



**July 5<sup>th</sup>, 2017  
Office of the State Board of Education  
Len B. Jordan Building  
650 W State Street, 3<sup>rd</sup> Floor  
Boise, Idaho**

**Teleconference Number: (877) 820-7829  
Public Participant Code: 9096313**

**Wednesday, July 5<sup>th</sup>, 2017, 3:30 pm, Mountain Time**

**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**

1. College of Eastern Idaho Board of Trustee Appointments

**INSTRUCTION, RESEARCH AND STUDENT AFFAIRS**

2. College of Eastern Idaho Program Approval – Associates Degree



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

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**COLLEGE OF EASTERN IDAHO**

**SUBJECT**

Trustee Appointments

**REFERENCE**

June 2016	Board approved trustee zones for College of Southern Idaho, College of Western Idaho, and North Idaho College.
January 2017	Board approved resolution recommending the formation of a community college district located in eastern Idaho, consisting of Bonneville County and known as the College of Eastern Idaho.
June 2017	Board approved the trustee zones for the College of Eastern Idaho

**APPLICABLE STATUTE, RULE, OR POLICY**

Sections 33-2106, Idaho Code

**BACKGROUND/DISCUSSION**

Bonneville County Commissioners certified the May 16<sup>th</sup> election results approving the formation of the community college district in eastern Idaho on May 23<sup>rd</sup>, 2017.

Pursuant to Section 33-2106, Idaho Code, immediately following the establishment of a new community college district, the State Board of Education is required to divide the district into five trustee zones and appoint one member per zone to the new board of trustees. The new members serve until the election of their successors. At the first election of trustees after the creation of a district, two serve for terms of two (2) years each, and three (3) serve for terms of four (4) year each. Thereafter the successors are elected for terms of four (4) years. Elections of trustees of community college districts are biennial in even-numbered years.

On May 31, 2017, the Board issued a public call for candidates to serve on the first College of Eastern Idaho Board of Trustees. Cover letters and résumés of interested applicants were collected through June 23, 2017. Fifty-four individuals applied. The distribution of candidates by trustee zone is as follows:

Trustee Zone 1	6
Trustee Zone 2	9
Trustee Zone 3	11
Trustee Zone 4	10
Trustee Zone 5	18



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At the June 2017 Board meeting a subcommittee consisting of Board members Atchley, Hill and Westerberg was formed to review the candidates for the College of Eastern Idaho Board of Trustees and bring forward a recommendation to the full Board. The subcommittee considered candidates based on four (4) criteria:

1. Involvement in and support for the overall effort to approve the College of Eastern Idaho.
2. History of public service.
3. Ensuring that the membership of the new Board of Trustees is diverse and representative of the community.
4. Links to regional business and industry.

The recommendations submitted by the Board subcommittee are contained in the following motions.

**IMPACT**

Appointment of the initial Board of Trustees will allow the College of Eastern Idaho to be established and determine initial decision points, such as, setting the tax rate, hiring a President, setting an annual budget and beginning course offerings for the Fall 2017 semester.

**ATTACHMENTS**

Attachment 1 – Candidate List by Zone	Page 5
Attachment 2 – Candidate Distribution by Zone Map	Page 6
Attachment 2 – Trustee Zone 1 Candidates	Page 7
Attachment 3 – Trustee Zone 2 Candidates	Page 34
Attachment 4 – Trustee Zone 3 Candidates	Page 71
Attachment 5 – Trustee Zone 4 Candidates	Page 122
Attachment 6 – Trustee Zone 5 Candidates	Page 164

**STAFF COMMENTS AND RECOMMENDATIONS**

Following the appointment of the initial Board of Trustees, Board staff will initiate discussions regarding the development of a memorandum of operations for coordination of resources and services for the initial year (FY 2018) that both the College of Eastern Idaho and Eastern Idaho Technical College as well as planning for the transition of course offerings from Eastern Idaho Technical College to the College of Eastern Idaho.

**BOARD ACTION**

I move to appoint Stephanie Mickelsen as the College of Eastern Idaho Trustee for Zone 1, effective immediately.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_



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I move to appoint Calvin Ozaki as the College of Eastern Idaho Trustee for Zone 2, effective immediately.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

I move to appoint Park Price as the College of Eastern Trustee for Zone 3, effective immediately.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

I move to appoint Craig Miller as the College of Eastern Idaho Trustee for Zone 4, effective immediately.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_

I move to appoint Carrie Scheid as the College of Eastern Idaho Trustee for Zone 5, effective immediately.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_



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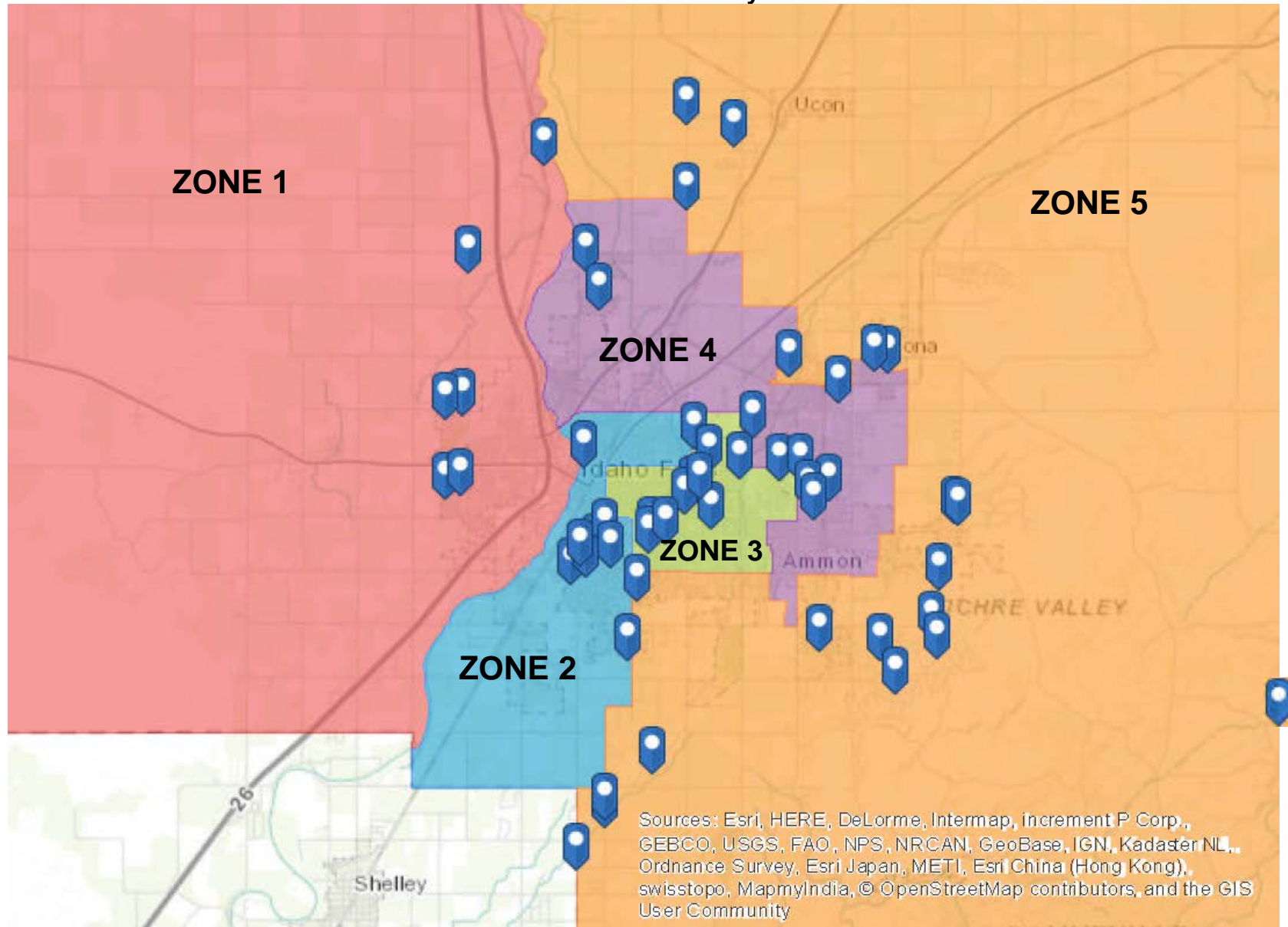
**Candidate List by Zone**

NAME	ZONE
Lent, David	1
Marshall, Gary	1
Martineau, Randy	1
Meldrum, Jason	1
Mickelsen, Stephanie	1
Sehlke, Gerald	1
Kerns, David	2
Leibert, Karen	2
Lightheart, Janet	2
O'Brien, Cheryl	2
Ohman, John	2
Ozaki, Calvin	2
Piet, Steve	2
Trench, Chani	2
Voilleque, Anne	2
Casper, Shanna	3
Cooper, Kristy	3
Davidson, Brian	3
Foster, Julie	3
Groberg, Joseph	3
Medema, Heather	3
Parsons, Jeff	3
Price, Park	3
Prigge, G	3
Stratton, Michelle	3
Taylor, Kenneth	3
Bigler, Amber	4
Brumfield, Amy	4
Flinn, John	4
Lyon, Lawrence	4
Miller, Craig	4
Myler, Denise	4
Rydalch, Ann	4
Spain, Russell	4
Thomas, Evan	4
Walker, Ben	4

NAME	ZONE
Armstrong, Michael	5
Cannon, Rusty	5
England, Miles	5
Inama, Albert	5
Kohler, Jay	5
McDaniel, David	5
Melbiess, Carlo	5
Nelson, Kip	5
Nelson, Margaret	5
Parry, Sharon	5
Peters, Ann Marie	5
Piippo, Ken	5
Pollard, Herb	5
Scheid, Carrie	5
Smith, Marvin	5
Wheeler, Josh	5
Williams, James	5
Woodford, Ed	5



Candidate Distribution by Zone





David Lent

Idaho State Board of Education

Dear Board Members,

Thank you for the opportunity to apply for appoint as an initial board member for the newly created College of Eastern Idaho. It is clear that the initial board will need to be experienced in governance, have the ability to come together very quickly as a board, and have the skill to effectively make critical decisions that will shape the future of the college. Given the time constraints and challenges to get the college up and running, I have the proven background and experience to achieve this significant task.

I am a results-oriented professional with a unique set of skills and experience that are relevant to the tasks that will be required of this board. I invite you to consider the follow aspects of my credentials.

- College of Eastern Idaho: Community College Study Panel member – 2016
- Idaho Falls School District #91: Board of Trustees – 2006 to present
- Idaho National Laboratory - Fluor Idaho LLC: Training Programs Manager
- Department of Energy - Energy Facility Contractors Group (EFCG): Training Working Group Chair
- Eastern Idaho Technical College: Graduate - Radiation Protection Program – 1980, ISU- 1994

I am a recognized leader in our community and in my profession. During the past 11 years as a school board member I have taking every opportunity to learn and develop the skills of governance. I served as board chair during our bond elections in which four new elementary schools were built and the new successful project-based high school, Compass Academy, was envisioned and opened. As chair of the Energy Facility Contractors Group, I lead my peer nuclear facility training managers throughout the country in collaborative initiatives that drive efficiency and effectiveness in technical training programs for the Department of Energy.

During my participation in the College of Eastern Idaho Study Panel, the need for a community college in Eastern Idaho was clear and even compelling. Participating as a board member would provide another opportunity to give back to this great community and provide the link between k-12 and a highly qualified workforce. As a successful non-traditional student, I clearly understand the need and value of a community college in Eastern Idaho.

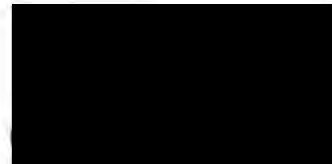
After reviewing this information and my resume, I hope you will agree that I have the knowledge, skills, and abilities to positively contribute to a very successful College of Eastern Idaho.

Thank you for your consideration, and I look forward to hearing from you soon.

Sincerely,

David Lent





## David Lent

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### **SUMMARY**

Mr. Lent has served 11 years as an elected official on the District 91 School Board, including several years as chairman. During his time on the board, four new elementary schools were built and a successful project-based magnet high school was envisioned and opened. He has education related experience at the local and state levels, having spent several years working with state legislatures on school related topics. He has served on advisory boards for programs at Eastern Idaho Technical College and Idaho State University.

His professional experience includes proposal development, implementation, management, and closeout of technical projects. He has demonstrated a successful record in aggressive cost control in project management. During American Electric Power's Steam Generator Replacement Project at the D.C. Cook Nuclear Plant, he provided project support as the Technical Training Manager. Under a personal service contract with Consumers Power, Mr. Lent provided project support as the Superintendent of Health Physics. Additionally, Mr. Lent spent approximately three years at Carolina Power and Light providing consultation during initial Institute of Nuclear Power Operations (INPO) Accreditation of their nuclear facility training programs. He has received personal recognition from the Director of DOE's Office of Health Physics and Industrial Hygiene for playing a key role in the development of the DOE Standardized Radiation Control Training Programs. Mr. Lent was responsible for all aspects of technical training for several multi-million dollar projects. He has been recognized by the Department of Energy for implementation of the innovative approach to "block and blend" delivery of training. He has been a presenter at national Integrated Safety Management Systems (ISMS) and Voluntary Protection Program (VPP) conferences.

Mr. Lent chairs the DOE Energy Facilities Contractors Group (EFCG) Training Working Group and frequently presents initiative updates at the Department of Energy in Washington DC. His current assignment is Training Programs Manager for Fluor Idaho at the Idaho National Laboratory.

### **EDUCATION** BS (ISU-93)

Graduated (Radiation Protection, Eastern Idaho Technical College, 1980)  
Graduated (Idaho State University - BS, 1993)

### **RELEVANT EXPERIENCE**

Idaho National Laboratory  
Fluor Idaho LLC  
2005 - Present

Training Programs Manager

Nuclear Facility  
Support / Training  
27 yr.

Currently Mr. Lent is responsible for all aspects of training at multiple nuclear facilities including leading edge web delivered training systems. Activities include: budgeting, staffing, regulatory compliance, and management of the instructional /support staff. Mr. Lent is responsible for pre-employment benchmarking exams for prospective employees. He is also designated as the company Subject Matter Expert (SME) for training.

Radiation Protection  
10 yr.



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**Idaho National Laboratory**  
**1999 – 2005**

**Nuclear Facility Training Manager**

Mr. Lent was assigned to the Radioactive Waste Management Complex (RWMC) in March of 1999, providing leadership for a programmatic upgrade to include revising the Training Implementation Matrix (TIM), developing a facility training program manual, upgrading operations job specific training programs, developing a facility wide position training requirements matrix, designing a computerized Qualified Watch Standers List (QWL) and implementing the Integrated Safety Management (ISM) training requirements in support of ISM initiatives. Mr. Lent directed training activities for the 3100m3 WIPP Shipment Project, OU 7-10 GEM (Pit-9) Project, OU 7-10 Stage II - Training Implementation Plan, OU 13-14, Vapor Vacuum Extraction Treatment (VVET) project, Accelerated Retrieval Project (ARP) and other Environmental Restoration projects at the Radioactive Waste Management Complex.

**Idaho National Laboratory**  
**1994 – 1999**

**Instructional Designer**

Mr. Lent provided instructional design, implementation support, and leadership for the Environmental Safety & Health (ES&H) training group. Subject areas included Access, Hoisting and Rigging, Radiation Safety, Environmental Protection, Conduct of Operations, Nuclear Facility Manager, Supervisor Safety, Fire Protection, Laser Safety, and others. Additionally, he functioned as the Radiological Release Field Monitoring Team Leader and point of contact for the Emergency Management organization.

**EG&G Idaho (INL)**  
**1990 - 1994**

**Principle Technical Specialist**

Radiological Technician Training Lead - EG&G Idaho, Inc. Mr. Lent provided project leadership during implementation of training programs seeking DOE Accreditation and then implementation of DOE Standardized Training Programs. He represented contractors across the DOE complex as a charter member of the DOE Radiological Control Technician (RCT) Training Oversight Group. Mr. Lent organized and chaired the INEL Radiological Training Committee. He interfaced with DOE-HQ, DOE-ID, and regional educational institutions to facilitate this effort.

**Consumers' Power Corporation**  
**1989 - 1990**

**Radiological Protection Superintendent**

Mr. Lent was responsible for interfacing with Utility Project Management and Bechtel Power Project Management. He also coordinated contracts with outside vendors for Health Physic support personnel. Mr. Lent's responsibilities included operational radiological management and budgeting for approximately 150 project personnel.



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**1980 - 1990**

**Consultant**

Mr. Lent provided professional technical services to the following customers:

**Technical Training**

American Electric Power  
Carolina Power and Light  
Commonwealth Edison  
Department of Energy

**Radiation Protection**

Southern California Edison  
Gulf States Utilities  
Consumers Power Corp.  
Wisconsin Public Service

***PATENTS AND  
PUBLICATIONS***

DOE/EH-0262T-1, Radiological Control Technician, Training Program  
Management Manual (10/92)

DOE Energy Facility Contractors Group (EFCOG) **Best Practice #91:**  
Successful Strategies for Integrating Integrated Safety  
Management Systems (ISMS) into the On-Boarding Process

***HONORS AND  
AWARDS***

National Registry Of Radiation Protection Technologists (1989 - NRRPT)  
Past Chairman of the Board of Trustees: Idaho Falls School District #91  
Current Chair of the DOE EFCG - Training Working Group

**National Association of Safety Professionals:**

- Certified Safety Training Specialist (2006 - NASP)
- Safety Planning Specialist (2006 - NASP)

***OTHER  
EXPERIENCE***

Several Years of Leadership and School Governance Training  
Federal Government Contracting Practices  
Project Management  
Training Return-On-Investment  
Team Building

**References:**

**Rebecca Casper, Mayor**

[REDACTED]  
[REDACTED]  
[REDACTED]

**George Boland, Superintendent**

[REDACTED]  
[REDACTED]  
[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
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Gary L Marshall



June 20, 2017

Idaho State Board of Education  
P.O. Box 83720  
650 W. State Str.  
Boise, Idaho 83720-0037

Dear Board Members:

My name is Gary Marshall. I am submitting my name for consideration to serve on the Board of Trustees for the College of Eastern Idaho. I am a life-long resident of Bonneville County and a retired educator with broad background in many aspects of education. (I was raised on a farm in the Osgood area northwest of Idaho Falls. We raised our family there; we still live in Osgood on a small 40-acre farm.)

My wife, Ramona, and I are deeply committed to education. We are thrilled with the prospect of a community college in Idaho Falls. I have spent my professional career as a teacher and administrator in the public schools of Bonneville County and at Ricks College/Brigham Young University-Idaho. I have taught over 25,000 students during my career in education. Ramona has been an elementary school teacher in the public schools of Bonneville County. I believe that I have experience and abilities that would be helpful in the initial phases of establishing the community college in Idaho Falls.

The following is a brief summary of the relevant professional experience that I have had: taught students at every grade level from eighth grade to seniors in college; designed courses and curriculum materials for secondary and college course work; hired and supervised faculty at both the secondary and college level; designed articulation agreements with other institutions during years at Ricks College; wrote and established policies for effective delivery of course offerings; supervised the revision of general education courses; wrote course standards and outcomes to achieve accreditation of programs at the college level; understand student learning styles and needs because of my years teaching large general education courses as well as regular classes and small seminar groups and because of my experience in gifted and special education; experienced in budgeting for educational programs; experienced in effective use of resources and space allocation for educational programs; proposed, helped create, and implemented the three-semester track program at BYU-Idaho; experienced in the use of technology to help deliver course content and assist student learning; have extensive experience developing



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and implementing effective competency-based evaluation tools; and developed on-line course content and methodologies.

In addition to that general experience, I served as Chair of the Division of Behavioral and Social Sciences at Ricks College during the transition to Brigham Young University-Idaho; we wrestled with many issues related to general education course work, creation of upper division courses, and the creation of full bachelor degree offerings. I also served as Dean of the College of Education during the time when the university sought initial approval from the state of Idaho for BYU-Idaho's teacher education programs. I believe that I understand secondary education and college level education in a way that can help bring the two together (hopefully to encourage, among other things, dual-credit opportunities and the acceptance of college-level course work).

I love education! I admire young people and appreciate the challenges for the present generation of college students. I would love the opportunity to help establish a great community college program through wise and frugal use of tax revenues and other resources. I have witnessed significant changes in education and wish to do the best I can to help young people (and those who return to formal education later in life) be successful. I am committed to creating and maintaining standards of excellence, including the highest standards for the vocational and technical programs that will remain part of the total offerings of the college.

Thank you for your commitment to education, and thank you for considering my interest in serving as a member of the Board of Trustees of the College of Eastern Idaho. If selected, I would commit my time and experience to the task.

Sincerely,

Gary L Marshall



**Resumé**

**Gary L Marshall**

[REDACTED]

**Profile**

Life-long resident of Bonneville County, Idaho. Life-long interest in teaching, curriculum development, and educational theory. Retired from the faculty of Brigham Young University-Idaho August 2015. Spent 40 years in some aspect of education – as a public school teacher and administrator in Bonneville County schools, faculty and administration at Ricks College/Brigham Young University-Idaho.

**Experience**

**RETIRED FROM FULL-TIME EMPLOYMENT, 2015-PRESENT**

Have committed almost full-time to authoring a book on the principles of the U.S. Constitution (presently submitting for publication).

**IDAHO STATE BOARD OF MEDICINE, PRE-LITIGATION HEARING PANELIST, 2016-PRESENT**

Have participated in several pre-litigation hearings for the Idaho Board of Medicine as the lay panelist.

**FACULTY AND ADMINISTRATION, RICKS COLLEGE/BRIGHAM YOUNG UNIVERSITY-IDAHO – 1988-2015**

Taught American Heritage (large general education course), history, political science, and teacher education methods classes (for social studies, history, government, and geography education majors). Served as chair of the History Department, chair of the Division of Behavioral and Social Sciences (during the transition from Ricks College to BYU-Idaho), and as the second dean of the College of Education during the early transition years to BYU-Idaho. Proposed and helped design the track program that allows for a three-semester academic year at BYU-Idaho (with students assigned to a two-semester track).

**PROJECT ENGINEER, EG&G IDAHO (IDAHO NATIONAL LABORATORY), IDAHO FALLS, ID – 1986-1988**

(During the years that I returned to graduate school at ISU in the Doctor of Arts Program in Political Science) Employed full-time and part-time as a project engineer (scheduling, technical writing, budgeting, documents management, project management) at Test Area North Hot Shop/Hot Cells complex.

**HIGH SCHOOL FACULTY, SCHOOL DISTRICT #93, IDAHO FALLS, ID – 1984-1986**

Taught high school government, history, and Advanced Placement US History. (I personally made the choice to return to teaching because that is what I really wanted to do.)



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GARY L MARSHALL 2

**PUBLIC SCHOOL ADMINISTRATOR-SCHOOL DISTRICT #91, IDAHO FALLS, ID – 1979-1984**

Served as assistant principal at Eagle Rock Junior High School and Idaho Falls High School. Provided general administrative, supervisory, and student services. Also served as director of athletics and provided administrative support for special education programs.

**HIGH SCHOOL FACULTY, SCHOOL DISTRICT #93, IDAHO FALLS, ID – 1973-1979**

Taught high school government and history. Also served as the director of Gifted/Talented Programs for the high school and initiated the Advanced Placement Program.

## **Education**

Idaho State University, (Doctor of Arts Program, Political Science), 1986-1988 (did not finish the doctoral program after being hired at Ricks College).

Brigham Young University, Provo, UT – Master of Education - Secondary School Administration, 1977.

Brigham Young University, Provo, UT – Bachelor of Arts - Secondary Education (major-Political Science, minor-History), 1973.

## **Skills Summary**

Please see cover letter.



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To Whom It May Concern:

June 13, 2017

I would like to apply for the position of Board of Trustees Member for The College of Eastern Idaho. I am an active community member with a background in education. I would love to give back to the community by lending my advisory skills to the College of Eastern Idaho.

I am an elementary school principal with nine years experience as a high school guidance counselor. I have escorted countless students on field trips to colleges throughout the state. Idaho has some impressive educational opportunities. However, I get super excited when I think about the potential I see at The College of Eastern Idaho. The biggest reason for this excitement is the staff currently on campus. I have walked through the doors of Eastern Idaho Technical College many times. I have always been greeted with smiles and countless people willing to do whatever it takes to help students earn a quality education. With this foundation, I see limitless potential for the College of Eastern Idaho.

This valley is ready to support higher education! As educational leaders, it is our job to make education affordable and accessible. With a clear vision and smart plan we can create countless opportunities for our valley and the entire state. We have the opportunity to do great things. We must not squander this once in a lifetime chance to build something amazing.

I am an excellent communicator and "outside of the box" thinker. My experience and expertise will be an asset to the growth and development of The College of Eastern Idaho. I am excited to meet in person and share some ideas for The College of Eastern Idaho. Thank you for your time. I look forward to hearing from you.

Sincerely ,

Randy Martineau



## Randy Martineau



### Education:

#### **Masters in Education Administration**

[Winter 2009 – Spring 2011] Idaho State University Pocatello, Idaho

#### **Masters in Psychology**

[Fall 2002 – Spring 2004] Utah State University Logan, Utah

#### **Bachelor of Science in Psychology**

Minor Sociology/Portuguese  
[Fall 1998- Spring 2000] Utah State University Logan, Utah

#### **Associates of Arts and Science**

[Fall 1995 – Spring 1997] Ricks College Rexburg, Idaho

### Work Experience:

#### **Elementary School Principal**

[July 2015 – Current] Ridge Crest Elementary Blackfoot, Idaho

#### **High School Counselor (Grades 9-12)**

[August 2008 – current] Independence High School Blackfoot, Idaho

#### **High School Counselor (Grades 9-12)**

[July 2006 – Aug 2008] Bonneville High School Idaho Falls, Idaho

### Extra:

**Drug Court Team Member**  
**Afterschool Program Teacher**  
**School Activity Coordinator**  
**District Counselor Supervisor**

**JV Football Coach**  
**Child Care Center Director**  
**Student Government Advisor**

### References

Mark Kartchner  
IHS Principal



Brian Kress  
Blackfoot Superintendent



Ryan Wilson  
Blackfoot Asst. Superintendent





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June 19, 2017

Idaho State Board of Education  
PO Box 83720  
Boise, ID 83720-0037

Members of the State Board of Education:

I am writing to apply for a position on the Board of Trustees for the newly created College of Eastern Idaho. Christian Godfrey, who currently works as the Vice President of Finance and Administration for Eastern Idaho Technical College informed me of this opportunity and recommended I apply.

Over the last 15 years, I have had the chance to work in several different roles in higher education. Working in an administrative capacity has given me the ability to be able to see the large picture of an institution. I have been able to collaborate with students, professional and classified staff, faculty and external stakeholders to set strategic agendas and to help institutions achieve their mission and vision.

For the last six years I have worked at BYU-Idaho. Currently, I oversee all of the high school relations and recruitment for the university. In this capacity, I am responsible for coordinating all of the recruitment activities of the Admissions office, oversee the production of all recruitment presentations, publications, videos, and social media. I also work with the enrollment services area of the university to establish goals and strategies for recruitment of prospective students, including students enrolling in the BYU-Idaho online programs. I also had the opportunity to oversee 30 student employees who were responsible for providing front-level support for people seeking information and assistance with the admissions process.

I spent seven years working for Eastern Idaho Technical College as the Director of Admissions and Career Placement. During that time I worked closely with various groups of the Idaho Falls community to develop relationships and to garner support for the school. Working out in the community became critical to the enrollment and financial success of the institution. While working in this position, I was also able to spend much time working in the Idaho Falls community to help prospective students understand options available to them at the school. Many of the students who attended EITC were non-traditional, and I worked hard to develop non-traditional recruitment methods to successfully fill the programs.

I am currently finishing my EdD in Educational Leadership through Idaho State University. I have an MA degree in Education from St. Mary's University, and a BA in Communication Studies from BYU. I'm confident that my experience in managing student services activities, particularly at a technical college, along with my educational background would allow me to be successful in this position. I would love to have the opportunity to speak with you. Please don't hesitate to contact me at (208) 403-5668 should you have any questions or need further information. You are also welcome to email me at [meldrumj@byui.edu](mailto:meldrumj@byui.edu).

Thank you for your time and consideration.

Jason Meldrum





## Jason Meldrum

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### Summary

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- Experienced adjunct instructor having taught in both online and face-to-face classrooms.
- Experienced educational administrator with experience working with internship and career placement services, admissions and online program development.
- Team player with leadership skills. Able to motivate students to finish tasks as a unit.
- Strong interpersonal skills; able to work effectively with individuals on all levels.

### Instructional History

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- 2005-2014  
*Rasmussen College-Adjunct Online Instructor*
  - Taught several online sections of E 150 College Success Strategies and E 242 Career Development. Topics included introduction to online learning, study skills, basic communication techniques and goal setting, resume writing, career development. Also taught introductory courses in Communications and Human Resource Management. All courses taught using the Angel learning management system.
- 2010-2013  
*Colorado Technical University-Adjunct Online Instructor*
  - Taught multiple sections of UNIV 201 and UNIV 203, Career Development courses. Topics included interviewing skills, resume and cover letter writing, career goal setting and networking.
- 2006-2010  
*Kaplan University-Adjunct Online Instructor*
  - Taught several online sections of CS 210 and CS 410, Career Development Strategies. Topics included resume writing, career development, interviewing techniques and professional communication. Facilitated weekly synchronous seminars for class members.
- 2004  
*Eastern Idaho Technical College-Adjunct*
  - Taught two face-to-face sections of College Survival Skills, an introductory course for brand new, non-traditional students.
- 2000-2003  
*National American University-Adjunct*
  - Taught multiple courses including Strategies for Success, Career Development, and Spanish. All courses were taught in face-to-face environments.

### Work History

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- 2010-present  
*BYU-Idaho-Online Degree Manager; Admissions Manager*
  - Coordinate the development of new online bachelor and associate degree programs.
  - Oversee admissions, recruitment, and retention of online degree students.
  - Oversee all social media, online marketing, print and digital marketing for the Admissions Office.
  - Assist in creating policies and procedures for online degree students.



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- 2003-2010      *Eastern Idaho Technical College-Director of Career Planning and Recruitment*
  - Planned and coordinated efforts to assist EITC graduates in their search for employment.
  - Conducted workshops for students in resume writing, job searching, interviewing and career development.
  - Coordinated recruitment visits from local and national companies.
  - Served as a member of the Faculty Senate.
  - Worked as a member of the Self-Study and Accreditation Committee.
  
- 2000-2003      *National American University- Regional Dean of Students and Career Services Director*
  - Assisted students in all aspects of job searching.
  - Worked as the Internship Coordinator, developing internship programs with local businesses.
  - Taught Professional Development and Strategies for Success classes on a quarterly basis.
  - Helped develop new programs, including the online MBA program.
  - Worked with state and regional accrediting bodies to gain approval for these programs.
  
- 1999-2000      *The Art Institutes International Minnesota-Employment Services Coordinator*
  - Achieved a 90% placement rate.
  - Worked as a member of the Retention Committee that was responsible for a 25% increase in student persistence.
  - Helped plan the quarterly orientation and graduation ceremony.

## **Education**

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- 2009-present      Idaho State University
  - Currently pursuing an Ed.D. in Higher Education Leadership.
  
- 2001-2003      St. Mary's University of Minnesota
  - MA Education
  - Thesis: Developing Distance Learning Programs for Higher Education.
  
- 1995-1998      Brigham Young University
  - BA Communication Studies



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

June 2, 2017

Idaho State Board of Education  
650 W State Street, 3rd Floor  
Boise, ID 83720-0037

Dear Idaho State Board of Education:

Having served on the study committee for the College of Eastern Idaho, I am interested in serving on the inaugural Board of Trustees for the College of Eastern Idaho (CEI). A few years before serving on the study committee I heard the success story of the College of North Idaho and became extremely interested in how a community college could benefit our area. When serving on the study committee, I was extremely concerned about how much this would cost local taxpayers. Being in a farming business, I recognize how even small increases in property tax can affect our bottom line. Should I be appointed to the Board of Trustees, I'm firmly committed to staying under the \$15/\$100,000 of assessed value rate that was promised to taxpayers.

Local farmers and businesses leaders need new and better ways to train and recruit employees, I hope to bring that perspective to the board. At Mickelsen Farms, Rigby Produce, and Potato Products of Idaho we are leaders in innovation and the use of cutting-edge technology to ensure that we can maintain our profits while continually growing. For Mickelsen Farms I serve as the CFO and understand how to keep within budgets and to make sure that the decisions we make can best serve the vision and goals of our company. My experiences owning and operating a business would help me to be a valuable board member.

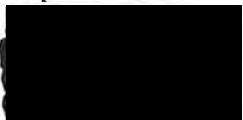
Over the past several decades, I have served and worked within my community to help make it a great place to work and live. Currently I am one of fifteen directors of the Idaho Farm Bureau, and one of two women that serve on that board. I have learned to work hard, understand issues from all sides, cooperatively work for resolutions, and how to share a slightly different perspective. I am also on the Board of the Bonneville Jefferson Ground Water District and the only woman in the entire area to serve on the Idaho Ground Water Appropriators Board. I know how to work with people of different backgrounds and perspectives. During my time working within my community, I have built relationships with county commissioners, mayors, law enforcement, business leaders, legislators, and state leaders; and these relationships could be advantageously leveraged to further the mission of the CEI.

My vision for the CEI is to have an institution that can improve Idaho's "Go On" rate, prepare high school students for careers and employment, and maximize the dual credit enrollment opportunities that would be available with the addition of the community college. The college campus that is currently at EITC is a tremendous facility that needs to be maximized for our community, and I hope to be a part of that vision.

Sincerely,



**Stephanie Mickelsen**



Enclosure



## Stephanie Mickelsen

### RELEVANT EXPERIENCE

<b>Mickelsen Farms</b> <i>Chief Financial Officer/Owner</i> <ul style="list-style-type: none"><li>• Procured financing from financial institutions</li><li>• Compiled and analyzed financial and budget reports for 14 companies</li><li>• Managed human resources and compliance with labor laws</li><li>• Instituted and carried out safety programs for risk management</li></ul>	1988- Present
<b>College of Eastern Idaho Study Committee</b> <i>Board Member</i> <ul style="list-style-type: none"><li>• Analyzed resource materials and made recommendations based upon findings</li></ul>	2016
<b>Idaho Farm Bureau</b> <i>State Board of Directors</i> <ul style="list-style-type: none"><li>• Represented seven counties and their needs to the state board</li><li>• Chaired the potato committee and created and updated potato policy and regulations</li><li>• Collaborated on distribution of Agra-Pac funds</li><li>• Reviewed financial audits and made recommendations</li></ul>	2015-Present
<b>Bonneville County Farm Bureau President</b> <ul style="list-style-type: none"><li>• Developed policy and lobbied for Bonneville County and Idaho State Farm Bureau</li><li>• Worked with local and state leaders to educate them on the needs of farmers</li><li>• Organized annual picnics and general meetings</li></ul>	2011-2015
<b>Bonneville County Farm Bureau Women's' Committee Chair</b> <ul style="list-style-type: none"><li>• Developed educational programs to use in local grades schools to promote agriculture</li><li>• Judged and awarded scholarships to local high school graduates</li></ul>	1994-2011
<b>Bonneville County Republican Committee</b> <i>Bonneville Country Republican Women President</i> <ul style="list-style-type: none"><li>• Established 400% growth of club in five months</li><li>• Spearheaded support for the local community college</li><li>• Developed a plan and budget for our local club</li></ul>	2016-Present
<b>Legislative District 30 Chair</b> <ul style="list-style-type: none"><li>• Responsible for meetings and candidate support for legislative district</li></ul>	2013-2016
<b>Bonneville-Jefferson Ground Water District</b> <i>Secretary and Board Member</i> <ul style="list-style-type: none"><li>• Revamped and instituted best practices with a board of directors</li><li>• Developed recharge projects with several canal companies</li><li>• Collaborated with local members to develop conservation plans</li></ul>	2015-Present

### EDUCATION

<b>Ricks College</b> <i>Associate of Science-Economics</i>	1988
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### SKILLS

Microsoft Office

- Excel, Word, PowerPoint, Outlook

CYMA accounting software

Human Resources

Risk Management



## REFERENCES

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Representative Wendy Horman  
[REDACTED]

Kirt Schweider  
Owner, Idaho Sod – Bonneville Jefferson Groundwater District Treasurer  
[REDACTED]

Bryan Searle  
President of the Idaho Farm Bureau  
Owner, Searle Farms  
[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

June 17, 2017

Ms. Emma Atchley  
President  
Idaho State Board of Education  
P.O. Box 83720  
Boise, ID 83720-0037

Re: Trustees for the College of Eastern Idaho

Dear President Atchley

I read with interest your call for people willing to serve as trustees for the “newly minted” College of Eastern Idaho. I am very interested in helping to shape the future vision, direction and goals of our new community college; therefore, I would consider it a privilege to serve as a Trustee for the College of Eastern Idaho.

Although I am not a professional educator, I am a life-long student and supporter of education. In an effort to continually improve my knowledge and to satisfy my own curiosity, I have attended school essentially my entire adult life, studying a wide diversity of topics of interest; from science to law. My educational journey began at a community college soon after completing active military duty and it continued until I completed a Ph.D. at the University of Idaho a few years ago.

Education has also been a critical element of our family's values and emphasis, and an important part of my professional life. My wife has earned a Masters degree and an Executive MBA and our three daughters have grown to value education. Each of our daughters has attained at least a Bachelor's degree, one has attained a Master's degree and one is currently weighing her offers/options for graduate school. During my career at the Idaho National Laboratory I was blessed to be given the opportunity to be a mentor and to participate with and/or sit on the committees of a number of graduate students, and to provide guest lectures at several universities. I have also been an avid supporter of the campaign to transform Eastern Idaho Technical College into the College of Eastern Idaho; via personal discussions, social media, going door-to-door, and by submitting a letter to the editor of our local newspaper.

Having sat on the boards of several not-for-profit/non-governmental organizations, I have the training and experience to understand both the purpose and the import of being in such a leadership position. Boards of trustees/boards of directors are critical for providing an organization a strong vision, leadership and technical expertise, and a strong sense of fiduciary responsibility. If chosen as a trustee, I will do my utmost to help contribute each of these skills and traits to the Board of Trustees for the College of Eastern Idaho!



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

A summary of my background and experience is provided in the attached curriculum vitae.

Thank you for your consideration, and please feel free to contact me at your convenience if you have any questions or if you need any additional information. You may contact me directly at

[REDACTED]

Sincerely

Gerald Sehlke, Ph.D.

[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**GERALD SEHLKE, PH.D.**



**EXPERTISE**

Dr. Sehlke has 30 years experience in research and development, regulatory compliance, environmental restoration, water resources policy and planning, groundwater monitoring, groundwater protection programs, planning and implementing environmental sustainability programs, and designing and implementing climate change adaptation and resilience programs. This includes 10 years of program management experience in programs with annual budgets of \$400,000-\$2,000,000. His professional interests are focused on developing a nexus between policy/law and science; that is, ensuring that ongoing environmental science can support policy and legal needs and evaluating whether environmental policies/laws are scientifically sound.

His current professional responsibilities at the Naval Nuclear Laboratory (NNL) include: The Naval Reactors Facility's environmental lead for regulatory compliance and sustainability planning associated with the construction of a \$1.4 billion nuclear fuels management facility; NRF's environmental lead for sustainability; helping conduct National Environmental Policy Act assessments for proposed projects and activities at NRF; and the Naval Nuclear Laboratory's lead for climate change adaptation/resilience. His most recent areas of research at the Idaho National Laboratory included developing and/or advising: the U.S. Army Corps of Engineers, Institute for Water Resources, on the development of a National Adaptive Integrated Water Resources Management (A-IWRM) Framework; U.S. Department of Energy (DOE)/Western Governors Association's west-wide assessment of water availability for future power generation; DOE on adapting arctic transport networks to the impacts of climate change; DOE's Climate Change Technology Policy Program's develop of climate change adaptation strategies; DOE's Energy-Water Nexus Program; and DOE's Water Supply Technology Act assessment of climate change impacts/vulnerabilities relative to energy-water systems in the U.S..

Dr. Sehlke is a past-President of the American Water Resources Association (AWRA) and a past-Chair of the Laws and Institutions Committee of the Environmental and Water Resources Institute (EWRI). He has written or co-written approximately 50 peer-reviewed and technical publications. He has a proven record in evaluating programmatic needs and requirements, building and integrating diverse programs; building trust and consensus among personnel from diverse programs; and accomplishing program goals and objectives.

**EDUCATION**

**Ph.D. in Water Law, Management and Policy**, University of Idaho, January 2016: Dissertation topic; *A Conceptual Framework for Developing and Implementing Integrated Water Resources Management (IWRM) Programs in the United States*.

**M.S. in Hydrology**, University of Idaho, May 2000: Thesis topic; *An Evaluation of the Conjunctive Management of Surface Water and Ground Water Resources in Idaho*.

**M.S. in Entomology**, Washington State University, May 1986: Thesis topic; *Characterization of Meat Volatiles Attractive to the Vespula vulgaris Species Group of Yellowjackets*.

**B.S. in Biology**, Washington State University, February 1984.

Everett Community College, January 1979 - June 1981.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
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**PROFESSIONAL EXPERIENCE**

**Principal Compliance Engineer**, Bechtel Marine Propulsion Corporation, Naval Nuclear Laboratory, Idaho Falls, ID, 83403 (October 2013 – Present).

**Advisory Scientist**, Battelle Energy Alliance, Idaho National Laboratory, Idaho Falls, ID, 83415 (November 2004 – March 2013).

**Adjunct Professor**, Civil and Environmental Engineering Department, Utah State University (2004 – 2013).

**Affiliate Researcher**, Energy Policy Institute, Boise State University, Boise, ID 83706, (2011 – 2013).

**Legislative Affairs Fellow**, Senate Majority Leader Harry Reid (D-NV) (January 2006 – January 2007).

**Advisory Scientist**, Bechtel, B&WXT Idaho, LLC, Idaho National Engineering and Environmental Laboratory, Idaho Falls, ID, 83415 (October 1999 – November 2004).

**Staff Scientist**, Lockheed Martin Idaho Technologies Company (LMITCO), Incorporated, Idaho National Engineering Laboratory, Idaho Falls, ID, 83415 (October 1994 – 1999).

**Senior Scientist**, EG&G Idaho, Incorporated, Idaho National Engineering Laboratory, Idaho Falls, ID, 83415 (January 1991 – 1994).

**Environmental Engineer/Scientist**, Westinghouse Idaho Nuclear Company (WINCO), Incorporated, Idaho National Engineering Laboratory, Idaho Falls, ID, 83404 (January 1987 - January 1991).

**Research Assistant**, Washington State University, Pullman, WA, 99164 (January 1984 - January 1986).

**MILITARY EXPERIENCE**

**Chemical Operations Specialist** (54E30; NBC Fallout Prediction Specialist), United States Army Reserves, September 1981 - December 1986.

**Journalist** (71Q20), United States Army Reserves, September 1979 - September 1981.

**Teletype Intercept Operator** (05K20), United States Army Security Agency, January 1975 - June 1978.

**SECURITY CLEARANCES**

Department of Energy "L" Clearance, September 1987 - January 1993, May 1994 – Present.

Department of Energy "Q" Clearance, January 1993 - May 1994 (downgraded via DOE-wide reduction).

Department of Defense Top Secret (Crypto) Clearance, October 1975 - December 1986.

**RESEARCH AND PROGRAM DEVELOPMENT/MANAGEMENT**

**Selected Recent Research**

Principle Investigator for the U.S. Army Corps of Engineers, Institute for Water Resources, to develop an intellectual basis for a National Adaptive Integrated Water Resources Management (A-IWRM) Framework (2011 – 2013).



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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INL's Principle Investigator for U.S. Department of Energy's (DOE's) Office of Electricity Delivery & Energy Reliability/Western Governors Association assessment of water availability for future power generation in the western U.S. (2009 – 2013).

INL's Principle Investigator for U.S. Department of Energy's (DOE's) Office of Electricity Delivery & Energy Reliability's Arctic Transportation Network (2010 – 2013)

INL's Principle Investigator for DOE's Climate Change Technology Policy Program's development of climate change adaptation strategies and evaluation of climate change impacts and vulnerabilities relative to energy-water systems in the U.S. (2009 – 2013).

Co-Principle Investigator for evaluating the environmentally sustainable development of energy resources in the "Western Energy Corridor" (interior west of the US and Canada) for the Western Governors Association, (2010).

INL's Principle Investigator for NASA Solutions Networks, developing and employing tools for integrating NASA data and technologies for the benefit of water resources managers and decision-makers in the Dungeness Watershed, Washington (2007 – 2009).

Co-Principle Investigator for INEEL "Systems Analysis Decision Tools for Sustainable Management of Natural Resources" Laboratory Directed Research and Development program to develop comprehensive, integrated scientific decision support tools for sustainable management of natural resources in the Pacific Northwest (2001 – 2004).

Co-Principle Investigator for providing technical support to FERC for assessing Idaho Power Company's application to re-license its Mid-Snake/Lower-Snake River hydropower facilities (2000 – 2001).

**Program Development/Management**

Developed/co-developed and coordinated the implementation of the numerous site-wide (890 mi<sup>2</sup>) programs, including the INEEL; Groundwater Monitoring Program; Groundwater Protection Management Program; Well Fitness Evaluation; Water Resources Program; Source Water Protection Program; Water Resources Committee; and managed water rights for the INEEL Site.

Coordinated INEEL-wide groundwater monitoring and related compliance programs for; Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) Resource Conservation and Recovery Act (RCRA), DOE Order 5400.1, and DOE-ID/State of Idaho Environmental Oversight and Monitoring Agreement requirements (2000 – 2004).

Program Manager for WINCO's portion of the INEEL Federal Facilities Agreement/Compliance Order (FFA/CO) and Consent Order and Compliance Agreement (COCA) activities including environmental restoration and general facility compliance activities (1987 – 2000).

**Advisory/Consulting Activities**

Idaho Falls' Citizen Review Committee for Public Works (2015). This committee (CRC) was established by the mayor of Idaho Falls to review the budget and operations of the Public Works Department, including its six divisions, and to make observations and recommendations relative to improving the operations and management of the department.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Invited participant at the Geoprofessional Business Association's Energy-Water Nexus "Crystal Ball Workshop;" to help develop a long-term vision for Energy-Water Nexus related business and research in the geo science and engineering fields.

Development of a National Integrated Water Resources Management (IWRM) Certification Program; sponsored by the U.S. Army Corps of Engineers and the American Water Resources Association (2013 – 2014)

DOE's National Laboratory Energy~Water Nexus and Water Supply Technology Act Team (2005 – 2013).

DOE Office of Sustainability Performance's (DOE-SSP's) Climate Change Adaptation Planning Working Group (2012 – 2013).

Expert Panel, U.S. Geological Survey and U.S. Energy Information Administration Thermoelectric Power Generation Water Use Program (In response to GAO Report 10-23) (2011 – 2013).

New Millennium Nuclear Energy Partnership: Working Group on Public-Private Partnerships (2011).

Water, Energy and Food Task Committee: Subcommittee on Water Availability and Quality (SWAQ) of the National Science and Technology Council's Committee on Environment and Natural Resources (2009 – 2010).

Pacific Northwest Economic Region, joint US/Canadian Water Policy Task Force (2007 - 2013).

Climate Services Business Roundtable, hosted by the National Oceanographic and Atmospheric Administration (NOAA) Administrator Jane Lubchenco and Washington Governor Christine Gregoire, Coeur d'Alene, Idaho, June 2011 (Invited Member).

Group on Earth Observations Advisory Group: GEO Task US-09-01a: Critical Earth Observation Priorities for Energy SBA (Member 2009 - 2010) (Invited Member).

Executive Roundtable on Environmental Information: Meeting the Climate Needs of U.S. Business (A small group roundtable) hosted by Secretary of Commerce Gary Locke and the Institute of Global Environmental Strategies), Washington DC, October 2010 (Invited Member).

Responding to Climate Variability and Change: A Prototype for Trans-boundary Assessment and Services in the Columbia River Basin, Invited Workshop, U.S. Geological Survey and Oceanic and Atmospheric Administration (NOAA), Portland Oregon, 7-8 October 2009 (Invited Member).

Climate, Drought and Early Warning on Western Native Lands, Invited Workshop, National Oceanic and Atmospheric Administration (NOAA), National Integrated Drought Information System (NIDIS), Grand Teton National Park, Wyoming, 9-11 June 2009 (Invited Member).

NASA Roses Peer Review Committee, Water Resources Grant Proposal Review Panel, Washington, DC, October 9-11, 2007 (Invited Member).

American Geophysical Union Legislative Affairs Fellow for Senate Majority Leader Harry Reid (D-NV) focused on national and international energy, environmental and natural resources issues (2006 – 2007).



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Peer Review Committee, Rouge River Watershed (Ontario, Canada) Planning Program, (Member, 2004 – 2006) (Invited Member).

Model Interstate and Federal/Interstate Model Water Compact Advisory Committee, the Utton Transboundary Resources Center (University of New Mexico) (Member, 2004 – 2008) (Invited Member).

CUAHSI Great Salt Lake Basin Hydrologic Observatory Development Team (Member, 2004).

Northwest Power Planning Council's Land and Water Acquisition Group (Member, 2001 – 2003).

State of Idaho General Water Management Rules Advisory Committee; Idaho Department of Water Resources (Member, 1998 – 2001) (Invited Member).

Upper Snake River Watershed Council (Member, 1997 - 1998).

Middle Snake Regional Water Resource Commission (Member, 1996 - 1997).

State of Idaho Technical Committee on Hydrology (Member, 1995 - 2001).

State of Idaho Ground Water Quality Rule Advisory Committee; Idaho Department of Environmental Quality (Member, 1995 – 1997).

South Fork of the Snake Basin Management Plan Local Advisory Committee (Member, 1995 - 1997).

SNAKE RIVER PLAIN Aquifer Basin Management Plan Advisory Committee (1994 - 1996).

U.S. Department of Energy; "Water Resources, Coastal and Marine Resources Subcommittee," for Federal initiative on "Developing Environmental Science and Technology for a Sustainable Future" (Member, 1994 - 1995).

State of Idaho State-Wide Ground Water Quality Monitoring Network Advisory Committee; Idaho Department of Environmental Quality & Idaho Department of Water Resources (Member, 1993 – 1994).

BLM/USFS South Fork of Snake Activities Plan Advisory Committee (Member, 1992 - 1994) (committee won the National Performance Review "Hammer" Award, October 1994).

## **PUBLICATIONS**

### **Peer-Reviewed and Professional Publications**

Akre, R.D.; Sehlke, G.; Zack, R.S. (1985). *Chemical Mimicry by Microdon Larvae (Diptera, Syrphidae)* Proceedings of the Washington State Entomological Society pp. 754-755.

AWRA 2014. *A Conceptual Framework for Developing a National IWRM Certification Program in the United States*, prepared in partial fulfillment of an agreement between CDM Smith (CDM Federal Programs) and AWRA, signed August 20, 2013, March 2014, American Water Resources Association, Middleburg, Virginia, pp. 83.

ASCE Water Regulatory Standards Committee (1997). *The Regulated Riparian Model Water Code*, J. Dellapenna, Editor, American Society of Civil Engineers, Reston VA, 20191. (Engineering Guidelines)



Cooper, D.C. and G. Sehlke (2012). Sustainability and Energy Development: Influences of Selected Options for Greenhouse Gas Emissions Reductions on Water Resources, Environmental Science & Technology 46(6):3509-18, ASC Publications, Washington, D.C.

EWRI Laws and Institutions Committee (2007). *Appropriative Rights Model Water Code*. J. Dellapenna, Editor, Environmental and Water Resources Institute of the American Society of Civil Engineers, Reston VA, 20191. (Engineering Guidelines)

EWRI Laws and Institutions Committee (2006). *Sharing Water in Times of Scarcity: Guidelines in the Development of Effective Agreements to Share Water Across Political Boundaries*. Stephen E. Draper, Editor. Environmental and Water Resources Institute of the American Society of Civil Engineers, Reston, VA, pp. 156. (Engineering Standards)

EWRI Laws and Institutions Committee (2002). *Model Water Sharing Agreements for the Twenty-First Century*. S. E. Draper, Editor, Environmental and Water Resources Institute of the American Society of Civil Engineers, Reston VA, 20191. (Engineering Guidelines)

EWRI Laws and Institutions Committee (2002). *Riparian Water Regulations: Guidelines for Withdrawal Limitations and Permit Trading*. J.W. Eheart, Editor, Environmental and Water Resources Institute of the American Society of Civil Engineers, Reston VA, 20191. (Engineering Guidelines)

Garnett, W. B., R. D. Akre and G. Sehlke (1985). *Cocoon Mimicry and Predation by Myrmecophilous Diptera (Diptera: Syrphidae)*. Florida Entomologist 68 (4): 615-621.

Jacobson, J, Heydt, H., Piet, S., Sehlke, G., Soto, R. and Visser, J. (2005). *Dynamic Modeling of an Evapotranspiration Cover*; In Practice Periodical on Hazardous, Toxic and Radioactive Waste Management; Special Edition on Innovative Barrier Systems, 9(4): 233, American Society of Civil Engineers, Reston VA.

Said, A., D. K. Stevens, and G. Sehlke (2005). Physical and Economic Sustainability of Water: New Approach Using the Case of the Big Lost River, Idaho, J. of Environment, Development and Sustainability 7(4): 453 – 464.

Said, A., D. K. Stevens, and G. Sehlke (2005). *Estimating Water Budget in a Regional Aquifer Using HSPF-MODFLOW Integrated Model*, Journal of the American Water Resources Association, (41) 1: 55-66, American Water Resources Association, Middleburg, VA, 20118.

Said, A., D. K. Stevens, and G. Sehlke (2004). *An Innovative Index for Evaluating Water Quality in Streams*, Environmental Management 34(3): 406 – 414.

Sehlke, G. (2009). *What is the Energy Water Nexus?* IN: *The Energy-Water Nexus*, Journal of Contemporary Water Research & Education, Issue 143, G. Sehlke, Issue Editor. Universities Council on Water Resources, Carbondale, IL, December 2009, 62 pp.

Sehlke, G. (2008). *Water Resources Challenges in the Next Decade and Beyond - Global Change*, American Water Resources Association, Water Resources IMPACT 10 (3): p. 32, May 2008.

Sehlke, G. (2006). *Adaptive Management: What Is It and Where Is It Going?* IN; “Water Resources IMPACT: Adaptive Management of Water Resources,” G. Sehlke, Guest Editor, Vol. 8: No. 3, May 2006.



Sehlke, G. (2004). *Basin Management Case Studies: Tools, Techniques and Methods for Managing River Basins*, Water Resources IMPACT 6 (3): 33pp, G. Sehlke, Guest Editor. American Water Resources Association, Middleburg, VA, 20118.

Sehlke, G. and M.F. Colosimo (2007). *Adaptive Management of Water Resources in Light of Future Climate Uncertainty*. AWRA IMPACT, Vol. 9: No. 6, pp. 27-28, November 2007.

Sehlke, G. and J.J. Jacobson, (2005). *System Dynamics Modeling of Transboundary Systems: the Bear River Basin Model*. Ground Water: Theme Issue, Transboundary Ground Water; Volume 43, Number 5, pp 645 - 764. National Ground Water Association, Westerville, OH

Sehlke, G. and P.L. Wichlacz (2009). *U.S. Department of Energy's Role in the Energy Water Nexus*. IN: *The Energy-Water Nexus*, Journal of Contemporary Water Research & Education, Issue 143, G. Sehlke, Issue Editor. Universities Council on Water Resources, Carbondale, IL, December 2009, 62 pp.

### **Technical Publications**

Ansley, S.L., Sehlke, G. and Walker E.D. (1998). *INEEL Water Resources Plan* (DOE/ID-10648), Lockheed Martin Idaho Technologies Company, Idaho Falls, Idaho.

EG&G, (2001). *Snake River Basin Water Management: Environmental Issues* (Assessment conducted for the Federal Energy Regulatory Commission), EG&G Idaho, Idaho Falls, ID, June 2001, pp. 21.

EG&G, (2001). *Snake River Basin Water Management: Flows, Use, and Quality*, (Assessment conducted for the Federal Energy Regulatory Commission), EG&G Idaho, Idaho Falls, ID, June 2001, pp. 107.

EG&G, (2001). *Snake River Basin Water Management Mechanisms*, (Assessment conducted for the Federal Energy Regulatory Commission), EG&G Idaho, Idaho Falls, ID, June 2001, pp. 78.

Honeycutt, T. K. and G. Sehlke (1993). *DOE-ID Groundwater Protection Management Plan* (DOE/ID-10274), Revision 2, Idaho National Engineering Laboratory, EG&G Idaho, Inc., Idaho Falls, Idaho.

INL (2011). *Western Energy Corridor*, Idaho National Laboratory, Idaho Falls, Idaho, pp. 78.

INL (2010). *Next Generation Nuclear Plant Project; Energy Integration for 2050 – A Strategic Impact Model (2050 SIM), Version 1.0* (INL.EXT-10-19992), Idaho National Engineering Laboratory, Idaho Falls, Idaho, October 2010, 24 pp.

Major, C.A., Lewis, M.G., Ansley, S.L., Matzen, T.A., Jackson, M.R., Brock, T.A., and Sehlke, G. (1999). *WLAP Application for the INTEC New Percolation Ponds at the INEEL* (INEEL/EXT-99-00722), Lockheed Martin Idaho Technologies, Idaho Falls, Idaho.

Sehlke, G. (2010). *Validation and Verification Plan for 2050 Simulation Model (SIM)*, Version 1.0 (PLN-3607), Idaho National Engineering Laboratory, Idaho Falls, Idaho, September 2010, 59 pp.

Sehlke, G. (2005). Appendix G1, *Idaho and Water; Potential Water Rights Issues Relative to NGNP*; IN, Approach and Initial Assessment of Stakeholder Issues Associated With a Potential New Nuclear Reactor at the INL, by Piet, S., H. Heydt, J. Joe, T. Ehresman, M. Hart, M. Dakins, S. Bigger, B. Ingles, S. Chandler, INL/EXT-05-00727, p. 77 - 80.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Sehlke, G. (2003). *Idaho National Engineering and Environmental Laboratory Source Water Assessment* (INEEL/EXT-2002-01474), Bechtel BWXT Idaho, LLC, Idaho Falls, Idaho. 180 p.

Sehlke, G. (1995). *Identification of Technical Groundwater Protection Requirements at DOE Mixed Waste Facilities* (INEL-95/00002), Idaho National Engineering Laboratory, EG&G Idaho, Inc., Idaho Falls.

Sehlke, G. (1994). *INEL Water Resources Program Plan* (DOE/ID-10464), Idaho National Engineering Laboratory, EG&G Idaho, Inc., Idaho Falls.

Sehlke, G. (1991). *Closure Plan for Land Disposal Unit CPP-59, Kerosene Tank Overflow West of CPP-633*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. (1990). *Closure Plan for Land Disposal Unit CPP-23, CPP Injection Well (MAH-FE-304)*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. (1990). *Closure Plan for Land Disposal Unit CPP-39, CPP HF Storage Tank (YDB-105) and Dry Well*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. (1990). *Closure Plan for Land Disposal Unit CPP-55, Mercury Contaminated Area South of CPP T-15*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. (1990). *Closure Plan for Land Disposal Unit CPP-64, Hexone Spill West of CPP-660*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. (1989). *Closure Plan for Land Disposal Unit CPP-33, Contaminated Soil in Tank Farm Area Near WL-102, NE of CPP-604*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. (1989). *Closure Plan for Land Disposal Unit CPP-63, Hexone Spill by CPP-710*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. (1987). *Closure Plan for Land Disposal Unit CPP-37, CPP Gravel Pits #1 and #2*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. and J. M. Beller (1999). *Snake River Basin Water Management Mechanisms: Potential Sources of Water for Mitigating Idaho Power Company's Snake River Hydropower Facilities* (INEEL/EXT-1999-01291). Bechtel, B&WXT Idaho, LLC, Idaho Falls, Idaho, 83415.

Sehlke, G. and F. E. Bickford (1993). *INEL Groundwater Monitoring Plan* (DOE/ID-10441), Volumes 1 & 2, Idaho National Engineering Laboratory, EG&G Idaho, Inc., Idaho Falls, Idaho.

Sehlke, G. and S. Cherry (2003). *Source H2O – Beta Version 1.0 Users Guide* (INEEL/EXT-02-01474), Bechtel, B&WXT Idaho, LLC, Idaho Falls, ID.

Sehlke, G., D.E. Davis, , P.J. Smith, J.J. Jaacks, and S.J. Williams. (1994). *Comprehensive Well Survey for the Idaho National Engineering Laboratory* (DOE/ID-10402), EG&G Idaho, Inc., Idaho Falls, Idaho, revision 2.



Sehlke, G., D. E. Davis, W. W. Tullock, and J. A. Williams (1993). *Well Fitness Evaluation for the Idaho National Engineering Laboratory* (DOE/ID-10392), Volumes 1 - 6, Idaho National Engineering Laboratory, EG&G Idaho, Inc., Idaho Falls, Idaho, revision 1.

Sehlke, G., D. E. Davis, P. J. Smith, J. J. Jacks, and S. J. Williams (1992). *Comprehensive Well Survey for the Idaho National Engineering Laboratory* (DOE/ID-10402), Volumes 1 - 4, Idaho National Engineering Laboratory, EG&G Idaho, Inc., Idaho Falls, Idaho.

Sehlke, G. and M.A. Finnerty (2005). Remote Treatment Project Waste Management Plan (INL/EXT-05-00936), Battelle Energy Alliance, Idaho Falls, ID.

Sehlke, G. and M.G. Lewis 2012. *Idaho National Laboratory Groundwater Monitoring and Contingency Plan Update*, DOE/ID-11034 (Rev. 2), Idaho National Laboratory, Idaho Falls, Idaho

Sehlke, G. and D. Snyder (1990). *Closure Plan for Land Disposal Unit CPP-34: Contaminated Soil Storage Area in the NE Corner of the ICPP*, Idaho National Engineering Laboratory, WINCO, Inc., Idaho Falls, Idaho.

Sehlke, G. and P.L. Wichlacz (2012). *INL-Wide Natural Phenomena Hazard Flood Review: Technical Evaluation Study* (TEV-1173), Idaho National Laboratory, Idaho Falls, Idaho 83415, December 2011, pp. 74.

Sehlke, G. and P.L. Wichlacz (2012). *Natural Phenomena Hazard Flood Review of INL Radiological and Nuclear Facilities* (INL/EXT-11-23846), Idaho National Laboratory, Idaho Falls, Idaho 83415, November 2011, pp. 100.

Sehlke, G. and P.L. Wichlacz (2010). *Idaho National Laboratory Materials and Fuels Complex Natural Phenomena Hazards Flood Assessment* (INL/EXT-10-20572), Idaho National Laboratory, Idaho Falls, Idaho, December 2010, pp 146.

Willie, K.D. and G. Sehlke, 2016. *An Evaluation of the Need for a General Permit for Storm Water Discharges at the Naval Reactors Facility*, Appendix G, Final Environmental Impact Statement for the Recapitalization of Infrastructure Supporting Naval Spent Nuclear Fuel Handling, (DOE/EIS-0453F), U.S. Department of Energy, Washington, D.C., October 2016, pp. 24.

