensive Plan, and I understand that it provides high-level guidance for decisions made by the city council and other departments, and the Planning Commission presents recommendations for amendments to it. I would be very interested in learning how this plan comes together in more detail.





---

## Professional Summary [CLICK TO VIEW](#)

Analyst with 4 years of experience building Tableau dashboards, creating data-driven optimization models, and answering "what-if" questions with hard numbers. Projects have been used to support site upgrades, review contracts, and ensure optimal distribution of orders.

---

## Experience [CLICK TO VIEW](#)

### **Business Optimization Analyst**

Interfor, Remote, September 2015 - Present

I spent two years working as a Business Analyst. In this role I built Excel models to project log values, used VBA to automate previously time-consuming data gathering and cleaning, and prepared dashboards using Ignition (a SCADA/Industrial IoT platform). During this time I also had the opportunity to work with our internal Operations Excellence team to build a mill model to support their capital expenditure decisions.

Currently I work as a Business Optimization Analyst, and my role has shifted to two primary tasks:

\* Building and maintaining Tableau dashboards and scorecards - mostly using MSSQL for data gathering and preparation

\* Creating optimization tools using AIMMS; for example, reallocating orders between mills to reduce total freight spend while meeting customer promises

### **Project Analyst**

University of British Columbia, Vancouver, BC, April 2014 - September 2014

Created, validated, and applied a Monte Carlo simulation to make recommendations for better management of blood units. Skills utilized include simulation, VBA coding, data analysis, and forecasting.

### **Lead Math Tutor**

Central Washington University, Ellensburg, WA, April 2010 - June 2013

I tutored students in a variety of subjects, ranging from introductory math classes to graduate level applied statistics in psychology. As the Lead Tutor, I ran meetings when my supervisor was absent, and was involved with general day-to-day oversight of operations.

---

## Education [CLICK TO VIEW](#)

### **Master's of Management in Operations Research**

University of British Columbia • Vancouver, BC • 2014

### **Bachelor's of Science in Mathematics**

Central Washington University • Ellensburg, WA • 2013

---

## Skills [CLICK TO VIEW](#)

**Tableau • T-SQL • AIMMS • VBA • Agile**

**Profile**

[Redacted]

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted] [Redacted]

Home Address Suite or Apt

[Redacted] [Redacted] [Redacted]

City State Postal Code

[Redacted] [Redacted]

Primary Phone Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Soldier \_\_\_\_\_  
Occupation



---

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

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

I am only applying for the planning commission position at this time.

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

Other

**If you choose "other" please write in your neighborhood here:**

---

Urban Growth Area? I cannot tell from the provided map.

---

---

**Interests & Experiences**

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

**1. Briefly describe why you wish to serve on this advisory committee.**

---

I currently serve my community as a volunteer firefighter and HOA president. I feel I can make a more positive impact with this position.

Question applies to multiple boards

**2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

---

I am both a hard worker as shown by my experience as an officer in the United States Army and also a passionate member of community as shown by my volunteer record.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

I currently serve as a volunteer firefighter for district 8 as well as a volunteer president of my homeowners association board.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

I have a bachelor's in criminal justice from Michigan state and a masters in organizational leadership and management from UTEP

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

20

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

I am not interested in specific committees at this time but always welcome an opportunity to serve my community.

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

News Article

---

Upload a Resume

Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

Guide the basics development and land use plans for the city.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

I feel that many areas have tremendous potential for growth that benefits everyone but are held back by restrictions and lack of community involvement in the planning process.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

Hard work, organization, life experience and a positive attitude.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I have attended 1 meeting when I arrived a few years ago, if put into consideration I would attend all meetings.

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I have read a few articles and plans from the city and found the information hard to access or process. I am a huge fan of restriction elimination put in place last year and hope to learn more about the subject.



Profile

[Redacted]

---

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted] [Redacted]

Home Address Suite or Apt

[Redacted] [Redacted] [Redacted]

City State Postal Code

[Redacted] [Redacted]

Primary Phone Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Department of Ecology - Spills  
Program Rule and Process  
Coordinator  
Occupation

[Redacted]

---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

NA

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

Bigelow Highlands

**If you choose "other" please write in your neighborhood here:**

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

**1. Briefly describe why you wish to serve on this advisory committee.**

---

I moved to Olympia in 2014. I love the city and spend a lot of time exploring the area. I have a degree in Community and Regional Planning but have not worked in local government planning since graduate school. I want to better understand the issues that the city is addressing and the needs of those that live in Olympia, and I want to contribute by providing input into different aspects of city planning. Serving on the committee would allow me to better connect with the city, and to use my knowledge of city planning.

Question applies to multiple boards

**2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

---

I have a master's degree in Community and Regional Planning. I've taken courses in land use, planning analysis, and geographic information systems (GIS), among others. I understand strategic planning techniques, economic development strategies, and land use law. Through graduate school, previous work as an environmental consultant, and various positions at the Department of Ecology, I have experience with public and stakeholder outreach, meeting facilitation, and working as part of a team. I have facilitated meetings with colleagues, steering committees, industry, state, and federal stakeholders through several projects and rulemakings. I have also worked with the public and property owners, and have acted as hearings officer for public hearings.



Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

I've attended fundraisers for area organizations, support local businesses, and have participated in community running events. I have not been as involved in the community as I'd like over the last few years. Joining the planning commission would be a good opportunity for me to contribute more to Olympia and use my planning background to provide input to the city council.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

I received my bachelor's degree in Environmental Economics and Management from the University of Georgia and my Master of Community and Regional Planning from the University of Oregon. I worked for an environmental consulting company for six years before attending graduate school. In graduate school I focused on environmental planning and policy, and brownfields redevelopment. After graduate school, I began work at Department of Ecology and have held several different positions at the agency, including a position as a Program Planner. I have also worked on several policy issues in my different positions at Ecology.

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

20-30

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

Word of mouth

 [Resume.pdf](#)

Upload a Resume

Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

To research and understand long-range planning issues facing the city, get feedback from the public on issues, and make recommendations to the city council.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

I was initially drawn to community planning because I was interested in the way that communities think of land utilization and infrastructure in both urban and rural areas. I was primarily focused on the idea that adaptive reuse is a responsible way to respond to the changing landscape, and that by focusing on land that is characterized by some as unusable, such as abandoned warehouses and industrial sites, it is possible to increase the economic viability of a community as well as to preserve undeveloped land. I am also drawn to the community involvement aspect of planning and the importance of including the perspectives of community members in planning discussions and decisions. I value collaboration and appreciate that community planning includes many different voices to help guide decisions that impact long-term growth.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

I believe my degree in planning as well as my experience with policy and data analysis, project management, stakeholder outreach, and meeting facilitation would be valuable skills that I could bring to the Planning Commission. I am hoping to learn more about the planning process in Olympia and gain a deeper understanding of the issues facing Olympia. I am also excited for the opportunity to reconnect with local government planning and to learn from other members of the Planning Commission.



Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

No, I have not. I have registered for the April 29th Short Course in Local Planning. I have my master's degree in Community and Regional Planning, and have taken courses in land use, planning analysis, and geographic information systems (GIS), among others.

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I understand that the Comprehensive Plan is intended to guide the city's growth over the next 20 years and outline goals and policies for land use, housing, the economy, and other elements of the state's GMA. Planning decisions made by the city should align with the goals and policies described in the plan. I've reviewed several elements of the Comprehensive Plan since moving to the Olympia in order to understand the city's vision and priorities for long term growth.



## EDUCATION

**University of Oregon** – Eugene, Oregon

Master of Community and Regional Planning, June 2013

- Concentration: Environmental Planning and Policy

**The University of Georgia** – Athens, Georgia

Bachelor of Science in Environmental Sciences, Environmental Economics and Management, May 2004

## EXPERIENCE

**Program Rule and Process Coordinator**

June 2018 – present

Washington State Department of Ecology

Spill Prevention, Preparedness, and Response Program

Olympia, Washington

- Coordinates program rulemaking activities to ensure compliance with the Administrative Procedure Act.
- Leads special policy assignments that address spill prevention, preparedness, and response policy issues.
- Coordinates development and maintenance of standard operating procedures.
- Coordinates and tracks program training.
- Provides contract procurement expertise and manages program contracts related to training and strategic planning.
- Participates as a member of the program's Incident and Crisis Management Teams.

**Program Planner/Performance Coordinator**

January 2018 – June 2018

Washington State Department of Ecology

Spill Prevention, Preparedness, and Response Program

Olympia, Washington

- Developed the biennial Program Plan and tracked progress throughout the biennium.
- Coordinated development of performance measures and reported results to program management and the Office of Financial Management (OFM).
- Developed plans for and coordinated data quality improvement efforts to ensure accurate data was available to OFM, legislators, stakeholders, and the public.
- Managed quarterly reporting of crude oil transported by rail and pipeline in the state.
- Participated as a member of the program's Incident and Crisis Management Teams.

**Acting Data and Support Services Unit Supervisor**

October 2016 – December 2017

Washington State Department of Ecology

Spill Prevention, Preparedness, and Response Program

Olympia, Washington

- Managed development and implementation of program data systems to ensure business needs were met.
- Developed and oversaw implementation of data quality improvement plans to ensure accurate data was available to OFM, legislators, stakeholders, and the public.
- Managed quarterly reporting of crude oil transported by rail and pipeline in the state.
- Researched opportunities for use of new information technologies that support program work.
- Oversaw coordination of the program's website and publications in alignment with agency guidelines.
- Oversaw records management and time accounting to ensure work was accurate and on time.

