



Official Business

Alaska State Legislature

House of Representatives


Office of the Chief Clerk

State Capitol, Room 216
Juneau, AK 99801-1182
Phone: (907) 465-3725
Fax: (907) 465-5334

MEMORANDUM

Date: February 5, 2010

To: Representative Lynn, Chair
State Affairs Committee

From: Suzi Lowell
Chief Clerk 

Subject: Governor's Appointment(s)

The Speaker referred the following Governor's appointment(s) to the State Affairs Committee and the House Special Committee on Military and Veterans' Affairs:

Commissioner – Department of Military and Veterans' Affairs

Adjutant General Thomas Katkus
Appointed: 11/9/2009

The Speaker referred the following Governor's appointment(s) to the State Affairs Committee:

State Commission for Human Rights

Lester C. Lunceford – Whittier
Appointed: 2/19/2003 Reappointed: 3/18/2005
Reappointed: 3/1/2010 Term Expires: 3/1/2015

Board of Parole

Richard O. Larson – Palmer
Appointed: 3/1/2010 Term Expires: 3/1/2015

Personnel Board

Dr. Keith J. Hamilton – Soldotna
Appointed: 3/1/2010 Term Expires: 3/1/2016

Alaska Public Offices Commission

Elizabeth Johnston Hickerson – Anchorage

Appointed: 9/8/2006

Reappointed: 3/1/2010 Term Expires: 3/1/2015

Kathleen J. King – Anchorage

Appointed: 5/27/2009

Reappointed: 3/1/2010 Term Expires: 3/1/2014

The Referral for Confirmation page(s), resume(s), and a signature page are attached for your use. In addition, copies of the resume(s) are also being sent electronically.

Attachments as noted

Brigadier General Thomas H. Katkus

Education:

1977 B.A. Political Science, Saint Michael's College, Colchester , VT
1980 Officer Candidate School , Ft. Richardson , AK
1982 Officer Basic Course, Infantry, Ft. Benning , GA
1986 Officer Advanced Course, Armor, Ft. Knox , KY
1992 Police Staff & Command School , Northwestern University, Evanston , IL
1999 Command and General Staff College (Reserve Component)

Assignments:

Oct 77 Enlisted Service (Medic), Airborne Detachment, 207th Infantry Group (Scout), Camp Carroll , AK

Mar 81 Light Reconnaissance Team Commander, Airborne Detachment, 207th Infantry Grp, Camp Carroll , AK

May 85 Scout Platoon Leader, A Company, 5th Battalion, 297th Infantry, Anchorage , AK

Dec 86 Support Platoon Leader, Headquarters Company, 5th Battalion, 297th Infantry, Anchorage , AK

Apr 98 Battalion Motor Officer, Headquarters Company, 5th Battalion, 297th Infantry, Anchorage , AK

May 90 Headquarters Company Commander, Headquarters, 5th Battalion, 297th Infantry, Anchorage , AK
Sep 92 Assistant S-4 (Logistics), 207th Infantry Group (Scout), Camp Denali, AK

Nov 93 Communications/Electronics Officer, Headquarters, 2nd Battalion, 297th Infantry, Bethel , AK

May 94 Infantry Company Commander, B Company, 2nd Battalion, 297th Infantry, Quinhagak , AK

Aug 96 Battalion S-3 (Operations), Headquarters, 3 rd Battalion, 297th Infantry, Juneau , AK

Nov 99 Inspector General, 207th Infantry Group (Scout), Camp Denali , AK

Jul 00 Battalion Commander, Headquarters, 3 rd Battalion, 297th Infantry, Juneau , AK

Oct 01 Management Information Security Officer, STARC, Camp Denali , AK

Jan 03 Chief of Staff, STARC, Camp Denali , AK

Feb 04 Chief of Staff, AKARNG Element-Joint Forces Headquarters, Camp Denali , AK

Apr 04 Assistant Adjutant General – Space & Missile Defense, Joint Forces HQ – Alaska , Camp Denali , AK