#### **Dissertation/Theses**

Sehlke, G. (2016). *A Conceptual Framework for Developing and Implementing Integrated Water Resources Management Programs in the United States*. PhD Dissertation: University of Idaho, Moscow Idaho.

Sehlke, G. (2000). *An Evaluation of the Conjunctive Management of Surface Water and Ground Water Resources in Idaho*. Master's Thesis: University of Idaho, Moscow Idaho, pp.321.

Sehlke, G. (1986). *Characterization of Meat Volatiles Attractive to the Vespula vulgaris Species Group of Yellowjackets*, Master's Thesis, Washington State University, Pullman, Washington.



**CONFERENCES CHAIRED, AND PAPERS, PROCEEDINGS AND PRESENTATIONS**

**Conferences Chaired/Co-Chaired**

Environmental and Water Resources Institute, 2015. EWRI 2014 Watershed Management Specialty Conference, the Wenatchee Convention Center Wenatchee Washington, June 24-26, 2015 (Conference Co-Chair).

Universities Council on Water Resources (UCOWR)/National Institutes for Water Resources (NIWR), 2012. Annual Conference, "Managing Water, Energy and Food in an Uncertain World," Santa Fe, New Mexico, July 17- 19, 2012 (Coordinating Committee Member, 2010 – 2012).

American Water Resources Association 2011. AWRAS Summer Specialty Conference: Climate Change Adaptation, Baltimore, MD, June 2011 (Technical Co-Chair 2010 – 2011).

Idaho National Laboratory, Idaho Water Resources Research Institute, University of Oregon, and the Columbia Basin Trust, 2007. *The Energy-Water Nexus: Transforming Science and Technology to Meet the Needs of the Snake/Columbia River Basin in the 21st Century*, A Science and Technology Summit, Boise, Idaho, June 25 - 27, 2007 (Conference Co-Chair).

American Water Resources Association, 2007. AWRAS 2007 Annual Conference, Albuquerque, New Mexico, November 12-15, 2007 (Conference Committee Member 2006 - 2007).

American Water Resources Association, 2006. AWRAS Summer Specialty Conference: Adaptive Management of Water Resources, Missoula, Montana, June 2006 (Conference Chair 2004 – 2006).

Environmental and Water Resources Institute, 2004. EWRI World Water and Environmental Resources Congress, Utah, June 27–July 1, 2004 (Conference Chair).

USGS Advisory Committee for Water Information (ACWI), 2001. USGS Total Maximum Daily Load Symposium, St. Louis, MO, March 2001 (Steering Committee Member, 2000 – 2001).

Environmental and Water Resources Institute, 2001. EWRI 2001 World Water and Environmental Congress, Orlando Florida, May 20 – 24, 2001 (Technical Program Co-Chair, 2000 – 2001).

**Conference Papers**

Ames, D.P., R. Rope, U. Lall, A. Said, and G. Sehlke (2008). *Integrated Watershed Management in the Big Lost River Watershed: Issues, Challenges, and a Probabilistic Modeling Approach*. Presented at "Championing Science in Idaho," Idaho Academy of Science 50th Anniversary Meeting, March 27 – 29, 2008. pp. 27.

Colosimo, M.F., G Sehlke and C.A. Padera (2007). *AWRAS 2006 Water Resources Adaptive Management Federal Agency Summit Results*. Invited Paper, 2<sup>nd</sup> National Conference on Ecosystem Restoration, April 23 – 27 2007, Hyatt Regency Crown Center, Kansas City, Missouri, USA.

Said, A., T. Glover, D.K. Stevens, and G. Sehlke (2002). *Water Demand and Quality Impacts on Water Use Sustainability*. Chapter 5 (pp. 437-42) in J. Lesnik (ed.), Coastal Water Resources, Proceedings of the 2002 American Water Resources Association Spring Spatiality Conference, New Orleans, Louisiana, May 13-15, 484 p.



Said, A., T. Glover, D.K. Stevens, and G. Sehlke (2002). *Water Use and Quality on Watershed Economics*. IN Afgan, N.H. / Bogdan, Z. / Duic, N. (eds): Sustainable Development of Energy, Water and Environment Systems - Proceedings of the Conference, 2-7 June 2002, Dubrovnik, Croatia 2004, 25 cm, 380 pp.

Said, A., D.K. Stevens, T. Glover, D.L. Sorensen, W. Walker, T. Hardy & G. Sehlke (2005). *Exploring an Innovative Watershed Management Approach: From Feasibility to Sustainability*, IN: Energy, The International Journal - Special Issue: Sustainable Development of Energy, Water and Environment Systems, Special issue of the Second Dubrovnik Conference on Sustainable Development of Energy, Water and Environment Systems, held in Dubrovnik, Croatia, 15-20 June 2003.

Said, A., D.K. Stevens, T. Glover, D.L. Sorensen, G. Sehlke, T. Hardy & W. Walker (2005). *Measuring and Enhancing Sustainability Through Effective Watershed Management Decisions*. p. 315 - 324. In Afgan, N.H. / Bogdan, Z. / Duic, N., Guzovic, Z. (eds): Sustainable Development of Energy, Water and Environment Systems – Volume II - Proceedings of the Conference on Sustainable Development of Energy, Water and Environment Systems, 15-20 June 2003, Dubrovnik, Croatia, 486 pp.

Sehlke, G. (2004). *When Does and When Should Science Influence Natural Resources Policies and Laws?* IN: Proceedings of the International Water Law Institute/American Water Resources Association 2004 International Specialty Conference: *Good Water Governance for People and Nature: What Roles for Law, Institutions and Finance?* August 29 – September 2, 2004, Dundee, Scotland, 6 p.

#### **Selected Conference Proceedings**

Sehlke, G. and P.L. Wichlacz (2007). *Proceedings of The Energy-Water Nexus: Transforming Science and Technology to Meet the Needs of the Snake/Columbia River Basin in the 21st Century*, A Science and Technology Summit, Boise, Idaho, June 25 - 27, 2007.

Sehlke, G., D.F. Hayes and D.K. Stevens (2004). *Critical Transitions in Water and Environmental Resources Management: Proceedings of the 2004 World Water and Environmental Resources Congress*, June 27–July 1, 2004, Salt Lake City, Utah. Gerald Sehlke, Donald F. Hayes and David K. Stevens, Editors. American Society of Civil Engineers, Reston, Virginia, 20191. pp. 4,770.

Phelps, D. and G. Sehlke (2001). *Bridging the Gap - Meeting the World's Water and Environmental Resources Challenges*: Proceedings of the World Water and Environmental Resources Congress, May 20 – 24, 2001, Orlando Florida, The Environmental and Water Resources Institute of the American Society of Civil Engineers, Reston, Virginia, pp. 5000.

#### **Selected Conference Presentations**

Ames, D. P., J. J Jacobson, R. C. Rope, and G. Sehlke (2002). *Using Bayesian Decision Networks to Evaluate Surface Water and Ground Water Management Options at the Idaho National Engineering and Environmental Laboratory*. Presented at the AWR 2002 Summer Specialty Conference on the Conjunctive Management of Surface Water and Ground Water, Keystone Colorado, 1 - 3 July 2002.

Barry, D., M. Doherty, J. Ward, M. Wigmosta, J Sehlke, and C. Rome (2008). *The North Olympic Peninsula Solutions Network: Extending NASA Tools beyond the Research Community to Resource Management User Groups*. Abstract in: Proceedings of the 76th Annual Western Snow Conference, 2008 Western Snow Conference, April 15-17, 2008, Hood River, Oregon.



- Draper, S.E. and G. Sehlke (2005). *Free Markets – A Stimulus or Impediment for Integrated Water Resources Management?* IN: The Proceedings of the 2005 EWRI World Water & Environmental Resources Congress; Impacts of Global Climate Change, May 15 – 19, 2005, Anchorage Alaska.
- Jaacks, J., S. Williams and G. Sehlke (1995). *Identification of Groundwater Technical Requirements at Department of Energy Mixed-Waste Facilities*. The Mixed Waste Data Requirements Meeting, Albuquerque, New Mexico, September 15-16, 1994.
- Jackson, R. M., C. S. Staley, R. C. Rope, M. A. Manguba, and G. Sehlke (2002). *Education Outreach: Big Lost River Streambank Erosion Inventory and Sediment Characterization*; Poster presented at The Sinks Symposium: Exploring the Origin and Management of Fishes in the Sinks Drainages of Southeast Idaho, Idaho Chapter of the American Fisheries Society, February 27, 2002, Pocatello ID.
- Lilly, M.R., H. Toniolo, and G. Sehlke (2012). *Characteristics of Lake and Reservoir Ice Thickness and Growth on the North Slope*, Alaska, American Water Resources Association – Alaska Section Annual Conference, Juneau, Alaska, March 5-7, 2012.
- Lilly, M.R., H. Toniolo, and G. Sehlke (2010). *Characteristics of Water Use on the North Slope: Industry Challenges and Adaptive Water Management*, 2010 Conference on Arctic Ice and Snow Roads – Advancements and Future Needs, Anchorage, AK, March 30, 2010.
- Said, A., T.F. Glover, and G. Sehlke (2002). *Water Conservation and Quality Impacts on Watershed Economics*. 2002 AWRA Spring Specialty Conference in New Orleans, Louisiana, 12-15 May, 2002.
- Said, A., D.K. Stevens, and G. Sehlke (2003). *Building a Water Balance Model for the Big Lost River, Idaho*. Presented at American Institute of Hydrology “Achieving Sustainable Water Resources in Areas Experiencing Rapid Population Growth, October 19–22, 2003, Atlanta Georgia.
- Said, A., D.K. Stevens, and G. Sehlke (2001). *Exploration of Conservation Schemes and TMDL Using Bayesian Networks*. Presented at Inland Northwest Research Alliance/Idaho National Engineering and Environmental Laboratory Subsurface Symposium, Idaho Falls, Idaho, September 7-8 2001.
- Said, A., D.K. Stevens, and G. Sehlke (2001). *Relation of Land-Use to Total Nitrogen/Phosphorus in Streams*. 2001 AWRA Annual Water Resources Conference; Albuquerque, New Mexico, Nov 12-15, 2001.
- Said, A., D.K. Stevens, and G. Sehlke (2002). *Simulation of Surface and Groundwater and Interaction Management*. 2002 AWRA Summer Specialty Conference in Keystone, Colorado, 1-4 June, 2002.
- Said, A., D.K. Stevens, and G. Sehlke (2002). *Water Quality Relationships and Evaluation Using a New Water Quality Index*. 2002 UCOWR Annual Conference in Traverse City, Michigan, July 23-26, 2002.
- Said, A., D.K. Stevens, and G. Sehlke (2002). *Integrated Bayesian Network For Watershed Information Management*: IN INRA 2003 Subsurface Science Symposium "Advances in Understanding and Modeling Subsurface Processes" October 5-8, 2003, Salt Lake City, Utah.
- Sehlke, G. (2010). *Lead, Follow or Get out of the Way: Adapting Water-Energy Systems in a Time of Uncertainty*. AWRA Alaska Section Annual Meeting (Keynote Speaker), Anchorage, Alaska, March 31 – April 2, 2010.



Sehlke, G. (2009). Pacific Northwest Economic Region: *Overview of the Columbia Basin - In the Context of the Columbia Basin Treaty and its Future Renewal/Renegotiation*. 19th Annual PNWER Summit, July 12 – 16, 2009, Boise Idaho (Invited Speaker).

Sehlke, G. (2009). *The Americas Regional Process - Mobilizing the Actors, the US Water Policy Dialogues* 5<sup>th</sup> World Water Forum, Istanbul, Turkey, February 18, 2009.

Sehlke, G. (2005). *Overview of the Environmental and Water Resources Institute's "Guidelines for Developing Integrated Water Resources Programs" Project*. IN: The Proceedings of the 2005 EWRI World Water & Environmental Resources Congress; Impacts of Global Climate Change, May 15 – 19, 2005, Anchorage Alaska.

Sehlke, G. (1995). *Challenges Associated with Implementing A Conjunctive Management Program in Idaho*. IN: Proceedings of the American Water Resources Association Annual Spring Symposium: Water in the 21st Century: Conservation, Demand, and Supply. Salt Lake City, UT, pp 159-168.

Sehlke, G. (1995). *Legal Protection of Shared Use of Transboundary Water Resources*. Abstract IN: Proceedings of the American Water Resources Association Annual Spring Symposium: Water in the 21st Century: Conservation, Demand, and Supply. Salt Lake City, UT, p 182.

Sehlke, G. (1995). *Conjunctive Management: Hydrological Issues and Data Needs*. Abstract IN: Proceedings of "Connections" - Idaho's Ground Water Technical Workshop, Boise, ID.

Sehlke, G. and B.D. Andersen (2003). *Source Water Assessment of the Idaho National Engineering and Environmental Laboratory: Conjunctive Delineation of a Large Scale Area*. Proceedings of the AWWA Source Water Assessment Symposium, Albuquerque, NM. Jan 19 – 22, 2003.

Sehlke, G. and D. Dunn, (2000). *Source Water Assessments: The Impacts of Surface Water Sources on Ground Water Drinking Water Supplies in Eastern Idaho*. Abstract IN: Proceedings of the 43<sup>rd</sup> Annual American Water Works Association Intermountain Section Conference; Jackson Hole WY. October 10 – 12, 2000.

Sehlke, G. and J.J. Jacobson (2002). *An Evaluation of the Bear River Compact between Idaho, Utah and Wyoming*. Integrated Transboundary Water Management, A Special Joint Conference of the Universities Council on Water Resources, Environmental and Water Resources Institute, National Ground Water Association and the US Corp of Engineers Institute for Water Resources, July 23 – 26, 2002, Traverse City, Michigan.

Sehlke, G. and G. S. Johnson (2000). *Delineating Hydrologically-Based Conjunctive Management Units in Idaho*: IN: The Proceedings of Watershed Management and Operations Management 2000: Environmental and Water Resources Institute, Ft. Collins, CO, June 20 – 24, 2000.

Sehlke, G., M.H. Lilly, H. Toniolo, and R. Ireland (2012). *Adaptive Management of Alaskan North Slope Water Supplies: A Novel Approach to Lake Water-Use Permitting*, American Water Resources Association – Alaska Section Annual Conference, Juneau, Alaska, March 5-7, 2012.

Sehlke, G., Johnson, G.S., Wichlacz, P.L., Campana, M., Skaggs, R. Gosal, K., (2007). *Energy - Water Nexus: Meeting the Energy and Water Needs of the Snake/Columbia River Basin in the 21<sup>st</sup> Century Science and Technology Summit Conference Results*, Idaho National Laboratory, Idaho Falls, Idaho, 26 p.



Sehlke, G. and J. Tracy (2006). *Ineffectiveness of Integrated Hydrologic and Biologic Models: A Matter of Parameter Space*, Abstract IN: Proceedings of the 2006 World Water & Environmental Resources Congress; Omaha Nebraska, May 21st – 25th 2006.

Sharpe, P. and G. Sehlke (2010). An Update on and Overview of the Energy~Water Nexus. Strategy Meeting on Nuclear Power Plant Cooling Water Issues, Charlotte, NC, April 14, 2010.

Stevens, D.K., Said, A. and G. Sehlke (2003). *Integrated Bayesian Network for Watershed Information Management*. Inland Northwest Research Alliance's 2003 Subsurface Science Symposium: "Advances in Understanding and Modeling Subsurface Processes," October 5-8, 2003, Salt Lake City, Utah.

Stevens, D.K., A. Said, M. W. Kemblowski, D. P. Aimes and C. L. Baldwin, R. C. Rope, and G. Sehlke. (2001). *Bayesian Decision Network Representation of Surface and Groundwater Interactions in Arid Regions*. Inland Northwest Research Alliance Subsurface Science Symposium, Salt Lake City, UT, September 6&7, 2001.

Tidwell, V., J. Gasper, R. Goldstine, J. Macknick, G. Sehlke, M. Webber, and M. Wigmosta, 2013. *Integrated Energy-Water Planning in the Western and Texas Interconnections*, Power 2013, Proceedings for the ASME 2013 Power Conference, American Society of Mechanical Engineering, New York, NY, pp. 6.

Tidwell, V.C., B.D. Moreland, K.M. Zemlick1, B.L. Roberts, H.D. Passell, D. Jensen, C. Forsgren, G. Sehlke, M.A. Cook, C.W. King, and S. Larsen, 2014. *Mapping Water Availability, Projected Use and Cost in the Western United States*, Environmental Research Letters, Vol. 9, No. 6, June 2014.

White, L. J., J. Sehlke, J. Brizzee (1995). *Using Geographic Information Systems Technology to Construct a Comprehensive Ground Water Monitoring System at the Idaho National Engineering Laboratory*. Connections Ground Water Conference, April, 1995.

Wigmosta, M., J. Ward, K. Gill, A. Coleman, J. Sehlke, R. Hruska, D. Barry, M. Doherty, and C. DeSisto (2008). *Improving Stream-flow Forecasting in a Snow-Dominated Watershed for a NASA Solutions Network and a Resource Management User Group*. Abstract in: Proceedings of the 76th Annual Western Snow Conference, 2008 Western Snow Conference, April 15-17, 2008, Hood River, Oregon.

## **PROFESSIONAL ASSOCIATIONS**

**Environmental and Water Resources Institute (EWRI)** of the American Society of Civil Engineers (ASCE/EWRI);

- Laws and Institutions Committee (Member, 1999 - Present – Committee Chair, 2001/2002, 2004 - Present).
- Integrated Water Resources Management Task Committee (Member/Chair, 2001 – Present).
- Water Regulatory Standards Committee (Member 1994 - Present).
- Shared Use of Transboundary Water Resources Task Committee (Member 1999 - Present).
- Institute, Border International Water Quality Standards Committee (US/Mexican Border) (Member 2001 – Present).
- Water Infrastructure Security Enhancements (WISE) Standards Committee (Member, 2002 - 2006).
- Water Law Committee (Member, 1994 – 1999; Committee Chair, 1998 & 1999).



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**American Water Resources Association (AWRA);**

- Fellow of the American Water Resources Association (2012 – Present).
- Board of Directors 2003 - 2010, President-Elect 2008, President 2009, Past-President 2010.
- Summer Specialty Conference: Adaptive Management of Water Resources, June 2009. (Conference Chair 2007 – 2009).
- Water Policy Committee (Member, 2005 - Present).
- International Affairs Committee (Member, 2008 - Present).
- National Water Resources Policy Dialog Committee (AWRA Board of Directors Representative, 2003 – 2005).
- Water Law, Science, and Policy Working Group (Member, 1994 - 1996).
- Wildlands and Watershed Working Group (Member, 1994 - 1996).

**World Water Council – World Water Forums**

- 6th World Water Forum, Coordinator of the Water and Energy “Target” (focus area) Area for the Water Forum of the Americas (WFA), World Water Council, Marseille France (Energy-Water Target Coordinator for the Americas (2010 – 2012).
- 5th World Water Forum: Panelist for “Region Americas Meeting” (Ministerial-Level Panel); “High Level Panel on Water, Food and Energy;” and “Taming Bigfoot: What Technologies can Reduce the Water and Energy Footprint?” (Invited Speaker): “Strategic Framework for Effective and Sustainable Water Resources Management and Protection” (Invited Speaker), March 2009, Istanbul Turkey.
- 3rd World Water Forum, Osaka, Japan, Member in session on “Building and Sustaining Networks for Knowledge Sharing,” March 2003.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**



Idaho State Board of Education  
P.O. Box 83720  
650 West State Street, 3<sup>rd</sup> Floor  
Boise, ID 83702

Dear Colleagues,

My name is Dave Kerns and I would like to be considered for the opportunity to serve on the Board of Trustees of our new College of Eastern Idaho. I am currently serving as the Superintendent of Snake River School District, and I am ready and excited to serve my community in this capacity. I know I can provide a vital link in creating policy and working with administrators to help students in their transition from their secondary education to a positive post-secondary experience.

I thoroughly enjoyed teaching at the high school and middle school level for twenty-one years, and I also have enjoyed my first four years of administrative experience at Aberdeen as the high school principal, four years as Superintendent of Clark County School District, and now as Superintendent of Snake River School District #52. My experience in teaching and enjoyment of young people will be a great asset to the College. The training I have received while teaching and now serving as an administrator in our public schools gives me a unique perspective and valuable insight into the kind of post-secondary experience today's high school graduates are seeking.

I sincerely hope to contribute to this new endeavor to bring quality higher education into our community. I know I can provide the kind of leadership the College needs to move forward now and into the future. I firmly believe in the benefits of having a community college in our town and am excited to see it become the kind of institution the students need to be successful in 21<sup>st</sup> century learning.

Please consider me for this wonderful opportunity. I appreciate your time and effort in this matter. I look forward to seeing the students in our area and even from other communities come to Bonneville County to receive a quality education and grow through what we can offer here in Idaho Falls.

Sincerely,

David L. Kerns  
Superintendent, Snake River School District #52



**David L. Kerns**



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**OBJECTIVE:**

Professional, experienced educator for 34 years seeking an opportunity to serve as a Board member for the College of Eastern Idaho

**PROFESSIONAL EXPERIENCE:**

Snake River School District, Blackfoot, Idaho August 2012 – Present

**Superintendent (current assignment)  
(Previously) Rockford Elementary Principal  
Middle School Principal  
Federal Programs Director**

Clark County School District, Dubois, Idaho June 2008 – 2012

**Superintendent**

Aberdeen High School, Aberdeen, Idaho July 2004 – 2008

**High School Principal**

Idaho Association of Teachers of Language and Culture Fall 2004 – 2005

**President**

Idaho Falls Teachers' Credit Union Spring 2004

**Board Member**

Sandcreek Middle School, Idaho Falls, Idaho Fall 2001

**Administrative intern**

Hillcrest High School, Idaho Falls, Idaho 1992 – 2004

**Foreign Language Department Chair  
Spanish Teacher**



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Bonneville High School, Idaho Falls, Idaho

1986 – 1992

**Foreign Language Department Chair**  
**Spanish Teacher and Spanish club advisor**  
**Sophomore Football Coach**  
**Girls Basketball Coach**

Salmon High School, Salmon, Idaho

1985 – 1986

**Spanish and English Teacher**  
**JV Boys basketball coach**

East Junior High School, Casper, Wyoming

1983 – 1985

**Spanish teacher**  
**Girls basketball coach**  
**Instructor of English as a second language**  
**Yearbook advisor**

**EDUCATION:**

- Ed Specialist in Educational Administration, May 2010, Idaho State University, Pocatello, Idaho GPA: 3.86
- Masters of Education in Educational Administration, May 2002, Idaho State University, Pocatello, Idaho GPA: 3.92  
(Summa Cum Laude)
- Bachelor of Science in Education, June 1983, Utah State University, Logan, Utah. *Major* – Spanish, *Minors* – English and P. E. GPA: 3.64  
(Cum Laude, academic scholarship recipient)

**REFERENCES:**

Brian Kress - Superintendent  
Blackfoot School District

[REDACTED]

Chris Nelson – Business Manager  
Snake River School District

[REDACTED]

Charles Shackett – Superintendent  
Bonneville Joint School District

[REDACTED]

Geoff Thomas – Superintendent  
Madison School District

[REDACTED]



Karen A. Leibert



14 June 2017

Idaho State Board of Education  
650 West State Street, 3<sup>rd</sup> Floor  
Boise, ID 83702

To the Board:

The new College of Eastern Idaho can be a true asset to our community. At the moment, our community has overwhelmingly supported the vision of this new community college. The task of its Board of Trustees will be to turn the community's vision into a reality. This is an exciting challenge. Participating in this task is an opportunity I welcome.

CEI will be blending the newer general education humanities courses with its existing technical program. I am uniquely and highly qualified to carry out this mission. My background also gives me familiarity with the process of creating a program from a vision as well as with the challenges of administering and improving an educational program. I served as the Coordinator for the first ever World Nuclear University, which held its inaugural Summer Institute in Idaho Falls in 2005. This successful program brought together more than fifty young career professionals from around the world to the Idaho State University campus for an intensive six weeks of nuclear power studies. I arranged all the logistics, wrote the student handbook, and supervised the daily sessions and events. At the conclusion of the Institute, the Nuclear Engineering Department of Idaho State University hired me as its Program Coordinator. In that capacity, I helped with the ABET accreditation process, administered various aspects of the program, wrote a number of successful grants, and even taught several classes (Ethics and Nonproliferation). Previous to my work with the World Nuclear University Summer Institute, I worked for twenty-one years as Director of the Idaho Falls Community Education Program, a non-credit lifelong learning program of School District #91. I greatly expanded and professionalized this program, and it was named one of the "Top Ten Winter Activities in Eastern Idaho" by the Idaho Falls *Post-Register*. During my tenure at Community Education I was awarded an Outstanding Service Award from the Idaho Lifelong Learning Association.

A board of education is to serve both the students and the faculty and facilitate the educational processes of an institution in all its aspects: fiscal, physical facilities, and policies. I have the experience and interest to participate in that process at the College of Eastern Idaho.

I will adhere to the pledge made by those advocating for this new community college not to raise the tax rate above that advertised as the expected costs for at least the first three years.

Sincerely,



Karen Leibert



Karen A. Leibert

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**SUMMARY OF QUALIFICATIONS**

- Retired educational professional with administrative and teaching experience
- Award-winning educational administrative experience working with adult students.
- Curriculum and grant writing expertise.

**PROFESSIONAL ADMINISTRATIVE EMPLOYMENT**

2005-2013	<b>Program Coordinator</b> Department of Nuclear Engineering/ Nuclear Engineering Program	Idaho State University Idaho Falls, ID 83402
2005	<b>Idaho Coordinator</b> WNU-Summer Institute	Idaho State University Idaho Falls, ID 83402
2004	<b>Curriculum Consultant</b>	School District #91 Idaho Falls, ID 83401
2003-2004	<b>Head of School</b>	Lillian Vallely School Blackfoot, ID 83221
1982-2003	<b>Director of Community Education</b>	School District #91 Idaho Falls, ID 83401

**PROFESSIONAL TEACHING EMPLOYMENT**

1977-2016 (not continuous)	<b>Adjunct Professor of History</b>	Idaho State University Pocatello, ID 83209
1975-1977	<b>Teaching Assistant</b>	University of British Columbia Vancouver, British Columbia, Canada V6T
1972-1973	<b>Secondary School Teacher</b>	East Cleveland City Schools East Cleveland, OH 44112
1970-1972	<b>Teaching Assistant</b>	University of Maryland College Park, MD 20742
1969-1970	<b>Elementary School Teacher</b>	Lukachukai Boarding School Lukachukai, AZ 96507

**EDUCATION**

		<i>Major Field</i>	<i>Minor Field</i>	<i>GPA</i>
Ph.D., 1984	University of Maryland College Park, MD 20742	Russian History	Modern Europe	3.5
1980	Indiana University Bloomington, IN 47405	Russian		3.8
1975-77	University of British Columbia Vancouver, B.C., Canada	History	Russian	
M.A., 1975	University of Maryland College Park, MD 20742	Russian History	American History	3.5
1969	Cleveland State University Cleveland, OH 44115	Education	History	3.9
B.A., 1969 (Honors)	College of Wooster Wooster, OH 44691	History	Education	3.5



Karen A. Leibert  
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#### GRANTS AND FELLOWSHIPS

- Awarded a Fulbright-Hayes Scholarship grant for Ph.D. research in Russian History in Helsinki, Finland.
- Awarded a W. R. Hearst Foundation grant for research at the British Museum, London.
- Awarded \$25,000 National Academy of Nuclear Training (NANT)) graduate fellowship for Idaho State University every year that I applied on behalf of the university (only 25 awarded nationally)
- Awarded a Character Education grant of up to \$40,000 for four years from Idaho State Department of Education to implement the national Character Education program at Lillian Vallely School.
- Solicited and received funds from Bechtel BBXT Idaho for four presentations per year given by the Idaho Humanities Council through Community Education when the IHC instituted fees for its previously free presentations.

#### AWARDS AND HONORS

- Elected to membership in Phi Beta Kappa.
- Elected to membership in Phi Alpha Theta.
- Graduated with honors, College of Wooster.
- Honored by having Community Education named one of the "Top Ten Winter Activities in Eastern Idaho" by the Idaho Falls *Post-Register*.
- Earned the Outstanding Service Award from the Idaho Lifelong Learning Association.
- Chosen for participation in the Idaho State Bar's Citizen's Law Academy.
- Named an Outstanding Leader by the Silver Sage Girl Scout Council.
- Chosen for the Graduate Student and Young Faculty Exchange with the Soviet Union by the International Research and Exchanges Board.
- Awarded a travel and research stipend as an Associate of the Summer Research Laboratory on Russian and Eastern Europe, University of Illinois.
- Funded for intensive summer study of Russian language at Indiana University by the International Research and Exchanges Board.

#### CIVIC POSITIONS

- Trustee of the Idaho Falls Public Library, 1997-2002
- Board member of Rape Relief of Idaho Falls, 1988-1994
- Girl Scout Troop Leader and Troop Consultant, 1990-2003
- Supplementary Art Teacher at Longfellow Elementary School, 1992-1997

#### REFERENCE

- Dr. Lyle Castle, Interim Dean, College of Science and Engineering, Idaho State University,  
[REDACTED]



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

Janet Lighthouse, [REDACTED]

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June 20, 2017

Dear Members of the Idaho State Board of Education,

My name is Janet Lighthouse. I am applying to the position of Board of Trustee for the College of Eastern Idaho. It is a great opportunity for Idaho Falls to be the home to a community college. I have been involved in education over the past few years and have seen some great successes but also many struggles in education in our nation. I grew up in Idaho Falls and have recently returned to the area. Since arriving here, I have seen a need for an increase in the expectation of academic excellence amongst students of all ages and throughout our community. I feel that the presence of a community college can greatly promote an increase in academics and growth.

After the youngest of our six children started school a few years ago, I returned to the university in Southern Oregon to receive my master's degree in teaching. I attended the first year of the two-year-program and also took 12 credits of upper-level Spanish Classes to prepare to teach high school Spanish. Although I thoroughly enjoyed the education and leadership concepts I was learning, my plans to finish my degree were cut short when I was approached about running for the Medford K-12 School Board. Our school district had been through some difficult years which had culminated in a strike. I knew that my ability to work with others and my experience on previous boards would help bring the community together. One of the most important things I learned while serving on the board is the role of a board of trustees in respect to the superintendent or president of an organization. The board is responsible for policy making, governing, and being a liaison for the community, but it is not to be involved in the everyday aspects or in micromanaging the details of the organization.

The presence of a community college will be a great asset to Idaho Falls for a number of reasons. First, the opportunity for K-12 students to be involved in the college, whether through dual credits, college ready classes, or educational opportunities at the facility, is not only greatly needed but will drastically increase the go-on rate to higher education and community interest in education. Another crucial aspect in the success of a community college is the cooperation with local businesses. I especially see the great benefit that can occur in our medical community. My husband is a cardiologist in Idaho Falls. He has found that the absence of a medical school in the state of Idaho makes it difficult to recruit physicians and medical professionals to the area. This can be improved with the connections between the medical community and the community college. The third aspect is the presence of a strong arts program. I have great interest in music and feel that the community college could help enhance the student's and community's experiences through music and the arts. Through the support from our community and professionals in the area, much can be accomplished within the study panel's mil rate recommendation of \$15/100,000.

I have great interest in the success of the College of Eastern Idaho. I have a son that is a senior at Idaho Falls High School next year. He plans on taking classes at CEI in the fall. We also have three other children at home who could greatly benefit from the community college in the near future. I look forward to helping our education system improve and strengthen Eastern Idaho through the presence of our own community college.

Thank you for your consideration,

*Janet Lighthouse*

Janet Lighthouse  
[REDACTED]



## Janet Lightheart

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### *Community Service*

**Bonneville County Republican Women Secretary**

Idaho Falls, Idaho, January 2017-present

**K-12 School Board Director**

Medford 549C K-12 School District, Medford, Oregon. June 2015-June 2016

**Elementary School PTO President**

Hoover Elementary School, Medford, Oregon. September 2013-June 2014

**Homeowners Association Board Member**

Sunridge Homeowners Association, Medford, Oregon. January 2009-December 2015

**Community Christmas Music Festival Coordinator**

Medford, Oregon. 2011-2016

**Gymnastics Parent Association Secretary**

America's Best Kids, Medford, Oregon. 2008-2010

### *Education*

**19 Credit Hours towards Master of Arts in Teaching Program, Spanish Endorsement**

Southern Oregon University, Ashland, Oregon. June 2014-June 2015

**Bachelors of Science in Medical Technology, Clinical Laboratory Science**

Oregon Health Sciences University, Portland, Oregon. June 1992

### *Employment*

**K-12 Substitute Teacher**

Idaho Falls School District 91 and LDS Seminary, Idaho Falls, Idaho. September 2016-June 2017

**Clinical Laboratory Scientist**

Good Samaritan Hospital, Portland, Oregon. June 1992-June 1994

### *References*

**Dr. Brian Shumate**, Superintendent, Medford 549C School District

[REDACTED]

**Brian Seedall**, Principal, Bonneville High School Seminary

[REDACTED]

**Sean Coletti**, Board Member, Idaho Falls Chamber of Commerce

[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

CHERYL O'BRIEN

Ms. Emma Atchley, President  
Idaho State Board of Education  
P.O. Box 83720  
Boise, Idaho 83720-0037

Subject: Application for College of Eastern Idaho Board of Trustees

Dear Ms. Atchley and Board members:

Please consider my application to become a member of the College of Eastern Idaho Board of Trustees. I believe I can contribute to the success of this new college through my academic training and career experience.

The establishment of the College of Eastern Idaho is an important step toward increasing the number of high school graduates in this area pursuing post-secondary degrees and certificates. I believe financially accessible higher education, in multiple forms, will greatly benefit not only prospective students, but the community, too. Consequently, it's important the College of Eastern Idaho is successful in offering programs leading to skilled employment, in a nurturing atmosphere. I hope to contribute by assisting with selection of solid programs, assuring efficient management of public funds, supporting and nurturing great staff, and most importantly, policy setting that is student centric. The success of the campaign this spring was important enough to me to volunteer to canvass my neighborhood and encourage early voting.

I moved to Idaho Falls early in my adult life to work as an engineer at the Idaho National Laboratory. I enjoyed multiple positions within the Laboratory including research, production engineering, and management. I retired in 2015 in order to learn something new, and to earn a credential that will allow me to give back to my community by teaching or serving in administration in higher education. Consequently, I accepted a fellowship from Idaho State University and am pursuing a Doctor of Arts in political science. I plan to combine my technical experience with a fresh education on politics and policy, and serve eastern Idaho through our local higher education institutions.

If the Board of Education does consider my application, please share specifics about the expectations of the Board of Trustees. Obtaining my doctorate is demanding; I need to be sure I can contribute meaningfully to the new college while pursuing my degree in the next few years.

I understand that trustees will be selected by zone. It may help if I clarify that I am a county resident, surrounded by the city of Idaho Falls. (Our home is what is left of a 100+ year old farm.) This may or may not be clear depending on how you determine zones and corresponding residents.

My current Curriculum Vitae is attached. I had a fun and challenging career in engineering; now I want to serve eastern Idaho applying my past experience, and my new educational training.

Sincerely,

Cheryl O'Brien



[REDACTED]  
Cheryl O'Brien  
[REDACTED]

Completing a Doctor of Arts degree in political science to complement experience as a senior engineering manager at a U.S. Department of Energy national laboratory.

#### Education

Doctor of Arts, Political Science, Idaho State University, anticipated 2020

- Research Interest: Energy and Environmental Policy
- Classroom instruction emphasis
- Subfields: American Politics, Public Administration/Policy, Comparative Politics/International Relations
- Doctor of Arts Fellowship, 2016-present

Master of Engineering, Civil Engineering, University of Idaho

Bachelor of Science, Civil Engineering, University of Idaho

#### Experience

Idaho National Laboratory (INL), Battelle Energy Alliance, Idaho Falls

- Director, Engineering Programs, and the Engineering Technical Authority Office, 2012-2015

Streamlined application of engineering standards through redesign and personnel training, influenced official company policy through the execution of independent technical reviews, worked with DOE and management counterparts to secure private and federal funding, instituted division-wide training on personnel development and creative process leadership.



- Director, Engineering Analysis and Design, 2008-2012  
Embedded Code of Federal Regulations and Executive Order contractual requirements into engineering processes, supervised research specific to the development of engineering capability resulting in intellectual property and external funds, organized a process for the management of engineering software for strategic decision making, instituted a division-wide management plan setting multi-year direction and objectives, including mentoring and career growth.
- Department Manager, Applied Mechanics, 2005-2008  
Enhanced core competence in advanced structural analyses and computational optimization resulting in business and staff growth of 30%.

#### Previous Employment

- Bechtel BWXT Idaho, Building Technologies and Energy Management Department Manager, 1999-2005  
Introduced energy and environmental sustainability at INL.
- Lockheed Martin Idaho Technologies, Principal Investigator/Program Manager, 1994-1999  
Performed seismic structural analysis, wind and seismic test facility research.
- Westinghouse Idaho Nuclear Company, EG&G Idaho, Puget Sound Naval Shipyard

#### Professional Certifications

- Registered Professional Engineer #5755, State of Idaho
- Change Management Professional Certification, Acuity Institute, School of Business Leadership, 2015
- SAF-200DE, Office of Health Safety and Security, US DOE National Training Center, 2013
- ASME NQA-1 Applied to Software Used at DOE Facilities, Theseus Professional Services, 2011
- Fundamentals of ASME Section III, American Society of Mechanical Engineers, 2011
- Leadership in Energy and Environmental Design Accredited Professional, US Green Building Council, 2000



Selected Publications/Presentations

O'Brien, C. "Where Citizens Turn When Seeking Information on Energy Pollution Issues," Idaho State University Graduate Symposium, Pocatello, ID, March 2017.

O'Brien, C. "Gender Neutral Restrooms on College Campuses," (poster) Midwest Political Science Association annual conference, Chicago, IL, April 2016.

Invited presentation: O'Brien, C., Keynote Address, American Society of Civil Engineers 2015 Pacific Northwest Student Competition, Pocatello, ID, May 2015.

Invited presentation: O'Brien, C., "Practicalities of Analyst Qualification and Software Validation from an Engineering Management Perspective," Pre-SMiRT-21 Conference Seminar on Modeling, Uncertainties, Benchmarking and Analyst Qualification, Mumbai, India, February 2011.

Invited presentation: O'Brien C., Keynote Address, *My Amazing Future* young women's conference (INL), Idaho Falls, March 2013.

Invited presentation: O'Brien, C., "Engineering Management," ENGR 651/655 Seminar, Idaho State University, Pocatello, ID, 2010

Invited presentation: O'Brien, C., "How Sustainability is Changing How We Make and Choose Products," 16th Symposium on Thermophysical Properties, Boulder, CO, August 2006.

Richins, W., Novascone, S., and O'Brien, C. "Summary of SMiRT20 Preconference Topical Workshop – Identifying Structural Issues in Advanced Reactors," 20th International Conference on Structural Mechanics in Reactor Technology (SMiRT 20) Espoo, Finland, August 9-14, 2009

Bennett, R. G., et al., "Idaho's Energy Options" (chapter authored by C. O'Brien), INL/EST-06-01391 prepared for the Idaho Legislature House Environment, Energy and Technology Committee, March 2006.

O'Brien, C., "How the Energy Manager Can Exploit Sustainability," ENERGY 2005, August, 2005.

O'Brien, C., Richins, W. D., Larson, T. K., "INEEL Test Site Hopes to Reveal New Insight into the Performance of Manufactured Homes," Building Safety Journal, August 2003.



### Professional Affiliations and Awards

- International Association for Structural Mechanics in Reactor Technology (SMiRT):  
Member of International Technical Committee: SMiRT 23, 2015 (United Kingdom)  
Co-chair for Division III, "Applied Computation, Simulation, and Animation," and  
Advisory Committee, SMiRT 22, 2013 (USA), Co-chair for Division III, SMiRT 21,  
2011 (India), Co-chair for Division X, "Challenges of New Reactors," and organizer  
of topical workshop, SMiRT 20, 2009 (Finland)
- American Society of Mechanical Engineers Pressure Vessel and Piping (PVP):  
Member, Seismic Engineering Technical Committee and Technical Program  
Representative for PVP 2010 and PVP 2011 conferences
- Idaho State University Affiliate Faculty, 2010-2012
- Award: Executive of the Year, International Association of Administrative  
Professionals, 2011
- Award: Outstanding Conference Session, PVP 2009 conference
- Vice-president, Idaho Women in Nuclear, 2006-2007; Officer at Large, 2008-2009
- Board of Directors and Treasurer, Yellowstone Business Partnership, 2006-2007
- Board of Directors, US Green Building Council Idaho Chapter, 2006
- Vice-Chair, DOE EFCOG Energy Efficiency Working Group, 2004-2005
- American Society of Civil Engineers (ASCE) Committee on Diversity and  
Women in Civil Engineering, 2004-2010
- Award: DOE Energy Management Achievement Award, 2004
- ASCE National Energy and Environmental Systems Policy Committee, 2004
- ASCE National Energy Policy Committee, 2001-2003
- Chairman, University of Idaho Dept. of Civil Engineering Advisory Board, 2001-2002
- Award: Environmental Awareness Program Appreciation for leading the Idaho Falls  
Earth Day celebration, 2000



**COX, OHMAN & BRANDSTETTER, Chartered**

ATTORNEYS & COUNSELORS AT LAW

JOHN M. OHMAN \*

\*CERTIFIED TRIAL SPECIALIST

June 6, 2017

Ms. Emma Atchley  
President-State Board of Education  
PO Box 83720  
Boise, ID 83720-0037  
Via Email: [board@osbe.idaho.gov](mailto:board@osbe.idaho.gov)

**Re: Trusteeship, College of Eastern Idaho**

Dear President Atchley:

When I first moved to Idaho Falls over forty years ago I expressed concern that, as wonderful as our community was—and continues to be—its primary deficiency was the absence of its own college or university. What a difference those four decades have brought to Idaho Falls, to the benefit of the immediate community and the State of Idaho!

How fortunate we are, in those intervening years, to have the benefit of University Place and the excellent offerings of Eastern Idaho Technical College with course offerings from Idaho State University, University of Idaho, and BYU-Idaho affording educational opportunities to the citizenry, and now significantly enhanced by the newly created College of Eastern Idaho!

Education, and academics, have always been important to me. I have a zest not only for enhancing my own education on a daily basis, but more importantly, for making available to all who are interested the opportunity of obtaining such college and vocational/technical training as to which an aspirant is suited. I would relish the opportunity to serve on the Board of Trustees for the College of Eastern Idaho, and to devote my time, talents and attention to making the College of Eastern Idaho an institution of pride, success, and recognition throughout the region.

My resume is presented herewith, and I thank the State Board of Education for consideration of this application—but more importantly for the Board's considerable efforts in furthering the reality of CEI.

Very truly yours,

John M. Ohman  
Attorney at Law

JMO/kcp



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

VITA  
JOHN M. OHMAN



EMPLOYMENT:

COX, OHMAN & BRANDSTETTER, Chartered

Attorney - Shareholder

EDUCATION:

<u>School</u>	<u>Discipline</u>	<u>Degree</u>
Creighton University Omaha, Nebraska	Business Adm.	BSBA/1971
Creighton University Omaha, Nebraska	Law	J.D./1972

PROFESSIONAL ORGANIZATIONS, LEGAL:

Admitted to Practice:

U.S. Supreme Court  
U.S. Court of Appeals, 9th District  
U.S. District Courts, Districts of Idaho and Nebraska  
Idaho Supreme Court  
Nebraska Supreme Court

Memberships (present and past):

Hall of Fame (nominee of American Biographical Institute - April 2009)  
Great Minds of the 20<sup>th</sup> Century  
Outstanding Lawyers of America  
American Bar Association (now American Association for Justice)  
LITIGATION Section  
FAMILY LAW Section  
TORT AND INSURANCE PRACTICE Section  
American Judicature Society  
American Inns of Court  
Eagle Rock Inns of Court  
Idaho State Bar Association  
Nebraska State Bar Association  
Seventh Judicial District Bar Association  
American Trial Lawyers Association  
Idaho Trial Lawyers Association  
Association of Interstate Commerce Practitioners



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Phi Alpha Delta, National Law fraternity  
Idaho Law Foundation  
Unauthorized Practice of Law Committee  
Defense Research Institute  
Idaho Association of Defense Counsel  
Mountain States Super Lawyer  
American Society of Legal Advocates (Nominee)  
Member - Nation's Top 1%, National Association of Distinguished Counsel  
Invitee - Litigation Counsel of America  
Member - National Academy of Personal Injury Attorneys  
American Institute of Personal Injury Attorneys - Best Law Firm Nomination  
America's Top 100 Attorneys  
American Institute of Personal Injury Attorneys - Nominee - 10 Best Attorneys in Idaho

**PROFESSIONAL ORGANIZATIONS, NON-LEGAL: (present and past)**

**Member:**

Omicron Delta Epsilon, national economics honorary  
Phi Kappa Psi, national social fraternity  
Smithsonian Institution, associate  
International Platform Association  
Airplane Owners & Pilots Association  
American Museum of Natural History  
ABA Section of Litigation Insurance Coverage Litigation

**Appointive Positions (Past):**

Idaho Transportation Department, (chairman)  
Association for Humanities of Idaho, Executive Board  
Advisory Council, Continuing Legal Education for Idaho State Bar  
Judge Advocate, Civitan International, Intermountain District  
Legal Advisor to BPOE #1087  
Legal Advisor to Association for Humanities in Idaho  
Legal Advisor to Mayor's Committee for the Handicapped  
Chairman of Legislative Committee, Chamber of Commerce  
Divorce Laws and Procedures Committee Member, ABA

**Elected Positions (Past):**

State Committeeman  
Precinct Committeeman

**Community Activities:**

United Way  
YMCA  
American Cancer Society (past president)  
Civitan International, Idaho Falls, (past president)  
BPOE #1087  
Group Homes, Inc., director  
Mayor's Committee for the Handicapped  
Community Concert Association  
Idaho Falls Symphony Society  
Chamber of Commerce  
Eastern Idaho Special Services Agency



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**Honors:**

"A" Rated Attorney by Martindale-Hubbell Legal Directory  
Favorite Lawyer (2002)  
Certified Civil Trial Specialist  
Who's Who in America  
Who's Who in American Law  
Who's Who in American Politics  
Who's Who in American West  
Who's Who in Executives and Professionals  
Who's Who in the West  
Who's Who of Contemporary Achievement  
Outstanding President Award, Civitan International  
Personalities of America  
Personalities of the West & Midwest  
Personalities of the World  
Who's Who in the World (October 2005)  
Community Leaders of America  
Men of Achievement - International Biographical Center Cambridge, England  
Biographical Roll of Honor  
International Roll of Profiles - Cambridge, England  
International Who's Who of Intellectuals  
The Directory of Distinguished Americans  
Dictionary of International Biography  
Volunteer of the Year Award  
Century Club Membership, YMCA  
Idaho Safe Pilot  
Delegation Member, Idaho Business Leaders, to Peoples Republic of China, Japan & Hong Kong  
Idaho Highway Users Conference  
Motorvator Award Certificate of Recognition, State of Idaho, for service to Idaho Transportation  
Department  
Who's Who of Emerging Leaders in America  
Idaho Falls Legal Support Staff Association "Boss of the Year"  
America's Registry of Outstanding Professionals  
2000 Outstanding Intellectuals of the 21<sup>st</sup> Century  
21<sup>st</sup> Century Award for Achievement, Nominee International Biographical Center, Cambridge, England  
Who's Who Empowering Executives and Professionals  
International Professional of the Year (International Biographical Center, Cambridge, England)  
Designee, Madison Who's Who Among Executives and Professionals, "Honors Edition"  
Super Lawyers, Mountain States  
Eagle Rock Inn of Court Professionalism Award  
Designation as "Super Lawyer" - 2011 and 2012  
Heritage Registry of Who's Who for Executives and Professionals  
2014 Top Rated Lawyer in Insurance Law by American Lawyer Media and Martindale Hubbell  
Nominee, BEST ATTORNEYS OF AMERICA, Rue Ratings  
Nominee, THE AMERICAN SOCIETY OF LEGAL ADVOCATES (selected 2014)  
Nominee, American Registry, America's Most Honored Professionals  
2016 Most Honored Professional, by American Registry  
Nominee, The National Trial Lawyers Mass Tort Trial Lawyers Association  
Nominee, America's Most Honored Professionals

**Military:**



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Veteran - U.S. Army, Captain, Ordinance

**Publications:**

Federal Judges: The Complexity of Recruitment, Appointment, Tenure and Removal. Case and Comment, Vol. 78 No. 4

**Periodicals**

**Hobbies:**

Aquatic Sports

Numismatics

Reading

Aviation

Oratory

Racquetball

**Miscellaneous:**

Frequent lecturer, Toastmaster, and Master of Ceremonies

Campaign Coordinator for Governor of Idaho

Defense Research Institute Insurance Law Committee Member

Invitation to Order of International Merit



6/22/17

Calvin B. Ozaki

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State Board of Education  
board@osbe.idaho.gov  
PO Box 83720  
Boise, ID 83720-0037

**Dear State Board of Education:**

I am very interested in serving on the Board of Trustees for the new College of Eastern Idaho (CEI), and would appreciate your consideration. I believe CEI has the potential to provide enormous educational, community, and economic benefit to Idaho Falls, Bonneville County, and eastern Idaho. CEI can provide the impetus to significantly improve the high school go-on rate for eastern Idaho, and provide a path for adults with some college credits to return to college and complete a two-year education program. The combination of Eastern Idaho Technical College's (EITC) existing physical and intellectual assets and the recommended mil rate of \$15/\$100,000 make this a very cost effective and desirable educational investment for the State of Idaho and our local community.

I have a life-long personal interest and passion for wanting to help create the CEI. I began my academic career at Rio Hondo Community College in Whittier, CA, and I largely owe my academic success to my community college professors who had a passion for teaching and helping struggling students like myself. They inspired me and gave me a strong foundation that propelled me onward towards my long-term educational pursuits. Also, early in my professional career at Lawrence Livermore National Laboratory, I was given the opportunity to teach in the Radiation Technology Program at Chabot Community College's evening program. The reason I pursued this opportunity was because most of the students in this program were Laboratory employees during the day, including some of my staff. This teaching position gave me the opportunity to positively affect and influence our Laboratory talent pipeline, and expand the student's long-term career opportunities. Lastly, I have had the pleasure of serving on EITC's Advisory Board for the past 15 years, and watched the College evolve and grow into what it is today. I can envision the expanded possibilities for its future as the College of Eastern Idaho, and I would greatly enjoy the opportunity to contribute to its success.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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My family and I have been members of our Idaho Falls community for the past 29 years, and during that time I have held diverse technical, institutional, and strategic leadership positions at the Idaho National Laboratory (INL). Throughout those years I've developed a close working relationship with EITC, especially in the areas of collaborative workforce training and development. My current responsibilities include managing our INL K-12 STEM Program, and we strategically partner with EITC to provide teacher professional development and student outreach activities. EITC also plays a vital role in helping us bridge our INL K-12 STEM activities with our University Partnerships and Workforce Development programs. I have also been active in community service activities, such as serving as the Chairman of the Board for the Greater Idaho Falls Chamber of Commerce, member of the Board of Directors for the Eastern Idaho Economic Development Council and Bonneville County United Way. These activities have given me 6/26/2017 first-hand insights into understanding and appreciating the educational needs and opportunities in our community.

I believe CEI can provide immediate positive impact to eastern Idaho's high school go-on rate in the following ways. First, a dual credit option with our local school districts could provide high school students with a cost effective, early introduction to college level curriculum, and thereby instill confidence in students to pursue a college education. Second, creating 2+2 agreements with Idaho universities and BYU-I would help ensure a seamless transfer of CEI graduates into a university bachelors program. This 2+2 arrangement would better prepare and increase student's success rate in matriculating from our community college to a university setting. Third, a trimester schedule could enable students to complete their first two academic years in less than 18 months, which accelerates their progression towards a university program and/or into the work force.

I would appreciate your consideration for serving on your Board of Trustees. Please feel free to call me if you have any questions or wish additional information.

Sincerely,

Cal Ozaki



**Calvin B. Ozaki**

**Summary of Leadership Experience**

Over 38 years of diverse program and project management and leadership experience in nuclear facility operations, business development, and strategic planning. Held senior leadership positions at three DOE National Laboratories, with personal expertise in technical and business operations, communications, stakeholder involvement, strategic planning, regulatory, environment, safety and health.

**Education/Certifications**

- M.S. Radiological Health, Oregon State University, 1979
- B.S. Biology and B.A. Chemistry, University of California at Irvine, 1976
- Executive Business Leadership Program, International Institute for Management Development, Lausanne, Switzerland, 1999
- Program 2000 - Executive Leadership, Northeastern University, Boston, MA, 1992-1994
- California Community College Teaching Credential, 1981
- Certified Hazardous Materials Manager, 1984
- Total Quality Management Instructor, 1989

**Core Competencies**

- Strategic Program & Project Leadership
- Relationship Management & Business Development
- Facilities & Operations Management
- Environmental, Safety, Health & Quality Assurance

**Experience Summary**

***Idaho National Laboratory, Manager, Public Affairs and Strategic Initiatives, Partnerships, Engagement, and Technology Deployment Directorate, 2015-present***

Provide INL strategic leadership for all external and internal communications with stakeholders, media, and employees, with specific responsibilities for providing comprehensive communications support for the Laboratory Director's Office. Also, provide Hosting, Tours, and Protocol leadership for VIP and stakeholder visits, and special events such as the annual Laboratory Director's Awards Ceremony. Responsible for Corporate Giving and Community Relations program, and the K-12 STEM Program, focused on Teacher Professional Development, student outreach, and talent pipeline.

***Idaho National Laboratory, Director, Campus Development Office (CDO), Facilities and Site Services Directorate, 2010-2015***

Provide INL strategic leadership for developing and integrating Laboratory and DOE NE vision, goals, and strategies into the INL Ten Year Site Plan, and other strategic infrastructure planning and budget documents. Lead and manage the INL Campus Development Office Programs, including; INL's strategic capital investments, master campus planning, land and space management, sustainability and sustainment Programs, and real property management system. Transformed CDO from a tactical and reactionary organization to a Laboratory strategic leader for facilities and infrastructure. Proactively develop and recommend strategic investment initiatives to the Executive Council, and execute an investment portfolio of up to \$25M/yr.



***Idaho National Laboratory, Relationship Manager, Nuclear Science & Technology (NS&T) Directorate, 2009-2010***

Supported the Deputy Laboratory Director for Science & Technology and the Associate Laboratory Director for NS&T by providing strategic leadership in developing and aligning the long-term Laboratory vision with DOE NE's long-term vision. Specific responsibilities include; (1) assisting DOE NE in developing their 30-year R&D Technology Roadmap and Implementation Plans, (2) leading INL in developing the INL Ten Year Site Plan, and (3) leading NS&T in formulating program budgets. The unique capabilities I brought to these assignments were the insights and relationships that I developed during my 18-month assignment with DOE NE.

***Idaho National Laboratory, Laboratory Liaison to DOE Nuclear Energy, 2008-2009***

18 month senior leadership assignment as Laboratory Liaison to the Department of Energy, Office of Nuclear Energy, Deputy Assistant Secretary for Nuclear Power Deployment (NE-3). Provided NE-3 with a one-stop access point to INL capabilities and information. Facilitated timely and effective communications between NE and INL on strategic issues, and assisted INL in taking leadership roles on key NE initiatives (e.g. Beyond Electricity-Nuclear Hybrids, University R&D Program Funding, and Idaho Facility Management). Also facilitated ongoing NE and INL program development and budget definition activities, and provided early "heads-up" warning on emerging critical issues and NE sensitivities.

***Idaho National Laboratory, Director of Facilities Management and Operations, 2005-2008:***

Senior leadership and management responsibility for site-wide Facility Management, with an annual budget of \$74M and a 450-person staff. Responsibilities included landlord for over two million square feet of non-nuclear laboratory and support facilities, infrastructure to support 890 square miles of site, and facility engineering and construction management to support the four geographically separated facility complexes. Led the restructuring and transformation of the Operations and Maintenance Services Division into a facility-centric, customer-service oriented, engineering-led sustainment business model. Also collaterally served as an Emergency Director for the INL Emergency Response Organization, the INL Community Ambassador for the INL Communications and Public Affairs Directorate, and INL representative (rotating member) to the Battelle Laboratory Operations Council.

***Argonne National Laboratory – West, Director of Nuclear Program Services Division and Infrastructure Program, 2001-2005:***

Executive leadership responsibility for site-wide Environment, Safety, Health, and Quality, Safeguards and Security, and Business Services, with an annual budget of \$21M, and a 200-person staff. Led the site safety activities in successfully exceeding 2,500,000 hours without a lost time accident, and significantly improved overall safety performance in Total Recordable Case Rate and Days Away From Work. Also responsible for directing, planning, and funding the Site Infrastructure Program, which included site physical assets, facility operations and services, with an annual direct budget of \$35M. Developed the infrastructure capital revitalization plan, and requested and successfully secured \$6M in supplemental Congressional funding for capital improvements. Served a one-year special assignment as the University of Chicago proposal manager, and assisted the ANL-W Laboratory Director in leading the bid proposal team for the INL contract.



***BNFL Inc., Deputy General Manager - Advanced Mixed Waste Treatment Project (AMWTP), 1995-2001***

Executive leadership responsibilities included assisting the General Manager in all aspects of Program execution, and with specific collateral responsibilities as Community Relations/Public Involvement Manager, DOE and INEEL Site M&O contractor interface, Business/Contracts Manager, ESH&Q Manager, and Retrieval Project Manager,.

Led and managed overall Environment, Safety, Health & Quality programs. Developed and implemented these programs from the ground up, and successfully completed the first Retrieval Operational Readiness Review with no prestart findings. During my tenure as ES&H Manager, achieved over 1,000,000 hours of construction activities without a lost time injury.

Led the Project's community and public involvement, and regulatory, activities, which included environmental permits, environmental impact statements, and public and community outreach activities. The most notable challenge was to proactively project a positive Project image during the "incinerator" lawsuit from the celebrity lawyer, Gerry Spence. Also led negotiations with state, county, and local officials to resolve property and sales tax and building permit issues.

Led and managed the winning proposal team for the Advanced Mixed Waste Treatment Project, a \$1.2 B fixed price privatization contract. Grew the organization from a two-person business development office to a \$400M capital construction project with five corporate partners, and a 400-person waste processing facility.

***Lockheed Idaho Technology Co./EG&G Idaho, Inc., Department Manager, 1988-1995***

Led the INEEL Waste Management Technical Support Programs Group, which included DOE's National Programs for Commercial Low-Level Waste (LLW), Greater-Than-Class C LLW, DOE LLW and Spent Fuel. Also directed several other INEEL technical support programs including the Stored TRU Waste Program, Chemical and Radiological Risk Assessment Program, Program Plans and Budgets, Pollution Prevention Program, and Information Resources and Sample Management Office.

Grew the original Business Unit from a single national Waste Management Program at \$5M/yr and 15 staff to nine diversified programs at \$54 M/yr and 162 staff. Expanded and enhanced INEEL's national and international leadership reputation within the global radioactive waste management business sector, and achieved an unprecedented total of five "Outstanding" performance rating, which earned maximum award fees.

Competed for and completed the EG&G Corporate-sponsored executive leadership "Program-2000", which focused on developing superior business leadership in a global economy. The two-year Boston-based Executive Leadership Program was administered and certified by Northeastern University School of Business, Boston, MA. Also volunteered for a corporate leadership role in implementing Total Quality Management (TQM) within the INEEL, successfully trained and qualified as a TQM instructor, and personally trained the 160 staff members in my Business Unit.

***Westinghouse Electric Corp, Albuquerque, NM, Principal Engineer, 1985 to 1988***

Led the Westinghouse Task Force for obtaining the Nuclear Regulatory Commission (NRC) Certificate of Compliance for the TRUPACT II, an innovative Type B package for transporting TRU waste. Closely coordinated and integrated the activities of DOE Headquarters and Albuquerque Program Managers, DOE M&O contractors and subcontractors, and directly interfaced with NRC licensing authorities.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Served as the Lead Westinghouse representative for the WIPP Waste Acceptance Criteria Certification Committee (WIPP-WACCC). Reviewed, audited, and approved TRU waste certification and quality assurance programs at all ten DOE TRU waste sites. Trained and qualified as a Lead Auditor. Primary area of responsibility and expertise was determining the adequacy and consistency of the radiological, chemical, and physical waste characterization activities.

***Lawrence Livermore National Laboratory, Waste Management Operations Manager/Deputy Group Manager, Toxic Waste Control Group, 1979-1985:***

Led the hazardous and radioactive waste management operations, which encompassed a diverse set of operational facilities; the Solid and Liquid Waste Treatment and Storage Facilities, Low Level Waste Incinerator, and Decontamination Facility. Managed the \$7M/yr, 30-person waste operations organization, and directed all activities associated with maintaining and upgrading existing facilities, and initiating the design, engineering, and construction of new facilities and process equipment. Managed regulatory compliance for waste operations and hazardous materials transportation. Successfully prepared the RCRA Part B Application for treatment and storage, including incineration (first ever in EPA Region X).

Held other technical positions, such as; Senior health physicist in the Hazards Control Department, with responsibilities for nuclear R&D facilities, and DOE Nuclear Emergency Search Team (NEST) member and Hot Spot Response Team member; responsible for emergency preparedness and response, including planning and conducting “hot” radiation spill response exercises.

***Chabot College, Valley Campus, Livermore, CA, Instructor, Radiation Technology Certification Program, 1980 to 1984***

Developed and taught six semester-long courses in the Radiation Technology Certification Program, ranging from “Fundamentals of Radiation” to “Biological Effects of Radiation”. Also served as a member of the Radiation Technology Advisory Committee.

**Community Involvement:**

- Eastern Idaho Technical College Advisory Board Member, 2002 - present
- City of Idaho Falls Japanese Sister City, Adult and Youth Programs, 2005 - present
- Battelle Energy Alliance (BEA) Community Ambassador, 2006 - 2008
- Greater Idaho Falls Chamber of Commerce, Chairman of the Board of Directors, 2003, Board of Directors, 2003 - 2008
- Eastern Idaho Economic Development Council, Board of Directors, 2001-2004
- Idaho Falls Higher Education Advisory Council Member (University of Idaho, Idaho State University, Boise State University, and BYU-Idaho), 2001-2004
- Bonneville County United Way; Board of Directors, Executive Committee, Campaign Co-chairman, and Chairman of Funds Distribution, 1992-2000
- National Ski Patrol volunteer, Grand Targhee Ski Resort, WY, 1999-2003

**Personal Information:**

- Married 37 years to Cindy Ozaki, with two daughters; Kimberly and Kristen
- Enjoy downhill and cross country skiing, photography, camping, fishing, golf, gardening, and travel



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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To the Idaho Board of Trustees  
From Steve Piet, ScD, DTM  
June 7, 2017

This life-long learner applies to use his experience, skills, passion, and time as a trustee of the new College of Eastern Idaho (CEI) in Bonneville County. I enclose my resume and five commentaries I've written for the Idaho Falls Post Register supporting education in general and CEI in particular.

I retired in 2014 after 32 years at the Idaho National Laboratory (INL); I have the time.

My motivation and passion starts with my paternal grandfather, Salvatore Pietrangelo. He emigrated from Italy and came to the US in 1920. He had no formal education, not even kindergarten. He taught himself English. He drilled into me to "learn the true," which was his way of saying to get an education. His descendants have earned at least a 4-year college education. I've been a life-long education advocate and passionate learner. I have the Doctor of Science (ScD) from MIT.

