CONSENT AGENDA
FEBRUARY 16, 2012

IDAHO DIVISION OF VOCATIONAL REHABILITATION

SUBJECT
Idaho Division of Vocational Rehabilitation (IDVR) Advisory Council Appointment

APPLICABLE STATUTE, RULE, OR POLICY
Federal Regulations 34 CFR§361.

BACKGROUND/DISCUSSION
Federal Regulations (34 CFR §361.17), set out the requirements for the State Rehabilitation Council, including the appointment and composition of the Council.

The members of the Council must be appointed by the Governor or, in the case of a State that, under State law, vests authority for the administration to an entity other than the Governor, the chief officer of that entity. Section 33-2303, Idaho code designates the State Board for Professional-Technical Education as that entity.

Further federal regulations establish that the Council must be composed of at least fifteen (15) members, including:

i. At least one representative of the Statewide Independent Living Council, who must be the chairperson or other designee of the Statewide Independent Living Council;

ii. At least one representative of a parent training and information center established pursuant to section 682(a) of the Individuals with Disabilities Education Act;

iii. At least one representative of the Client Assistance Program established under 34 CFR part 370, who must be the director of or other individual recommended by the Client Assistance Program;

iv. At least one qualified vocational rehabilitation counselor with knowledge of and experience with vocational rehabilitation programs who serves as an ex officio, nonvoting member of the Council if employed by the designated State agency;

v. At least one representative of community rehabilitation program service providers;

vi. Four representatives of business, industry, and labor;

vii. Representatives of disability groups that include a cross section of (A) Individuals with physical, cognitive, sensory, and mental disabilities; and (B) Representatives of individuals with disabilities who have difficulty representing themselves or are unable due to their disabilities to represent themselves;

viii. Current or former applicants for, or recipients of, vocational rehabilitation services;
ix. In a State in which one or more projects are carried out under section 121 of the Act (American Indian Vocational Rehabilitation Services), at least one representative of the directors of the projects;

x. At least one representative of the State educational agency responsible for the public education of students with disabilities who are eligible to receive services under this part and part B of the Individuals with Disabilities Education Act;

xi. At least one representative of the State workforce investment board; and

xii. The director of the designated State unit as an ex officio, nonvoting member of the Council.

Additionally, Federal Regulation specify that a majority of the council members must be individuals with disabilities who meet the requirements of 34 CFR §361.5(b)(29) and are not employed by the designated State unit. Depending on the seat being filled members are appointed for a term of no more than three (3) years, and each member of the Council, may serve for not more than two consecutive full terms. A member appointed to fill a vacancy occurring prior to the end of the term must be appointed for the remainder of the predecessor's term. A vacancy in membership of the Council must be filled in the same manner as the original appointment, except the appointing authority may delegate the authority to fill that vacancy to the remaining members of the Council after making the original appointment.

The Council currently has seven (7) nominations for appointment. The Council is requesting the Board to appoint: Lonnie Pitt as a representative for former applicants or recipients; Dina Flores-Brewer as a Client Assistance Program representative to replace Corinna Stiles who resigned; Don Alveshere as the Administrator of the Idaho Division of Vocational Rehabilitation as an ex-officio, nonvoting member; James W. Smith as a representative for disability advocacy groups; Robbi Barrutia as the representative for the State Independent Living Council; and Angela Sperry and Jennifer Hoppins as representatives for business, industry and labor. In addition to these seven (7) appointments the Council is requesting that Jim Solem be moved from the representation for the Statewide Independent Living Council (SILC) to a representative for Disability Advocacy groups, as he is no longer a SILC member.

IMPACT
Approval of the above seven (7) nominations will bring the IDVR Advisory Council membership to a total of twenty one (21) and will fill all of the minimum positions on the council. In June of this year we have seven (7) members whose terms will be expiring.
CONSENT AGENDA  
FEBRUARY 16, 2012

ATTACHMENTS
Attachment 1 – Current Council Membership  Page 5
Attachment 2 – Lonnie Pitt  Page 6
Attachment 3 – Dina Flores-Brewer  Page 7
Attachment 4 – Don Alveshere  Page 9
Attachment 5 – James W. Smith  Page 11
Attachment 6 – Robbi Barrutia  Page 17
Attachment 7 – Angela Sperry  Page 20
Attachment 8 – Jennifer Hoppins  Page 23

BOARD ACTION
I move to approve the appointment of Lonnie Pitt to the Vocational Rehabilitation State Rehabilitation Council as a representative for former applicants or recipients for a term of three years effective July 1, 2012 through June 30, 2015.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____

I move to approve the appointment of Dina Flores-Brewer to the Vocational Rehabilitation State Rehabilitation Council as the client assistance representative for a term of three years effective immediately.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____

I move to approve the appointment of Don Alveshere to the Vocational Rehabilitation State Rehabilitation Council in the ex-officio capacity as the Administrator for the Division of Vocational Rehabilitation.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____

I move to approve the appointment of James W. Smith to the Vocational Rehabilitation State Rehabilitation Council as a disability advocacy representative for a term of three years effective July 1, 2012 through June 30, 2015.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____
I move to approve the appointment of Robbi Barrutia to the Vocational Rehabilitation Advisory Council as the State Independent Living Council representative effective immediately through June 30, 2013.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____

I move to approve the appointment of Angela Sperry to the Vocational Rehabilitation Advisory Council as a representative for business, industry and labor for a term of three years effective July 1, 2012 through June 30, 2015.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____

I move to approve the appointment of Jennifer Hoppins to the Vocational Rehabilitation State Rehabilitation Council as a representative for business, industry and labor for a term of three years effective July 1, 2012 through June 30, 2015.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____

I move to approve the change of representation for James Solem to the position as a representative for Disability Advocacy groups on the State Rehabilitation Council for the remainder of his term which ends June 30, 2013. This change will be effective immediately.

