



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

Board/Commission/Committee: Hospital
Name: Valorie Nelson Daytime Phone: 907-747-4269
Address: 107 Littlebyrd Way Evening Phone: 907-747-4589
Email Address: valorie@ablueberryinn.com Fax Number: _____
Length of Residence in Sitka: 58 years Registered to vote in Sitka? Yes No
Employer: USDAFS

Organizations you belong to or participate in: WOTM; Sitka Emblem Club; Pioneers of Alaska; Sons of Norway

Explain your main reason for applying: Care for Community

What background, experience or credentials will you bring to the board, commission, or committee membership? Former elected official (assembly & mayor); Former assembly liason to hospital board; strong background in accounting and business management.

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: 11/21/15 Signature: Valorie L. Nelson

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. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

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:
Sara Peterson, Deputy Clerk
100 Lincoln Street
Fax: 907-747-7403
Email: sara@cityofsitka.com

VALORIE L. NELSON
107 Littlebyrd Way
SITKA, AK 99835
(907) 747-4589
valorie@ablueberryinn.com

SUMMARY OF

QUALIFICATIONS: Many years in Management, Accounting and Construction have provided a strong background in the ability to communicate effectively with all levels of management, co-workers and clients as well as being self-motivated and a quick learner.

**PROFESSIONAL
EXPERIENCE:**

1994 – Present USDA Forest Service, Sitka, AK
Acting Budget Officer/Budget Analyst/Accounting Technician
Budget execution duties; studies, audits & reports on internal controls and use of funds. Monitoring expenditures in relation to planned levels. Processed TOS authorizations, manual and computer processing of payments and adjustments; data entry; filing; accounts receivable; expenditure tracking and budget analysis.

1984 –2013 Keystone Associates, Inc., Sitka, AK
Office Manager/Vice President
Management of general contracting business office; processing accounts payable and receivable; processing timesheets and payroll; preparation of quarterly reports, tax returns and financial statements.

1977 – 2004 Rice Bookkeeping Services, Sitka, AK
Owner
Manual and computer processing of timesheets, payroll and union reports; preparation of quarterly federal, state and local tax reports, federal and state income tax forms; financial statements; accounts payable and receivable.

1998 – 2004 City and Borough of Sitka, Sitka, AK
Mayor/Councilmember
Elected Official responsible for protecting the good of the community.

EDUCATION: University of Alaska, Sitka, AK
Sitka High School, Sitka, AK

REFERENCES: Available upon request



Hospital Board Roster

Board Member	Phone	Address, E-mail	Employer/ Occupation	First Appointed	Term Expires
Celeste Tydingco President	747-3621 h	118 Jacobs Circle sitkaot@gmail.com	Homemaker	2/08/11	6/30/15
Ann Wilkinson Secretary	747-2707 h	PO Box 174 wilkinson99835@gmail.com	Self-Employed	6/28/11 6/24/14	6/30/14 6/30/17
Mary Ann Hall	747-7265 h	2037 Halibut Point Road ob1jry@gmail.com	Retired/Lab Technician	10/13/09	6/30/16
Hans von Rekowski	747-5419	3003 Mikele Street hvonn@acsalaska.net	Retired	3/25/14	6/30/17
Paul Bahna, MD	747-7749 w 623-0945 h	600 DeGroff Street A bnbahna@uas.alaska.edu	Biology Professor	7/1/13	6/30/16
<u>Medical Staff Liaison*</u> Debra Pohlman, MD	747-3241 w	Sitka Community Hospital 209 Moller Avenue dpholman@sitkahospital.org	Physician	Dec 31 each year
<u>Assembly Liaison*</u> Steven Eisenbeisz	738-9075 c	208 Lincoln Street assemblyeisenbeisz@cityofsitka.com			October (each year after election)
<u>Hospital Staff</u> Rob Allen Wendy Fowler	747-1738 747-1725	Interim CEO Exec Asst/Recording Secretary	rallen@sitkahospital.org wfowler@sitkahospital.org		

* Non-Voting

Hospital Board meets the **fourth Thursday of each month at 6:30 p.m.** in the Hospital Classroom.

6 Members from Public

3-year terms

1 Member a Physician

3-year term

*unless unable to fill in 60 days; a non-physician will be appointed

1 Member from the Assembly 1-year - non-voting

1 Member from Medical Staff 1-year - non-voting; recommended by medical staff, approved by Assembly

Established by Ordinance 73-55

OATH OF OFFICE REQUIRED

Revised: January 19, 2015