

CITY COUNCIL AGENDA – SEPTEMBER 2, 2014

SUBJECT: CONSIDERATION OF APPOINTMENTS TO THE ANIMAL CONTROL COMMISSION

SOURCE: ADMINISTRATIVE SERVICES/CITY CLERK DIVISION

COMMENT: On June 3, 2014, the City Council adopted Ordinance 1812, which established a five member Animal Control Commission to serve in an advisory capacity to the City Council on any matters concerning animal control. The ordinance provides that Commissioners be appointed by the City Council at its complete discretion by a majority vote. Commissioners shall serve 4-year staggered terms, shall be residents of the city of Porterville, and representative of a cross-section of the community.

For the establishment of the Animal Control Commission the Council shall appoint five members, two to 2-year terms and three to 4-year terms. After the initial establishment of the Commission, future members of the commission will be appointed to 4-year terms and will serve until his or her term is completed, or until such time that his or her appointment is rescinded by a majority vote of the City Council.

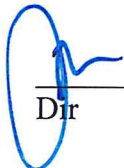
Applications for the Committee were solicited from the public and as of the time of agenda distribution has received ten Requests for Appointment, attached hereto for Council's reference, from the following individuals:


- Peggy Ann Hensley
- Kathleen (Kat) Harris
- Amy Pitigliano
- Maureen M. Hamilton
- Shawn Schwartzenberger
- Margaret Land
- Kathy Guinn
- Anna M. Poteet
- Terry Perry
- Diane Wagner

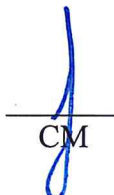
Requests for Appointment received after the distribution of the agendas will be presented to the Council for consideration and made available to the public under separate cover.

RECOMMENDATION: That the City Council appoint two individuals to serve 2-year terms as members of the Animal Control Commission; and three individuals to serve 4-year terms.

ATTACHMENT: Requests for Appointment

  
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Funded

  
CM

Item No. 12

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MAY 13 2014

CITY OF PORTERVILLE  
CITY CLERK OFFICE

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: PEGGY ANN HENSLEY  
(Please Print)

Appointment to: Animal Control Commission  
(Name of Board, Commission, or Committee)

Reappointment; or IF NEW, please provide :

Street Address: 250 N. 3rd St. apt. 203  
Porterville, Ca. 93257

Mailing Address: same

Name of Business: o

Own       Operate

Business Address: o  
o

Telephone: Home 559-359-3691 (cell)  
Work o  
FAX o  
E-mail o

City of Porterville resident:

Yes  
 No

Registered Voter:

Yes  
 No

Qualifications: My passion in life is Animal Rights & animal  
welfare. Raised with cats & dogs, I love them.  
I have an understanding of them.  
Years ago I drove to Fresno to get schooling to become  
a Vet-tech, after 2<sup>nd</sup> day was told to stop in Visalia  
to talk with a Vet. and his Vet-Tech. Don't remember  
what they said to me but I burst out crying - saying  
it hurts my soul to realize perfectly healthy cats & dogs  
are put to death because there are no homes for  
them. Spay & Neuter!! (I washed out of the school!)

- Resume attached
- Letter of request attached

Submitted By: Regina Penley 5-13-2014  
Date

Received by: \_\_\_\_\_

Forwarded to: City Clerk  Date: 5-13-2014  
City Council  Date: \_\_\_\_\_  
City Manager  Date: \_\_\_\_\_  
Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: \_\_\_\_\_

Request for Appointment Form.pdf

1 of 2

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JUN 2 2014

CITY OF PORTERVILLE  
CITY CLERK OFFICE

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: Kathleen (Kat) Harris  
(Please Print)

Appointment to: Animal Control Committee  
(Name of Board, Commission, or Committee)

Reappointment; or **IF NEW**, please provide :

Street Address: 182 S Villa St  
Porterville, CA 93257

Mailing Address: SAME

Name of Business: \_\_\_\_\_

Own       Operate

Business Address: \_\_\_\_\_

Telephone: Home 559-781-7204

Work N/A

FAX 559-781-7204

E-mail Kat.dando@cityofporterville.net

City of Porterville resident:

Yes  
 No

Registered Voter:

Yes  
 No

Qualifications: Being a person concerned about  
the welfare of animals, I specialized myself  
in State Regulations and both County and City  
Ordinances on Animal Control. Additionally, my  
past Grand Jury experience has provided me the  
knowledge and understanding of the management/  
operations of both County and city Animal Control  
Facilities. The Grand Jury experience would not  
hinder, but will benefit the Animal Control  
Commission.