Moved by ___________ Seconded by ___________ Carried Yes_____ No_____
### State Rehabilitation Council Membership by Representation

<table>
<thead>
<tr>
<th>Members Shall Represent:</th>
<th>Number of Representatives Required</th>
<th>Name</th>
<th>Term</th>
<th>Maximum Terms Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Former Applicant or Recipient</td>
<td>Minimum 1</td>
<td>Chris Bergmann</td>
<td>6/24/2012</td>
<td>2</td>
</tr>
<tr>
<td>Parent Training &amp; Information Center Program</td>
<td>Minimum 1</td>
<td>Vacant</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Client Assistant Program</td>
<td>Minimum 1</td>
<td>Corinna Stiles-</td>
<td>6/24/2012</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>resigned</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VR Counselor</td>
<td>Minimum 1</td>
<td>Roxanne Egeland</td>
<td>6/24/2012</td>
<td>1</td>
</tr>
<tr>
<td>Community Rehabilitation Program</td>
<td>Minimum 1</td>
<td>Russ Doumas</td>
<td>6/24/2012</td>
<td>2</td>
</tr>
<tr>
<td>Business, Industry and Labor</td>
<td>Minimum 4</td>
<td>Arnold Cantu</td>
<td>6/30/2014</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Gordon Simpson</td>
<td>6/30/2014</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vacant</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rachel Damewood</td>
<td>6/30/2014</td>
<td></td>
</tr>
<tr>
<td>Disability Advocacy groups</td>
<td>Minimum or maximum</td>
<td>Sean Burlile</td>
<td>6/24/2012</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Terry Thomas</td>
<td>6/24/2012</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Kathy Buswell</td>
<td>6/30/2014</td>
<td>2</td>
</tr>
<tr>
<td>State Independent Living Council</td>
<td>Minimum 1</td>
<td>James Solem-</td>
<td>6/24/2013</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>resigned from SILC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Department of Education</td>
<td>Minimum 1</td>
<td>Irene Vogel</td>
<td>6/30/2014</td>
<td>1</td>
</tr>
<tr>
<td>Director of Vocational Rehabilitation</td>
<td>Minimum 1</td>
<td>Don Alvhere</td>
<td></td>
<td>No Limit</td>
</tr>
<tr>
<td>Idaho's Native American Tribes</td>
<td>Minimum 1</td>
<td>Ramona Medicine Horse</td>
<td>6/30/2014</td>
<td>No Limit</td>
</tr>
<tr>
<td></td>
<td></td>
<td>David Miles</td>
<td>6/30/2014</td>
<td></td>
</tr>
<tr>
<td>Workforce Development Council</td>
<td>Minimum 1</td>
<td>Tom Hally</td>
<td>6/24/2012</td>
<td>2</td>
</tr>
<tr>
<td>By Order of the SBOE 8/2011</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>last updated Nov 9, 2011</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
June 28, 2010

Jacque Truax, Administrative Assistant
Idaho Division of Vocational Rehabilitation
P.O. Box 83720
Boise, ID 83720-0096

Dear Jacque:

Subject: Idaho State Rehabilitation Council

As you well know, I am ending a 37-year career with Idaho Vocational Rehabilitation on July 9, 2010. I strongly believe that I am compatible with the Mission of the S. R. C. Leadership and commitment to empower disabled people to achieve their highest employment goal is a concept I am passionate about.

I have a disability myself which gives me more personal drive to see the rehabilitation agency accomplish their goals. I have been familiar with the S. R. C. for the past 35 years, and have interacted with them from time to time. The S. R. C. serves an important role as advisor and partner to the state agency. I feel that I could contribute a great deal to their mission, and assist the state agency as well.

Please accept this letter as verification of my interest in serving on the State Rehabilitation Council. I will be available at Coeur d'Alene, ID 83815, Cell #.

Sincerely,

[Signature]

Lonnie C. Pitt
Application for Appointment

Return all information to: Office of the Governor
Attn: Boards & Commissions
P.O. Box 83720
Boise, ID 83720

Personal Information
Title First Middle Last
Dina Marie Flores-Brewer
Street City State Zip
Boise ID 83706

E-mail Address dina@disabilityrightsidaho.org

Male Female

Phone
Mobile

Interests
On which Board, Commission, or Council would you like to serve?
Idaho State Rehabilitation Council

Political Party
Democrat

Please explain why you would like to serve in this capacity. Although having worked with DRI as an attorney since 2007, I am the new project director for the Client Assistance Program at Disability Rights Idaho. I believe it is important to obtain input from all partners of the program. I have been very involved in advocating for children's rights through the special education process.

List all current organizations and societies of which you are a member.
Staff Attorney, Disability Rights Idaho, 2002-2011; Advocacy/CAP/WIPA Director - 2011 to present; Idaho State Bar Diversity Section

List all past boards, commissions, and councils on which you have served, as well as political appointments you have received.