Apr 07 Commander, Alaska Army National Guard, Joint Forces HQ – Alaska , Camp Denali , AK

Major Awards and Decorations:

Legion of Merit
Meritorious Service Medal
Army Commendation Medal with 3 oak leaf clusters
Air Force Commendation Medal
Army Achievement Medal with 2 oak leaf clusters
Army Reserve Component Achievement Medal with 6 oak leaf clusters
National Defense Service Medal
Global War on Terrorism Service Medal
Armed Forces Reserve Medal with silver hourglass device
Army Service Ribbon
United States Army Excellence in Competition Badge (Bronze Pistol)
Parachute Badge

Effective Dates of Promotion

Second Lieutenant ARNG 05 Dec 80
First Lieutenant ARNG Dec 83
Captain ARNG Jul 88
Major ARNG Apr 94
Lieutenant Colonel ARNG Jan 00
Colonel ARNG Jun 03
Brigadier General ARNG 01 Aug 05

Lester Charles Luncelord

Post Office Box 795
Whittier, Alaska 99693-0795

Telephone: (907) 472-2570
llunceford@yukontel.com

HIGHLIGHTS OF QUALIFICATIONS

- Twenty nine years law enforcement and investigative experience
- Eight years experience as a homicide or felony assault investigator
- Five years experience as a crimes against property investigator
- Five years experience in police/safety administration
- Experienced in all areas of computing, trouble-shooting and repair
- Experienced in Microsoft Office and other Windows software applications
- Goal oriented, highly motivated and committed to top quality service
- Accustomed to working in high risk, fast pace environments
- Skillfully organized, able to work independently, meet or beat deadlines
- Owned and operate a small private security and investigation business
- Experience in Federal and State grant acquisitions
- Specialized in government contracts
- Knowledgeable in industrial safety and security issues
- Experienced in hazardous materials (Haz-Mat) operations

PROFESSIONAL EXPERIENCE AND SKILLS

LAW ENFORCEMENT, PRIVATE SECURITY / INVESTIGATIONS AND COMPUTER SKILLS

LAW ENFORCEMENT

- Law enforcement management and supervision, recruitment and hiring of police personnel, staff training, developed a standard operating procedural manual for various police departments, prepared revisions to city codes and restored public confidence in communities with little or no respect for law enforcement.
- Extensive experience in criminal investigation, interviewing witnesses, interrogating suspects, collection and preservation of evidence, writing detailed police reports, provided sworn depositions for attorneys, testified in court, and worked closely with other Federal, State and local law enforcement agencies.
- Served as field training officer for newly hired recruits. Conducted both classroom instruction and field training to over 50 new police officers.
- Obtained numerous Federal and State grants for law enforcement personnel, equipment and training.

PRIVATE SECURITY / INVESTIGATIONS

- Eight years experience owning and operating a small successful private security and investigation agency specializing in government contracts and security consulting.
- Experienced with industrial safety and security on the North Slope (Alaska) oil fields.
- Conducted numerous private investigations for attorneys in matters of personal injuries, wrongful deaths, marital and property disputes and criminal defense cases.
- Specialized in obtaining government contracts, providing law enforcement services and consulting to various communities in Alaska.

PROFESSIONAL EXPERIENCE AND SKILLS CONTINUED

COMPUTER SKILLS

- Experienced in Microsoft Windows, Office, Word, Outlook and Publisher. Also knowledgeable with many other productive type software applications.
- Experienced in Web Page designing.
- Knowledgeable in areas of computer trouble-shooting and repair, installation of various systems hardware, experienced in recovering lost data in hard drive crashes and restoring system after hard drive failures.

PUBLIC RELATIONS

- Trained in areas of public relations, problem-solving policing, community oriented policing and media relations. Conducted many interviews with news media regarding homicide investigations and other law enforcement issues.
- Served as police department spokesperson.
- Wrote press releases for news media regarding major incident cases.