- Resume attached
- Letter of request attached

Submitted By: Kathleen (Kathy) Harris 6/2/14  
 Date

Received by: \_\_\_\_\_

- Forwarded to: City Clerk  Date: \_\_\_\_\_
- City Council  Date: \_\_\_\_\_
- City Manager  Date: \_\_\_\_\_
- Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: \_\_\_\_\_

JUL 28 2014

CITY OF PORTERVILLE  
ADMINISTRATIVE SERVICES

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: Amy Pitigliano  
(Please Print)

Appointment to: Animal Control Committee  
(Name of Board, Commission, or Committee)

Reappointment; or IF NEW, please provide :

Street Address: 466 N York St  
Porterville CA 93257

Mailing Address: Same

Name of Business: N/A  
 Own  Operate

Business Address: N/A

Telephone: Home 661-900-5838

Work \_\_\_\_\_

FAX \_\_\_\_\_

E-mail adp453@gmail.com

City of Porterville resident:

Yes

No

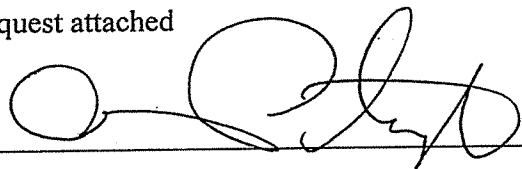
Registered Voter:

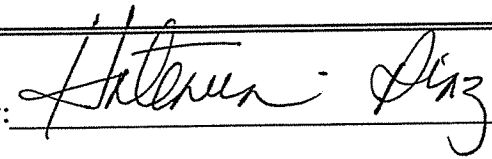
Yes

No

Qualifications: I have the interest in the way my city treats and deals with animal control issues. I feel many cities lack in their animal control area and I would like to be a part in helping Porterville not be one of those cities. I enjoy speaking in public and am an articulate and intelligent voice when it comes to something I am passionate about. I would appreciate this opportunity to join my community members to help move Porterville forward. Thank you.

- Resume attached
- Letter of request attached

Submitted By:  7-28-14  
Date

Received by: 

- Forwarded to: City Clerk  Date: \_\_\_\_\_
- City Council  Date: \_\_\_\_\_
- City Manager  Date: \_\_\_\_\_
- Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: \_\_\_\_\_

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CITY OF PORTERVILLE  
CITY CLERK OFFICE

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: MAUREEN M. HAMILTON  
(Please Print)

Appointment to: COMMITTEE TO OVERSEE NEW ANIMAL SHELTER  
(Name of Board, Commission, or Committee)

Reappointment; or **IF NEW**, please provide :

Street Address: 318 W. BELLEVIEW AVE.

Mailing Address: SAME

Name of Business: N/A

Own       Operate

Business Address: N/A

Telephone: Home 559-784-7751

Work RETIRED

FAX N/A

E-mail MAUREENHAMIL@MSN.COM

City of Porterville resident:

Yes  
 No

Registered Voter:

Yes  
 No



Qualifications: I would be a great asset to the new shelter for the following reasons:

1. I have leadership qualities due to my many years as a Supervisor
2. I am detail oriented & being retired I can devote as much time as necessary to this new board
3. I have been in leadership positions in several organizations, I also enjoy finding unique solutions to problems
4. I work well with other people & am computer savvy enough to keep files up to date
5. The bottom line is I love animals & want to help provide the very best care for them. Help run this shelter efficiently
  - Resume attached within budgetary guidelines
  - Letter of request attached

Submitted By: Maureen Hamilton 8/4/14 Date

Received by: Shauna Beagio

Forwarded to: City Clerk  Date: 8/4/14  
City Council  Date: \_\_\_\_\_  
City Manager  Date: \_\_\_\_\_  
Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: \_\_\_\_\_

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AUG 11 2014

CITY OF PORTERVILLE  
CITY CLERK OFFICE

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: Shawn Schwartzberger  
(Please Print)

Appointment to: ANIMAL CONTROL COMMISSION  
(Name of Board, Commission, or Committee)