- Coordinated Spills Engagement Team to implement plans for program culture improvement.

**Program Performance Coordinator/Management Analyst**

May 2015 – October 2016

Washington State Department of Ecology  
Spill Prevention, Preparedness, and Response Program  
Olympia, Washington

- Developed the biennial Program Plan and tracked progress throughout the biennium.
- Coordinated rulemaking activities to ensure compliance with the Administrative Procedure Act.
- Tracked program performance measures and reported results to OFM.
- Coordinated Spills Engagement Team to implement plans for program culture improvement.
- Oversaw Lean process improvement projects for the program.

**Research Analyst**

January 2014 – May 2015

Washington State Department of Ecology  
Governmental Relations, Rules and Accountability Section  
Olympia, Washington

- Conducted environmental, economic, and health-related research and data analysis to support agency economic analyses for rule development.
- Assisted with coordination of agency rulemaking activities to ensure compliance with the Administrative Procedure Act.
- Analyzed policy and prepared fiscal notes for proposed legislation to identify the projected costs of legislation to the agency.
- Managed the agency’s biennial customer survey and tracked data related to customer satisfaction.

**Brownfields Program Assistant**

September 2012 – June 2013

City of Eugene Planning and Development Department  
Community Development Division  
Eugene, Oregon

- Assisted with implementation of EPA Coalition Grant to inventory and assess potential brownfields in Eugene-Springfield area.
- Assisted with facilitation of outreach activities to inform the public about the goals of the project.
- Prepared materials for public meetings and presentations about the brownfields project, including website content, brochures, fact sheets, and maps.

**Graduate Research Fellow**

May 2012 – June 2013

University of Oregon  
Department of Planning, Public Policy, and Management  
Eugene, Oregon

- Managed implementation of active transportation incentive program for area schools.
- Organized and conducted focus groups with parents and children to discuss perceptions of various transportation modes.
- Administered Safe Routes to School program surveys to obtain data about school travel.
- Communicated with school districts and cities throughout Oregon to determine SRTS program status and approach to promoting walking and biking to school.

**Project Associate**

January – September 2012

University of Oregon  
Community Service Center  
Eugene, Oregon

- Served on 5-person team of graduate students to develop a 5-year economic development plan for the Cow Creek Band of the Umpqua Tribe of Indians, located in Douglas County, Oregon.
- Conducted demographic and economic analysis of Douglas County, Oregon to determine key trends and identify economic opportunities.

- Facilitated meetings with 10-person Tribal Steering Committee to develop goals and strategies for economic development.

**Senior Scientist/Client Manager**

2008 – 2011

Environmental Corporation of America

Alpharetta, Georgia

- Provided principal review for Phase I Environmental Site Assessments, Federal Communications Commission (FCC)/NEPA Evaluations, U.S. FWS Section 7 consultations, and Wetland Delineations authored by staff.
- Managed projects and coordinated staff to ensure clientele achieved environmental and NEPA compliance for prospective communications facilities.
- Completed FCC Environmental Assessments for wetlands and floodplain mitigation for telecommunication applicants.

**Project Scientist/Project Manager**

2004 – 2008

Environmental Corporation of America

Alpharetta, Georgia

- Performed Phase I Environmental Site Assessments in compliance with ASTM E1527 standards and completed Phase II Site Investigations.
- Completed FCC NEPA evaluations for communications facilities.
- Conducted archaeological and historical site assessments for Section 106 compliance.
- Assisted industrial operations clientele with air emissions permit applications and regulatory compliance.

---

**Profile**[REDACTED]  
First Name

Middle Initial

Last Name

[REDACTED]  
Email Address[REDACTED]  
Home Address[REDACTED]  
Suite or Apt[REDACTED]  
City[REDACTED]  
State[REDACTED]  
Postal Code[REDACTED]  
Primary Phone[REDACTED]  
Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, [sgrisham@ci.olympia.wa.us](mailto:sgrisham@ci.olympia.wa.us)

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Technical Services  
Manager/Water Resources  
Engineer

Occupation  
[REDACTED]

---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

Other

**If you choose "other" please write in your neighborhood here:**

---

The Cedars

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

**1. Briefly describe why you wish to serve on this advisory committee.**

---

I wish to serve on the Planning Commission as I am looking for a way to get involved in my community in a structured way where my professional experience can be an asset. Additionally, being a Planning Commissioner is an opportunity for me to learn about a topic outside of my area of expertise.

Question applies to multiple boards

**2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

---

Perhaps most relevant to this position is my past two and a half years working for Thurston County Public Works (TCPW) where I first started as a Utility Planner and now serve as Water Resources Technical Services Manager. During my time at TCPW, I have developed Capital Improvement Plans for water, sewer, and stormwater; lead code updates which required policy analysis and collaboration with multiple stakeholders; and am responsible for managing the County's Utility Advisory Committees.



Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

As a transplant to Olympia, I've struggled to find volunteer opportunities which are compatible with my current position as most want volunteers with daytime availability. Since moving to Olympia I have been involved with the occasional native planting and canvassing events. Prior to moving to Olympia, I was a resident of Baltimore City and very active in my community. I served as one of the vice-presidents of the Patterson Park Neighborhood Association (PPNA) which represents over 1,500 homes and has an active membership of over 300 residents, co-chaired the Capital Improvements Committee of the Patterson Park Master Planning effort, participated/chaired numerous professional society committees, and fostered animals for a local rescue.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

B.S. Environmental Engineering, Johns Hopkins University M.S. Environmental Engineering, Johns Hopkins University

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

25-30

Question applies to multiple boards

**6. If you are not appointed to this committee at this time:**

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Bicycle and Pedestrian Advisory Committee

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No



Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

E-mail

[OPC\\_Resume \[REDACTED\] 2021.pdf](#)

Upload a Resume

Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

The role of the Olympia Planning Commissioner is to advise the Olympia City Council on planning decisions. The recommendations on courses of action should be the best possible compromise between community desires, economic growth, and preservation of the natural environment. The Planning Commissioner is responsible for reviewing materials such as comprehensive plan amendments, and holding public hearings on proposals and using the information gathered to inform their recommendations.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

What interests me most about community planning is how planning decisions are used to shape communities. For example, in Baltimore there are many older larger rowhomes and by allowing these formerly single family homes to be broken into smaller apartments you add density to neighborhoods. This density in turns creates more foot traffic which helps create demand for local business such as restaurants and grocery stores. Another example would be how parking minimums increase the cost of development and therefore the price of housing. Ultimately whether these end results, be they increased density or housing costs, are good or bad for your city depend on the values of the community and what built environment they want to live in.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

My background is in utilities (stormwater, water, and sewer) policy, planning, and capital projects and I can therefore bring technical expertise related to those utilities and how they might affect planning. For example, a land zoning proposal could be incompatible with sewer capacity, or the introduction of a centralized stormwater facility might encourage development which otherwise would be infeasible or cost prohibitive. Additionally, a non-insignificant portion of my job is proposing different policy decisions and determining how those will affect different customers. This analysis experience is directly applicable to being a planning commissioner even though the topics themselves (e.g. ADUs) may be different. I hope to generally learn more about Olympia Municipal Code, the Growth Management Act, and the perspectives of different interest groups in the planning process (e.g. home builders, environmental community).

[REDACTED]

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I attend the Short Course on Local Planning offered by the Department of Commerce offered at the 2019 Infrastructure Assistance Coordinating Council (IACC) Conference.

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

The City's Comprehensive Plan lays out the City's goals, policies, and vision for a period of 20 years, and lays out plans (e.g. Capital Facilities Plans) for how that vision will be achieved. The Comprehensive Plan is a long range plan and is therefore a memorialization of past planning efforts, and is used to inform future planning decisions (e.g. re-zoning).





---

## **EDUCATION AND CERTIFICATIONS**

---

WA Professional Engineer # 56572  
Endorsements: Civil, Environmental

Johns Hopkins University, Baltimore, MD  
M.S. Environmental Engineering  
B.S. Environmental Engineering

## **PROFESSIONAL EXPERIENCE**

---

**Thurston County Public Works**, Olympia, WA September 2018- Present  
*Technical Services Manager* | October 2020—Present  
*Senior Civil Engineer* | May 2020—October 2020  
*Utility Planner* | September 2018—May 2020


- Supervised team of Utility Planners.
- Planning lead for the County’s water and sewer utilities.
- Lead Thurston County stormwater capital facilities program update.
- Managed Boston Harbor and Tamoshan Utility Advisory Committees.
- Lead Thurston County Code (TCC) updates including TCC 15.20, 15.06, and 15.09-15.12.
- Created briefing materials and presented to the County Board of County Commissioners on policy and code changes.
- Reviewed development applications for compliance with the Thurston County DDECM and Water and Sewer Development Standards.
- Managed multiple stormwater projects including Woodard Creek Site #1 Retrofit, Boston Harbor Drainage Study, and Boston Harbor Outfall Replacement and Conveyance System Design.
- Identified and performed preliminary modeling for potential stormwater retrofit projects.