Please list all professional licenses you currently hold. Are you current with all the requirements for these professional licenses? If not, please explain.
Idaho State Bar licensed attorney; compliant with all current requirements

Have you ever voluntarily surrendered a license, had a license suspended or revoked or been disciplined professionally? If so, please explain.
No.

Please list all supporting documents you have included. (Note: Your complete resume and authorization for Background Check are required.)
Resume

The information set forth above in my application is true to the best of my knowledge. False statements on this application shall be sufficient cause for non-consideration or dismissal after appointment.

Signature: Dina Marie Flores-Brewer
Date: 1-12-12
Dina M. Flores-Brewer
ISB # 6141
1704 S. Woodland Drive, Nampa, ID 83686
(208) 880-9959
dina@disabilityrightsidaho.org

OBJECTIVE: To obtain the position of Advocacy Director for DisAbility Rights Idaho.

EXPERIENCE:
DisAbility Rights Idaho - Boise, ID. Staff Attorney November 1, 2002 – Present
• Doing legal research, drafting pleadings and legal correspondence
• Providing legal consultation to DRI Advocates, private bar and clients
• Providing legal representation in administrative hearings and drafting complaints
• Providing legal and disability rights training to individuals with disabilities, their families and other groups
• Expanding DRI’s cultural competency through outreach, presentations
• Representing DRI in local advisory councils, task forces and diversity organizations

Marion-Polk County Legal Aid Services - Salem, OR. Legal Extern Spring Semester, 1999
• Legal research
• Drafted legal memoranda and pleadings

Willamette University College of Law Clinical Law Program - Salem, OR. Civil Practice Intern Fall Semester, 1998
• Legal representation for low income women
• Drafted pleadings and legal memoranda

American Civil Liberties Union - Portland, OR. Intern May - August 1997
• Screened clients for legal assistance
• Provided information and referral to callers
• Legal research

BOARDS, COMMITTEES & TASK FORCES:
Women of Color Alliance. Board of Directors, 2002 – Present; President 2007-09; Vice President 2006-07
Social Justice Fund NW. Board of Directors, August 2011 – Present
Idaho State Bar Diversity Section. Member, 2002 – Present, Chair, 2009-10
Intermountain Fair Housing Council. Board of Directors President, July 2006 - Present
Idaho Region III Children’s Mental Health Local Subcommittee. 2008 – Present
Idaho State Dept. of Education Safe Schools Committee. 2009-2010
Idaho State Dept. of Education Special Education Advisory Panel. 2004 – 2010; Chair 2006-07; Vice Chair 2005-06
Idaho House of Representatives Minority Leader Wendy Jagne's Latino Caucus. 2004-06
Idaho State Department of Education Special Education Manual Revision Task Force. Fall 2006
Idaho Court Appointed Special Advocate Special Education Committee. Spring/Summer 2006
Idaho Legal Aid Services Senior Legal Hotline Advisory Committee. 2003 - 2005
Nampa Fair Housing Advisory Council. February - June 2004

EDUCATION:
Willamette University College of Law, Salem, OR
Member Willamette University Public Interest Law Project, Multicultural Student group
JD May, 1999

ADDITIONAL SKILLS:
Lewis and Clark College, Portland, OR
BA Psychology 1993

Bilingual (Spanish)
# Application for Appointment

**Return all information to:**
Office of the Governor  
Attn: Boards & Commissions  
P.O. Box 83720  
Boise, ID 83720

### Personal Information

<table>
<thead>
<tr>
<th>Title</th>
<th>First</th>
<th>Middle</th>
<th>Last</th>
<th>Male/Female</th>
<th>E-mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Donald</td>
<td>J.</td>
<td>Alveshere</td>
<td>[ ] Male [ ] Female</td>
<td><a href="mailto:don.alveshere@vr.idaho.gov">don.alveshere@vr.idaho.gov</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Redacted]</td>
<td>Nampa</td>
<td>ID</td>
<td>83684</td>
</tr>
</tbody>
</table>

### Interests

**On which Board, Commission, or Council would you like to serve?**  
**STATE REHABILITATION COUNCIL**

Please explain why you would like to serve in this capacity.

**List all current organizations and societies of which you are a member.**

- **State Independent Living Council**  
- **Council For Purchases from Non-Profit Business**

**List all past boards, commissions, and councils on which you have served, as well as political appointments you have received.**

**Please list all professional licenses you currently hold. Are you current with all the requirements for these professional licenses? If not, please explain.**

**Have you ever voluntarily surrendered a license, had a license suspended or revoked or been disciplined professionally? If so, please explain.**

**Please list all supporting documents you have included. (Note: Your complete resume and authorization for Background Check are required.)**

---

*The information set forth above in my application is true to the best of my knowledge. False statements on this application shall be sufficient cause for non-consideration or dismissal after appointment.*

**Signature:** Donald Alveshere  
**Date:** 1/25/12
Authorization for Background Check

Public positions and appointments require a higher degree of scrutiny, so a background check may be required for your appointment by the Governor. The information provided will be confidential pursuant to state and federal law.