G Reappointment; or IF NEW, please provide :

Street Address: 558 N. SUNNYSIDE ST  
APT #14

Mailing Address: SAME

Name of Business: N/A  
Q Own      Q Operate

Business Address: N/A

Telephone: Home <sup>cell</sup> (559) 756-1222

Work SAME

FAX N/A

E-mail TRANSISRACING@clearwire.net

City of Porterville resident:

G  Yes  
G  No

Registered Voter:

G  Yes  
G  No

Qualifications: NO SPECIFIC QUALIFICATIONS JUST AN  
AVOID ANIMAL LOVER, I DID SPEND SOME TIME  
IN THE MILITARY AS/WITH THE MP DOG HANDLERS  
BUT I HAVE ALWAYS HAD A WAY WITH ANIMALS, I  
HAVE RESCUED MANY ANIMALS AND ACTUALLY THE  
THEROPY CAT I HAVE NOW IS A RESCUE, MY FAMILY IS  
INTO ANIMALS ALWAYS HAVE BEEN MY SON HAS RESCUE  
DOGS NOW. AS A CHILD I FOUND A HURT FOX MADE  
FRIENDS AND HEALD IT BACK TO HEALTH, AND HE WAS  
MY PET FOR MANY YEARS! I JUST HAVE A WAY WITH  
AND LOVE ANIMALS OF ALL KINDS!

THANKS FOR YOUR CONSIDERATION

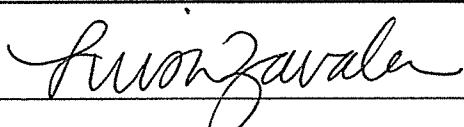
Q Resume attached

Q Letter of request attached

Submitted By: 

8/11/14

Date

Received by: 

Forwarded to: City Clerk

Date:

8/11/14

City Council

Date:

8/14/14

City Manager

Date:

Applicable Dept.

Date:

Tentative Council Mtg Date: 8/19/14

## SHAWN R SCHWARTZENBERGER

~~4333 N VILLA ST~~ 558 N SUNNYSIDE ST  
Porterville, CA 93257 #14  
Phone: 559-756-1222  
shawn-irina@clearwire.net

### Objective

WORK WELL WITH OTHERS IN LEADERSHIP, 19 years 9 months plus experience. would love to pass on my skills to others, and lead them to success.

### Abilities

i am 20 years military, retired and have been in leadership rolls for the last 19 years. i am savey on the computer, i work and communicate well with others.

### Employment History

#### department supervisor, Managers, All Other

03/2006 - 08/2012      The Home Depot      porterville, CA

was a leading department supervisor, have run 6 different departments 4 at one time, electrical, plumbing, appliances, kitchen and bath, tool rental, and the front end cashiers. was in charge of as many as 20 associates. had high moral in my departments and made great progress everywhere I went with people and numbers!!

#### owner graphics shop, Graphic Designers

01/2004 - 04/2005      veriety graphics      porterville, CA

was the owner of a graphics shop, I started running part time while active duty, then upon retirement, bought out another shop and combined equipment! I ran silk screening, trophy making, sublimation, embroidery, engraving, business cards and flyers. closed due to a major robbery.

#### leading supervisor , Unknown ONET title

01/1983 - 10/2003      Uninted States      various  
Navy

repair department supervisor, in charge of 4 departments with a total of about 50 people, was in charge of the complete repair department and held the position of ships fire marshal, first class association president! retired with honors with 20 years of service.

### Education History

Issuing Institution	Location	Qualification	Course of Study
various, military	CA	2 Years at College or a Technical or Vocational School	general

i have verious college leval courses and training from my military schooling and training

## **Certifications**

<b>Certification Title</b>	<b>Issuing Organization</b>	<b>Completion Date</b>
all expired	US Navy	10/2003

## **Honors**


was awarded the highest honor for inlisted personnel from the US Navy!  
CASHIER,FRONT END OPERATIONS,LEADERSHIP,MANAGEMENT,QUICK  
LEARNER,RETAIL

## **Additional Information**

my dedication is above the average, i give 200% in every area, work well with others and love challenges