**Project Manager**, The Nature Conservancy, Detroit, MI Jan 2018- July 2018

- Managed Centralized Stormwater Management (CSM) Master Plan for Eastern Market District and Green Stormwater Infrastructure (GSI) Retrofit at Sacred Heart Church (SHC).
- Obtained permission from Archdiocese of Detroit (AOD) and SHC financial council to conduct due diligence on church property.
- Assessed potential GSI retrofit sites and prepared preliminary project cost estimates.
- Developed RFP, and evaluated consultant proposals for GSI Retrofit at SHC.
- Communicated with stakeholders regarding CSM and SHC GSI projects and participated in public meetings.

**Brown and Caldwell**, Beltsville, MD Oct 2011-Jan 2018  
*Engineer III* | January 2014—January 2018  
*Engineer II* | October 2011—December 2013  
Comprehensive MS4/TMDL Program Management, Montgomery County Department of the Environment, Rockville, Maryland

- Managed stormwater pond, neighborhood green streets, and school low impact development (LID) retrofit projects with total contract value of \$5.3M.
- Oversaw activities of the County’s Water Resource Engineering (WRE) consultants.

- 
- 
- Reviewed submittals for accuracy, and compliance with state and local design standards.
  - Coordinated with local, state, and federal permitting agencies.
  - Communicated with stakeholders regarding retrofits and led public meetings.
  - Created ArcGIS templates for task orders, and data management.
  - Developed a desktop procedure to evaluate pre-1986 pond water quality volume (WQv).
  - Negotiated easements and right of entry agreements.

Cabin John Creek Watershed Assessment, Montgomery County Department of the Environment, Rockville, Maryland

- Lead Green Streets Assessment Team evaluating three neighborhoods for green infrastructure opportunities.
- Supervised stream assessment crews.
- Responsible for post processing of spatial data collected by field crews of stream assessments, green streets, Rainscapes, and new BMP opportunities.
- Supervised junior staff members in data quality control and creation of new ArcGIS datasets.

Comprehensive Sewershed Study, Northeast Branch Sewer Basin, Washington Suburban Sanitary Commission, Laurel, Maryland

- Project engineer for comprehensive sewer system evaluation study which included smoke testing, dye testing, flow isolation, CCTV and manhole inspections.
- Managed data for 291 miles of separate sanitary sewers ranging in size from 6" to 120".
- Reviewed smoke testing, flow isolation, and dye testing results for quality control and data analysis.

BMP Database Development and Filing System, Department of Public Works, Salisbury, MD

- Created ArcGIS database structure to comply with City needs and NPDES reporting requirements.
- Supervised team reviewing as-builts and populating ArcGIS database.
- Developed an electronic filing system for inspection records, as-builts, and other documentation.

Western Basin Environmentally Sensitive Area Permit Ready Submittal, Washington Suburban Sanitary Commission, Laurel, Maryland

- Served on a project team designing 15 miles of sewer and 630 Manhole rehabilitation designs in 200 Environmentally Sensitive Areas (ESA).
- Prepared Army Corps of Engineers and MD Department of the Environment Joint Permit Applications.
- Designed Fulcrum tablet application used to collect field data.
- Constructed models in ArcGIS model builder to calculate bid quantities for line items
- Completed designs (30% 60%, 90%) for 24 path rehab work packages which included using rehab recommendations to evaluate access type needed, inclusion of close proximity pipe assets for repair, bypassing pumping layout and locations of construction entrances.

**Engineer I**, EA Engineering/Louis Berger, Baltimore, MD

Jan 2010 - Sept 2011

Stormwater Management Utility Feasibility and Development, Baltimore City Department of Public Works, Baltimore, Maryland



- 
- Assisted in development of stormwater utility for Baltimore City.
  - Developed recommendations for credit and incentive program.
  - Responsible for QA/QC of impervious area data and calculation of equivalent residential unit.

Unified Emergency Response Plan, Bureau of Water and Wastewater, Baltimore, Maryland

- Drafted Unified Emergency Response Plan (ERP) for Bureau of Water and Wastewater.
- Conducted Gap Analysis of existing ERPs as provided by the City.
- Conducted informational interviews with Bureau Heads and key staff regarding their response to emergencies, operational disruptions, and near misses.

## **PRESENTATIONS**

---

*Lessons Learned in Implementing LID Retrofits at Public Schools in Montgomery County, MD*, Poster Presentation, 2016 EWRI International Low Impact Development Conference, Portland, ME

*Say, How Much for that Stormwater: A Look at Chesapeake Bay Region's Credit and Incentive Programs for Stormwater Utilities*, Oral Presentation, 2014 Tri-Association Conference, Ocean City, MD

*Lorax Approved Solutions: The Evolving World of Mobile & Cloud Data Collection*, Oral Presentation, 2014 Tri-Association Conference, Ocean City, MD

*Lawyers, TMDLs, and Money: Understanding Maryland's Accounting for Growth Policy*, Oral Presentation, 2014 Tri-Association Conference, Ocean City, MD

*Accounting for Growth: The Final Chapter in Maryland's TMD Odyssey*, Oral Presentation, 2013 Tri-Association Conference, Ocean City, MD

---

**Profile**

[Redacted]  
First Name Middle Initial Last Name

[Redacted]  
Email Address

[Redacted] [Redacted]  
Home Address Suite or Apt

[Redacted] [Redacted]  
City State Postal Code

[Redacted]  
Primary Phone

[Redacted]  
Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, [sgrisham@ci.olympia.wa.us](mailto:sgrisham@ci.olympia.wa.us)

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Post Doctoral Climate  
Researcher

Occupation  
[Redacted]

---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

N/A

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

Bigelow Highlands

**If you choose "other" please write in your neighborhood here:**

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

### **1. Briefly describe why you wish to serve on this advisory committee.**

---

I wish to serve on the planning commission to help shape Olympia's path in confronting the age of climate change. From parking to the comprehensive plan, Olympia needs to make decisions that are designed to carry us forward for decades, but we can get to work on today. We are facing radical change due to COVID, a changing economy, and a changing climate. With clear eyed planning we can harness that change to build a happier more human focused community and leave no one behind. I am excited to use my technical experience in climate and engineering to serve the city, while always staying humble and keeping in mind that the City of Olympia is foremost a human endeavor in building and maintaining a community.

Question applies to multiple boards

### **2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

---

I currently work as a researcher in climate science, particularly the interaction of the biosphere and the climate. In addition, before leaving to pursue my PhD I spent five years working as a mechanical engineer. Through my climate research and education, I have deep knowledge of one of the major challenges that will shape Olympia's planning for the coming decades, and which demands massive change in so many aspects of how the city is organized and operates. Though I am not a city planner, at this point in my career I am a professional learner, and I am comfortable digging into the technical details of planning and the data that will help guide our decisions about the future. In addition, I am well versed in communicating detailed information to different audiences in ways that are digestible and engaging.





Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

After moving to Olympia two and a half years ago I have been active with Olympians for People Oriented Places and the Thurston Climate Action Team. In particular celebrating the launch of The One bus line across town and advocating for the adoption of financing ordinances at the County level that will allow for deep retrofits of commercial buildings. I am also an avid walker and biker in the community.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

For the last three plus years I have been a remote postdoctoral researcher at Stanford University (3 years) and the University of California Santa Barbara. Masters and PhD in Atmospheric Sciences from the University of Washington Five years as a mechanical engineer at the NASA Jet Propulsion Laboratory Bachelors of Science in Aeronautics and Astronautics Engineering from the University of Washington

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

30

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

N/A

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No



Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

City of Olympia Email

 [AcademicCV\\_OnePage\\_v3.0.pdf](#)

Upload a Resume

Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

The role of an Olympia Planning Commissioner is to review city plans and make sure that they best serve the community of Olympia, the future of Olympia, and the comprehensive plan for Olympia. As an Olympia Planning Commissioner, I would look for ways to support the work of the city staff as well as advise them – and the City Council – to be bold in addressing issues related to climate change, people oriented places and transportation, and affordable housing.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

I am interested in the delight and serendipity of human interactions and community. Community planning is the technical scaffolding that supports a family being able to bike downtown for a picnic on the waterfront, a business being able to receive deliveries efficiently, and every resident feeling confident that they have a safe place to call home. I enjoy and am predisposed to think about the technical details, how wide a street needs to be, about how to prepare for climate change with limited resources, or how to harness public and private resources to make sure everyone is housed. However, I am most interested in how those technical details support making a happier and more welcoming city for all.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

I bring a deep knowledge of climate change and skills in the interpretation and analysis of complex data. In addition, I have had experience advocating for safe streets in both Seattle and Olympia. I hope to learn more about the many layered process of planning and the internal challenges and opportunities in the City of Olympia itself. More broadly I am excited to learn more about my broader community and its people while serving.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I have attended multiple Olympia City Planning Commission meetings.

---



Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I have studied both the housing and transportation plans of the City of Olympia along with references therein of population growth targets and transportation (primarily vehicle miles traveled) goals. I realize that the Comprehensive Plan broadly defines by how much and where Olympia plans on adding housing and jobs which provides broad goals when planning the city.



