



**Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka**

Board/Commission/Committee: LIBRARY Commission
Name: LORRAINE Inez Lil Daytime Phone: 738-1350
Address: 105 Austin St Sitka Evening Phone: 747-3309
Email Address: onydog@hotmail.com Fax Number: _____
Length of Residence in Sitka: 27 years Registered to vote in Sitka? Yes No
Employer: Retired R.N.

Organizations you belong to or participate in: Sitka Trail Works
Donate to many organizations including SAFV, library, etc. Sitka Conservation Society
Raven Radio

Explain your main reason for applying:
I am an avid user of the library. I feel as a retired citizen of Sitka I would like to participate in assisting the library in its goal to serve Sitka.

What background, experience or credentials will you bring to the board, commission, or committee membership?
I have used libraries my entire life for school, research professionally, and for pleasure.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of \$1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 3-12-2016 Signature: Lorraine Inez Lil

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

RESUME

LORRAINE INEZ LIL
105 Austin Street
Sitka, Alaska 99835
747-3309

EDUCATION

R.N., June 1978

BETH-EL SCHOOL OF NURSING OF MEMORIAL HOSPITAL,
Colorado Springs, Colorado

B.A., with Distinction, in Sociology; June 1975

UNIVERSITY OF SOUTHERN COLORADO, Pueblo, Colorado
Formally Southern Colorado State College

A.A.S., with Distinction, in Mental Health Technology,

Human Services Worker; June 1973

UNIVERSITY OF SOUTHERN COLORADO, Pueblo, Colorado
Formally Southern Colorado State College

PROFESSIONAL EXPERIENCE

RETIRED AS RN March 2013

September 2012 to March 2013

Nurse II PRN

Sitka Pioneer Home

Taught CPR, First Aid, and BLS PRN

March 2012 to June 2012

Nurse II PRN

Sitka Pioneer Home

Worked as requested as PRN RN

Taught CPR, First Aid, and BLS PRN

February 2009 to March 2012

Supervisor Nurse III

Sitka Pioneer Home, Sitka, Alaska

My responsibilities in this position include planning, developing and implementing in-service education for professional and technical staff. I am a certified CPR instructor and I teach the Medication Administration Program for the Certified Nurse Aides. I maintain the Certified Nurse Aides medication recertification 4 times a year. Oversee the activities of the medication room and liaison with Central Pharmacy in Anchorage to ensure safe and effective delivery of medication for the residents. I participate in neighborhood, departmental and interdisciplinary meetings. Supervise twenty registered nurses and certified nurse aides by direction, evaluation and counseling for two neighborhoods. In addition, I do quality control for medication errors and assist in adjusting procedure within the SPH and with the providers as a result of these errors. I enjoy paying attention to detail and educating other professionals.

- **Special Projects:** have included learning areas of SPH's modified Electronic Medical Record this enabled me to develop the Standing Orders and Activities of Daily Living Sheets as well as assisting my employees in using this modified EMR.

August 1996 to January 2009

STAFF NURSE

Mt. Edgecumbe Hospital, SEARHC, Sitka, Alaska

OUTPATIENT DEPARTMENT

Admit patients to the Outpatient Department: provide nursing care as ordered or assigned, coordination interdepartmental and/or interagency referrals to optimize patient care. Assisted with colposcopies, punch biopsies and other procedures as ordered. Expected to start I.V.'s, do ECG's, catheterizations and other nursing procedures as ordered. Triage patients for twelve years for appropriate level of care, managing an average of fifty calls a day and walk ins. While in triage I assisted patients with a variety of problems multitasking was common throughout the day. I presented in services in OPD on MRSA, hand washing, on how to take an ECG and tonometry. I always found infection control important in OPD.

I served on the Domestic Violence Task Force Team for 8 years.

I was a member of the Safer Medical Device Team for years.

I was the liaison for years between the Sitka Pioneer Home and OPD.

I was also the liaison between the housekeeping department and OPD for years.