EMPLOYMENT HISTORY

May 1998 to Present	City of Whittier, Department of Public Safety Director of Public Safety (Police, Fire, and EMS)
April 1991 to May 1998	L. Charles Lunceford Security and Investigations Private Security, Consulting and Investigations (Contractual Positions)
July 1987 to April 1991	Bristol Bay Borough Police Department (Alaska) Acting Chief of Police, Investigator and Field Training Officer
August 1984 to June 1987	North Slope Borough Department of Public Safety (Alaska) Police Officer, Investigator and special assistant to Mayor
April 1981 to July 1984	Pasco County Sheriff's Office (Dade City, Florida) Deputy Sheriff and Field Training Officer

EDUCATION

University of Louisville, Kentucky	Graduate of the Southern Police Institute (Police Administration and Management)(Certificate Program)
University of Alaska, Fairbanks	Bachelor of Criminal Justice (Anticipating completion in fall 2002)

TRAINING

U. S. Drug Enforcement Administration	Drug Investigation School
Anchorage Police Department	Homicide Investigation School
State of Florida	Police Management and Supervisor School
Kenai Peninsula Emergency Services	Hazardous Materials Operations (Haz-Whooper)

Lester Charles Lunceford

Post Office Box 795
Whittier, Alaska 99693-0795

Telephone: (907) 472-2570
llunceford@yukontel.com

Personal/Professional References

Gordon S. Burton

Facility Manager, Anton Anderson Memorial Tunnel
Alaska Department of Transportation and Public Facilities
5620 East Tudor Road
Anchorage, Alaska 99507
Telephone: (907) 472-2584
Cell: (907) 441-6268

Steven J. Priddle

Attorney
310 K. Street, Suite 200
Anchorage, Alaska 99501
Telephone: (907) 264-6668

Nicole McCullough

Senior Planner
Arctic Slope Regional Corporation
301 Arctic Slope Ave, Suite 100
Anchorage, Alaska 99518-3035
Telephone: (907) 267-6237

Cheryl A. Dalena

Whittier Community School
Post Office Box 638
Whittier, Alaska 99693
(907) 472-2575

R. Ole Larson
P.O. Box 2595 Palmer, Alaska 99645
HM. (907) 376-3658 Cell (907) 354-2651

Work history

Northwest Medical, Wasilla Alaska
Part time driver (06-01-09 to 11-30-09)
Kendall Automotive Group, Anchorage Alaska
Service Porter (6-01-08 to 05-30-09)
Geneva Woods Pharmacy, Wasilla Alaska
Part time driver (09-15-2006 to 5-30-08)
Sherrod Elementary School, Palmer Alaska
Substitute Custodian (05-01-2005 to 06-15-2005)
Mat-Su Pretrial Facility, Palmer Alaska
Superintendent (11-01-99 to 05-01-05 **retired state service**)
Fairbanks Correctional Center, Fairbanks Alaska
Superintendent (07-01-03 to 10-15-03)
Hiland Mountain/Meadow Creek Correctional Center, Eagle River Alaska
Assist. Super in charge of Ops., Adm./Support (11-15-93 to 11-01-99)
Cook-Inlet Pretrial Facility, Anchorage Alaska
Assist. Super. in charge of Adm./Support (07-30-92 to 11-15-93)
Mat-Su Pretrial Facility, Palmer Alaska
Assist. Super. of Operations (07-30-90 to 07-30-92)
Palmer Correctional Center, Sutton Alaska
Assist. Super. Of Operations, Adm./Support (11-15-87 to 07-30-90)
State Correctional Center/Annex (6th and C Jail), Anchorage Alaska
Assist. Super of Operations (08-15-85 to 11-15-87)
Palmer Correctional Center, Sutton Alaska
COI & II, Serg. (CO III), Facility Administrator (12-15-81 to 08-15-85)
McLaughlin Youth Center, Anchorage Alaska
Youth Counselor I & II (03-01-76 to 12-15-81)