In my 32 years at the INL, I published 57 peer-reviewed journal articles, written three book chapters, and given technical talks in 8 countries on 3 continents on nuclear fission, nuclear fusion, environmental science and technology, and decision making. I've hosted several student interns and helped start an INL Toastmasters club to further employee communication and leadership skills. I know the needs and opportunities of Bonneville county's large INL employer.

In June 2016, my Toastmaster division director and I as district director gathered people from large and small employees for a breakfast at which EITC President Rick Aman and I presented on leadership. We then had an open discussion and learned how much the community has been "bleeding millennials" and how much our younger people need communication and leadership skills.

In 2014, I served on the Mayor's Citizen Review Committee for the Idaho Falls Public Library. And, spurred by the City of Idaho Falls Public Library "Extreme Book Nerd Challenge", I read 75 books in 2016.

I've been a member of Toastmasters for 12 years. This 142-country, 345,000-member volunteer organization improves communication and leadership skills. In 2015-2016, I served as one of the 100 volunteer District Directors. Our district includes Utah, most of Idaho, and parts of Nevada, Oregon, and Wyoming. In 2014-2015, as the district's Lt Governor of Education and Training, I earned Toastmasters International's Excellence in Education and Training award. To walk the talk in education, I've been earning the most individual Toastmaster education awards for several years. Last year, I earned 12, the average Toastmaster earns 0.2. I've twice earned the highest individual education award, Distinguished Toastmaster (DTM); less than 1% of all Toastmasters earn one.

For the past year and half, I've been part of the group that started a Toastmaster club at the Pocatello Women's Correctional Facility (PWCC). In the states I'm aware of, the recidivism rate of released prisoners who have been Toastmasters in prison is only a percent or two because of the skills they learn and support they receive.

You'll find several of my talks on my YouTube channel. Most recently I gave the keynote at the INL Professional Development Day on March 28, 2017. My talk "Own Your Learning" is at <https://youtu.be/Tjica-DqG5A>. I'm a member of *Friends for Learning* and have given several lectures on diverse topics; several are on YouTube.

I would love to serve eastern Idaho as a trustee of the new CEI. Learn. Serve. Enjoy.

Steven J. Piet, ScD, DTM





**Resume of Dr. Steven J. Piet**



**PROFESSIONAL INTEREST**

To serve the future via multi-disciplinary approaches to complex problems leading to sustainable solutions. That is, to identify, solve, and communicate interdisciplinary problems by leading teams of experts and contributing individually. I use new problem-analysis methods, system analysis, system dynamics, decision-making science, safety-environmental analysis, risk assessment, and cat herding.

**CERTIFICATIONS, COMPUTER PROFICIENCY, TECHNICAL SKILLS**

- Earned Bachelors, Masters, and Doctorate degrees in Nuclear Engineering from the Massachusetts Institute of Technology (MIT).
- Earned Distinguished Toastmaster (DTM) by Toastmasters International, twice.
- Certified as Public Facilitator by International Association for Public Participation (IAP2).
- Technical: 57 peer-reviewed journal articles in nuclear engineering, system analysis, decision analysis, environmental engineering, fusion technology, safety analysis.
- Computer: Familiar with all parts of Microsoft Office, especially Excel spreadsheets. Programmer in system dynamic software PowerSim Studio and HTML.

**EXPERIENCE**

2015-present Volunteer Columnist for the Idaho Falls Post Register Idaho Falls, ID

Published more than a column per month in the Post Register on education, technology, and other local and state issues.

2015-present Consultant to Idaho National Laboratory Idaho Falls, ID

Part-time consultant to the Department of Energy program on Global Threat Reduction Initiative, focusing on disposition of highly enriched uranium from the Republic of South Africa.

2005-present Toastmasters International District 15

- Twice attained the level of "Distinguished Toastmaster", which less than 1% of Toastmasters achieve. Mentored several new members in public speaking and leadership skill development. Coached a weak club back to health. As club VP Education (2008-2011), I led educational programming for several years for 20+ members, planned meeting schedules,



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and oriented new members. As a club President (2007-2008), I led the club to President's Distinguished status. I've completed all 15 advanced communication manuals.

- 2011-2012 As Area Governor (appointed position), I organized two Leadership Institutes, overseen international program requirements for seven public speaking and leadership clubs, and led the area to Distinguished Status; I was awarded Area Governor of the Year.
- 2012-2013 As Division Governor (elected position), I led area governors and 21 clubs in Utah and Idaho; I was awarded Division Governor of the Year. As individual member, I earned 7 education awards, the second highest total of the 1500 Toastmasters in our district.
- 2013-2014 As District Lt Governor of Marketing (elected position), I served the District by starting new 7 clubs (vs 2 the previous year) and strengthening weak clubs throughout Utah, most of Idaho, and parts of surrounding states. For the latter, I doubled the number of club coaches in the district. As individual member, I earned 7 education awards, the second highest of the 1500 Toastmasters in our district.
- 2014-2015 As District Lt Governor of Education and Training (elected position), I led the incentive/recognition program for individuals and clubs, updated the club/area/division training program, initiated training by video link, created a district educational video library, and was responsible for speech contests. Earned Excellence in Education and Training Award from Toastmasters International. As individual member, I earned 10 education awards.
- 2015-2016 As District Director (top elected position), I've appointed 21 area directors and several district officer positions and committee chairs. I led the other district-level officers, division directors, and area directors in serving our clubs and their members. As individual member, I earned 12 education awards.
- 2016-2017 As Immediate Past District Director, I advised the current top leaders. I chaired the committee recruiting members to run for our eight elective district and division office; 5 elections were competed versus no competed elections in the past four years.

**2014-2015    Allegheny Science and Technology**

Consultant technical editor for fuel cycle chemical separations report for the Department of Energy.

**2005-2014    Battelle Energy Alliance (BEA) at the  
Idaho National Laboratory (INL)**

Idaho Falls, ID

Senior nuclear systems analyst in the Nuclear Systems Design and Analysis division. I analyzed inventories and disposition options for foreign weapon-usable material for the Global Threat Reduction Initiative (GTRI) of the National Nuclear Security Administration (NNSA). In 2005-2012, for the Fuel Cycle R&D program, I framed questions, searched for broadly acceptable and flexible solutions, promoted consensus on criteria, evaluating trade-offs, and identified R&D needs and possibilities to improve concepts; and was responsible for development of the world-leading multi-institution fuel cycle system dynamic model. In 2003-2007, led the annual fuel cycle comparison report to Congress with comparison matrices among strategies and fuel/separation/reactor technologies. For the Generation IV advanced nuclear power program, my team diagnosed public/stakeholder issues and heuristics and recommended opportunities to



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reduce project risk. Our project with Boise State, University of Idaho, and Idaho State examined public discourse methods on energy policy alternatives.

1999-2005 Bechtel B&W Idaho at the  
Idaho National Engineering and Environmental Laboratory (INEEL) Idaho Falls, ID

Consulting Engineer (grade 12 of 13), in first the Human and Intelligent Systems Department and then the Fission and Fusion Systems Department.

- 6/2003 - 1/2005 - Systems analyst for the Advanced Fuel Cycle Initiative.
- 1/2002 - 5/2004 - Co-Principal Investigator for an Environmental Systems Research and Analysis (ESRA) project to understand long-term performance dynamics of near-surface engineered environmental barriers, toward simpler, longer-lived, and less expensive surface barriers. I was also co-lead author for the DOE/EPA/DuPont book chapter on long-term barrier performance.
- 4/2000 - 7/2003 - Deputy for the Environmental Systems Research and Analysis (ESRA) program. I proposed the R&D portfolio, conducted environmental relevance and technical reviews, monitored technical progress, and reported accomplishments. Projects included subsurface science, chemical detection methods, advanced computational simulation, and chemical separation techniques.
- 10/2000 - 9/2003 - Principal Investigator for a research project that developed a decision framework (mental model, strategic re-framing, principled tactics and processes, etc.), called the KONVERGENCE Framework for Sustainable Decisions. The framework aims to make decisions easier to make, and more robust, transparent, consistent, and sustainable. It emphasizes relevant time scales, improved framing of decisions and alternatives, and stakeholder involvement.
- 10/1999 - 9/2001 - Technical lead for the Laboratory-Directed R&D (LDRD) program, responsible for analyzing the research portfolio's characteristics and performance, improving processes, suggesting discretionary R&D projects, mentoring principal investigators, and chairing the LDRD technical review at project selection and through the R&D life cycle. I co-developed an INEEL short course on preparing small-to-medium research proposals.

1997-1999 Lockheed Martin Idaho Technologies Company at the  
Idaho National Engineering and Environmental Laboratory (INEEL) Idaho Falls, ID

Consulting Engineer (grade 11 of 12) in the Academic and Professional Affairs Department. I analyzed the research portfolio, improved processes, and suggested discretionary R&D activities in the INEEL Laboratory-Directed R&D (LDRD) and University Research Consortium programs. I helped develop and then implemented the R&D Enterprise part of the LDRD program to support larger, more multidisciplinary, higher payoff R&D investments. I chaired the LDRD technical review and the INEEL-wide science and engineering seminar series.



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1993-1997    Joint Central Team (JCT) of the  
International Thermonuclear Experimental Reactor (ITER)

San Diego, CA

Leader of the Safety Analysis and Assessment Group in the JCT ITER project during the Engineering Design Activities. The international Group established project safety criteria accepted by national regulatory surrogates, established and ensured implementation of safety design strategies and criteria, and showed that the ~\$10,000M project could be sited in potential host countries. We conceived, planned, and integrated safety analysis and R&D done by "Home Teams" in Japan, the European Union, Russia, Canada, and the US. Technical areas included materials, heat transfer, coolant pressurization, corrosion, confinement systems, control systems, tritium systems, and plasma physics. I personally established the ITER radioactive confinement boundaries (in conjunction with relevant designers), the radioactive source term (in conjunction with relevant specialists), and the approach for "beyond design basis" accidents.

1982-1993    EG&G Idaho, Inc. at the  
Idaho National Engineering Laboratory (INEL)

Idaho Falls, ID

Principal Engineer (1993) and Senior Engineering Specialist (1988-1993) with lead U.S. safety responsibility for the ITER project during the Conceptual Design Activities (CDA) in 1988-1990, including multiple assignments in Germany (each several months). As one of the two editor-leaders of the CDA safety report, I emphasized design safety and the overall project safety approach, I performed and planned research into fusion activation product behavior and participated in multi-institution fusion energy design studies and policy-level review committees. I was also the lead author of the safety-environmental chapter of the first International Atomic Energy Agency (IAEA) book on inertial fusion energy.

Senior Program Specialist (1986-1988) and Senior Engineer (1982-1986) in the fusion energy safety program. I performed original research in probabilistic risk assessment, safety criteria, and activation product behavior. I was also managerially responsible for risk assessment, activation product behavior, and liquid metal chemical reaction severity. I was the INEL's representative in several multi-institutional studies of fusion reactor design options and technology assessments.

## **EDUCATION**

1979-1982    Massachusetts Institute of Technology

Cambridge, MA

Doctor of Science (ScD) degree in the field of fusion energy technology. Doctoral thesis, "Potential Consequences of Tokamak Fusion Reactor Accidents: The Materials Impact," under Professors M. S. Kazimi and L. M. Lidsky, on safety comparisons and modeling of hazards from structure/ tritium-breeder/coolant combinations for fusion blankets. Grade Average = 4.9/5.0



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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1974-1979    Massachusetts Institute of Technology

Cambridge, MA

Master of Science and Bachelor of Science in Nuclear Engineering. Formal training includes mechanical and nuclear engineering, nuclear and plasma physics, and history. Master's thesis, "Uncertainties in Modeling of Consequences of Tritium Release from Fusion Reactors," under Professor M. S. Kazimi. Grade Average = 4.8/5.0.

**HONORS**

- May 1999 INEEL Top Performer Award.
- Excellence in Fusion Engineering Award, from Fusion Power Associates, for "Very important contributions to fusion safety engineering and in recognition of impressive leadership qualities," August 1987.
- Special Award of the MIT Nuclear Engineering Department for outstanding contributions toward public understanding of nuclear power, April 1981.


**BACKGROUND**

- Society for Risk Analysis (SRA), American Nuclear Society (ANS), International Association for Public Participation (IAP2), Toastmasters International.
- Born and raised in North Carolina, Tennessee, and South Carolina with permanent residence in Idaho. Interests include Toastmasters, photography, camping, skiing, and Lionel model trains.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

Chani Trench



Dear Idaho State Board of Education,

It is my pleasure to attach my resume for consideration as a member of the board of trustees for the College of Eastern Idaho. I am very interested in the success of the establishment and organization for the new community college and look forward to the benefits that this opportunity will bring to our students, and to the growth of our region and state.

As an owner of an independent financial investment firm, I am deeply connected to the business sector of our region, and serve individuals and businesses for their investment and planning needs. Through this work, I am attuned to the needs of the community, and am very interested and involved in the economic development of our region. I can represent the interests of small and large employers as well as small business owners.

I am dedicated, focused, and experienced in developing and motivating strong cohesive teams, and my strong interpersonal and communication skills are beneficial in developing relationships to connect and move people in the same direction, allowing things to be accomplished. I am very experienced in working within a fast paced environment, and I am extremely patient and hardworking.

I am an active Rotarian, and also get involved in the economic development concerns in the cities of Idaho Falls and Ammon. I support the arts, and I also participate in many other community events and causes.

I feel that it is very important to get the community college operations going swiftly, and I believe we should quickly create 2 + 2 and consortium agreements with the University of Idaho, Idaho State University, and Brigham Young University Idaho, to ensure the seamless transfer of the College of Eastern Idaho graduates into university bachelor programs.

I am deeply committed to improving the go-on rate for Idaho students, and I feel that it is very crucial to develop the dual credit system in our region. I also am committed to the recommendations of the community college study panel in working with the \$15 per 100,000 mil rate, and working with the other trustees to deliver what was promised.

Thank you very much for your consideration in this matter of trustee selection. I look forward to a very engaging and productive experience if I am selected.

Sincerely,

Chani Trench



## Chani Trench

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### Profile

Dedicated, focused and dynamic professional with experience providing financial assessment, portfolio management, developing comprehensive investment plans tailored to each individual or organization, and striving for solutions to meet the needs for retirement, estate, and 401k planning. Skilled in analyzing client needs and matching up needs with investment strategies.

### Experience

**Registered Investment Advisor and owner**, Idaho Falls Financial, Idaho Falls, ID 10/14 - current

Deliver investment planning and services to individuals and organizations. Dually licensed to serve both brokerage commission accounts and advisory service accounts. Offering brokerage, advisory, investment banking, trust, and insurance services. Affiliated with broker-dealer Securities Service Network, and National Financial Services. Holds a General Securities Representative registration (Series 7), a Uniform Combined State Law Examination registration (Series 66), and an insurance license for Disability, Health, Life, and Variable Annuities.

**Financial Advisor** - Edward Jones - Idaho Falls, ID 01/09 - 10/14

Financial Advisor services for individuals and organizations, investments for brokerage accounts, advisory services, variable annuities, stocks, bonds, mutual funds, and insurance through Edward Jones broker-dealer. Speaking and doing investment educational seminars for the community. Held a General Securities Representative registration (Series 7), a Uniform Combined State Law Examination registration (Series 66), and an insurance license for Disability, Health, Life, and Variable Annuities.

**Unit Director**, Jackie Gaughan Boys & Girls Club, Las Vegas, NV 11/03 - 07/08

Consistently increased revenue and community value through exceptional service of up to 300 at risk youth daily in 11,000 sf facility. Responsible for financial planning, accountability, and maintenance of unit with a \$400,000 yearly budget, requiring 48% from income and the rest from grants, responsible for adhering to and reporting on grant requirements. Direct supervisor of 18 diverse staff members training them to deliver high quality programming in technology, art, education, sports, and social skills. Recruited University of Nevada Las Vegas departments from the recreation, nutrition, nursing, athletics, computer facilities, and hotel colleges to deliver specially designed programming. Planned and executed special events for 500 people.

### Education

University of Nevada Las Vegas - BA Economics - 12/06

### Skills

Excellent writing, speaking, and communication skills. Proficient in developing employees to their fullest potential. Experienced in all aspects of customer service, particularly with demanding and complicated clients. Highly proficient in the design, writing, and delivery of technical material. Proficient in art and design skills. Conversant in Spanish. Interested in travel, and have been on extended visits to Hong Kong, Taiwan, Japan, and Mexico.



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

Idaho State Board of Education  
P.O.Box 83720  
Boise, Idaho 83720-0037

June 11, 2017

Dear Members of the Board,

I am requesting that I be considered as one of the trustees on the inaugural Board of Trustees for the College of Eastern Idaho, located in Idaho Falls.

I am a graduate of the University of Colorado, Boulder, Colorado, with a BA and MA. I also received a BFA from Idaho State University, Pocatello, Idaho.

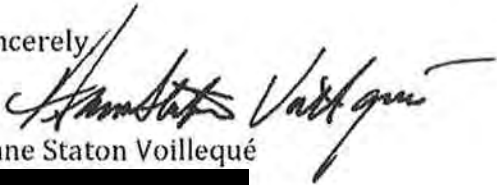
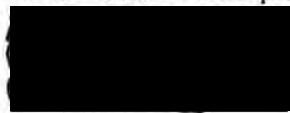
My career has been as a speech therapist, special education educator, artist, volunteer, foundation board member and philanthropist within the sphere of post-secondary education. Many hats, which have all been worn in service to community, be it local, state, or national.

I have been recognized for my volunteerism and philanthropy by the Outstanding Young Women of America, the American Association of University Women, Mayor's Award for Outstanding Service, Women of Today and Tomorrow Award by the Girl Scouts of the Silver Sage Council, the Spirit of Idaho Award, United Vision for Idaho, Breaking Boundaries Essence Award, and the Idaho State University's President's Medallion for exceptional personal achievement, among others.

I have gleaned information I perceive as pertinent to possible appointment to the CEI board from my longer resumé to include in the enclosed bio, in order to better highlight my experiences as they relate to secondary education, leadership, and board experience. If you need additional information, please feel free to contact me.

I believe my experience and maturity provide me with the demographic required to assist in the launch of this most wonderful new educational opportunity for all Idaho.

Sincerely,

  
Anne Staton Voillequé  




**Anne Staton Voillequé**  
**2000 – 2017**

**I have targeted what I believe to be the pertinent biographical information regarding my qualifications for the inaugural Board of Trustees for the College of Eastern Idaho.**

**In the late 1980s and 1990s I was involved in various state and local education issues: I served on the Idaho Public Broadcasting Commission and the Commission on Excellence of the State Board of Education. I was also involved with the Committee on Postsecondary Education in Idaho Falls of the Academic Affairs and Program Committee of the SBE.**

**I worked with the committee 20 years ago when we lost the first vote for a Community College in Bonneville County.**

**Trustee: Robert W and Bernice Ingalls Staton Foundation. Endowed need-based scholarships at Lane Community College, Eugene, Oregon (2002-ongoing; \$2,000,000).**

**Endowed need-based scholarships at the University of Oregon for Humanities, Education , Art and Architecture (2002-ongoing; \$10,000,000).**

**Trustee: Anne Staton Voillequé Charitable Foundation (2005-ongoing).**

**Trustee: Idaho State University Foundation (2005-2014).**

**Endowed Opportunity Scholarships at Eastern Idaho Technical College, specifically targeting minority women (2005-ongoing; \$104,000).**



**Endowed The Anne Staton Voillequé/Louise Smith Nelson Scholarship for Native American Students at Idaho State University (2005-ongoing; \$1,000,000).**

**Endowed the Voillequé Family Scholarships at the University of Oregon School of Law, specifically targeting minority women seeking a degree in law (\$200,000).**

**Honored by United Vision For Idaho, a citizen advocacy organization. Cited for a “ lifetime commitment to justice, equality and democracy. May your centers of energy and daring continue to ripple across Idaho for many generations to come.”  
2002**

**Cited as a Woman of Today and Tomorrow by the Gem State Girl Scout Council (2006).**

**Recipient of the President’s Medallion for service to the University, Idaho State University. “Presented in recognition of exceptional personal achievement, significant philanthropy and exemplary principles which bring distinction to Idaho State University.” (2007)**

**The Breaking Boundaries Essence Award “ In recognition of unfailing advocacy and support of the Idaho Falls Community. (You) break boundaries by actively and openly celebrating diversity.”**

**Member, Idaho State University President’s Advisory Committee.**

**Endowed the Voillequé-Nelson Metropolitan Opera Endowment Fund to support the Metropolitan Opera Auditions held at ISU each year (2015; \$25,000). “Without their support, it is unlikely that Idaho State University could continue to support this event and create world-class opportunities for our students.”**



**Trustee, Andrus Center for Public Policy, Boise State University**

**Member, Dean's Advisory Committee, College of Arts and Letters,  
Idaho State University.**

**Director Emeritus, Idaho Falls Symphony Society Board of  
Directors.**

**2015 Professional Achievement Award , Idaho State University,  
College of Arts and Letters – Fine Arts and Humanities.**

**“Throughout Anne’s exemplary career, she has been a model  
with a strong esprit de corps for students! “She has provided  
students with life changing opportunities. We are blessed to have  
her as a member of our advisory board...”**

**Endowed the Voillequé-Nelson Scholarship of the ISU College of  
Arts and Letters. Awarded to an outstanding Hispanic female  
student graduating from a Bonneville County High School and  
enrolled in the College of Arts and Letters, ISU (2016-ongoing).**

**Member, Mayor’s Citizens’ Review Committee for Idaho Falls  
Parks and Recreation (2015-16).**

**Member, Idaho Falls Civic Auditorium Committee. Major multi-  
year project directed at renovation and repurposing the “Civic”  
(2016-ongoing).**

**Mayor’s Scholarship Committee member (2013-ongoing).**

**Wax Works, an exhibit at The Art Museum of Eastern Idaho. An  
exhibit of encaustic works (2013).**

**Idaho Biennial Art Competition exhibitor. Juried exhibit of Idaho  
art. Third Place (2013). Exhibitor (2015).**



**The Five Graces, invitational multi-media art exhibit at the Willard Arts Center, Idaho Falls, ID (2015-16).**

**The Vault of Heaven, Invitational Encaustic Exhibit, Willard Arts Center, Idaho Falls, ID (2017).**



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Shanna K. Casper

June 22, 2017

Idaho State Board of Education  
P.O. Box 83720  
Boise, ID 83720-0037

Dear Board:

I would like to express my interest in becoming a Trustee for the new College of Eastern Idaho. This is exciting times for the communities of Southeast Idaho and I would love to help the new college be successful.

My passion for education started back in the mid-nineties by serving as the Secretary to the Board of Directors at the Snake River Montessori School in Idaho Falls. The school had just expanded from pre-school/kindergarten to lower elementary (grades 1-3) which required that a board of directors be formed. My duties included taking notes at board meetings, following up on actions assigned to board members, and any other duties assigned by the board president. Following my two year term on the board, I volunteered to serve as the PTO President. Though my daughter has not attended the school for many years, I'm still involved by serving on the Scholarship Committee. Twice a year we meet to review applications submitted by parents seeking scholarship assistance and award dollars based on need and commitment to the school.

I'm also very passionate about working with philanthropic organizations that help promote the welfare of others at all different stages of life. In 2000, I became a member of the Board of Directors for the Idaho Falls and Bonneville County United Way. Each year I was responsible for the allocation process for over 25 non-profit agencies. I worked with each of the agencies to ensure that their applications were complete and submitted on time and that they followed the guidelines established by the United Way. I conducted various meetings with agency directors and panel members. The entire process took over 100 hours. In 2004, I was nominated to serve on the Executive Board and continued to serve in that capacity until March 2017.

In 2013, I became a team captain for the Advanced Mixed Waste Warriors for Relay for Life. I recruited team members each year to help raise money for the American Cancer Society. For the last four years our team raised between \$10,000 and \$14,000. I'm very proud of that accomplishment.

I'm a committed person, when given a task I take full responsibility and see that it is completed.

I look forward to hearing from you regarding serving as a trustee for the College of Eastern Idaho

Sincerely,



Shanna K. Casper

Enclosure: Resume



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Shanna Kay Casper

**Skills Profile**

- Over 35 years as an administrative assistant at the Idaho National Laboratory
- Proficient in most Microsoft computer programs
- Able to multi-task
- Proficient in dealing with needs of other customers/employees

**Work History**

**Executive Administrative Assistant**

**Deputy Program Manager and Waste Operations Deputy Director  
Fluor Idaho**

June 2016 - Present

- Lead executive admin at the Advanced Mixed Waste Treatment Project
- Schedule daily meetings for managers with employees and DOE-ID
- Prepare travel arrangements for managers and employees
- Prepare error free internal and external correspondence and PowerPoint presentations
- Procure consumables for entire project
- Serve as the central contact for over 350 employees
- Answer multiple telephone lines and take messages
- Ability to set own priorities
- Plan and coordinate project wide functions
- Required to maintain confidentiality regarding employee matters

**Executive Administrative Assistant**

**Plant Manager and Operations Manager**

*Idaho Treatment Group, LLC., Idaho National Laboratory*

May 2005-June 2016

- Lead administrative assistant at the Advanced Mixed Waste Treatment Project
- Scheduled daily meetings for managers with employees and DOE-ID
- Prepared travel arrangements for managers and employees
- Prepared error free internal and external correspondence and PowerPoint presentations
- Served as the central contact for over 200 employees
- Answered multiple telephone lines and take messages
- Ability to set own priorities
- Required to maintain confidentiality regarding employee matters

**Administrative Assistant**

**High Level Waste Program Director and Deputy**

*Bechtel BWXT Idaho, LLC., Idaho National Laboratory*

Sept 1999 – May 2005

- Lead administrative assistant in the High Level Waste Program
- Provided daily support to Program Director and Deputy
- Prepared internal and external correspondence and presentations
- Prepared various monthly reports for company president
- Covered for Executive Assistant when out of office

**Secretary**

**Technology Development Department**

*Lockheed Martin Idaho Technologies Co., Idaho National Laboratory*

Oct 1994 – Sept 1999

- Provided daily support to department manager and direct reports
- Maintained calendar for various managers and direct reports
- Prepared internal and external correspondence
- Prepared monthly reports

**Secretary**

**Environmental Restoration Department**

*Westinghouse Idaho Nuclear Co., Idaho National Laboratory*

Oct 1990 –Sept 1994

- Provided secretarial support to manager and department employees
- Typed internal correspondence
- Prepared monthly reports

**Education**

**One Year Secretarial Degree**

Ricks College, Rexburg, Idaho

Sept 1979 – April 1980



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Activities/  
Memberships**

- |   |                |
|---|----------------|
| • Served on Executive Board and Board member for Idaho Falls and Bonneville County United Way | 2000 - 2017    |
| • Volunteer as an usher at the Colonial Arts Center   | 2005 - Present |
| • American Cancer Society – Relay for Life Team Captain                                       | 2013 - Present |
| • Served as PTO President for Snake River Montessori School                                   | 1998 - 1999    |
| • Served as secretary for Snake River Montessori School Board                                 | 1995-1997      |



# KRISTY COOPER

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## SKILLS & ABILITIES

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From each job, I have learned some important lessons.

- Mediation, this is particularly important in my current position.
- Logical and situational delegation.

## Experience

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Jan 2014-  
Current

### **Office Manager/Controller, CFO, Armory *Plastics LLC***

I manage the day to day operations dealing with employees, clients, and vendors.

- Employees often use me as Human Resources when they are having difficulty on both professional and personal levels.
- I would occasionally terminate, or let go ineffective or disruptive employees.
- Clients contact me to make Purchase Orders, begin development of new products, and ask general questions for their business development purposes.
- I invoice clients and maintain financial by monthly, quarterly and annual reports.
- I control acquisitions from main vendors of raw materials for production, major acquisitions for R&D and developing projects.

Sept 2007-Jan  
2014

### **Training Manager, Armory *Plastics LLC***

I managed the flow of the production team, hired new employees, trained new employees. My main duties were:

- Controlled manufacture of products, organization of warehouse inventory, packaging for delivery, delegation of delivery.
- Interviewed potential employees, discussed each prospective with the upper management and owners.
- Trained all new employees in each of the areas of manufacture in which they would be involved.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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**EDUCATION**

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Graduated  
December 16  
2011

- Bachelors of Arts and Letters in General Studies (emphasis on Psychology, Business and Art). Pocatello and Idaho Falls, *Idaho State University*
- Associates of Arts and Science in General Studies (emphasis on Psychology, History and Art). Pocatello and Idaho Falls, *Idaho State University*

**LEADERSHIP**

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I act as the mediator of the monthly management meetings. I create the itinerary before the opening of the meeting, I update changes to old subjects, then delegate using a color code system so that the meeting runs smoothly within the time slot allotted.

I fill in when needed in almost all positions depending on the situation.

I assist in finding solutions to shortage issues in personnel, clientele and materials needed for production.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

1 June 2017

FROM: Brian Davidson



TO: Idaho State Board of Education

Greetings Board Members,

As a resident of Bonneville County – specifically the city of Ammon – I'd like to be considered as a member of the Board of Trustees for the College of Eastern Idaho.

First, a little about me. I'm a life-long resident of Bonneville County. I graduated from Bonneville High School in 1990 and earned a bachelor's degree in journalism and mass communication from the University of Idaho in 1997. I worked for various local newspapers until 2005, when I accepted a job as a technical writer at the Idaho National Laboratory. In 2009, I earned a master's degree in English with an emphasis on technical writing from Utah State University. I have worked at the Radioactive Waste Management Complex for 11 years. For the past three years, I've also worked part-time as an online adjunct faculty member at Brigham Young University-Idaho, teaching English.

My wife and I have three children, attending Hillcrest High School and Sandcreek Middle School. We also volunteer extensively with the Grand Teton Council of the Boy Scouts of America, me as an assistant round table commissioner and scoutmaster, my wife as round table commissioner and as the council's food coordinator.

I'm also a property tax payer in Bonneville County, and am interested in seeing citizens get a good return on their investment in education.

I've seen firsthand what it's like trying to get an education in Eastern Idaho, as a student, as a teacher, and as a parent. There are a lot of challenges the College of Eastern Idaho could help students here overcome, and I feel I'm in a position to help the board of trustees recognize and navigate those challenges.

I was lucky enough to find a technical writing master's program conducted entirely online by Utah State when I was looking to further my education. Being able to take classes online meant I could still work full-time to provide for my family – we're a single-income household – while getting the education I wanted. Online classes made that possible, but isn't yet an option for everyone in this area, no matter what technical advances have been made.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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As an online instructor at BYU-Idaho, I see a lot of non-traditional students such as myself going back to school to earn degrees that for whatever reason they were not able to earn earlier in their lifetime. Again, online classes and inexpensive tuition are making their dreams come true, and I believe the College of Eastern Idaho could do the same for many who are not of the LDS faith or who want a live classroom experience closer to home.

As a parent, I've tried to navigate the many programs offered to high school students to earn college credit. While the programs are beneficial, they're also a bit Byzantine. Often our questions on the program are met with "I don't know" or shrugs from those in the schools who should be able to help us sift through the bureaucracy. A local college would present high schoolers – and those freshly graduated – with the opportunity to earn college credit from folks whose business it is to help them do exactly that at a low cost.

Thank you for your time and consideration.

Sincerely,

Brian Davidson



**BRIAN DAVIDSON**

*Technical Writer*

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**EDUCATION**

M.S., English, Utah State University, Logan, UT 2009

B.A., Journalism and Mass Communication, University of Idaho, Moscow, ID 1997

**PROFESSIONAL CERTIFICATIONS**

None

**SUMMARY OF QUALIFICATIONS**

Writer and editor with ten years' experience in community journalism and 11 years in technical writing, while also working as an adjunct faculty member teaching English at a four-year university. Well-versed in publishing original online content and working with words and images to tell compelling stories. Conversant in French.

**WORK HISTORY**

***Technical Writer, Fluor Idaho LLC***  
***Idaho Falls, ID***

***2017-Present***

Work with subject matter experts at the Radioactive Waste Management Complex (part of the Idaho National Laboratory) to write and edit procedures, plans, safety analyses and other documents pertaining to handling, transporting and storing radioactive and hazardous waste at a U.S. Department of Energy facility. Work as acting lead editor while RWMC lead editor is reassigned temporarily to a different project. Compile case files to have edited document processed by document control specialists. Volunteer as Area Warden and Notification Specialist for the RWMC Emergency Response Organization.

***Technical Writer, North Wind, Inc.***  
***Idaho Falls, ID***

***2011-2017***

Work with subject matter experts at the Radioactive Waste Management Complex (part of the Idaho National Laboratory) to write and edit procedures, plans, safety analyses and other documents pertaining to handling, transporting and storing radioactive and hazardous waste at a U.S. Department of Energy facility. Work as acting lead editor while RWMC lead editor is reassigned temporarily to a different project. Compile case files to have edited document processed by document control specialists. Volunteer as Area Warden and Notification Specialist for the RWMC Emergency Response Organization.

***Technical Writer/Editor, Nuclear Placement Services***  
***Idaho Falls, ID***

***2006-2011***

Work with subject matter experts at the Radioactive Waste Management Complex (part of the Idaho National Laboratory) to write and edit procedures, plans, safety analyses and other documents pertaining to handling, transporting and storing radioactive and hazardous waste at a U.S. Department of Energy facility. Compile case files to have edited document processed by document control specialists. Volunteered as Area Warden and Notification Specialist for the RWMC Emergency Response Organization.

***Adjunct Online Faculty Member, Brigham Young University-Idaho***  
***Rexburg, ID***

***2010-Present***

Teach an online English foundations course to approximately 45 students working with a syllabus and course material previously prepared by the university. Students are taught critical writing, rhetorical and research skills in a course required for all university graduates.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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*Brian Davidson*  
*Page 2*

***Assistant Director/Director of Creative Content, Great Divide Media*** **2006–2012**  
***Logan, UT***

Work with writers to build content for uncharted.net, a social networking website based on travel, travel writing, photography and videos. Assist in planning company outreach events. Assist director with managing company resources, honing communication strategies and managing editorial work flow. This includes preparing PowerPoint presentations for company presentations and contributing to presentations given at the Columbia Scholastic Press Association at New York's Columbia University. Conduct research into social media/internet trends to discover what we may do to make uncharted.net a better experience for our users. These are currently unpaid positions.

***Reporter/Editor, The Post Register Upper Valley Edition*** **2000–2005**  
***Idaho Falls-Rexburg, ID***

Coordinate and direct news and feature coverage of a tree-county area for a zoned edition of a daily newspaper out of a branch office in Rexburg. Write news stories, features and column. Take photographs. Work with upper valley reporters, correspondents, photographers and interns. Edit upper valley area stories.

***Staff Writer, Standard Journal Inc.*** **1997–2000**  
***Rexburg, ID***

Write news stories and features on travel, education, economy and city and county government and special assignments for the Rexburg Standard Journal and the Fremont County Herald-Chronicle.

**AWARDS**

Idaho Press Club, 2nd place, general column, 1997  
Idaho Press Club, 1st place, Rookie of the Year, 1997  
Idaho Press Club, 3rd place, general Column, 1998  
Idaho Press Club, 2nd place; environmental reporting, 1999  
Idaho Press Club, 3rd place, general column, 2001  
Idaho Press Club, 2nd place, crime/courts reporting, 2001 (shared award)  
McDermott/Brady Award, The Post Register, 2001

**TRAINING**

None

**PUBLICATIONS**

None



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

Julie Foster

June 22, 2017



Idaho State Board of Education  
PO Box 83720  
Boise, ID 83720-0037

SUBJECT: Application for Board of Trustees for the College of Eastern Idaho

Dear Board,

I would like to apply to serve as a trustee on the board for the College of Eastern Idaho. I have attached my resume for your review and consideration. I am overjoyed that the proposal was successful, and that this college will exist in Idaho Falls to help improve the "go on" rate of higher education in Idaho.

I have lived in Southeastern Idaho all of my life, growing up in Pocatello, graduating from Idaho State University, and living in Idaho Falls for the past 15 years. I am dedicated to my community with high interest and involvement in education, business, and many civic groups. I am currently serving as the Vice President/President Elect for our Idaho Falls Rotary Club, the largest club in Idaho. Because of my service there and in the Art Community here in Idaho Falls, I have many strong connections that I believe could serve the board for CEI well. My resume outlines other organizations of importance where I am involved and serve. I have been a judge for the Idaho Falls Mayor's scholarship program for several years – where many of those awardees have selected EITC to enroll and use their scholarships. I am pleased that they will now have the community college to attend!

I have strong experience with meeting facilitation, public involvement, strategic planning, and budgets. I would like to use my work experience and experience on other boards and similar organizations to help the College of Eastern Idaho be successful.

Working for the Idaho National Laboratory for the last 20 years, both as an employee and a small business contractor, I have strong ties there and to the high tech community, which enable me to represent those interests. I am deeply connected in the energy industry and can represent the interests of small and large employers to include the understanding of registered apprenticeship. I work with and have established relationships with local employers like Fluor, Nuscale, Stoller, Northwind, Sciencetech/Curtiss Wright, and others, and can help to increase the college's connections



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for providing a trained technical workforce. This can be in the form of both internships and permanent employment. I have a passion for connecting people in this way.

I am committed to the Study Panel's mil rate recommendation of \$15/100,000. I also support the creation of 2+2 and consortium agreements with University of Idaho, Idaho State University, and BYU-Idaho.

Finally, I am committed to innovative instruction to include online and blended emphasis, innovative scheduling, consideration of a trimester system, and strong systems to enhance retention and increased graduation of students. I only choose to serve where I think I can be effective – and this is a board where my background can be an asset.

I can be reached at [REDACTED] with any questions.

Very Best Regards,

*Julie Foster*

Julie Foster  
[REDACTED]





**Julie Foster, PMP**

**EDUCATION AND CERTIFICATIONS:** Bachelor's Degree in Business Administration- Marketing, Idaho State University, 1993. Certified Project Management Professional (PMP) May 5, 2006. DOE "L" Cleared.

**ORGANIZATIONAL AFFILIATIONS:** Member, Project Management Institute (Served as Vice President of Programs, June 2009 – June 2010). Member, Partnership for Science and Technology. Vice President/President Elect, Idaho Falls Rotary Club. Communications and Marketing Director, Idaho Professional Women's Express Network. Past Member, City of Ammon Planning and Zoning Commission (2012-2014). Commissioner, Idaho Falls Planning Commission. Board Member, INL Professional Development Day. Member, Project Management Institute, Eastern Idaho Chapter. Chairperson, Idaho Falls Citizen Review Committee for the Idaho Falls Fire Department, 2016. Member, State of Idaho Strategic Energy Alliance Task Force, Public Involvement/Communications.

**EXPERIENCE SUMMARY:** A proven business and team leader experienced in project management and business development. Proven track record of delivering technical projects on-time and under-budget.

**WORK EXPERIENCE:**

**JFOSTER & ASSOCIATES, LLC**

**March 2015 – Present**

**Owner**

Own, operate, and manage daily activities for a certified 8(a) company in Idaho Falls. JFA provides technical and professional services to a variety of government and commercial energy customers.

**WALSH ENGINEERING SERVICES**

**March 2013 – February 2015**

**Senior Project Manager & Business Development Manager**

Managed engineering projects and recruited staff for a local engineering firm. Projects managed included – ***ATR Electrical Upgrades (MCC Replacements, Switchgear Replacements, and Circuit Breaker Replacements), TRC Cask Implementation, TRA Pond Liner Replacement, TRA Water Balance System Upgrades, ATR SAR/TSR Updates, ATR Experiment Safety Analysis Process Review, ATR PCP/SCP Motor Starters, CIC Readiness Reviews, 2E-NW Primary Pump Replacement, INL Fire Alarm System Upgrades.*** Was also responsible for supervising and managing personnel; coordinating work tasks between INL Central Engineering, INL Programs/Facilities, and Walsh; preparing proposals, attending trade conferences, updating all company advertising media, and helping to develop business strategies.



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**BATTELLE ENERGY ALLIANCE, LLC.**  
**February 2009-March 2013**  
**Project Manager**

Most recent project completed was the **Reactivation of Pressurized Water Loop 2A** (PWRL 2A) at the Advanced Test Reactor. Work execution was completed primarily by maintenance craft labor, 180 work orders, with some work subcontracted. Most recent program work completed was to write and execute a new **Program Plan for Condition Assessment Surveys (CAS)**; working with facility management, engineering, and MARS software providers to transition the INL CAS program to an engineering-led program for Lifecycle Asset Management and Lifecycle Cost Modeling.

Project manager responsible for the Loop 2A Reactivation at the Advanced Test Reactor (ATR), and the **Test Reactor Cask (TRC) Implementation Project at ATR**. The Loop 2A Reactivation Project was a 7 year, \$13.5 million dollar project to reactivate a pressurized water loop in ATR that was taken out of service in 1994. The project was originally funded through the corporate resource funds from BEA, and was supplemented by DOE funding. The scope involved replacing mechanical and electrical components as necessary to support operating the loop for commercial research. The team was diverse and most of the execution of the work was performed by ATR maintenance craft resources. The TRC Implementation Project involved getting the ATR facility ready for 2 new 40-ton casks owned by the Naval Reactors Program. Both the Loop 2A and TRC projects were high profile and high priority for the Laboratory, with multiple, diverse stakeholders.

**BATTELLE ENERGY ALLIANCE, LLC.**  
**October 2007-February 2009**  
**Project Manager, Irradiation Test Programs / ATR National Scientific User Facility**

Managed experiment projects for the Nuclear Science and Technology division of the Idaho National Laboratory (INL). Projects included university collaboration experiments and international collaboration experiments. Through the ATR National Scientific User Facility (NSUF), I managed the first university pilot project with the **University of Wisconsin**. The UW pilot, along with the other university projects that I managed during 2008 and 2009 earned the maximum fee for Battelle Energy Alliance, LLC (BEA), from the Department of Energy, due to on-time completion. Acted as team lead and managed projects from initiation, through planning, design, fabrication, irradiation, post irradiation examination, final report preparation, and waste disposal. Other university collaborations included **North Carolina State University, University of Florida, University of Illinois, and the University of California-Santa Barbara**. Work on these projects has been covered by Nuclear News magazine and R&D daily on-line. International experiment projects include the **Uranium-Neptunium Irradiation for the Japanese Atomic Energy Agency (JAEA)**. I ensured completion of a 5-year program with JAEA on time, earning their trust for performing work at the INL. Other customers affected by the results of the JAEA project were Mitsubishi, Toshiba, Hitachi, Tokyo Technical Institute, and MEXT (the Japanese government's funding agency). As a result of successful completion of the Ur-Np project, Tokyo Technical Institute requested I lead and manage a proposal for a U-Am irradiation. The proposal was delivered on time (within 2 weeks of the formal proposal request) and data/results sharing between the INL and Japan was considered.

As the Project Manager for the Irradiation Testing department and the ATR NSUF, I managed customer relations with international and university teams - including formal visits and all schedule and project updates. My project teams completed all projects for the programs on-time and within budget constraints.



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**BATTELLE ENERGY ALLIANCE, LLC.**  
**July 2005-October 2007**  
**Project Manager, Nuclear Operations**

Manage projects for the Nuclear Operations Organization according to sound project management principles. Prepare Mission Need Documents for DOE approval to apply for necessary project funding. Identify project team members, organize and conduct project team meetings for each phase of work. Demonstrate leadership skills through team building and team motivation, ensuring efficient progress and excellent morale. Resolve conflicts through proper conflict resolution channels. Manage and coordinate work from various project team members including cost estimating, design engineering, system engineering, quality, nuclear safety, construction, and project controls. Prepare and submit Project Execution Plans that incorporate strategies for project safety, construction management, acquisition, hazards mitigation, risk analysis, and scope and budget management. Prepare and submit Project Data Sheets, Project Engineering Design, and Field Work Proposals that outline project funding profiles for congressional budget support. Prepare, analyze, and report project trend information including cost and schedule variances. Manage projects using earned value management principles to execute work within budget and schedule constraints. Demonstrate my ability to recognize underlying problems/issues and creatively resolve, finding quick ways to get things done. Projects under my purview are valued from \$850K to \$15M. Projects included – ***ATR 40-ton Crane Upgrade, ATR Firewater Check Valve Installation, TRA-660 Firewater Sprinkler Upgrade.***

**CH2M-WG IDAHO, LLC.**  
**May 2005-July 2005**  
**Subcontract Administrator**

Managed contracts for all high-level consultants brought in by Senior Management for the Idaho Completion Project.

**BECHTEL BWXT IDAHO, LLC.**  
**October 2002-May 2005**  
**Contract Manager (Principal Business Operations Specialist)**

Sample of contracts managed:

MTA – BEA & BNFL	Installation of RWMC VVET Units
MTA – BEA & General Atomics	INL Copy Machines
TRA Electrical Utility Upgrade	INDUS Software Maintenance
BMC – Well Drilling	RFETS Acceptable Knowledge
INL Hot & Cold Laundry	RCRA & VCO Support Services

Managed and administered Master Task Agreements, Blanket Master Contracts, Service Subcontracts, Staff Augmentation Subcontracts, and Construction Subcontracts. Developed customer needs through the Federal Government procurement process, in accordance with the FAR, the DOE prime contract requirements, and company procedure. Received a performance award for superior effort in developing a plan to reduce the operating costs of subcontracted laundry services. Administered a large, complex, Best Value RFP and award for a large well drilling contract- developed the evaluation plan, structured the evaluation committee, chaired the committee to ensure fairness in the selection process, compiled the scoring elements to select the Best Value Offeror, reported the results to the Procurement Director and ultimately the DOE, and conducted 2 de-briefings according to procedure for unsuccessful offerors. Administered Requests for Expression of Interest for D&D&D activities and equipment upgrades, through the FED BIZ OPS program, communicating with contractors across the U.S. Successfully negotiated pricing



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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for award and contract amendments, consistently saving dollars for the government. Negotiated contract terms and conditions with a variety of vendors, including an Information Technology vendor. Enforced the General Provisions of multiple construction subcontracts, issuing stop work orders, negotiating suspensions, issuing letters of concern, safety and quality surveillances. Acted as a productive member of many project teams, ensuring fairness to our subcontractors while maintaining BBWI's contractual rights. Helped to interpret contractual requirements for project managers and gave advice on many aspects of project performance. Offered input on internal processes and procedures. One example was the project punchlist process. Another was the change notice/change order process. Mentored summer interns regarding general procurement topics including the pre-construction process.

**THE WASHINGTON GROUP (MORRISON KNUDSEN CORPORATION)**

**February 2001-October 2002**

**Senior Buyer and Subcontract Administrator**

Managed and administrated subcontracts and procurements for the Advanced Mixed Waste Treatment Project (AMWTP) at the INEEL. Selected bidders, prepared bid lists and issued request for proposal packages. Organized and evaluated commercial portion of proposals, including administrative, quality assurance, pricing, and budget requirements. Interfaced with MK design engineering for technical evaluations, design changes, and work scope review. Represented the Washington Group, negotiating and awarding large purchase orders and subcontracts. Participated with Engineering and supplier representatives in discussions held to clarify contract documents and specification requirements. Initiated and processed amendments that established scope and effects on cost and schedule of agreed-upon changes. Processed backcharges; reviewed, acted on, and recommended specific actions involving contract terminations, claims and disputes in accordance with delegated authority. Conducted closeout review of the contract documents. Prepared, organized and facilitated pre-bid meetings, bid clarification, post-award, and pre-construction meetings for the purpose of ensuring complete understanding and agreement between the Washington Group, the Client and the supplier on all contractual matters. Facilitated and expedited submittals and delivery/contract completion according to stringent requirements. Interfaced with all departments in order to transfer information and learn what priorities existed. Facilitated and ensured good working relationships with vendors and subcontractors.

Created a reporting process for the procurement group in order to have information readily available to ensure fast track project completion. Although the AMWTP was a privatization project, procurements and subcontracts were administered in accordance with the FAR.

**AFFTREX, LTD. (Aka "Philotechnics")**

**September 1999-November 2000**

**Marketing and Business Planning Specialist April 2000-November 2000**

Managed and facilitated the business planning and budgeting process for an environmental company that houses multiple product and service lines from multiple locations throughout the country. Prepared and authored the company's three and five-year business plans (includes financial projections). Conducted market research and market analysis for identifying vertical markets for potential product development. Conducted all planning sessions, providing training and discussing goals, objectives and strategies for each business segment and the company as a whole. Developed, evaluated, and recommended operating and growth strategies for senior management. Developed marketing plans for each business segment- including price, product, and sales strategies. Defined target markets (providing an Ideal Customer Profile), constructed customer/contact lists, and recommended a



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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specific approach. Produced the company's first sales plan. Prepared a semi-annual self-assessment, analyzing actual progress vs. planned progress, made recommendations for business planning improvements, and offered contingency plans. Analyzed economies of scale and conducted feasibility analysis on all business expansion. Produced monthly pro forma metrics, depicting plan vs. actual financial activity for all business segments, and provided analysis of variances (included in the monthly Treasurer's Report). Discussed trends with the company's Board of Directors and senior management, providing a tool for major decision making. Assisted in reorganization plans, implementation, and modeling as it affected budgeting and planning as a whole. Coordinated all advertising and promotional media including: designing and maintaining the corporate web site, attending and organizing trade shows and industry conferences, designing corporate literature (ie. Statement of Qualifications and miscellaneous brochures).

**Business Development Administrator September 1999-April 2000**

Worked with the Business Development Manager preparing proposals for large cost plus fixed fee solicitations for the Department of Energy and for various M&O contracts at government sites. Worked with the Naval Reactors project manager to develop budgets for the decontamination & decommissioning subcontracts which were used for annual funding requests. Supervised administrative personnel that prepared and reconciled cost plus fixed fee contract payrolls. Assisted in union negotiation preparations. Worked with a consultant to draft the company's Quality Assurance Manual and the Quality Assurance Procedures Manual consistent with the ISO 9001 certification.

**LEWIS MECHANICAL & METALWORKS**

**June 1998-July 1999**

**Subcontract Administrator, Purchasing Agent- Electrical Division**

Designed and implemented the purchasing process for a large electrical contractor. Reviewed plans and bids for large commercial jobs, worked with vendors on quotes for material and equipment, purchased those items according to budgets and cost codes, and tracked the receiving of the material and equipment. Issued subcontracts, reviewed contracts and related documents. Prepared a business plan for our division, including financial projections. Organized submittals and O&M manuals for owners. Reviewed and reconciled budgets and prepared reports for analysis. Was responsible for all written correspondence for the division. Prepared change orders, tracked purchase orders, prepared and presented data trends and action plans. Conducted market research for the Briquette Process Division, including estimating market size and potential, pricing and competition research, location feasibility, environmental impact and permitting issues.

**T&J Construction, Pocatello Insulation**

**June 1994-June 1998**

**Owner, Manager**

Owned and operated a general construction firm and an insulation subcontracting firm.

**REFERENCES:**

**Available Upon Request**



JOSEPH H. GROBERG  
Attorney at Law (Inactive)



Idaho State Board of Education  
PO Box 83720  
Boise, Idaho 83702

Re: Application to serve on Board of Trustees for the College of Eastern Idaho

Dear Members of the Idaho State Board of Education:

I hereby submit my application to serve on the Board of Trustees for the newly created College of Eastern Idaho in Bonneville County. First, I want to tell you how thrilled I am that the voters of Bonneville County approved the creation of this college. I think it is one of the most important, if not the most important decision they have ever made, and am confident it will bear fruit by opening wide the doors to higher education in this area. As a resident of Bonneville County I express thanks to the people who tirelessly worked to bring it about. They did a formidable job.

My name is Joseph H. Groberg. I live at 1269 Homer Ave., Idaho Falls, ID 83404. My reason for applying is that I want to help the new college serve the people of Bonneville County in the most effective ways possible while strictly adhering to the campaign commitments made to the taxpayers who voted for it.

I was born and raised in Idaho Falls and, after going away to college, an LDS mission, law school in Chicago and seven years practicing law in Denver, I returned with my young family to live here in October 1976. A few months later, I asked my wife, who is from Denver, how she liked it. She said she loved it. She had an extra hour in every day. In Denver she calculated a long driving time for every errand, but not in Idaho Falls. (We had children 7, 5, and 2 years old.) That advantage isn't as apparent in Idaho Falls today as it was in 1976, but we are still grateful for the many blessings of raising a family in this community. The only thing we missed (besides milder winters from time to time) was better opportunities for higher education. I believed it should be readily available in a city our size. I thought: Though we can't do anything about the weather, we can do something about higher education.

In November 1989, I was elected to the Idaho Falls city council. One reason for running was to advocate for more higher education opportunities. Local interest in the subject was reawakening. It had been 27 years since the defeat of the first community (junior) college initiative in Bonneville County in 1962, and in 1988 the State Board of Education had created a Special Committee on Post-Secondary Education in Southeast Idaho to make recommendations on higher education in Idaho Falls. Great efforts were made to understand local needs and come up with ways to meet them. Many local leaders were hopeful, as I was, that Eastern Idaho Technical College (EITC) could be authorized to offer academic courses, but it soon



became apparent that without a second vote to create a taxing district, there was no way forward to that goal. Since I believed that our most important unmet public need was ready access to higher education, I joined with many others to organize a second vote for a college. The vote was held in 1991 and, as you know, the result was disappointing. In 1962 less than 14% had voted in favor. In 1991 that percentage more than doubled, but was still less than half the number needed.

I was not sure what we should do next, so in 1995 I decided to take a one-year sabbatical from my work to study the issue of how to best provide higher education to our community. I chose to do this by completing a masters degree program at Dartmouth College in New Hampshire. I chose Dartmouth because it required a thesis. I wanted the discipline of writing a thesis to focus my mind on the question. I spent a busy year in Hanover (with much commuting to the west to meet work demands) followed by two years in Idaho Falls to complete the thesis: "Higher Education in Idaho Falls". It recounts the history of higher education here, reviews options for going forward, and concludes that converting Eastern Idaho Technical College to a full fledged community college is the best way to make higher education available to the people of our community. (The thesis is available at the Idaho Falls public library, the EITC library, online from the City of Idaho Falls, or, if you are interested, I can send you a hard copy.)

The entire study was enlightening, but most illuminating was my enhanced understanding of community colleges. In the thesis I concluded: "Today, the character of American higher education and its ideals are embodied in the comprehensive community college. At every level it interacts with the community. It offers both specialized training and traditional college courses with an emphasis on good teaching. ... More than any other higher education institution, the community college ... reflects the hopes and aspirations of the people it serves. It aligns itself with them" (page 79). I was impressed that while more students just out of high school attend community colleges than any other kind of institution; the average student age at community colleges is nearly thirty.

The data in the thesis is twenty years old, but the capacity of Idaho's community colleges to serve their communities is vital and fresh as we see in the recent success of the College of Western Idaho and the ongoing successes of North Idaho College and the College of Southern Idaho. As I said above, I am very grateful the voters of Bonneville County added the College of Eastern Idaho to our quadrant of the map.

My relevant experience for this position begins with my longtime interest in and support for higher education in this area, and for EITC in particular, which I served as a member of its local Advisory Council and, together with a wonderful group of visionary men and women, as a founding director of the EITC Foundation; my personal studies set forth in the master's thesis; my participation in many of the committees and hearings which preceded and followed the 1991 community college vote, including the Idaho Falls Education Advisory Council; and especially my



fourteen years on the Idaho Falls City Council, which included years of working on and overseeing with others, the operations and finances of a large public entity which operated an electric utility, all types of public works, a regional airport, planning, building and zoning, police and fire protection, and parks and recreation, together with the budgeting, taxing and other forms of financing, employment and legal issues involved in that operation; my experience of representing clients on matters involving public financing, land development and compliance with government regulations; and finally my experience as a co-owner of a family-owned real estate development business in Idaho Falls. All of these things have given me experience that is relevant to the work of a member of the board of trustees of the College of Eastern Idaho.

As requested, I have attached a resume.

Sincerely,

Joseph H. Groberg

June 15, 2017



JOSEPH H. GROBERG  
Attorney at Law (Inactive)

**Education:** Graduate of Idaho Falls High School (1961)  
Brigham Young University BA Economics (1967)  
University of Chicago JD Law (1970)  
Dartmouth College MALS (1998) (Thesis on Higher Education in Idaho Falls)

**Employment:** Lawyer in private practice 1970 to 2008 when I began a series of volunteer LDS Church assignments in Latin America, ending November, 2014.  
Member of Colorado and Idaho State Bars.  
Co-owner of GHG Investment Co., a real estate investment and development firm.

**Community Service:**  
Idaho Falls City Council - served from 1990 - 1994, 1998 - 2008 (14 years).  
Founding board of Eastern Idaho Technical College Foundation.  
Eastern Idaho Technical College Advisory Council.  
Idaho Falls Redevelopment Agency Board..  
Idaho Falls affiliate of Habitat for Humanity Board.  
United Way of Bonneville County Board.  
Idaho Falls Symphony Board.  
Brigham Young University Alumni Board of Directors.  
Ricks College Performing Arts Council.  
Idaho Falls Kiwanis Club.  
Targhee Regional Public Transportation Authority (TRPTA) Board.  
Idaho Falls Education Advisory Council.

**Publications: Books and Articles:**  
From the Muddy River to the Ivory Tower, the Journey of George H. Brimhall (early president of Brigham Young University) published by BYU Studies Press, 2010 (with Mary Jane Woodger).  
George H. Brimhall's BYU Legacy, BYU Studies, Vol. 43, No. 2 (2004) (with Mary Jane Woodger).  
**Law related articles:**  
Loans Under the Colorado Uniform Consumer Credit Code, The Colorado Lawyer, March 1972 (with Peter Van Zante)  
Mormon Disfranchisements of 1882 to 1892, Vol 16, Spring 1976, Brigham Young University Studies, Brigham Young University Press, 1976.  
Articles in Advocate, published by Idaho State Bar, March, April 2006, on representing clients in planning and zoning matters; and December 2007, on the Idaho Preservation of Historic Sites statute (both with Rencc Magee).

**Personal information:**  
Home address: 1269 Homer Ave., Idaho Falls, ID 83404  
Cell phone number: (208) 821-4961  
Born: November 30, 1942  
Second language: Spanish (fluent from approximately 12 years in Latin America)

JUN 15, 2017



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

June 3, 2017

Heather Medema



Idaho State Board of Education

Dear Board Members:

My name is Heather Medema and I am submitting my name for consideration as a one year trustee appointee for the newly established College of Eastern Idaho. I believe that I have significant personal and professional experiences which make me qualified for this position.

I am a fourth generation Idaho Falls native who is working, raising a family and contributing as a volunteer to local community efforts. I am deeply invested in the area and am excited for the new educational opportunities the College of Eastern Idaho affords my fellow citizens.

I have experience as both a traditional student, heading off to the University of Idaho as an 18 year old, and then later as a nontraditional student working at the INL while juggling graduate studies with marriage and parenthood. I believe these experiences have shaped me and led me to believe that there is no one right way to gain an education; rather, with ambition and drive all things are possible.

My career and local volunteer efforts have given me years of experience working in collaborative work settings. My job as a Human Factors research scientist in the Nuclear Science and Technology Department at INL involves extensive meetings with other researchers, as well as problem solving meetings with customers. Locally, I volunteer for activities put on by the Snake River Animal Shelter and the Eastern Idaho Spay and Neuter Coalition, volunteer as an intake coordinator for spay/neuter clinics at the Shelley Veterinary Hospital, serve as a Raptor Rescuer, transporting injured raptors from Idaho Fish & Game officers to the Teton Raptor Center and serve as a parent committee member for the Jefferson County Rabbit 4H program. I am very much a team player, committed to working well with others and maturely arriving at consensus within committees.

Finally, as a recent volunteer for the Go Community College Committee which sought to create awareness and increase voting efforts, I had a unique position to observe the interactions between those in favor and those opposed to the proposed transition from EITC to CEI. I observed the contention online and in person at the debate held at the Willard Arts Center in early May. I understand how critical it is to acknowledge and commit to the proposed tax of \$13.37 per \$100,000 property value which was presented to voters. If appointed, I would pledge to adhere to this amount.

I thank you for your consideration and would like to conclude by stating that it would be an honor to serve the Board and the College of Eastern Idaho in its momentous first year.

Sincerely,

Heather Medema



## HEATHER MEDEMA

### PROFESSIONAL EXPERIENCE

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Research Scientist II, Human Factors & I & C Systems  
*Idaho National Laboratory, BEA*

08/99 - Present  
*Idaho Falls, ID*

**Professional capabilities include Human Factors system analysis, research applications, industry standard compatibility approval analysis, usability review, beta testing, literature reviews, technical writing, technical editing, experimental testing, and research project management.**

#### Human Factors Research

Human Reliability Assessment Advancement – Joint Warfare Analysis Center/ STRATCOM

2016-present

Currently contributing to a number of tasks for the customer including:

- Supporting JWAC development of a quantitative HRA capability to explore operator performance vulnerabilities and susceptibilities related to industrial control systems
- Providing SMEs to review current JWAC methods/offer guidance
- Identifying additional quantitative analytic methods
- Providing JWAC analyst training

Control Room Modernization Project

2014-2016

- Participated in research aiding the transition of control room systems from analog to digital according to the needs of the individual nuclear power plant and the reactor operators accessing the technology.

Advanced Outage Control Center Research Study

2013- 2016

- Participated as part of a research team evaluating current state of operations in AOCC at Arizona Public Station in Palos Verde, AZ. Analysis of current briefing layout and operation standards. Design of data gathering tools, analysis of qualitative as well as quantitative data, contribution to LWRS Milestone documentation and ongoing scenario design for further INL/ APS work in 2014.

Human-Automation Collaboration (HAC) Research Study

2012 - 2013

- Participated as part of a research team tasked with identifying best means to address HAC in a Small Modular Reactor (SMR) Application. Specifically tasked with evaluating past function allocation methodologies in order to isolate critical components best suited for the increased automation, reduced staffing and passive safety features of the proposed SMR designs.

Advanced SMR Concepts of Operations

2012 - 2013

- Participated as part of a team of researchers tasked with evaluating Concepts of Operations for the proposed SMR main control room designs. Specifically tasked with evaluating past function allocation methodologies in order to isolate critical



**HEATHER MEDEMA**

components best suited for the increased automation, reduced staffing and passive safety features of the proposed SMR designs.

**Electric Power Research Institute (EPRI) Online Monitoring Beta Testing Project 2012**

- Tasked with providing a Human Factors overview of critical factors required for successful usability in software systems for the EPRI Fleet-Wide Prognostic and Health Management Software Suite (FW-PHM).
- Received training on FW-PHM software capabilities and applications
- Conducted initial beta testing of program
- Contributed to INL Presentation as well DOE Milestone paper highlighting usability and basic human factors of the software

**Integrated Knowledge Management Portal – Irradiation Testing Group 2011**

- Created a portal for researchers in INL Irradiation Testing group. The portal is a computerized search tool capable of systematically capturing, organizing, and categorizing the knowledge within an organization. Additionally, the portal was designed to provide critical tools such as current and accessible forms, requirements, guidelines, and point of contact information for researchers resulting in a significant increase in search efficiency.
- Carried out extensive research in area of Knowledge Management Systems.
- Collaborated with INL employees/ creators of valuable tools such as Quickstarts, Spotlights, and Needle & Haystack to learn how to build these into the INL portal.
- Delivered prototype for process mapping the seven facets of the portal with corresponding SME's – September 2012
- First P.I. assignment

**Research Lead – DOE LWRS Human Performance Pilot Project 2011-2012**  
**INL & Duke Energy**

- Carried out preliminary literature review and research on use of handheld devices in the commercial nuclear industry.
- Carried out IRB approval process, built demonstration measures.
- Participated in research scenario demonstrations at Catawba Nuclear Power Plant, February 2012.
- Carried out data collection of paper-based and audio/visual information from training, demonstrations, brainstorming sessions, surveys administered to attending industry operators along with follow-up discussions at Catawba.
- Carried out data analysis for qualitative data collected.
- Drafted DOE milestone reports as well as two prominent conference submittals (ANS and PLIM).