<table>
<thead>
<tr>
<th>Personal</th>
<th>Sex</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td></td>
</tr>
<tr>
<td>First</td>
<td></td>
</tr>
<tr>
<td>Middle</td>
<td></td>
</tr>
<tr>
<td>Last</td>
<td></td>
</tr>
<tr>
<td>Donald</td>
<td>J.</td>
</tr>
<tr>
<td>Alveshere</td>
<td></td>
</tr>
<tr>
<td>Male</td>
<td></td>
</tr>
<tr>
<td>Female</td>
<td></td>
</tr>
</tbody>
</table>

Alias Names (include maiden and married names)

<table>
<thead>
<tr>
<th>Social Security Number</th>
<th>Drivers License Number</th>
<th>Other Identification ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>535-82-9616</td>
<td>ALVESDJ 301Q3- WA</td>
<td></td>
</tr>
</tbody>
</table>

Address (please include previous 5 years)

<table>
<thead>
<tr>
<th>Current Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>1330 Diamond Ct</td>
<td>Nampa</td>
<td>ID</td>
<td>83686</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Alternate Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Previous Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Previous Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Previous Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Previous Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Criminal

Please list ANY criminal offenses, including felonies, misdemeanors, or infractions for which you have been convicted, pled guilty, or received a withheld judgment within your lifetime.

<table>
<thead>
<tr>
<th>Approximate Date</th>
<th>City, State</th>
<th>Offense or Violation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The information set forth above in my application is true to the best of my knowledge. False statements or omitting any information on this application shall be sufficient cause for non-consideration or dismissal after appointment.

I hereby authorize investigation, without liability, of the information supplied by me in this application and other information, including but not limited to: academic / educational records, occupational history, criminal history, credit records, and government records.

Signature: [Signature]

Date: 1/25/19
Application for Appointment

Return all information to: Office of the Governor
Attn: Boards & Commissions
P.O. Box 83720
Boise, ID 83720

Personal Information

Title First Middle Last
Mr. James Walter Smith II

Street City State Zip

E-mail Address

Phone

Mobile

Interests

On which Board, Commission, or Council would you like to serve?
State Rehabilitation Council
Political Party Republican

Please explain why you would like to serve in this capacity.
As a disabled veteran who benefited from the Veterans Benefits Administration's Vocational Rehabilitation Program, I want to help influence the quality of, and access to, vocational rehabilitation programs throughout Idaho.

List all current organizations and societies of which you are a member.
None

List all past boards, commissions, and councils on which you have served, as well as political appointments you have received.
None

Please list all professional licenses you currently hold. Are you current with all the requirements for these professional licenses? If not, please explain.
Licensed Practical Nurse. My license is current and in good standing.

Have you ever voluntarily surrendered a license, had a license suspended or revoked or been disciplined professionally? If so, please explain.
No

Please list all supporting documents you have included. (Note: Your complete resume and authorization for Background Check are required.)
Resume and authorization for Background Check attached.

The information set forth above in my application is true to the best of my knowledge. False statements on this application shall be sufficient cause for non-consideration or dismissal after appointment.

Signature Date

CONSENT - PPGA
Self-motivated, goal-oriented professional with extensive experience coordinating and implementing programs and projects, strategic and operational planning, program management, training, marketing and business development, regulatory compliance, and medical/clinical excellence. Adept at building teams and systems that maximize people, processes, quality, and results. Works effectively and respectively with people at all levels of an organization and with diverse populations. Exceptional problem-solver with the keen ability to assess needs, access resources, and implement action plans. Excellent communication skills with the ability to openly discuss and handle sensitive situations with tact.

**Areas of Expertise:**
- Workload Management
- Resource Coordination
- Community Relations
- Project Management
- Political Awareness
- Research & Development
- Evaluation & Analysis
- Customer Service
- Org. Development
- Training
- Communications
- Team Building
- Strategic Planning
- Innovative
- Change Management

“James is a team player who pursues excellence and works with a high degree of integrity. He is a valuable asset to our nursing team.”

Connie Schreiber, Manager, Health and Wellness Clinic, Centennial Job Corps

“During the past fiscal year alone, Mr. Smith has overseen the training of more than 100 employees, with nary a snag. He has developed training schedules in a timely manner and has done an outstanding job of coordinating and supporting his trainer.”

Kim Tibbitts, Assistant veterans Service Center Manager, Salt Lake City VARO

**MANAGEMENT**
- Exercise cost constraint measures by utilizing third party sources to obtain medications below market prices.
- Wrote contracts with corporate partners to increase the number of clinical training sites.
- Plan, organize, and coordinate “Healthy Relationship” conference, which significantly decreased teen pregnancy.
- Serve as staff advisor for the Health and Wellness Committee, chairperson of the Owners Committee.
- Functioned as program coordinator for the Sickie Cell Anemia program.
- Developed Hearing Conservation program that brought installation in compliance with Army regulations.
- Served as Re-enlistment/Retention Non-Commissioned Officer for military personnel and Squad Leader.
- Conduct audits and surveys to ensure operations meet organizational standards.
- Assisted providers with practice development through marketing plans.
- Managed organizational workload requirements to ensure established targets are achieved.
- Facilitated and direct staff meetings.
- Supervised, directed, and evaluated the performance of approximately sixty employees.
- Develops and implements transformation strategies.
- Maintains working relationships with internal and external stakeholders.
- Liaison between organization and Veterans, Service Organizations, Medical Facilities, and elected officials.
Training

- Coordinated, implemented, and monitored medication program for students and facilitated health and wellness training for new students.
- Provided training and medical education for military and civilian personnel, as well as trained and tested for outside agencies.
- Mentored and counseled students in developing career interests and educational goals.
- Assisted with the coordination and planning of mandatory training schedules.