## **References Available on Request**

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**

1. NAME (Last, First, Middle) SCHWARTZENBERGER, SHAWN RIC		2. DEPARTMENT, COMPONENT AND BRANCH NAVY-USN		3. [REDACTED]	
4a. GRADE, RATE OR RANK HM	b. PAY GRADE E-6	5. [REDACTED]	6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) N/A		
7a. PLACE OF ENTRY INTO ACTIVE DUTY TULARE, CA		b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) 778 E SONORA TULARE, CA 93274			
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND USS PELELIU (LHA-5)			b. STATION WHERE SEPARATED USS PELELIU (LHA-5) AT SAN DIEGO, CA		
9. COMMAND TO WHICH TRANSFERRED NAVAL RESERVE PERSONNEL CENTER, NEW ORLEANS, LA 70149			10. SGLI COVERAGE AMOUNT: \$ 250,000 NONE		
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) HT-9545 NAVY LAW ENFORCEMENT SPECIALIST (13 YEARS 7 MONTHS) HT-9585 NAVY RECRUITER CANVASSER (5 YEARS 7 MONTHS) HT 4954 GENERAL MAINTENANCE (12 YEARS 5 MONTHS) X X X X X X		12. RECORD OF SERVICE			
		a. DATE ENTERED AD THIS PERIOD	87	MAR	03
		b. SEPARATION DATE THIS PERIOD	03	SEP	30
		c. NET ACTIVE SERVICE THIS PERIOD	16	06	28
		d. TOTAL PRIOR ACTIVE SERVICE	03	05	11
		e. TOTAL PRIOR INACTIVE SERVICE	00	07	21
		f. FOREIGN SERVICE	00	11	26
		g. SEA SERVICE	08	08	29
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) NAVY/MARINE CORPS COMMENDATION MEDAL, NAVY/MARINE CORPS ACHIEVEMENT MEDAL (3), NAVY UNIT COMMENDATION, MERITORIOUS UNIT COMMENDATION, BATTLE "E" RIBBON (5), FIFTH GOOD CONDUCT AWARD FOR PERIOD ENDING 01SEP18, NATIONAL DEFENSE SERVICE MEDAL (2)		14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) NAVY RECRUITER ORIENTATION, 5 WKS, FEB 1998; SHIPYARD Q/A QUALIFICATION, 1 WK, MAR 1997; NAVLEAD LPO COURSE, 1 WK, AUG 1993; GENERAL MAINTENANCE WELDER, 8 WKS, SEP 1991; LAW ENFORCEMENT COURSE, 6 WKS, MAR 1990; GAS FREE ENGINEER OPERATIONS, 1 WK, OCT 1994			
15a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM				YES	X NO
b. HIGH SCHOOL GRADUATE OR EQUIVALENT		X		YES	NO
16. DAYS ACCRUED LEAVE PAID	17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION				YES NO X
18. REMARKS SER: 20748-03-0264-AJS BLOCK 1 CONTINUED: HARD; BLOCK 13 CONTINUED: ARMED FORCES EXPEDITIONARY MEDAL, SOUTHWEST ASIA SERVICE MEDAL, SEA SERVICE DEPLOYMENT RIBBON (5), NAVY/MARINE CORPS OVERSEAS SERVICE RIBBON, NAVY RECRUITING SERVICE RIBBON, MILITARY OUTSTANDING VOLUNTEER SERVICE MEDAL, RIFLE MARKSMANSHIP MEDAL, PISTOL SHARPSHOOTER MEDAL OBLIGATED SERVICE WAS EXTENDED FOR 2 MONTHS ON 03AUG16. EXTENSION OF SERVICE WAS AT THE REQUEST AND FOR THE CONVENIENCE OF THE GOVERNMENT. SUBJECT TO ACTIVE DUTY RECALL BY SECRETARY OF THE NAVY. EFFECTIVE DATE OF TRANSFER TO FLEET RESERVE STATUS: 03OCT01. The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.					
19a. MAILING ADDRESS AFTER SEPARATION (Include ZIP Code) 1741 N LOTAS ST PORTERVILLE, CA 93257			b. NEAREST RELATIVE (Name and address - Include ZIP Code) SUZI SCHWARTZENBERGER 20031 RD 256 STRATHMORE, CA 93267		
20. MEMBER REQUESTS COPY 6 BE SENT TO: CA		DIRECTOR OF VETERANS AFFAIRS		X	YES NO
21. SIGNATURE OF MEMBER BEING SEPARATED 		22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature) S. E. WEYH, PNC(S), USN, PERSOFF BYDIRCO			