## ACADEMIC AND PROFESSIONAL EXPERIENCE

### University of California Santa Barbara *Postdoctoral Researcher*

January 2021 – Present

### Stanford University *Postdoctoral Researcher*

February 2018 – December 2020

Investigation into the carbon cycle and climate change with data assimilation and satellite observations in the Remote Sensing Ecohydrology Lab.

#### Key Accomplishments

- Advanced the assessment of the global terrestrial carbon cycle by contrasting a new data assimilation approach - systematically constraining simple models with observations - to more complex, but unconstrained, Earth system models
- Attributed changes in the carbon cycle to human CO<sub>2</sub> emissions using a new century long estimate of the past carbon cycle with an observationally constrained carbon cycle model.

### University of Washington *Graduate Research Assistant*

September 2012 – December 2017

Quantified the sensitivity of vegetation to climate variation across the globe using satellite observations and climate reconstruction in the EcoClimate Lab.

#### Key Accomplishments

- Supported the creation of a unique, interdisciplinary lab that led to new research on the coupling of atmospheric sciences and ecology on the global climate system.
- As the first graduate student in this lab, helped establish enduring lab principles and authored two peer-reviewed papers.

### NASA Jet Propulsion Laboratory, CalTech *Mechanical Engineer Lead*

August 2007 – July 2012

As a mechanical team member - and subsequently, trusted team lead to 6 reports - designed, fabricated, and managed the delivery and integration of calibration mechanisms and optical assemblies for ground breaking, multi-spectral imaging spectrometers.

#### Key Accomplishments

- Grew an existing team through empowering members as individuals, while increasing quality of product and delivering multiple, deployable instruments still in use today.
- Designed instrumentation for CalTech Submillimeter Telescope in Mauna Kea, Hawaii and installed it onsite.

## SELECTED PEER REVIEWED PUBLICATIONS\*

**Quetin, G. R.**, Bloom, A. A., Bowman, K. W., & Konings, A. G. (2020). Carbon Flux Variability from a Relatively Simple Ecosystem Model with Assimilated Data is Consistent with Terrestrial Biosphere Model Estimates. *Journal of Advances in Modeling Earth Systems*.

**Quetin, G. R.** and Swann, A. L. S. Sensitivity of Leaf Area to Interannual Climate Variation as a Diagnostic of Ecosystem Function in CMIP5 Carbon Cycle Models. *Journal of Climate* 31, 8607–8625 (2018).

**Quetin, G. R.** and Swann, A. L. S. Empirically Derived Sensitivity of Vegetation to Climate across Global Gradients of Temperature and Precipitation. *Journal of Climate* 30, 5835–5849 (2017).

\* For full list of peer reviewed publications and conference presentations, please visit [REDACTED]

## EDUCATION

### PhD, Atmospheric Sciences

University of Washington – 2017

### Masters, Atmospheric Sciences

University of Washington – 2015

### Bachelors of Science in Aeronautical and Astronautical Engineering

University of Washington – 2007

*Minor in Physics*

## ACTIVITIES

*Co-Founder*

### Science by Design (Present)

Ignited collaboration across science and design departments through on-going workshops to highlight the need for compelling scientific communication that pivots on storytelling.

*Climate Expert*

### School of Art + Design: Information Design Class – 2014 & 2016

Consulted on the development of curriculum, as well as subject critic for students as they learned to visualize data with accuracy.

*Research Assistant - Marine Biology*

### U.S. Antarctic Program – 2004

Three-month deployment to Palmer Station, Antarctic Peninsula.

## CONFERENCES\*

### Oral Presentation, Invited

*American Geophysical Union  
Fall Meeting – 2017*

### Oral Presentations, Selected

*European Geophysical Union  
Annual Meeting – 2019*

*American Geophysical Union  
Fall Meeting – 2019*

**Profile**

[Redacted]

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

City

[Redacted]

Suite or Apt

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

**The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.**

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Self employed \_\_\_\_\_  
Occupation

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

Planning Commission: Submitted

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

[Redacted]

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

Bigelow

**If you choose "other" please write in your neighborhood here:**

---

**Interests & Experiences**

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

**1. Briefly describe why you wish to serve on this advisory committee.**

Olympia is in the midst of a housing crisis (along with much of the US) and we need to take strong steps to remedy the situation. It will require a complex effort working at multiple levels of government to do so. The planning commission has the ability to help or hinder that process and I would like to do my part to see it help. I am trained as an architect, have overseen the construction of 10s of millions of dollars of housing and am deeply interested in the philosophy of these issues.

Question applies to multiple boards

**2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

I hold a professional degree in architecture. I spent the bulk of my professional career in the project management and construction space. I currently own and operate a small 20 person company in the Olympia area. I have been working on legislation at the state level for the last 4 years and pay attention to the development of housing policy at the state level. I would bring experience in the trades, a formal education that prepared me for understanding the nuance of planning choices. and a lifetime of operating in the space.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

I employ around 20 people in the Olympia area. I have not had much involvement in any community organizations in the time I've lived here. I am a supporter of the Community Farmland Trust. I have spent most of my efforts advancing legislation in the state legislature.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

Bachelor of Architecture from the New York Institute of Technology. Worked as the operations director for a development company in NYC prior to moving to Olympia in 2013 to start my current business with two partners.

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

20-40

Question applies to multiple boards

6. If you are not appointed to this committee at this time:



Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

Lisa Parshley

 [Resume.pdf](#)

---



Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

At the moment I believe that housing is the critical issue for our city. I expect that in the next few years that will continue to be the case. I would see my role as a member of the planning commission to ensure that we are making choices for our growth that prioritize affordable housing for all residents, that looks to incorporate density and scale appropriate solutions, that focuses on affordability and access and rejects a profit motivated planning process. The planning commission should be expected to acknowledge that housing is a right and we are failing to provide it. I see this issue as interconnected with planning for climate related changes. The philosophy that will bring us to solutions for the housing crisis will be needed to address the inequities of climate impacts in the decades to come. A livable city requires affordability for all. We clearly do not have that today.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

A reorientation of our societal goals from one of economic growth and profit to one of sustainable development and human scaled solutions. Community ownership, humane policies for those left out, a future focused on care of our fellows and our environment. Values and interests are reflected in the built environment, the process for deciding what gets built where is a part of the framework for how that built environment is financed and functions. At present moment I believe we rely overly much on the market to make these choices and arrange our planning around what the market can provide. Building for public good is required. Public ownership, financing and decisions are required. A planning policy that focused on developing public goods and public provisioning of our needs where possible is a future we must work towards. I believe that we need a nationally funded green new deal to address the lack of public goods in our built environment and solve for the impacts of climate change. A planning process that prepares for the Green New Deal (and understands it's financing) will be needed for Olympia to be at the forefront of that work in the years to come. Olympia will be a desirable place to relocate in the decades to come as a result of climate change. We should have plans in place to welcome as many as possible to our city while improving the quality of life, not by modeling the sprawl and poorly executed land use policies of the American west to date.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

I would bring all the skills developed as a designer and builder. Complex systems design, visionary capacity to see what is not yet in existence and the training needed to imagine the downstream impacts of those choices. I have strong organizational capacity, a strong education on political economy, environmental issues, and human psychology as it relates to the built environment. I hope to learn from the process Olympia has taken to get to where it is today with it's planning goals. I am not familiar with that history in great detail. I expect the process of getting up to speed on the history and the current moment will give me a lot of new context on what I need to learn from.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

No. I was unaware of the short course until just now and will sign up for a March event to refresh myself (I did take a planning course in college) and get familiar with the nuance of Washington rules and laws.





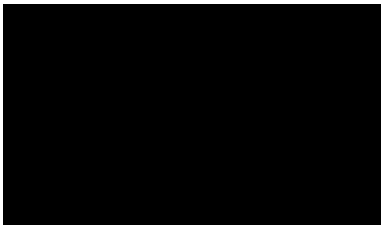
Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I have read most of the first volume of the plan. It's clearly an important document in the planning process, gives information about past goals, values, and what interests have motivated our planning choices to date.