Work Experience

Change Management Agent, Management & Program Analyst, VBA 2011 - Present

- Develop a change management strategy based on a situational awareness of the details of the change and the groups being impacted by the change.
- Assist the RO Director in assessing priorities and resource needs to meet program objectives through the development and execution of stakeholder communication, relationship management, and organizational change management strategies.
- Develop plans to meet objectives and monitors progress toward achievement of approved objectives. The broad scope of duties includes strategic planning, assisting in the implementation of revised organizational structures, and designing and conducting studies of various complex processes, including employee utilization, resource allocation and delegations of authority.
- Serve as a liaison between the Implementation Center (IC) and the RO, coordinating and facilitating initiatives that require team cooperation and action.
- Assist the Director in developing a change management strategy to include a communication plan, implementation of a road map, coaching plan, training plan and resistance management plan.
- Provide sound advice and guidance to station management in achieving the RO’s objectives.
- Identify strategies for implementation of new and innovative programs aimed at highlighting and improving mission effectiveness.
- Utilize statistical analysis, and/or other techniques designed to effect process improvement and more efficient business practices.
- Partner with the project management team, CIT, the IC, and appropriate business lines to develop change management plans for each project; evaluate and positively influence rollout timing and scope to suit business needs; ensure that appropriate business lines are engaged in change management planning; provides detailed input to project implementation plans.
- Provide support and recommends solutions to the Director on significant issues that include, but are not limited to; process improvements, policy development and implementation, station issues, RO goals and objectives, internal controls, external factors, and the preparation of a variety of reports to the Director, VA Central Office, and Office of Field Operations and the IC.
- Work with the Training Manager by assisting in the preparation and review of the training program.
- Work with HR Specialists in the formulation of particular plans and activities to support project implementation.
- Participate in meetings with union and staff to identify potential problem areas and ensure that managers have the necessary information to communicate changes and their impact to staff.
Supervisory Veterans Service Representative - Assistant Coach, VBA  
2010 - 2011

As an assistant coach, I function as the full alter ego of the Team Coach performing the duties of that position in the absence of the Coach or sharing those responsibilities on a daily basis. These responsibilities include: ensuring that the team’s quality and timeliness of service meets performance indicator goals, cost-effective use of resources to accomplish the team’s assigned outcomes, plans and assigns work priorities for team members, and has authority over the work product. My job responsibilities included:

- Supervised, directed, and evaluated the performance of approximately sixty employees.
- Assigned and reviewed work of subordinates.
- Train and work effectively with subordinates from a variety of backgrounds and levels of understanding.
- Accomplished the quality and quantity of work expected within set limits of cost and time.
- Set priorities to achieve management goals.
- Developed and recommended improvements in work processes and procedures.
- Prioritized, planned, organized, and conducted Systemic Analysis of Operations (SAO) for workload management components, which involved applying analytical and evaluative techniques to identify and resolve work flow issues.

Supervisory Veterans Service Representative - Assistant Coach - Training Coordinator, VBA  
2009 - 2010

As the Veterans Service Center (VSC) Training Coordinator, I played a key role in the development and maintenance of a training infrastructure for the VSC, with primary responsibility for all technical training for Management staff, RVSRs, VSRs, CAs, and clerical staff. My job responsibilities included:

- Served as first-line supervisor for all new employees and trainees.
- Advised VSC management on all aspects of technical training policy and determined training needs based upon quality reviews.
- Evaluated programmatic training and utilized the findings in planning, developing, and implementing appropriate training plans.
- Developed surveys and feedback mechanisms for all training programs.
- Reviewed surveys and staff studies, analyzed problems and trends, and developed or revised policy to correct deficient areas.
- Administered Training and Performance Support System (TPSS) training modules, proctored and scored testing, and reported testing results to VSC management.
- Assigned, reviewed, and managed workload of subordinates.
- Trained and worked effectively with subordinates from a variety of backgrounds and with different levels knowledge.
- Prioritized, planned, organized, and conducted Systemic Analysis of Operations (SAO) for workload management components, which involved applying analytical and evaluative techniques to identify and resolve work flow issues.
- Utilized knowledge of Internal Transition versus External Change methodology to assist new employees when they progressed from trainee to apprentice VSRs and RVSRs.
JAMES W. SMITH II – PAGE FOUR

Rating Veterans Service Representative, VBA 2007 - 2009

As a Rating Veterans Service Representative for the U.S. Department of Veterans Affairs, Veterans Benefits Administration, I review, prioritize, and decide disability claims for the Benefits Delivery at Discharge Program.

To properly decide and complete these claims, I ensured all claims were developed in accordance with current laws and regulations. I also provided guidance for case development on claims determined to be not ready for a decision.