**Water Power Calculator Review - 2010-2011**

- Provided human factors input and documented review for the conversion of the Water Power Calculator from analog to digital. The WPC has been absent from the ATR control room for approximately twenty years.



## **HEATHER MEDEMA**

- Analyzed readability, ease of use, and design for user needs using industry standards and feedback from ATR operators relying on the tool to gather valuable information when placed.

### **ATR Control Room Redesign - 2010**

- Conducted a Human Factors Review of the ATR control room redesign and conversion from analog to digital systems focusing on lighting, flat screen panel and alarm panel placement as well as digital display screen design.
- Examined usability issues with proposed new display screen and annunciator panel design by creating feedback survey and conducting two feedback sessions with current ATR operators.
- Provided data from occupational resource guides, NRC reports, and current Human Factors standards.
- Provided suggestions to overall design of annunciator displays as well as future designs of DCS and CDS monitor screens.

### **NDMAS Training Development– NGNP, 2008-2009.**

- Compiled cycle data in AGR-1 database.
- Created NDMAS Training portal for use by external customers.
- Created templates to standardize future NDMAS documents.

### **CREAPER Software Usability Analysis – INL National Security organization, 2007-2008.**

- Performed usability testing on the Communications and Radar Electronic Attack Planning Effectiveness software for the United States Air Force.
- Edited and revised the CREAPER Software Test Description, Software Test Description and Software Test Plan for ease of use and greater readability.

### **Human Factors/Human Reliability Analysis Project – NASA, 2005-2007.**

Worked as part of team to accomplish three major tasks:

- Carrying out analysis of the current NASA space program in order to provide human factors and human reliability analysis technical support to NASA mission objectives.
- Conducting study of exploration systems "Constellation" and "Nuclear Technology" project needs for human reliability analysis tools and methods.
- Developing a human reliability dataset for a NASA Risk and Reliability Database.

### **Experimental Research**

- Change Detection System Experiment, 2003 - Carried out scheduling, interviewing and running of experiment focusing on using computer-aided means for enhancing aerial imagery change detection tasks. Product was first developed as national security technology, but was marketed within the medical industry to highlight slight differences between digital images used in mammograms, X-Rays, and other medical scans. R & D Magazine awarded Change Detection System one of the 100 most technologically significant products introduced in 2003.
- Prepared and conducted five cognition experiments on human participants under the direction of senior Human Factors Scientists from 1999-2003.



## **HEATHER MEDEMA**

- Analyzed and compiled data to be used for various Human Factors publications and conferences.
- Co-authored eight publications based on experimental research.
- Speaker & Presenter - 2001 Human Factors and Ergonomics Society 45<sup>th</sup> Annual Meeting, Minneapolis, MN.

### **Usability Testing**

- Evaluated usability of the INEEL Records Management website for ease of use.
- Conducted usability testing and cost analyses for ergonomic stretching software.
- Conducted usability testing on the X-DAMM software and co-authored the resulting user guide.

### **Human Performance**

#### **NS & T Lab Management Performance & Structure Analysis 2010**

- Examined current Lab Management Structure at INL's Material Fuels Complex (MFC) to isolate chronic and acute organizational issues for researchers carrying out work in facilities owned and administered by NucOps.
- Carried out staff interviews for both NS&T and NucOps groups.
- Developed a Situational Analysis for current Lab Leadership as well as a position description for a new position similar to a Laboratory Manager.
- Based on feedback and a new management position being established the work resulted in a new leadership structure as well as reassigned roles and responsibilities.

#### **ATR Recruitment and Retention Study 2010**

- Created series of interview questions based on exit interview research, meeting or conducting phone interviews individually with approximately 20 former and current ATR operators.
- Analyzed and compiled data in detailed report for ATR Manager Mike Love
- Based on information gathered and research conducted, presented Mike Love with a proposal to carry out Executive Coaching for ATR management.
- Participated in Executive Coach training under the direction of Mr. Sam Magill, world-renowned Executive Coach in September-October 2010.

#### **ATR Employee Training - 2010**

- Created training materials to deliver employee training sessions based on book "The Five Dysfunctions of a Team" with Ron Farris to ATR training, operator and management groups.
- Compiled data and produced reports detailing feedback as a result of the training.
- Delivered feedback document to ATR management.



## HEATHER MEDEMA

### EDUCATION

- M.S. Psychology - Human Factors Engineering, University of Idaho, Moscow, ID, December 2011
- B.S. Biology, Idaho State University, Pocatello, ID, May 1996
- ISU Research Laboratory Assistant - Bacterial DNA Cloning and Replication, 1996

### COMPUTER EXPERIENCE

MS Word, Excel, PowerPoint, Access, Adobe Acrobat, Adobe Framemaker, SPSS, SAS, Visio, Visual Basic and Visual C++ Programming.

### PUBLICATIONS

Byers, J., Hill, S. Medema, H. Harbour, G. & Blackman, H. (2001). *Presenting Environmental Information Using Paper, Web and Multimedia Format*, INEEL/EXT-01001303. Idaho National Laboratory, Idaho Falls, ID.

Farris, R.K., and H.D., Medema (2012) "Integrating Human Performance and Technology, INL/CON-12-25632". Proceedings of the ANS 2012 Annual Meeting, Chicago, IL.

Farris, R.K., and H.D., Medema (2012) *Integrating Human Performance and Technology*, INL/CON-12-25716. Proceedings of the Power Plant Life Management (PLiM)/ IAEA Conference, Salt Lake City, UT.

Farris, R. K. and H. D, Medema (2012). *Guidance for Deployment of Mobile Technologies for Nuclear Power Plant Field Workers*, INL/EXT-12-25139, Idaho National Laboratory, Idaho Falls, ID.

Farris, R. K. and H. D, Medema (2012), *Advanced Instrumentation, Information and Control (II & C) Research and Development Facility Buildout and Project Execution of LWRS II & C Pilot Project 3*, INL/MIS-12-25139, Idaho National Laboratory, Idaho Falls, ID.

Gertman, D.I., Marble, J.L, Boring, R.L., Dudenhoeffer, D.D., Medema, H.D., Hallbert, B.P. (2005). "Human Reliability Analysis and Space Exploration: Current Knowledge and Knowledge Gaps", Idaho National Laboratory. Proceedings of the Space Nuclear Conference, San Diego, CA, June 2005.

Hill, S. G., Byers, J.C., Medema, H.D., and Nadeau, J.L. (2001), "Cueing in Procedures: The Use of Auditory or Visual Cues to Assist In Object Location". Proceedings of the Human Factors and Ergonomics Society 45th Annual Meeting (pp. 1709-1712). Santa Monica, CA: Human Factors and Ergonomics Society.

Hill, S.G., Byers, J.C, Medema, H.D., and Nadeau, J.L (2001). *Multimedia in Procedures II: The Use of Auditory or Visual Cues to Assist in Object Location*, INEEL/EXT-01-01097, Idaho National Laboratory, Idaho Falls, ID.



## HEATHER MEDEMA

Hill, S.G., Byers, J.C., Medema, H.D., and J.L. Nadeau. (2001). *Multimedia in Procedures I: The Use of Auditory or Visual Cues to Assist in Object Location*. INEEL/CON-01-00399, Idaho National Laboratory, Idaho Falls, ID.

Hugo, J., Forester, J. Gertman, D., Joe, J.C., Medema, H.D., Persensky, J. and A. Whaley. (2013). *Draft Function Allocation Framework and Preliminary Technical Basis for Advanced SMR Concepts of Operations*. INL/EXT-13-28601. Idaho National Laboratory, Idaho Falls, ID.

Hugo, J., Gertman, D., Joe, J., Farris, R., Whaley, A., and H. Medema. (2013). *Development of a Technical Basis and Guidance for Advanced SMR Function Allocation*. INL/EXT-13-30117. Idaho National Laboratory. Idaho Falls, ID.

Hugo, J., Forester, J., Gertman, D., Joe, J., Medema, H. Persensky, J., Whaley, A. (2012). *Draft Framework for Advanced SMR Concepts of Operation Research*. INL/EXT-12-27299, Idaho National Laboratory. Idaho Falls, ID.

Joe, J.C., Medema, H.D. (2001). *Decision Analysis: Long Term Stewardship*. INEEL Internal Document, Idaho National Laboratory. Idaho Falls, ID.

Joe, J., O'Hara, J., Medema, H., Oxstrand, J. (2014). *Identifying Requirements for Effective Human-Automation Collaboration*, INL/CON-14-31340, Idaho National Laboratory. Idaho Falls, ID.

Joe, J., O'Hara, J., Whaley, A., Le Blanc, K., Medema, H., Oxstrand, J. (2012). *Human-Automation Collaboration*. INL/MIS-12-27243, Idaho National Laboratory. Idaho Falls, ID.

Lybeck, N.J., Agarwal, V., Pham, B.T., Medema, H.D., Fitzgerald, K. (2012). *Online Monitoring Technical Basis and Analysis Framework for Large Power Transformers*, INL/EXT-12-27181, Idaho National Laboratory. Idaho Falls, ID.

Marble, J.L., Medema, H.D., Hill, S.G. (2001). *Examining Decision-Making Regarding Environmental Information*, INEEL/EXT-01-01282, Idaho National Laboratory, Idaho Falls, ID.

Medema, H.D., and Farris, R.K (2012). *Guidance for Deployment of Mobile Technologies for Nuclear Power Plant Field Workers*. INL/EXT-12-27094. Idaho National Laboratory, Idaho Falls, ID.

Medema, H.D., Nadeau, J.L. (2000). *Human Reliability Analysis - Multimedia in Procedures I & II*. INEEL Internal Document, Idaho National Laboratory. Idaho Falls, ID.

Oxstrand, J., Le Blanc, K., Bly, A., Medema, H.D., & Hill, W. (2015). *Computer-Based Procedures for Field Workers – Results and Insights from Three Usability and Interface Design Evaluations*. INL/EXT-15-36615. Idaho Falls, ID.

Oxstrand, J., O'Hara, J., LeBlanc, K., Whaley, A., Joe, J., & Medema, H. (2013).



## HEATHER MEDEMA



*Development of an Initial Model of Human-Automation Collaboration: Results from a Needs Analysis*, INL/EXT-13-28682. Idaho National Laboratory. Idaho Falls, ID.

Oxstrand, J., O'Hara, J., Joe, J.C., Le Blanc, K., Medema, H.D., and Whaley, A., (2013). *Framework for Human-Automation Collaboration: Project Status Report*. INL/EXT-13-29453. Idaho National Laboratory, Idaho Falls, ID.

Oxstrand, J., Le Blanc, K., O'Hara, J., Joe, J.C., Whaley, A., and H.D. Medema (2013). *Framework for Human-Automation Collaboration: Conclusions from Four Studies*, INL/EXT-13-30570. Idaho National Laboratory, Idaho Falls, ID.

Savchenko, K.P., Medema, H.D., Boring, R.L., and T.A., Ulrich (2017). *Comparison of Mutual Awareness in Analog vs. Digital Control Rooms*, INL/CON-TBD, 8<sup>th</sup> International Conference on Applied Human Factors and Ergonomics, 17-21 July, Los Angeles, CA.

St. Germain, S.W., Farris, R.K., and Medema, H.D. (2013). *Development of Methodologies for Technology Deployment for Advanced Outage Control Centers that Improve Outage Coordination, Problem Resolution and Outage Risk Management*. INL/EXT-13-29934. Idaho National Laboratory. Idaho Falls, ID.

St. Germain, S.W., Farris, R.K., Whaley, A. and H.D. Medema, (2014). *Guidelines for Implementation of an Advanced Outage Control Center to Improve Outage Coordination, Problem Resolution and Outage Risk Management*, INL/EXT-14-33182, Idaho National Laboratory. Idaho Falls, ID.

Tortorelli, J.P., Talbot, H.D. (2000). *A User's Manual for INEEL DAMM Spectral Analysis*.

Ulrich, T., Lew, R., Boring, B., Thomas, K. and H. Medema (2015). *Human Factors and Technical Considerations for a Computerized Operator Support System Prototype*. INL/EXT-15-36788. Idaho National Laboratory. Idaho Falls, ID.



JEFF PARSONS

June 19, 2017

Idaho State Board of Education  
650 W. State St. #307  
Boise, ID 83720-0037

RE: Board of Trustees

To whom it may concern,

The purpose of this letter is to introduce myself and express my interest in becoming a member of the Board of Trustees for the College of Eastern Idaho. I have great passion and respect for education. I championed at every opportunity the establishment of this important college in Southeastern Idaho. I am adjunct faculty for both Eastern Idaho Technical College and the University of Idaho and I would relish the opportunity to serve on the board.

I serve the Idaho Falls Fire Department as the Division Chief of the Training and Safety Division. This is a new position to the department so I am developing several new programs including career development, personnel training, recruit training, and training standards. The career development plan includes succession planning through education, mentorship, and certification. I have participated as an active member of the Idaho Falls Fire Department Strategic Planning Team.

I am the proud parent of one University of Idaho graduate and future attendee of the University of Idaho law school, and another senior at Lewis and Clark College in Portland, Oregon. I have instilled in my children the importance of education and they have performed at the highest standards in their educational careers. They were both high school valedictorians.

I practice servant leadership. I will help grow the College of Eastern Idaho and if selected, I will serve responsibly on the Board of Trustees. Please consider me as a candidate for this important position.

Best regards,



Jeff Parsons



## JEFF PARSONS

### Career Overview

Career Division Chief over Training and Safety with 22 years' experience. Invested in the American Fire Service at a local, state, and national level. Successful career showing growth and increasing level of responsibility. A member of the management team of the Idaho Falls Fire Department. A key participant in the Idaho Falls Fire Department Strategic Plan. In this plan responsible for developing a department wide training program, developing a citywide safety program, and establishing the Idaho Falls Fire Department as a regional leader in emergency services training. Designated by the Center for Public Safety Excellence as Fire Officer and Chief Training Officer. Safety Officer on the Region 3 All Hazard Incident Management and Support Team. Idaho State Lead Advocate for the Everyone Goes Home Program. A forward thinking leader that looks for positive opportunities to grow personally and professionally. A long history of delivering service to the community on both a personal and professional level. A lifelong learner that has pursued education and training since very early in career resulting in an educated, trained, and experienced fire service professional.

### Professional Experience

**Division Chief- Training and Safety** Nov 2015 to Current  
**Idaho Falls Fire Department — Idaho Falls, ID**

- Responsible for training of all personnel
- Responsible for career development of all personnel
- Incident Safety Officer for the department and safety consultant for other divisions of the City of Idaho Falls
- Developed new promotional testing program for Captain
- Chair of Training and Safety Committees for the Idaho Falls Fire Department

**Captain** May 2010 to Nov 2015  
**Idaho Falls Fire Department — Idaho Falls, ID**

- Responsible for EMS and fire suppression services at headquarters station
- Training of Company Personnel in EMS/Fire Suppression
- Fill in Battalion Chief
- SCBA Officer overseeing of Breathing Air Program
- Training Committee Representative
- Safety Committee Representative

**Driver/Operator** May 2004 to May 2010  
**Idaho Falls Fire Department — Idaho Falls, ID**

- Responsible for operations of apparatus at station as well as serving as second in command of station operations
- Operated as a Paramedic



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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**Firefighter/Paramedic**

Dec 1999 to May 2004

**Idaho Falls Fire Department — Idaho Falls, ID**

- Fully trained as a National Registry Paramedic as well as a State of Idaho Certified Paramedic
- Responsible for patient care, maintenance of ambulance apparatus pertaining to medical supplies and equipment, and reporting requirements for patient care rendered

**Firefighter**

Oct 1995 to Jan 1999

**Idaho Falls Fire Department — Idaho Falls, ID**

- Responsible for fire suppression operations as a crewmember.
- Worked as a firefighter to obtain certifications and training to prepare for future opportunities.

## **Education and Training**

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<b>Master of Science, Leadership with emphasis in Disaster Preparedness and Executive Fire Leadership</b>	2018
Grand Canyon University — Phoenix, AZ Currently enrolled. Graduation September 2018.	
<b>Bachelor of Science, Fire Service Administration</b>	2015
Columbia Southern University — Orange Beach, AL Graduated Magna Cum Laude	
<b>Associate of Science, Fire Science Technology</b>	2010
Casper College — Casper, WY Fire Science Technology	
<b>Bachelor of Technology, Hazardous Waste Management</b>	1995
University of Idaho — Idaho Falls, ID Industrial Technology Hazardous Waste Management	

## **Certifications**

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**International Fire Service Accreditation Congress Certifications:**

- Firefighter I
- Firefighter II
- Driver/Operator
- Fire Instructor I
- Fire Officer I
- Fire Officer II
- Fire Officer III
- Fire Officer IV

**Designations by the Center for Public Safety Excellence:**

- Fire Officer
- Chief Training Officer

**Fire Department Safety Officers Association certifications:**

- Incident Safety Officer
- Health and Safety Officer



# **PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**

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## **Incident Command Certifications:**

- ICS 100
- ICS 200
- ICS 300
- O-305 Type 3 All Hazards Incident Management Team
- ICS 400
- Blue Card Command Instructor

## **Publications**

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- Contributor to the International Fire Service Training Association Textbook Aerial Apparatus Driver/Operator Handbook, 2nd Edition
- Contributor to the International Fire Service Training Association Textbook Structural Fire Fighting: Initial Response Strategy & Tactics, 2nd Edition
- Reviewer of Jones and Bartlett Fire Department Incident Safety Officer 3rd Edition
- Contributor to Wilderness Survival for Dummies

## **Affiliations**

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- Member of the International Association of Fire Chiefs
- Member of the Idaho Fire Chiefs Association
- Certified Health and Safety Officer and Incident Safety Officer through the Fire Department Safety Officer's Association

## **Community Service**

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- Member of Idaho Falls Civitans Club
- Co-Chairman of the Idaho Falls Soup Kitchen
- Volunteer at the Idaho Falls Food Bank
- Founder of the Blazing a Trail to Literacy Program
- Parent of Eagle Scout and Leader in Boy Scouts of America Troop 310



## Park Price



June 5, 2017



Emma Atchley, President  
Idaho State Board of Education  
650 W. State Street, Room 307  
Boise, ID 83720-0037

RE: Trustee Application – College of Eastern Idaho

Dear President Atchley:

I am applying for the position as a Trustee for the College of Eastern Idaho. As you can see from the attached resume, I served as the Chair of the Study Panel to determine whether a community college was needed in eastern Idaho. The panel produced a report dated July, 2016 which unanimously recommended the expansion of EITC to a comprehensive community college.

With the help of the Research & Business Development Center in Rexburg, the panel answered the following five questions:

- Is there a need for a community college in eastern Idaho?
- What is the likely enrollment?
- What is the cost to convert EITC to a community college?
- What are the likely funding sources?
- What would the economic impact of the school be once the conversion is complete?

Through the six months the panel met to discuss and answer these questions, I became very familiar with the challenges and benefits a community college would present for the region.

Because the report contained an extensively researched budget for the first six years, I am confident that the mil rate of \$15/\$100,000 assessed value is sufficient, when added to the other sources of revenue available to Idaho's Community Colleges, to adequately fund its operations.

As a member of the Governor's Task Force on Higher Education, and the Regional Chair for Idaho Business For Education, I am well aware of the need to improve the go-on rate of Idaho's high school graduates, and the need to increase the number 25-34 year old



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Trustee Application – Park Price

• • •

Idahoans who hold a certificate or degree. The go-on rate in eastern Idaho is the lowest in the state. I believe having an affordable option such as that provided by College of Eastern Idaho will be a major step in achieving the goal of 60% of that demographic holding a certificate or degree.

The most important role of the initial trustees will be to select the best President possible for CEI. Next, they must work closely with him/her to develop curricula that will meet the specific needs of employers in eastern Idaho and, secondarily, the needs of employers throughout the state.

The trustees should work closely with the neighboring universities to develop 2 +2 programs to make the transition from CEI to our four-year institutions seamless. As the newest community college in Idaho, the new board must work with the trustees of the of the three other community colleges to ensure the programs and services offered provide the best quality and value for the students while remaining good stewards of the funds provided by the state and local taxpayers.

The trustees should ensure that CEI works with surrounding high schools to provide more dual credit courses, thus giving high school students an added head start on their educational career.

A new community college has a unique opportunity to explore innovative teaching methods, including blended classes (on-line/in-person sessions). Trustees should encourage the new administration to explore teaching methods employed by other successful institutions and adopt those that seem appropriate.

With a strong Board of Trustees appointed at the outset that will appoint a capable President and then work with the administration to develop a solid base on which to grow College of Eastern Idaho, the promise that we saw as we prepared the Study Panel Report will be realized. I look forward to the opportunity to play a part in helping CEI achieve its potential.

Sincerely,



Park Price

Enclosure – Resume for Park Price



**Park Price Bio**



**Park Price** - Park Price is Chairman of the Board of Directors of Bank of Idaho, an independent community bank. He holds a Bachelor's Degree in economics from Dartmouth College. His training at Dartmouth and his experience as the owner of Park Price Motor Company in Pocatello for 24 years instilled in him a passion for education and economic development. He willingly accepts invitations to join organizations that affect the economy or advance economic development.

On the economic development front, he is serving his second appointment with the Federal Reserve Bank of San Francisco. Between those stints, he was a director of the Federal Home Loan Bank of Seattle, an important source of funds for banks providing mortgages for homeowners and small businesses. Closer to home, he has been the chair of the Idaho Association of Commerce and Industry and is now the Chair of REDI, the regional economic development organization for Eastern Idaho.

Education is his other passion. He has been Chair of the Idaho State University Foundation, is currently the Eastern Regional Chair of Idaho Business for Education, and recently led the Study Panel to determine the need for a Community College in Eastern Idaho. He is a member of the Governor's Higher Education Task Force.

Because health care is an important issue to the business owners and all citizens of Idaho, he has served as a Director of Delta Dental Plan of Idaho for twenty-five years and is currently the Chair of the Board of Trustees of Eastern Idaho Regional Medical Center. Mr. Price served on the boards of civic organizations like the Rotary Clubs in Pocatello and Idaho Falls, the Idaho Community Foundation, and the City Club of Idaho Falls.



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

June 22, 2017

G. Ray Prigge

Idaho State Board of Education  
P.O. Box 83720  
Boise, ID 83720

Dear Mr. Fruechte:

I am writing to indicate my interest in and to apply for a position on the Board of Trustees for the new College of Eastern Idaho. I am very interested in and committed to the success of our new community college and would like to be a part of it.

I have enclosed a curriculum vitae to highlight my pre-retirement academic and professional career as well as a copy of a five-year evaluation completed by my faculty circa 1998 and provided informally to me by Associate Dean Luft.

A summary of my post-retirement activities (July 1999 to June 2017) includes the purchase of three bankrupt or distressed businesses. I successfully turned around and profitably sold two of them (Idaho Falls Tunex Auto Diagnostics and Repair and the Shady Rest RV Park). The third business, Teton West RV Park, had been closed for four years. It is currently being revitalized and reaching profitability.

Activities include volunteering at local churches and at the Colonial Theater and serving for six years on the Board of Directors of the Idaho Falls Rescue Mission, which provides emergency meals, housing, and counseling to homeless men (City of Refuge and The Ark) and homeless women and children (Ruth House); serving about 35,000 meals per year and 33,000 bed nights per year. I also serve on the Board of Directors for Utah Investment Group, LLC, a small oil and gas exploration and development company with leases in the Utah overthrust belt.

I hold single, multi-engine, instrument, and commercial airplane licenses with high altitude certification. Experience includes a checkout in and limited paid copiloting of a business jet.

Thank you for your consideration of my application.

Sincerely,



G. Ray Prigge

Enclosures



**G. RAYMOND PRIGGE**

**EXPERIENCE**

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Extension Professor and District IV Director, University of Idaho College of Agriculture, Idaho Falls, Idaho, July 1982 to July 1999.

Responsible for administering and coordinating all College of Agriculture extension and teaching programs in Eastern Idaho. Administratively responsible for the University of Idaho staff and research support programs at the United States Sheep Experiment Station at Dubois. District IV includes thirteen county extension offices and the Fort Hall Indian Reservation extension office, three major research and extension centers, the district office, and over sixty faculty. Administratively responsible for 32 of the district faculty. Served as voting member of the College of Agriculture Executive Council.

Extension Professor and District IV Extension Supervisor, University of Idaho, Pocatello, Idaho, July 1979 to July 1982.

Supervisory responsibility for 34 County Home Economics and Agriculture Extension Agents. Assisted with program coordination of eight Extension Specialists. Responsibility included program planning, development and evaluation, and faculty hiring, training, and evaluation.

Assistant Extension Professor and Associate Extension Professor, Extension Farm Business Management Specialist, Department of Agricultural Economics, University of Idaho, Moscow, Idaho, July 1975 to July 1979.

Responsible for developing and implementing statewide farm management extension education programs.

Team Leader and Deputy General Manager of the Ada District Development Project, Debre Zeit, Ethiopia, June 1973 to January 1975.

Directly responsible for a team of six American specialists to the management consulting firm of Clapp and Mayne, Inc., of San Juan, Puerto Rico. Directly responsible to the Assistant Minister of Agriculture of the Imperial Ethiopian Government for an Ethiopian staff varying from 60 to over 400 people. The Ada District Development Project was a



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

six-million dollar regional agriculture and engineering development project designed to develop, implement, and evaluate alternative approaches to African rural development programs. Primary experimental programs included agriculture and home economics extension education, road building, water development, agricultural production and marketing, and effective local self-help development programs.

Assistant Professor and Chairman of the Department of Economics and Business Administration, Mount Union College, Alliance, Ohio, September 1970 to June 1973.

Responsible for five full-time and seven part-time faculty members in a department of 170 to 200 student majors. Baccalaureate degrees in economics, general business administration, and accounting were awarded by the department.

Research Associate, Department of Agricultural Economics, The Ohio State University, September 1968 to December 1970.

As a Ph.D. student, I was responsible for coordinating the efforts of five farm management specialists in collection of data and in summarizing and publishing a two-year study of the costs of producing major Ohio crops.

Research Instructor and Manager, Southern Branch of the Ohio Agricultural Research and Development Center, The Ohio State University, Ripley, Ohio, January 1966 to September 1968.

Responsible for five full-time and two part-time farm employees. Responsibility for general farming and for 34 different field research projects under the direction of 26 Ohio State University College of Agriculture faculty members. Research projects involved apples, grapes, elderberries, canning tomatoes, peaches, alfalfa, red clover, sudan grass, forage sorghum, grain sorghum, winter and spring wheat, oats, barley, tobacco, corn, soybeans, soil fertility, irrigation, forage management, weather pesticide runoff, purification of pond waters, and beef cattle breeding.

Mathematics Instructor, Kenton County, Kentucky Public Schools, August 1964 to January 1966.

Taught eighth-grade mathematics.



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Research Assistant, Department of Agronomy, University of Kentucky, September 1962 to August 1964.

As a Master's student, worked on a one-half and, later, a three-quarter time research appointment.

## **EDUCATION**

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<u>College</u>	<u>Dates</u>	<u>Major</u>	<u>Degree</u>
Brown University	Summer 1972	NSF Post-Doctoral—Micro Economics	
The Ohio State University	1968–1970	Agricultural Economics	Ph.D.
University of Kentucky	1962–1964	Agronomy	M.S.
University of Kentucky	1958–1962	Agricultural Extension	B.S.

## **MEMBERSHIP IN HONORARY FRATERNITIES**

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Epsilon Sigma Phi	1977–present (President 1991–1992)
Phi Gamma Mu	1971–1973
Gamma Sigma Delta	1962–1964 and 1975–1989
Alpha Zeta	1959–1964 (Chancellor 1962–1963)

## **SPECIAL AWARDS OR HONORS**

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First University of Idaho College of Agriculture Outstanding Leadership Award—1995  
University of Idaho Epsilon Sigma Phi State Team Award—1991  
University of Idaho Epsilon Sigma Phi Meritorious Service Award—1991  
Director, West-National Epsilon Sigma Phi Board of Directors—1990–1991  
University of Idaho Epsilon Sigma Phi Outstanding Work Award—1977  
National Science Foundation Fellowship, Brown University—1972  
National Science Foundation Fellowship, The Ohio State University—1969  
Keeneland Scholarship, University of Kentucky—1958–1962  
Sears and Roebuck Scholarship, University of Kentucky—1958  
Jones Scholarship, University of Kentucky—1958  
State Secretary of the Kentucky Association of Future Farmers of America—1958–1959



## **PUBLICATIONS**

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### **A. Farm Business Management Series:**

1. Estimated Costs and Returns for a 75 Head Supplementary Cow-Calf Enterprise, Treasure Valley, Idaho. January 1976.
2. Estimated Costs and Returns for a 100 Cow Dairy Herd, Treasure Valley, Idaho. February 1976.
3. Estimated Costs and Returns for an 840 Acre Dryland Wheat Enterprise, Southeastern Idaho. May 1976.
4. Estimated Costs and Returns for an 840 Acre Dryland Barley Enterprise, Southeastern Idaho. May 1976.
5. Estimated Costs and Returns for a 50 Cow Dairy Enterprise, Southeastern Idaho. June 1976.
6. Estimated Costs and Returns for a 100 Ewe Farm Flock Enterprise, Southeastern Idaho. July 1976.
7. Estimated Costs and Returns for a 30 Sow Semi-Confinement Swine Enterprise, Northern Idaho. July 1976.
8. Estimated Costs and Returns for a 90 Sow Total-Confinement Swine Enterprise, Northern Idaho. July 1976.
9. Estimated Costs and Returns for a 70 Cow Dairy Enterprise, Northern Idaho. January 1978.
10. Estimated Costs and Returns for a 100 Acre Certified Seed Potato Enterprise, Southeastern Idaho. March 1978.
11. Estimated Costs and Returns for a 200 Head Cow-Calf Enterprise, Upper Salmon River. March 1978.

### **B. Agricultural Economics Extension (1975–1979):**

1. "Management Implications for Individual Idaho Wheat Growers." A.E. Series 176.
2. "Good Records—Basic Tool for Effective Management Decisions." A.E. Extension Series 301.
3. "Incorporation—A Potentially Useful Tool for Tax Management." A.E. Extension Series 305.
4. "Enterprise Analysis: Tool for Profitability Analyses." A.E. Extension Series 308.
5. "Fundamentals of Estate Planning for Idaho Families." A.E. Extension Series 309.
6. "The Economic Feasibility of Expanding Swine Operations in the Panhandle Region of Northern Idaho." A.E. Extension Series 311.
7. "Beef Enterprise Analysis; An Important Tool for Ranch Management." A.E. Extension Series 315.



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8. "Farm Estate Taxes: Philosophy, Current Policy and Economic and Social Impact of Proposed Changes." A.E. Extension Series 316.
9. "The Farmer's Tax Options as a Consequence of the Teton Dam Disaster." A.E. Extension Series 318.
10. "Retained Ownership of Beef Calves—Does it Pay?" A.E. Extension Series 320.
11. "Can Profits from Potato Production Be Increased?" A.E. Extension Series 321.
12. "Should I Incorporate My Farm?" A.E. Extension Series 322.
13. "Estate Planning Basics." A.E. Extension Series 323.
14. "Marketing and Management Decisions Under Conditions of Risk and Uncertainty." A.E. Extension Series 324.
15. "Partial Budgeting." A.E. Extension Series 327.
16. "Breakeven Analysis." A.E. Extension Series 328.
17. "Tax Reduction and Simplification Act (1977)." A.E. Extension Series 334.
18. "Year End Tax Management Tips (1977)." A.E. Extension Series 335.
19. "Grain Elevator Management Game." A.E. Extension Series 336.
20. "Farm Labor Management: Problems and Perspectives." A.E. Extension Series 337.
21. "Analysis of the Profitability of Complying With the 1978 Wheat-Feed Grain Set-Aside Program." A.E. Extension Series 338.
22. "Farm Estate Tax Issues Raised by the 1976 Tax Reform Act." A.E. Extension Series 341.
23. "Implications of Outlook and Use of Outlook Information for Extension Education Programs in Farm Management." A.E. Extension Series 342.
24. "Utilization of Marginal Lands in the Clearwater River Valley." A.E. Extension Series 345.
25. "Styles of Leadership Influence Committee Effectiveness." A.E. Extension Series 353.
26. "Human Behavior—Its Impact on Effective Functioning of Committees." A.E. Extension Series 354.
27. "Use of Videotape for Teaching Futures Hedging." A.E. Extension Series 347.
28. "Economic Portrait of Small Farm Enterprise—Budget for a Worm Growing Enterprise." A.E. Extension Series 356.
29. "Financial Pitfalls Encountered in Untimely Expansion of the Beef Herd." A.E. Extension Series 358.
30. "Human Behavior—Its Impact Upon the Success of the Organization." A.E. Extension Series 360.
31. "Use of a Computerized Feed Grain Analysis for Farm Business Management Extension Education." A.E. Extension Series 363.
32. "Idaho Cow-Calf Production Costs—1979, A Measure of Anticipated Pacific Northwest Production." A.E. Extension Series 364.



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C. Magazines:

1. "Combine Cost and Use" Timely Economics, 1969, reprinted in Ohio Farm and Home Research, 1969.
2. "Should We Incorporate?" November 6, 1975 edition of the Idaho Farmer-Stockman.
3. "Don't Overlook Ways of Cutting Your Taxes" December 2, 1976, issue of Idaho Farmer-Stockman.

D. Experiment Station Bulletins/Extension Bulletins:

1. "The Cost of Producing Major Field Crops in Ohio" Research Bulletin No. 1051, The Ohio Agricultural Research and Development Center, Wooster, Ohio, April 1972.
2. "Should You Invest in Grain Storage Aeration?" Idaho Cooperative Extension Bulletin No. 630, July 1984.

E. Current Information Series:

1. "Don't Overpay the Bill" Current Information Series No. 364.
2. "What Are You Worth?" Current Information Series No. 401.

F. Videotaped Educational Materials:

1. "Hedging of Russet Potatoes" A 28-minute instructional videotape written and produced for the Chicago Mercantile Exchange, 1976.
2. "Financial Implications of Overexpanding the Beef Herd" A 20-minute videotaped program on financial management of the cow-calf herd, 1978.

G. Miscellaneous:

1. "A Correlation Study of Chemically Extractable Potassium with Plant Response to Potassium Fertilization of Selected Soils Differing in Chemical and Mineralogical Characteristics," M.S. Thesis, University of Kentucky, 1964.
2. "A Simulation Study of Tenure and Size Relationships of Selected Corn Hog Farms," Ph.D. Dissertation, The Ohio State University, 1970.
3. "The Economic Impact of Mount Union College on the Alliance, Ohio Market Area," Mount Union College, 1972.
4. "Should You Incorporate Your Family Farm or Ranch Business?" Economics for Idaho Agriculture, January 1976.
5. "Farm Production Inputs," 1978 Tri-State Outlook.
6. "Idaho Farm Machinery Ownership and Operating Costs," Miscellaneous Series No. 47, June 1978.
7. "Electronic Grain Storage Demonstration: Accountability to the Idaho Grain Industry," Eastern Idaho Research and Extension Progress Report No. 9, November 1984.
8. "Grain Storage Aeration Worksheet," Microcomputer Program, University of Idaho, December 1984.



9. "Minding Your Business at Home: A Home-Based Business Workshop," two notebook chapters, 1989.
10. "Minding Your Business at Home: Marketing Is," one notebook chapter, 1990.
11. "Minding Your Small and Home-Based Business: Management Is," four notebook chapters, 1991.

### **COMPETITIVE GRANTS RECEIVED**

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1. \$490,000—Idaho Potato Commission. For support of county potato extension education programs, 1982–1996.
2. \$68,000—U.S. Department of Agriculture. For a kindergarten through 6<sup>th</sup> grade after-school education program on the Fort Hall Indian Reservation, 1991–1993.
3. \$205,000—U.S. Department of Agriculture. For supporting an Extension Educator position on the Fort Hall Indian Reservation, 1992–1996.
4. \$850,000—America Potato Company. Comprised of real estate and processing facilities, sold to finance Eastern Idaho potato education and research programs, 1992.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Dr. Ray Prigge**  
**Fifth Year Administrative Review**

**Overview of Comments**

**STRENGTHS:**

Appreciate his efforts. Bannock County has had a tough year and he has been supportive at each "major crisis".

Cares about Extension educators in his district. Offered District IV Extension educators grant funds to apply for many projects that they would like to do. Appreciate Ray as an administrator, friend and co-worker.

Has done a great job as district director. Is very intelligent and capable. Is a "genius" at stretching dollars, managing funds, etc. Is very supportive of faculty and lets you do your job without interfering too much.

Appreciate his leadership in encouraging us to try new innovations such as "clustering" and to apply for awards and grant money to further the scope of our efforts. His small grant program has afforded us opportunities to become involved in various family life areas which otherwise were not available to us.

Dr. Prigge is a very good administrator. He is always interested in your work and always asks how things are going. I like his honesty and a desire to help out with decisions that need to be made.

Does a particularly good job of administering funds in the district. Has been very helpful as we have developed our cluster unit.

Is very fiscally responsible and is supportive of faculty being progressive.

Does an excellent job of trying to keep faculty headed in the right direction in these times of constant change. Does a good job of trying to meet training needs requested by faculty and secretaries. I'm still a little frustrated by the notion that if one secures grant money for a special project, one also becomes somewhat exempt from district and even state Extension faculty assignments.

Truly cares about the people in his district. It is important to him that I succeed. Very easy to talk with. If there is something he or his office can do to help me with a program, he freely gives help and advise.

Is very supportive of new programs and ideas that will attract non-traditional Extension clientele.

Is futuristic. Strives to give faculty opportunities to branch out and be innovative. Encourages faculty to participate in professional development opportunities.

Is very innovative. Is a risk-taker. Strives to help educators who are cooperative reach their potential. Has been a strong supporter of my endeavors and educational programs.

**WEAKNESSES:**

Finds it difficult to be critical of agents who are not performing adequately.

Needs help with promotion.



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Needs improvement in handling faculty relational issues. This includes function of county chairs, office personnel, and other county faculty relationships.

**COMMENTS:**

Recommend more time be provided for administrators of college to supervise and train new, especially inexperienced, Extension faculty for a minimum of two years.

ta-eval\trpcomment



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Michelle Stratton



June 19, 2017

To Whom It May Concern:

My experience as a teacher of both elementary and higher education have developed a passion and personal commitment to fostering a positive learning environment for students from various backgrounds. While teaching for the Idaho Falls School District #91, I have had many opportunities to attending training and serve in leadership roles. As you will see from my attached resume, I was the Lighthouse Chairman when we implemented the Leader in Me program in our school. As a member of the district math committee, I had the opportunity to delve deep into the standards and evaluate current curriculums. I attended training on Professional Learning Communities (PLC) and served as a coach to help successfully implement PLCs in our school.

I have a Bachelor's of Science in Elementary Education and a Master's of Science in Education from Walden University, where I will graduate the first week of July, Summa Cum Laude.

It is my goal to combine my experience and education with my ability to organize and lead to make a positive contribution to our community and The College of Eastern Idaho. I am confident that my background in education and leadership will be a valuable asset in this exciting time. I look forward to the opportunity to discuss this position further.

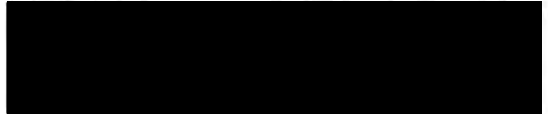
Sincerely,

Michelle Stratton



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Michelle Stratton



<b>Skills</b>
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**Leadership**

- Chairman of Lighthouse Committee (school leadership committee) 2012-2014.
- Member of District Math Committee. Taught monthly professional development classes to fellow colleagues.
- TIMS Trainer participated in technology training courses and trained 25+ colleagues in new technology concepts and practices applicable to the classroom.
- 2007- Current mentor for new teachers, methods students, and student teachers.
- Instructor for iSTEM, Idaho Department of Education and Boise State University Grant, Summer of 2014-current, teaching the K-3 math strand.
- Volunteered as Hospitality Chair – USA Wrestling, Western Regional Tournament 2009-2011 for 2500+ participants.

**Educational Programs**

- Leader in Me. Two years of training to assist in implementing the program in our school.
- Member of a Professional Learning Committee. I attended PLC training through Solution Tree, as well as ongoing training; I served as a PLC coach for our district and worked with colleagues to implement effective communities.
- Organized and taught the after-school reading program for 12 years.

**Course Planning**

- Assisted in developing district first-grade portfolio.
- District Math Curriculum Committee Member. Wrote math curriculum bridging current district program to meet Common Core Standards. Evaluated available curriculum to determine which program meets district vision.

<b>Work History</b>
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- Multi-Age Teacher, and First Grade Teacher – Idaho Falls School District #91, Idaho Falls, Idaho, August 2005-current
- First Grade Teacher – Preston School District #201, Preston, Idaho, August 1998-August 2005
- Middle School Language Arts Teacher – West Side School District, Dayton, Idaho, August 1997-May 1998
- College Instructor – Billings Business College, Billings, Montana, September 1994-July 1995  
Taught introductory and mid-level courses in Accounting and Economics.
- First Grade Teacher – Preston School District #201, Preston, Idaho, July 1990-December 1994

<b>Education</b>
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Bachelor of Science: Elementary Education Weber State University, Ogden, Utah, March 1989  
Masters of Science. Reading Literacy Walden University, Minneapolis, MN, June 2017

<b>Accomplishments</b>
------------------------

- Nominated “Teacher of the Year” 2006-2007. 2008-2009 academic school years
- Golden Apple Award September 2011
- Awarded \$10,000, Technology Grant





Certified Public Accountants / Consultants



June 14, 2017

Idaho State Board of Education  
PO Box 83720  
Boise, ID 83720-0037

Dear Trustees,

I am applying to serve as a trustee on the inaugural Board of Trustees for the College of Eastern Idaho.

I reside at:

Kenneth Gene Taylor



Early in January of 2016, Rebecca Casper, the mayor of Idaho Falls, asked me to serve on an eleven-member panel to study the need and feasibility of converting Eastern Idaho Technical College to a community college. The panel was chaired by Park Price. This panel spent the next six months working with Research & Business Development Center investigating the need for a community college in Eastern Idaho. During the process, I became a strong advocate for a local community college. Our report was presented to the public in July 2016. I followed up by assisting "Citizens for Affordable Higher Education" campaign in support of the taxpayers of Bonneville County creating a taxing district in support of a Community College. Gratefully, the citizens supported the effort.

I would welcome the opportunity to continue to serve in the community college effort. I believe that the knowledge and experience gained while serving on the community college study panel would be helpful in my continued service. I have developed a respect for President Rick Aman who has done a masterful job educating community leaders about the advantages of a community college.

I am a self-employed certified public accountant. As such, I have 38 years of experience analyzing financial data. I served on the Idaho Falls City Council for six years (2007-2013) which gives me some experience in the political arena.

My wife and I have spent our entire life in Idaho. We raised eight children and currently have thirty grand-children - many of whom reside in Idaho. Our family has been well served by Idaho educational institutions. I received my Bachelor of Science (accounting) and Master of Business Administration from Idaho State University.



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If you need references, you are free to contact Bart Davis, Brent Hill or Dean Mortimer. Each of them have some experience working with me.

Best wishes to you as you continue to serve the citizens of Idaho.

Thank you for considering my application.

Sincerely,

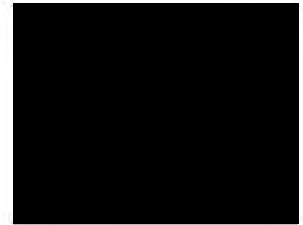
A handwritten signature in black ink that reads "Kenneth G. Taylor". The signature is written in a cursive, flowing style with a horizontal line extending from the end.

Kenneth Gene Taylor



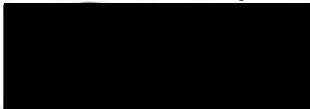


Certified Public Accountants / Consultants



Resume:

Kenneth Gene Taylor



Community service:

President/Board member of the Idaho Society of Certified Public Accountants  
President/Board member of the Idaho Falls Rotary Club  
President/Board member of the Development Workshop Foundation  
President of the Idaho Falls Estate Planning Council  
Idaho Falls City Council 2007-2013  
Chair of the Board of Trustees of the Idaho Falls Public Library  
Board member of the Idaho Falls Arts Council  
Board member of the Idaho Falls Higher Education Advisory Council  
Co-chair of the Post Register Community Advisory Board  
United Way Campaign Chair - 2004  
United Way Campaign Chair - 1984  
Board member of the Idaho Falls Kiwanis Club

Education:

Idaho Falls High School - 1967  
Brigham Young University - Bachelor of Science, Law Enforcement, 1974  
Idaho State University - Bachelor of Business Administration, Accounting, 1977  
Idaho State University - Master of Business Administration, 1977

Professional certification:

Certified Public Accountant - Idaho, 1978  
Certified Management Accountant, 1980

Employment:

President of Taylor & Company PC, Certified Public Accountants in Idaho Falls, Idaho

Family:

Married to Karma Hart Taylor; parents of eight children and grandparents of thirty grandchildren



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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To whom it may concern,

I am interested in the volunteer position for the Board of Trustees.

I have worked with a team to run a successful local plastics company for the last seven years. Most recently I have been running the Office and all operations dealing with our many employees, clients as well as vendors.

Through the interactions with each of these groups I have learned to work on solutions using thinktank teamwork meetings and then implementing and moving forward on the generated. The management team is made up of four members plus the two owners. I acted as the mediator to keep meetings on track. At the conclusion, I would be put in the position of either implementing or delegating the decisions that were made to the staff according to their fields or strengths.

On my resume, I will describe the progressive steps to my current position as the Office Manager/Controller. Each progression has helped me become a strong candidate to serve on the Board.

I would welcome the opportunity with passion and focus to work on the Board of Trustees toward getting the College off to a strong start.

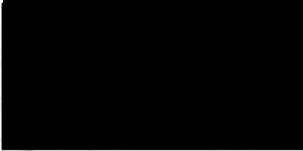
Thank you for your consideration,

Kristy Cooper



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Amber Bigler



June 15, 2017

State Board of Education  
650 West State Street, 3<sup>rd</sup> Floor  
Boise, ID 83702

Dear State Board of Education Members,

I am interested in serving on the College of Eastern Idaho's board of education. I have lived in Ammon for four years this August and consider myself worthy of representing those in my area in matters concerning the community college. I hold the value of education extremely highly, as that was my focus of study for both my Bachelor's and Master's degrees. I see the long-term potential of this community college, and I want to make sure the transition begins on the right foot.

My first teaching position was at a charter school in West Jordan, UT called Itineris Early College High School. As its name applies, Itineris is a high school that focuses on obtaining college credits. At the time, the school was housed on Salt Lake Community College's West Jordan campus, and we worked in tandem with SLCC's faculty. I loved teaching concurrent enrollment as well as the close association with the community college. I would love to see a similar association between the College of Eastern Idaho and the local high schools.

Although I am likely to fight for educational opportunities and growth, I also know that serving as a member of the board comes with a duty to my fellow citizens of Bonneville County. Education does come with a price and a set budget. I will strive to find that balance between what is needed for the college and what the citizens are able to handle financially. I will vow to follow the budget proposed by the survey conducted for establishing the community college and not tax citizens above the \$15 per \$100,000 of taxable property value. I would also like to assist other counties in joining the taxing district and possibly lessen the tax burden on Bonneville County citizens.

I am really excited for the opportunities a community college will bring to Eastern Idaho and Idaho Falls specifically. Thank you for your consideration for a position on the College of Eastern Idaho's board of education. I look forward to hearing from you.

Sincerely,

Amber Bigler



**Amber L Bigler**

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<b>EDUCATION</b>	<b>Masters of Science Degree</b>	August 2010
	<b>Science Education Emphasis</b> <i>Brigham Young University Provo, Utah</i>	
	<b>Biology Composite Teaching</b>	April 2008
	<i>Brigham Young University Provo, Utah</i> Thesis: Student Content Knowledge Increases After Participation in a Hands-On Biotechnology Intervention (published in the <i>Journal of Science Education and Technology</i> 2011)	
<b>TEACHING EXPERIENCE</b>	<b>Science Teacher</b>	August 2014-Current
	<i>Hillcrest High School Ammon, Idaho</i>	
	<ul style="list-style-type: none"><li>• Taught Biology concepts to high school sophomores</li><li>• Prepped labs and other hands-on activities</li><li>• Developed lesson materials including PowerPoint presentations</li><li>• Participated in professional development</li></ul>	
	<b>Science Teacher</b>	August 2010-August 2012
	<i>Itineris Early College High School West Jordan, Utah</i>	
	<ul style="list-style-type: none"><li>• Taught concurrent enrollment classes to high school juniors and seniors in partnership with Salt Lake Community College</li><li>• Prepped labs and other hands-on activities</li><li>• Developed lesson materials including PowerPoint presentations</li><li>• Participated in professional development</li></ul>	
	<b>Science Instructor, Adjunct Faculty</b>	January 2012-June 2012
	<i>Argosy University Salt Lake City, Utah</i>	
	<ul style="list-style-type: none"><li>• Facilitated a classroom experience for a hybrid online/face-to-face general education ecology course</li></ul>	
	<b>Biology 100 Instructor</b>	September 2009-December 2009
	<i>Brigham Young University Provo, Utah</i>	
	<ul style="list-style-type: none"><li>• Taught a section of 60 undergraduate students</li><li>• Lectured twice a week for one hour each</li><li>• Conducted weekly lab activities</li><li>• Produced PowerPoint presentations</li><li>• Wrote four tests (three midterms and the final)</li></ul>	
	<b>Bioethics Teaching Assistant</b>	Sep – Dec 2006; Sep – Apr 2008-2009
	<i>Brigham Young University Provo, Utah</i>	
	<ul style="list-style-type: none"><li>▪ Led a discussion section once a week for 12 students in various topics under Bioethics such as organ donation, euthanasia, and stem cell research</li><li>▪ Graded weekly assignments and research papers</li></ul>	



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Evolution Teaching Assistant**

May – June 2008

*Brigham Young University Provo, Utah*

- Graded papers and tests for 40 students
- Led test review sessions

**Student Teaching**

August – November 2007

*Valley Junior High West Valley City, Utah*

- Taught three 7<sup>th</sup> Integrated Science classes practical skills and a unit on matter
- Taught one 9<sup>th</sup> Honors Biology class a macromolecule unit

**WORK**

**EXPERIENCE**

**Finance Manager**

February 2013-Current

*HobbyTown USA Vancouver, Washington and Ammon, Idaho*

- Managed the finances for five small businesses
- Paid all bills and managed payroll
- Filed and paid state and federal monthly and quarterly taxes
- Data entry for each business' bills and daily sales

**Research Assistant**

Sep 2005-April 2010

*Brigham Young University Provo, Utah*

- Published *Infusing Authentic Inquiry into Biotechnology* in the *Journal of Science Education and Technology* 2009
- Presented a research paper at SICB conference in San Antonio, TX January 2008 and AERA conference in New York, New York March 2008
- Helped prepare for two professional development programs (UBEST and Project Crawfish) for Biology teachers across the state of Utah
- Project leader of Project Crawfish and helped train teachers to use and implement biotechnology equipment
- Presented Project Crawfish at NSTA in Anaheim, California April 2006
- Secretarial type assignments such as filing and ordering equipment
- Edited papers for publication

**LEADERSHIP**

**Church Service**

- Served in various capacities with my church from planning and carrying out activities to teaching lessons to keeping track of attendance and making sure things are running smoothly

**Research**

- Delegated jobs to my crew for a teacher development program



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AMY BRUMFIELD

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June 20, 2017  
Idaho State Board of Education  
PO Box 83720  
Boise, Idaho 83720-0037

To whom it may concern:

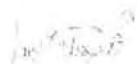
I am applying to be a trustee on the College of Eastern Idaho Board. I am an active Idaho Falls community member with a strong background in higher education. I have been teaching first-year college writing, primarily on ISU's Idaho Falls campus, since 2010. I am completing a doctorate in English and the Teaching of English that focuses on improving foundational writing skills, particularly for students who come from a low-literacy and/or ESL background. I can help the board to discuss research into effective teaching methods, testing strategies, course design, curriculum design, etc.

I have also served as Mountain View Charity's vice-president and scholarship chair since its inception. With the charity board's help, I designed a scholarship system that specifically invests in our local, non-traditional students. To date, Mountain View Charity's scholarship program has proudly given \$110,000 to students at EITC and ISU.

After teaching hundreds of students, reading thousands of scholarship applications, and seeing my adult children struggle to navigate the college system, I know that our students are eager to learn and highly motivated to fulfill their academic and vocational ambitions. Our students also face significant challenges to completing their degree, and many of those challenges have nothing to do with their intellectual potential, academic preparedness, or the quality of the offered courses. Too many of my students have left the university with more debt than degrees, and I want to serve as a trustee to help shift that balance.

Idaho Falls has given me much. In partnership, I have invested in multiple businesses here. My children were educated in our public school system and have gone/will soon go to our state universities. I have received generous financial support from ISU throughout my education. I would like to give back to my community by serving as a trustee on the College of Eastern Idaho Board. Thank you for considering my application.

Sincerely yours,





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AMY BRUMFIELD

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**OBJECTIVE**

Help local college students to complete their higher education and be well-prepared to enter the job market

**RELEVANT EXPERIENCE**

- First-Year Composition Instructor, Idaho State University — 2010-present
- Vice President, Mountain View Charity — 2013-present

**HIGHLIGHTS OF QUALIFICATIONS**

- Long-time resident and investor in Idaho Falls
- Doctoral research focuses on improving the first-year college writing program
- Research specifically aims to improve writing experience of students from a low-literacy background and/or students who speak English as a second language
- Broad knowledge of college educational practices
- Experienced researcher
- Have spent many volunteer hours designing, building, and implementing scholarship system for non-traditional college students at EITC and ISU

**EDUCATION**

- Ph.D in English and the Teaching of English, Idaho State University, 2018 (Anticipated)
- Teaching English to Speakers of Other Languages, Idaho State University, 2016
- M.A., Idaho State University, 2010
- B.A., Idaho State University, 1993

**REFERENCES**

Joshua Tolman

Lydia Wilkes



LETTER OF INTRODUCTION

June 13, 2017

To: Idaho State Board of Education

From: Dr. John E. Flinn Jr

I am interested in applying for a Board of Trustees position for the College of Eastern Idaho (CEI). I have been a resident of Bonneville County, Idaho Falls, since April 1971. I have included an Abbreviated Resume of my academic and professional experience as an attachment to this introductory letter of my interest to be considered as a trustee for the College of Eastern Idaho. Although my educational and professional background have strong ties to STEM (Science, technology, engineering, and mathematics) related areas, I truly believe that education beyond K through 12 must incorporate the social sciences and humanity related exposures. I am also a strong advocate of developing curricula's in various 'trade' programs that contain "new-age" information and technologies.

If you need more information regarding my experiences and qualifications for a CEI Board position, please contact me: [REDACTED] and [REDACTED]

Sincerely,

John E. Flinn, PHD

*John E. Flinn*

[REDACTED]



ABBREVIATED RESUME

Name: John E. Flinn, Jr.

Education: High School Diploma, June 1956; Kennewick, WA.

Technician Trainee Program Night School (General Electric) Sept 1956 thru June 1958.

B.S. (Physical Metallurgy with minors in Chemistry and Mathematics.) 1962,  
Washington State University, Pullman, WA.

M.S. (Material Sci. and Engineering) 1967, Northwestern University, Evanston, IL.

Advanced Mathematics Program, 1963 to 1967, University of Illinois, Chicago Campus.

Ph.D. (Engineering Science with Majors in Material Science, Applied Mathematics, and  
Physics.) 1972, Washington State University, Pullman, WA

Employment History:

1956- 1958: Technician Trainee Program at Hanford, WA.

1962-1967: Assistant Metallurgist, Argonne National Lab., Lemont, IL

1971-1978: Associate Metallurgist, Argonne National Lab., Idaho Falls, ID

1978-1995: Technical Leader/Principal Scientist, Idaho National Engineering  
Lab., Idaho Falls, ID

1984-2008: Affiliate/Research Faculty Member, University of Idaho, Moscow, ID  
(Developed and Taught 6 Senior and Graduate level courses in Material Science  
and Engineering)

1998 – 2002- Consultant: University of Idaho/INL

Professional Societies:

ASM International, Materials Research Soc., TMS of AIME, International  
Metallographic Soc., American Powder Metallurgy Institute, Idaho Academy of  
Science

Examples of Significant Accomplishments:

- Five United States patents.
- Technical team leader for development, versatility, and peer recognition of iron-enriched basalt for nuclear waste immobilization.
- Three R&D 100 Awards.
- Doc Edgerton Award for Outstanding Scientist.
- Award of Excellence for Technology Transfer from the Federal Laboratory Consortium (Acquired 7 Cooperative Research and Development Agreements with U.S industries for technologies developed at the INL.)
- Technical leader and principal investigator for the Rapid Solidification Processing technology. Acquired over \$10,000,000 in Federal funding to develop technology.
- Co-founder of Stainless Steel Plus.
- Past President and current Board member of INL Retiree's Association.
- Advisor/co-advisor for 6 Master and 6 Doctorial students.
- INL Lifetime Achievement Award for Inventorship (2007).



- Outstanding Affiliate Faculty Award University of Idaho: 2008.
- 110 publications with over 65 peer reviewed. Some recent titles:
  - (1) J. E. Flinn, “*Rapid Solidification Technology for Reduced Consumption of Strategic materials*” (Noyes Publ., Park Ridge, NJ) (1985), 250 pages.
  - (2) J.E. Flinn, W. G. Wolfer, and T. F. Kelly, “Rapid Solidification Processing: A New Insight on Producing Stable-High Temperature Microstructures and Strengthening with Powders,” *Advances in Powder Metallurgy* – 1990, Vol. 1 (MPIF, Princeton, NJ) (1990), pp. 65-77
  - (3) J.E. Flinn, J. C. Bae, T. F. Kelly, and G. E. Korth, “Microstructure Stabilization in Rapid Solidified Type 304 SS: Influence on Tensile Properties,” *Met. Trans. A.* (1992), pp. 2557-2565
  - (4) J. E. Flinn, J. C. Bae, and T. F. Kelly, “High Temperature Microstructural Stability in Iron- and Nickel-base Alloys from Rapid Solidification Processing,” *International conference on Heat-Resistant Materials*, eds. K. Natesan and D. S. Tillack (ASM International, Materials Park, OH) (1991), pp. 35-43
  - (5) J. E. Flinn (invited), “Rapid Solidification of Iron-Base Alloys for Structural Applications,” *Rapid Solidification Technology: An Engineers Guide*, eds. T. S. Srivatsan and T. S. Sudarshan (Technomic Publ. Co., Lancaster, PA) (1993), pp. 127-256
  - (6) W. Kim, J. E. Flinn, and J. G. Byrne, “Parametric Studies of the Hot Isostatic Pressing of Rapidly Solidified 304 Stainless Steel Powder,” *Acta Metall. Mater.*, 41 (1993), pp. 49-57
  - (7) J. E. Flinn and T. F. Kelly, “Advanced High-Temperature Alloys by Design Using Rapid Solidification Processing” *Critical Issues in the Development of High Temperature Structural Materials*, eds. N. Stoloff, D. J. Duquette, and A. F. Giamei (TMS Warrendale, PA) (1993), p. 57
  - (8) T. F. Kelly, D. S. Larson, M. K. Miller, and J. E. Flinn, “3DAP Investigation of Vanadium Nitride Precipitates and the Role of Oxygen and Boron in Rapidly Solidified 316 Stainless Steel”, *Mater.sci. and eng.*, A270, (1999), pp. 19-26.
  - (9) J. E. Flinn, D. P. Field, G. E. Korth, T. M. Lillo, and J. Macheret, “The Flow Stress Behavior Of OFHC Polycrystalline Copper”, *Acta Mater.* 49, (2001), pp. 2065-2074.
  - (10) D. P. Field, B. W. True, T. M. Lillo and J. E. Flinn, “Observations of the Twin Boundaries in Copper During Deformation”, *J. Mater. Sci. Eng.* 372/1-2, pp. 173-179 (2004).
  - (11) F.A Garner, J. E. Flinn, and M. M. Hall, “Anisotropic Swelling Observed During Stress-free Reirradiation of AISI 304 Tubes Previously Irradiated Under Stress”, *J. of Nuclear Materials*, 386, pp. 249 (2009).
  - (12) M. M. Hall and J. E. Flinn, “Stress State Dependence of In-Reactor Creep And Swelling; Part II: Experimental Results, *J. of Nuclear Materials*, 396, pp. 119-129 (2010).



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

To: Idaho State Board of Education  
From: Lawrence Lyon  
Date: 6/23/17  
Subject: Cover Letter Expressing Interest in CEI Trustee Position

My name is Lawrence Lyon. My address is [REDACTED]

I am writing to express interest in being appointed to the CEI Board of Trustees.

I am a lifelong advocate of higher education. I have seen it's benefit in my own life as well as many friends and family.

My own life has been a testimony to the value of higher education to a non-traditional student.

My goal as a member of the board of trustees of CEI would be to see it succeed in every way.

I believe I bring a unique skill set to the position that sets me apart. In my professional life I am required to work as part of a team, have a questioning attitude, and bring people together around a common set of expectations.

I am also one of very few who have actual experience setting government budgets of over 100 million dollars/yr. My time on the Idaho Falls City Council (2004-2007) has given me the experience setting budgets in a government subdivision that comes in no other way.

On a newscast in the closing days before the vote it was stated by the guest on the news program, who was a member of the State Board of Education that the one overriding criteria for selecting members of the original board of trustees would be a commitment on the part of the candidate to make absolutely certain that the promises made in the Study Panel Report and the budget numbers in that report were strictly adhered to.

I have gone over the "Study Panel Report" in great depth and detail. I am 100% committed to making sure that every promise made in that report is a promise kept.

Thank you for your consideration.

Sincerely,  
Lawrence Lyon CHST, OHST, ASP, RPT





Lawrence B. Lyon, ASP, CHST, OHST, RPT

*"Mr. Lyon was detailed to our facility as a safety consultant on a complex and challenging wind turbine project. Mr. Lyon distinguished himself as a polished professional with extensive knowledge in all aspects of safety... His calm, professional approach to safety made him very effective ... and markedly improved the safety of this project."*

Kenneth R. Hawk II  
Red River Supply Inc.  
HSE and Compliance  
Manager

*"Larry has a great understanding of OSHA laws and requirements. He has common sense and the character essential to team and project success"*

Christopher Blair,  
Civil Inspector

## EXPERTISE: CONSTRUCTION/POWER GENERATION

- Occupational safety / Risk management
- Safety inspector / coordinator
- OSHA compliance

## STRENGTHS

- Twenty-one years experience providing job coverage and safety oversight on construction and industrial sites; including natural gas compressor stations, coal fire and gas power plants, Liquefied Natural Gas (LNG) Plants, High Voltage electrical substations, rail yards, Department of Energy facilities, and Environmental Protection Agency (EPA) Superfund sites.
- Dynamic, proactive, and seasoned Occupational Safety and Health Professional with a proven track record of overseeing critical safety operations on OSHA-regulated construction and industrial sites.
- Highly tactful, poised, flexible and polished under high-pressure situations with the ability to adapt quickly in dynamic environments.
- Proficient in MS Office Suite on PC and Mac systems.