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AUG 14 2014

CITY OF PORTERVILLE  
CITY CLERK OFFICE

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: Margaret Land  
(Please Print)

Appointment to: Animal Control Commission  
(Name of Board, Commission, or Committee)

Reappointment; or IF NEW, please provide :

Street Address: 778 W. Belleview Av  
Porterville, CA

Mailing Address: above

Name of Business: Retired  
 Own       Operate

Business Address: none

Telephone: Home 559-781-2091  
Work \_\_\_\_\_  
FAX \_\_\_\_\_  
E-mail mland36@imail.com

City of Porterville resident:  
 Yes  
 No

Registered Voter:  
 Yes  
 No

Qualifications:

I am a retired English/Humanities teacher from Monache High School who has had a lifetime love of animals. I belong to the SPCA and have personally rescued several dogs, and either returned them to their owners or found new homes for them. In addition I have adopted from the Visalia shelter. I am very interested in helping the city of Porterville build and sustain a humane shelter for lost or unwanted pets. I have visited the shelter outside of Lindsay and volunteered to assist, regularly dropping off newspapers. I plan to learn more about "best practices" for shelters & hope to help implement those best practices at our new shelter in Porterville. I am willing to make the time commitment necessary to be an effective member of the Animal Control Commission. Past volunteer activities: 8 yrs as a CASA  
8 yrs member of the CCFCC Board

Resume attached

Letter of request attached

Submitted By: Margaret W. Land 8/13/14  
Date

Received by: Rushi Z.

- Forwarded to: City Clerk  Date: 8/14/14
- City Council  Date: \_\_\_\_\_
- City Manager  Date: \_\_\_\_\_
- Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: 9/2/14



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AUG 19 2014

CITY OF PORTERVILLE  
CITY CLERK OFFICE

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: Kathy Guinn  
(Please Print)

Appointment to: Animal Control Commission  
(Name of Board, Commission, or Committee)

Reappointment; or IF NEW, please provide :

Street Address: 381 Lindale  
Porterville

Mailing Address: same

Name of Business: \_\_\_\_\_

Own       Operate

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: Home 559-789-5358

Work same

FAX \_\_\_\_\_

E-mail Katguinn59@gmail.com

City of Porterville resident:

Yes  
 No

Registered Voter:

Yes  
 No

Qualifications: I am a lifelong resident of Porterville,  
I belong to several organizations for animal  
rights advocacy. I take an active part in the  
community with trap- neuter- release programs-  
working with Cat House on the KINGS funding.  
I coordinate on a volunteer basis - pet population  
control, care and feeding, foster and adoptions  
coordinating - working with citizens and local  
veterinarians. I believe my insight and experience  
will help in keeping our furry ones safe and  
humanely treated.

- Resume attached
- Letter of request attached

Submitted By: Karl Brown 8-19-14  
Date

Received by: Wisha Zavala

Forwarded to: City Clerk  Date: 8/19/14  
City Council  Date: \_\_\_\_\_  
City Manager  Date: \_\_\_\_\_  
Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: 9/2/14

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**AUG 19 2014**

**CITY OF PORTERVILLE  
CITY CLERK OFFICE**

Kathy Guinn  
381 Lindale  
Porterville, Ca. 93257  
katguinn59@gmail.com

August 19, 2014

City of Porterville  
Porterville Animal Control Commission

To Whom It May Concern;

Please accept the enclosed resume as part of the application for consideration on being appointed to the Animal Control Commission Board for the City of Porterville.

At the present time, I am the Operations Manager for Kings View Corporation that conducts business just down the street from City Hall. Our program treats and works with mentally ill transition aged youth.

In my spare time, I do a lot of volunteering for preserving historical locations, assisting at Allensworth State Historic Park as a docent, The Barn Theater, Porterville Museum, Comision Honorifica and Lindsay Museum.

I also volunteer with Cat House on the Kings to bring spay/neutering funding to our area for cats. I will actively trap/neuter/release cats throughout the City of Porterville in order to cut down on the over population of unwanted cats and kittens. I have also assisted dog rescue groups in Visalia, Tulare and Kern County. I have also helped to coordinate fostering for dogs, cats and horses.