Lead Instructor, Health Occupations, Centennial Job Corps, Nampa, ID 2003 – 2007

- Managed 60 student Health Occupations trade.
- Developed and implemented the current health and wellness curriculum and program fulfilling the department of labor requirements and bringing centers in to compliance.
- Executed cost constraint measures by utilizing third party sources to obtain medications below market price.
- Served as the Clinical Coordinator functioning as the liaison between Job Corps and various corporate partners, which resulted in an increase in the number of clinical sites available to students.
- Mentored and counseled students in developing career interests and educational goals.
- Research Teamwork and Collaborative Work Environments

Licensed Practice Nurse, Primary Health, Boise, ID 1999 – 2003

- Assisted providers with practice development through marketing plans.
- Managed provider schedule to optimize patient volume and revenue.
- Facilitated and direct staff meetings and supervise personnel.
- Maintained working knowledge of CLIA, OSHA, and other regulatory agencies.
- Developed and facilitate patient education and medication counseling.
- Planned and coordinated morale building activities.
- Participated in budgetary and production goal setting meetings

Senior Licensed Practice Nurse, Squad Leader, United States Army 1991 – 1999

- Actively participated in managing outlying clinic in Dugway, UT.
- Managed and coordinated 12 employees to fulfill the medical and emergency medical needs of the community of Dugway.
- Served as President for “Better Opportunities for Single Soldiers” program which won Department of Army recognition.
- Functioned as program coordinator for the Sickle Cell Anemia program.
- Developed Hearing Conservation program that brought Installation in compliance with Army regulations.
- Served as Re-enlistment/Retention Non-Commissioned Officer for military personnel and Squad Leader.
- Provided training and medical education for military and civilian personnel, as well as training and testing for outside agencies.
- Develop and implement patient education training schedule.
- Assist with the coordination and planning of mandatory training schedules.
- Conduct audits and surveys to ensure operations meet organizational standards.
EDUCATION

M.S., Management, Minot State University, Minot, ND  
- GPA 3.93  
- Job Corps Executive Management Fellow  
- Research Emphasis: Teamwork and Collaborative Work Environments  

B.A., Management and Organizational Leadership, George Fox University, Boise, ID  
- GPA 3.87  
- Research Emphasis: Employee Satisfaction  

A.A., General Studies, University of Alaska-Anchorage  
- GPA 3.97  
- Cum Laude  

Academy of Health Sciences, United States Army, Fort Sam Houston, TX  
- Desert Storm Veteran – Honorable discharge  
- Licensed Practical Nurse Program  
- Commandant’s List (Top 10% of Class)  
- Combat Leader Course  
- Primary Leadership Development Course  
- Basic Non-Commissioned Officers Course  

Job Related Training:  
- Job Corps Executive Management Fellow Program, May 2006  
- Veterans Benefits Administration Leadership Enhancement and Development (LEAD) Program, 2009  
- TPSS Training Coordinator course, December 2009  
- Introduction to Leadership course, May 2010  
- VSC Coaches Workload Management training course, June 2010  
- Competencies for Tomorrow’s Managers, July 2010  
- Improving Your Cross-cultural Communications, September 2010  
- Introduction to Six Sigma course, September 2010  
- Six Sigma Leadership and Change Management course, September 2010  
- Change Management Agent training course, December 2011  

Interests:  

As a JCEMP fellow, I became very interested in organizational development, servant leadership, employee motivation, team building, and knowledge management. Through my participant in LEAD, I further developed my interests in the areas mentioned above and chose to research organizational culture, employee satisfaction, and retention/recruitment of employees. I have continued to cultivate my knowledge and skills in these areas of interest as a training manager, supervisor, and change management agent.  

In an effort to have balance in life, I am active outdoors, attend sporting events, spend time with my wife and two children, and complete agility work with my two dogs – Zac and Centa.
**Application for Appointment**

<table>
<thead>
<tr>
<th>Title</th>
<th>First</th>
<th>Middle</th>
<th>Last</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Robbi</td>
<td>Lorene</td>
<td>Barrutia</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Glenns Ferry</td>
<td>ID</td>
<td>83623</td>
</tr>
</tbody>
</table>

**E-mail Address**: robbi.barrutia@ailc.idaho.gov

**Phone**: 208-334-3800

**Mobile**: [Redacted]

**Political Party**: Republican

**Interests**

As the Executive Director of the State Independent Living Council I would like to have the opportunity to become more informed concerning rehabilitation issues so that we can do a better job of serving our constituency. We would also welcome the opportunity to expand our partnerships and collaborations.

**List all current organizations and societies of which you are a member.**

2. ADA Task Force Board of Directors
3. Association of Programs for Rural Independent Living (APRL)

**List all past boards, commissions, and councils on which you have served, as well as political appointments you have received.**

Idaho State Senate 1996-2002 - Various committees and Task Force Appointments

**Please list all professional licenses you currently hold. Are you current with all the requirements for these professional licenses? If not, please explain.**

N/A

**Have you ever voluntarily surrendered a license, had a license suspended or revoked or been disciplined professionally? If so, please explain.**

N/A

**Please list all supporting documents you have included. (Note: Your complete resume and authorization for Background Check are required.)**

---

**The information set forth above in my application is true to the best of my knowledge. False statements on this application shall be sufficient cause for non-consideration or dismissal after appointment.**

[Signature] 1/25/2012
ROBBI BARRUTIA
P.O. Box 28
586 N. LaBreeza Lane
Glenns Ferry, Idaho 83623
Hm. (208) 366-7715 Cell (208) 401-5248
Email: robbi.barrutia@slc.idaho.gov

Job Experience
1977-1980 Idaho Air National Guard – Air Operations Specialist and Photo Intelligence Specialist – Gowen Field, Boise, Idaho
1979-1981 Flight Attendant – Braniff International, Dallas, Texas
1990-1992 Special Education/Migrant Education Assistant – Glenns Ferry School District – Glenns Ferry, Idaho
1990-1993 Executive Director Three Island Crossing Interpretive Center Committee
2003-2006 Assistant Manager/Bookkeeper Victory Auto – Mountain Home, Idaho

2009-Present
Executive Director of the Idaho State Independent Living Council

2006-2009
Idaho State Independent Living Council – OVW Project Director, United States Department of Justice Office on Violence Against Women Grant to End Violence Against Women with Disabilities/Idaho Equal Access Collaboration – Partnered with The Idaho Coalition Against Sexual and Domestic Violence, and Boise State University Gender Studies Program.