AWARDS:

- November 22, 2002 Award Nomination from Phyllis Hill, R.N. OPD Manager
- December 20, 2006 Safer Medical Devices Committee monetary award from Mary Therese Thompson, R.N. Infection Control Specialist

August 1982 to May 1985

RESIDENT CARE COORDINATOR

STAFF NURSE, DAY SHIFT

Hebrew Rehabilitation Center for Aged, 1200 Centre Street, Roslindale, MA

Responsible for coordinating clinical and educational activities in a forty bed chronic care patient unit, while supervising four nurses assistants and a secretary. Nursing care duties included administration and monitoring of medications and treatments, providing physicians with timely information of patient status, coordination patient services, and advocating for the integrity of patient family relationships. In addition to the direct management of staff, supervisory duties included generation of administrative and management documentation, scheduling, and conduction multidisciplinary meetings. Wrote evaluations for supervised staff.

October 1981 to August 1982

STAFF NURSE, DAY SHIFT, FLOAT POSITION

Hebrew Rehabilitation Center for Aged, 1200 Centre Street, Roslindale, MA

General nursing duties and the substitution for Resident Care Coordinator.

April 1980 to April 1981 OUTREACH TEAM COORDINATOR

United Cerebral Palsy, 206 south 6th Street, Springfield, IL

Managed Outreach Team. Analyzed computer data to assist operations. Responsible for continuous community contacts made for the purpose of securing services and referrals for clients. Conducted home visits to individuals with developmental disabilities and genetic disorders within an eighteen county area, disseminating educational information, completing needs assessments, administering neurological screenings and the Denver Developmental Screening Test, and instruction of exercise techniques. Administrative responsibilities included departmental hiring and the development and completion of program outreach reports.

January 1979 to August 1979

CHARGE NURSE, ADULT AND PEDIATRIC, MEDICAL AND SURGICAL FLOOR

Mt. Desert Island Hospital, Bar Harbor, ME

Providing nursing care on a 30 bed adult and pediatric unit while managing three staff members on the 11-7 shift.

May 1978 to December 1978

CHARGE NURSE, PSYCHIATRIC AND GERIATRIC NURSING HOME

Colorado Springs Life Care Center, 924 W. Kiowa, Colorado Springs, CO

Management of a 100-bed nursing home on the 11-7 and 3-11 shifts. Providing nursing care to deinstitutionalized psychiatric patients of all ages as well as geriatric patients. Supervised nursing and non-nursing staff.

October 1989 to November 1993

STAFF NURSE

Sitka Pioneer Home, Sitka, Alaska

General Nursing Duties, Day Shift

Admitted and rendered professional geriatric care taking into consideration all the physical, mental and clinical aspects of aging. Initiated and applied the nursing process by using nursing diagnoses, in caring not just for the elderly with normal age related physiologic changes, but also the elderly with acute and chronic illnesses, their treatment and rehabilitation thus improving and increasing their quality of life. Charted changes in condition, wrote goals for the care plan, was accountable for total care, contacting M.D. for medication or treatment changes, direct nursing care for critically ill residents, was responsible for instruction and counseling 4-10 CNA's and 2 LPN's, wrote disciplinary documentation as needed for CNA's and assisted in writing policies. Wrote evaluations for 4 CNA's. Administered medications and treatments. In charge of facility when worked on weekends, holidays and off-hour shifts.

AWARD:

- Developing policy and procedures Lee A. Peterson, RN

July 1989 to October 1988

STAFF NURSE, PRN

Sitka Pioneer Home, Sitka, Alaska

August 1987 through October 1988

OFFICE NURSE AND BUSINESS MANAGER

W. Henry MacPherson, O.D., Family Optometry Practice, 848 Main, Billings, MT

Performing diagnostic procedures. Administered medications and instructed patients in their use. Performed automated visual field examinations. Responsible for coordination office functions. Fitted, verified, dispensed and repaired spectacles. Instructed in contact lens use and care regimen.

June 1985 to June 1987

STAFF NURSE, EVENING SHIFT

Massachusetts Eye and Ear Infirmary, 243 Charles Street, Boston, MA

Responsible for the care of surgical and medical patients on a 46 bed eye floor. Often supervised up to nine employees while simultaneously executing direct patient care assignments. Admitted and cared for patients using the Nursing Process. Patient care included a complex preoperative procedure (frequently on an emergency basis), administration of medication through various routes, individual patient education and instruction and postoperative care. Many of the patients had multiple medical problems. Addressed the needs of patients and their family (many of whom were from foreign countries and did not speak English), doctors and the community.