Animals are often mistreated and without a voice of their own, it continues. I hope to be able to bring some insight on what I have experienced and learned, working together with local groups and the Porterville Animal Control in reaching out to the community.

I want to not just fix and release animals, but to educate the public about over population, animal abuse and neglect and also ideas on fostering and adoption events. It is my goal to combine my range of supervisory and coordinating experience with my ability to be a compassionate, heads on, intelligent animal advocate, who will make a positive contribution to your commission. I would welcome an interview and hope to hear from you at your earliest convenience.

If you desire further information at this time, I will gladly respond on request.

Thank you for your time and attention. I look forward to hearing from you in the near future.

Sincerely,



Kathy Guinn

**Kathy Guinn**

**381 Lindale St**

**Porterville, Ca. 93257**

**559-789-5358**

- Highly proficient in reporting requirements for different programs: Consistently achieve goals for compliance requirements
- Excellent team building skills; lead by example to ensure quality, productivity and accuracy, time management skills
- Experienced in startup programs: Tulare County MHSA, Kings View Warm Line, Child Welfare Services, Family Services and Tule River JTPA

#### **Areas of Expertise**

- Knowledge of Mental Health Services Act criteria, purpose, focus, TulareWorks, Medi-Cal, Prevention Services, CWS, Probation and Tribal TANF
- Knowledge of state reporting systems; CMHC program for monitoring within Mental Health services, CalWorks, MEDS, CWS, Prevention Services
- Knowledge of Data Collection Reporting for State Department of Mental Health
- DCR Trainer for Tulare County Mental Health: MHSA providers
- Accuracy in monitoring providers for compliance issues
- Knowledge of various reporting requirements for Tulare County MHSA, CWS, CalWorks, Prevention and Probation
- Knowledge of budgeting requirements for Tulare County HHSA programs
- Highly organized and skilled in time management processes
- Knowledge of personnel regulations and documentation requirements
- Knowledge of various community resources and organizations

## Professional Experience

**Kings View Corporation, 12-09 to present**

**Office Operations Manager/Warm Line Project Coordinator**

Responsibilities included start up of the Kings View Warm Line program which has recently been awarded another 3 year cycle of funding. Also to assist in monitoring Kings View Tulare County programs. This includes:

- Designing the framework for reporting requirements (Warm Line)
- Developing call logs, scheduling of staff
- Hiring and training staff (all programs)
- Create contracts for extra help
- Develop policies and procedures for employees, peer supports
- Disciplinary actions and documentation
- Outreach throughout Tulare County
- Attend county wide events as needed
- Provide reports to Directors
- Provide presentations for all Kings View Tulare County programs
- Assist Program Director with staff issues, compliance requirements, statistics, reports
- Monitor budget for all Kings View Tulare County programs
- Act as liaison between Kings View and Tulare County programs

**Tulare County HHSA, 11-95 to 12-09**

**Staff Services Analyst- MHSA and CWS**

**Resource Specialist-Family Services**

**Self Sufficiency Counselor-TulareWorks**

**Eligibility Worker, Cash and Medi-Cal Programs-TulareWorks**

The main focus of employment with Tulare County was monitoring expenditures and eligibility, program compliance issues, budgeting CWS, MHSA, quality assurance, building tools for staff use and reports for use for Program Directors. Here are the highlights of what was conducted:

**MHSA:**

- Reviewed and monitored contracts and compliance with all MHSA providers.
- Purchased and acquired Mobile Units, including registration issues
- Acted as liaison between Tulare County MH Administration and MHSA providers
- Prepared and monitored budgets and reporting requirements with MHSA providers
- Prepared reports which included statistics for target populations (ethnicity, language, locations)
- Prepared policies regarding FSP, SD and OE activities
- Monitored FSP flex funding expenditures
- Reviewed reimbursement requests prior to payment
- Scheduled and coordinated stakeholder meetings
- Prepared, coordinated and recorded RFP processes

**CWS:**

- Budgeting and monitoring for program compliance requirements
- Staffing re-organization review, recommendations and action
- Prepare various reports for Executive Directors
- Assist in program startup for CWS family compliance activities
- Prepare and monitor contracts for CWS providers
- Prepare, monitor and coordinate RFPs for new providers