College and Training

Durable Medical training, (52hrs.) (2007-2008)
National Institution of Correction, ten (week long) course studies (1987-2002)
Correctional Professional Training, (630 hrs.)
Union education and development, (136 hrs.)
Boy Scouts of America Leadership Wood badge and development (1993)
National Rural Electric Coop Association Board Certification (1992) MEA
Lutheran Youth Development Training (1984-1987)
Secondary Teaching Certification/ Univ. of Alaska at Anchorage, 1976
B.S. Biology/ Univ. of Nebr. at Omaha, 1975

Other

Mat-Su Borough School Board, Board of Directors (2008-present)

Matanuska Electric Association Inc. Board of directors (90 to 93)
Alaska Rural Electric Association Board of Directors (90 to 93)
Alaska Rural Electric Association Scholarship Board of Directors (90 to 93)
Good Shepherd Lutheran Church Co-Youth Leader (with spouse) (16 yrs)
Good Shepherd Lutheran Church Deacon for youth (3yrs.)
Boy Scouts of America Scout Master (5 yrs.)
Sports Booster Club member; grade school, middle school, high school

Curriculum Vitae
Dr. Keith J. Hamilton, D. Min.
35830 Sundog Circle, Soldotna, AK 99669
907-260-7422 Office- 907-260-7472 home- 907-394-1988 cell
Email- KJHamilton@aol.com

EDUCATION

Doctor of Ministry, Youth and Family Ministry Culture Cohort, Fuller Theological Seminary,
Pasadena, CA 2007
Orientation Studies, North Park Theological Seminary, Chicago, IL 1989
Master's of Divinity, Theology, Concentration in Youth Ministry, Fuller Theological Seminary,
Pasadena, CA, 1989
Bachelor of Arts Degree, Christian Education, Seattle Pacific University, Seattle, WA, 1984
Assoc. of Arts and Sciences Degree, Everett Community College, Everett WA, 1982
Diploma, Lake Stevens High School, Lake Stevens, WA, 1980

DISSERTATION TITLE

A Strategy of Discipleship for Native Alaskan Adolescents within the Context of Alaska
Christian College

TEACHING EXPERIENCE AND INTERESTS

Guest Lecturer, Covenant Bible College, Strathmore, AB, Canada 1994-97
Guest Lecturer, North Park Theological Seminary, Chicago, IL 1998
Assoc. Professor, Alaska Christian College; Discipleship Encounters, 2001-2003
Introduction to the New Testament, 2001-04
Mission and Evangelism, 2001-04
Discipleship Encounters and Mission 2004-08
Discipleship Encounters 2009-present
Lead or Occasional Teacher, Sunday Schools in Various Churches, 1989-present
Cohort Senior Mentor, MJ Murdock Trust, Vancouver, WA 2008-present
Presentation of Youth and Family Culture Seminars, nationwide, 2007-present

CONSULTING EXPERIENCE

Consulting Team, Covenant Bible College of Ecuador, 1999
Task Force Consultant, Covenant High in Christ, Minnesota, 2001
Mission Visioning, Peninsula Grace Brethren Fellowship, Alaska, 2005
Seminary Student Internship Supervisor, 1991-present
Volunteer Firefighter Visioning Lead Consultant, Central Emergency Services, Alaska, 2002
Vision Casting Task Force, Azusa Pacific University Mexico Outreach, California, 1994
Arctic Barnabas Development Training, Kenai, AK 2009