September 1995 to 1997

STAFF NURSE

Mt. Edgecumbe Hospital, SEARHC, Sitka, Alaska

Coordinating patient care on the protracted care unit, by using the nursing process for assessment and reassessments, coordinating family care conferences, supervising staff, coordination with physicians and the multidisciplinary team. Daily performing general nursing functions and documenting all aspects of patient care.

Worked with patients during the dying process. During my shift I coordinated the hospice care for the patient by assisting the family, contacting the physician as needed, and requested interdepartmental consults as needed to make the process of dying as comfortable as possible for the patient.

AWARD:

- November 21, 1996 Appreciation from Susan Carlson, M.D.

May 1995 to September 1995

STAFF NURSE, PRN

Mt. Edgecumbe Hospital, SEARHC, Sitka, Alaska

Acute Care. Medical and Pediatric assignments.

Including supervision of Certified Nurse Aides.

February 1995 to 1996

STAFF NURSE, PRN

Sitka Community Hospital, Sitka, Alaska

Medical surgical, pediatric, long term care, postpartum, and newborn assignments.

Including supervision of Certified Nurse Aides.

February 1995 to September 1995

STAFF NURSE, PRN

Sitka Pioneer Home, Sitka, Alaska

Responsible for geriatric nursing care with supervisory responsibility.

November 1993 to November 1994

STAFF NURSE

Sitka Community Hospital-Home Health Program, Sitka, Alaska

Case Manager in the home setting. Nursing skills include patient and care giver education, performing treatments, drawing blood, conferencing with and managing as interdisciplinary team, grievance work with patient and family, write patient oriented problems, goals and interventions.

COMMITTEES

To January 2009

Safer Medical Devices Committee

Working as a team to decrease the number of needle stick and other employee injuries due to the use of sharps.

April 2000 to January 2009

DOMESTIC VIOLENCE TASK FORCE

Mt. Edgecumbe Hospital, SEARHC, Sitka, Alaska

Promoting the education of the hospital staff and patients.

Promoting the adoption of domestic violence screening in the health care setting.

April 19-20 2000

Attended the Alaska Network on Domestic Violence training session to promote Domestic Violence screening at SEARHC, Mt. Edgecumbe Hospital as a member of the Domestic Violence Task Force Team.

VOLUNTEER

2014

VOLUNTEER ADVOCATE SAFV



LIBRARY COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
CURT LEDFORD Little Marshall Island PO Box 2114	738-2794 c curtledford@gmail.com	7/10/01 8/10/04 7/24/07 7/27/10 8/13/13	7/10/04 8/10/07 7/24/10 7/27/13 8/13/16	Chair
JANE EIDLER PO Box 1673	747-5354 h eidlerjee@yahoo.com	6/27/06 7/8/08 6/28/11 6/24/14	7/12/08 7/8/11 6/28/14 6/24/17	
DORIK MECHAU 209 Observatory St.	747-7671 h twojuncos@icloud.com	1/12/16	1/12/19	
BARBARA BINGHAM PO Box 6112	738-3557 c bbingham23@gmail.com	9/12/06 9/8/09 10/23/12 1/26/16	9/12/09 9/8/12 10/23/15 1/26/19	
ALICE JOHNSTONE 213 Shotgun Alley	747-3931 h johnstone@ak.net	7/22/03 7/11/06 7/14/09 7/24/12 7/14/15	7/22/06 7/11/09 7/14/12 7/24/15 7/14/18	
PJ FORD SLACK PO Box 6281	966-1906 w 738-0020 c fordpj@sitkaschools.org	8/27/10 11/9/10 11/12/13	11/13/10 11/9/13 11/12/16	
<i>LORELY LITVIN 115 Summit Creek Rd</i>	<i>738-3557 c litvinlo@sitkaak.net</i>	<i>7/27/11</i>	<i>7/27/14</i>	
Benjamin Miyasato 405 B Degroff St.	752-0163 c assemblymiyasato@cityofsitka.org			Assembly Liaison
Elizabeth O'Donnell 214 Observatory	747-8014			Emeritus Member

7 Members from Public 3-year terms
 Established by Ordinance 72-50, Ord. 03-1730 added 2 more members
 First Wednesday of the Month, 7 p.m.

OATH OF OFFICE REQUIRED

Revised: March 27, 2016