**Resource Specialist:**

- Assisted in startup of Family Services, including hiring staff, placement, orientation
- Develop policies and procedures with new programs
- Review charts for documentation and compliance
- Review daily activity logs for staff billing and productivity
- Monitor budgets, make recommendations regarding any issues
- Achieved certification for AOD programs for groups with Prevention Services
- Worked closely with TWKS, CWS and Probation departments for participant compliance

**Self Sufficiency Counselor and Eligibility Worker:**

- Ensure participants were following requirements for eligibility
- Ensure participants were adhering to employment and training rules
- Process all new cash and Medi-Cal applications and continuing cases
- Assist supervisors in training new staff, monitor progress
- Review charts for accuracy, auditing reports

- Assigned as lead in various projects to assist supervisors
- Assisted in developing monitoring and tracking systems to reduce error rates

## **Tule River Tribal Council-11-85 to 5-95**

### **JTPA Director**

The main focus of this position was maintaining the JTPA Title IV-A and II-B training programs for Native Americans throughout Tulare County. This involved breaking down barriers and stigma attached to this specific group. This included developing relationships with the Tribe and Tulare County agencies for training and employment opportunities. One of the highlights of this career was Tule River being selected as an "Exemplary Program" by the Department of Labor-Division of Indian and Native American Programs. Activities included:

- Developed successful training programs-this resulted in employment within Corrections, Police Officers, Heavy Equipment Operators, Nursing, Construction Trades and Truck Drivers
- Developed on the job training and work experience opportunities leading to gainful employment
- Supervised staff-hire, discipline, and terminate
- Created and developed workshops for employment enhancement, personal growth
- Helped develop an on-Reservation "summer school" for local high school credits between the Tribe and Tulare County Office of Education-Porterville School District
- Introduced training that enhanced staff and client performance, helped build a motivated workforce
- Monitored budgets, policies and procedures
- Timely reports: Monthly, quarterly and annually, included Comprehensive and Master plans
- Attended Tribal Council meetings, presented reports, progress, success stories
- Stepped in as Human Resources Compliance Officer as needed (Restructuring departments, job descriptions, policies and procedures, EEO, Tribal, BIA, Cal-OSHA training, Federal and State regulations, documentation standards, hiring standards and practices)

## Education and Training

**Porterville College-1988-ongoing**

**College of the Sequoias-ongoing**

**56 total credits-Concentrations in Human Services and Criminology**

**Training; (completed numerous courses in):**

- Databases and spreadsheets-Excel and Access
- Budget development and monitoring
- Contract and Purchasing
- Program compliance for MHSA, CWS, CalWorks, JTPA, Department of Labor
- CMHC, DCR, AVATAR, MEDS, CalWorks
- Human Resources-Employment Issues
- Staff Supervision and Motivation
- Vocational Assessment Tools
- Civil Rights and Sexual Harassment
- Department of Labor Training-Federal Regulations
- Indian Gaming Labor Law



RECEIVED  
AUG 19 2014  
CITY OF PORTERVILLE  
CITY CLERK OFFICE

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: Anna M. Poterect  
(Please Print)

Appointment to: Porterville Animal Control Commission  
(Name of Board, Commission, or Committee)

Reappointment; or IF NEW, please provide :

Street Address: 786 Montgomery Ave

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Name of Business: Retired

Own       Operate

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: Home 756-0127

Work \_\_\_\_\_

FAX \_\_\_\_\_

E-mail a.662poterect@gmail.com

City of Porterville resident:

Yes  
 No

Registered Voter:

Yes  
 No

Qualifications: I currently am Admin for "Hope for Porterville Pets" FB page along with Kathy Quinn. I have trapped and spay/neutered and rehomed animals. We try to bring attention to the importance of spay and neutering pets. I believe, my experience in the pet community would make me a good advocate for this commission.

- Resume attached
- Letter of request attached

Submitted By: \_\_\_\_\_

*[Signature]*

8/19/2014  
Date

Received by: \_\_\_\_\_

Shauna Biagio

Forwarded to: City Clerk



Date:

08/19/14

City Council



Date: \_\_\_\_\_

City Manager



Date: \_\_\_\_\_

Applicable Dept.



Date: \_\_\_\_\_

Tentative Council Mtg Date: \_\_\_\_\_

9/2/2014

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AUG 27 2014

CITY OF PORTERVILLE  
ADMINISTRATIVE SERVICES

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

Please complete all blanks.