Experience
1995 - Co-Chairman of Former Idaho Attorney General Al Lance’s Domestic Violence Task Force
1993-2001 Member, 8 Years, Department of Health and Welfare Region IV Infant Toddler Committee
1992-1996 Member Idaho House of Representatives Judiciary and Rules Committee
1996-2002 – Vice Chairman, Idaho Senate Judiciary and Rules Committee Co-authored and successfully passed Domestic Violence Legislation, Co-authored and successfully passed the Children’s Mental Health Act, Co-authored and successfully passed Idaho’s Cassie’s Law

1992 – Present Membership Committee Experience
Idaho Department of Correction’s Assessment Committee
Idaho Juvenile Justice Task Force
Idaho House of Representatives Transportation Committee, Judiciary and Rules Committee and State Affairs Committee
Idaho Senate Health and Welfare Committee, Judiciary Rules Committee, Commerce and Human Resources Committee, and State Affairs Committee
Idaho Rural Partnership Committee
Mountain Home Chamber of Commerce
President – Glenns Ferry Chamber of Commerce
Honorary Board Member – Idaho Black History Museum
Mountain Home Military Affairs Committee – Former Honorary 366th Gunfighter and
Former Honorary Member of the United States Air Force Thunderbirds
Idaho Coordinated Response to Sexual and Domestic Violence Task Force Member
National Council on Independent Living – Have presented trainings on National Level
Owyhee County Training Range Committee
Owyhee County Cattlemen’s Association

Education
1979-1980  Brookhaven Junior College, Dallas, Texas – Accounting
1990-1992  College of Southern Idaho, Twin Falls, Idaho – Elementary Education,
Sociology

References
Kelly Miller, Legal Director, Idaho Coalition Against Sexual and Domestic Violence
(208) 384-0419

Kelly Buckland, Executive Director, National Council on Independent Living
(202) 207-0334

Additional Available on Request
Application for Appointment

Return all information to: Office of the Governor
Attn: Boards & Commissions
P.O. Box 83720
Boise, ID 83720

Mrs. Angela S. Sperry

Street
City
State
Zip
Meridian, ID 83642

Phone

Mobile

Interests
On which Board, Commission, or Council would you like to serve?
Idaho State Rehabilitation Council

Please explain why you would like to serve in this capacity.
I have first-hand knowledge of the challenges the disabled face in employment. I would to combine that with my education and professional experience to influence the rehabilitation and employment processes in a manner that enables the best and most productive opportunities for positive employment for those with temporary and permanent disabilities.

List all current organizations and societies of which you are a member.
Project Management International, V.F.W. Post 63 Ladies Auxiliary

List all past boards, commissions, and councils on which you have served, as well as political appointments you have received.

Please list all professional licenses you currently hold. Are you current with all the requirements for these professional licenses? If not, please explain.
Project Management Professional (PMP) Certified - current.

Have you ever voluntarily surrendered a license, had a license suspended, or revoked or been disciplined professionally? If so, please explain.
My PMP certification was temporarily suspended in 2010 while PMI reviewed my educational submissions for renewal. My PMP was re-instated retroactively when the validation was complete.

Please list all supporting documents you have included. (Note: Your complete resume and authorization for Background Check are required.)
I am including a Cover Letter, Resume and Background Check authorization with this application.

The information set forth above in my application is true to the best of my knowledge. False statements on this application shall be sufficient cause for non-consideration or dismissal after appointment.

Signature 12-12-11

Applications for Appointment to the Governor’s Office are evaluated on a merit basis.
Objective

To apply my experiences and skills organizing and leading processes, people and projects to promote the growth and potential in others.

Experience

April, 2000 to Present  Idaho Power Co  Boise, ID

- **CIS Replacement Project Manager** (2010-present): Duties include: Planning, scheduling, budgeting and executing a three year, Customer Information System replacement project as a part of the Smart Grid Initiative Grant provided by the Department of Energy to Idaho Power Co. Lead all associated product selection, contract review and negotiation, risk and issue analysis and resolution, budget planning and tracking, resource analysis and scheduling, procuring products and services in support of the project and reporting results monthly to the BOE and Idaho Power executives.

- **Customer Service Leader II** (2006-2010): Duties include: Leading Customer Account Management Center within the Customer Service Department to provide excellent service to internal and external customers. Evaluating staffing and workflow for possible efficiency gains, coordinating employee development and compensation. Overseeing Customer billing timeliness and accuracy, working with other regional leaders to coordinate company collections practices, managing relationships with vendors associated with collections work. Evaluating the structure of Customer Service and implementing appropriate changes. Creating and adhering to budget for Customer Account Management Center employees, Collections processes, company write-offs and other vendor fees. Occasionally Sponsor departmental projects.

- **Leading At All Levels Facilitator** (Feb, 2008 to Nov, 2010) Facilitate classes of twelve employees on the premises of organizational change at Idaho Power leading towards a high performance culture. Duties include providing lecture, leading class discussions, facilitating conflict resolution and responding to individual and group needs.