## EDUCATION

- **Associate of Applied Science / Occupational Safety and Health** – Columbia Southern University
- **Certificate of Applied Science / Radiation Safety Technology** – Eastern Idaho Technical College

## CERTIFICATIONS

- **(ASP) Associate Safety Professional** – Board of Certified Safety Professionals
- **(CHST) Construction Health and Safety Technician** – Board of Certified Safety Professionals
- **(OHST) Occupational Health and Safety Technologist** – Board of Certified Safety Professionals
- **(RPT) Radiation Protection Technologist** – National Registry of Radiation Protection Technologists

## TRAINING

- (OSHA 500) Trainer Course for Construction
- (OSHA 510) OSHA Standards for Construction
- 40-hour HAZWOPER with current 8-hour refresher
- 10-hr & 30-hour OSHA for Construction
- 10-hr & 30-hour OSHA for General Industry
- First Aid/CPR – Red Cross
- Behavior Based Safety/Human Performance
- Electrical Safety for Construction
- OSHA Recordkeeping for Construction
- TWIC Card – Transportation Security Administration



## Lawrence B. Lyon, ASP, CHST, OHST, RPT

### PROFESSIONAL EXPERIENCE

2017: Fraser Engineering / National Grid; Liquefied Natural Gas (LNG) Plant, South Yarmouth, MA

Role: Site Safety Officer, LNG Send-out Piping Relocation

- Contracted to Fraser Engineering to provide safety oversight for the relocation of LNG piping components.
- The work consisted of installation of new vaporizer & boil-off sendout systems. Rerouting of sendouts around control room to distribution & transmission systems.

2016: Vestas American Wind Technologies (VAWT) / Stony Creek Rail Yard, Williston, ND

Role: Quality-Safety-Environmental (QSE) Professional, Trans-loading wind turbine components

- Contracted to Vestas American Wind Technologies (VAWT) to provide quality / safety oversight during the handling of Vestas wind turbine components.
- The work consisted of receiving parts by rail, unloading blades, tower pieces, nacelles (turbine housing), and hubs; staging them in the rail yard, and then loading them onto trucks for shipment to the construction site.
- Cranes were the primary means used to handle wind turbine components. Most of the picks required two cranes.
- Our site served as a distribution hub for two wind farms (Sunflower in Hebron, ND and Lindahl in Tioga, ND). Approx. 500 components moved through the rail yard without a single OSHA recordable.

2016: Columbia Pipeline Group / Smithfield Compressor Station, Smithfield, WV

Role: Safety Inspector, compressor station horsepower upgrade

- Contracted to Columbia Pipeline Group to provide safety oversight of the prime contractor and subcontractors on the \$24 million horsepower upgrade to the original station, built in 1967. The work consisted of expanding the compressor building to enclose a new 4,700 Hp turbine, installing the supporting piping and infrastructure, and building a new warehouse.
- Provided safety coverage in a multi-contractor environment with peak manpower of approximately 50 people, ensuring OSHA regulatory compliance. Observed operations and quickly resolved any safety issues.
- Work area hazards included cranes, excavation, concrete, steel erection, live natural gas, welding, cutting, grinding, power tools, electrical, hoisting and rigging, etc.

2015: Columbia Pipeline Group / Easton Compressor Station, Easton, PA

Role: Safety Inspector, new compressor station install

- Contracted to Columbia Pipeline Group to provide safety oversight of the prime contractor and subcontractors on the \$60 million install of a new compressor station on the site of the original, built in 1970. The work consisted of the construction of a compressor building, housing two, 10,300 Hp turbines; several support buildings, and the demolition of most of the old buildings and piping.
- Provided safety coverage in a multi-contractor environment with peak manpower of approximately 100 people, ensuring OSHA regulatory compliance. Observed operations and quickly resolved any safety issues.
- Work area hazards included cranes, excavation, concrete, steel erection, live natural gas, welding, cutting, grinding, power tools, electrical, hoisting and rigging, etc.

2014-2015: Williams Industrial Services / Calpine HRSG (Gas) Power Plant, Baytown, TX

Role: Site Safety Manager, chiller install and filter house expansion

- Managed the safety program for Williams Industrial at the Calpine Chiller Project. The project scope was approximately \$30 million with peak manpower of 80 employees at the height of the outage. Work consisted of constructing a 6.7 million gallon precast concrete water storage tank, installing the chillers to cool inlet air, and expanding three filter houses.
- Managed the safety program across multiple contractors. Provided oversight of Williams' subcontractors, ensuring OSHA regulatory compliance. Ensured compliance with OSHA recordkeeping requirements (Forms 300, 300A, and 301).
- Conducted new hire orientation and required safety training for 150+ employees. Held daily and weekly safety meetings. Worked with the project manager on incident investigations and root cause analysis.
- Work area hazards included crane work, precast concrete, heavy equipment, welding, grinding, power tools, electrical, hoisting and rigging, scaffolds, oxy-lancing, etc.



## Lawrence B. Lyon, ASP, CHST, OHST, RPT

2014: Southern Company / Miller Power Station (Coal), Quinton, AL

Role: Safety Coordinator, precipitator rebuild

- Contracted to Southern Company to provide safety oversight of the prime contractor and subcontractors on the \$42 million demolition and rebuild of the Unit 1 (650 Megawatt) precipitator.
- Provided safety coverage in a multi-contractor environment with peak manpower of approximately 230 people, ensuring OSHA regulatory compliance. Observed operations and quickly resolved any safety issues.
- Participated in the Southern Company Behavior Based Safety Program by documenting safety observations daily.
- Work area hazards included cranes, scaffold building, steel erection, confined spaces, welding, cutting, grinding, power tools, electrical, hoisting and rigging, etc.

2013: Carl's Services / Kerr McGee (Superfund) Site, West Chicago, IL

Role: Field Supervisor, demolition and environmental remediation

- Provided field site supervision and safety standardization for this small subcontractor to provide manpower to Brandenburg for environmental cleanup of an old factory that produced low-level radioactive waste as a by-product. Waste material (contaminated soil) was excavated and shipped by rail to the disposal site.
- Supervised a crew of radiation safety technicians and brought in a new level of professionalism and competency to this billion-dollar superfund project.
- Trained newly hired personnel on site construction safety and Hazmat handling. Monitored safety and IH environments and supported handling of hazardous materials (chemical and radiological).

2013: Tampa Electric Company / Big Bend Power Station (Coal), Tampa, FL

Role: Health and Safety Officer, turbine outage

- Contracted to Tampa Electric Company to provide safety coverage for a turbine outage in a multi-contractor environment, promoting health and safety initiatives and ensuring adherence to all OSHA regulations.
- Conducted daily "tailgate" safety meetings regarding turbine maintenance outage at a coal fire power plant.
- Completed daily work area inspections, observed operations, issued "Hot Work" and "Confined Space" permits, identified unsafe practices, and quickly resolved any safety issues.

2009-2012: Energy Solutions / SPRU Project, Department of Energy, Niskayuna, NY

Role: Shipping Operations Manager

- Oversaw entire shipping operations, facilities management, and OSHA compliance for transloading received waste from the Northeast U.S. at the transload location at the Port of Albany. The waste arrived on trailers for transload to rail.
- Work area hazards included heavy equipment, working at heights, radioactive waste, and hazardous chemicals.

1996-2009: Safety and Ecology Corp., Ashland 1&2 Projects and DuPont Chambers Works — Formerly Utilized Site Remedial Action Program (FUSRAP)

Role: Radiation Safety Technician

- Carl's Services, Federated Metals, Houston, TX / CWI/INL, RWMC, ARP Project, Idaho Falls, ID / Energy Solutions, Clive, UT
- Completed construction environment site, workforce safety, and routine surveys of radiation and contamination levels. The work primarily involved excavating to remove contaminated soil in both residential and commercial/industrial settings.
- Provided job coverage, completed instrument checks, and completed air/soil samplings, ensuring compliance with OSHA and company safety policies and procedures.

Early Career: Babcock and Wilcox Idaho, Inc., Idaho National Lab, Specific Manufacturing Capability Project, Idaho Falls, ID

Role: Production/Material Planner



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

June 8, 2017

Idaho State board of Education

PO Box 83720

Boise, Idaho 83720-0037

Dear State Board,

I would like to be considered as a board member for the new College of Eastern Idaho Community College Board. I am very excited about the potential of this school, and feel a strong desire to be a part of developing the school. I have 19 years of opportunities working in education, and feel like many of my experiences could help the development of the college.

I spent five years teaching high school business and technology courses for Bonneville School District in Idaho Falls. During that time, I also coached and worked on my Master's degree in administration. I have spent the past 14 years as an administrator in many different school and district level positions. In all of my years in education I have spent 12 years working directly with technical education. This has allowed me to make contacts with people in secondary education, post-secondary education and industry to develop relationships with all three to benefit students and their education. Even though I am working in a traditional high school now I still keep contact with all three levels of people to continue to work for students and our local economy.

I am confident that I can bring a unique set of skills and abilities to the Board of the College of Eastern Idaho that not many others possess. I appreciate the many hours that have and will go into the development of this college for the people in Eastern Idaho. Please contact me by phone or email so that we may set up a meeting in person to discuss this further. I look forward to hearing from you.

Sincerely,



Craig Miller



## Craig Miller

### Objective

To work in a progressive organization that can use my leadership skills to benefit both the employees, and the public in general.

### Experience

#### **Bonneville Joint School District #93 - Principal/Assistant Principal      August 2010 - Present**

I have served as the principal of Technical Careers High School, and an assistant principal of Bonneville High School, and currently an assistant principal at Hillcrest High School. I developed and started Technical Careers High School as a new professional technical high school that taught technical skills to students along with applied core subjects.

#### **Idaho Falls School District #91 – PTE Coordinator      August 2007 – July 2010**

Led a five-district consortium to ensure all professional-technical programs were running at full capacity. Worked with the local technical college on building programs, and adding college credits to our programs. Was in charge of writing the Carl Perkins grant for four of the five districts.

#### **Meridian Medical Arts Charter High School - Administrator      August 2006 – July 2007**

Led day-to-day operations, and overall function of the charter school. Some of the accomplishments were starting scholarship programs for students and staff, working with the board to streamline policies, and working with parents to develop a functioning support unit.

#### **Aberdeen School District #58 – Principal/Fed. Programs      August 2003 – July 2006**

Served as the middle school principal, and was also the federal programs director and athletic director. This included the normal operations of a middle school, and building a new building for the school. In charge of writing the Title I grant and ensuring the implementation. Worked with other schools to develop balanced schedules for the conference.

### Education

#### **Idaho State University – Masters in Education      August 2000 – May 2003**

Coursework in Academic Administration. This included classes in school law, finance, research and writing, and the principalship.

#### **Idaho State University – Bachelors of Science      August 1994 – May 1998**

Graduated with a secondary certification in Health and Business Education.



Denise Myler



Career Objective: College of Eastern Idaho Board of Trustees

Work Experience:

2016 to present. Idaho State Independent Living Council, representing Region 7.

1998 to present. Living Independently For Everyone, Inc. (LIFE) Board of Directors.

2008 to 2011. Idaho Mobility Access Pathway, District Six, Coordinator.

1999 to 2011. Community Transportation Association of Idaho Board of Directors

Education:

Bachelor's Degree in Liberal Arts and returned for completion of Education Degree.



Myler

Page 2

References:

Mel Leviton

Executive Director

Idaho State Independent Living Council

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Dean Nielson

Executive Director

LIFE, Inc.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

Ann Rydalch  



Idaho State Board of Education  
650 W. State Street  
Boise, ID 83702  
Subject: College of Eastern Idaho (CEI) Board Trustee Application

Dear State Board of Education:

Thank you for the opportunity to submit my resume' with this cover letter as application to become a member of the Board of Trustees for the College of Eastern Idaho (CEI). To be a part of this final win by Bonneville County is personally gratifying. During the 11 years I spent in the Idaho Senate and House of Representatives I authored legislation, unsuccessfully, to establish a community college at EITC. I am so grateful to have been a member of the eleven member Study Panel that Mayor Casper appointed as we studied this issue for a year and we all unanimously recommended the final report – and specifically the recommendation of cost at \$15/100,000.

There are many things I would like to see this CEI accomplish. With a winning vote of 71%, it is clearly evident the community approves and is here to help, if asked, with further development at CEI in perhaps the arts, business, humanities, broadcast journalism, etc., as CEI creates these academic transfer degrees. With that community partnership would be the commitment to innovative instruction that could include online and blended emphasis, apprentice programs, innovative scheduling, and a strong system to enhance retention and graduation of students. This commitment could also include Dual Credit which is so important for high school students and the continuation of the wonderful Science, Technology, Engineering, Math (STEM) for the whole region for K-12. I taught at the high school and college level for ten years and know first-hand how important this is. Also, I would want to create, with this new CEI, consortium agreements with the University of Idaho, Idaho State University and Brigham Young University-Idaho, and perhaps Boise State University, to ensure a seamless transfer of CEI graduates into a university BS degree. As Vice Chair of the House Education Committee in the past, this was always a topic of discussion.

Equally important to accomplish would be added emphasis on Workforce Development. EITC has been great to work with for community business needs and needs to be enhanced; however, I envision a stronger connection with INL is needed, to include, for example, Registered Apprenticeships, (with other businesses as well,) and development of the technology transfer program in partnership with CEI to encourage innovative entrepreneurs being able to license technologies from the INL to start a business, diversify a business or expand an existing business. I worked at INL for 30 years, some of that time in technology transfer as well as a year and a half detail at DOE-HQ as a technology transfer specialist. A dedicated emphasis is needed at CEI, in partnership with INL, to advance this opportunity and allow students – young people or adults of all ages to participate. Please check my attached resume' and contact me for more information.

Sincerely,  
Ann Rydalch  




## Ann Rydalch

- Personal:** Married, with six grown children.
- Education:** Attended BYU-Idaho (Ricks College). Graduated from Idaho State University, Pocatello, ID - Bachelor of Arts in Business Education. Upper graduate work at various universities including the field of broadcast journalism at the University of Missouri, Columbia, MO. Completed several Technology Transfer training courses by DOE-HQ.
- Current Exp.** In June, 2016, voted in as Region 7 Chair for the Idaho Republican Party. Region 7 includes, Bonneville, Butte, Clark, Custer, Fremont, Jefferson, Lemhi, Madison and Teton Counties. In Sept. 2015, selected by Idaho Falls Mayor Rebecca Casper to be one of eleven people to serve on the Community College Study Panel. This Study Panel helped pave the way for Eastern Idaho Technical College to become the College of Eastern Idaho which was approved by 71% by the voters in May 2017. In 2012, I became Chair of the Bonneville County Heritage Association (BCHA), after working with this group, since 2004, for our County Centennial celebration in 2011. I'm a Founding member (resigned in 4/2015) of the Board for Partnership for Science & Technology (PST) and co-chair of the Education & Outreach Committee, a member of PST Small Modular Reactor Committee (SMR), a member of the State Board for the Foundation for Idaho History, a board member of Idahoan's for Choice in Education, and a member of the Bonneville County Personnel Advisory Council. I also serve as chair of the Social Committee for the INL Retired Employees Assoc. From 2005 through 2012, I chaired the Energy, Natural Resource & Agriculture Policy Committee for the National Foundation for Women Legislators (NFWL), and served as Historian & By-Laws Committee Chair. I assist with political campaigns.
- Experience:** Retired from INL on July 15, 2010, where I started in 1979. In May of 2007 the Idaho National Lab (INL) established the International and Regional Partnerships Directorate. I work as a Business Systems Specialist. We work to identify, initiate and develop strategic foreign, state and regional U.S. partnerships for the INL to increase utilization of INL technologies and expertise. We support the Policy Secretariat of the Generation IV International Forum, directed by Dr. Ralph Bennett. We coordinate with ongoing international and regional U.S. collaborations laboratory-wide with directors and support the development of DOE/INL International and regional U.S. initiatives. My duties also include chairing the Energy, Natural Resource & Agriculture Policy Committee for the National Foundation for Women Legislators (NFWL), working with Native Americans, and working with Nuclear Energy Institute. Through that committee, I have been able to promote the use of nuclear energy as an option to current and past elected officials throughout the nation. Also presented an NFWL committee resolutions regarding nuclear waste and the importance of nuclear energy as an energy option. I led a team of women elected officials to DC for briefing at the White House level, BP Vice Pres., Coast Guard, etc., & to LA for Gulf oil spill briefings offering NFWL help to streamline communications & organize NFWL networks in affected states.
- Thru 5/2007:** Work as a Business Systems Specialist at the Idaho National Lab (INL). Working with DOE/EERE, Office of Weatherization and Intergovernmental Affairs, at INL, on the Inventions & Innovations (I&I) grant program. This program includes working with independent inventors, women inventors, small businesses, and Native American Reservations, to encourage participation in this program and then provide technical assistance to those grantees in getting their inventions to the marketplace at a faster pace for economic development. In 2001, because of energy assessments and economic development workshops that I assisted the Fort Peck Indian Reservation with, I was inducted as an honorary member of the Assiniboine & Sioux Tribe at Fort Peck Reservation in Montana.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Cont.

In November of 2002 I was elected to the Idaho House of Representatives, while still working as a Business Systems Specialist at the INL. I served on the Agriculture, Business and Education Committees and several national committees. In November of 2004, I was re-elected to the Idaho House of Representatives. I served on the Environment, Energy & Technology Committee, Business Committee, and Vice Chair of the Education Committee. I have been an active member of the Energy, and Ag Committee of the Pacific NorthWest Economic Region (PNWER) statutorily implemented in 1991 by the States of Idaho, Montana, Washington, Oregon, Alaska and Western Provinces of Alberta, British Columbia and Yukon Territory.

I Chaired the Energy, Natural Resource & Agriculture policy committee for the National Foundation for Women Legislators (NFWL), and in Nov. 2007 was elected to the NFWL Executive Board as Historian. In October of 2007 I submitted three energy resolutions, which passed my NFWL committee, no dissenting votes, and were sent to the President and members of Congress on the importance of having a sound energy policy, one on the importance of having a balanced portfolio of energy choices which should include nuclear and other renewable and non-renewable technologies, and the third on encouraging Congress and the President to include nuclear in the Dept. of Energy Loan Guarantee Program. That did happen, and we hope the NFWL name and our committee helped in that Congressional and Administration decision. I have also been active in the National Conference of State Legislatures (NCSL), serving as Vice Chair of Energy Committee in the past. This NCSL activity was important for many Idaho constituents, including INL, as I was able to utilize and present INL experts on various national programs. I also serve on the Board of the Idaho Falls Partnership for Science & Technology and co-chair the Education & Outreach Committee. In 2007, I was appointed to serve on the Board of Idahoans for Choice in Education, a member of the Board for Foundation for Idaho History in 2007, and still on that in 2017. In 2008 I was selected as Outstanding Republican Elected Official by the Region 7 Republican Party.

From June 2001 to June 2003, I was elected as Chair of the Federal Laboratory Consortium (FLC) for technology transfer, along with my lab duties. The FLC is a network of over 700 Federal labs (300+ active) and 17 Federal agencies. The Consortium assists/facilitates those labs and agencies in their technology transfer efforts to industry. Under my direction, the FLC initiated the concept of the now successful World's Best Technology (wbts showcase) Showcase in partnership with the National Association of Seed & Venture Funds (NASVF) – an annual event, where past participants had at that time, secured over \$300M++ in next round venture capital and succeeded in selling or licensing their platform technologies.

**February 2000 to 2002:**

Director of the Mid-Western Regional Resource Center for Innovations for DOE-HQ in connection with my work at the Idaho National Lab (INL). This Center is provided by the DOE Office of Industrial Technologies (OIT). DOE-OIT established new state alignments for me which now include the states of Minnesota, Iowa, Missouri, Wisconsin, Illinois, Indiana, Michigan and Ohio for the Inventions and Innovations, National Industrial Competitiveness through Energy, Environment, Economics (NICE 3), and the Industries of the Future (IOF) programs. I will also still maintain the assistance in Idaho in the I&I, NICE 3 and the (IOF) program. The Regional Resource Center provides help to independent inventors and small businesses by helping innovators find technical partners, commercial sponsors, business plan resources, financial resources and access to regional service providers in a variety of areas for economic development.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Cont.**

**January 1998 to February 2000:**

Director of the Western Regional Resource Center for Innovations, in the INEEL Institute for Lockheed Martin Idaho Technologies Company. This Center is provided by the U.S. DOE Office of Industrial Technologies. I give commercialization assistance, from INL, to Invention & Innovation (I&I) grantees, and National Industrial Competitiveness through energy, Environment, Economics (NICE(3) grantees and to encourage individual lab scientists and engineers, independent inventors and small businesses to compete for these grants. I also promote networking among the various regional, state, and local specialists who provide services to inventors and small business innovators. DOE has assigned me 9 states to work this program: N.Dakota, S.Dakota, Wyoming, Montana, Idaho, Nevada, Utah, Arizona, and New Mexico.

I am also in charge of media relations for the Academic and Education Relations program in the INEEL Institute, now called the Education Research Initiatives, working to raise the level of visibility of their programs. I am responsible for getting articles in the outside papers and the INEEL STAR, radio, television, and community awareness such as with the Chamber of Commerce. I am a member of the Idaho Falls Chamber of Commerce INEEL Committee, and Legislative Committee.

**October 1994 to January 1998**

Mission Development portfolio manager in the Mission Development Office at INEEL. I assisted and oversaw the Agriculture Initiative with Paul Reep, and also had the Law Enforcement Initiative, Mining & Minerals Initiative, Transportation Initiative, Forest Products, Oil & Gas Initiative, and the Salmon Conduit Proposal. I was the portfolio manager for each of these from a business development role. I was also the Lockheed point of contact for helping DOE-ID plan the workshop sponsored by the White House, OSTP, on Technology for Sustainable Development, held in Boise, ID in Feb. of 1995.

**April 1993 to October 1994:**

Technology Transfer specialist on a detail assignment from EG&G Idaho, to the Department of Energy Headquarters, Office of Technology Partnerships in Washington, D. C. The detail included Corporate Trade Show Planning and implementation for all DOE Labs/Facilities and DOE-HQ on the DOE family shows, which consisted of working with all the DOE Labs for one large exhibit area, making all arrangements. I was co-chair for the Mining & Minerals Working Group under the DOE Technology Transfer Committee, point person to coordinate and some negotiating on the Memorandum of Understanding between the Dept. of Interior and DOE. I was liaison for the Federal Laboratory Consortium coordination and Native Americans. I assisted the Strategic Planning Committee, under the direction of Roger Lewis, on the draft "Partnerships for Global Competitiveness" which became the DOE Strategic Plan "Fueling a Competitive Economy".

I worked with the DOE-HQ people in charge of the Cooperative Research and Development Agreement (CRADA), Work for Others (WFO) details and modular CRADA. Served as a facilitator for the Industry breakout sessions at the National Partner Feedback Meeting in D.C., put on by DOE-HQ.

I served as a member of the Federal Laboratory Consortium (FLC) Executive Board, appointed by FLC Executives and appointed by them to chair the State & Local Government Committee for the FLC. In that position, I work with all the federal labs and have committee members that are members of federal labs as well as national association groups. We do projects and workshops showing the benefits federal labs and their technologies are to state and local governments. One project we have done from 1999 to 2000 is the Location of Underground Utility Cables, where we are working with academia and federal labs to find a new technology to meet this public safety problem of buried cables that are of varied materials and depth in the ground and yet have one kind of instrument locate them rather than several instruments, as is now the case.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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**Cont.**

**April 1991 to October 1994:**

Outreach Director for Technology Transfer (T2) in the Office of Research and Technology Applications (ORTA) for EG&G Idaho at the Idaho National Engineering & Environmental Lab (INEEL). Duties included being responsible for making potential participants and all other interested parties (internal & external) aware of INEEL capabilities and expertise, how to access the system for T2 and the mechanisms available in working with INEEL. It includes national, regional, state and local interactions with industry, universities, state and local governments and other federal agencies. I was responsible for numerous publications and exhibits. Interfaced with DOE-ID and DOE-HQ T2 people on a variety of issues.

**April 1984 to April 1991:**

Subcontract Administrator for EG&G Idaho, Inc., at the INEL. Responsible for defining work scopes, negotiating contracts, expediting, administering and closing subcontracts with various vendors. I was responsible for drafting and implementing the boilerplate for the Special Master Task Research Agreement terms and conditions in order to make it easier for universities to do business with INEL, and I implemented those with over 75 universities throughout the nation. I worked extensively with university researchers all over the nation and with INEL contractor research, such as Westinghouse Idaho Nuclear Company (WINCO), because any university research work utilizing the special Master Task Research Agreement was administered by me in contracts.

For 3 years during this time, I was on a special detail assignment to DOE-Idaho Operations Office, Contracts & Grants Program, assisting them with their grants program.

**1983 to December 30, 1990:**

On 28<sup>th</sup> September 1983, I was appointed State Senator for then District #31 as the elected Senator resigned. I was re-elected each year completing a fourth term and ended representing 9 counties for District #33. I served Chairman of the Senate Commerce & Labor Committee, Vice Chairman of Health & Welfare Committee and Judiciary & Rules Committee, and on the Agriculture Committee and the Joint Finance and Appropriations Committee, reviewing/approving budgets. I served as an Idaho State Senator for seven years.

I also served as chairman of various national legislative committees during this time, through the Council of State Governments (CSG) and the National Conference of State Legislatures (NCSL). Many of my legislative friends are now in Congress, Governors, etc. In CSG, I served as a member of their national Intergovernmental Affairs Committee. Also, through the Western Legislative Conference under CSG, I was selected for two years as co-chair of the Health and Education Committee. Through this committee, I helped build coalitions with states to persuade the Federal Health and Human Services on various issues that affected Idaho's Health & Welfare policies, providing suggestions for changes.

With NCSL, I was selected to serve two years as vice-chairman of the national Energy Committee and responsible with others for writing energy policy to educate Congress by NCSL executives. I was a member of the committee for 6 years. As a result of this NCSL committee, I worked extensively with a variety of energy related companies, including the American Petroleum Institute, and was involved in drafting, and testifying regarding an energy policy for the National Energy Strategy as viewed by NCSL. We were also involved with members of OPEC in different meetings. All of this experience has helped with my job as well with the Department of Energy (INL) in getting projects for INL and promoting their expertise. In 1990, I was selected as Legislator of the Year by the National Republican Legislators Assoc.

**1979 to 1984:**

Procurement Analyst and Small/Disadvantaged Business Specialist for Catalytic, Inc., on the FAST Project at INEL.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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**Cont.**

**January 1978 to August 1978:**

Public Information specialist and Promotion Director at KBGL-TV, (now KISU Channel 10) PBS television station at Idaho State University, Pocatello, ID. (The position was an 8 month temporary fill in while the person was on leave.) I was responsible for writing, editing, layout of a monthly program bulletin. I traveled throughout the viewing area with a slide presentation on behalf of KISU. I also did air time on television on behalf of their fund-raising efforts.

**Sept. 1976- June 1977**

Taught journalism, public relations, yearbook and newspaper advisor, at Columbia College, Columbia, Missouri. During this timeframe I was also enrolled at the University of Missouri at Columbia, MO taking upper graduate classes in broadcast journalism. Through the year, this included being Assistant News Producer and reporter/writer at KOMO-TV, News Anchor at KOMO-TV responsible for writing and delivering stories for the AM segment of the NBC Today Show, and news reporter and writer for KBIA Radio, Columbia, MO.

**1973-1976**

Taught Business and implemented beginning and advanced Broadcast Journalism at Bonneville High School in Idaho Falls, Idaho and was advisor to the school newspaper. I also implemented a 10-watt radio station KIBQ at Bonneville High School where my journalism students were the disc jockeys. I was responsible for filling out and filing all the appropriate forms with the Federal Communications Commission (FCC), as well as getting the station in operation at no cost to the school.

While teaching high school journalism and president of the Journalism Advisors Association, I had the seven states surrounding Idaho join with us in our annual conventions where I was responsible for bringing top network and newspaper people to participate, such as ABC TV Network President, Jim Duffy, as well as organizing all aspects of the conferences.

During this time, I was also involved in helping political candidates in local, state and national races. I served on the Idaho State Bicentennial Commission and Bonneville County Bicentennial Commission where I worked extensively with the National Bicentennial Director, John Warner, who became a U.S. Senator from Virginia. I was a member of the Intermountain Science Experience Center Board of Directors and Chairman of the Public Relations Committee. The Science Center, now University Place, served as one of the major Bicentennial projects for the State of Idaho. I was responsible for obtaining free a telescope from the U.S. Navy to install in our Center. I helped in the community with the Idaho Falls Chamber of Commerce and helped begin a public relations group called the Gold Coats.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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**Examples of significant Legislation and activities by Ann Rydalch, during her 11 years as a state legislator in the Idaho Senate and the Idaho House of Representatives:**

- Established by law the Business Industrial Development Corporations (BIDCOs) with SEC approved guidelines that allows investors to pool their resources for businesses to use for economic development.
- Established by law that those listed on the sex offender list could not work in day care centers and that it would be a misdemeanor for day care owners to knowingly hire a sex offender.
- Established by law the State Viet Nam Veterans Memorial in Freeman Park in Idaho Falls, Idaho.
- Pursued getting the Idaho National Lab recognized as a participant in the annual Revenue Projections Committee reports for the State of Idaho.
- Built a coalition of several states legislators in fighting rules & regulations established by the U. S. Health & Welfare Department. Used NCSL/CSG contacts to help Idaho constituents.
- Led a coalition of current and former state legislators for the National Foundation for Women Legislators to Washington, D. C. and Louisiana regarding the Deepwater Horizon Oil Spill to help put a positive procedure of the importance of that industry to the nation's energy production.
- Responsible for writing and establishing charter school legislation. Served on pay for performance education committees.
- Established various laws regarding driving of boats while intoxicated.
- Established by law tax exemptions for INL in connection with research, development, experimental and testing activities.
- While in the Senate in the 1980s, I sponsored several resolutions and memorials in support of the Idaho National Lab. Also, in 2004, I sponsored a resolution commending INL for 55 years of service to our community, state and nation. In 2005, I sponsored a memorial urging Congress to continue funding support for critical research going on at INL. In 2006, I sponsored a resolution asking Congress specifically to support research on advanced nuclear energy systems, bio-energy and other renewable energy research that is being done at INL
- Active pro-life supporter, and worked to implement the definition of marriage into our State Constitution.



# PLANNING, POLICY AND GOVERNMENTAL AFFAIRS

## JULY 5, 2017

Idaho Press Women (IPW) History  
Ann Rydalch  
IPW President 1990-1992  
Idaho Woman of Achievement 1984

Ann Rydalch began her journalism career as a teacher. She attended BYU-Idaho (Ricks College), graduated from Idaho State University, Pocatello, ID with a Bachelor of Arts in Business Education. She did upper graduate work at various universities including the field of broadcast journalism at the University of Missouri, Columbia, MO. She has also completed several Technology Transfer training courses by the U. S. Department of Energy (DOE).

Ann taught journalism and implemented beginning and advanced Broadcast Journalism at Bonneville High School in Idaho Falls, Idaho and advisor to the school newspaper. She also implemented a 10-watt radio station, KIBQ, at Bonneville High School where her journalism students were the disc jockeys and reporters. She was responsible for filling out and filing all the appropriate forms and reports with the Federal Communications Commission, as well as getting the station in operation. She feels her students were doing talk radio before it was popular because her reporters were involved with producing programs from the various school departments like debate, drama, homemaking/recipes, etc., besides playing the popular music of the day at the control board. The disc jockeys had to have a third class operators permit in order to run the controls and Ann felt that was a good tool to have after they graduated from high school which would enable them to get a job in the business while going to college.

While teaching high school journalism and president of the Journalism Advisors Association, Ann coordinated with seven states surrounding Idaho to join with Idaho in their annual high school conventions, and was responsible for bringing top network and newspaper people to participate as well as all coordination & planning for the conference. While attending a summer workshop for journalism educators at the University of Missouri, Columbia, a position became available to teach journalism, and to be yearbook and newspaper advisor at Columbia College in Columbia, MO and to also continue upper graduate work in broadcast journalism at the University of MO. Through the year there, it included being Assistant News Producer and reporter/writer at KOMO-TV, News Anchor at KOMO-TV responsible for writing and delivering stories for the AM segment of the NBC Today Show, and news reporter and writer for KBIA Radio, Columbia, MO.

During her journalism teaching career, Ann was selected as Idaho Journalism Teacher of the Year and as runner-up to National Journalism Teacher of the Year and became one of three distinguished journalism teachers in the nation selected by Newspaper Fund. Ann became a member of Idaho Press Women in 1974, now called Media Network of Idaho. She served as IPW Vice President from 1979-80, honored as Woman of Achievement in 1984, IPW President 1990-1992, past chairman of Youth Contests, on national committees, and Chairman of the NFPW national convention hosted by IPW in 1989 at Coeur d'Alene, ID. She has received various publication awards.

She is active in her church, her community and in politics which has included serving as an Idaho State Senator from 1983 to 1990 and served as a member of the Idaho House of Representatives, from 2002-2006. She served as Chairman of the Senate Commerce & Labor Committee, Vice Chairman of Health & Welfare Committee and Judiciary & Rules Committee, on the Agriculture Committee and the Joint Finance and Appropriations Committee. In the House she served as Vice Chair of the Education Committee, on the Business Committee and the Environment, Energy & Technology Committee. In 1990, she was selected as Legislator of the Year by the National Republican Legislators Association. Since 2005 she has served as Chair of the Energy, Natural Resource & Agriculture Policy Committee for the National Foundation for Women Legislators (NFWL) and in 2007 was elected as Historian for NFWL. In 2008 she was selected as Outstanding Republican Elected Official by the Region 7 Republican Party.

Ann worked as a Business Systems Specialist at the Idaho National Lab (INL), a DOE Laboratory in Idaho Falls, where she has worked in media relations for the Academic and Education Relations program, been a subcontract administrator, procurement analyst, outreach director for technology transfer and a small and disadvantaged business specialist. She also spent a year and a half work detail as a technology transfer specialist at the U.S. Department of Energy in Washington, DC. Ann completed a two year term (2001-2003) as Chair of the Federal Laboratory Consortium, a network of over 700 federal labs (300 active) and 17 federal agencies.



**ANN RYDALCH- SUMMARY**

Ann Rydalch, born and raised in Carey, Idaho, attended Ricks College (was homecoming queen), graduated from Idaho State University with a Bachelor of Arts in Business Education. She did upper graduate work at various universities including the field of broadcast journalism at the University of Missouri, Columbia, MO. She taught school at the high school and college level. She has worked at the Idaho National Lab in various capacities since 1979 and currently worked as a Business Systems Specialist in the International & Regional Partnerships office. She retired from INL on July 15, 2010.

The activity of Ann Rydalch in her church, community, state, and nation has included the following: a Presidential appointment by Pres. Reagan to the Kennedy Center Board of Advisors in Washington, DC. While teaching, she was selected as Idaho Journalism Teacher of the Year and runner-up to the National Journalism Teacher of the Year by Newspaper Fund. She was selected as one of nine Legislators of the Year in 1990 by the National Republican Legislators Association, and served as chair or vice chair of several national legislative committees for the National Conference of State Legislatures (NCSL), and the Council of State Governments CSG & CSGW) including vice chair of the energy committee, and was a member of American Legislative Exchange Council (ALEC). From 2001 to 2003 she was Chair of the Federal Lab Consortium, a network of over 700 federal labs and 17 federal agencies, and also served as chair of their State & Local Government Committee. In 2001, because of energy assessments and economic development workshops that she assisted the Fort Peck Indian Reservation with, she was inducted as an honorary member of the Assiniboine & Sioux Tribe at Fort Peck Reservation in Montana. Through her work at INL, Ann works with the Council of Energy Resource Tribes (CERT) regarding energy issues on Native American reservations, including the use of nuclear energy. In 2005 she was selected to serve as Chair of the Energy, Natural Resource & Agriculture Policy Committee for the National Foundation for Women Legislators (NFWL) where she works with states to have a balanced portfolio of energy choices which includes nuclear energy. She was elected to the NFWL Executive Board as Historian in 2007. Her NFWL committee has passed several resolutions in support of nuclear energy, and she will be presenting such a resolution on nuclear waste and the importance of nuclear energy to the DOE Blue Ribbon Commission. Through this national committee, she has established numerous energy industry contacts. She led a delegation of elected women for briefing's in DC and Louisiana regarding the NFWL Deepwater Horizon Spill Coalition Initiative, urging groups to not point fingers but work together for meaningful and quick solutions with the NFWL and its nationwide networks.

She was recognized for her long involvement with the Idaho Press Women and the National Federation of Press Women at their September 2008 national convention held in Idaho Falls, Idaho. Ann taught business and journalism at the high school and college level and was responsible for implementing a 10-watt radio station while teaching. She became a member of Idaho Press Women (IPW) in 1974, now called Media Network of Idaho. She served as IPW Vice President from 1979-80, honored as Woman of Achievement in 1984, IPW President 1990-1992, past chairman of Youth Contests, on national committees, and Chairman of the National Federation of Press Women (NFPW) national convention hosted by IPW in 1989 at Coeur d'Alene, ID.

She was a past recipient of the Idaho Falls Chamber of Commerce Spark Plug Award, for community leadership and served as chair of the July 4<sup>th</sup> celebration for many years. She was appointed to the Veterans Affairs East Board of Directors to represent the American Legion Auxiliary, helping build coalitions in building the Veterans Nursing Home at Pocatello, ID. In 1987 she was responsible for getting the Viet Nam Memorial established by the legislature and for it to be the State Viet Nam Memorial in Freeman Park in Idaho Falls. She served on the Board of Directors for the Youth Endowment Association for the Idaho High School Athletic Association, and has produced or directed many pageants for girls at the local and state level. In the past, she was appointed by the Idaho Dept. of Insurance to serve on the Idaho Rate Setting Committee for the National Council of Compensation Insurance and on the Idaho Family Community Leadership State Board. Currently, she is a member of the Foundation for Idaho History Board, and a founding member of the Board of Directors for Partnership for Science and Technology where she is co-chair of the Education and Outreach Committee. Ann is also on the Board of Idahoans for Choice in Education, and serves on the Bonneville County Personnel Council. Since 2004, Ann has served as a board member of the Bonneville County Heritage Association helping plan the 2011 centennial for the County, and became Chair in 2012. She chaired the ending Gala production in Nov. of 2011. Active in politics, Ann has served 7 years as an Idaho Senator, 4 years as an Idaho Representative, serving as chair, vice chair or member of various committees in the legislature, including the Joint Finance & Appropriations Committee. She served as Vice Chair of the State Republican Party for 4 years, Secretary of the Western Region Republican Conference, as Region Chair and Vice Chair, District Vice Chair, 1st Vice President of Bonneville County Republican Women and as State Committee Woman. In 2008 she was selected as Outstanding Republican Elected Official by the Region 7 Republican Party. In 2012 she was elected as a precinct committeeman, re-elected in 2014, in 2013-2014 as District #30 Vice Chair, and in 2014 elected as Secretary. In 2016, she was elected as Region 7 Chair, which includes Butte, Bonneville, Clark, Custer, Fremont, Jefferson, Lemhi, Madison and Teton counties, and is a member of the State Republican Party Executive Committee.. She is married, has six grown children, and resides in Idaho Falls.



**Summary of NFWL Energy, Natural Resource & Agriculture Policy Committee  
Ann Rydalch, Chair, 2005 through 2012.**

Under the leadership of Ann Rydalch, the NFWL Energy, Natural Resource & Agriculture Committee accomplished many things. The committee works with current and former elected officials from around the nation to address five committee goals: (1) Lower dependency on foreign sources of energy by educating committee members to change their own state laws that may impede energy development in their states, including the use of nuclear energy. (2) Promote a balanced portfolio of energy choices to include clean coal, natural gas, petroleum, nuclear, hydro, as well as renewable energy including bio-fuel/mass etc., and infrastructure safety, security and transmission. (3) Help revitalize the natural resources and agriculture industries in rural America. (4) Assist developing countries, Native American Reservations, and rural states with energy, natural resources and agricultural needs through technology available through federal labs, the private sector, and universities. (5) Form coalitions of elected officials as needed such as the NFWL Deepwater Horizon Spill Coalition, bringing the nation together for solutions and impending challenges likely to rise in the coming months/years.

At NFWL's Annual Conferences, the Committee has heard from established partners such as the Idaho National Lab, Monsanto Company, the National Renewable Energy Lab, the Western Governors' Assoc., the Western Business Roundtable, PacifiCorp Energy, Washington Group International, U S. Dept. of Energy, the National Hydropower Association, American Petroleum Institute (API), the Federal Lab Consortium, ADAGE, BP America, Nuclear Energy Institute, MidAmerican Energy, Archer Daniels Midland, DuPont Pioneer, Baylis Ranch, Rocky Mountain Power, American Coalition for Clean Coal, the Iowa Farm Bureau and others.

Committee Resolutions that have passed and sent to the President of the U.S., Congress and other specified people and agencies are as follows:

- Addressing used nuclear fuel management for the Blue Ribbon Commission on America's Nuclear Future, Nov. 2010.
- Concerning a Coalition of Support to Address Deepwater Horizon Oil Spill, June 2010.
- Expanding the Federal Clean Energy Loan Guarantee Program, Sept. 2009.
- Developing a balanced and cost-effective national energy portfolio, Sept. 2009.
- Supporting a balanced portfolio of energy choices, Oct. 2007.
- Call for funding to support a balanced portfolio of energy choices, Oct. 2007.
- Increased biotechnology funding, Oct. 2007.
- Support for the inclusion of nuclear energy in the projects for the loan guarantee program, Oct. 2007.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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Cont.

Many states have made significant progress in the fight for clean energy as well as some with nuclear energy. It is our hope, this committee has been a positive force in educating people regarding the need for sound energy policy. The Kansas House of Representatives passed property tax exemptions for new nuclear reactors. The Florida Public Service Commission passed cost-recovery rules to help finance new nuclear plants. The Louisiana and South Carolina legislatures approved cost recovery measures for new nuclear plant construction. The Texas legislature passed two bills that encourage new plant construction. The North Carolina governor signed legislation that enables the state's utility commission to approve nuclear or coal plant project costs before construction begins. Idaho was the first state to light a town with nuclear power.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

June 19, 2017

Idaho State Board of Education  
PO Box 83720  
Boise, ID 83720-0037

Members of the Idaho State Board of Education:

Please consider this letter and resume as an application to be a Trustee for the College of Eastern Idaho.

I have served as a member of the Eastern Idaho Technical College Administrative Advisory Council since 2000. During that time, I served under 4 Presidents including Dr. Aman. I have been impressed with the institutions growth and ability to be flexible to the needs of the community. As the institution transitions to CEI, I see the greater potential for growth and even more flexibility to respond to the workforce needs of eastern Idaho. I envision the college having the ability to respond to community needs much like College of Southern Idaho did when Chobani came to Twin Falls.

During the campaign to become a community college, much was said about the mil levy and whether it would be kept at a level the Study Panel predicted. Many were troubled that the new Board of Trustees would hike the levy beyond the Study Panel level. I can assure you, should I be appointed a Trustee, I would not favor increasing the levy in the foreseeable future. I would honor the Study Panel results and the intent of the majority vote. Also during the campaign, many speculated that the current mission of EITC would somehow go away. I believe that to be false and would be an advocate for the technical mission to remain and to grow as needs change in eastern Idaho.

One of the reasons that I became a member of the EITC Administrative Advisory Committee was to advocate for low-income individuals in eastern Idaho. At the time, I was the Executive Director of Eastern Idaho Community Action Partnership whose mission is to fight the causes of poverty and to find ways to reduce poverty. I see the College of Eastern Idaho as a way to help those in poverty begin their journey out of poverty through education. This is accomplished through a lower tuition rate and the enhanced ability to take dual credit classes while still in high school. There would be additional options to work toward AA and AS degrees with on-line learning. Easily transferable credits to Idaho four-year institutions is another incentive for "going on". I have since retired from EICAP, but I still believe that one of the pathways out of a life of poverty is through education and as a Trustee it would be my intent to continue advocacy for the low-income in eastern Idaho. In addition, I would strongly encourage the professional leadership to look for ways to partner with regional stake holders to increase enrollment in all economic sectors.

While my mailing address is: [REDACTED] my physical address is [REDACTED]  
At this writing I am not sure which of the five trustee zones I would be representing, but would work with the residents of that zone to further the mission of the College of Eastern Idaho.

I respectfully request that I be considered for appointment as a member of the Board of Trustees for the College of Eastern Idaho. I am excited about the transition from Eastern Idaho Technical College to College of Eastern Idaho and would be honored to be a part of that transition.

Sincerely,



Russell K. Spain



**RUSSELL K. SPAIN**



**Educational Background**

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Post-graduate (6 semester hours), 1987-88, University of Idaho, Moscow, Idaho  
Post-graduate (12 semester hours), 1973, College of Education, Idaho State  
University, Pocatello, Idaho  
BS, 1973, Drama, Idaho State University, Pocatello, Idaho  
High School, 1962, Kimberly High School, Kimberly, Idaho

**Military Service**

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U.S. Air Force, 1969-73, Titan II Missile Communications Repairman, Honorable  
Discharge, 1973

**Employment Summary**

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Retired July 1, 2014

Eastern Idaho Community Action Partnership, Idaho Falls, Idaho (1997-July 1,  
2014)

Idaho Public Television, KUID/KCDT, Moscow, Idaho Director of Community  
Services/Station Manager. (1985-1997)

Idaho Public Television, KISU, Pocatello, Idaho (1975-1985)

Operations Manager (1983-85)

Acting Manager, Operations Manager (1982-83)

Producer-Director (1981-82)

Acting Production Manager (1980)

Public Affairs Producer-Director (1975-81)

Idaho State University Closed Circuit Instructional Television System, Pocatello,  
Idaho (1973-75)

Assistant Director (1973-75)

U.S. Air Force, Davis-Monthan Air Force Base, Arizona (1969-73)

Titan II Missile Communications LES Quality Control Evaluator (1971-73)

Titan II Missile Communications Repairman (1969-73)



Idaho State University Closed Circuit Instructional Television System, Pocatello,  
Idaho (1965-67)

College Work Study Student

**Administrative Experience**

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Executive Director, Eastern Idaho Community Action Partnership. (2005-2014)

Responsible for all operations and programs, including Head Start,  
Weatherization, Area VI Agency on Aging, Community Services and  
Housing. Responsible for assets, revenues and expenditures over  
\$11,000,000.

Director, Area VI Agency on Aging. (1997-2005). Responsible for all operations  
of the Area Agency on Aging, including advocating for senior citizens to the  
state legislature and Members of Congress. Responsible for an over  
\$1,000,000 budget of Federal Title III Older Americans Act money and Idaho  
State Senior Services Act.

Director of Community Services Idaho Public Television, Station Manager, Idaho  
Public Television, KUID/KCDT. (1985-1997) Responsible for the day-to-day  
operation of the stations. Responsible for the operation of the Outreach and  
Education Service activities at all Idaho Public Television locations.  
Responsible for \$800,000+ station budget and budget of the Community  
Services Department. Serve as the PBS Ready-to-Learn Coordinator for the  
State of Idaho; Planning Committee member for the 12<sup>th</sup> Annual National  
Utilization Conference, Boise, ID, April 18-22, 1997; and Executive Director  
of the Friends of Idaho Public Television, KUID/KCDT, Inc. Board of  
Directors.

Operations Manager, Idaho Public Television, KISU, (1982-85). Supervised  
scheduling of production personnel and facilities, responsible for final  
detailing of KISU program logs, and insured all scheduled programs were  
recorded and ready for broadcast.

Acting Manager, Idaho Public Television, KISU, (1982-83). Supervised the entire  
KISU staff and was responsible for the budget of the station and Friends of  
Channel 10, Inc.

Acting Production Manager, KISU, (1980). Supervised two other Producers,  
three CWSP personnel and was responsible for the scheduling of the KISU  
Production Department.



Producer-Director, KISU, (1975-82). Produced and directed a weekly TV program. Supervised 3 to 8 people on a daily basis.

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**Honors and Awards**

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Eastern Idaho Community Action Partnership Agency of Excellence, Community Action Partnership, 2012.

Delegate to the White House Conference on Aging, Washington, DC, December, 2005.

Certified Community Action Professional—National Association of Community Action Agencies. (2001-2014)

Moscow Central Lions Club, Lion-of-the-Year (1993)

Idaho Press Club Competition—Best Public Affairs Program—3<sup>rd</sup> Place. “As It Happens: Church vs. Symms” (1981)

Idaho Press Club Competition—Best Sports Story—3<sup>rd</sup> Place. “As It Happens: Title IX”

Jay Silverheels/Will Sampson Collection, Los Angeles County Library, Los Angeles, California— “As It Happens: Indian Stereotyping” (1981), is included in their collection to aid in Native American research.

Idaho State Broadcasters Association Competition—Best Agricultural Program—1<sup>st</sup> Place, “F.A.R.M. the Future of Agriculture in the Rocky Mountains” (1980)

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**Other Activities**

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Member Eastern Idaho Technical College Advisory Council (2000-Present)  
Region X Board Member—National Association of Area Agencies on Aging. (2004-2005)

National Conference Committee Chairperson, National Association of Area Agencies on Aging National Conference. (2004-2005)

Alternate to the Board of the National Association of Area Agencies on Aging, Region X. (2000-2004)

Communicator and Temporary Board Chairman--Partners for Prosperity: New Beginnings for Eastern Idaho, a project funded by the Northwest Area Foundation to reduce poverty in 16 counties of east Idaho. (2001-2005)



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Russell K. Spain  
Page 4

President of Idaho Association of Area Agencies on Aging, (2001-2005)  
Member Idaho Falls July 5<sup>th</sup> Parade Committee, Idaho Falls, Idaho (1999-2002)  
Vice-President of Idaho Association of Area Agencies on Aging, (1999-2000)  
Secretary/Treasurer of Idaho Association of Area Agencies on Aging, (1998-1999)  
Member Idaho Falls Chamber of Commerce Past Presidents (2011-Present)  
Member Idaho Falls, Idaho Chamber of Commerce, (1997-Present)  
Vice-President for Events, Idaho Falls Chamber of Commerce Board of Directors, (2008-2009)  
Vice-President for Committees, Idaho Falls Chamber of Commerce Board of Directors, (2009-2010)  
President, Idaho Falls Chamber of Commerce Board of Directors, (2010-2011)  
Idaho Community Action Person of the Year, (2011)  
Treasurer, Board of Directors, Community Action Agency, Lewiston, serving five county area of Idaho and Washington, (1995-1997)  
President, Moscow Central Lions Club, (1994-95)  
President, Board of Directors, Idaho's Junior Miss, (1987-89)  
Member, Education Committee, Moscow Chamber of Commerce (1990-1997)  
Member, Moscow, Lewiston, Cocur d' Alene, Post Falls and Sandpoint Chambers of Commerce (1988-1997)



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

June 22, 2017

Idaho State Board of Education  
PO Box 83720  
Boise Idaho 83700-0037

Dear Trustee Selection Committee:

I would like to formally apply to be a trustee of the new College of Eastern Idaho in Idaho Falls and briefly outline my qualifications. I have over twenty-five years of professional experience working with corporations, universities, hospitals, and state and local health districts. I have taught as an adjunct professor at Idaho State University and served on the curriculum steering committee for the MPH program. I am a trained Council on Education in Public Health (CEPH) site accreditation team member and know the accrediting process both for bachelor and graduate level programs especially in the health sciences. Years ago I taught adult night classes at EITC in the continuing education programs and am familiar with the facilities.

I have been a long-term resident of Idaho Falls and am currently the manager of the Idaho National Laboratory (INL) Occupational Medicine Employee Health Program. The program is a model for the integration of occupational medicine and preventive health services and is recognized as one of the top programs in the nation. It is the recent 2017 recipient of the ACOEM corporate health achievement award, two-time winner the Idaho Innovation in Health Award and two-time winner of the C. Everett Koop National Health Award. Eastern Idaho Technical College has been a valuable resource in providing the radiological technicians as well as the trainers, fitters, welders, craftsmen and electricians that are employed at the INL. I feel I have a good understanding of how the new community college can meet the area employment and educational needs. I have been a strong supporter of the new community college and feel that those who opposed the college did so not truly knowing the obstacles people have accessing and achieving a higher education in the immediate Idaho Falls. Many are unaware of the how poorly served Idaho Falls has been served by other local universities which never dedicated the necessary resources directly in Idaho Falls to help its residents. I have worked for ten years in collaboration with the education department in the youth detention and probation centers in Bonneville County and see directly where a community college will fill a vital need.

I have always appreciated the benefits that a higher education has afforded me and have looked for ways to be more engaged with the colleges in the area. I mentor high school and college interns in my current position and know what these students are looking as they choose their career path and acquire valuable work experience. I have taught on the ISU Pocatello campus, at the Idaho Falls center and Meridian center in Boise teaching distance learning courses and have also developed online courses and know the benefits and drawbacks of each teaching approach. I have also worked on projects where financial resources were carefully allocated and programs evaluated for their effectiveness and feel I can bring that skill as a trustee. I do not know what qualification your committee is looking for in a trustee but I work well with people in almost any setting. If there is anything I can do to expedite this review let me know.

Sincerely,



Evan L. Thomas, Ph.D, MPH, MS, CEPIC  
Manager, INL OMP Employee Health



CURRICULUM VITAE

EVAN L. THOMAS, Ph.D., M.P.H., M.S.



TRAINING/EXPERIENCE

EDUCATION:

- Ph.D.** University of Utah, Salt Lake City, Utah  
College of Health  
Exercise and Sport Science
- M.P.H.** Idaho State University, Pocatello, ID  
Department of Health and Nutrition Sciences  
Public Health
- M.S.** Brigham Young University, Provo, Utah  
College of Health and Human Performance  
Analysis of Human Movement
- B.S.** Brigham Young University, Provo, Utah  
College of Biology and Agriculture

EXPERIENCE:

**CURRENT POSITION**

Director Occupational Medicine Employee Health, Idaho National Laboratory, Idaho Falls, Idaho

- Responsible for the development and implementation of an integrated health and productivity program encompassing four private corporations (9,000 employees) and one regional federal agency. Responsible for the Health Promotion Program, Physical Therapy as well as the Functional Capacity and Injury Prevention Programs. Responsibilities include program planning, budget management, program planning development, evaluation and development of audit mechanisms and programmatic reviews, staffing, hiring and training, and directing overall changes in the Occupational Medical Health Promotion Program with M&O contractors. Interface with the CEO's of all M&O contractors. Prepare reports for management review and interface with health entities external to the company. Subject matter expert and technical point of contact to all Safety and Human Factors branches of the corporations. Currently hold a federal government "L" security clearance.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Evan L. Thomas**

**Smoking Cessation Facilitator**, Eastern Idaho Public Health Department. Idaho Falls, ID

- Responsibilities: Facilitates American Lung Association Freedom from Smoking cessation classes for individual and groups (~200 clients per year) as an independent contractor.

**Assistant Professor - Adjunct**, 1999 - 2008 Department of Health Sciences. Idaho State University, Pocatello Idaho.

- Responsibilities: Teach graduate level courses for the MPH program and undergraduate health courses.

**CEPH National Accreditation Team Member**, Council on Education in Public Health, Washington, DC.

- Trained site visitor team member for the Council on Education in Public Health

**MPH Advisory and Curriculum Board Member**, 2002-07, Idaho State University, College of Health Sciences, Pocatello, ID

**Instructor**, Eastern Idaho Technical College, Idaho Falls, ID

- Responsibilities: Taught beginning and Intermediate Microsoft Word courses for the night school adult classes.

**Work for Life Specialist**, Intermountain Health Care, Salt Lake City, UT

- Responsibilities: Developed and implemented the community outreach program as well as conducting research for work hardening programs. Performed extensive evaluations, conducted group and one-on-one counseling and conducted in-service training for staff.

**Instructor**, University of Utah, Salt Lake City, UT

- Taught undergraduate and graduate laboratory methods classes in the College of Health, including Exercise Physiology, Exercise Physiology Laboratory I and II, Advanced Nutrition Biochemistry Laboratory and Basic Nutritional Laboratory Techniques.

**Assistant Director**, Health Promotion Program, University of Texas, Austin, TX

- Responsibilities: Supervised cardiac stress testing program and lab as well as supervised master's student. Responsible for programmatic development of the student portion of the health promotion program, for the daily operation of three research and testing laboratories, performed over 1,000 GXTs, and developed the counseling protocols for the adult health promotion program. Lecturer and laboratory instructor.

**Cardiac Rehabilitation**, St. David's Hospital, Austin, TX

- Employed in all aspects of a Phase I to IV cardiac rehabilitation program

**Eating Disorder Clinic**, St. David's Hospital, Austin, TX

- Worked individually and in groups with patients with assorted eating disorders



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

**Evan L. Thomas**

**TEACHING RESPONSIBILITIES**

**Graduate Level Courses**

Biostatistics .....	Idaho State University (MPH Program)
Advanced Biostatistics .....	Idaho State University (MPH Program)
Public Health Leadership .....	Idaho State University (MPH Program)
Environment Health .....	Idaho State University (MPH Program)
Community Health .....	Idaho State University (MPH Program)
Cultural Diversity in Public Health .....	Idaho State University (MPH Program)
Health Program Planning and Evaluation .....	Idaho State University (MPH Program)
Epidemiology .....	Idaho State University (MPH Program)
Advanced Biochemical Nutrition Laboratory .....	University of Utah
Nutrition Laboratory Techniques .....	University of Utah
Advanced Exercise Physiology Laboratory II .....	University of Utah
Exercise Physiology .....	University of Utah
Advances in Health and Disease Prevention .....	University of Texas
Body Composition and Energy Regulation .....	University of Texas

**Undergraduate Level Courses**

Promoting Wellness .....	Idaho State University
Advanced Laboratory Techniques .....	University of Utah
Exercise Physiology Laboratory .....	University of Utah
Exercise Physiology .....	University of Utah
Exercise Prescription for Competition and Recreation .....	University of Texas
Physiological Basis of Athletic Conditioning .....	University of Texas
Exercise Physiology .....	University of Texas

**PROFESSIONAL AND PUBLIC SERVICE**

**Professional Membership**

- American College of Sports Medicine (ASCM)
- American Public Health Association (APHA)
- Society of Public Health Educators (SOPHE)
- American Alliance for Health, Physical Education Recreation and Dance (AAHPERD)
- American College of Occupational Medicine (ACOEM)



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Evan L. Thomas**

**Professional Committees/Certifications**

- National Accreditation Team Member; Council on Education For Public Health (CEPH)
- Award Selection Committee; C. Everett Koop National Health Award; The Health Project, Stanford University.
- MPH Advisory Board Member; Idaho State University
- Certified Post Offer Employment Testing (POET) Evaluator
- Certified Functional Capacity Evaluator - Matheson
- Professional EPIC Lift Capacity Evaluator – CEPIC
- Certified BTE FCE Evaluator – BTE Corp
- Certified Freedom From Smoking Facilitator – American Lung Association
- Certified N.O.T. Facilitator – American Lung Association
- 

**Honors and Awards**

- 2017 ACOEM Corporate Health Achievement Award
- 2016 Performance Award– Battelle Energy Alliance
- 2015 Performance Award– Battelle Energy Alliance
- 2014 Performance Award– Battelle Energy Alliance
- 2011 Performance Award– Battelle Energy Alliance
- 2010 Initiative Performance Award– Battelle Energy Alliance
- 2008 Performance Award – Battelle Energy Alliance
- 2007 Performance Award – Battelle Energy Alliance
- 2006 Performance Award – Battelle Energy Alliance
- 2005 Performance Award – Battelle Energy Alliance
- 2002 C. Everett Koop Award National Health Award (HM)
- 2000 ACOEM Corporate Health Achievement Award – Model Program
- 2001 Bechtel's Top Performer Award
- 2001 and 1995 Governor's Innovations In Health Award
- 1996 C. Everett Koop National Health Award
- 1995 AWHP Business and Industry Award - Corporate Programs
- 1994 Federal Government National OPM Director's Award for Outstanding Employee Health Services
- 1995 Lockheed Martin's Corporate Top Performance Award
- 1994 Lockheed Martin Idaho Excellence Award

**Community Outreach**

- Chair, Tobacco Free Idaho Task Force
- Chair, Bonneville County Women's Health Coalition
- State of Idaho CVD Prevention Task Force
- Community Heart Project
- Co-Chair, Bonneville Cancer Research Committee
- Idaho Cancer Education Task Force
- State of Idaho American Heart Association

**Research Interests**

- Worksite Health Promotion
- Functional capacity status and workplace performance



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Evan L. Thomas**

- Assessing the effectiveness of medical screenings in altering behavior and clinical chronic disease risk factors.
- Designing and evaluating educational strategies for increasing health awareness and intervention practices.
- Developing effective models for communicating injury prevention programs.
- Assessing the impact of injury prevention programs in industry and the community.

**RESEARCH, GRANTS, SCHOLARSHIP, AND CREATIVE WORK**

- Developed a comprehensive functional capacity evaluation program used for new-hire screenings, fit for duty evaluations and assessing return to work status. (Department of Energy \$175,000)
- Developed an Industrial ergonomics computer based training (CBT) adopted by the Bechtel Corporation for use corporate-wide.
- Developed the award winning Shoulder and Back injury prevention program for BEA
- Developed the Body Blueprint program used within the DOE laboratory system
- Developed the Safe Lift program
- Developed a Health Risk Assessment (HRA) system that has been incorporated into four of the eight Occupational medical programs through the Department of Energy national laboratory system.

**PUBLICATIONS**

**A. Publications in refereed journals:**

Thomas, E.L., and Curtis, S. (In preparation) The impact of POET testing on reducing the recordable injury rate in a security police force. *Journal of Occupational and Environmental Medicine*.

Thomas, E.L., and Snedden, B. (In preparation) The impact of using the stages of change model in increasing the adoption of four lifestyle habits in a workplace setting. *Journal of Health Promotion*

Barnes, M.D., Penrod, C.A., Neiger, B.L., Merrill, R.A., Thackeray, R., Eggett, D., and Thomas, E. Measuring the relevance of evaluation criteria among health information seekers on the Internet. *Journal of Health Psychology*, 8(1), 69-80, 2003.

Thomas, E.L. and M. Luetkemeier. Bioelectric Impedance Analysis (BI): Role of Plasma volume expansion in the validity of body composition in lean males. *Medicine and Science in Sports and Exercise*, 22 (2): 110, 1990.

Thomas, E.L., Broeder, C.E., Hofman, Z., Jesek, K., Martin, N.B., Wambsgans, K.C., and J.H. Wilmore. The Hemodynamic Effects of  $\beta$ -Adrenergic Blockade on Prolonged Submaximal Exercise in Untrained Hypertensives and Trained Normotensives Males. *Medicine and Science in Sports and Exercise*. 20: S13, 1988.