GRANTS RECEIVED

Mustard Seed Grant, Urban Youth Ministry Trip, Arvada Covenant Church, 1997, \$5,000
Mustard Seed Grant, Mexico Outreach Trip, Arvada Covenant Church, 1998, \$5,000
M.J. Murdock Trust Grant, Planting Alaska Christian College, 2001, \$493,000
M.J. Murdock Trust Grant, Dormitory Construction, ACC, 2003, \$293,000
M.J. Murdock Trust Grant, New Hope Counseling Center, ACC, 2008, \$110,000
M.J. Murdock Trust Grant, Triplex Purchase, ACC, \$115,000
FY03 SAMHSA Appropriations Grant, New Hope Counseling Center, \$197,000
FY04 SAMHSA Appropriations Grant, New Hope Counseling Center, \$147,000
FY10 SAMHSA Appropriations Grant, New Hope Counseling Center, \$60,000
FY04 Dept. of Education Appropriations Grant, ACC, \$393,000
FY05 Dept. of Education Appropriations Grant, ACC, \$431,000
Evangelical Covenant Church Compassion, Mercy, and Justice Grant for New Hope Counseling Center, \$12,000 and \$14,000
Cameron Family Foundation, Travel Grant, \$2,000
Blankmeyer Family Foundation, Building Construction, \$40,000
Evangelical Covenant Church Compassion, Mercy, and Justice Grant for Alaska Christian College, \$10,000
Ideker Family Foundation, ACC Dormitory, \$150,000
Ideker Family Foundation, ACC Dining Hall, \$40,000
Ideker Family Foundation, Sabbatical Grant, \$9,000
Ideker Family Foundation, Scholarship Grant, \$12,000
Ideker Family Foundation, Construction Grant, \$42,000
Ideker Family Foundation, Recreation Grant, \$10,000
Ideker Family Foundation, Staffing Grant, \$27,000
Ideker Family Foundation, Log Cabin Grant, \$25,000
Chatlos Family Foundation, Scholarship Grant, \$9,000

PROFESSIONAL EXPERIENCE

President and Founder, Alaska Christian College, Soldotna, AK, 2000 to present
Assoc. Pastor to Students, Arvada Covenant Church, Arvada, CO, 1996-2001
Assoc. Pastor to Students, Community Covenant Church, Rocklin, CA, 1989-1996
Program Director, Cascades Camp and Conf. Center, Yelm, WA, Summers 1988-89
EMT/Driver, Shepard Ambulance, Seattle, WA 1986-89
Short term Missionary to Youth, Evangelical Covenant Church, Mexico City, MX, 1984-85
Sr. High Youth Director, Newport Covenant Church, Bellevue, WA 1983-84
Jr. High Intern, Newport Covenant Church, Bellevue, WA 1982-83
Program Director, Circle C Ranch, Leavenworth, WA, Summers 1981-84
Youth Director, S. Lake Stevens Covenant Church, Everett, WA, 1981-82
Camp Counselor, Circle C Ranch, Leavenworth, WA, Summer 1980
Hardware Salesperson, Sears Roebuck, Everett, WA, 1980-81
Hardware Salesperson, Coast to Coast Hardware, Lake Stevens, WA 1978-1980

CONTINUING EDUCATION

Evangelical Covenant Church Midwinter Conference, 1987-present

Youth Specialties Conference, 1990-1999

Youth Worker's Connection, 1988-present

Association for Biblical Higher Education Conference, Orlando, FL 2003-present

Association for Biblical Higher Education Newer President's Conference, Orlando, FL 2005, 07

Christian Leadership Alliance Conference, 2006-09

The Mentoring Experience Cohort, M.J. Murdock Trust, 2008

PROFESSIONAL SERVICE ACTIVITIES

Member, Governor appointed-Faith Based and Community Initiatives Advisory Council, 2005-present

Member, Alaska Children's Trust Steering Committee, State of Alaska, 2008-09

Chair, Board of Directors, New Hope Counseling Center, Soldotna, AK, 2003-05

Board Member, Ex-Officio, New Hope Counseling Center, Soldotna, AK 2005-present

Board Member, Arctic Barnabas Ministry, Kenai AK 2002-06

Board Vice Chair, Covenant Bible College Midwest, Windsor, CO 1997-2000

Secretary, Evangelical Covenant Church, Natl. Board of Christian Formation 1996-2000