## EDUCATION

### New York Institute of Technology

September 2003-May 2008

- Bachelor of Architecture - Completed May 2008
- Graduated Magna Cum Laude

## WORK EXPERIENCE

### Raven Olympia, WA *Owner and Operations Director*

October 2013 – Present

- Run daily operations including budgets, financing, sales, facilities, HR, compliance, and sales
- Raven is a small craft farm and enables me to spend a lot of time working on policy, legislative efforts, industry organizing around rule projects with state agencies, and other related matters that have given me opportunity to engage with a variety of government agencies to shape policy
- Drafted a bill with Rep. Laurie Dolan to create a legal definition for craft cannabis that is currently being considered in the Washington State House this upcoming legislative session
- Through that work I have been a part of building a network of organized craft farmers to bring issues of equity and economic fairness to the forefront of the conversation in Washington cannabis

### Hailey Development New York, NY *Operations Director*

June 2011-October 2013

- Managed operations for multiple large scale development projects in New York City
- Coordinated work on multiple projects with 100s of workers per site. Managed budgets, interfaced with architects, designers, owners, investors, vendors and contractors to produce successful outcomes
- Coordinated with city planning staff on permitting, zoning and other regulatory matters

### Poliform USA New York, NY *Project Manager*

June 2009-June 2011

- Project manager for a variety of custom furniture and architectural installations.
- Coordinated with our factory in Italy on design, execution, and logistics for all NYC area operations

### Kravitz Design New York, NY *Designer*

July 2006 - April 2009

- Worked on a variety of unique design projects globally. Design and project management for residential and commercial projects both in house and in as consultants for many large firms

## References

Laurie Dolan *Washington State Representative*

Contact: Laurie.Dolan@leg.wa.gov

Katherine Hoffman *Rules and policy Manager at WSLCB*

Contact: kathyhoffman80@hotmail.com

## Awards

Washington Sungrowers Industry Association – Outstanding Cannabis Advocate 2020

**Profile**

[Redacted]

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted] [Redacted]

Home Address Suite or Apt

[Redacted] [Redacted] [Redacted]

City State Postal Code

[Redacted] [Redacted]

Primary Phone Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Federal Government Attorney  
Occupation

[Redacted]

---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

## Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \*

---

Other

**If you choose "other" please write in your neighborhood here:**

---

South of Olympia High School within City Limits

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

### 1. Briefly describe why you wish to serve on this advisory committee.

---

I am eager to continue my work as a public servant. Until recently, I worked 20+ hours per week as an Army Reservist in addition to my full time civilian job. I have always wanted to get involved with local issues, but until recently could not do so due to my extensive time and travel demands. I retired from the Army Reserves in August 2020 and wish now to dedicate my time and abilities to city and county programs and challenges. I am willing to serve wherever there is a need.

Question applies to multiple boards

### 2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.

---

I excel at collaborating with others, weighing different perspectives, and developing written and oral proposals after thoroughly considering all relevant factors and competing recommendations. I am very comfortable and enjoy diving into new areas where I have little to no background or experience and quickly developing subject matter expertise. Most importantly, I think I would add great value as a member of the Planning Commission because I am experienced at conducting in-depth research, synthesizing large amounts of data, analyzing complex and multi-faceted issues, and providing well-reasoned and supported recommendations to decision-makers. Also, I care deeply about the full range of quality of life issues addressed by Olympia's Comprehensive Plan. I am willing and able to devote the time needed to make a positive impact.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

None until now due to the time and travel demands of my part-time Army Reserve career. I have supported my sons' participation in local youth baseball and soccer programs over the

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

History, Bachelor of Arts, Knox College, Illinois, 1983 Law, Juris Doctor, University of Illinois College of Law, 1991 Masters in Strategic Studies, United States Army War College, 2013

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

75

Question applies to multiple boards

**6. If you are not appointed to this committee at this time:**

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Heritage Commission Parks & Recreation Advisory Committee Home Fund Advisory Board

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*



Question applies to multiple boards

## 9. How did you learn about this advisory committee recruitment?

---

City Website; Email; Newspaper

 [Resume\\_2021.pdf](#)

Question applies to Planning Commission

## 10. In your own words, what is the role of an Olympia Planning Commissioner?

---

Acting within guidance from the Olympia City Counsel, Planning Commissioners develop in-depth proposals that support various aspects of the Comprehensive Plan. They also develop recommendations for periodic updates to the Comprehensive Plan in order to keep it relevant between major revisions. If selected, I would immediately become well-versed in all aspects of community planning in general along with Olympia's specific planning requirements, documents, programs and procedures, and objectives. Further, I would continuously strive to add value by working with other Commission members to create "out of the box" solutions for City Council consideration. I have learned from long experience that great ideas often come from unexpected sources and that no one individual or group has a monopoly on positive initiatives. I fully recognize and respect that the Planning Commission's mandate is to assist the City Council, our elected officials, in making decisions to benefit our city. Commissioners are advisors who provide the Council the information and input they need to make informed policy decisions.

Question applies to Planning Commission

## 11. What interests you most about community planning?

---

For anyone like me interested in Olympia's current and long-term welfare, I cannot think of a better way to become involved than as a member of the Planning Commission. Community planning affects literally every facet of quality of life in our city. As the name implies, the Comprehensive Plan really touches on almost everything residents care about—not only formal categories such as land use and transportation but also the very important intangible qualities that Olympians highly value. These include the importance of keeping a "small town" community feel as we grow and having a safe, comfortable and vibrant downtown which preserves its historic past and provides access to artistic venues, unique shops and restaurants, entertainment, and welcoming public spaces. No one wants haphazard growth; community planning, when properly undertaken and implemented, empowers us to take charge and create the Olympia that our residents so much desire and deserve. I fully recognize that while agreement on the overriding objectives may be relatively easy, finding common ground among the city's numerous interest groups to achieve those goals is often far more difficult. However, it is that very challenge--working within the guidance of the City Council to develop feasible and impactful proposals to create a better Olympia--that makes the Planning Commission so appealing. For me, selection as a member of the Planning Commission would be an opportunity to make a real impact on the City's future and the welfare of my neighbors, my family, and ultimately myself. I cannot think of a better place to serve.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

My skills and experience make me well-suited to serve on the Planning Commission. In addition to my answer to #2 above, I have worked on complex legislative initiatives at the federal level involving numerous and often competing interests. I can analyze requirements for coordination with other agencies and/or legal entities. I have reviewed extensive environmental documents, to include major Environmental Impact Statements involving the full range of federal environmental laws (e.g., Clean Water Act, Clean Air Act, etc.), and am familiar with the coordination required with federal and state regulatory agencies, tribal governments, and others when proposing actions with significant environmental impacts. I am very comfortable working with organizations and groups representing various perspectives and am able to elicit input and then develop clear, responsive, and defensible recommendations that address difficult problems with no easy solutions. I keep an open-mind while collecting information and am always willing to listen and learn from others. Generally, my goal is to learn as much as possible about our residents' priorities and concerns, the challenges Olympia faces over the next few decades, as well as potential solutions. I hope to gain an understanding of how the City operates, both internally and its relationship to the State and other outside organizations. If the opportunity becomes available, I am very interested in exploring initiatives to further city goals and policies through partnerships with local businesses and non-profit organizations.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I have attended meetings in which the Planning Commission briefed City Council members on findings and recommendations regarding changes to residential zoning as well as meetings in which the public have had opportunities to comment on those issues. I had Law School courses focused on legal issues involving governmental decisions with zoning, environmental, and natural resource impacts. I am considering applying for Evergreen University's Master in Public Administration with a focus in Public Policy.

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I have thoroughly read Olympia's Comprehensive Plan, Washington State's Growth Management Act, and various other references available via links on the City website. The Plan was developed with significant input from residents, business owners, non-profits and other local stakeholders and establishes the City's vision for development for approximately 20 years following approval. It provides policy objectives and guidance for future city actions involving a broad spectrum of issues impacting development and is nested in requirements established by the State's Growth Management Act. The Plan does not, in and of itself, require or proscribe specific city actions, but instead serves as the framework used to analyze specific city decisions. Because the Plan's scope is so far-reaching, it also drives many budgetary decisions and significantly influences municipal regulatory actions.



## SUMMARY OF QUALIFICATIONS

- **Successful Federal Government Leader**
  - 28+ years as an Active Duty and Reserve Army Officer serving in diverse assignments within the United States, Europe, and in Deployed Environments (Sarajevo 1998; Iraq 2009-2010; Qatar 2017-2018).
  - Retired Senior Military Officer (August 2020); culminating assignment managing 14 Army Reserve legal service commands located throughout the United States. Previous recent assignments include Supervisory Counsel to a major Army Reserve Command in California and Commander of a Joint Base Lewis McChord unit providing legal services to Soldiers and Families throughout the Pacific Northwest.
  - Employed from 2014 to present as Deputy Regional Supervisory Counsel, Office of Soldiers' Counsel, Joint Base Lewis McChord. Supervise attorneys and paralegals providing legal counseling and representation to Wounded, Ill, and Injured Soldiers at eleven Army installations throughout the Midwest and Western United States.
- **Superb Written and Oral Communicator**
  - Extensive experience preparing legal and non-legal documents to include communications to senior Department of Defense officials and proposed federal legislation.
  - Developed instructional materials and taught legal and non-legal topics to large and small audiences. Briefed senior military and civilian officials and advocated for individual clients in court and before administrative tribunals.
- **Versatile and Skilled Attorney and Planner**
  - Strong and consistent record of success serving in a wide variety of attorney positions to include criminal, administrative, environmental and labor law practices.
  - Planned, coordinated, and executed military training exercises, conferences, and other large-scale events.

## ATTRIBUTES

- **Skilled Problem Solver:** Adept at collaborating with others who have diverging opinions to analyze complex problems, develop and assess potential courses of action, and create concrete, focused, and responsive solutions.
- **Flexible Team Member/Decision Maker:** Comfortable working as a member of a team led by others or, as necessary, taking charge, leading initiatives, making decisions and taking responsibility for their outcomes.
- **Integrity:** Character matters. Truthful, respectful of others, and trustworthy. Strong proponent of civility in all public discourse.

## EDUCATION

- Master in Strategic Studies, United States Army War College, Carlisle Army Barracks, PA, 2013
- Juris Doctor, Law, University of Illinois College of Law, Urbana, IL, 1991
- Bachelor of Arts, History, Knox College, Galesburg, IL, 1983

\*Military and civilian employment records and evaluations available upon request.