Luetkemeier, M.J., and E.L. Thomas. Hypervolemia and Cycling Time Trial Performance. *Medicine in Science and Sports*. Volume 26(4) 54, 1994. (Dissertation Work)



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Evan L. Thomas**

- Broeder, C.E., Thomas, E.L., Martin, N.B., Wambsgans, K.C., Hofman, Z., Jeseck, J.K., Scruggs, K.D., and J.H. Wilmore. Effects of Propranolol and Pindolol on Cardiac Output During Extended Periods of Low-Intensity Physical Activity. American Journal of Cardiology 27:1188, 1993.
- Broeder, C.E., Brenner, M., Hofman, Z., Pajmans, I.J.L., Thomas, E.L., and J.H. Wilmore. The Metabolic Consequences of Low and Moderate Intensity Exercise With and Without Feeding in Lean and Borderline Obese Males. International Journal of Obesity 15: 95, 1991.
- Scruggs, K.D., Martin, N.B., Broeder, C.E., Hofman, Z., Thomas E.L., Wambsgans, K.C., and J.H. Wilmore.  $\beta$ -Blockade and Stroke volume During Submaximal Exercise in Trained and Untrained Subjects. Medicine and Science in Sports and Exercise 23(2): 84, 1991.
- Jeseck, J.K., Martin, N.B., Broeder, C.E., Thomas, E.L., Wambsgans, K.C., Hofman, Z., Ivy, J.L., and J.H. Wilmore. Changes in Plasma Free Fatty Acids and Glycerols During Prolonged Exercise in Trained and Hypertensive Individuals Taking Propranolol and Pindolol. American Journal of Cardiology 66: 1336, 1990.
- Martin, N.B., Broeder, C.E., Thomas, E.L., Wambsgans, K.C., Scruggs, K.D., Jeseck, J.K., Hofman, Z., and J.H. Wilmore. Comparison of the Effects of Pindolol and Propranolol on Exercise Performance in Young Men and Systemic Hypertension. American Journal of Cardiology 64, 1989.
- Thomas, E.L., and Luetkemeier, M. The Effects of Plasma Volume Expansion on Endurance Cycling Performance. Medicine and Science in Sports and Exercise 22(2): S118, 1990.
- Wilmore, J.H., Wambsgans, K.C., Broeder, C.E., Thomas E.L., Brenner, M., Pajmans, I., and K.D. Brownell. Metabolic Efficiency in Elite Amenorrheic and Eumenorrheic Middle-Distance and Distance Runners. Medicine and Science in Sports and Exercise 21(2): S35, 1989.
- Broeder, C.E., Brenner, M., Hofman, Z., Pajmans, I.J.L., Thomas, E.L., and J.H. Wilmore. The Metabolic Consequences of Low and Moderate Intensity Exercise With and Without Feeding in Lean and Borderline Obese Males. Medicine and Science in Sports and Exercise 20(2): S25, 1988.
- Thomas, E.L., Broeder, C.E., Hofman, Z., Jeseck, K., Martin, N.B., Wambsgans, K.C., and J.H. Wilmore. The Hemodynamic Effects of  $\beta$ -Adrenergic Blockade on Prolonged Submaximal Exercise in Untrained Hypertensives and Trained Normotensives Males. Medicine and Science in Sports and Exercise 20: S13, 1988.

**B. Chapters in books:**

- Wilmore, J.H. and E.L. Thomas. The Physiological Differences Between Men and Women. In J. Skinner (ed.) Exercise Prescription for Special Cases. Lea & Febiger: Philadelphia, 1987.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Evan L. Thomas**

**REFERENCES**

Dr. Stewart Curtis, D.O.  
Medical Director, Idaho National Laboratory

[REDACTED]

Dr. Willis McAleese, Emeritus Faculty  
Department of Health Sciences  
Idaho State University

[REDACTED]

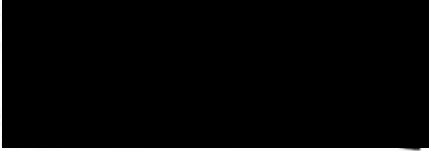
Dr. Robert Walsh, Chair  
Community Health  
Utah Valley University

[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Benjamin J. Walker



June 1, 2017

Idaho State Board of Education  
PO Box 83720  
Boise, ID 83720-0037  
board@osbe.idaho.gov

Idaho State Board of Education,

I am interested in serving as a board member for College of Eastern Idaho. I am currently working at Hillcrest High School, Bonneville Joint School District #93, in the capacity of business and computers instructor. My credentials include: Idaho K-12 Principal, Idaho CTE Administrator, Idaho Business Education, and CTE Advanced Occupational Specialist Certifications. I also hold MOS and IC3 certifications. I will complete the Idaho Director of Special Education Certificate during the summer, 2017.

My educational background encompasses an Education Specialist from the University of Idaho, a Master of Business Administration from the University of Mary, Bismarck, North Dakota, and a Bachelor of Arts degree in Business Administration from the University of Jamestown, Jamestown, North Dakota. I have also successfully completed Idaho CTE Leadership Institute and the Project Leadership Vanhemert Academy.

My teaching experience as the business and computer instructor in the Bonneville Joint School District #93 include classes focused on IC3, Microsoft Office, and Adobe Photoshop and Illustrator certifications both in person and online that have been articulated with EITC through Idaho's Dual Credit Program. I have also taught at the college level as an adjunct professor at EITC and have extensive background in the delivery of online classes. I am fluent on Blackboard, Moodle, Canvas, GradPoint, and MyBigCampus.

Thank you for your time and consideration. I look forward to the opportunity to discuss my qualifications with you at your earliest convenience. I can be reached at the above contact information.

Sincerely,

Benjamin J. Walker, Ed.S., M.B.A.



**Benjamin Jacob Walker**

My goal is to utilize my educational background, knowledge and experience to facilitate the educational process as a board member of the College of Eastern Idaho.

**QUALIFICATION HIGHLIGHTS**

- Idaho K-12 Administrator Certificate
- Idaho Career and Technical Education Administrator Certificate
- Idaho Director of Special Education Certificate Summer 2017
- Project Leadership Graduate 2016
- Idaho Professional Technical Leadership Institute Graduate 2016
- Proficient in learning management software, including Moodle, Blackboard, and Canvas
- Facilitated instruction cooperative classes between high school and college
- Developed, evaluated, and designed course curriculum
- Mentoring employees in job opportunities and responsibilities
- Proctor for college business degree students

**RELEVANT EXPERIENCES**

Bonneville Joint School District #93 – Ammon, Idaho 83401 August 2008 – Present

Hillcrest High School

- Teacher – Idaho Professional Technical Certification
- Developed and maintained articulation agreement for dual credit classes with Eastern Idaho Technical College
- Develop classroom curriculum
- Produce classroom textbooks, materials, and assessments
- Technology Coordinator
- Webmaster
- Concessions Manager
- Golf Coach
- Supervision of extra-curricular activities

Bonneville Online High School

- Developed and taught online and blended classes in Microsoft Office and Adobe Photoshop

Hillcrest Golf Course – Public Course, Sun City West, AZ November 2007-July 2008

- Pro Shop Manager.
- Orientation of new employees.
- Supervision and training of 20 employees, including grounds maintenance, Pro Shop employees and courtesy/complementary services.

Jamestown Country Club – Private Club, Jamestown, ND April 2007-November 2007

- General Manager.
- Managing and training employees
- Proctor for Jamestown College business student internship.

**EDUCATION**

University of Idaho, Moscow, Idaho

Education Specialist

2016

University of Mary, Bismarck, North Dakota

Master of Business Administration

2006

Jamestown College, Jamestown, North Dakota

Bachelor Degree in Business Administration

2003



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

June 20, 2017

To: Idaho State Board of Education

From: Michael D. Armstrong

I would genuinely like to be considered to serve on the Board of the College of Eastern Idaho.

This initial board will establish the foundation this College will be built on and I would like to be part of that process. My father was an educator: High School teacher, councilor, principal and Superintendent of the School District. So you could say education runs in my blood. All of my children have pursued higher education: one with MHR from Michigan State, two graduated from Idaho State University and the others have credits placing them at the junior level.

I whole heartedly believe in education and can see that my education facilitated my career, helped me live a better life and enabled me to continue to learn and grow.

I have spent my life in SE Idaho: was educated here, raised a family, own several businesses and have served the community. I am fully retired and in excellent health.

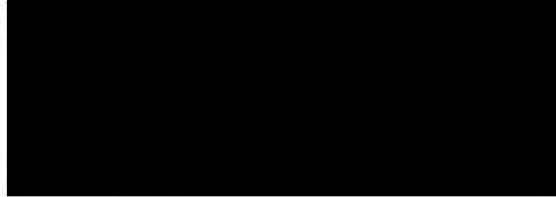
If I am appointed my objective will be to assure a top tier education for all students thus qualifying them for anticipated work force needs, particularly in SE Idaho, and other areas also to fully prepare those desiring further education for that experience.

Regards,

A handwritten signature in cursive script that reads "Michael Armstrong". The signature is written in dark ink and is positioned to the right of the word "Regards,".

Michael Armstrong





**Michael Dee Armstrong**

**Professional Experience**

- 1984- 2009 President of Custom Construction, Inc.
- 2003-Present President of Warm Spring Meadows Development, Inc.
- 1993-Present Owner/Manager of Mountain View Apartments

**Professional Memberships**

- 1995-96 President of Eastern Idaho Home Builders
- 1996-2004 Served on Board of Eastern Idaho Home Builders

**Education**

- BS Business Administration BYU 1975

**Community Activities**

- Organized a Habitat for Humanity blitz build (one day) using youth and adult volunteers in June 2001
- Participated in the restructuring of the Iona Bonneville Sewer District 2006-07.
- Played a role in establishment of the Contractor Registration Law.

**Hobbies**

- Horses and gentleman farmer.



Rusty Cannon

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June 15, 2017

Idaho State Board of Education  
PO Box 83720  
Boise, ID 83720-0037

**Dear Board of Education:**

I would like to submit my name for consideration to serve on the Board of Trustees for the College of Eastern Idaho.

As the Director of Corporate Relations for Melaleuca Inc., the largest private employer here in Idaho Falls, I could be a valuable part of the team that launches what could be the greatest opportunity this region has seen in a long time. I would be able to represent the interests of local businesses, manufacturers, small and large employers and also bring an understanding of international markets and partnerships. With my previous background in finance, investments, financial and business analysis, fundraising and service on other boards, I would bring a very diverse background to the Board of Trustees.

We have a very unique opportunity to not only make the College of Eastern Idaho a top tier community college, but also to make it a leading edge disruptive innovator in the higher education system. We could be very innovative on instruction for today's world to include online and blended emphasis, innovative scheduling and other systems to enhance retention and graduation rates amongst students. With a disciplined approach to hiring quality personnel and careful, rigorous financial planning and budgeting, we can provide a massive boost to our local and regional community. With a focus on Dual Credit and STEM partnerships with our regional K-12 districts we can vastly improve our Go On Rate. We can also work quickly to create agreements with UI, ISU, BSU, BYU and many other schools to insure a seamless transfer of CEI graduates into university bachelors programs.

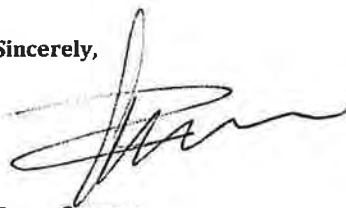
We could also enhance what the regional business community badly needs: an educated and qualified workforce for the jobs that are available.

I would also strongly commit to the Community College Study Panel's recommendation of the \$15/100,000 mil rate and help establish responsible budgeting and forecasting to insure the College delivers what was promised to the voters in Bonneville County. I also have strong ties to local and regional economic development that could enhance efforts to further develop the College of Eastern Idaho and make it the gem that it could be long into the future.

As noted above, my home address is [REDACTED]

I would sincerely appreciate your consideration to serve as a Trustee.

Sincerely,



Rusty Cannon



## SENIOR SALES AND FINANCIAL PROFESSIONAL

Senior Financial Professional consistently successful in defining key business strategies and translating into high-impact actions, operations, and financial results. Outstanding financial, analytical, and leadership skills with expert performance in analyzing financial information, performing market research, developing/cultivating relationships, driving revenue growth, and consistently delivering strong and sustainable financial results. Possesses an entrepreneurial spirit and drive with outstanding strategic planning, problem-solving, decision-making, presentation, and negotiating skills. High level of integrity with strong public speaking skills and the ability to motivate, energize, and lead to success. Expertise Includes:

Financial & Market Analysis  
Fundraising  
Relationship Building

Lending and Banking  
Investment Analysis  
Public Speaking

Securities Markets  
Sales  
Public Relations

## PROFESSIONAL EXPERIENCE

**MELALEUCA, INC.,** Idaho Falls, ID

August 2016 to Present

### Director of Corporate Relations

Melaleuca is a global consumer products company with over \$1.5 Billion in annual sales and over 450 products in the Consumer Products and Wellness Consumer Direct Industry. As Director of Corporate Relations I handle all of the government relations and political work for the company and its CEO Frank L. Vandersloot. Key objectives include developing and maintaining key relationships with elected officials on a State and National level to protect and promote Melaleuca and its CEO, and staying abreast of legislative priorities and working with legislators to insure a business friendly environment in Idaho and the nation. In addition, developing and maintaining the good reputation of the company on local and national levels.

**MELALEUCA, INC.,** Idaho Falls, ID

January 2016 to August 2016

### Director of Business Development

Responsibilities included managing, training and coaching a staff of over 60 responsible for all incoming call traffic regarding business structure, logistics, compensation plan questions, customer service and related matters for the United States, Canada and Mexico. Also works directly with the Chief of Staff regarding critical decisions for marketing executives and staff.

**MELALEUCA, INC.,** Idaho Falls, ID

January 2015 to January 2016

### Regional Director- Sales, Coaching and Leader Development - Southeast United States

Regional Director responsibilities included business coaching, motivational speaking, sales communication and training, organizational structure, special event management and execution, and relationship management for over 75,000 customers and marketing executives in the region that market over 450 products in the Consumer Products and Wellness Consumer Direct Industry.

**MELALEUCA, INC.,** Idaho Falls, ID

July 2014 to January 2015

### Regional Manager- Sales, Coaching and Leader Development- Southeast United States

Manage and motivate an in-direct sales force of, manage staff workload and drive the sales activities of the region to meet sales goals and expectations. Ensure that relationships with Marketing Executives, Preferred Customers, and the general public is in harmony with Melaleuca's values and culture. Implementing programs that will encourage longer relationships with Melaleuca customers and reduce overall attrition. Working collaboratively with internal partners to communicate and generate awareness of region sales trends that may impact sales and product success.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**SUMMIT SOTHEBYS INTERNATIONAL REALTY, Salt Lake City, UT**

January 2013 to July 2014

**Realtor**

Residential real estate sales and buyer representation across the Wasatch Front.

**DAN LILJENQUIST FOR US SENATE CAMPAIGN, Salt Lake City, UT**

January 2012 to May 2012

**Finance Chair**

Responsible for all fundraising activity, campaign coordination and strategy in a high profile national senate race.

**RKC CAPITAL LLC, Salt Lake City, UT**

2007 to 2011

*Registered Investment Advisory Business established in 2007.*

**President and Chief Investment Officer**

Built new venture from start-up to successful operation; successfully transferred all Smith Barney clients (\$15M in AUM) to RKC. Consistently grew profitability for four consecutive years. As President, held full strategic planning, business development, sales, operating, legal, financial, and P&L responsibility. Excellent reputation for ethical performance and integrity.

- Managed individual client investment portfolios and Private Hedge Fund (Equity Long/Short); **grew total AUM from \$15 million in 2007 to \$35 million by 2010.**
- Grew Private Hedge Funds (RKC Matador Fund and the RKC Matador Market Neutral Fund) from \$500K to approximately \$4.5 million by 2011.
- Evaluated financial risks of current market conditions and based strategic investment/trading decisions on comprehensive financial data assessment.
- Performed fundamental and technical analysis and conducted in-depth research that proved insightful for both industry and company-specific trends. **Drove annual Company revenue from \$150K to \$350K+ during 4 year period.**

**SMITH BARNEY, Salt Lake City, Utah**

2001 to 2007

**Financial Advisor & Portfolio Manager**

High-level sales and account management position driving the sale of financial products and services, and cultivating numerous client account relationships to ensure long-term growth; products and services included stocks, bonds, mutual funds, annuities, business retirement plans, and more. Performed consultative selling techniques and utilized analytical skills to accurately determine client needs and develop investment strategies and financial plans tailored to specific goals.

- **Successfully developed and maintained more than 100 key account relationships.** Managed High-Net-Worth client accounts to maintain/generate long-term growth.
- Developed and implemented strategic plans and initiatives that increased organizational efficiency and improved operational performance. Conceived, developed, and implemented highly successfully marketing campaigns.
- Provided strong leadership that boosted morale and improved individual performance. Consistently received high accolades from senior management for strong work ethic and leadership performance.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**MERRILL LYNCH**, Salt Lake City, UT

1996 to 2001

**Financial Advisor**

Performed full range of sales prospecting, qualifying, needs assessment, data gathering, and presentations of Merrill's products and services; utilized consultative selling techniques and analytical skills to accurately determine client needs and develop strategies and plans tailored to specific investment goals.

- **Consistently achieved/surpassed targeted sales goals and revenue objectives** by capturing new business and providing outstanding account service to cultivate client relationships; additionally, developed new business through client referrals.
- Provided financial advice and counsel on investment strategies, asset management, insurance, retirement planning, budgeting, comprehensive retirement plans, and more.
- Developed and cultivated strategic networking relationships with CPA's, attorneys, and Realtors to increase client base and generate long-term revenue growth.
- Steadily expanded business contacts through active involvement in networking groups and industry events. Developed methodical processes for consistent client follow-up.

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**EDUCATION / PROFESSIONAL DEVELOPMENT & ORGANIZATIONS / TECHNOLOGY**

**IDAHO ASSOCIATION OF COMMERCE AND INDUSTRY** Board Member

2016 to Present

*Represent Melaleuca Inc. on the board of directors, Income Tax Subcommittee*

**DAVIS COUNTY REPUBLICAN PARTY (DCRP)** Davis County, UT

2011 to 2012

*The DCRP manages and promotes all Republican Party activity in the Utah's 3<sup>rd</sup> largest county.*

**Chairman**

- Elected by more than 500 county delegates over 3 other qualified opponents; personally had no name recognition or experience prior to campaign.
- Successfully worked in cooperation with the State Party Chairman to formulate strategic plan.
- Utilized exceptional sales, presentation, and relationship building competencies (hosted numerous events) to earn votes and ultimately win election; **delivered powerful convention speech** to obtain 55% of the total vote.

**UNIVERSITY OF UTAH**, Salt Lake City, Utah (1996)

**Bachelor of Arts – Finance** (Studied abroad in Jerusalem, Israel; Salamanca, Spain)

Financial Industry Regulatory Authority Licenses (FINRA)(1996 to 2011) Series 7, 63, 65, 31

Certified Financial Planner (2001 to 2007)

Utah Real Estate Sales License (2013 to Present)

Proficient in Microsoft Word, Excel, PowerPoint



## Miles England

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June 22, 2017

To whom it may concern:

I would like to apply for the Eastern Idaho Community College Board of Trustees position. I would like to apply for this position because I feel it would provide me with valuable experience and also allow me to add my unique perspective to the Board. I have recent and current applicable educational and employment experience that would make me a valuable member to the Board.

I have worked as the Operations Coordinator for Basic American Foods for a year and a half. Working in this position has allowed me to work with employment agencies to fully staff our production plant. I have coordinated hiring events through BYU-Idaho and onsite hiring events within our facility. I have also been heavily involved in resolving labor disputes with the union and union members. I am a part of the frontline leadership team that makes all of the management decisions within the plant. We develop and execute strategic plans to set the plant up for success in both the short term and long term. We are always looking for innovative ideas to help improve our processes.

I earned my Bachelor's degree in Business Management with an emphasis in Entrepreneurial Management from BYU-Idaho in July of 2016. I am currently enrolled in an online MBA program through Fitchburg State University based in Massachusetts with a planned graduation of May 2018.

I have held supervisory positions in the past and present with Valley Crest, Idaho Laboratories, and Basic American Foods and have gained better communication, conflict resolution, budgeting, and managerial skills from those positions. I believe I would be a great fit for this job because I have a kind and friendly personality. I make others feel at ease and feel comfortable approaching me with any concerns or thoughts. I look forward to serving as a member of the board.

Sincerely,

Miles England



## MILES ENGLAND

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### EXECUTIVE SUMMARY

Multi-faceted, reliable self-starter with over 1 ½ years of operational management experience including analyzing opportunities that have saved substantial amounts of money for Basic American Foods as well as optimizing their employee systems. Additionally, I spent 4 months understanding the intricate inner workings of the supply chain as a General Laborer giving me dynamic insights as a member of the frontline leadership team. These experiences gave me a broad perspective into various aspects of the business and an adept understanding of how they work together.

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### PROFESSIONAL COMPETENCIES

Expert Time/Scheduling Management  
Cardiopulmonary Resuscitation(CPR) Certified  
Skilled with Microsoft Word and Excel

Facility trainer for vision, mission, values program  
Security door system expert  
Automated External Defibrillator (AED) Certified

Self-Managed/Motivated  
High Integrity  
Medic First Aid Certification

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### PROFESSIONAL EXPERIENCE

#### Basic American Foods – Shelley, ID

September 2015 – Current

##### **Operations Coordinator:** December 2015 – Present

- Managed the process for streamlining scheduling, vacation, and ADP processes.
- Received, mediated, and solved union disputes as first point of contact for company.
- Built the weekly staffing schedule of 200+ employees, while staying within union contract.
- Developed and implemented processes for vacation submission and approval and for forklift training.
- Implemented new ADP pay system within facility and became ADP resource.
- Built and implemented a tracking system that saved the company \$15,000/month in payment inefficiencies.
- Researched labor and time mechanics to ensure optimization of labor costs.
- Implemented facility wide decisions and changes as a member of the frontline leadership team.

##### **General Laborer:** September 2015 – December 2015

- Work on north bagging line included: stacking pallets, unloading pallets, verifying correct product tags/type, dumping product into hopper, sealing packages, and checking for defective seals.

#### American Red Cross – Idaho Falls, ID

January 2008 – August 2015

##### **Collections Specialist I – Advanced Phlebotomy**

- Provided excellent customer service which developed strong relationships with donors and blood drive sponsors.
- Worked with volunteers in assisting donors at our canteen and registration.
- Exceptionally skilled in abiding by standard operating procedures and government regulations.
- Set up and break down of blood drives, performed blood draws and physical exams.

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### LEADERSHIP EXPERIENCE

- *Volunteer:* LDS Mission in the Missouri, Illinois, and Kansas Areas – 2004-2006
- *Member:* Humanitarian service organization leadership committee 2003
- *Eagle Scout:* Boy Scouts of America - 1997

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### EDUCATION

#### **Master's Degree** – Expected graduation May 2018 from Fitchburg State University

- Master of Business Administration GPA: 3.6
- Course work: Accounting Practices for Managers, Organizational Behavior and Development, Strategic Management

#### **Bachelor's Degree** – July 2016 from Brigham Young University-Idaho

- Bachelor of Science in Business Management
- Course work: Managerial Accounting, Human Resource Management, International Business, Organizational Effectiveness, Production and Operations Management



## Cover Letter

**To: Idaho State Board of Education**

**P.O. Box 38720, Boise, Idaho 83702-0037**

Dear Idaho State Board of Education;

I wish to apply for the Board of Trustees to the College of Eastern Idaho. My name is Dr. Albert R. Inama. I am a retired professor of Political Science and Law from BYU-Idaho in Rexburg, Idaho. I taught there for a total of 51 years.

I am familiar with the components of the running of a university. I feel my experience in education on a university level, qualifies me for this position.

I have spent most of my adult life working with youth and young adults, both in education and in religious responsibilities, which have been very satisfying and fulfilling to me personally.

Sincerely

  
Dr. Albert R. Inama

[REDACTED]

[REDACTED]

[REDACTED]



**Resume**

**Albert R. Inama**

**Education:**

- **B.S. – Utah State University (Political Science and Economics)**
- **Master\_ Utah State University (Political Science and Economics)**
- **Doctorate \_ University of California (Political Science)**

**Professional Experience:**

- **Professor of Political Science and Law (BYU-Idaho)**
- **Department Chairman for 12 Years**
- **Served on several faculty committees, including the committee for hiring new faculty members.**

**Community Service:**

- **Sugar-Salem School Board Member**
- **Newdale City Councilman for 18 years.**



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Paul Fruechte**

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**From:** Allison Duman on behalf of SBE Board  
**Sent:** Friday, June 16, 2017 9:52 AM  
**To:** Paul Fruechte  
**Subject:** FW: College of Eastern Idaho trustees nominations

*Allison Duman*  
Executive Assistant

**From:** [REDACTED]  
**Sent:** Thursday, June 15, 2017 10:17 PM  
**To:** SBE Board <board@osbe.idaho.gov>  
**Subject:** College of Eastern Idaho trustees nominations

Dear State Board of Education,

This e-mail will constitute my resume for a trustee position. I don't know if I have the qualifications you are looking. However, I provide you the following information for your consideration.

Name: Jay Allen Kohler

Address: [REDACTED]

Phone: [REDACTED]

Age: 69

Family: Married to Delene Williams of Teton County, 1973 to the present. 5 Children, 15 Grandchildren

Early life: Raised on farm in Bingham County and have lived in Bonneville County since 1983

Education: Bachelor of Arts - BYU 1972, Cum Laude. Major - Banking and Finance. Minors - Economics, Accounting, Spanish

Juris Doctorate - Univ. of Idaho 1975

Professional Experience: General practice of law 1975 through the present. Served 3 terms as Bear Lake county attorney

Teaching Experience: Criminal law classes for 2 years for Weber State. Taught paralegal courses for 2 years.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**

**JULY 5, 2017**

**Business Experience:** Co-founder of First Idaho Title Co. and served as its president from 1983 to 2003. Farming operation in south Bonneville County from 2002 through the present. Owner and manager of various commercial and residential rentals in Bonneville and Bingham Counties

**Past School Board Experience:** None

If you think I would be qualified I would genuinely be willing to serve as a trustee and freely give of my time and energy to help the new college get off to a good start.

Thank you,

Jay A. Kohler



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

23 June 2017

David McDaniel



President  
Idaho State Board of Education  
Box 8372  
Boise Idaho, 83720-0037  
board@osbe.idaho.gov

RE: College of Eastern Idaho Board of Trustees

President Atchley:

With this letter, I am requesting appointment to the Board of Trustees for the College of Eastern Idaho(CEI).

My education and experience include a Masters and Bachelor Degree in Engineering, graduate of the United State Naval War College, forty years-experience in nuclear power, thirty years-service in the Navy and Navy Reserve, public office as a member of the Waterford Connecticut Board of Selectman, Board of Finance, Economic Development Commission and Housing Authority and most recently an adjunct instructor at Eastern Idaho Technical college (EITC)

I have long had a passion for education and public service. If appointed to the CEI Board of Trustees my background and experience will help ensure that the Easter Idaho Technical College successfully transitions to the College of Eastern Idaho.

Some of my reasons for seeking this position include:

- I have long seen a link between education and the success of the local community and businesses. My experience as a member of the Waterford Connecticut Board of Selectman, Board of Finance and Economic Development Commission highlighted the importance of community involvement in the education process. The impact of a strong educational system and the link to business and ultimately the local tax base is vital.
- My experience in business, primarily commercial nuclear power, will bring a perspective to the college as it forms that will serve the community.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

- I am a Field Admissions Representative for the United States Merchant Marine Academy. In my work with young men and women interested in attending a federal academy I sometimes see where a potential candidate needs some additional preparation beyond high school. Presently there are limited places in south eastern Idaho to fill that need. Creation of a successful community college in Eastern Idaho will provide opportunities that currently do not exist. I would like to be an integral part in guiding CEI expansions to fill that academic need.
- For the past three years I have been an adjunct faculty member at EITC. I enjoy teaching at EITC, but I feel I can better serve the community as a member of the Board of Trustees bringing my knowledge of EITC, my experience in the public sector, and my experience in the business world to help guide CEI into the future as a college that serves the community.
- Although the referendum to create CEI won with a super majority, there is some distrust of government and the process to create CEI. As a potential board member, I feel it is important to address some of the criticism leveled at CEI during the campaign to restore trust and build broader support among some of the opponents of the college. Specifically; ensuring that the programs currently offered at EITC remain and are not diminished, that the eventual tax rate established for the CEI tax district be no more than that advertised during the campaign, and that the quality of education at CEI during the transition be kept to the highest standards building on the recent accreditation board review of EITC.

Attached is my resume providing additional information on my educational background and work experience. Please feel free to contact me with any additional questions.

Respectfully

David McDaniel



David T. McDaniel



## Experience Overview

### Relevant Highlights

- Nuclear Plant Management and Oversight
- Leader/Manager in Design, Maintenance, Strategic Planning, Training Activities
- SAR, PSAR, FSAR, SER, TSR, USQ
- Licensing Policy & Procedural Development
- Testing and Start-up
- Adjunct Professor/Instructor

### Education

- M.S., Nuclear Engineering, Rensselaer Polytechnic Institute, Troy, NY, 1979
- B.S., Marine Engineering, United States Merchant Marine Academy Kings Point, NY, 1977
- Graduate U.S. Naval War College, Newport, RI, 1990

### Certifications & Training

- SRO, U.S. NRC
- US Coast Guard Third Assistant Engineer License Unlimited Horsepower

### Work History

- 2012-Present, Atkins Global NS
- Years with other firms: 33

Thirty plus years of experience in Management, Oversight. Nuclear Operations, Nuclear Regulatory Commission (NRC) Licensing, Institute of Nuclear Power Operations (INPO)/World Association of Nuclear Operators (WANO) best practice implementation, performance improvement and oversight. Experienced in leading organizations involved in the operation and maintenance of nuclear facilities including regulatory compliance, corrective action implementation, operations oversight, maintenance, strategic planning, and training activities. Ability to analyze and improve performance. Excellent technical qualifications that are combined with experience in project management, training, policy and procedural development, and testing. An effective manager, supervisor, team builder, and motivator. Direct experience in new plant construction including initial NRC Safety Analysis Report (SAR), Safety Evaluation Report (SER), and Technical Specification Development, Senior Reactor Operator (SRO) Cold License, and NRC start-up test program development, compliance, and execution. Adjunct Instructor in math and Physics Eastern Idaho Technical College

## Specific Project Experience

**Atkins (Nuclear Safety Associates) [2012 – Present] Consulting Engineer -** Responsible for project management and nuclear safety analysis for domestic and international customers including the SHINE Medical Radio isotope production facility, AREVA, DOE Labs and the Emirates Nuclear Energy Company(ENEC). Duties included assisting the customer in evaluating US NRC licensing options including both the traditional multi step approach (PSAR submittal, Construction Permit phase, FSAR submittal, Operating License) or a single Combined Operating License (COL) approach. Work also included development of the Integrated Safety Analysis (ISA), Hazardous Operations evaluations (HAZOPS), and coordination of Safety Analysis development. Member of the joint Change Control Board (CCB).

**Idaho National Laboratory (INL) [2009 – 2012] Manager of Nuclear Engineering for the Advanced Test Reactor (ATR), Project Manager RERTR Safety Analysis Idaho Falls, ID –** Responsible for the Nuclear Safety and Reactor Engineering groups supporting the ATR. Ensured conformance with 10 CFR 830 and resolved multiple legacy potential inadequacies of the safety analysis (PISA) for the ATR and its support facilities. Developed revised Safety Analysis Report and Technical Safety Requirement (TSR) submittals to the Department of Energy. Project Managed and wrote FSAR changes for low-enriched

uranium test fuel element (RERTR) program application to the ATR. These duties involved review of test results, understanding RERTR fuel manufacturing techniques and evaluating changes in both normal and abnormal reactor operations. He applied a NRC licensing based approach for INL to improve performance and safety of new fuel test programs by creating a safety envelope for testing. Mr. McDaniel was responsible for maintaining the Safety Analysis Reports for a DOE Category A reactor and two 3009 facilities. He was the lead instructor for Unreviewed Safety Question training at the INL and conforming to 10 CFR 830.

**Westinghouse [2003 – 2009] Principal Engineer and U.S. Fuel Change Coordinator –** Developed and implemented action plans to address performance issues in training and human performance for engineering design staffs. Mr. McDaniel was the Design Review Program coordinator. He oversaw the design review process for advanced plant fuel design including ensuring that design changes adhered to the conditions in the standard plant design certification program and customer combined license (COL) conditions. Outlined a program to develop and implement a systematic approach to training for the core technologies division. Performed root cause evaluations and developed action plans to improve performance identified in peer reviews and self-assessments. Performed root cause and apparent cause analysis. Managed the pressurized-water reactor product technology corrective action program and co-developed the U.S. Nuclear Fuel change management process to integrate NRC, customer, and INPO standards into customer deliverables.



**David McDaniel**

**Millstone Nuclear Power Station [1982 – 2003] Waterford, CT** – INPO Loaned Employee (2000-2003), Reactor Performance Supervisor (1996-2000), System Engineering Supervisor (1994-1996), Engineering Manager (1992-1994), Reactor Engineering Supervisor and Reactor Engineer (1982-1991). SRO licensed from 1985 to 1996.

Assignments in a series of increasingly responsible positions performing complex assignments while maintaining a focus on safety, quality, schedule, and budget. Managed and supervised engineers at departmental and group levels controlling budgets and equipment valued in excess of \$70M. Created management systems to improve process efficiency and focus on safety. Formed and directed teams to address and solve complex problems involving a variety of plant components including instrument and control systems; electrical power systems; heating, ventilating, and air-conditioning systems; cranes; and water and steam piping systems. Collateral duties included assignments in the emergency plan organization as the Onsite Director of Station Emergency Operations, Manager of Technical Support, Severe Accident Management Lead, and emergency exercise planner and controller.

Experience at Millstone includes:

- INPO / WANO Evaluator for 11 plant evaluations
- INPO Lead for 6 Assistance visits
- Participated in initial development of INPO standards for new plant standards while an INPO loaned employee.
- Member of the Nuclear Safety Review Board Sub-committee on unreviewed safety questions.
- Member of the Plant Review Committee Operations.
- Review of initial Preliminary SAR (PSAR) submittal to NRC.
- Review of NRC SER and response to NRC PSAR questions.
- Development of Initial Unit Technical Specifications based on PSAR, Facility SAR (FSAR), and SER.
- Development of multiple FSAR and Technical Specification change submittals for safety analysis upgrades, fuel changes, and fuel pool re-racks.
- Developed the strategy for removal of Fire Protection and Containment Penetration lists from Technical Specifications and developed the initial Technical Requirements Manual to accept the deleted material.
- Development of FSAR Human Factors review for the Safety Parameter Display System.
- Coordination of NRC 50.54f Procedural FSAR configuration management compliance review.
- Developed internal utility procedures to ensure compliance with NRC regulations for Technical Requirements Manual, Unreviewed Safety Questions (USQ), Annual USQ Updates, and Core Operating Limits Reports.

***Performance Improvement, Quality Assurance and Oversight Experience***

- Managed the corrective action program for a nuclear fuel fabricator. Developed and implemented training and change management programs to improve performance.
- Completed 17 INPO onsite evaluations and assistance visits to nuclear power plants around the world focusing on human performance, equipment performance, material condition, and engineering department performance against international standards of excellence for safety and reliability.
- Authored numerous areas for improvement that identified previously unseen deficiencies or highlighted unrecognized causes and contributors to better solve problems at the customer facilities involving equipment performance, engineering management, and organizational effectiveness.
- Developed a nuclear industry-wide analysis (Significant Operating Experience Report) that highlighted declining trends in focused performance areas and provided recommendations to the industry.

***1992-2010 Engineering Management***



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**David McDaniel**

- Managed an engineering department of 45 people. Unit capacity factor and equipment performance increased approximately 15% because of improvements made during his tenure.
- Supervised groups of up to 10 engineers involved in both the design and operation of a nuclear power plant.
- Created and implemented a system engineering program at the Millstone 3 power station.
- Revised the modification process for reload core designs to meet industry standards.
- Wrote and led several major tests in the initial NRC Regulatory Guide 1.68 plant startup test program from precore hot functional load through commercial operation.
- Lead startup engineer for process plant computer, software development, and fuel handling systems.
- Managed a three refueling cycle upgrade of fuel handling systems including instrumentation, hardware, electrical upgrades, and as low as reasonably achievable reviews.
- Refueling and Maintenance outage shift coordinator
- Part of the team that developed the initial technical specifications for Millstone 3.
- Authored, trained personnel, and supervised the initial and subsequent refueling start-up physics and power ascension testing programs for the Millstone 3 reactor.
- Planned and facilitated five industry conferences while at INPO. Taught classes in numerous areas as a subject matter expert for both operations and engineering personnel at the Millstone power station.
- NRC licensed operator, Unit Duty Officer, Director of Emergency Operations, and Shift Technical Advisor.
- Performed and supervised instrument and control system uncertainty analyses for reactor protection system setpoints, calorimetric power determination, reactor coolant flow measurement, and emergency operating procedure setpoints.
- Participated as a member of the expert panel for use of PRA in the NRC Maintenance Rule, and application of PRC to ASME code piping inspections.

**1994-Present Project Management**

- Supervised engineers that orchestrated reload core designs and reload safety analysis in over a three-year period.
- Performed vendor oversight and design basis reconstitution as part of the process.
- Coordinated a team of engineers in two design change projects that resulted in a 15 Mega Watt electric unit output increase.
- Devised a program for design basis review of power stations testing commitments, hired 25 engineers, and completed the initial program evaluation in 4 months.

**Other Professional Experience**

**Diablo Canyon Power Plant [1979 – 1982]** – Power production engineer accomplishments included creating and performing the initial plant instrument response time testing program, performing and reviewing plant surveillance tests, and qualifying as a shift technical advisor. Mr. McDaniel was the Plant Fire Chief for one year at Diablo Canyon and was responsible for identifying initial open issues following the issuance of the NRC Fire protection rule Appendix R. Mr. McDaniel completed Westinghouse Standardized Nuclear Unit Power Plant System (SNUPPS) SRO certification training while at Diablo Canyon.

**[1977] SS Sea-Land Commerce** – Engineering Watch Officer responsible for engine room operations and personnel. Collateral duties included operation and maintenance of 100 refrigerated containers storing perishable high-value cargo.

**[1977 – 2007] United States Navy** – Captain U.S. Navy Reserve and Engineering Duty Officer. Selected for promotion and advanced in increasingly responsible positions leading to five assignments as Commanding Officer and two assignments



**David McDaniel**

in a wide geographic area coordination role. Awarded multiple Navy and Marine Corp commendation awards and commanding officer of units receiving the Bilger award for outstanding readiness.

- Commanded five reserve units some with greater than 80 personnel in achieving training goals that allowed support of maintenance and overhaul of ships saving several million dollars in avoided cost over a period of four years.
- Developed management studies to apply Malcolm Baldrige award and review criteria to naval activities.

### **Professional Certifications and Accomplishments**

American Society of Mechanical Engineers, American Nuclear Society American Society of Quality, Naval Reserve Association, U.S. Naval Institute Member

Waterford Board of Selectmen, 1993

Member Waterford Board of Finance, 1995-2000

Member Waterford Housing Authority, 1989-1993 & 1994-1995

Member Waterford Economic Development Commission, 1984-1989

Member Board of Directors AHEPA 250-2 Senior Citizen Housing Project

Member Board of Directors Twin Haven Senior Citizen Housing Project

During his tenure on these Boards and Agencies, Mr. McDaniel was instrumental in improving and expanding the base of senior citizen housing in Waterford, and managing Waterford's transition through electric deregulation and property tax re-evaluation.

### **Licensure and Awards**

SRO, U.S. NRC, 1985-1996

Third Assistant Engineer U.S. Coast Guard, 1977-1992



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

June 7, 2017

Carlo D. Melbihess  


Idaho State Board of Education  
650 West State Street, 3<sup>rd</sup> Floor  
Boise, ID 83702

To the Idaho State Board of Education:

I am writing this letter to express my interest in serving as one of the five trustees on the inaugural Board of Trustees for the College of Eastern Idaho (CEI). As a resident of Bonneville County who advocated and voted in support of the College on May 16, 2017, I see the tremendous opportunity and potential that CEI will have for the students and businesses in our community.

I have over 23 years of experience managing and operating research laboratories for the U.S. Department of Energy across our nation, which makes me uniquely qualified for this position. Currently, I am a member of the Senior Leadership Team at Idaho National Laboratory (INL), the nation's lead nuclear energy Laboratory. My role is the Director of Facilities and Site Services, INL's largest facility management and support organization, employing over 510 staff and numerous service and subcontractor employees with an annual base budget of \$117 million in my organization alone. Prior to joining INL, I worked in the facilities and operation organizations at the U.S. Department of Energy's Pacific Northwest National Laboratory, Oak Ridge National Laboratory, and Brookhaven National Laboratory. I hold a Bachelor's degree in Civil Engineering from the University of Washington, attended Harvard Business School's Executive Education Program, and I am a certified facility manager through the International Facility Management Association.

Our work at INL is recognized as a critical economic driver and important asset to the State of Idaho. INL is the sixth-largest employer in the state with 4,272 full-time researchers, scientists and support staff and more than 350 interns. I am committed to provide strong ties to both INL and the high technology community. I will work hard to represent the interests and needs of both large and small employers of our community. I also bring an understanding of registered apprenticeship programs sponsored by Idaho's Department of Labor.

My involvement with Eastern Idaho Technical College (EITC) began over five years ago by volunteering to serve as a Board Member on the EITC Foundation. I continue to proudly serve today. I fully embrace the Foundation's continued efforts to transform students' lives through scholarships. Through the generosity of our community and the work of the Foundation, nearly \$200,000 in scholarships were awarded to 160 students at EITC during academic year 2016-2017. Over the years, I have become very familiar with the college campus, facilities and infrastructure, educational programs and faculty.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Idaho State Board of  
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As I look to the future, my desire to serve our community in new and even more impactful ways has grown over the years. The opportunity to become a member of the inaugural Board of Trustees for CEI represents the perfect opportunity to contribute and have a continued positive impact. As a Trustee, I will be committed to CEI's success in the following areas:

- Oversight of preparatory efforts paid for with \$5 million established to assist with the formation of CEI.
- Timely and innovative campus planning to support the short, and long-term infrastructure needs to enable CEI's future growth.
- Adherence to the study panel's mill rate recommendation of \$15/100,000.
- Dual credit and STEM partnerships with our regional K-12 districts with the intention to improve student recruitment, accurate placement and "Go On" rates.
- Increase college connections with local employers who need a trained technical workforce (internships for students and providing employees for advisory committees).
- Support the timely creation of 2+2 and consortium agreements with the University of Idaho, Idaho State University and BYU-Idaho. Ensure seamless transfer of CEI graduates into a university bachelor's degree program.
- Expanding internships and apprenticeship models.
- The innovative instruction to include online and blended emphasis, innovative scheduling, consideration of a trimester system, strong systems to enhance retention and increase graduation of students.

I fully understand the commitment to serve on the Board of Trustees and deliver effective and successful governance to assure CEI's long-term success. Taking on this role is an important responsibility and is not something I take lightly. I find satisfaction in energetically confronting tough challenges and working collegially with others to overcome them. I feel I can bring many other valuable contributions to this position, such as:

- **Demonstrated Leader** – Willing to take risks, be supportive of board colleagues, CEI president, faculty, staff and students.
- **Team Player** – Will help promote the board's vision and goals.
- **Governance** – Understand the difference between management and oversight; willing to hold self and others accountable.
- **Honesty** – Display sincerity, integrity and candor in all actions.
- **Good Listener** – Interested in hearing other people's ideas and perspectives.
- **Effective Communicator** – Strong verbal and written skills, able to effectively engage at all levels.
- **Decision Maker** – Confident and know my own style; able to recognize others' decision-making styles; can support group decision-making that is in the best interest of the collective whole.
- **Innovative** – Not afraid to try new approaches, strong commitment to continuous improvement.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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I also fully appreciate that the students are our ultimate focus. I will work with other board members to create a shared vision; build strategic partnerships; sustain progress through continuous improvement; maintain strong ethical standards; and objectively seek answers to questions and challenges as they arise.

Thank you for your time and consideration. I look forward to your decision about this exciting opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read 'Carlo D. Melbihess', with a long horizontal flourish extending to the right.

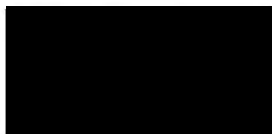
Carlo D. Melbihess

Enclosure

1. Carlo D Melbihess Professional Resume



**Carlo D. Melbihess, CFM**



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**SUMMARY STATEMENT**

Mr. Melbihess has over 23 years of progressive U.S. Department of Energy (DOE) National Laboratory experience managing a wide variety of laboratory management and support functions such as facilities management, operations and maintenance, roads and grounds services, utility operations, cafeteria and catering services, logistical warehousing and delivery, precision fabrication support, calibration services, fleet management & maintenance services, bus operations, project and program management, facility programming and engineering design services, construction management, renovation and demolition project management, waste management services, information technology services, business and financial management, communications, environmental, safety & health (ES&H), quality, performance assurance, laboratory protection and security services. Prior to joining Idaho National Laboratory, Mr. Melbihess worked in various leadership and management roles in facilities and operations directorates at the U.S. Department of Energy's Pacific Northwest National Laboratory, Oak Ridge National Laboratory and Brookhaven National Laboratory. Mr. Melbihess has international experience managing the planning, programming and conceptual design of the PETRONAS Renewable Energy Laboratory in Kuala Lumpur, Malaysia. He holds a bachelor's degree in civil engineering from the University of Washington in Seattle, and is a certified facility manager through the International Facility Manager Association.

**EDUCATION AND CERTIFICATIONS**

- **Bachelor's of Science in Civil Engineering, BSCE**  
University of Washington, Seattle, WA, 1988 – 1993
- Harvard Business School Executive Education Program  
Cambridge, MA, 2017
- EIT Certificate No. 21138, State of Washington, 1996
- Certified Facility Manager (CFM), International Facility Management Association,  
2007 - present

**EXPERIENCE**

07/11- Present **Director, Facilities and Site Services**  
Facilities and Site Services Directorate, Battelle Energy Alliance, LLC  
Idaho National Laboratory, Idaho Falls, ID

Responsible for leading an organization of approximately 510 employees in addition to construction and service subcontracting staff providing a wide range of facility management and laboratory support services across the INL. These services include facility operations and maintenance; roads and grounds maintenance; utility operations and maintenance; infrastructure strategic planning and space management; construction services; skilled crafts; management/union relations, management of the INL vehicle and equipment fleet (light and heavy) including a modern, sustainable fleet of over 75 passenger buses, and associated operations, maintenance and repair activities; machine shops and precision manufacturing services; landfill operations; waste management services; food services; and mission enabling research & development (R&D) support services. Annual budget exceeding \$100M per year and growing.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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06/10-06/11     **Deputy Assistant Laboratory Director (ALD), Facilities and Operations**  
Facilities and Operations Directorate, Battelle Science Associates, LLC  
Brookhaven National Laboratory, Upton, NY

Responsible for assisting with the direction of the work and the staff of the Facilities and Operations Directorate which provides a wide range of expertise in planning and managing the physical plant and services for Brookhaven National Laboratory. Responsible areas include facility strategic planning, facility operations, maintenance management, engineering design, construction, project management, staff and site services, security, fire, and emergency management responsibilities. Responsible for managing the organizational performance for a 560 person, \$100M per year enterprise to provide the mission ready infrastructure capability for effective research at BNL.

04/08-05/10     **Laboratory Operations Director**  
PETRONAS Renewable Energy Laboratory, Kuala Lumpur, Malaysia operated by  
Battelle Science & Technology Malaysia for PETRONAS Research Sdn. Bhd.

Responsible for the planning, programming, design and operation of a world-class Renewable Energy Laboratory for PETRONAS. Provided leadership for the establishment and management of a world-class laboratory operations organization with planned support functions of facilities management, maintenance and site services, security, communications, information technology, business and financial management, environmental, safety health and quality, performance assurance and security services. Assisted in the development of an integrated Laboratory Enterprise Model which became the basis of the laboratory's integrated management system (SBMS). Provided leadership for strategic planning and budgeting initiatives. Played a key role in helping setup our Malaysian subsidiary, Battelle Science & Technology Malaysia (BSTM) in Kuala Lumpur. Established and managed various different support contracts such as legal, accounting, tax services, cell phones, computers and miscellaneous office material. Established and maintained BSTM's policies and procedures.

02/07-03/08     **West Complex Facility Manager**  
Facilities Management Division, UT-Battelle, LLC  
Oak Ridge National Laboratory, Oak Ridge, TN

Responsible to lead and oversee the management, operations, maintenance and all aspects of R&D support services for approximately 150 facilities and other miscellaneous structures totaling over 750,000 square feet of space in the West Complex. Major responsibilities include planning, directing, supervising, and the close coordination of all facility maintenance, modifications, alternations and R&D support activities to assure the facilities in the West Complex are mission ready and the tenant's needs and requests are addressed in a timely manner. Develops and enforces limits and controls established in the Facility Use Agreements and assures all work activities are compliant to those agreements. Provided leadership of a diverse core team consisting of Facility Engineers and Projects Leaders who oversee an extensive group of facility maintenance and custodial support staff on an annual basis. Develops and implements an Annual Work Plan of \$5M that clearly defines all preventative and corrective maintenance needs, deferred maintenance reduction investments and planned R&D support and assures that the Complex is managed to established budgets.

Provided input to the Director of Facilities Strategic Planning with input from various stakeholders to develop long-range facility and infrastructure plans and baselines for facility maintenance and modernization initiatives that improve facility operational reliabilities, while adapting to the Laboratories evolving R&D Missions. Worked closely with the research and support organizations to develop customer relationships in ensuring clear communication, participation in work planning, and achieving the highest possible customer satisfaction.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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09/06-02/07     **Program Manager, Infrastructure Strategic Planning**  
Facilities Development Division, UT-Battelle, LLC  
Oak Ridge National Laboratory, Oak Ridge, TN

Provided the overall leadership and strategic planning to prepare a comprehensive site study for the construction of a proposed new Information Technology (IT) Center for the Computing and Computational Sciences Directorate. Responsible for the development of program needs and system requirements including preliminary electrical and mechanical engineering analysis necessary to identify possible systems and equipment that would be needed to support the facility demands. Responsible for preparing a Request for Proposal Package (RFP) which includes detailed performance specifications, system requirements documents, a statement of work, and a construction addendum for a critical new chilled water plant addition onto the new Multi-Program Research Facility.

Responsible for the timely completion of tenant improvements in ORNL's Alternate Financed Facilities. Act as a liaison between the construction contractors and the Facility Management Division and the R&D customer for delivering facility modifications on time, under budget, and ahead of schedule.

12/05-09/06     **Program Manager, Melton Valley Modernization Project**  
Facilities Development Division, UT-Battelle, LLC  
Oak Ridge National Laboratory, Oak Ridge, TN

Provided the overall coordination and leadership to prepare and institutionalize a comprehensive Master Plan of Development for the Melton Valley Nuclear Facilities Complex. Assured that all critical capital projects for Melton Valley were defined and captured in ORNL's Ten Year Site Plan (TYSP). Supported the ADS/MY Primavera Pilot by using the Melton Valley planning effort as the test case. Performed the initial programming and system requirements documents for the proposed Melton Valley Maintenance Building. Managed the cleanup of legacy materials, trailers and equipment in the construction lay down area ahead of the ACTS due dates. Supported various aspects of the Cold Source Upgrade for the High Flux Isotope Reactor (HFIR).

12/05-09/06     **Program Manager, Nuclear Facilities Consolidation**  
Nuclear Operations Directorate, UT-Battelle, LLC  
Oak Ridge National Laboratory, Oak Ridge, TN

Responsible to the Director of Nuclear Operations for the preparation of a Nuclear Facility Consolidation Strategy that was submitted to ORNL's DOE Site Office in December 2005. Assured that all four UT-Battelle performance measures under the Nuclear Facility Consolidation PEP were completed exceeding DOE's expectations. Assured an "A" grade from DOE for the effort. Successfully completed Building 4501 renovations, which was recognized by a Significant Achievement Award (SEA). Led an independent comprehensive relocation study to evaluate new options of relocating the capabilities of 3025E and 3525 to Melton Valley and in the context of the new Integrated Facility Disposition Project (IFDP).

2000-2005     **Program Manager, Facility Transition, Consolidation and Disposition**  
Facilities Revitalization Project, UT-Battelle, LLC  
Oak Ridge National Laboratory, Oak Ridge, TN

Responsible for the strategic planning, coordination and implementation of ORNL's Laboratory-wide infrastructure consolidation and footprint reduction activities for ORNL with a focus on excess facility elimination. Responsible for the alignment of project teams to provide facility disposition services including characterization, waste and equipment removal, facility deactivation, utility reconfiguration, decontamination, demolition, decommissioning, and site restoration for all types of buildings and infrastructure. Responsible for work scope development, resource planning, contracting strategies, procurement, management of project teams, and project cost and schedule controls. Worked closely with the U.S. Department of Energy's Office of Environmental Management (DOE-EM), the National Nuclear Security



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Administration (NNSA), and other DOE prime contractors to coordinate ORNL's D&D and remedial activities on the Oak Ridge Reservation. Responsible for successfully vacating over 1.8 million square feet of deteriorating, non-mission critical space, and consolidated well over 1000 staff members into new world-class facilities at the ORNL Main Campus during the first five years of the Laboratory's modernization effort.

1998-2000     **Resource Manager, Engineering, Design and Craft Resources**  
Facilities and Operations Directorate, Battelle  
Pacific Northwest National Laboratory, Richland, WA

Responsibilities include coordinating, directing, and monitoring all assigned work and staff to ensure that projects are completed on time, within the functional and technical specifications, and that customer expectations are met. Maintained strong working relationships between facility occupants, building operations staff and craft support. Helped establish roles and responsibilities during a significant reorganization and was assigned many process improvement initiatives. Worked closely to resolve disputes and find common objectives between Laboratory management and the local Union leadership. Responsible for assuring that each staff member received the appropriate training and resources to meet the needs of customers.

1994-1998     **Project Manager/Plant Engineer, Engineering, Design and Craft Resources**  
Facilities and Operations Directorate, Battelle  
Pacific Northwest National Laboratory, Richland, WA

Responsibilities included providing engineering input during all phases of projects involving new construction, renovation and upgrades of existing facilities and facility consolidation. Function included identifying customer requirements, preparing conceptual designs, formulating design criteria, developing title I and II design documents, and construction oversight during the project construction phase. Planned, coordinated and managed various laboratory consolidation and facility shutdown activities. This work was accomplished by supervising and coordinating matrixed team members of multiple engineering, craft, and other project support disciplines. Active as PNNL single point of contact for crane engineering and was a member of the Hanford Site Hoisting and Rigging Committee.

1993-1994     **Civil/Structural Design Engineer, Plant Engineering**  
Liquid Low Level Treatment Facility Construction Project, Adtechs Corporation, LLC  
Project Hanford, Richland, WA

Provided on-site design support for the construction of the Hanford Site Effluent Treatment Facility. Responsible for resolving day-to-day design and technical questions as it pertained to the Civil Site Work, foundations, and structural steel installations. Coordinated with multiple contractors and kept strong working relationships and communication with DOE.

**OTHER RELEVANT EXPERIENCE**

- Chairman, INL Operations Council
- Board Member, Oak Ridge National Laboratory Operations Committee
- Active member of the Battelle Facilities and Operations Directors Community of Practice (CoP)
- Battelle Corporate Relationship Manager with FLAD Architects
- Participated in the establishment of Battelle Science and Technology Malaysia in Kuala Lumpur in 2008
- Participated on two Battelle acquisition efforts, supporting the successful contractor transitions by Battelle and its partners for the management of Oak Ridge National Laboratory, and most recently the Idaho National Laboratory.
- Served on the DOE-ORO Excess Facility Task Force and was actively involved in the planning and preparation of a Mission Need Statement for the Oak Ridge Integrated Facility Disposition Project (IFDP) which identified the need to D&D approximately 188 facilities at ORNL and 19 facilities at Y-12 by the year 2018.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

- Nominated by DOE-HQ to be part of an External Independent Review Team (EIR) for the Building 51 Demolition Project at Lawrence Berkeley National Laboratory.
- Designated as the Hoisting and Rigging Program Manager for the Facilities Development Division.
- Represented Battelle on a new EFCOG Working Group established specifically for D&D and Facility Engineering.

**DOE SECURITY CLEARANCE HISTORY**

1998-2006	U.S. Department of Energy "L" Clearance
2007-2008	U.S. Department of Energy "Q" Clearance
2010-Present	U.S. Department of Energy "Q" Clearance

**COMMUNITY SERVICE**

Eastern Idaho Technical College (EITC) Foundation Board of Directors, 2010 - present

**REFERENCES & TRAINING HISTORY**

Available upon request

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6/8/2017



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

April 12, 2017

To: Idaho State Board of Education

I am applying for the Board of Trustees for the College of Eastern Idaho. I served 11 years (2004 to 2015) on the Idaho Bonneville Joint School District 93 school board as treasurer and vice chairman. It was a privilege to serve the people of Idaho and be intensely involved in education for our youth. While I served, we experienced over 300% growth in enrollment. We built 6 new elementary schools, created the new Technical High School, plus created an on-line K-12 school without having to raise the tax levy. I was also greatly involved in preparing the bond for a new high school.

I am a graduate of Idaho State University and believe in the local education of our youth. I also have an advanced degree from Hahnemann University in Philadelphia, PA. I enjoyed both experiences. I believe in the education system of our state. I want to be part of creating a system that enhances and enriches the lives and community where I live.

I am a results-oriented manager with formal training in sales. I have proven expertise in driving sales strategies and building strong relationships with clients and employees. I am effective in driving strategic solutions and quality assurance initiatives through leadership training and development. I have a strong ability to identify trends, develop competitive strategies, and execute planned projects.

My knowledge of the surrounding area and community will also greatly benefit the college. My dedication to the local community is proven. I have lived in the Idaho Falls area for many years and like the opportunities and life style it provides.

I have enclosed a resume and letters of recommendation which provides additional information concerning my education and experience. I welcome the opportunity to meet with you and discuss my qualifications.

Sincerely,

W. Kip Nelson





## KIP NELSON

### SALES MANAGER

Results-oriented Manager with formal training in Biology and Health Science. Successful in combining an extensive background of 9+ years of experience in pharmaceutical sales with 8+ years of experience in B2B development. Proven expertise in driving sales strategies in medical and pharmaceutical industries. Credited with building strong relationships with clients to increase market reach. Accomplished taking programs from concept to launch. Effective in driving strategic solutions and quality assurance initiatives through leadership training and development. Recognized for strong ability to identify trends, develop competitive strategies and execute strategically planned projects.

- Territory Development
- Medical Terminology
- Performance Measurements
- Strategic Planning/Analysis
- Data Analysis
- Budgeting & Timelines

### KEY ACHIEVEMENTS

- Achieved Imagination Club Winner, 108% of goal and Pravara, 245% growth in one year in 2014.
- Earned commission sales of \$103K, 109% of goal and acknowledgement as a President's Club Winner in 2012.
- Increased sales by 179% from 2007 – 2011 with strong campaigns based on extensive territory sales data analysis.
- Ranked 14th in the nation as sole territory representative and reached Top 5% of national market share in 2006.
- Surpassed forecasts and delivered 132% of objective call goals and 114% of the TRx objective in 2002.

### PROFESSIONAL EXPERIENCE

**L'OREAL PROFESSIONALS SALON CENTRIC**, Eastern Idaho Territory 2011 – Present  
*Sales Consultant, B2B*

- Increase sales through market penetration in a territory with 200 salons, consistently exceeding sales goals by 109%.
- Improve market results by training new employees on effective sales techniques focused on individual customer needs.
- Serve as an ongoing information resource to clients, organizing training and education classes.
- Demonstrate product knowledge by studying characteristics, capabilities and features of the 600 products and 22 Manufacturers to compare and contrast with competitive alternatives.

**EXPRESS EMPLOYMENT PROFESSIONALS**, East Idaho 2007 – 2011  
*HR Director, B2B Sales of Employee Placement Services*

- Grew market from 2007 (\$905K) to 2011 (\$1.7M), realizing 179% in growth.
- Streamlined operations by hiring, training and leading all office personnel for increased efficiency.
- Increased transparency into current market positioning by compiling data and analyzing territory sales.
- Spearheaded the opening of a new medical staffing division by communicating expectations, delegating tasks, scheduling deliverable timelines and tracking milestones.
- Managed workman's compensation, unemployment, insurance, benefits and payroll with oversight of over 140 employees.

**PROCTOR & GAMBLE**, Southern Idaho Territory 1998 – 2007  
*Account Manager, Pharmaceutical Division*

- Promoted and distributed pharmaceutical agents to targeted physicians and healthcare professionals, including: osteoporosis, cardiovascular, gastric, dermatology and urology products.
- Directed the medical speaker programs as a regular presenter at District/Regional meetings as a cardiovascular expert.
- Exceeded sales goals, ranked 14th in the nation, placed Top 5% of national market share and 20% of the regional sales force.
- Launched a new osteoporosis drug by creating new strategies and identifying opportunities.

**LIFE QUEST MEDICAL**, Southern Idaho Territory 1997 – 1998  
*Client Representative*

- Sold and distributed laparoscopic instruments and surgical equipment.
- Led the opening of a new territory, increasing institutional sales to hospitals and clinics.
- Taught new surgical techniques to surgeons in the operating room.

**IMPULSE CIRCULATION**, Apple Valley, CA 1994 – 1997  
*Cardiovascular Perfusionist*

- Developed a new cardiac program of perfusion functions including running heart-lung machine, balloon pumps and cell saver equipment while working with various cardiac drugs.
- Assisted with anesthesia and computer charting while supporting surgeons and staff on over 400 cardiac surgical cases.

### EDUCATION & AFFILIATIONS

**Bachelor of Science**, Health Science and Humanities, Hahnemann University, Philadelphia, PA (Dean's List)  
**Bachelor of Science**, Biology (Microbiology, Physics, and Chemistry), Idaho State University, Pocatello, ID  
**School Board Member**, Bonneville School District #93, 2004 – 2015



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

July 12, 2014

TO WHOM IT MAY CONCERN:

I have known and worked with Kip Nelson for over twelve years as we served together on the Bonneville School District Board of Trustees. I have found Kip to be insightful, level-headed, and cooperative in working to solve whatever task is at hand. He is an extremely likable person and has an amiable personality that cares for others.

Kip has demonstrated an ability to understand and resolve complex issues and he works well with others. Kip is highly motivated and has earned the respect of those who know him.

Having served as a School Board Chairman and as the Municipal Services Director for the City of Idaho Falls, I understand the importance of hiring good people. As such, I would not hesitate to recommend Kip Nelson to any organization needing someone who builds cooperation, manages well, and understands the business community. Although I am not sure of all the qualifications you are looking for in an employee, but if integrity, hard work, wisdom, fairness, problem solving, and genuine concern for others is important, I am confident there are none that would exceed Kip Nelson.

If I can provide any additional information regarding Mr. Nelson's qualifications or abilities, please feel free to contact me.

Sincerely,

S. CRAIG LORDS

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

**Barry Mortenson**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

August 5, 2014

To Whom It May Concern,

I am writing to let you know of my unconditional support for Kip Nelson for your position. Kip has been a colleague and friend for the last seventeen years. In 1997 he joined Procter & Gamble as a Pharmaceutical representative. At that time I became his District Manager. I worked closely with Kip for 6 years and observed his outstanding leadership and business acumen during that time. After I took another position with Procter & Gamble, I continued to observe and associate with Kip until my retirement in 2009.

