
Profile

Micah _____ S _____ Sherman _____
 First Name Middle Initial Last Name

shermanmicah@gmail.com _____
 Email Address

313 Quince St NE _____
 Home Address Suite or Apt

Olympia _____ WA _____ 98506 _____
 City State Postal Code

Home: (917) 703-0621 _____
 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.

Self employed _____
 Occupation

Micah S Sherman

Which Boards would you like to apply for?

None Selected

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) *

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

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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

Micah S Sherman

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.

Micah Sherman
313 Quince St NE
Olympia WA, 98506
917-703-0621
shermanmicah@gmail.com

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

Bonnie

First Name

Wennerstrom

Last Name

bonniewenn@gmail.com

Email Address

819 Midway Ave NW

Home Address

Suite or Apt

Olympia

City

WA

State

98502

Postal Code

Home: (206) 384-3688

Primary Phone

Alternate Phone

Question applies to multiple boards

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Policy Connector at the Health
Care Authority

Occupation

Bonnie Wennerstrom

Which Boards would you like to apply for?

None Selected

Question applies to multiple boards

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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

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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

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Yes No

Question applies to multiple boards

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I Agree *

Question applies to multiple boards

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

Word of mouth

[Resume_for_Bonnie_Wennerstrom_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.

Question applies to 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.

BONNIE WENNERSTROM, MSW, MPH

819 Midway St. NW, Olympia, WA 98502

206.384.3688 | bonniewenn@gmail.com

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 **2016 - January 2019**

January

- 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

Tracey

First Name

E

Middle Initial

Carlos

Last Name

tracey.e.carlos@gmail.com

Email Address

801 Lilly Rd NE Apt 234

Home Address

Suite or Apt

Olympia

City

WA

State

98506

Postal Code

Mobile: (360) 489-8299

Primary Phone

Alternate Phone

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Claim Processor

Occupation

Tracey E Carlos

Which Boards would you like to apply for?

None Selected

Question applies to multiple boards

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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

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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 unequitable 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 Committiees 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

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Yes No

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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 Tracey Carlos 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.

Tracey E Carlos
801 Lilly Rd NE, Apt 234, Olympia, WA 98506
tracey.e.carlos@gmail.com 360-489-8299

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