Profile



First Name Middle Initial Last Name



Email Address



Home Address



City



Primary Phone

Question applies to multiple boards

Alternate Phone



Suite or Apt



State



Postal Code

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

When filed with the City, your application and attachment documents are public records and may be subject to public release.

VP/ Business Relationship Manager

Occupation



---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

Wilderness

**If you choose "other" please write in your neighborhood here:**

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

**1. Briefly describe why you wish to serve on this advisory committee.**

---

As a resident and business constituent I believe that proper planning of our Community is vital to the health and success

Question applies to multiple boards

**2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

---

I have over 30 years of residential and commercial real estate experience. I understand lending, zoning and also financial impact.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

I have served on the Board of Directors for BHR, Safeplace, The Visitor and Convention Bureau and currently Homes First. I have also been active in the ODA, Thurston EDC, Thurston County Chamber and South Sound Chamber.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

30 years banking experience

---



Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

As many as is needed

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Home Advisory Board

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

Facebook

---

Upload a Resume

Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

To help provide guidance with planning and development to achieve the City's goals.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

As a long term citizen I want to help be a part of growing our beautiful city, while maintaining its unique charm.

Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

Real Estate lending and project development. Economic development, and community development.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

No

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

As a former Board President of the Visitor and Convention Bureau I used to be very involved with the local municipalities in discussions of the vision of growth and development in Thurston County. I have over the years read various plans in regards to the City's Comprehensive Plan. If I am afforded the opportunity to be on the Commission I would take a deep dive into the plan and educate myself as much as possible.

---

**Profile**[REDACTED]  
First Name

Middle Initial

Last Name

[REDACTED]  
Email Address[REDACTED]  
Home Address[REDACTED]  
Suite or Apt[REDACTED]  
City[REDACTED]  
State[REDACTED]  
Postal Code[REDACTED]  
Primary Phone[REDACTED]  
Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, [sgrisham@ci.olympia.wa.us](mailto:sgrisham@ci.olympia.wa.us)

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

**Student**Occupation  
[REDACTED]

---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

## Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \*

---

Other

**If you choose "other" please write in your neighborhood here:**

---

Evergreen Park Drive

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

### 1. Briefly describe why you wish to serve on this advisory committee.

---

I would to serve on the Planning Commission for two reasons. First, I would like to become more active in the the community by a means of public service. I other words, I feel it is my responsibility to give to the community through service. Local government, in many ways, the way in most people gain faith in their democracy, as local government effects the community direct. Second, I want to learn from a team of other advisors what it means to them and to community, what it means to be apart of development process. Given this opportunity, I will strive to assist and help realize plans and projects for which the community can say included their opinions and views. I feel this way because the mind of a good student is to listen to the wisdom that comes from community feedback, and ideals. I believe that first the focus on community service and second the mind a student can only help build solutions.

Question applies to multiple boards

### 2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.

---

I've had the opportunity, in recent history, to work within the Evergreen State College's 'Big Bets process for well over a year and half. I have been apart of three committees over this period: the general model building process, the 'schools' development group, and the Standing Committee on the Curriculum. Within all three of these groups, I been able development general rules for model development, the development of my own model and co-development of two other models, and the development of three major changes to the faculty union. Specially this environment has allowed me the opportunity to quickly learn the 'inside baseball' terms between Deans, faculty, and staff. This opportunity also allowed me to learn about the committee process for approval and development hands on.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

I want to be as honest as possible, as a full time student and full time worker my experience has been that of the working-class. Because of this I have not had the opportunities many 9-5 jobs have afforded. Most of my experience, as a result, has been at Evergreen where my active committee work has provided an educational experience in how that process works. If I am not accepted for this position, after I graduate in spring (and start the MPA program in the spring,) I will hope to expand on this experience as much as I can.

Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

Upper Valley Career Center - 2010- 2012 - Microsoft Certified IT Program - Piqua, Ohio Horry-Georgetown Community College - 2015 - General Studies - Conway, SC Evergreen State College - 2017-2021 - UG: Political History with a concentration in Policy - Olympia, WA Evergreen State College - 2021-Current - MPA - Olympia, WA

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

30-40

Question applies to multiple boards

6. If you are not appointed to this committee at this time:

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

Reddit Posting

[Resume.docx](#)

Upload a Resume

Question applies to Planning Commission

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

In short, to develop land usage plans with the needs and expectations of both the public community and the city government. In other words, the Olympia Planning Commission are volunteers that dedicate time to hearing out the public and developing out that feedback solutions to present to the city government. They are not managers or decision makers, they are greater Olympia's democratic voice organized.

Question applies to Planning Commission

**11. What interests you most about community planning?**

---

I find community planning to be a process of pedagogy development. What I mean by this is a learning process. For whom? Everyone in the community: every age, gender performance, sex, ethnicity, and background. The intersectionality of language development that makes what Foucault called biopower - power in members of the community that can either partake in or not. Community planning, to me, begins with what makes the community, who's involved, and unfortunately who is not. That is why I find community planning an interest to me. How can improve participation in the this process and how do we ensure more voices?



Question applies to Planning Commission

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

A few skills you might find of importance to the Planning Commission is my openness to new ideas, conscientiousness, and optimism for looking forward and not backwards. I want to learn from this process, as every person provides an opportunity to learn more from the community. Those nuances that people bring from their personal experiences that make a community more diverse. Good community involvement is a two way street and my focus in communicating will be center to this process. A solid dedication requires a keen focus on working thoroughly. Lastly, I'm generally a very positive person, who believes in the ideal 'good government;' a utopia of democratic progress, the city on the hill, or a place of betterment. In non-philosophical terms, much of the world today is a negative space, I believe in applying positive action. If I am accepted, I would like to learn more about urban planning and development. My educational background has provided me a liberal (in the educational classical sense of the word) education in an interdisciplinary scope and scale. Unfortunately that education did not include much on urban growth. I have had many many questions about that process and would love to learn more beyond the likes of Jane Jacobs, and other such writers.

Question applies to Planning Commission

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

I will take a short course in local planning regardless of acceptance. I have read the OPC working plan and have attended meetings.

Question applies to Planning Commission

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I have read parts of the plans in the past. My interpretation of the City's Comprehensive Plan is that the plans are the general rules and structure of government development in Olympia. The document is a living document that changes over time from either committee, public, or City Council suggested amendments. It is a very important document as it states where the city plans to development is forward going model.



## 10-Year Résumé

### Marathon – Sidney, OH

- o Sales  
March 2011 - May 2012

### Just Ask Hal – North Myrtle Beach, SC

- o IT Internship  
August 2012 - January 2014

### New Bridge – Myrtle Beach, SC

- o IT Sales  
February 2014 - January 2015

### Bernie Sanders 2016 – South Carolina Primary

- o Office Assistant Internship  
DNC database, GOTV, Voter supply & National Campaign Connect.  
September 2015 - April 2016

### Coastal Retailers LLC - Myrtle Beach, SC

- o Operations Manager  
Retail Operations, Web sales, Hatter Design & Reorder Supply.  
January 2015 - November 2016

### Westfield South Center - Tukwila, WA

- o Security Guard  
Dispatch, Interior & Exterior  
January 2017 – May 2019

### NWCS – Olympia, WA

- o Security Guard  
May 2019– Current

### Committee to Elect Rory 2020 – Olympia, WA

- o Co-Chair  
August 2019- February 2020

### Rory Summerson for Thurston County Commissioner 2020– Olympia, WA

- o Campaign Manager  
November 2019- August 2020

### Evergreen State College – Olympia, WA

- o Committee Member
- o New Directions: Academic Development Group, Schools Development Group, & SCC
- o August 2019 - Current

## Education:

- 
- 
- Upper Valley JVS - Piqua, OH
    - Information Technology  
2010 - 2012
  - Horry Georgetown Technical College - Conway, SC
    - General Studies  
2014 – 2015
  - Evergreen State College - Olympia, WA
    - BA – Emphasis in History and Policy  
2017 – 2021
  - Evergreen State College - Olympia, WA
    - MPA – Public Policy  
2021- Current

Other:

- BSA – Sidney, OH
  - Eagle Scout  
2011

**Profile**

[Redacted]

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

[Redacted]

[Redacted]

City

State

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Question applies to multiple boards

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

Three absences from meetings in a year may result in removal from an advisory board.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, sgrisham@ci.olympia.wa.us

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

**The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.**

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

Policy Connector at the Health Care Authority

Occupation

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

Planning Commission: Submitted

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

[Redacted]

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

South Westside Olympia

**If you choose "other" please write in your neighborhood here:**

---

---

**Interests & Experiences**

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

**1. Briefly describe why you wish to serve on this advisory committee.**

---

As a resident of Olympia and a strong believer in the magic of our city, I am motivated to apply for the vacant position on the Planning Commission. I have vital skills and expertise to offer during these intense and unprecedented times, and feel a strong sense of civic duty and a desire to give back to the city that has given so much to me. Olympia has much to offer its residents and visitors already, and, I see a very important opportunity coming up with the re-opening of the comprehensive plan. Much has been learned and brought to light in the last few years, and we have so much to do to strategically plan for the future. I would be honored to "roll up my sleeves" and work hard to make this process one that could catalyze needed progress in Olympia, and create a more vital and equitable city for all.