Innovation Team Member, CHIC National Youth Conference 1994, 1997, 2000, 2003

Large Group Leader, CHIC National Youth Conference, 2006

Seminar Leader, CHIC National Youth Conference, 2009

Board Member, Mission Springs Conference Center, Scotts Valley, CA 1991-96

Camp Dean/Staff program, Azusa Pacific University Institute for Outreach Ministries, Mexico 2000-present

Midwest Conference Representative, Covenant Mission Connection, 1996-2000

Member, Search Committee for Natl. Board of Christian Formation Director, 1998

Chair, Search Committee, Natl. Dir. of Youth and Families, Evangelical Covenant Church, 1998

Member, Sexual Abstinence Curriculum Task Force, Rocklin Unified School District, 1995

Conference and Retreat Speaker- various national and international locations since 1985

Mission Trip Leader, 45+ mission teams around the world, mainly to Latin America

COMMUNITY SERVICE ACTIVITIES AND AWARDS

Volunteer Firefighter Captain, Central Emergency Services, Soldotna, AK 2002-06

Volunteer Firefighter Lieutenant, Central Emergency Services, Soldotna, AK 2006-present

Volunteer Firefighter, Central Emergency Services, Soldotna, AK 2000-01

Emergency Medical Technician I, 1981-present

Certificate of Award, Central Emergency Services, Soldotna, AK, 2003

Volunteer Firefighter Lieutenant, Arvada Fire Dept, Arvada, CO 1998-2000

Award of Service, Rocklin Fire Dept, Rocklin, CA 1996

Volunteer Firefighter, Lake Stevens, WA; Renton, WA, Rocklin, CA, Arvada, CO 1978-1998

Member, Kenai Peninsula Regional Development Coalition, Soldotna, AK 2004-2006

Member, Alaska Airlines MVP Gold Advisory Committee, 2006-2008

PROFESSIONAL AFFILIATIONS

Evangelical Covenant Church Ministerium, 1986 to present
Kenai Peninsula, AK Ministerial Assoc, 2001-present
Republican National Committee, 2004-present
Soldotna Chamber of Commerce, 2005-present

LICENSURE

Ordination, Evangelical Covenant Church, Chicago, IL 1991

FOREIGN TRAVEL

Mexico, 40 weeklong trips since 1981
Mexico, Mexico City, 1984-85 (nine months)
Ecuador, Quito and surrounding areas, 1997, 1999, 2001
Germany, Austria, Italy, Hungary, 1989
Germany, Austria, Italy, Denmark, Sweden 1993
Germany, Austria, Italy, 1996
Spain, 1999, 2006, 2008
Netherlands, Germany, Austria, 2002
Bahamas, 1993, 2007
England, Greece, Turkey, Italy, Crete 2008
Democratic Republic of the Congo, 2009

FOREIGN LANGUAGES

Fluent in Spanish

ELIZABETH JOHNSTON HICKERSON

1932 Forest Park Drive
Anchorage, Alaska 99517
(907) 272-7170 home
(907) 529-4536 cell

EDUCATION

Juris Doctor, Oklahoma City University School of Law
May 1980

Bachelor of Science, University of Oklahoma
May 1973

High School Diploma, R. L. Paschal High School, Ft. Worth, Texas
May 1969

EXPERIENCE

2006 to present

Elizabeth J. Hickerson, Attorney at Law
Sole practitioner

Contract attorney for regulations projects: Department of
Law for Health and Social Services regulations; Regulatory
Commission of Alaska for Hydropower Licensing
regulations

1987 to 2004

Assistant Attorney General, Department of Law
State of Alaska

Clients included: Alaska Public Utilities
Commission/Regulatory Commission of Alaska;
Department of Transportation & Public
Facilities/International Airport; Division of
Agriculture/ARLF/Board of Agriculture &
Conservation; Division of Insurance; Department of
Human Services/HIPPA

Frequent continuing legal education instructor for
Department of Law and Alaska Bar Association on:
ethics, public records, public meetings, administrative
procedure, administrative regulations