As a Pharmaceutical Representative, Kip was a self starter and showed incredible adaptability with his potential clients which let him excel in sales. His ability to know what the customer wants before they tell him made customers feel comfortable with him. His business savvy and understanding of what needs to get done to impact business are two of Kip's strengths.

While at P&G, Kip was responsible for 250+ direct customers. Kip's great connection with his customers and relentless perseverance to always make the customer happy allowed Kip to be a top sales person for our company time after time.

Kip is also able to work effectively with other co-workers, making him a great addition to the team. His integrity is without question. He does what he says he is going to do and no promise was ever left unfulfilled. I enjoyed watching him continue to grow with Procter and Gamble until their exit from Pharmaceuticals.

With abilities, adaptability, and dedication, Kip will make a great addition to your company. I have no doubt that you will be exceptionally pleased if you hire him. I will be willing to talk to anybody at anytime who would like to hear more about him from me. If you have any questions, please feel free to contact me at the above address.

Sincerely,  
Barry Mortenson



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Margaret L. (Peggy) Nelson**

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June 12, 2017

Idaho State Board of Education  
P.O. Box 83720  
Boise, ID 83720-0037

Dear State Board of Education Members,

Having just retired from nearly 25 years at Eastern Idaho Technical College, I have an abiding interest in its transition to College of Eastern Idaho (CEI).


For the past 14 years, I managed all aspects of the General Education Division as well as teaching two English classes per semester. The growth of this division will be critical to the success of CEI as it moves into a full-scale community college. My expertise and knowledge of EITC/CEI will be important to the effective functioning of the Board of Trustees. I have a great deal of historical knowledge about the college as well as specific knowledge of general education courses and their development, transferability, and outcomes assessment.

In addition to my career at EITC, which includes serving as the Adult Basic Education Division Manager (5 years) and the Accreditation Liaison Officer for 15 years (in addition to my position), I also have significant experience in industry. I worked for Boeing Aerospace as a proposal writer for three years and for five years with EG&G Idaho (prime contractor for the site) in both document control and central training.

My husband and I have raised two children in this community. Although both of our children graduated from universities, it would have been a huge help to our family to have had the option of a community college.

Enclosed is my resume/vitae for your consideration. I look forward to hearing from you soon. If I can answer any other questions, please feel free to call or email me at any time.

Sincerely,



Margaret (Peggy) Nelson



Margaret L. (Peggy) Nelson, M.A. Ed.S.

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## Summary of Qualifications

- Over 20 years of leadership, management, and teaching in higher education.
- Expertise in accreditation requirements, research, and evaluation (Northwest Commission on Colleges and Universities).
- Active on Statewide committee for General Education reform.
- Wrote and administered numerous successful grant projects.
- Corporate experience in research, evaluation, and writing of proposals and procedures.

## Experience

### **Eastern Idaho Technical College – Idaho Falls, ID**

#### ***General Education Division Manager.*** 2003 to 2017.

- Represented the General Education Division on Statewide initiatives and committees.
- Active member of the Instructional Advisory Committee and Faculty Council.
- Hired, trained, evaluated, and supervised full-and part-time faculty and staff.
- Scheduled, developed, and taught transferable credit courses, participated in strategic planning, developed learning outcomes and assessment, and oversaw General Education budget.
- Proficient in the use of Blackboard course management system and challenges related to online and hybrid course development and delivery.
- Wrote annual Carl Perkins grant proposal to fund the Academic Support Center (tutoring) and oversaw daily operations.
- Developed presentations and facilitated training to EITC staff, faculty, and students on accreditation, outcomes assessment, research, and writing.

#### ***Accreditation Liaison Officer.*** 1996 to 2009, 2012 - 2014

- Responsible for writing, editing, and timely submission of the 1996 and 2007 Institutional Self-Study Reports to the Northwest Commission on Colleges and Universities (NWCCU).
- Wrote and edited interim reports to NWCCU and coordinated annual reporting of institutional data.
- Chaired the accreditation steering committee.
- Kept College involved and informed throughout the process.
- Attended NWCCU trainings and workshops.

#### ***Adult Basic Education (ABE) Division Manager.*** 1997 - 2002

- Managed daily operations of the ABE division.



**Margaret L. (Peggy) Nelson**

- 
- Wrote and administered a variety of federal and state grants and annual reports supporting ABE and English as a Second Language (ESL) programs.
  - Managed personnel and budget, data acquisition and reporting, scheduling, and outreach programs in ABE, GED preparation, and ESL.
  - Worked closely with state director and other ABE managers throughout the state to research, interpret and implement federal requirements.
  - Statewide trainer on adult learning.
  - Served on the Workforce Investment Board (1997 – 2003)

***ABE English Instructor.*** 1993 – 1996

- Taught all levels of English Courses within ABE.

**Northwest Commission on Colleges and Universities. *Evaluator.*** Seattle, WA.

- April 2000. Everett Community College. Full-scale accreditation visit. Provided a written evaluation of programs and curricula in Fine Arts and Humanities.
- April 2013. Highline Community College. Full scale accreditation visit. Provided a written evaluation of programs and curricula in General Education and Outcomes Assessment.

**Idaho State University.** 1991 - 2001

***Adjunct English Instructor.*** Instructed one section per semester of English 102 (Critical Reading and Writing) on the Idaho Falls campus.

**EG&G Idaho, Inc. Central Training Group.** Idaho Falls, ID.

- ***Training Specialist.*** Instructor/Developer. January 1993 to January 1994. Designed and developed standardized lesson plans for short-term training; taught Train-the-trainer classes.
- ***Senior Communications Specialist.*** January 1989 to January 1993. Responsible for the control, edit, revision, and distribution of the Engineering Standard Practices Manual and company specifications and procedures.

**Science Applications International. *Editor (temporary).*** Idaho Falls, ID. December, 1988 to January 1989

Assisted in the cross-reference and revision of a 300-page index to the *Yucca Mountain Waste Repository Study* for the Department of Energy.

**Boeing Aerospace.** Proposal Development. ***Author/Editor.*** Kent, WA. September 1985 – December 1988

- Researched and wrote relevant experience sections/volumes for major DoD and NASA proposals.
- Attended a week-long technical communications conference at the Massachusetts Institute of Technology, 1988.



**Margaret L. (Peggy) Nelson**

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**Central Washington University.** English Department. *Graduate Assistant – English.* Ellensburg, WA. 1983 – 1985.

Taught freshman composition courses, assisted with evaluation and placement of entering freshmen, and tutored students in basic reading and writing skills.

**Education**

Educational Specialist (Ed.S.) – *Adult and Organizational Development.* University of Idaho.

Master of Arts - *English.* Central Washington University.

Bachelor of Arts - *Sociology.* Central Washington State College.

**Professional Affiliations and Presentations**

**Commission for Adult Basic Education (COABE)**

- Conference Presentation: *Teaching Strategies for Use with the Adult Schizophrenic.* Paper presentation, 1998. Corpus Christi, Texas conference.
- Conference Presentation: *Facilitating New Self-Concepts in the Adult Learner,* 1996. Pittsburgh, Pennsylvania conference.
- Conference Presentation: *Life Beyond ABE: Preparation, Adaptation, & Application,* 1995. Little Rock, Arkansas conference

**Idaho Lifelong Learning Association (ILLA)**

- 1997-2003 and 2014-2016. Newsletter Editor.
- 2009-2010. Board Member.
- 2011. Twin Falls, ID. Conference Presentation: *Teaching as a Revolutionary Activity.*
- 2003. Sun Valley, ID. Conference Presentation: *A Potpourri of Poetry.*
- 1998. Sun Valley, ID. Conference Presentation: *The Art of Publishing: From Newspaper Columns to Textbooks.*

**Mountain Plains Adult Education Association (MPAEA)**

- 2008-2010. Newsletter Editor
- 2002-2005. Idaho Board Member
- 2002-2005. Book Review Editor for *The Journal of Adult Education.*
- 2007. Coeur d'Alene, ID. Conference Presentation: *Team Teaching Effectively.*
- 2005. Jackson Hole, WY. Conference Presentation: *Clarity Rules: Designing and Evaluating Writing Assignments.*



**Margaret L. (Peggy) Nelson**

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**Publications**

"Successfully applying team teaching with adult learners." With Kevin Laughlin, University of Idaho, and Susan Donaldson, University of Nevada. *Mountain Plains Adult Education Association Journal of Adult Education*. Vol 40(1), 2011.

"1968." *Ethos*. Idaho State University, 2000

"Accreditation: Academia's 10-year itch." *MPAEA Journal of Adult Education*. Winter 1997.

*Dances with death*. Author of Chapter Two - Serial novel published by the *Post-Register*. Summer, 1996

"Legacy" (1984), "Tightrope Walker" and "Lament to an Unfinished Thesis" (1985). *Ellensburg Anthology (poetry)*.

"Teaching strategies for use with adult schizophrenics." *Mountain Plains Adult Education Association (MPAEA) Journal of Adult Education*. Summer 1998.

*John Updike's Rabbit Trilogy: From Running to Jogging; Motions of Grace in Harry Angstrom*. Master's Thesis (1985).

*The Post-Register*. Essay contributions to "In These Mountains." 3/90 and 9/90.

*The Story-tellers* (reader), by Deanna Lowe Jensen. Audiotape Reader. Summer, 1995.

**Awards and Honors**

- Outstanding Faculty Member, Eastern Idaho Technical College, 2015
- Award of Excellence for Idaho, Mountain Plains Adult Education Association, 2005
- Making a Difference Award, Women's Career Day, 1990



Margaret L. (Peggy) Nelson

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**Professional References**

Rick Aman, Ph.D, President  
Eastern Idaho Technical College

[REDACTED]  
[REDACTED]

Sharee Anderson, Ph.D  
VP of Instruction and Student Affairs

[REDACTED]  
[REDACTED]

Kathleen Judy, Mathematics Instructor  
Eastern Idaho Technical College

[REDACTED] [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]

Christian Godfrey, Ph.D  
VP Finance and Administration

[REDACTED]  
[REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

June 16, 2017

Idaho State Board of Education

P.O. Box 83720

Boise, ID 83720-0037

FAX: (208) 334-2632

Re: Application for College of Eastern Idaho Trustee Position, Zone 5

Dear Board Members:

As a passionate advocate for education, I am interested in serving as a trustee of the College of Eastern Idaho. My attached resume includes particular experience revealing my long-held belief that community colleges are essential components in our state's higher education system.

First, I attended a community college. Higher education didn't look to be in the cards for me financially. My father only completed the 7<sup>th</sup> grade and worked as a mechanic, and my mother graduated from high school and then from a radiology technician program. I began applying for one-class scholarships at a local community college, and receiving those scholarships made all the difference. In 1978 while a junior in high school, I began attending a joint-county community college in a neighboring town, some 15 miles from our home, utilizing every penny of those scholarships. I have often wondered if I was a concurrent enrollment student before the term was even coined! By the time I went to university after high school graduation, I had earned 27 transferable credit hours, chiefly because of the generosity and foresight of the residents of those two counties who had opted for more higher education in their communities. I am a proud product of a community college system that gave me a huge leg up.

Second, I understand the importance of timely and quality programming at a community college. During my two terms on the EITC Foundation Board I was also serving two terms on the Eastern Idaho Regional Medical Center Board of Directors. This was a great opportunity to see both the supply side and the demand side of nursing and the delivery of healthcare in our region, and to appreciate the importance of having our local college meet regional workforce demands.

Third, I appreciate and have actively supported the broad mission of our community college. The trustees will likely build upon the past by welcoming a larger and diverse student population including: 1) high school graduates; 2) matriculated students who need remediation; 3) non-traditional students needing a refresher on study skills prior to re-entering the classroom; 4) those in the workforce attending for customized training; 5) concurrent enrollment students; and 6) non-credit seeking community members, young and old, who would like to take a course or two that interests them. Our three children attended summer science camps and Red Cross safety and lifesaving courses at EITC many times, and my husband and I have taken continuing education lifesaving and photography courses at EITC. It is exciting to know that our community will soon have a community college that will meet the needs of a variety of students, much as EITC has proudly done in the past, but now with an even broader mission.

Fourth, I have experience as a trustee and a board member in several capacities. With each of these roles came the opportunity to work with a CEO, superintendent, or president of the organization charged with the day-to-day operations while trustees, on the other hand, chiefly gave general and financial oversight, and took part in policy making in the context of complying with pertinent laws, rules and regulations. My references of EIRMC CEO Doug Crabtree, Alan Reed, and Doug Benson listed on my resume have all worked with me on various boards and will attest to my ability to work in a board setting.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

Resume, Sharon D. Parry, pg. 2

Fifth, I have worked with public financing and budgeting as a past trustee or board member of several organizations, and I understand the important stewardship that must be maintained over public funds. The size and scope of these organizations' budgets varied—from \$32 million at NWREL, to \$45 million at School District #91, to \$170 million for the City of Idaho Falls. I often sat on the Finance or Budget Committees. With this strong background in public entity budgeting, I am prepared and committed to the operation of CEI within the scope of the promises made to the tax-paying public.

Finally, one of the references listed on my attached resume is a current EITC nursing student. I one-on-one coached her in mnemonics and study skills for a difficult EITC physiology course this past Spring (and, to boot, she pulled straight A's her first semester as a non-traditional student new to higher education). Some of my undergraduate work and all of my graduate school work focused on learning, memory improvement and study skills of the adult learner. Although this area of education may likely not be the explicit direction for the new college to take, the new community college board would benefit by having at least one trustee who has a background in adult education and who has strong experience when, for example, measurable student outcomes, benchmarks, placement, re-integration, and support services are topics on a board agenda.

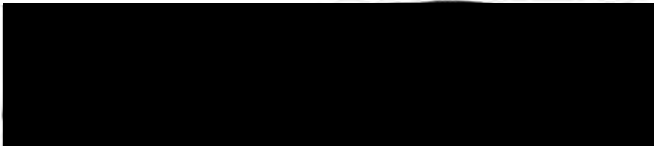
My husband and I reside in Bonneville County near Irwin, although 18 months ago we purchased a business in Jefferson County near Heise and Kelly Canyon. Since the purchase we spent much of our time there as we launched this new adventure. By happy coincidence, we now have that new business to a point where I can devote the necessary time to our new college.

My family and I have lived in Bonneville County for over 26 years, and have supported, and sometimes very actively supported, education in all of its wonderful forms. I am thrilled that the residents of Bonneville County have given their blessing for EITC to become a community college. This will be great for our community and our state, and I believe my record and my experience, plus a willingness to work with other board trustees, staff, students and the public, collectively make for a unique set of experiences, values and abilities that would allow me to serve as a capable inaugural trustee for the College of Eastern Idaho. I appreciate your consideration.

Respectfully submitted,

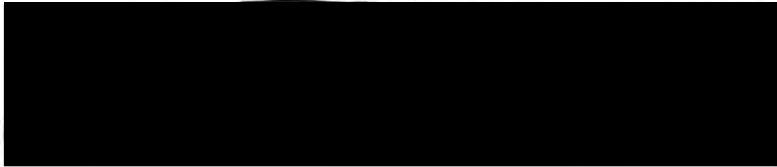


Sharon D. Parry





**SHARON D. PARRY**



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**Education**

Doctoral work in Adult Education, University of Idaho. 21 credit hours. 1997-1999

Master of Education, Brigham Young University, 1985

Graduate Intern and subsequent Supervisor, Brigham Young University Continuing Education Division, Education Workshops, 1985-86

Bachelor of Science Degree in Psychology, Brigham Young University, 1984. Emphasis in Memory, Memory Improvement, Study Skills and Cognition. Minor in Philosophy.

Undergraduate Intern, Office of U.S. Senator Paula Hawkins (R- FL) in Washington, D.C., 1982

Attended Pasco-Hernando Community College in Florida, concurrent with Zephyrhills Senior High School, Zephyrhills, Florida. Graduated with honors, 1980

**Education Related Experience**

Eastern Idaho Technical College (EITC) Foundation, Board of Directors, 2 terms, 2007-2013. Principally on the Finance Committee.

EITC President Selection Committee, 2011. Dr. Steve Albiston appointed.

Trustee, Idaho Falls School District #91, three terms elected, 1996-2005

Board of Directors, Northwest Regional Educational Laboratory (NWREL), Portland, Oregon, 5 years, 2000-2005

State of Idaho Interim Legislative Reading Committee, 1998-1999

Annual Education Law Seminar, Idaho School Boards Association, 8 years, 1997-2004

Idaho School Boardsmanship Award, 7 years, 1997-2003

Mnemonics/Memory Improvement research assistant to Professor and Author Dr. Kenneth L. Higbee, 1984-1985. Then to now, occasionally teach memory improvement and study skills to groups and personally train individuals.



**Sharon D. Parry, pg. 2**

**Other Government and Community Experience**

**Yellowstone-Teton Territory regional tourism organization, 2012 to present**

**Ririe Community Chamber of Commerce. President, 2016 to present**

**Board of Directors, Eastern Idaho Regional Medical Center, 2 terms and Chair, 2008-2014**

**City Council, City of Idaho Falls. Elected 2 terms. 2007-2014**

**Bonneville Metropolitan Planning Organization, 2007-2014**

**City of Idaho Falls Planning and Zoning Commission, 1999-2007. Chair 2003-2004**

**Bonneville County Planning and Zoning Commission, 2005-2007**

**Idaho Falls High School Band Boosters, President 2003-2008**

**Idaho Falls Youth Arts Centre, Board Member and Chair, 2004-2007 and 2009-2012**

**Bonneville County Republican Women, 1997 to present; President 2007-08**

**Member of U.S. Justice Department Grant Approval Committee for City of Idaho Falls, 1996-2006**

**Eastern Idaho Regional Medical Center, Institution Review Board 2002-2008, and Cancer Committee 1995-2002**

**City of Idaho Falls Parks and Recreation Commission, 1997-2000**

**City of Idaho Falls Traffic Safety Committee, 1996-1997**

**PTO Volunteer, Longfellow Elementary, 1992-2002**

**American Cancer Society Volunteer, 1991-2005. Included "I Can Cope" patient enablement course, driving pediatric cancer patients to and from Camp Rainbow Gold in Sun Valley annually, Chair of Candlelighters family activities, and Bonneville County Committee member and president.**

**Grant Writing Activities—Idaho Falls Swim Team, Snake River Chamber Orchestra and Idaho Falls Drumline "Synergy". All three grants 100% funded.**



Sharon D. Parry, pg. 3

**Additional Information**

Kiwanis International, Idaho Falls Kiwanis Club, member and past president, 2009-present;  
Founder of the Idaho Falls Kiwanis Club "Educate a Mom" EITC Scholarship, 5 years running

Owner and Operator, Aspen Grove Inn at Heise Bridge, 2015-present

"Women in Business" Award, Idaho Falls Chamber of Commerce, 2002

Hobbies include whitewater raft guiding, family travel, music and reading.

Married to Steven R. Parry, Idaho Falls attorney. Three grown children; five grandchildren

**References:**

Doug Crabtree, CEO, Eastern Idaho Regional Medical Center [REDACTED]

Park Price, Chair of Bank of Idaho, [REDACTED]

Douglas Benson, Trust Officer, Bank of Idaho; former Chair of EITC Foundation [REDACTED]

Alan Reed, President and Co-owner, Reeds Dairy; current Chair of Idaho Charter School  
Commission [REDACTED]

Lynette Wilson, current EITC student [REDACTED]



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

Ann Marie Peters  


June 17, 2017

Idaho State Board of Education  
650 West State Street, 3rd Floor  
Boise, Idaho 83702

To the Idaho State Board of Education:

The purpose of this letter is to summarize my commitment to education, and specifically my aspiration to serve on the College of Eastern Idaho (CEI) Board of Trustees.

I have both professional and personal experience with secondary and post-secondary students. I understand the integral need for excellence in academics paired with the skillset necessary to launch a career and maintain employment.

Five years ago, I started a company called Interview Savvy. We launched this company after observing repeatedly the inability of job candidates, particularly of the millennial generation, to communicate their academic and work experience in context with its value to an employer. Thus began a company dedicated to helping students, of all generations and socioeconomic backgrounds, uncover, understand, and effectively communicate their talents and capabilities; to land a job, and very importantly, to keep a job.

I have worked with a wide range of students: from high school to retirees, with GED certificates to graduate degrees from prestigious universities. My company has delivered a variety of programs; this breadth of expertise and experience reflects and encompasses the demographic typical to a community.

Personally, I have experienced a number of educational communities and levels of education as a result of my involvement in my own children's pre-school through college experience in Nevada, Virginia, Illinois, Wisconsin, Utah, and Idaho.

My own education at the University of Chicago was liberal arts based. This provides me with a background suited to evaluating a variety of curricula. My community involvement in the Arts and Sciences also lends perspective to developing curricula with a focus on the Humanities. Additionally, my MBA from the Northwestern Kellogg School of Business has provided me with strong management and business skills to help guide CEI through the critical early years.

Finally, my professional research has provided me with the knowledge of the millennial generation, and other young students', very different needs for learning experiences. This is relevant to the Board of Trustees' (BOT) responsibility to guide curriculum development that always answers the question: *"Does completion of this curriculum provide relevant knowledge as well as inspiration for future learning?"* We should be conscious of populating our courses with topics and delivery methods that inspire our students to be lifelong learners. This will require the BOT to be strategic, open-minded, and curious; qualities I possess.

In addition to our academic curriculum, we must also be focused on providing education in career development and workplace performance. At graduation, a student should know *how and where* to best



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

utilize their education. They should be prepared to effectively communicate to employers *how and why* they are the best candidate for the job. Very importantly, they should clearly understand the opportunities available to them to succeed long-term through employment *in Idaho*. My experience at Interview Savvy clearly provides an excellent background for guiding this important aspect of education.

When considering the success of CEI, we should adopt the mantra "If we build it, they will stay". This simple phrase will lend focus to ensuring we are providing the best resources and opportunities for secondary and post-secondary students to want to stay, and succeed, in Idaho on a long-term basis. Further, this focus supports the State Board of Education's goal that 60% of Idahoans ages 25-34 will have a degree or certificate by 2020.

The process to increase certificate and degree achievement begins long before secondary education. The BOT should recognize and support programs that help shape future students. For example, there are many ways to collaborate with corporate and government entities to provide STEM programs beginning at a very early age. Beyond the STEM focus, dual credit provides a much needed and economical jumpstart to students. It serves to reward motivated students and also inspire those who might otherwise truncate their education to pursue higher levels of academic achievement.

However, the pursuit of higher education requires a level of readiness that we recognize is not present when some students complete high school credits. CEI can help bridge that gap and support the SBOE's goal to transform remediation and help those with certificate and degree aspirations become a "college ready" student.

The previous paragraphs outline some initial ideas that will support improvement of go-on rates for post-secondary education. The BOT should take responsibility for seeking additional ideas and implementing them to help advance those rates quickly for our state. For example, to assist those who become inspired to succeed, other states have instituted an automatic full scholarship to their community college for any student achieving a minimum ACT score of 28.

CEI is fortunate to be part of a supportive community with outstanding corporate citizens as well as established post-secondary institutions. I strongly supported the Study Panel's MIL rate recommendation of \$15 per \$100,000 and believe CEI success will prove to the community the value of their investment. The BOT will want to act quickly to establish curriculum and internships in conjunction with business needs and, critically, to establish direct, seamless, transitions for our CEI students to Idaho universities to complete their studies.

In summary, I believe there is a widespread and critical need across all generations and socioeconomic backgrounds for strong and relevant academic foundations combined with soft skills and career education. I am a very well educated small business owner residing in Bonneville County. I have a strong professional and personal commitment to education. I am open-minded and pragmatic with exceptional strategic, interpersonal, presentation, and facilitation skills. I believe I would make an excellent Trustee dedicated to the mantra "If you build it, they will stay".

Additional qualifications and experience are outlined in the attached resume. I would be pleased to expand upon the information in this letter as well as my resume.

Thank you for your consideration.

Sincerely,  
Ann Marie Peters



## ANN MARIE PETERS

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### EXPERIENCE

#### **Interview Savvy, Downers Grove, Illinois**

*Managing Director*

*June 2012 – Present*

- Co-founder of Interview Savvy training and career skills firm
- Create and implement business strategy resulting in positive net profit within one year of initiation
- Execute all aspects of launching a new business including budget, marketing, research, website development
- Develop new client relationships with universities, corporations, and government agencies
- Establish relationships with regional colleges and universities, cultivating custom programs for students of all generations and competencies
- Drive marketing strategies for product promotion and program implementation for various channels (millennial, general population, and long-term unemployed)
- Design and facilitate training for classroom and virtual settings based on career and generational research
- Spearhead strategic alliance with Shaker Recruitment Advertising and Communications to form the US LTU (Long-Term Unemployed) Hiring Project
- Facilitate human resource professional round-table sessions to gain input on strategies for hiring the long-term unemployed

#### **HSBC – North America Card Services, Las Vegas, Nevada**

*Senior Manager, Sales Management Team*

*2002-2007*

- Developed, managed, and launched international behavioral coaching program, integrating accountability strategy for improved performance and morale at all levels to 2500 employees
- Pioneered and implemented application of international sales simulation technology program critical in training over 500 employees in India and the Philippines
- Re-engineered scripts worldwide to manage and launch Simplify, an international scripting technology
- Revolutionized sales scripts with project management and launch of customer experience-based scripting
- Led task force to collaborate with internet team integrating sales best practices into website sales efforts
- Created and launched multiple international recognition and incentive programs
- Managed and coordinated all aspects of strategic planning meetings for sales management team
- Acted as sales “subject matter expert” for HSBC divisions worldwide

*Human Resources Division Manager*

*2001-2002*

- Recruited by the national human resources director to manage all compensation studies and analysis
- Analyzed all incentive program requests to evaluate ROI, motivational characteristics, and equity
- Set precedent for offshore department transfers through management and development of first international exchange training program
- Collaborated with senior management team to analyze current positions, recommend additional positions, and write new position descriptions to meet current and future company needs

*National Sales Manager, Customer Relations*

*1998-2001*

- Transformed operations from a cost center to a \$250 million revenue generating department
- Created new strategic operations sales manager position at each site to facilitate strategic sales training and direction for managers and representatives
- Executed strategy for integrating sales into inbound customer calls through creation of training and scripts
- Designed, launched, and managed inaugural travel incentive award program and “Big Bucks Club” to bolster and reinforce desired sales culture
- Created and integrated international sales culture through development of motivational programs



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

*Assistant Vice President, Project Manager, Customer Relations*

1997-1998

- Recruited as “start-up” subject matter expert to inaugurate new sales division for customer service
- Shattered cultural barriers to transform “service only” department into skilled, revenue-generating sales force
- Developed, launched, and managed first incentive program for customer service
- Launched and facilitated foundational national sales training program to all levels of employees
- Conducted one-on-one sales skills development sessions with management team
- Partnered with marketing to develop program goals and database leads for outbound calling programs
- Created position descriptions, pay scales, and managed hiring of all sales positions
- Developed content and conducted focus groups to evaluate sales programs

**Household Processing and Household Financial Services, Pomona, California**

*Assistant Vice President, National Account Manager*

1995-1997

- Launched start-up sales business units
- Performed market research and developed marketing strategy and collateral for business-to-business sales
- Established relationships with financial institution executives nationwide to secure long-term contracts
- Created new niche for sub-escrow services and consistently surpassed goals
- Established training for new client managers as success of business required expansion of sales team

**Household Finance Corporation (HFC), Los Angeles, California**

*Assistant Vice President, District Sales Manager*

1993-1995

- Managed seven branch offices with over 35 employees
- Transformed low-morale branches into a top performing District nationwide in loan account gain
- Directed all aspects of operations: training, sales motivation, budget management, human resources, and audit

**Household Retail Services (HRSI), Wood Dale, Illinois**

*Assistant Vice President, Major Account Executive*

1990-1993

- Rescued, Ethan Allen, HRSI’s most profitable account
- Grew portfolio to \$85 million in loan account; \$5 million net income
- Developed new business relationships to expand HRSI portfolio

**Household International, Prospect Heights, Illinois**

*General Management Training Program (GMTP)*

1989-1990

- Forged successful executive training program as one of five recruits hand-picked by CEO
- Accomplished leading results through corporate rotations with accolades for consistently discovering new business solutions

**EDUCATION**

**Kellogg School of Business, Northwestern University**

*Master of Business Administration, 1994*

**The University of Chicago**

*Bachelor of Arts, Behavioral Science, 1989*

*Recipient of The University of Chicago Full-Tuition Academic Scholarship*

**ADDITIONAL DISTINCTIONS**

Idaho Falls Arts Council Board Member

Professional Coaching Association of Idaho Member

Chairperson, PCPC Scholarship – endowed scholarship in one year exceeding expected timeline

President and Board Member, Pierce Downer PTA: Raised over \$60k during tenure

Alpha Omicron Pi Corporation Board Member

Featured on Chicago WGN News for Interview Expertise

Appeared as featured employee for HSBC in Working Mother Magazine’s Top 100 Companies



June 19, 2017

Idaho State Board of Education

650 West State Street, 3<sup>rd</sup> Floor

Boise ID 83702

Dear Board of Education,

Please accept this letter of application for the position of Board member of the College of Eastern Idaho. I have included my VITA as requested by the Board.

I am interested in serving the College of Eastern Idaho for several reasons. I believe my experience as an educator and an administrator would lend themselves well to be a Board member and facilitate the successful transition into the future that the greater Bonneville County community is anticipating.

My career spanned 37 years in the public sector. I was a successful teacher and a building administrator or District Superintendent of Schools. I am a collaborative individual who enjoys assisting colleagues and others to celebrate their successes. I have lead several public school districts through some challenging times. I have the experience and abilities to assess difficulties and challenges as well as providing workable solutions.

I was fortunate to earn a Bachelor's Degree with a double major (Broad-Field Social Sciences and Geography) with a minor in History and Political Sciences. I earned a Masters degree in Education and an Education Specialist degree in Administration. I completed my graduate studies with a Ph. D. in Educational Leadership.



**My experiences and education lend themselves to curriculum development, maintenance and expansion. I am experienced in the selection, evaluation and retention of highly qualified staff. I have facilitated collective and collaborative bargaining with ancillary and licensed staff. I have developed building and District annual operating budgets to maintain qualified and licensed staff, provide necessary resources to enhance success, and adhered to all fiscal and audit standards. I have been responsible for the development of building/construction needs in collaboration with student, staff and patrons to meet the educational needs of the education system and community. I have been fortunate to work with and for diverse populations in providing individual and integrated programs and opportunities for success.**

**Please accept this letter and the associated documents as my commitment to provide professional and exciting leadership for the College of Eastern Idaho.**

**I look forward to hearing a successful response from the Idaho State Board.  
Thank you for your time and effort on behalf of my application.**

**Sincerely,**

**Kenneth A. Piippo, Ph. D.**



**VITA**



**KENNETH A. PIIPPO, Ph. D.**

**ADDRESS**



**PERSONAL**

Health: Excellent  
Birth Place: Moose Lake, Minnesota  
Married: Idaho Falls, Idaho  
Claudia Jean Stahl

**EDUCATION**

1997	PH. D.	University of Idaho	Major: Education Administration and Supervision
1984	ED. S.	University of Montana	Major: Education Administration and Supervision
1977	ME. D.	University of Montana	Major: Education Administration and Supervision
1971	5th Year	University of Montana	Major: Elementary Education
1969	B. A.	University of Montana	Majors: Geography Broad-Field Social Science Minor: History/Political Science



**ADMINISTRATIVE EXPERIENCE**

- 2005-2006**      **SUPERINTENDENT** – Glens Ferry School District #192 serves approximately 900 student in Elmore County in the State of Idaho. The district employs 79 staff members in a high school, middle school and elementary setting. The annual budget is approximately over 5 million dollars. I was the chief executive officer of the district.  
(1 Year)
- 2003-2005**      **SUPERINTENDENT** – Soda Springs Joint District #150 is a district that serves approximately 1,000 students in Caribou, Bonneville, and Bear Lake counties in the state of Idaho. The district consists of an isolated rural school, two elementary schools, one middle school, a high school, and an alternative high school. The district employs 61 certified staff, 75 classified, and 5 administrators. The annual budget of the district is slightly over \$6.2 million. The district has aligned the curriculum to the Idaho standards, participates in the state testing program (ISAT) and met the standards of the No Child Left Behind mandates (AYP). As superintendent, I am responsible for the overall operation of the district.  
(2 Years)
- 2000-2003**      **SUPERINTENDENT**- Beaverhead County High School District serves the largest county in the state of Montana in the southwest corner of the state. The high school district serves a student population of approximately 500 students with a certified staff of 32 teachers and 22 support staff. BCHS provides a quality education that includes AP classes through special needs learning environments; excellent elective course selections and a full co-curricular program. As the superintendent, I developed, implemented, and operated a budget of approximately \$3,000,000. I have responsibility for the complete operation of the district, staff, curriculum, and associated programs. Completed an energy retrofit of the main building and the implementation of a complete district-wide technology system from routers, T-1 line, servers, computer labs, classroom telephones, and voice mail/e-mail systems.  
(3Years)
- 1997-2000**      **BUILDING PRINCIPAL**- Meridian School District #2, Meridian, Idaho. Meridian School District serves 23,000 students in 33 educational settings with a staff of 1200 certified teachers assisted by paraprofessional and classified staff. Meridian School District is the second largest school district in Idaho. I was responsible for the students, staff, building, curriculum, and operation of Meridian Middle School, the largest middle school in Idaho and in the Northwestern United States. Meridian Middle School has 1500 students, 125 staff members, and includes grades sixth through the eighth grade in 9 buildings on 12 acres. Meridian Middle School operates with the middle school philosophy of teaming of teachers, advisory, team preps, and other middle school practices.  
(3 Years)



- 1987-1997**  
(10 Years)      **BUILDING PRINCIPAL-** Idaho Falls School District #91, Idaho Falls, Idaho. Idaho Falls School District serves approximately 11,600 students with 500 certified staff assisted by para-professional and classified staff in nineteen attendance centers. I was employed as a member of an administrative team of 19 administrators and a central office staff. I was responsible for the students, staff, building, curriculum, and total operation of Eagle Rock Junior High School. During my tenure as principal, Eagle Rock had from 850 to 1280 students with a staff that varied from 52 to 72 certified staff members assisted by classified and para-professional staff. The curriculum involved a departmentalized subject and master schedule setting, a "school within a school" for 7th graders, and numerous innovative programs. Incorporated two Special Design Resource Room (SDRR) settings for medically fragile and challenged students into the building and schedule. During my tenure, Eagle Rock was networked with a computer station at every teaching and work station with teacher access to grading programs, e-mail, Internet, and other computer tools for successful teaching and learning.
- 1982-87**  
(5 Years)      **BUILDING PRINCIPAL-** Fremont County School District #215, Saint Anthony, Idaho. Fremont County School District served 2700 students with 200 certified and classified staff in nine attendance centers. I was a member of a team of eight administrators in the district and central office personnel. I was responsible for students, staff, curriculum, building, and operation of South Fremont Junior High School with a student body of 300 and 22 certified staff. South Fremont Junior High was a fully departmentalized school serving seventh and eighth graders.
- 1980-82**  
(2 Years)      **SUPERINTENDENT-** Hot Springs School District #14-J, Hot Springs, Montana. Responsible for the elementary, intermediate, and high school programs of the district. Chief executive officer of the district. Supervised the district budget, 49 employees, 300 students, and 2 principals. Worked with a 7-member board of trustees. Supervised the building bond, architect, and construction of a new 7 - 12 building.
- 1979-80**  
(1 Year)      **SUPERINTENDENT** - Dodson Public Schools, District, Dodson Montana. Responsible for the overall operation of the elementary (K-8) and high school programs. Supervised and evaluated 17 employees, 150 students, and an administrative assistant. Chief executive of the district for a 5-member board of trustees.
- 1976-79**  
(3 Years)      **ADMINISTRATIVE ASSISTANT** - Hellgate Elementary, District #4, Missoula, Montana. Administrative responsibilities varied from several periods in a day to a week at a time in the absence of the building principal.



**TEACHING EXPERIENCE**

- 1974-79**      **TEACHER** - Fifth grade and junior high basketball coach, Hellgate  
(5 Years)      Elementary District #4, Missoula, Montana. Developed numerous "hands on"  
teaching units with critical thinking and problem solving components. Taught  
in a split session schedule.
- 1972-74**      **TEACHER** - Sixth grade and high school varsity basketball and track coach,  
(2 Years)      Florence-Carlton Consolidated Schools, District 15-6, Florence Montana.  
Taught in an open-concept building.
- 1971-1972**      **TEACHER** - Junior high school social studies and basketball and track  
(1 Year)      coach, Corvallis Public Schools, District #1, Corvallis, Montana. Taught in a  
departmentalized setting and a 7-period day.
- 1969-70**      **TEACHER** - Multiple grades (6th, 7th, & 8th) and coached all sports (co-ed),  
(1 Year)      Potomac Elementary School, District #7, Potomac, Montana. Taught in a  
multiple grade setting and taught all subjects.



## CERTIFICATION

## MONTANA: CLASS III ADMINISTRATIVE ENDORSEMENTS

(#21796) ENDORSEMENTS: SUPERINTENDENT (03)  
SECONDARY PRINCIPAL (02)  
ELEMENTARY PRINCIPAL (01)

## CLASS I: ELEMENTARY CERTIFICATE

ENDORSEMENTS: ELEMENTARY K-8 (00)

## CLASS II: SECONDARY CERTIFICATE

**ENDORSEMENTS: SOCIAL SCIENCES (10)**

GEOGRAPHY (14)

HISTORY/POL. SCI. (17)

Expires: 06/30/2018

\*\*\*\*\*

## CERTIFICATION

**IDAHO**  
**(#081161)**

### ADMINISTRATION:

SUPERINTENDENT

## SECONDARY PRINCIPAL

## ELEMENTARY PRINCIPAL

**SECONDARY TEACHING ENDORSEMENTS:**

## SOCIAL STUDIES (7-12)

## GEOGRAPHY (7-12)

### ELEMENTARY TEACHING ENDORSEMENTS:

## ALL SUBJECTS (K-8

Expired: 09/01/2009



**PROFESSIONAL EXPERIENCES**

- 2004-2005 PUBLIC INFORMATION OFFICER TRAINING.** Received training as a public information officer. The training was for handling media relations in various kinds of events and disasters.
- 2003-2004 PRESENTOR, ICEE FALL CONFERENCE.** I was asked by Idaho State University to present "Time Management Strategies" to teachers and administrators of southeast Idaho for staff development.
- 2003-2004 PUBLICATION/COMMUNICATIONS COMMITTEE.** I serve on a committee that has responsibility for developing publications and the communication approaches for the IASA. The committee is responsible for the IASA publications such as the professional journal of the organization.
- 2000-2003 IMPACT STUDY TEAM.** Developed a team of stakeholders to study the problem of reduced enrollment and the impact on the district budget. The report of the team provided administration and the Board of Trustees with a springboard document for addressing enrollment and budget problems.
- 2002-2003 NORTHWEST ASSOCIATION OF SCHOOLS, COLLEGES AND UNIVERSITIES.** Selected to serve a 3-year term as a member of the Montana Advisory Committee. Evaluated member school reports and NWSCU accreditation status. Attended all committee meetings and completed committee assignments.
- 2002-2003 PRESIDENT, 4-RIVERS SUPERINTENDENT ASSOCIATION.** Served as president of a 35-member association. I was also the Regional representative to the Montana Association of School Superintendents. I was responsible for all 4-Rivers meetings, locations, luncheons, agendas, correspondence, and related business.
- 2001-2003 PRESENTOR, UNIVERSITY OF MONTANA-WESTERN, STUDENT TEACHER SEMINAR.** My responsibility was as a keynote speaker in the area of resumes, letters of recommendation, and the interview process.
- 2000-2003 MEMBER, TEACHER EDUCATION ADVISORY BOARD, UNIVERSITY OF MONTANA-WESTERN.** Issues and topics addressed by the Board were NCATE/OPI accreditation visits, Indian-Teacher Education Program, Strategic Plan, Rural Technology Center, and the South African Project.
- 1999 PRESENTOR, IDAHO MIDDLE LEVEL ASSOCIATION-** Invited to discuss the difficult topic of inappropriate relationships between students and staff. The topic is not easily discussed and is appropriate for in-service.



- 1999 FACILITATOR, MIDDLE SCHOOL ACCOUNTABILITY COMMITTEE-** Facilitated a committee of teachers, counselors, and administrators in the Quality Team process. The purpose of the committee was to determine approaches/proposals to provide to the Meridian Board of Trustees concerning accountability for performance, attendance, and behavior of middle school students. This is an on-going process at this time.
- 1998 PRESENTOR, IDAHO ASSOCIATION OF SCHOOL SUPERINTENDENTS & IDAHO ASSOCIATION OF SCHOOL ADMINISTRATORS-** Presented my doctoral dissertation at the annual meeting of these two organizations.. My topic was "Dual Enrollment of Home School and Private School Students in the Public Schools of Idaho."
- 2001 FACILITATOR, QUALITY COUNCIL -** Facilitated the development of a quality council at Meridian Middle School. The responsibility of the council was to review items suggested by the students, staff and patrons. The reviewed items were prioritized and structured for implementation.
- 1998 MANAGEMENT FOR CHANGE -** Facilitated the "Daggett" process for change in Meridian Middle School and the community of Meridian. The focus of this process is the high school graduate . The skills, training, and expectations of parents and employers for graduates of the Meridian School District enabling the graduate to successfully enter the work force or a post secondary educational setting.
- 1998 LECTURER, UNIVERSITY OF IDAHO, BOISE CENTER-** Keynote speaker for the student teacher program at the U of I, Boise Center. My topic was "You Have to Make It Happen."
- 1997 LECTURER, NORTHWEST NAZARENE COLLEGE-** Presented a seminar to the student teachers of NNC. My topics were "Resumes and Applications" and "Interviewing for a Position."
- 1997 the STRATEGIC PLANNING FACILITATOR -** Completed the 4th year of the strategic planning cycle. This process has resulted in numerous improvements and innovations at Eagle Rock Junior High School with regard to facilities and curriculum.
- 1997 KEYNOTE SPEAKER, STUDENT TEACHING SEMINAR –** University of Montana –Western (Dillon, MT) - Keynote speaker/guest lecturer.



- 1997**      **EDUCATION LAW INSTITUTE** - Participated in an intensive two-day institute on school law. The update included negotiation of Master Agreements, special education laws, personnel matters, and recent court cases affecting education.
- 1997**      **TECHNOLOGY GRANTS** - Completed phase four of a six-phase building plan to fully network Eagle Rock Junior High School for computer instruction and utilization of multi-media hardware and software. The result of completing phase four is that each classroom has a telephone and an ethernet computer connection utilizing 10 Base T wiring. Access is provided for e-mail, internet, and other valuable tools.
- 1996-97**      **MIDDLE LEVEL STUDY COMMITTEE** - Appointed by the District Superintendent and Board of Trustees to participate in a feasibility study concerning the middle school concept. Completed assignments as given and contributed to district analysis/decision. Completed a lengthy review of the middle school literature.
- 1996**      **STATE OF IDAHO, PROBATION OFFICER WORKSHOP** - Was selected by the Idaho Falls School District #91 to receive an intensive 5-week, 40-hour probation officer training course on the "Balanced Approach" format. Graduated from this training with a probation officer certificate from the State of Idaho.
- 1996**      **UNIVERSITY COORDINATOR, STUDENT TEACHER PROGRAM, WESTERN MONTANA COLLEGE, DILLON, MT** - At the request of WMC, I supervised student teachers from the college assigned to the Idaho Falls area schools. I had the responsibility to evaluate their program, their progress, and make a final recommendation to the college verifying the completion of the program.
- 1995**      **GUEST LECTURER, COLLEGE OF EDUCATION, STUDENT TEACHING SEMINAR, ISU** - I was a guest lecturer at the Student Teaching Seminar at ISU for the past two years. I presented administrator expectations of student teachers.
- 1994**      **STRATEGIC PLANNING** - Participated in the strategic planning process of the entire district. Was the Facilitator for the strategic planning process for Eagle Rock Junior High School. Produced a mission statement, beliefs, an internal and external analysis, six building goals, action teams, and ultimately a final strategic plan for the building.



- 1994**      **EAGLE ROCK TECHNOLOGY PLAN** - Chaired the process to develop, implement, and carry out a building-level technology plan. This effort has resulted in completely networking the building for computers, purchasing and installing telephones in every classroom and area of the building, and the acquisition of multimedia stations. The last goal is to network the building with satellite and cable TV to every classroom and instructional area of the building. Plans are being prepared to evaluate the entire process for progression, effectiveness, and new goals.
- 1993**      **TEACHER PERCEIVER SPECIALIST** - Received fifty (50) hours of intensive training and instruction on the twelve (12) major predictors of teacher success, and the administration and interpretation of the Teacher Perceiver Survey. Received a numbered certificate as a certified administrator of the teacher perceiver from Gallup, Inc., the developer of the Teacher Perceiver instrument.  
Note - re-certified, March 1997.
- 1992**      **PRESENTER, MENTOR WORKSHOP** - Presented workshop to thirty (30) participants on Time Management under a consultant contract with the Administrator's Assistance Center, University of Idaho (Moscow, Idaho).
- 1991**      **RETIREMENT COALITION COMMITTEE** - Appointed to this committee to serve as a representative of the Idaho Association of School Administrators. The purpose of this committee was to develop an in depth approach to the Idaho Legislature to improve and enhance the state retirement system. This effort resulted in 4-year plan being developed of which three years have been implemented.
- 1989**      **LEGISLATIVE COMMITTEE, IDAHO ASSOCIATION OF SCHOOL ADMINISTRATORS** - Appointed to a 3-year term by the board of directors, IASA. The function of this committee was to develop and promote the legislative platform of the Association. Each member of the committee was a liaison to the membership of the Association in legislative matters. I was responsible for the Sixth District area.



**1975-88      DEVELOPED, TAUGHT, IMPLEMENTED, OR PARTICIPATED IN  
THE FOLLOWING:**

- Presenter: "Aids in the Classroom and School" IASSP (1988)
- Inservice Presenter: "Aids and Universal Precautions" (1988)
- Project Leadership: Presented a workshop on "Time Management" (1988)
- Public Relations Committee, Idaho Falls School District #91 (1987)
- TESA: Trained as a trainer and facilitator (1987)
- Presenter: IAASP- "How to Get the Most Out of Substitute Teachers" (1987)
- Instructor, Idaho State University, Science of Teaching (1986)
- Career Ladder, Merit Pay (1984).
- Lecturer, Ricks College, Rexburg, Idaho; Education Courses (1984-86).
- Here's Looking At You, 2000" Drug/Alcohol Program (1983).
- Precision Teaching Workshop (1981).
- Major Remodeling/Renovation, Industrial Arts Complex (1980).
- Salvage/Demolition of Old High School (1980).
- Board Policy Revision (1980).
- Board of Directors, Special Education Cooperative (1980).
- Lecturer (8 Years), Education, University of Montana (1974-82).

**RECENT PROFESSIONAL WORKSHOPS**

- |                  |  |
|------------------|--|
| <b>2003</b>      | <b>NWEA Data Workshop</b><br>ISAT data analysis<br>American Falls, Idaho   |
| <b>2002/2004</b> | <b>Advanced Employers Symposium</b><br>Legal and employer/employee issues.<br>Las Vegas, Nevada  |
| <b>2002</b>      | <b>School budgeting and Accounting Workshop</b><br>Office of Public Instruction<br>Helena, Montana   |
| <b>2001</b>      | <b>Special Education and the Law</b><br>University of Washington School Law Division<br>Yakima, Washington   |
| <b>2001</b>      | <b>Montana High School Association, Coaches Certification</b><br>Completed requirement for coaching endorsement in Montana<br>Montana State University, Bozeman, Montana |
| <b>2001</b>      | <b>Crisis Response Team Workshop – Presenter: Dr. Dudley</b><br>Office of Public Instruction/Bozeman Public School   |



- 2000      Conducting Safety Audits & Inspections:**  
Montana Safety Services Council (Billings, Montana)  
Presenter: James Decker, Director
- 2000      School Budgeting and Accounting Workshop**  
Montana Office of Public Instruction  
Presenter: Joan Anderson
- 2000      PC Update: Networking and Trouble Shooting Computers**  
Double Tree Inn, Boise, Idaho
- 1999      Comprehensive Literacy Course: Standards I, II, & III**  
Eagle High School  
Instructor: Barbara Rainey
- 1999      Integrating Technology into the Classroom and Curriculum**  
Meridian Middle School, Meridian Idaho  
Presenter: Tammy Neptune
- 1999      Accelerated Reader/STAR Testing**  
Lowell Scott Middle School, Meridian Idaho  
Albertson's Grant
- 1999      Managing Disruptive, Disturbed, and Dangerous Students**  
Double Tree Inn, Boise Idaho  
Presenter: Dr. Eleanor Guetzloe
- 1998      MANDT Training (Managing SED Students)**  
Northwest Children's Home, Nampa Idaho
- 1998      Checkpoint/Level Testing**  
Centennial High School, Meridian Idaho
- 1998      National Board Certification (Boise State University)**  
Double Tree Inn, Boise Idaho
- 1998      Quality Schools (Continuous School Improvement)**  
Meridian Idaho
- 1998      Idaho School Law and Finance (State Department of Education)**  
J.R. Williams Building  
Boise Idaho



- 1998      **Developing Individualized Education Programs (IEP)**  
Meridian School District Curriculum Center
- 1998      **Grading and Transcripts for Students with Disabilities: Issues and**  
**Answers**      State Department of Education      Boise Idaho

**RELATED PROFESSIONAL EXPERIENCES**

- 2004      **PUBLIC INFORMATION OFFICER TRAINING**
- 2003-04      **COACH, SODA SPRINGS HIGH SCHOOL GOLF TEAM**
- 2001-03      **SW MONTANA ARTS COUNCIL, MEMBER AND TREASURER**
- 2000-03      **CHAMBER OF COMMERCE MEMBER, DILLON, MONTANA.**
- 1996-97      **MEMBER, SIXTH DISTRICT BOARD OF CONTROL**
- 1994-95      **PRESIDENT, UPPER SNAKE RIVER VALLEY JUNIOR HIGH**  
**ATHLETIC CONFERENCE**
- 1985-94      **HEAD JUDGE, N.E. IDAHO REGIONAL SPELLING BEE**
- 1992-94      **STATE RULES PRESENTER AND INTERPRETER, BASKETBALL**
- 1992      **BONNEVILLE COUNTY TRICENTENNIAL**
- 1991      **CHAIR, PROJECT LEADERSHIP '92**
- 1990      **LEADERSHIP '91, PARTICIPANT (Scholarship)**
- 1987      **SIXTH DISTRICT OFFICIALS ASSOCIATION, SECRETARY**
- 1985      **ST. ANTHONY, IDAHO ROTARY BOARD OF DIRECTORS**
- 1985      **EXPLORER OLYMPICS, CHAIRMAN-TEAM SPORTS**
- 1981      **HOST FAMILY-EXCHANGE STUDENTS (FRANCE & FINLAND)**



**PUBLICATIONS**

- 1998**      "A STUDY OF THE IMPLEMENTATION OF A DUAL ENROLLMENT STATUTE IN THE SCHOOL DISTRICTS OF THE STATE OF IDAHO,"  
Published Dissertation, University of Idaho, 1997.
- 1997**      "HOME SCHOOLING," Bureau of Educational Research Brief, Idaho State University, co-authored with Dr. Richard Pearson (Idaho State University), Volume 2, Number 2, 1997.
- 1984**      "A STUDY OF DISCIPLINARY PRACTICES IN PUBLIC SCHOOLS,"  
Research Paper , College of Education, University of Montana, 1984.

**PROFESSIONAL ORGANIZATIONS (RETIRED)**

- American Association of School Administrators (AASA)
- Association for Supervision and Curriculum Development (ASCD)
- Idaho Association of School Administrators (IASA)
- Idaho Association of School Superintendents (IASS)
- Idaho Association of Secondary School Principals (IASSP)
- Montana Association of School Superintendents (MASS)
- School Administrators of Montana (SAM)
- National Association of Secondary School Principals (NASSP)
- Idaho Middle School Association (IMSA)
- Phi Delta Kappa (PDK)
- Idaho High School Activities Association (IHSAA)
- National Federation of Interscholastic Officials Association (NFLOA)

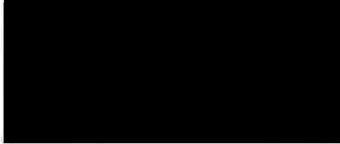
**CIVIC ORGANIZATIONS (PAST/RETIRED)**

- CAER (Caribou County Safety Committee)
- CERT (Community Emergency Response Team)
- Southwest Montana Arts Council, Member and Treasurer
- Idaho Falls Chamber of Commerce, Leadership Program
- Rotary Club
- Montana/Idaho Hunter Safety Instructor
- Boy Scouts of America, Registered Leader
- Coach/Official, Little League Baseball & Grid Kid Football
- Multi-Media First Aide Instructor
- March of Dimes, Transportation Coordinator
- Volunteer Fireman, Ambulance Driver/Attendant, & Reserve Police Officer
- Western Montana Fair, Superintendent-Agriculture Building
- National Federation Football, Basketball, and Track Official

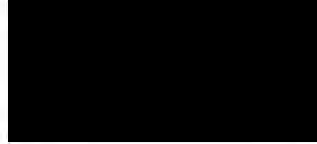


**PROFESSIONAL AND CHARACTER REFERENCES**

Dewey Crane, Board Chair  
Glenns Ferry School District #192



James Smith, Board Chair  
Soda Springs School District #150



Gary Love, Board Chair  
Beaverhead Co. High School



Dr. Michael Tomlin , Professor  
University of Idaho, Boise



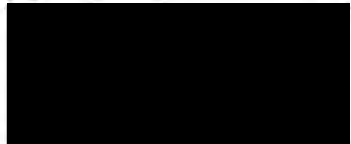
Evelyn Mull, Clerk  
Beaverhead County High School



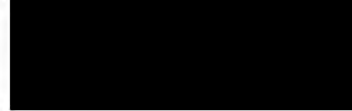
Max Hemmert, Bus. Manager  
Soda Springs School District #150



Ted Ori, Community Member



Robert Geddes, Senate Pro-Tem  
Idaho Legislature



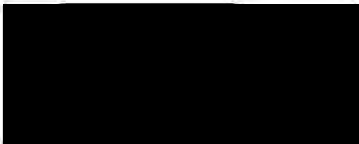
Dr. Molly Stein, Principal  
Tigert Middle School



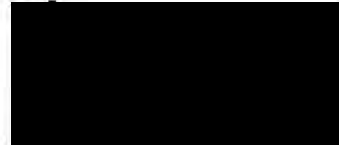
Dr. Gene Davis, Professor  
College of Education, ISU



Steven A. Gardner, Attorney



Christine Donnell, Supt. (Retired)  
Meridian School District #2





**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

June 6, 2017

Herb Pollard III  
[REDACTED]

Idaho State Board of Education  
College of Eastern Idaho Trustees Selection Committee  
PO Box 83720

Dear Board:

This letter is to express interest in a trustee position on the board of the new Community College of Eastern Idaho. Attached is my resume highlighting my work history and education. In addition to the experience listed on my resume, I bring a passion for Eastern Idaho and providing quality education to our local work force. My address listed above is a Shelley, Idaho address but it is in Bonneville County. We are 6 miles south of Idaho Falls on the Bonneville county side of the Bonneville/Bingham county line.

My post High School academic history includes credits from BSU, ISU, LCSC, U of I, and BYU Idaho. Most of my career has been working or managing in the construction and fabrication industries. I started my career in construction as a carpenter. After a few years I started taking classes at ISU. A community college in Idaho Falls during that time would have provided a more convenient and less expensive option for me. I see the new College of Eastern Idaho as that option for others that I didn't have. I would like to be a part of establishing this much needed alternative for the students of Eastern Idaho.

Working the last 9 years at the Idaho National Laboratory I have had the chance to work with our educational outreach group and academic programs at most of our regional higher education institutions. This along with my work and academic experience puts me in a good position to represent the interests of the students, employers and taxpayers in the creation of the College of Eastern Idaho.

I look forward to the opportunity to bring my diverse experience and positive energy to this position. I can be reached during the day at [REDACTED]

Sincerely,  
Herb A. Pollard III



## Herb A. Pollard III, PMP



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### Manager Cross-Functional Experience and Cross Industry Expertise

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Highly qualified professional offering over 30 years of management experience in operations, construction and fabrication. Results focused and effective manager with the proven ability to work through the challenges of the most difficult projects. Talent for proactively identifying and resolving problems – stopping negative trends, controlling costs, maximizing productivity, and delivering complex projects in budget, on time and safely. An in-depth knowledge of business, engineering, procurement, QA and construction techniques and their relationships. Effective communicator, both with internal team members and outside stakeholders. Proven track record of staff development and team building.

Certified PMP (Project Management Professional), Active DOE “L” clearance, and ERO Planning Support Director.

#### Strengths in:

- Integration Management
- Scope Management
- Cost Controls
- Risk Management/Mitigation
- Human Capital Development
- Strategic Planning
- Team Leadership & Collaboration
- Succession Planning
- System Management
- Earned Value Management
- Performance Management
- Microsoft Office (including MS Project)

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### PROFESSIONAL EXPERIENCE

**Battelle Energy Alliance – Idaho Falls, ID**

**2008 - Present**

**Program Manager – INL Campus Development and Strategic Planning Group**

**Department Manager – INL Fabrication Services (2008-October 2016)**

Currently working as part of the INL Strategic Planning Group to help position the lab to meet the future needs of the country. I initially came to the Lab to integrate and standardize the INL fabrication shops. Worked to accommodate the various complex (MFC, ATR and REC) and researcher needs, while implementing consistent shop work control. Established a department wide performance metrics system and clear expectations. Created an integrated team, comprised of F&SS technicians, Represented crafts, Quality Engineers/Inspectors and Project Engineers to produce turnkey fabrication solutions. Reduced project turnaround times and rework. Proactively involved in the lab-wide integrated schedule initiative. Working with ORNL and BNL to develop a Battelle wide fabrication community of practice and to benchmark our processes. Working with other INL directorates to improve: work control, the design/fabrication interface, Quality/fabrication interface, and the Nuc-Operations/F&SS interface.



**Key Accomplishments**

- Site-wide shop work standardization
- Created a responsive and transparent process for getting shop work done in support of research
- Core member of the INL Values Development Committee
- Working with procurement, engineering, quality and project management to improve the work process and remove barriers to getting work done.
- Established department wide mission and vision statement and set expectations
- Involved the department staff in identifying and implementing process improvement initiatives (including the start of lean manufacturing practices).
- Foster cross-complex collaboration
- Participate in lab-wide leadership development initiatives
- Promote safe work practices and staff engagement initiatives
- Work with projects and IFM to update and modernize the shop equipment. Divest in outdated technologies and invest in modern.
- Work with DOE-ID's facility representatives to keep the shops clean and safe
- Working with BEA internships program, the Center for Advanced Energy Studies (CAES), and Idaho State University's school of Technology for machinist intern opportunities
- Advisory Board Member for the University of Idaho's Industrial Technologies program

**Diversified Metal Products, Inc. – Idaho Falls, ID**

**1998-2008**

**Project Manager (2000-2008)**

**Project Controls (1998-2000)**

Recruited initially to work in the accounting department to set up and manage the project management/job costing software and assist with the creation of a project management office. Spent a considerable amount of time working with the different departments to remove communication barriers and create a more open team approach to projects. Worked to build a strong team attitude within the project management group, focused on making the customer a part of the project team.

**Key Duties and Strengths:**

- Schedule, track, status and manage the resources of specific jobs
- Manage a diverse portfolio of projects ranging from Nuclear Safety Related to Commercial
- Customer relations and expanding customer base
- Estimate new work and prepare proposals, Negotiate change orders to contracts
- Coordinate with Managers, Technical and Production Personnel, and the customer to find solutions to unique project challenges
- Work with different departments (engineering, procurement, production and quality) and trades (Sheet Metal Workers, Iron workers, pipe fitters...etc) to find solutions to project requirements



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

- Develop knowledge and procedures for various government and industry requirements such as ASME NQA-1 quality requirements, ASME Section VIII for “NB,” “U,” “R,” and “S” code vessels, ASME B31-3 Process Piping, DEARs/FARs and other standards used for procurement, design, fabrication and testing.

**Pollard Construction – Lewiston & Idaho Falls, ID  
Owner/Manager**

**1988-1998**

- Licensed General Contractor in Idaho Falls, ID and the State of Washington
  - Commercial and Residential contracting
  - New Construction, Remodeling, and Land Development
  - Develop and maintain relationships with customers and inspection agencies
  - Manage, design and construction challenges to meet customer requirements
- 

**EDUCATION**

Bachelors of Science, Business Administration  
Lewis Clark State College – Lewiston, ID

Masters of Science, Project/Engineering Management (included MBA classes from ISU)  
University of Idaho – Idaho Falls/Moscow, ID

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**Board Positions**

Current

University of Idaho Industrial Technologies Degree Program (Idaho Falls)

Past

ISU College of Technology, Computerized Machining Technology Advisory Committee  
Idaho Falls Youth Hockey Association  
Eastern Idaho Chapter of the Project Management Institute  
Lewis Clark Building Contractors Association

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References Available upon Request



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

Carrie Getty Scheid, [REDACTED]

June 13, 2017  
Idaho State Board of Education  
PO Box 83720  
Boise, ID 83720-0037

Dear Board Members & Staff:

I am writing to apply for a trustee position for the newly formed College of Eastern Idaho. A copy of my resume is attached. As my husband and I explained in our attached *Post Register* newspaper column, the creation of a community college is the best thing to happen to eastern Idaho since the Idaho National Lab came to town. It will make higher education more affordable, improve our "go on" rate, increase technical and workforce education programs for local employers, stimulate job growth and strengthen eastern Idaho's economic and cultural well-being. Here's how I think I may be able to help:

\*I am 100% committed to the Community College Study Panel's proposed tax rate of \$15 per \$100,000 in property value. I served as Fundraising Chairman for the "Citizens for Affordable Higher Education" campaign committee which won the election. Thus, I fully understand the importance of keeping that campaign promise.

\*My professional career was in the nonprofit sector with seven years (1977-84) working for the NY Board of Regents which oversees higher education in New York. Specifically, I was employed by "Regents External Degrees," at that time the largest nontraditional college degree program in the United States. It later became "Excelsior College." As their "Business and Industry Liaison," I helped identify employer needs and developed new degree programs in nuclear, electronics and computer technologies. With that experience, I would like to help CEI develop stronger relationships with the INL and other regional employers to create workforce development and apprenticeship programs.

\*More recently, I was Executive Director of the Idaho Falls Arts Council from 1997-2009. In that role, I successfully coordinated the Willard Arts Center/Colonial Theater project and helped strengthened the arts and cultural offerings of eastern Idaho. Now that CEI will be developing academic transfer degrees, I would like to offer my expertise and community connections related to the humanities and arts.

\*I recognize the importance of working quickly to create consortium agreements with ISU, UI, and BYUI and obtaining regional accreditation with the Northwest Commission of Colleges and Universities.

\* Because I have spent much of my career in fundraising, I have developed strong relationships with local business, civic and community leaders. I would be pleased to share my knowledge and connections with CEI. Finally, I am fully (and happily!) retired and can devote much of my time and energy to making CEI the newest success story for eastern Idaho.

Please don't hesitate to contact me if you would like to discuss this further. Regardless of whom you select for the trustee positions, please know I will remain a strong advocate for the College of Eastern Idaho.