Question applies to multiple boards

**2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.**

---

I have several skills that make me a key choice for a Planning Commission appointment: I have 8 years of experience in managing people, projects, and programs in service to others. As health center manager at Planned Parenthood, I moved critical projects forward, managed budgets, and worked to best meet the needs of those we served. With the Washington State Health Care Authority (HCA), I develop and implement policies and programs to better serve Washington's most vulnerable residents, working through layers of complexity toward better outcomes for all. Additionally, I have an educational background in Public Health and Social Work. This education has proved instrumental in my understanding of state and local government, critical issues such as homelessness, mental health and addiction, principles of finance and economics, and the impact of environmental policies on people and their well-being. I also have an innate ability to thoughtfully analyze information and voice my thoughts clearly and articulately. I am not afraid to have a respectfully dissenting opinion, to appropriately research issues before proceeding, and when necessary, to make a decision with limited information. And, I have strong facilitation skills and experience in public engagement. In my current role, I work closely with many different organizations at the local, state, and federal levels. I also have participated in roundtables with Washington's Indian tribes, as well as in public forums, public engagement, and other feedback processes through my tenure with HCA.

Question applies to multiple boards

**3. Describe your involvement in the Olympia community.**

---

I consider myself to be an involved Olympia resident. I am engaged in my local community, I know my neighbors, support local businesses, and volunteer in the community to support events, non-profits, and community needs. For example, I have participated in clothing and food drives with my place of employment and worship, and participate in local stewardship events with the Olympia Mountaineers.



Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

I currently work as a Policy Connector with the Washington State Health Care Authority. My team and I work on projects that seek to transform the health system to take better and more equitable care of people and their families. We work on projects related to whole-person care, health equity, and connecting the social determinants of health (housing, employment, healthy food, etc.) to the clinical delivery system. My employment background also includes six years at Planned Parenthood, where I was a health center manager for three of those years. I have a masters degree in public health and a masters degree in social work, both from Boston University. My undergraduate degree is in art history.

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

20-30, more if needed

Question applies to multiple boards

**6. If you are not appointed to this committee at this time:**

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Arts Commission, Parks and Recreation (Though, I believe my talents and skills would be best used on the Planning Commission).

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*



Question applies to multiple boards

## 9. How did you learn about this advisory committee recruitment?

---

Word of mouth

[Resume for \[REDACTED\].11-2020.docx](#)

Upload a Resume

Question applies to Planning Commission

## 10. In your own words, what is the role of an Olympia Planning Commissioner?

---

It is my understanding that individuals on the Planning Commission work to support the City Council and Olympia as a whole. They do this by meeting to discuss and work on various issues and recommendations that are important to city planning, as well as having the important task of following and revising the Comprehensive Plan. The Comp Plan is a strategic planning document that serves as the vision for the city, with many different areas of focus. Commissioners work hard to understand city issues, study and develop recommendations for the City Council, and work to move city progress forward.

Question applies to Planning Commission

## 11. What interests you most about community planning?

---

Thoughtful and inclusive long-term planning is critical to maintaining a city that is vital, equitable, and supports all of its residents. Without this kind of planning, cities are forced to be reactive to issues, and often do not have the right structures in place to reach their goals. I am most interested in the equity issues that have become more visible through the COVID-19 pandemic, especially those around systemic and structural racism. How do we create a just and equitable city that is safe and supportive to BIPOC folks? I believe that city planning is essential to that question, and I know we have the power to make things better.

Question applies to Planning Commission

## 12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?

---

As I described in much more detail above, I bring skills in policy development, health equity and social justice, management, research and planning, facilitation, and community engagement. I would like to learn additional skills in city planning, strategic planning, zoning and regulation information, and general city government structures. I also would like to learn more about Olympia, and work to learn what could help to make our city better and more supportive to everyone.

Question applies to Planning Commission

## 13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?

---

I have not. However, through my work in innovative health policy, I know what it is like to be thrown into new systems and structures. I also understand the importance of taking the time to read background information and work to understand and study relevant content. I am fully prepared to continually take on this background work in order to provide value to the Planning Commission.



**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

The Comprehensive Plan is the city's strategic vision document. Through its many chapters, elements and goals are laid out to manage and plan for the growth and future of Olympia in strategic ways. Some of these are more concrete, such as plans for capital projects, etc., and others are more abstract, such as encouragement to use creative problem solving to inform and develop processes. The Comprehensive Plan is thoroughly updated every ten years, but each year has a process for plan amendments. The Plan relates to city planning by being the full guidance document that is used to support city direction, growth, goals, and values.







## PROFILE

---

Policy professional dedicated to inclusive and efficient implementation of community resilience and transformation activities. My areas of interest include developing and maintaining effective processes, balancing innovation and day-to-day operations, and attention to cultural humility and underserved communities. My skillset includes relationship building, project and program management, rapid and thoughtful analysis, and group facilitation.

## EDUCATION

---

- Boston University School of Public Health, MPH** **September 2010 – May 2012**  
Master of Public Health, emphasis in maternal and child health
- Boston University School of Social Work, MSW** **September 2009 – May 2011**  
Master of Social Work, emphasis in clinical social work
- University of New Mexico, BAFA** **August 2003-May 2006**  
Bachelor of Arts in Fine Arts, art history major  
*Golden Key Honor Society, Phi Kappa Phi Honor Society*

## EXPERIENCE

---

- Washington State Health Care Authority (Olympia, WA)**
- Policy Connector* **January 2016 - Present**
- Develop and implement statewide Medicaid policy focused on health improvement, social determinants of health, and health equity, primarily through the [Medicaid Transformation 1115 waiver demonstration](#)
  - Work on COVID-19 response activities, including facilitation and logistics of personal protective equipment (PPE) distribution
  - Work across teams to achieve progress, mitigate risk, and engage with stakeholders and the general public, including Washington’s Accountable Communities of Health (ACHs)
  - Communicate and liaise with federal agencies, the Washington State Legislature, community organizations, providers, and the public
  - Develop, plan, and coordinate events, including the annual [Learning Symposium](#)
- State Innovation Model grant Project Director* **January 2016 - January 2019**
- Led cross-team and external strategic planning efforts to ensure a coordinated vision for future work
  - Liaised with partner agencies and organizations for alignment, risk mitigation, and bi-directional communication, as well as managed multi-million-dollar interagency agreements with other state agencies

- Acted as primary contact to the Center for Medicare and Medicaid Services for innovation grant management and compliance, as well as partner federal agencies for technical assistance
- Planned and coordinated external events for health system partners and providers

**Planned Parenthood of the Great Northwest (Seattle, WA)**

*Health Center Manager II*

**February 2013 – December 2015**

- Managed daily operations of two mid-size health centers, offering a range of reproductive health services
- Maintained financial viability of health centers by monitoring revenue, achieving metric goals, and managing costs, as well as participating in fiscal year budget creation
- Supervised both administrative and medical staff through training, change management, and constructive coaching
- Led the team in the implementation of several new technologies, including an online patient portal, online appointment scheduling, and online video visits

*Patient Care Team Lead*

**September 2012 – February 2013**

- Maintained health center efficiency and flow
- Provided both medical and administrative support
- Led the team in implementing new initiatives as directed by health center manager

**Strong Families Strong Forces Project (Boston University, Boston, MA)**

*Research Assistant*

**August 2011-June 2012**

- Department of Defense funded research project supporting military families in re-entry from deployment
- Provided home-based clinical social work in a short-term program
- Collected data according to study methods so program efficacy could be determined

**Advanced Fetal Care Center, Boston Children’s Hospital (Boston, MA)**

*Social Work Intern*

**August 2010-May 2011**

- Provided therapy and case-management to families facing a fetal diagnosis
- Provided consult for interdisciplinary medical teams regarding patient needs
- Created written materials to help families cope with difficult decisions and find resources

**Women’s Lunch Place (Boston, MA)**

*Shelter Advocate (Social Work Intern)*

**August 2009-May 2010**

- Provided advocacy for poor and homeless women
- Ran the Media Center where women could use electronic resources to help in their housing and job search

**Past to Present Study (Boston University, Boston, MA)**

*Project Coordinator*

**August 2009-August 2011**

- Study on the link between childhood trauma and adolescent substance abuse
- Created web-based data-collection instrument using Qualtrics™
- Created and implemented recruitment strategies for participants
- Supervised undergraduate Work Study students in collecting and managing study data

**Planned Parenthood of Western Washington (Seattle, WA)**

*Nurse's Station Team Lead*

**June 2008-July 2009**

- Provided counseling and support to patients
- Coordinated abnormal result follow-up
- Reported vital statistics to Washington State Department of Health

*Patient Care Coordinator*

**June 2006-June 2008**

- Provided administrative and medical support in a reproductive health environment
- Performed phlebotomy and ultrasound services

**AWARDS AND SCHOLARSHIPS**

---

**Boston University Carl D'Ettore Memorial Prize - 2011**

Awarded annually to an outstanding social work practice graduate with a health care emphasis

**NARAL Pro-Choice New Mexico Pass the Torch Award - 2006**

Presented annually to a young person with demonstrated commitment to reproductive justice

**PUBLICATIONS**

---

Conference Paper for the American Public Health Association (APHA) Annual Meeting

Ross, A., Evans, E., Kreida, E., Wennerstrom, B., Paris, R., & DeVoe, E. (October 2012).