- **IT Associate Project Manager** (2000-2005): Projects include:
  - **Mobile Workforce Management project**: Working with a Core Team to refine project scope, budget and schedule, to implement a mobile workforce product to benefit Idaho Power's field force and customer experience. Regularly reporting to Sponsors and Idaho Power leadership on project progress, budgeting and scheduling.
  - **Nexus Energy Software project** (2004-05): Lead a cross-functional team to revise the Nexus offerings to more closely match Idaho Power's company messages. Implemented various customer tools to enhance the web offerings. Implemented AMR order required functionality. Participating
in writing the year-end report for the Idaho PUC.

- SOX: IT General Controls (04): Worked with a cross-functional team to design and implement the methodology to bring Idaho Power's IT General Controls into compliance with the Sarbanes-Oxley Act (SOX). Was one of three project managers to interpret audit and SOX requirements, plan, coordinate resources, monitor processes and progress and negotiate with external auditors on audit findings.

- Various Business Unit Projects (03-04): Worked with various groups at Idaho Power to select and implement technologies that improved functionality and efficiency. Project management activities included selecting project teams, refining scopes, planning, scheduling and budgeting projects, executing according to plan, negotiating with vendors on price and contract terms, managing vendor relationships, and working with business units to revise processes, as needed. Major projects include: IVR pilot, Customer Service & Billing IVR, Metering IVR, Outage and Speech IVR, Mosaic Integration with GIS+ and Voice over IP.

- Technical Services Analyst (2000-03): Researched, priced and purchased all workstation technology for various business groups at Idaho Power Co. Negotiated contracts and managed vendor relationships to ensure best value and quality were provided to Idaho Power Co.

1992-1999 QUE Financial Serviceware Technologies Boise, ID

- Systems Analyst (96-99): Managed company data systems including data structure, upgrade path and data integrity. Tested, installed and trained staff on all new programs and changes. Investigated, purchased and coordinated installation of new mainframe, network systems, PCs, phone systems, predictive dialer, printers, mail processors and cabling. Collected bids, budgeted and implemented office remodel. Multi-tasked all technical aspects for the company with a range of 4 to 15 projects running simultaneously.


Education

2010 George Fox University, B.A. in Business Administration and Organizational Leadership

2008 Idaho Power Co., Leading At All Levels Facilitator training

2005 Project Management Institute, Project Management Professional certification

1997 Dale Carnegie Institute, Leadership in the Workplace.
Application for Appointment

Return all information to: Office of the Governor
Act.: Boards & Commissions
P.O. Box 83720
Boise, ID 83720

Personal Information
Title First Middle Last
Jennifer Christine Hoppins

Street City State Zip

E-mail Address
shoppins@bc.edu

Phone Mobile

Interests
On which Board, Commission, or Council would you like to serve? Idaho State Rehabilitation Council

Political Party

Please explain why you would like to serve in this capacity.
Utilize my professional experience to aid and serve the citizens of Idaho.

List all current organizations and societies of which you are a member.
Blue Cross of Idaho, International Honor Society in Business Administration

List all past boards, commissions, and councils on which you have served, as well as political appointments you have received.

Please list all professional licenses you currently hold. Are you current with all the requirements for these professional licenses? If not, please explain.
American Academy of Professional Coders (AAPC)
Idaho Medical Association (IMA)

Have you ever voluntarily surrendered a license, had a license suspended or revoked or been disciplined professionally? If so, please explain.
No

Please list all supporting documents you have included. (Note: Your complete resume and authorization for Background Check are required.)

The information set forth above in my application is true to the best of my knowledge. False statements on this application shall be sufficient cause for non-consideration or dismissal after appointment.

Jennifer Hoppins
Signature
12/8/11

Date
PROFESSIONAL SUMMARY:
With nearly twenty years in the healthcare industry, I have developed a desire to bridge the gap between providers of healthcare services and insurance payers. I offer a solid understanding of coding and billing methodologies as well as payment structures. I exhibit excellent communication and leadership skills as well as being self-motivated, positive and energetic.

JOB HISTORY / SKILLS:

Blue Cross of Idaho 2002 – Current
Manager, Provider Relations
- Manage all provider relations staff and PR activities for network physicians, hospitals, networks and ancillary providers
- Manage code based clinical editing system and a provider appeals process for facility and professional healthcare claims.
- Ensure appropriate relationships and effective communications with the provider community and with their representative networks and associations.
- Establish and maintain business rules required for accurate and timely updates to the claims system.
- Coordinate Plan activities for the clearinghouse and on-line inquiry systems for medical providers.

Provider Contracting Specialist
- Contract Negotiations with Hospitals, Networks and Physicians.

Medical Review Supervisor
- Oversee medical necessity and coding review of claims
- Conduct Process Improvement Activities
- Provide coding education for MQM department staff

St. Alphonsus Physician Services, Inc. 1999-2002
Area Clinic Administrator
- Administrator over multiple clinics
- Contract management, RVU's and fee schedules
- Work with Facility Medical Directors on physician contract and clinic issues.

Southwest Idaho ENT 1997-1999
Surgical Coder
- Physician coding/documentation education
- Pre surgery coding and authorization
- Post surgery coding from operative reports
- Claims appeals

Additional work history provided upon request

EDUCATION:
- Bachelors of Science, Business Administration
  Northwest Nazarene University, 2011
- Certified Professional Coder (CPC) Certification 2001