Sincerely,  
  
Carrie Getty Scheid



**Carrie Getty Scheid**



**Full Time Volunteer & Retiree**

**11/09 – present**

I currently serve as a volunteer for several community service organizations and nonprofits. Most recently, I served on the Citizens for Affordable Higher Education (Vote YES) steering committee and was Chairman of its Fundraising Committee. Other current activities include facilitating monthly networking and professional development meetings for local nonprofit organizations, providing free technical assistance to local nonprofits, coordinating annual “Idaho Gives” activities in eastern Idaho, writing monthly guest columns with my husband Jerry Scheid for eastern Idaho’s *Post Register* newspaper, providing commentary and “calls for action” on local and state political affairs via my “MIDDLE” email list of 470+ business, civic and nonprofit leaders and managing the artistic bench project on the Snake River Greenbelt.

**Executive Director, Idaho Falls Arts Council, Willard Arts Center/Colonial Theater,**

**01/97 – 11/09**

Directed the Idaho Falls Arts Council (IFAC), a private nonprofit arts organization which promotes, presents and advocates for visual and performing arts in eastern Idaho. IFAC owns and operates the Willard Arts Center, a visual and performing arts facility comprised of art galleries, classrooms, the 990 seat historic “Colonial Theater as well as ARTitorium, an interactive arts center for youth. As Executive Director, I managed all operations, determined strategies, developed the budget, raised funds, worked with the Board and committees to set policy, hired and supervised all staff and volunteers, booked shows and handled all community, government and press relations. Annual budget grew from \$90,000 to \$900,000 in ten years. Also founded and directed activities for the Idaho Falls Downtown Cultural District. In September 2002, I was one of two arts administrators in the State of Idaho to receive the Governor’s Award for Excellence in Arts Administration. This award is given only once every two years.

**Campaign Director, Willard Arts Center, Idaho Falls Arts Council**

**11/94 - 01/97**

Successfully coordinated a \$4.5 million capital campaign to renovate a historic Idaho theater and adjacent building into a major visual and performing arts center. Developed the fundraising plan, established a campaign committee of local business and community leaders, recruited and trained volunteers, implemented a major gift prospecting and solicitation program, developed all fundraising materials including the campaign brochure, video, pledge cards, etc., devised naming opportunities and launched a “buy a seat” program in the theater, conducted community phonathons and face-to-face solicitation campaigns, helped organize fundraising benefits and worked with a local TV station to produce a major telethon. Also handled media relations with local TV, newspaper and radio and wrote a weekly campaign column for newspaper.

**The Better Business Bureau of Metropolitan New York, New York City**

**Vice President 9/90 - 10/94**

Managed all programs, operations and external relations for the New York City Better Business Bureau, the second largest private consumer protection and business membership organization in the country.



Supervised twenty staff and 60 volunteers. Responsibilities included developing reliability ratings on 45,000 businesses, conducting investigations of scams, mediating and arbitrating 20,000 disputes per year, and advising over 200,000 consumers annually on the BBB's Helpline. Successfully launched a consumer "fee for service" program which generated 12% of the BBB's annual revenues. Also served as a primary BBB spokesperson with government agencies, industry groups and national TV, radio and print media. Have discussed important consumer/business issues on *NBC Nightly News*, *CNN*, *CBS This Morning*, *48 Hours*, and in *The New York Times*, *Wall Street Journal*, *US News and World Report*, etc.

**The Better Business Bureau of Metropolitan New York, New York City**

**Director of Development 12/84 - 9/90**

As director, I increased the Bureau's development income from \$600,000 to over \$1.2 million without significantly increasing costs. Launched a major business co-op advertising program which generated over \$250,000 annually. Worked closely with NYC business leaders to raise funds from corporations and foundations. Revitalized the BBB Foundation to raise funds for special projects. Was instrumental in developing a strategic planning process which was successfully adopted by the Board. Produced BBB fundraising literature, newsletters, annual reports, and press releases. Strengthened member communications which improved retention.

**Associate Director of External Affairs, Simmons College, Boston MA 7/84 - 12/84**

Managed external relations and development activities for Simmons Graduate School of Management which offered an MBA degree and professional development programs.

**Excelsior College (formerly University of the State of NY Regents External Degrees), Albany, NY  
Liaison for Business and Industry 7/80 - 7/84**

Directed marketing and development activities aimed at business and industry for a major nonresidential university serving 15,000 adult students. Marketed university programs with business, industry and government, developed new income generating products and services, increased student enrollments, and raised funds from corporations. In response to employer needs, I helped develop six new associate and baccalaureate degree programs in electronics, computer science, and nuclear technologies.

**Director of Financial Aid 3/79-7/80**

Directed federal and state financial aid programs for the university's 15,000 students. Developed and codified program policies, improved student communications, and instituted new record keeping which dramatically decreased the university's over award and student default rates.

**Academic Programs Advisor 7/78-3/79**

Provided academic and career advisement to prospective and enrolled students in five associate and baccalaureate degree programs in liberal arts and business. Designed and prepared academic and career advising materials.

**Administrative Assistant, Council for the Advancement of Lifelong Learning 3/77 - 7/78**

Assisted in the expansion of a continuing education referral service for a consortium of fourteen colleges in the Albany, Troy and Schenectady tri-city area. Promoted local college programs, established community contacts and assisted in training workshops.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017**

**Education**

M.S. in Communication, Rensselaer Polytechnic Institute (RPI) 1982  
B.A. in East Asian Studies, Colby College, Waterville, ME 1976, Phi Beta Kappa  
Doshisha University, Kyoto, Japan, Cultural Exchange Student 1975

**Professional Affiliations & Awards**

President, Board of Directors, Idaho Nonprofit Center, Jan. 2016 – Dec. 2016  
Board of Directors, Idaho Nonprofit Center, June 2011 – present  
Chair, Downtown Arts Committee, 2016 to present  
Board of Directors, Idaho Falls Arts Council, March 2015-16  
Member, Idaho Falls/Tokai Mura Sister City, Feb 2012 - present  
Board of Directors, Idaho Falls Historic Downtown Foundation, Dec. 2004 - 2009  
Chairman, Downtown Idaho Falls Cultural District Committee, Jan. 2003 to 2009  
2002 Recipient of the Idaho State Governor's Award in the Arts for Outstanding Arts Administrator  
Vice President, Idaho Falls Downtown Development Corporation Feb. 1996 – May 2005  
Board of Directors, Idaho Falls Rotary Club, 2007-08  
Member, Idaho Falls Rotary Club, August 1996 - present  
Member of Association of Performing Arts Presenters, 2000-2008  
Member of Western Arts Alliance 1998-2008  
Member of Arts Northwest 1998 – 2009  
Member of NYC Bar Association Committee on Consumer Affairs 1992-94  
Founder and Former President, High Desert Brewers Association 1995-1997  
National Beer Judge, Beer Judge Certification Program, 1992 – 1997  
Vice President, NYC Homebrewers Guild 1990-1994



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

MARVIN M. SMITH  
[REDACTED]

June 20, 2017

VIA E-MAIL

Idaho State Board of Education  
[board@osbe.idaho.gov](mailto:board@osbe.idaho.gov)

Re: *Trustee Application for College of Eastern Idaho*

To: Members of the State Board of Education.

Please consider this cover letter and the accompanying Resume as my application for the Inaugural Board of Trustees for the College of Eastern Idaho.

**Personal Contact Information:**

Marvin M. Smith

Home Address: [REDACTED]

Office Address: [REDACTED]

**Interest in Position of Trustee:**

I am interested in serving as a Trustee for the College of Eastern Idaho because I strongly believe in the educational niche that it will serve in the region. I chose the word "region" carefully inasmuch as this "community" college is aptly named and will serve the entire Eastern Idaho area. To keep Eastern Idaho a vibrant economic unit, it is necessary that we have an educated workforce that can provide the necessary expertise and experience for our local employers: from the INL to the local corner law and medical offices. The college will also provide an opportunity to many students who would not be able to obtain an education but for the existence of this institution. This effort is worthy of time and attention.

Given the controversy surrounding the vote on the community college, it is essential that the Inaugural Board of Trustees act in a responsible and commonsense way so that the faith and trust of the local voters are rewarded. I believe I can contribute to this goal.



PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
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June 20, 2017  
Page 2

Given my experience in the practice of law and in the judiciary, together with conducting over 4,000 mediations, and my service on various boards in the community, I feel that I "know" the local population and can provide valuable service and insight to the other board members and to the community at large (as well as listen and learn from them . . . a trait one must acquire as a judge). It would be my privilege and honor to serve as a trustee for what I believe is going to be a great institution.

Very truly yours,

A handwritten signature in cursive script, reading "Marvin M. Smith".

Marvin M. Smith

MMS:cv  
Enclosure



**Marvin M Smith**



**Professional**

8/2015 - Present	Partner: Hawley Troxell Ennis & Hawley, LLP
2/2009- 7/2015	Partner: Smith & Banks, PLLC
1996 - 2009	Partner: Anderson Nelson Hall Smith
1991- 1996	District Judge, Seventh District, State of Idaho
1988 - 1991	Magistrate Judge, Seventh District, State of Idaho
1981 - 1988	Partner: St. Clair, Hiller, Wood, McGrath, St. Clair & Baker
1980 - 1981	Partner: Webb, Burton, Carlson, Pedersen & Paine
1978 - 1980	Associate: Webb, Burton, Carlson, Pedersen & Paine

**Legal Education**

Brigham Young University, Provo, Utah  
J. Reuben Clark Law School  
J.D. Degree (December, 1977)

Honors & Activities  
Brigham Young University Law Review  
Graduated Cum Laude

Publication  
Casenote: Legislatively Enacted Newsman's Privilege  
Invalid as Infringement on Judicial Rulemaking,  
1977 B.Y.U. L. Rev., Vol. 2, 493

**Undergraduate Education**

Utah State University  
Graduated Magna Cum Laude; G.P.A. 3.9/4.0  
Recipient of "A" Pin  
Phi Kappa Phi  
Public Speaking Winner  
Academic Scholarship

**Prior Employment Experience**

1977 - 1977 Law Clerk, Hansen & Orton, Salt Lake City, Utah  
1975 - 1975 Student Teacher, Rehabilitation Center, Ogden, Utah  
1974 - 1975 Research Assistant, Political Science Dept. USU

**Professional Organizations & Clubs**

Member, Idaho State Bar  
Member, Bankruptcy Section, Idaho State Bar  
Member, Utah State Bar  
Faculty, Basic Bankruptcy in Idaho 1988 (contributor of article)  
Faculty, Webinar on Organ Donation in Idaho 2016



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**Civic**

Chair Committee for new jail facility  
Director - Bonneville County Museum/Museum of Idaho  
Knothole Baseball  
"YBA" and "Junior League" Basketball coach  
Varsity Scout Coach  
County Coordinator - Attorney General election committee (1980)

**Supplemental**

President, 7th Judicial District Bar Association  
Secretary, 7th Judicial District Bar Association  
Bencher and Founder, Inns of Court (Eagle Rock)  
Martindale Hubble AV-rated

**Representative Clients**

Eastern Idaho Regional Medical Center  
Pocatello Radiology Associates  
Lost River Highway District  
Triple K Home Builders  
Pacifcorp

**Mediation and Arbitration**

4000 cases (civil litigation) mediations  
70+ cases (arbitration panels)

**Hearing Officer**

Fremont School District  
Pocatello School District  
State of Idaho (Department of Agriculture and State Police)

**Expert Witness**

Attorneys fees dispute – 6<sup>th</sup> & 7<sup>th</sup> Judicial District, State of Idaho  
Standard of Care – 4<sup>th</sup> Judicial District, State of Idaho (legal malpractice action)

**Publications**

Casenote: Legislatively Enacted Newsman's  
Privilege Invalid as Infringement on  
Judicial Rulemaking, 1977 B.Y.U. L. Rev., Vol. 2, 493.  
Contributor of Article, Basic Bankruptcy in Idaho 1988  
Co-author, Moving Towards a Workable  
Definition of 'Community' After  
Bybee v. Gorman, The Advocate, Jan 2016.

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PLANNING, POLICY AND GOVERNMENTAL AFFAIRS  
JULY 5, 2017

Josh Wheeler



Idaho State Board of Education  
650 West State Street, 3<sup>rd</sup> Floor  
Boise, Idaho 83702

Dear Idaho State Board of Education:

I am writing in response to your advertisement in Local News 8 for a Community College of Eastern Idaho Board of Trustees position. I was a staunch proponent of the movement for the Community College, and am interested in improving our community as often and as responsibly as possible. I am a long time native of the area, happily raising 6 children with my wife, who is also a business owner in the city of Idaho Falls. We both believe that regardless of if our family makes use of the Community College directly, that we all benefit by having such an educational resource available. I'd like to do my part to see that the new organization is run well, and contributes as much as possible to the surrounding communities. After reading the position requirements, I am confident that my unique experience and passion for the local community will make me an excellent fit as Trustee.

I would bring to this position a broad range of skills and experience, including:

- Experience on multiple boards of trustees
- Job site and company organizational skills for a variety of project sizes
- Financial and economic analysis

I would welcome the opportunity to further discuss this position with you. If you have questions or would like to schedule an interview, please contact me by phone at 208-589-2869 or by email at [josh.wheeler@gmail.com](mailto:josh.wheeler@gmail.com). I have enclosed my resume for your review, and I look forward to hearing from you.

Sincerely,

  
Josh Wheeler



**Josh Wheeler**

**Objective**

I strive to be part of a dynamic team contributing positively to the health and growth of my local community

**Employment History**

Vice President of Administration

2003-Present Wheeler Electric, Inc., Idaho Falls, ID

- Managed daily financial activities
- Implemented software & hardware solutions for office and field productivity
- Supported various commercial and industrial electrical tasks.
- Oversaw measurable growth of revenues from 2008 to present.

Project Engineer

2000-2003 Layton Southwest, Phoenix, AZ

- Performed scheduling tasks on commercial work.
- Served in the estimating department.
- Coordinated delivery and work times for multiple subcontractor trades.

Junior Estimator

1998-1999 M-13 Construction, Provo, UT

- Assisted in preparation of various commercial and residential bids.
- Spearheaded effort to begin use of scheduling software.

Apprentice Electrician

1998-1999 Mad Dog Electrical, American Fork, UT

- Installed electrical portion of multiple residential projects.

**Education**

2012-2014 Idaho State University, Idaho Falls, ID

- MBA

1998-2000 Brigham Young University, Provo, UT

- B.S., Construction Management

**Other Experience**

2012-Present

- Seated as a Trustee on a Multiemployer Pension & Annuity Plan serving electricians in Idaho, Wyoming, Montana, Utah, & Colorado.
- Seated as a Trustee on a Multiemployer Health Benefit Plan serving electricians in Idaho, Wyoming, Montana, Utah, & Colorado.
- Member of the International Foundation of Employee Benefit Plans, and recipient of multiple years of training through the Foundation.

**References**

References are available on request.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

**James G. Williams**

June 5, 2017

State Board of Education  
Telephone: 208-334-2270  
Mailing Address:  
P.O. Box 83720  
Boise, ID 83720-0037

To Whom It May Concern,

I am writing to express my interest in the position of trustee for the College of Eastern Idaho. As a native of southeast Idaho and a father of four I understand the importance of having affordable, quality higher education available in Bonneville County. I am excited for the future of the College of Eastern Idaho and am committed to its success. I believe that my previous experience in public education, as an instructor at BYU-Idaho, and my experience working for the LDS Church Education System (CES), along with my formal education has prepared me for this position.

My qualifications include:

- Over 18 years of experience teaching and administering in a variety of settings including LDS seminary and institute of religion, public education, BYU-Idaho, BYU-Idaho Pathway, and BYU continuing education
- Research & publication experience for Religious Studies Center at BYU and the University of Idaho
- Bachelor's Degree in Political Science
- Master's Degree in Secondary Education
- Doctorate Degree in Higher Education

In addition to my teaching experience and formal education, I also have several years of practical experience in local government and community issues. In 2010 I served on an education committee for the Idaho State Farm Bureau Association designing agricultural based curriculum to take into elementary schools in Idaho. In 2014 I served on a resolutions committee for Bonneville Joint School District 93 to deal with overcrowding issues in Bonneville School District 93. In 2015 I was elected as the vice-president of the Bonneville County Farm Bureau Board of Directors. Additionally, I have spent countless hours meeting with mayors, legislators, lobbyists, and local school boards discussing the impact of laws and policies on agriculture, education, and the economy. I believe that my formal education and real-world experience will be a great asset to the success of the College of Eastern Idaho.

Sincerely

James G. Williams



RESUME FOR  
JAMES G. WILLIAMS

EDUCATION

University of Idaho Sept. 2011 – Nov. 2014

Ed.D Executive Professional Practices  
Doctoral in Higher Education

University of Phoenix Sept. 2004 – May 2006

Masters of Arts in Education  
Secondary Teacher Education

Idaho State University Sept. 1998 – May 2002

Bachelor of Science  
Political Science with emphasis in Constitutional Law

Ricks College Sept. 1992 – Aug. 1993 Jan. 1996 – Dec. 1996

General Education Studies



James G. Williams

WORK EXPERIENCE

LDS Church Seminaries & Institutes Of Religion November 1998 – Present

**Seminary & Institute of Religion Instructor**

Responsibilities include: Teaching seminary classes each day. The position also involves working closely with seminary student councils and ecclesiastical leaders to create and maintain a variety of programs designed to increase enrollment. I have taught in the following locations: Rigby Sr. & Jr High Schools in Rigby, Idaho; Sugar-Salem High School in Sugar City, Idaho; Bonneville & Idaho Falls High School in Idaho Falls, Idaho; and North Sevier High School in Salina, Utah.

Brigham Young University – Idaho April 2010 – Present

**Adjunct Faculty – Religious Education**

Responsibilities include: Teaching religion classes as well as continuing education classes for the BYU Religion Department.

LDS Church Seminaries & Institutes Of Religion Dec. 2014 – Dec. 2015

**Pathways Institute of Religion Instructor**

Responsibilities included: Teaching a cohort of BYU Pathway students in a live classroom setting. Additionally, the position required coordination with the local institute director as well as Pathway missionaries.



**LDS Church Seminaries & Institutes Of Religion** May 2011 – August 2012

**Seminary Principal**

Responsibilities included: Managing a seminary and institute program in the Rigby, Idaho area. The faculty included four full-time instructors, four BYU student teachers, and a full-time support specialist. The position also involved working closely with a seminary student council to create and maintain a variety of programs designed to increase enrollment and retain currently enrolled students. Additionally, the position required a constant working relationship with local school administrators.

**North Sevier High School** January 2005 – June 2006

**High School Advisor**

Responsibilities included: Serving as the advisor for the high school speech, debate, and drama club. Directed multiple plays and coached students in speech, debate, and drama competitions.

**Brigham Young University Continuing Education** September 2003 - May 2004

**Instructor (Adult Education)**

Responsibilities included: Teaching adult education classes in Salina, Utah through the BYU Continuing Education program.

**FELLOWSHIPS**

Idaho Farm Bureau Young Farmer & Rancher Organization State Representative 2008 – 2010

Idaho State Farm Bureau Education Committee Member 2009 – 2012

Bonneville County Farm Bureau Federation Board of Directors 2009 – 2015

Bonneville School District 93 Resolutions Committee Member 2014 – 2015

Bonneville County Farm Bureau Federation Vice-President 2015 – Present

**PUBLICATIONS / BOOKS**

*Reply To Colax: John Taylor's Constitutional Defense of Plural Marriage.* BYU Religious Studies Center Published 2009

*Cognitive Dissonance Among College Students When Religiosity Is Challenged By Secular World Views.* A Dissertation Presented in Partial Fulfillment of the Requirements for the Degree of Doctorate in the College of Graduate Studies University of Idaho Published 2014

**HONORS & AWARDS**



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

1995 HOSTS (Helping One Student To Succeed) Tutor of the Year Animas School District  
Farmington, New Mexico

2008 Idaho Farm Bureau Federation District 2 Discussion Meet Winner

2008 Young Farmer and Rancher Idaho State Discussion Meet Winner

2009 American Farm Bureau Federation Discussion Meet National Champion



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

June 18, 2017

Idaho State Board of Education

Via e-mail to: [board@osbe.idaho.gov](mailto:board@osbe.idaho.gov)

Attn: State Board of Education Selection Committee

Dear Selection Committee,

Please accept my application for one of the trustee positions for the Community College of Eastern Idaho. I am an active community member with a background in all levels of training development and education both technical and vocational, who lives in zone 5. As a retired military veteran with strong beliefs in supporting our country, and growing our community through education and information, I would welcome the chance to give back to our community and help shape the initial foundation of our area's newest educational facility.

With more than 27 years of experience developing training programs, presenting formal and informal adult education classes, including instructing at formal military training schools, Federal Law Enforcement agencies, and for Occupational Safety and Health, I know what it takes to reach adult learners and to get a training program off the ground and ensure it meets the requirements to succeed.

I currently work in the local community as a certified Health, Safety and Environmental Professional and have ongoing opportunities to deliver training to a wide variety of people, both internal and external to my organization. With this background and knowledge, I believe I would be an excellent trustee and serve the college and community interests equally. I will strive to maintain the values that were the base of the effort to get this college approved by our local citizens, and agree to vote to maintain the promise to keep the effective tax rate at or below 15%. I would be thrilled to have the opportunity to serve on the board and put my knowledge to use.

I am confident you'll find me a good fit for your needs as a Board of Trustees Member for the Community College of Eastern Idaho. I look forward to hearing from you and thank you so much for your time and consideration.

Sincerely,

*Ed Woodford*

Ed Woodford, CSP, CHMM



**Edward Woodford, CSP, CHMM**

**Senior Health, Safety and Environmental Manager**

Highly qualified Certified Safety Professional and Hazardous Materials Manager with over 22 years of experience in Health, Safety and Environmental Program Development, Implementation and Compliance. Known for effectively communicating health, safety and environmental compliance requirements across a broad spectrum of staff and worker's that are uncomplicated and proven effective. I am passionate about ensuring employees are properly trained and knowledgeable about the safety and health requirements that creates and optimizes worker safety which reduces cost and drives bottom line results for the company

**Career Summary and Achievements**

**Jacobs Engineering Group, Idaho Falls, Idaho**  
Waste Management Coordinator

2017- Present

Program Waste Management Coordinator for the U.S. Navy Spent Fuel Handling Facility Construction Program at Idaho National Laboratory. Responsible for the identification, characterization, handling, storage and ultimate disposition of all waste produced during the lifetime of the construction project and commissioning of the facility.

- Functioning as the Program SME for Environmental Waste issues
- Wrote program level procedures for chemical management, waste management and environmental management

**CH2M HILL, USAG Humphreys, South Korea**  
Health, Safety and Environmental Section Chief

2012 - 2016

Program Health and Safety Manager for the \$10.8 B Engineering, Procurement and Construction Management (EPCM) contract for USFK Base Relocation Program to plan, design and build over 600 new facilities encompassing 28M square feet, across 2,330 acres of new land for the relocation of 45,000 U.S. personnel. More than 36.8 million man-hours of work performed over 4 years.

- Functioned as Site leader and maintained overall responsibility for the development, implementation and management of the dual language site wide safety and health program
- Directly managed a staff of 9 HS Managers overseeing 46 different contractor vertical construction packages with an average work force of 14,000 workers on-site daily at peak of construction.
- Served as the key HSE point of contact for the site operations team, corporate HSE management group, contractors and both U.S. and South Korean government agencies including the USFK Command Staff.
- Worked independently and in collaboration with USACE Safety and Construction Management Staff in determining objectives and approaches to assignments and safety related issues.
- Maintained knowledge of company and client HSE requirements and standards; reviewed all contractor HSE submittals and proposed work practices to ensure they were in compliance with established standards and best practices.
- Investigated all injuries, accidents and reported near misses to ascertain causes for use in recommending preventive measures and developing HSE program revisions, as necessary.
- Served as a project resource for, and provided technical interpretation of health and safety requirements to both U.S., South Korean Governments and the USFK Command Staff.
- Represented CH2M HILL during interaction, meetings and presentations to both clients and other stakeholders.

**CH2M HILL, Mare Island Naval Yard, Vallejo, CA**  
Program HS Manager

2010 - 2011

Provided direct oversight to CH2M HILL staff and 14 contractors. Program was in the 9<sup>th</sup> year of a 5-year fixed price contract, new staff was tasked with completing 21 individual projects in a 16-month period. Completed all projects ahead of schedule, with no injuries, or environmental incidents.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
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- Completed a review of current processes and PPE requirements that reduced the HSE budget by \$3,500.00 over the 16-month period.
- Functioned as Site leader and maintained overall responsibility for the development, implementation and management of the site wide safety and health program
- Maintained knowledge of company and client HSE requirements and standards; reviewed all contractor HSE submittals and proposed work practices to ensure they were in compliance with established standards and best practices.
- Served as a project resource for, and provided technical interpretation of health and safety requirements to subcontractors and California State regulatory agencies

**CH2M HILL, San Diego, CA**  
Principle HSE Manager

2006 - 2010

Managed the HSE program including subcontractor selection and qualification for Health Safety & Environmental performance, ensuring compliance with OSHA and EPA standards, EM385-1-1, and DoD Environmental Management Standards for design-build projects on Air Force, Navy and Army Installations in the Continental United States.

- Directly managed 4 HSE Managers across the Business Group
- Served as the HSE point of contact for the corporate HSE Group, all subcontractors and the DoD regulatory agencies.
- Maintained knowledge of company and client HSE requirements and standards; reviewed all contractor HSE submittals and proposed work practices to ensure they were in compliance with established standards and best practices
- Prequalified all subcontractors prior to issuance of contracts to perform work
- Developed and presented OSHA 30-hour construction safety courses to all Business Group Construction Managers
- Developed and implemented "Safety Management Standards" for construction management standards in regards to subcontractor HSE performance

**CH2M HILL, Huntsville, AL**  
Government Facilities  
Senior HSE Manager

2002 - 2006

Primary Health, Safety and Environmental Manager for various CONUS and International Design build Projects and Ordnance Explosive Waste Demilitarization program.

**EAI Corporation, Anniston, AL**  
Center for Domestic Preparedness  
Training developer / Instructor

1999 - 2002

Developed and presented training courses to federal, state and local emergency responders on aspects of Weapons of Mass Destruction (WMD) Emergency Preparedness and Response Operations.

- Developed and presented Explosives and Explosive Effects classes
- Developed and presented Improvised Explosive Devices (IED) threat, recognition and response classes
- Presented Level A and C PPE classes and expedient decontamination procedures

**U.S. Army**  
Explosive Ordnance Disposal

1979 - 1999

- Developed US Department of Defense Policies and Procedures for EOD Response to Explosive Waste in compliance with OSHA, DOT and EPA regulatory agency guidance.
- Senior Enlisted Advisor to Theatre Army Commanding General on EOD Operations.
- Developed and presented the FBI Hazardous Devices School HAZWOPER compliance program for civilian bomb disposal technician response operations.



**PLANNING, POLICY AND GOVERNMENTAL AFFAIRS**  
**JULY 5, 2017**

- Developed US Department of Defense Safety and Operational procedures for Unexploded Ordnance threats on the battlefield.
- Wrote and published various papers on Handling and response to the UXO Threat

**Certification and Professional Development**

Certified Safety Professional, # 31729  
Certified Hazardous Materials Manager, #5612  
OSHA Authorized Outreach Trainer for Construction Safety #U05233730  
Construction Health and Safety Technician #C1245  
Certified Industrial Hygiene Manager #15153  
Scaffold Training Institute Authorized Trainer #29124

**Education**

BS, Occupational Safety and Health, Columbia Southern University  
A.A.S. Hazardous Materials Technology, Central Alabama Community College



**INSTRUCTION, RESEARCH AND STUDENT AFFAIRS  
JULY 5, 2017**

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**EASTERN IDAHO TECHNICAL COLLEGE/COLLEGE OF EASTERN IDAHO**

**SUBJECT**

Associate of Arts in Liberal Arts

**APPLICABLE STATUTE, RULE, OR POLICY**

Idaho State Board of Education Governing Policies and Procedures, Section III.G. and III.N.

**BACKGROUND/DISCUSSION**

Eastern Idaho Technical College (EITC), in advance of transitioning to an academic community college [College of Eastern Idaho (CEI)], is proposing a new Associate of Arts degree program in Liberal Arts.

The proposed Associates of Arts degree program is designed to allow students to develop a pathway to completion of an Associates and baccalaureate program, depending on each student's goals. Students will be required to complete 12-24 college-level credits in the program of study of their choice and any electives that relate to the program. In addition, students will complete the minimum 36 hours of General Education Matriculation (GEM) curriculum prescribed by the Board in Board Policy III.N. General Education.

Initiation of the program is contingent on adoption by the new Board of Trustees of the College of Eastern Idaho. The proposed associate's program will build upon existing partnerships with Idaho's public four-year institutions and will provide for improved curriculum alignment and seamless transfer, thus enabling students to enter baccalaureate programs at "junior" status.

**IMPACT**

Approval of the academic program will allow CEI students to enroll as degree-seeking undergraduates beginning in Fall 2017. Academic coursework completed will be transferable to other four-year and two-year institutions in Idaho, and will enable students to have another option in the state through which their educational goals can be completed. The curriculum to be offered is consistent with Associate of Arts programs across the state, and instructional resources will be provided through a one-time legislative appropriation, community college district tax revenue, and tuition and fees. Furthermore, students will be eligible to receive financial aid as a result of having degree-seeking status.

**ATTACHMENTS**

Attachment 1 – Program Proposal

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**STAFF COMMENTS AND RECOMMENDATIONS**

In order for the new College of Eastern Idaho to be able to enroll students in an associate's level program as degree seeking students it was necessary to initiate



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the program approval process at this time. In anticipation of the new college's need and the transition of EITC to CEI, EITC staff have initiated the program approval process on behalf of the College of Eastern Idaho. EITC staff project initial enrollment for the proposed Associates of Arts degree to be 350 students in its first year of implementation and anticipates enrollment will continue to increase as they actively increase recruitment efforts. EITC indicates they have the capacity to increase student head count to approximately 4,000 students within the existing EITC facilities. The proposed Associates of Arts degree is not listed on Eastern Idaho Technical College's five-year plan as it was not certain what the outcome of the election to establish a community college district would be. The proposed degree is modeled after other existing associate degree programs offered by Idaho community colleges. EITC is committed to working on creating clear pathways and plans in collaboration with Idaho four-year institutions.

The proposal was reviewed by the Council on Academic Affairs and Programs and was recommended for approval by the Instruction, Research, and Student Affairs committee on June 1, 2017.

Staff recommends approval.

**BOARD ACTION**

I move to approve the request by Eastern Idaho Technical College to create a new Associates of Arts program in Liberal arts as submitted in Attachment 1.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_ Carried Yes \_\_\_\_\_ No \_\_\_\_\_



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Institutional Tracking No. \_\_\_\_\_

**Idaho State Board of Education**  
**Proposal for Undergraduate/Graduate Degree Program**


Date of Proposal Submission:	5/29/17
Institution Submitting Proposal:	(College of Eastern Idaho) Eastern Idaho Technical College
Name of College, School, or Division:	(College of Eastern Idaho) Eastern Idaho Technical College
Name of Department(s) or Area(s):	

**Program Identification for Proposed New or Modified Program:**

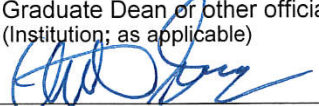
Program Title:	Liberal Arts				
Degree:	AA	Degree Designation		Undergraduate	Graduate
Indicate if Online Program:	Yes		No		
CIP code (consult IR /Registrar):					
Proposed Starting Date:	July 21, 2017				
Geographical Delivery:	Location(s)	Idaho Falls, Idaho	Region(s)	Region VI	
Indicate (X) if the program is/has:	Self-Support		Professional Fee		
Indicate (X) if the program is:	Regional Responsibility		Statewide Responsibility		

**Indicate whether this request is either of the following:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> New Degree Program                            | <input type="checkbox"/> Consolidation of Existing Program            |
| <input type="checkbox"/> Undergraduate/Graduate Certificates (30 credits or more) | <input type="checkbox"/> New Off-Campus Instructional Program         |
| <input type="checkbox"/> Expansion of Existing Program                            | <input type="checkbox"/> Other (i.e., Contract Program/Collaborative) |

 5/29/17  
College Dean (Institution) Date


\_\_\_\_\_  
Vice President for Research (Institution; as applicable) Date

\_\_\_\_\_  
Graduate Dean or other official (Institution; as applicable) Date  
 5/25/17  
FVP/Chief Fiscal Officer (Institution) Date

\_\_\_\_\_  
Academic Affairs Program Manager, OSBE Date

 5/25/17  
Provost/VP for Instruction (Institution) Date

\_\_\_\_\_  
Chief Academic Officer, OSBE Date

 5/26/17  
President Date

\_\_\_\_\_  
SBOE/Executive Director Approval Date



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**Before completing this form, refer to Board Policy Section III.G., Postsecondary Program Approval and Discontinuance.** This proposal form must be completed for the creation of each new program. All questions must be answered.

**Rationale for Creation or Modification of the Program**

1. **Describe the request and give an overview of the changes that will result.** Will this program be related or tied to other programs on campus? Identify any existing program that this program will replace. The changes in this request will allow the College of Eastern Idaho, currently known as Eastern Idaho Technical College, to provide the AA degree in Liberal Arts.
  
2. **Need for the Program.** Describe the student, regional, and statewide needs that will be addressed by this proposal and address the ways in which the proposed program will meet those needs. The creation of a fourth community college will greatly expand educational opportunities for the students in Region VI. There is no permanently established community college currently in this area. Students in Eastern Idaho have a very low rate for going on to college after high school. This new community college will allow more students to continue their education while remaining in Idaho Falls. Not all high school graduates are ready for the experience of postsecondary education at a four-year institution, and the community college offers an alternative for their first two years as they prepare to move toward a Bachelor's Degree. The addition of the fourth community college in Region VI provides educational opportunities similar to that offered by others across the State of Idaho.
  - a. **Workforce need:** Provide verification of state workforce needs that will be met by this program. Include State and National Department of Labor research on employment potential. Using the chart below, indicate the total projected annual job openings (including growth and replacement demands in your regional area, the state, and nation. Job openings should represent positions which require graduation from a program such as the one proposed. Data should be derived from a source that can be validated and must be no more than two years old.

List the job titles for which this degree is relevant:

1. (Variable/ Non-Specific)
2. (Variable/ Not Specific)

	State DOL data	Federal DOL data	Other data source: (describe)
Local (Service Area)	N/A		
State	N/A		
Nation	N/A		

Provide (as appropriate) additional narrative as to the workforce needs that will be met by the proposed program. The AA degree will enable students to complete an academic pathway to a baccalaureate degree within any major or specialization, therefore enabling career opportunities in programs that will meet state and local workforce needs.



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- b. Student need.** What is the most likely source of students who will be expected to enroll (full-time, part-time, outreach, etc.). Document student demand by providing information you have about student interest in the proposed program from inside and outside the institution. If a survey of s was used, please attach a copy of the survey instrument with a summary of results as **Appendix A**. The most likely students to enroll in the new College of Eastern Idaho will be local high school graduates. The go on rate for Idaho is lowest in Region VI. This may relate directly to not having a community college in this region. The College of Southern Idaho located in Idaho Falls as a trial/assessment for student need for a community college. They have exceeded expectations proving that the need and the desire for more education exists. Eastern Idaho Technical College cannot meet the needs of all students because many technical programs have waiting lists and do not directly prepare students for transfer to a university.
  - c. Economic Need:** Describe how the proposed program will act to stimulate the state economy by advancing the field, providing research results, etc. The proposed degree will offer the state another vehicle to help achieve the “go on” rate for Idaho. Students in Region VI will be able to continue their education beyond high school with this option, thus helping reach educational goals needed to provide a more informed and prepared workforce. This proposal will also allow more students to have the opportunity to transfer to universities with pre-approved 2 plus 2 programs with local universities. An educated population is one of the most effective ways to address economic need in a community. Business such as INL and contractors are concerned about a “talent pipeline.” This AA degree will provide transfer students with a pathway into four-year institutions, doing so with a level of demonstrated preparedness necessary to be successful in baccalaureate study. Many businesses reviewing eastern Idaho as a location to relocate find a functioning community college system with degree transfer into universities a very positive attribute.
  - d. Societal Need:** Describe additional societal benefits and cultural benefits of the program. Education is very important to meet societal needs in a community. The students will benefit directly by reaching educational goals, but the community also benefits by the opportunities a community college can bring to a community. The expansion of education in the areas of art, literature, history and other academic areas allows the local and regional community to participate in activities that previously were not available.
  - e. If Associate’s degree, transferability:** The AA Degree in Liberal Arts will be built for maximum transferability to the local universities. Eastern Idaho Technical College currently has “2 plus 3” options for students to transfer to some Idaho universities in a few programs. The AA Degree offers better alignment for a student to enter at a “junior” status without losing credits during the transfer. The associate degree is modeled after other existing Idaho community college degrees and would transfer into local universities with simple articulation and “2 plus 2” agreements. EITC (EIC) is committed to working to create clear pathways to state four-year institutions.
- 3. Similar Programs.** Identify similar programs offered within Idaho and in the region by other in-state or bordering state colleges/universities. Similar AA Degrees exist at all of the community colleges in Idaho. The Program of Study for Liberal Arts is very similar to the College of Southern Idaho, and a common numbering for courses has been applied.



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<b>Similar Programs offered <u>by Idaho public institutions</u> (list the proposed program as well)</b>		
<b>Institution Name</b>	<b>Degree name and Level</b>	<b>Program Name and brief description if warranted</b>
College of Southern Idaho	AA and AS Degrees	Programs of studies vary
College of Western Idaho	AA and AS Degrees	Programs of studies vary
North Idaho College	AA and AS Degrees	Programs of studies vary
Lewis-Clark State College	AA and AS Degrees	Programs of studies vary
Idaho State University	AA Degree in General Studies	

<b>Similar Programs offered <u>by other Idaho institutions and by institutions in nearby states</u></b>		
<b>Institution Name</b>	<b>Degree name and Level</b>	<b>Program Name and brief description if warranted</b>
N/A	N/A	



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4. **Justification for Duplication with another institution listed above.** (if applicable). If the proposed program is similar to another program offered by an Idaho public institution, provide a rationale as to why any resulting duplication is a net benefit to the state and its citizens. Describe why it is not feasible for existing programs at other institutions to fulfill the need for the proposed program. The new AA Degree and Programs of Study for Liberal Arts is very similar to The College of Southern Idaho and a common numbering convention has been used. The AA Degrees at other Idaho community colleges are all very similar in nature because they are designed to allow students to transfer to universities. Having similar programs across the state allows for better transferability between other community colleges. In addition, the other community colleges are located at distances which prevent seamless delivery of two-year academic programs to the region currently served by EITC. As such, there is a cost incurred by local students when an out-of-district credit is obtained from another community college. Lastly, Programs of Study that have been proven to be successful should be used as a working model when building new Programs of Study for newly created community colleges. Many operational issues have been resolved through the development of best practices and proven solutions developed by peer institutions; therefore the delivery of a proven academic program such as the AA (Liberal Arts) can be mapped from these methods. Four community colleges in Idaho is a concept embraced by the Governor and legislators, thus giving all regions access to AAS, AS and AA degrees that are similar in scope and structure. Furthermore, doing so provides a comprehensive conduit across all regions of the state for students to matriculate to bachelor degrees offered at Idaho's four-year institutions.
5. **Describe how this request supports the institution's vision and/or strategic plan.** A revised mission statement accounting for a community college mission for EITC was approved by SBOE at their recent April meeting. Our core themes relate directly to our vision and strategic plan. Our vision is to provide affordable education for work and life and to engage the community in the process. Our vision is to prepare students to enter the workforce and provide articulation to other colleges and universities. We value high quality education and the AA Degree increases our ability to meet our vision and mission.
6. **Assurance of Quality.** Describe how the institution will ensure the quality of the program. Describe the institutional process of program review. Where appropriate, describe applicable specialized accreditation and explain why you do or do not plan to seek accreditation. We are currently in the process of adding the AA Degree to our accreditation with NWCCU. The NWCCU has a high level of quality assurance for all colleges and universities in their region. We also value high quality in our educational offerings and faculty preparation. Two types of Program reviews are done currently and will continue with the new community college. Each program has a program review yearly which addresses student retention and success, enrollment, equipment needs, recommended changes to outcomes, and course changes. These program reviews are reviewed by IAC (Instructional Advisory Committee). Programs are also reviewed on a three year basis which is a presentation to IAC. This looks at the long term results both in past years and future projections.
7. **In accordance with Board Policy III.G., an external peer review is required for any new doctoral program.** Attach the peer review report as **Appendix B**. N/A
8. **Teacher Education/Certification Programs** All Educator Preparation programs require review from the Professional Standards Commission (PSC) and approval from the Board. In addition to the proposal form, the Program Approval Matrix (**Appendix C**) is required for any new and modifications to teacher education/certification programs, including endorsements. The matrix must be submitted with the proposal to OSBE and SDE using the online academic program system



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as one document. N/A

9. **Five-Year Plan: Is the proposed program on your institution's approved 5-year plan? Indicate below. We will be adding the AA Degree in Liberal Arts to our 5 year plan during the next cycle. Our 5 year plan was turned in before the positive vote to form a community college.**

Yes \_\_\_\_\_ No   X  

Proposed programs submitted to OSBE that are not on the five-year plan must respond to the following questions and meet at least one criterion listed below.

- a. **Describe why the proposed program is not on the institution's five year plan.** When did consideration of and planning for the new program begin? The idea of a community college has been a subject of conversation for many years in Idaho Falls. The Governor's \$5 million escrow to start a fourth community in Idaho jump started the community commitment to move forward. It was not on our 5 year plan because we did not know if and when it would be approved by a super majority community vote.
- b. **Describe the immediacy of need for the program.** What would be lost were the institution to delay the proposal for implementation of the new program until it fits within the five-year planning cycle? What would be gained by an early consideration? We would lose the ability to respond to our community efforts to create a community college and make a "good faith" effort to move forward with the community trust. We also have an allocated \$5 million from the Governor and Legislators to assist with startup costs associated with the delivery of academic programs. We would lose one entire year of graduating high school students who could not enter into the new college right after graduation. We propose a more controlled "soft opening" in the fall with one AA Degree that has a high level of general education courses and GEM stamped courses. The volume of students would be more controlled and systems as well as processes could be tested prior to a full opening of other programs and degrees in January 2018. Research has proven that students who sit out a year after graduation are less likely to continue their education.

**Criteria.** As appropriate, discuss the following:

- i. How important is the program in meeting your institution's regional or statewide program responsibilities? Describe whether the proposed program is in response to a specific industry need or workforce opportunity.  
We would be meeting a statewide goal to increase the "go on" rate for high school students. This community college would meet the Governor's goal to provide similar opportunities for education in all of the regions across the state. This is not directly tied to an industry or workforce need, it provides for the creation of a better educated workforce.
- ii. Explain if the proposed program is reliant on external funding (grants, donations) with a deadline for acceptance of funding.  
The one-time legislative appropriation would be allocated during this fiscal year.
- iii. Is there a contractual obligation or partnership opportunity to justify the program? We have entered into conversations for partnership opportunities with University of Idaho and ISU. This would allow students to have a pathway for acceptance directly into a U of I or ISU programs upon graduation.



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- iv. Is the program request or program change in response to accreditation requirements or recommendations?  
This program request is not in response from NWCCU or other accreditations.
- v. Is the program request or program change in response to recent changes to teacher certification/endorsement requirements?  
This change does not relate to teacher certification or endorsements.

**Curriculum, Intended Learning Outcomes, and Assessment Plan**

**10. Curriculum for the proposed program and its delivery.**

- a. Summary of requirements.** Provide a summary of program requirements using the following table.

Credit hours in required courses offered by the department (s) offering the program.	AA Degrees will require 60 credit hours
Credit hours in required courses offered by other departments:	12- 24 credits need to be in the Program of Study or electives that relate to program
Credit hours in institutional general education curriculum	36 Credits in General Education
Credit hours in free electives	0-12
Total credit hours required for degree program:	60 credits

- b. Additional requirements.** Describe additional requirements such as comprehensive examination, senior thesis or other capstone experience, practicum, or internship, some of which may carry credit hours included in the list above. The Programs of Study for Liberal Arts is a General Education degree that can fulfill many of the requirements to continue to a Bachelor's Degree. Some of the AA Degrees may have a capstone experiences or possible certifications depending on the emphasis chosen in this type of a degree.

**See attachment for potential electives and courses that can be taken for this AA Program of Study in Liberal Arts.** The goal is to create several possible emphasis areas that will align to ISU and University of Idaho Bachelor Degrees. This will allow for more electives to be added to this list as this Program evolves.

**Program Intended Learning Outcomes and Connection to Curriculum.**

- a. Intended Learning Outcomes.** List the Intended Learning Outcomes for the proposed program, using learner-centered statements that indicate what will students know, be able to do, and value or appreciate as a result of completing the program.

**The overall learning objectives for the AA Degree will be as follows:**

1. Demonstrate an understanding of theories, practices, histories, and key issues of a field of study using essential terminology and concepts of the discipline.
2. Use theories, concepts and practices, artifacts, and or texts to produce interpretations, hypotheses, evaluations or conclusions.
3. Apply theories and/or methods of a field of study to perform



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practical, scholarly, and/or creative tasks that respond to social, cultural, environmental, economic, or technical issues.

Additional learning outcomes may include the following from other areas:

1. Exhibit academic readiness by appropriate time management, independent learning and academic honesty.
2. Demonstrate college level critical thinking and analytical skills.
3. Construct purposeful and effective written essays and oral presentations that demonstrate an understanding of rhetorical strategies and use experimental evidence and documented research.
4. Demonstrate awareness and understanding of the scientific method and its applications, including interpreting and analyzing scientific data.
5. Create mathematical models of a practice problem and use the model to logically interpret and analyze and predict outcomes.
6. Demonstrate competent and relevant technology skills.

### 11. Assessment plans

**a. Assessment Process.** Describe the assessment process that will be used to evaluate how well students are achieving the intended learning outcomes of the program. The Instructional Advisory Council (IAC) will use a template to collect and analyze data collected for each of the programs. This is currently in place at Eastern Idaho Technical College and is collected at the end of each semester. Each learning skill or concept is grouped to one of the program outcomes. The data is then used to determine if that outcome has been met. The goal is to move the percentage upward for each outcome. This instrument also allows us to determine if outcomes need to be changed or deleted as curriculums change in the program. Data points will include academic scores, retention and TSAs.

**b. Closing the loop.** How will you ensure that the assessment findings will be used to improve the program? The Outcome Assessment and the Program Review are two documents that help improve the programs by collecting data.

**c. Measures used.** What direct and indirect measures will be used to assess student learning? The direct and indirect measures are the following:

Pass rate  
Retention/Completion rate  
Student satisfaction with instructor (Student evaluation each semester)  
Student satisfaction with the program/course (Student evaluation each semester)  
Enrollment in program

**d. Timing and frequency.** When will assessment activities occur and at what frequency?  
Outcomes are evaluated and collected each semester  
Program Review is yearly and every 3 years  
Student evaluation are done each semester  
Grades and TSA (end of course/program testing) are done at end of program (usually 2 years)



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**Enrollments and Graduates**

- 12. Existing similar programs at Idaho Public Institutions.** Using the chart below, provide enrollments and numbers of graduates for similar existing programs at your institution and other Idaho public institutions.

Existing Similar Programs: Historical enrollments and graduate numbers								
Institution and Program Name	Fall Headcount Enrollment in Program				Number of Graduates From Program (Summer, Fall, Spring)			
	FY__	FY__	FY__	FY__ (most recent)	FY__	FY__	FY__	FY__ (most recent)
<b>BSU</b>	N/A*							
<b>ISU</b>	N/A*							
<b>UI</b>	N/A*							
<b>LCSC</b>	N/A*							

\*Data from Idaho's four-year institutions is not applicable as this program intends to serve students through the scope and mission of a community college. UI does not offer Associates Degrees.

- 13. Projections for proposed program:** Using the chart below, provide projected enrollments and number of graduates for the proposed program:

Proposed Program: Projected Enrollments and Graduates First Five Years											
Program Name: Liberal Arts AA Degree											
Projected Fall Term Headcount Enrollment in Program						Projected Annual Number of Graduates From Program					
FY_18 – (first year)	FY_19 –	FY20_ –	FY_21 –	FY_22 –	FY_23 –	FY_18 – (first year)	FY19__	FY_20 –	FY_21 –	FY_22 –	FY_23 –
350	800	1,100	1,450	1,620	1,730	30	160	275	363	405	433

- 14. Describe the methodology for determining enrollment and graduation projections.** Refer to information provided in Question #2 “Need” above. What is the capacity for the program? Describe your recruitment efforts? How did you determine the projected numbers above? In preparing this proposal, we meet with ISU and U of I to see what programs the AA Degree in



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Liberal Arts would articulate to a Bachelor's Degree. The statements were very positive that the AA Degree would work with their programs on the Idaho Falls campus. This degree was offered by CSI in the Idaho Falls area for the last 2 years and the enrollment has increased each year. We project that the enrollment will continue to increase as we actively increase our recruitment efforts. As a technical college with waiting lists, it has been difficult to attract students to apply to a wait list. We have the capacity to increase our student head count to around 4,000 students without needing new buildings.

**The enrollment for Liberal Arts AA Degree was determined from a pro-forma** (see appendix) used by the community college study panel in the creation of the academic transfer portion of the College of Eastern Idaho. Approximately ½ of the enrollment projections were assigned to the Liberal Arts AA Degree. Graduation rates were calculated at 25% of students enrolled in Liberal Arts.

**Minimum Enrollments and Graduates.** Have you determined minimums that the program will need to meet in order to be continued? What are those minimums, what is the logical basis for those minimums, what is the time frame, and what is the action that would result?

**Given the “startup” nature of both the College of Eastern Idaho and the Liberal Arts Degree, no minimum enrollments or graduates were assigned.** Faculty in the initial phase of the degree will be mostly adjunct. Fixed costs for full-time faculty would only be added as enrollment reliably increased. Adjunct instruction would permit flexibility to meet high or low demand courses within the courses that make up the degree.

**The Liberal Arts Degree is a very general degree and we project that minimums will not be an issue.** Our recent survey and a survey from the Department of Labor indicates that many Idaho Falls residents have some college but not a degree. This un-tapped population will also increase enrollment in the future.



**Resources Required for Implementation – fiscal impact and budget**

**16. Physical Resources.**

**17. Existing resources.** Describe equipment, space, laboratory instruments, computer(s), or other physical equipment presently available to support the successful implementation of the program. Eastern Idaho Technical College has the facilities space to provide resources for the new college without the need to add new buildings or classroom space. Equipment will be needed as the student numbers increase to provide computers and other equipment for programs. Program fees and tuition will help off-set the cost to the college.

**18. Impact of new program.** What will be the impact on existing programs of increased use of physical resources by the proposed program? How will the increased use be accommodated? The current Eastern Idaho Technical College facility is under used and we do not project a need for more space until enrollment reaches 4,000. The existing programs are well situated to absorb more students on campus because they will not be competing for the same space. The General Education transfer side to be added to the community college will not need many of the technical resources. This has been the standard model for the other existing three community colleges in Idaho. All three have a combination of CTE programming with an AAS degree and academic transfer through the issuing of AA and AS degrees. Because the CTE programs also require general education courses, we may have some savings and a reduction in duplication of services.

**19. Needed resources.** List equipment, space, laboratory instruments, etc., that must be obtained to support the proposed program. Enter the costs of those physical resources into the budget sheet.

We project that computers, desks and chairs will be needed in the future to accommodate growth. Also our laboratory spaces will need supplies, but not microscopes, because they currently are part of the equipment for our courses in CTE. The growth for CEI will be slower than a complete new start up. We will be able to plan in an organized way for equipment purchases as the head count increases. We will be supporting OER as a way to cut cost of books for students. It has currently been used by several of the math courses and it allows students to have access and help from a computer tutoring program. This may also create a larger demand for computers and study space.

A line item request for FY18 will be submitted through the State Board of Education for ongoing funding.

**17. Library resources**

- a. Existing resources and impact of new program.** Evaluate library resources, including personnel and space. Are they adequate for the operation of the present program? Will there be an impact on existing programs of increased library usage caused by the proposed program? For off-campus programs, clearly indicate how the library resources are to be provided.

**The current library is very large and an under-used space.** Many of the technical programs have software and on-line resources that decreases the need to physically be in the library. The current programs will not be negatively impacted because of the large existing space available. The addition of personnel will be needed to allow us to increase the hours that the library is open. Our current staff in the library are all well



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trained and prepared to help students with research and other requirements for their programs. We will evaluate each year to see if new staff are required.

- b. **Needed resources.** What new library resources will be required to ensure successful implementation of the program? Enter the costs of those library resources into the budget sheet. Our librarian projects that an additional \$25,000 will be needed to purchase more software for on-line courses and programs. Creating smaller spaces for study and group work may also be needed in the future.

**18. Personnel resources**

- a. **Needed resources.** Give an overview of the personnel resources that will be needed to implement the program. How many additional sections of existing courses will be needed? Referring to the list of new courses to be created, what instructional capacity will be needed to offer the necessary number of sections?

**We will need to increase the personnel to teach the General Education courses in the Programs of Study for the AA Degree.** Because the increase to enrollment will be over a period of several years, we will be very strategic in our planning. Sections will be increased as the demand increases. The Attachment to this proposal will indicate the number of faculty needed over the next few years.

- b. **Existing resources.** Describe the existing instructional, support, and administrative resources that can be brought to bear to support the successful implementation of the program.

**The technical college administrative and student support services will also be working with the new transfer students on campus.** Because these working groups already exists, additions will be made as the need arises. We project that more staff will be added to student services in recruitment, admissions, advising, financial aid and the registrar's office. New administrators will need to also be hired to coordinate the transfer division and the general education increase. See the attachment included with this proposal.

- c. **Impact on existing programs.** What will be the impact on existing programs of increased use of existing personnel resources by the proposed program? How will quality and productivity of existing programs be maintained? The impact will be minimized with new hires as the enrollment increases gradually. The existing programs should not have a negative impact with the addition of personnel. There will be a synergy which will immerge out of the addition of academic transfer programming. As a stand-alone technical college, EITC is very inefficient with regard to cost per student. Most of the existing infrastructure and organizational structure would simply be used to serve more students who are interested in AA degrees.
- d. **Needed resources.** List the new personnel that must be hired to support the proposed program. Enter the costs of those personnel resources into the budget sheet.

Additional Staff Needed

	FY18	FY19	FY20	FY21	FY22
Registrar	1		1		
Advisors	1	1		1	
Financial Aid	1	1		1	



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Retention      1                                  1

Additional Faculty Needed

	FY18	FY19	FY20	FY21	FY22
Full time	5	3	2	2	2
Adjunct	12	8	6	5	5



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**19. Revenue Sources**

- a) **Reallocation of funds:** If funding is to come from the reallocation of existing state appropriated funds, please indicate the sources of the reallocation. What impact will the reallocation of funds in support of the program have on other programs?
- b) **New appropriation.** If an above Maintenance of Current Operations (MCO) appropriation is required to fund the program, indicate when the institution plans to include the program in the legislative budget request. There will be new funds coming into the college by the taxing district which was approved by the voters from Bonneville County. There will also be tuition and fees to generate funds plus the alcohol tax that other community colleges receive. The funding needed for CEI can be found on the attachment that was created from researching the start-up costs of a new community college.
- c) **Non-ongoing sources:**
  - i. If the funding is to come from one-time sources such as a donation, indicate the sources of other funding. What are the institution's plans for sustaining the program when that funding ends? A one-time funding of \$5 million will come from the Governor's office.
  - ii. Describe the federal grant, other grant(s), special fee arrangements, or contract(s) that will be valid to fund the program. What does the institution propose to do with the program upon termination of those funds?
- d) **Student Fees:**
  - i. If the proposed program is intended to levy any institutional local fees, explain how doing so meets the requirements of Board Policy V.R., 3.b.
  - ii. Provide estimated cost to students and total revenue for self-support programs and for professional fees and other fees anticipated to be requested under Board Policy V.R., if applicable.

20. Using the budget template provided by the Office of the State Board of Education, provide the following information:

- Indicate all resources needed including the planned FTE enrollment, projected revenues, and estimated expenditures for the first **four** fiscal years of the program.
- Include reallocation of existing personnel and resources and anticipated or requested new resources.
- Second and third year estimates should be in constant dollars.
- Amounts should reconcile subsequent pages where budget explanations are provided.
- If the program is contract related, explain the fiscal sources and the year-to-year commitment from the contracting agencies or parties.
- Provide an explanation of the fiscal impact of any proposed discontinuance to include impacts to faculty (i.e., salary savings, re-assignments).



# INSTRUCTION, RESEARCH AND STUDENT AFFAIRS

## JULY 5, 2017

### Program Resource Requirements.

- AA Liberal Arts Program
- Include reallocation of existing personnel and resources and anticipated or requested new resources.
- Second and third year estimates should be in constant dollars.
- Amounts should reconcile subsequent pages where budget explanations are provided.
- If the program is contract related, explain the fiscal sources and the year-to-year commitment from the contracting agency(ies) or party(ies).
- Provide an explanation of the fiscal impact of any proposed discontinuance to include impacts to faculty (i.e., salary savings, re-assignments).

### I. PLANNED STUDENT ENROLLMENT

	FY 18		FY 19		FY 20		FY 21	
	FTE	Headcount	FTE	Headcount	FTE	Headcount	FTE	Headcount
A. New enrollments		350		800		1100		1450
B. Shifting enrollments								
<b>Total Enrollment</b>	0	350	0	800	0	1100	0	1450

### II. REVENUE

	FY 18		FY 19		FY 20		FY 21	
	On-going	One-time	On-going	One-time	On-going	One-time	On-going	One-time
1. New Appropriated Funding Request								
2. Institution Funds								
3. Federal								
4. New Tuition Revenues from Increased Enrollments		\$787,500		\$1,800,000		\$2,475,000		\$3,262,500
5. Student Fees		Included		included		included		included
6. Other (i.e., Gifts)								
<b>Total Revenue</b>	\$0	\$787,500	\$0	\$1,800,000	\$0	\$2,475,000	\$0	\$3,262,500

*Ongoing is defined as ongoing operating budget for the program which will become part of the base.*

*One-time is defined as one-time funding in a fiscal year and not part of the base.*



**INSTRUCTION, RESEARCH AND STUDENT AFFAIRS  
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**III. EXPENDITURES**

	<b>FY 18</b>		<b>FY 19</b>		<b>FY 20</b>		<b>FY 21</b>	
	On-going	One-time	On-going	One-time	On-going	One-time	On-going	One-time
<b>A. Personnel Costs</b>								
1. FTE								
2. Faculty	\$ 200,000		\$ 320,000		\$ 400,000		\$ 480,000	
3. Adjunct Faculty	\$ 28,800		\$ 48,000		\$ 62,400		\$ 74,400	
4. Graduate/Undergrad Assistants								
5. Research Personnel								
6. Directors/Administrators	35000		\$ 35,000		\$ 35,000		\$ 35,000	
7. Administrative Support Personnel								
8. Fringe Benefits	\$60,000		\$ 96,000		\$ 120,000		\$ 144,000	
9. Other:								
<b>Total Personnel and Costs</b>	<b>\$323,800</b>	<b>\$0</b>	<b>\$499,000</b>	<b>\$0</b>	<b>\$617,400</b>	<b>\$0</b>	<b>\$733,400</b>	<b>\$0</b>



**INSTRUCTION, RESEARCH AND STUDENT AFFAIRS  
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	<u>FY 18</u>		<u>FY 19</u>		<u>FY 20</u>		<u>FY 21</u>	
	On-going	One-time	On-going	One-time	On-going	One-time	On-going	One-time
<b>B. Operating Expenditures</b>								
1. Travel	\$2,000.00		\$2,000.00		\$2,000.00		\$2,000.00	
2. Professional Services								
3. Other Services								
4. Communications								
5. Materials and Supplies	\$1,318.00	\$2,000.00	\$1,450.00		\$1,595.00		\$1,441.00	
6. Rentals								
7. Materials & Goods for Manufacture & Resale								
8. Miscellaneous								
<b>Total Operating Expenditures</b>	<u>\$3,318</u>	<u>\$2,000</u>	<u>\$3,450</u>	<u>\$0</u>	<u>\$3,595</u>	<u>\$0</u>	<u>\$3,441</u>	<u>\$0</u>

	<u>FY</u>		<u>FY</u>		<u>FY</u>		<u>FY</u>	
	On-going	One-time	On-going	One-time	On-going	One-time	On-going	One-time
<b>C. Capital Outlay</b>								
1. Library Resources		\$5,000		\$8,000		\$7,000		\$5,000
2. Equipment								
<b>Total Capital Outlay</b>	<u>\$0</u>	<u>\$5,000</u>	<u>\$0</u>	<u>\$8,000</u>	<u>\$0</u>	<u>\$7,000</u>	<u>\$0</u>	<u>\$5,000</u>

<u>FY</u>	<u>FY</u>	<u>FY</u>	<u>FY</u>
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# INSTRUCTION, RESEARCH AND STUDENT AFFAIRS

## JULY 5, 2017

**D. Capital Facilities  
Construction or Major  
Renovation**

**E. Other Costs**

Utilites								
Maintenance & Repairs								
Other								
<b>Total Other Costs</b>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
<b>TOTAL EXPENDITURES:</b>	<u>\$327,118</u>	<u>\$7,000</u>	<u>\$502,450</u>	<u>\$8,000</u>	<u>\$620,995</u>	<u>\$7,000</u>	<u>\$736,841</u>	<u>\$5,000</u>
<b>Net Income (Deficit)</b>	<u>-\$327,118</u>	<u>\$780,500</u>	<u>-\$502,450</u>	<u>\$1,792,000</u>	<u>-\$620,995</u>	<u>\$2,468,000</u>	<u>-\$736,841</u>	<u>\$3,257,500</u>

Budget Notes (specify row and add explanation where needed; e.g., "I.A.B. FTE is calculated using..."):

I.A.B.	



**INSTRUCTION, RESEARCH AND STUDENT AFFAIRS  
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**a. List of Possible Program of Study and Electives for CEI**

HUMA 101 Introduction to Humanities 1	3 credits
HUMA 102 Introduction to Humanities 2	3 credits
PHIL 101 Introduction to Philosophy	3 credits
PHIL 202 Ethics	3 credits
ENGL 215 Survey of World Mythology	3 credits
ENGL 277 Survey of American Lit 1	3 credits
ENGL 278 Survey of American Lit 2	3 credits
ARTS 101 Art History 1	3 credits
ARTS 102 Art History 2	3 credits
MUSI 100 Music Appreciation	3 credits
BIOL 227 Human Anatomy and Physiology I	4 credits
BIOL 228 Human Anatomy and Physiology II	4 credits
BIOL 250 Microbiology	4 credits
CHEM 100 Chemistry for Everyday Life	4 credits
GEOG 100 Physical Geology	4 credits
PHYS 100 Survey of Physics	4 credits
CRIJ 103 Introduction to Law and Justice	3 credits
HIST 101 Western Civilization 1	3 credits
HIST 102 Western Civilization 2	3 credits
HIST 111 US History 1	3 credits
HIST 112 US History 2	3 credits
POLS 102 Intro to Political Science	3 credits
PSYC 101 General Psychology	3 credits
SOCY 101 Introduction to Sociology	3 credits
SOCY 105 Human Relations	3 credits



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