Implications for engagement and retention of home-based service delivery for military families: The Strong Families Strong Forces program. Paper Presented at 140st APHA Annual Meeting and Exposition.

**TECHNICAL PROFICIENCIES/CERTIFICATIONS**

---

Former certified In-Person Assister (IPA) with the Washington Health Benefit Exchange

Former licensed professional social worker (State of Massachusetts)

**Profile**

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Suite or Apt

State

Postal Code

Primary Phone

Alternate Phone

Question applies to multiple boards

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

Committee activities may include study of critical issues, hearing public testimony, independent research, and reviewing staff reports and recommendations - all of which is intended so that the committee is prepared to discuss, formulate, and forward well-developed, thoughtful recommendations to the City Council in a timely manner.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory board appointments.

To reduce barriers to community member participation, beginning April 1, 2021, the City will offer stipends of \$25 per meeting attended to Advisory Committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

Applications are accepted for the calendar year only. The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources.

Questions? Contact Susan Grisham, Executive Assistant, 360.753.8244, [sgrisham@ci.olympia.wa.us](mailto:sgrisham@ci.olympia.wa.us)

If you saved or submitted an application and did not receive a confirmation, please check your spam folder.

*When filed with the City, your application and attachment documents are public records and may be subject to public release.*

GIS Supervisor

Occupation

---

## Which Boards would you like to apply for?

---

Planning Commission: Submitted

---

Question applies to multiple boards

**If you applied for multiple boards or commissions, please rank them in order of interest below.**

---

**Select Your Neighborhood (you must live within Olympia City limits to serve on a board or commission) \***

---

Governor Stevens

**If you choose "other" please write in your neighborhood here:**

---

---

## Interests & Experiences

Question applies to multiple boards

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. Olympia residency is not required; however, it is a primary consideration. You may attach a resume.

Question applies to multiple boards

### 1. Briefly describe why you wish to serve on this advisory committee.

---

I seek to participate on the planning commission as a means of contributing my professional expertise in the public utility industry in a personal capacity to contribute to the decision-making processes of building a community that is welcoming, equitable, and sustainable.

Question applies to multiple boards

### 2. Describe your experience, qualifications, and/or skills which would benefit this advisory committee.

---

I am the GIS Supervisor at a local Public Utility District that provides electric and telecommunication services. I oversee the as-built information system for a utility with 33,000+ meters and 3,000+ miles of conductor. I am engaged in the leadership structure at the utility contributing research, recommendations, and my individual perspective to department heads, general manager, and elected officials as it relates to capitol planning, policy development, and requests for proposals. I participate on the Technology Steering Committee and am active in the long-term planning of enterprise software use. I am also engaged in the Broadband Action Team which is engages district members and staff in developing a long-term telecommunications strategy for the district. I would be enthusiastic to contribute my subject matter expertise in public policy, business models, rate designs, and utility technology to this planning commission.


Question applies to multiple boards

### 3. Describe your involvement in the Olympia community.

---

I am an active member with the Friends of Capitol Forest and am dedicated to making Capitol Forest and the South Puget Sound a premier mountain biking destination. I participate in park clean up and invasive species removal work parties with the City of Olympia Park Steward of my neighborhood park.

---



Question applies to multiple boards

**4. List your educational and professional background and area of study.**

---

I received a B.A. in Environmental Ethics and Policy from the University of Portland and a Graduate Certificate in Geographic Information Systems from Portland State University. I have a 10+ years experience working in Public Power, Public Works at a Municipal level, and with State Park agencies.

Question applies to multiple boards

**5. Appointment to this committee will require your attendance at evening meetings. How many hours per month are you willing to commit as a volunteer?**

---

6-10

Question applies to multiple boards

**6. If you are not appointed to this committee at this time:**

Question applies to multiple boards

**6a. Do you wish to be considered for appointment to another advisory committee?**

---

Yes  No

Question applies to multiple boards

**6b. Do you wish to be considered for future appointment to this committee?**

---

Yes  No

Question applies to multiple boards

**6c. Would you be willing to volunteer for other City activities?**

---

Yes  No

Question applies to multiple boards

**If you answered yes to 6a, please identify what other Advisory Committees you would be interested in being considered for in order of interest.**

---

Utility Advisory Committee, Parks and Recreation Advisory Committee

Question applies to multiple boards

**7. Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

---

Yes  No

Question applies to multiple boards

**8. Citizens appointed to advisory committees are assigned and required to use a City email address for all advisory committee business.**

---

**Do you agree to comply with this expectation?**

---

I Agree \*

Question applies to multiple boards

**9. How did you learn about this advisory committee recruitment?**

---

The Olympian



Question applies to Planning Commission

---

**10. In your own words, what is the role of an Olympia Planning Commissioner?**

---

To review, research, apply, and make recommendations to Council members on policy decisions as they relate to the City's comprehensive land-use plan and long-term development of the City of Olympia. I believe duties would include working with staff to review City of Olympia codes and policies on a routine basis, participate in public hearings, and make recommendations to Council members. A planning commissioner is asked to bring the community's perspective on these issues to the Council members and be responsive to changing social and economic needs.

Question applies to Planning Commission

---

**11. What interests you most about community planning?**

---

I am interested in community planning because it relates to the growth and develop of the social, environmental, and economic well-being of the City of Olympia. I want to participate in the conversation and decision-making processes for land-use zoning and long-term planning for the City of Olympia. I believe that policy review, public forum, and long-range planning is necessary to achieve strategic initiatives and goals for a community-oriented city. We are living in unprecedented times of economic and social inequality, global climate change, and population growth and land use planning is a key component in the addressing these issues.

Question applies to Planning Commission

---

**12. What skills would you bring to the work of the Planning Commission and what do you hope to learn?**

---

As a career professional in a public utility, I offer transferrable experience with utility technology and soup to nuts policy development, implementation, and tracking. I hope to learn how the City adapts strategic initiatives, capitol planning, and risk mitigation in an unprecedented time of social, economic, and environmental distress. I am interested in the changes in zoning the city is using to address affordable housing and economic development. I am curious about the multifaceted approach the city is pursuing to adapt to climate change through zoning, planning, and capitol investments. I want to bring my enthusiasm for problem solving to this commission.

Question applies to Planning Commission

---

**13. Have you ever taken a Short Course in Local Planning, read an OPC packet or attended a meeting?**

---

No


Question applies to Planning Commission

---

**14. What is your knowledge of the City's Comprehensive Plan and how it relates to planning?**

---

I am generally aware that the City's Comprehensive Plan is reflective of the community's values and vision for the future of land use and economic development of Olympia. It is effectively the guide on how the City expects to manage grow. It lays the foundation for goals and policies at a high level to guide the actions of for the City and staff to pursue. It provides context and history on how the City has become what it is today and describes the values, initiatives, and goals for planning what it wants to be in 20 years.







## PROFESSIONAL SUMMARY

**GIS Supervisor** - Engaged with everything I appreciate: activities, adventure, and people.

- Project Oriented - handle matters with great care, diligent preparation, and focused implementation.
- Problem solver concentrating on solutions, analyzing, and identifying possible options and obstacles.
- Purposefully surrounded by organizations and projects focused on developing a collective impact.

## EDUCATION

B.A. Environmental Policy, Spanish

*University of Portland, 2010*

Graduate Certificate, Geographic Information Systems (GIS)

*Portland State University, March 2014*

## PROFESSIONAL EXPERIENCE

### GIS and Information Technology

- Five years of supervisory and system administration experience of the ESRI software platform on an enterprise SDE database for desktop, mobile, and web-based GIS services.
- IT support including installations, updates, license management for software programs, as well as administering users and system privileges across software and web-based applications
- Design, develop and maintain tabular and geospatial data across a variety of software applications including, PostgreSQL, Microsoft Access, SQL Server, Customer Information Systems, and the ESRI software platform.
- Provide high-level GIS technical support, analysis, training, and assistance across multiple departments in a wide range of analytical and data editing functions.
- Demonstrated knowledge of maintaining and editing GIS databases and using geoprocessing tools for spatial analysis and reporting.

### Project and Partnership Management

- Innovative and creative individual experienced in implementing new software, technology, and workflows across an enterprise while supervising system data and daily use of technical staff.
- Excellent public speaking to audiences of staff, industry professionals, board of directors, and elected officials.
- Proven written and verbal communication skills translating complex technical information to diverse audiences.

### Public Utilities

- Deep working knowledge of local government with GIS expertise that has been developed through professional experience in non-profit, municipal, regional agencies
- Strong education, training, and boots on the ground understanding of how public utilities deliver, maintain, update infrastructure and the financial models that are deployed to cover the cost of business and mandates.
- Procedural experience with budgeting, coordinating, and implementing requests for proposals, working with technology steering committees, and managing professional relationships with external stakeholders

### Leadership and Ethics

- Ethical and honest, focused on doing the right thing, providing accountability and truthful communications.
- Team oriented professional, treats employees and customers with respect and kindness.

## WORK HISTORY

Lewis County Public Utility District – GIS Supervisor

2014-Present

Friends of Capitol Forest – Member / Mountain Biker

2014-Present

Previous Agency Experience:

Oregon City Public Works, West Multnomah Soil and Water Conservation District, Oregon State Parks