1987	Temporary staff attorney, Anchorage Equal Rights Commission
1982-1986	Counsel to Alaska State Senate
1981	Utility & transportation research assistant, Alaska Consumer Advocacy Program
1980	Assistant District Attorney, Oklahoma County, OK
1974-1977	High school social studies teacher, Norman, OK

MEMBERSHIPS

Alaska Bar Association, 1981 to present

Alaska Rules of Professional Conduct, member
Disciplinary Committee for 3rd Judicial District, member
Administrative Law Section, member

Oklahoma Bar Association, 1980 to present

APPOINTMENTS

Alaska Public Offices Commission, commissioner 2006 to present

KATHLEEN J. KING
821 Brown St., Anchorage, AK 99501
(907) 277-3497
kingkath1957@yahoo.com

PROFESSIONAL EXPERIENCE

ASRC ENERGY SERVICES, Anchorage, AK 2007-present
Senior Technical Writer

- Write winning bid proposals for oilfield support services.
- Interview subject matter experts.
- Develop content tailored to specific projects and purposes.
- Develop and edit policies and procedures for all functional business areas including business management and management systems.

ALASKA COURT SYSTEM, Anchorage, AK 2004-2007
Court Analyst / Technical Writer

- Perform substantive analytical work, staff committees, and provide consultation regarding court rules, procedure, and statute interpretation to court staff statewide.
- Participate in the development, revision, and implementation of standards of practice, policies, rules of court, and forms to improve court management and delivery of court services to the court staff and public.
- Research complex topics and issues, and prepare analytical memoranda and recommendations.
- Establish working relationships with justices, judges, court administrators, clerks of court, and a variety of professionals serving on task forces, committees, and work groups.
- Manage administrative and operational aspects of forms program, and responsible for immediate service delivery of program, both in print and electronic formats.

STATE OF ALASKA, DEPARTMENT OF LAW, Anchorage, AK 1988-2004
Associate Attorney I (advanced level paralegal)

- Perform all types of research – legal, factual, historical, and legislative – and effectively provide the results in both written and verbal formats.
- Manage multiple large or complex tasks or projects with minimal supervision.
- Establish working relationships with agency representatives, experts, and the public.
- Write winning grant proposals.

EDUCATION

UNIVERSITY OF ALASKA, Anchorage, AK
Master of Public Administration, public policy emphasis

UNIVERSITY OF TEXAS, Arlington, TX
Bachelor of Arts in communications, minor in economics

ACTIVITIES AND CERTIFICATIONS

ALASKA PUBLIC OFFICES COMMISSION, Anchorage, AK 2009 – 2012
Commissioner

- Administer laws upholding the public's right to know the financial affairs of lobbyists and public officials

- Oversee campaign finance laws
- Adopt regulations
- Issue formal advisory opinions
- Adjudicate civil penalties for late filing
- Assess penalties for noncompliance
- Recommend removal of candidates from ballot or office
- Adjudicating complaints

ALASKA BAR ASSOCIATION, Anchorage, AK

1993 - 2010

Mediator, Fee Arbitration and Disciplinary Committee

- Mediate disputes between attorneys and their clients or other persons
- Prepare written agreements outlining resolution of dispute
- Propose recommendations to bar counsel

GOVERNMENT HILL COMMUNITY COUNCIL, Anchorage, AK

1999 - 2009

Executive Board Member and Project Manager

As Project Manager:

- Maintain an understanding of regulations and other external drivers that affected project.
- Define project scope, schedule, and budget based on project proposals, contract terms, scope of work, and project objectives.
- Outline work plans, assign duties and responsibilities, and establish scope of authority.
- Control and prioritize activities to ensure project progressed on schedule and within budget.
- Negotiate and manage changes to the scope of work with the city and subcontractors.
- Coordinate communication and action plans between community council and city.
- Prepare and present project progress reports to community council and city.
- Complete contract closures and ensure formal acceptance of project deliverables.

INSTITUTIONAL REVIEW BOARD CERTIFICATION, expires January 2012