Name: Terry Perry  
(Please Print)

Appointment to: Animal Control Commission  
(Name of Board, Commission, or Committee)

Reappointment; or IF NEW, please provide :

Street Address: 451 W. Henderson Ave Apt. B  
Porterville, CA 93257

Mailing Address: same as above

Name of Business: \_\_\_\_\_  
 Own       Operate

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: Home 559-359-8705

~~Work~~ \_\_\_\_\_

FAX \_\_\_\_\_

E-mail terryannperry@ymail.com

City of Porterville resident:  
 Yes  
 No

Registered Voter:  
 Yes  
 No

Qualifications: I have attached a letter of interest listing my qualifications.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Resume attached
- Letter of request attached

Submitted By: Derry Perry 8-27-14  
Date

Received by: Helen Perry

- Forwarded to: City Clerk  Date: \_\_\_\_\_
- City Council  Date: \_\_\_\_\_
- City Manager  Date: \_\_\_\_\_
- Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: 9-2-2014

August 26, 2014

New Citizen's Oversight Committee

Re: Open position to advise the City Council on Animal Control Matters

To Whom It May Concern,

Your posting in the Porterville Recorder for the volunteer position on the New Citizen's Oversight Committee to advise the City Council on Animal Control matters caught my eye because I have been looking for a position such as this one that would utilize my love and knowledge of animals.

I have been volunteering as a foster parent for four years for K9BFF, a non-profit animal rescue group. During my time with K9BFF I have personally rescued and rehomed over thirty animals. I personally screen each applicant and place each animal I rescue and foster, and am proud to say that every animal that I have rehomed has been a permanent home. I have extensive knowledge of animal care, behavioral issues, and training techniques. I have also created new relationships with other rescue groups in my efforts to expand our reach in finding homes for animals and introduced new ways of finding animals. I have been to numerous shelters and have extensive knowledge of the conditions and treatments of animals in these facilities. I was fortunate enough to be taken on a guided tour through the impressive new state of the art Tulare facility.

I would be very interested in working on your Committee, as it is helping the animals that have no voice be spoken for. I believe that I have the experience, skills, and knowledge that would be an asset in this position.

I would like the opportunity to discuss my skills and abilities in more detail with you and available for an interview at your earliest convenience. Please feel free to contact me via phone or e-mail to arrange a time and date for us to meet.

Max Co. for ced Debbie Reformed  
www.k9bestfriendsforever.com



to the world you are one person  
to a rescued animal you are the world



8839 N. Cedar Ave. #320  
Fresno, CA 93720  
(559) 380-9087 • (916) 772-1971  
k9bff@hotmail.com

### How You Can Help

- ♥ Spay and neuter your pets
- ♥ Become a foster parent for a homeless dog
- ♥ Sponsor a dog
- ♥ Make a tax-deductible donation

501(c)(3) Nonprofit Tax I.D. # 26-1185144

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AUG 27 2014

# CITY OF PORTERVILLE REQUEST FOR APPOINTMENT

CITY OF PORTERVILLE  
ADMINISTRATIVE SERVICES

Please complete all blanks.

Name: Diane Wagner  
(Please Print)

Appointment to: Animal Control Committee  
(Name of Board, Commission, or Committee)

Reappointment; or IF NEW, please provide :

Street Address: 1395 S Mesa Oak  
Porterville, CA 93257

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Name of Business: \_\_\_\_\_  
 Own       Operate

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: Home 559-310-0476

Work \_\_\_\_\_

FAX \_\_\_\_\_

E-mail dianewagner@portervilleschools.org

City of Porterville resident:

- Yes  
 No

Registered Voter:

- Yes  
 No

Qualifications: Masters in Public Administration  
25 Years City government experience  
Teacher (Science)  
Pet Lover

I am happy to see this committee being  
formed. Pet Overpopulation is a huge  
problem in our community!

- Resume attached
- Letter of request attached

Submitted By: Doaguer 8-27-14  
Date

Received by: Helen Finzy

Forwarded to: City Clerk  Date: \_\_\_\_\_  
City Council  Date: \_\_\_\_\_  
City Manager  Date: \_\_\_\_\_  
Applicable Dept.  Date: \_\_\_\_\_

Tentative Council Mtg Date: 9-2-2014