

## **POSSIBLE MOTION**

**I MOVE TO** appoint 1) Melissa Viator to a three-year term on the Health Needs and Human Services Commission and 2) Joshua Thomas to a three-year term on the Library Commission.



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

Board/Commission/Committee: Health Needs and Human Service Commission

Name: Melissa Viator Daytime Phone: 845-667-9552

Address: PO Box 2298, Sitka Evening Phone: \_\_\_\_\_

Email Address: myhealthfitness1@gmail.com Fax Number: \_\_\_\_\_

Length of Residence in Sitka: 2 years Registered to vote in Sitka?  Yes  No

Employer: Unemployed

Organizations you belong to or participate in:

Public Safety Training Academy

Explain your main reason for applying:

Contribute/apply MPH, support community, public health advocacy

What background, experience or credentials will you bring to the board, commission, or committee membership?

See resume for complete list. Strategic and conceptual thinker for public health problems.

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: 8/18/2016 Signature: 

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

# MELISSA A. VIATOR

P.O. Box 2298, Sitka, Alaska 99835  
(845)-667-9552; [mvhealthfitness1@gmail.com](mailto:mvhealthfitness1@gmail.com)

**OBJECTIVE:** To collaborate with community leaders to develop, improve, and implement health programs while using my leadership and managerial skills obtained during my military and graduate school experiences.

## CAREER SUMMARY

Analyze operations to evaluate performance of a company or its staff in meeting objectives or to determine areas of potential desired outcomes, program improvement, or policy change. Coordinate the development and implementation of operations; ability to adapt in an austere environment and implement planning augmentation. Direct, plan, or implement policies, objectives, or activities of organizations or businesses to ensure continuing operations, to maximize returns on investments, or to increase productivity.

## SKILLS

- 12 years leadership, management, analyzing, development, and planning operations
- Manager of over 200 personnel
- Microsoft Office Suite
- Maintain a Top Secret Security Clearance (JUN2002 – JAN2017)
- Researcher/collaborator of public health programs and health interventions

## PROFESSIONAL EXPERIENCE

### **Research Assistant**, University of Alaska Anchorage, AK AUG 2014 – JULY 2015

- Developed a research study to optimize rainwater catchment systems in southwest Alaska to improve domestic hygiene and decrease communicable disease as a health intervention.
- Collaborative member of the National Partnership for Action (NPA) Regional Health Equity Council (RHEC) Special Project Committee for Region X to develop health equity guidelines designed specifically for healthcare professionals.

### **UAA MPH Student Advisory Council Chairperson**, University of Alaska Anchorage, AK AUG 2013 – FEB 2015

- Communicate, coordinate, and collaborate with local public health agencies to educate and empower graduate students on public health topics and academic goals.
- Developed, planned, executed events during National Public Health Week for UAA Master of Public Health students.

### **Graduate Student Association Volunteer**, University of Alaska Anchorage, AK AUG 2012 – AUG 2014

- Developed, planned, coordinated conference plenary sessions, symposia, and events for the 20<sup>th</sup> IEA World Congress of Epidemiology 2014, Anchorage, AK.
- Conducted a program evaluation on the Matanuska-Susitna Public Health Center's Teen Reproductive Health Intervention program.

### **Company Commander** U.S. Army, Ft. Drum, NY DEC 2010-MAY 2012

- Managed 238 personnel consisting of 21 different military occupational skills within the realm of Military Police, Chemical Corps, Medical Corps, Mechanics, Army Corps of Engineers, Logistics, and administrative personnel.
- Developed, planned, executed training programs to ensure combat readiness in support of future counter-insurgency operations.
- Directed all aspects of training, maintenance, operations, management and accountability of operational equipment valued in excess of \$30M.

### **Brigade Operations Officer** U.S. Army, Ft. Drum, NY JUN 2010-DEC 2010

- Managed receipt, development, production, and distribution of operational planning and execution of counter-insurgency operations as a part of the International Security Assistance Force, Regional Command-North, and Afghanistan.
- Planned, coordinated, and established Combined Joint Command, Control, Communication, and Coordination for operational units in the Afghanistan Theater (ISAF, NATO).

### **Instructor, Course Director of Military Sciences** U.S. Military Academy, West Point, NY MAY 2008-JUN 2010

- Taught undergraduate courses in military tactics for further development of future Army officers; coach, teach, mentor methods to expand abilities in the areas of critical thinking, problem solving, communicating, self-confidence, and decision-making.



- Developed course content and curriculum through Outcomes-Based Training and Education methodology.
- Serves as an advisor and mentor for leader development through planning and executing tactical operations.

**Brigade Air Operations Officer** U.S. Army, Ft. Richardson, AK MAR 2006-MAY 2008

- Conducted all air coordination and operations in Babil and Karbala Provinces, Iraq.
- Coordinated and planned air assaults, attack aviation operations, and airspace de-confliction.
- Developed the air pattern analysis assessment and identify insurgent/extremist activity.
- Managed 15,831 square miles of airspace and planned aviation operations for 3,500 soldiers for a 15 month combat tour, synchronizing all brigade and division assets to accomplish missions, planned over 150 air tactical combat operations.
- Author of "*Spartan Air [Space Management] Cell - Lessons Learned*", Fires Bulletin; JAN-FEB 2008. [http://sill-www.army.mil/firesbulletin/2010/may\\_june\\_2010/index.html](http://sill-www.army.mil/firesbulletin/2010/may_june_2010/index.html)

**General Officers Aide-de-Camp** U.S. Army, Ft. Bliss, TX JUN 2004-MAR 200

- General Assist for coordination of Air and Missile Defense (AMD) and Space and Missile Defense Center (SMDC) modularity transition, accredited projects through various Missile Defense Agencies.
- Manages receipt, review and distribution of correspondence for the U.S. Air and Missile Defense School, U.S. Training and Doctrine Command.

**Executive Officer** U.S. Army, Ft. Bliss, TX JUN 2002-JUN 2004

- Facilitated the administrative correspondence for an Air Defense Battery consisting of 109 personnel.
- Managed tactical training associated with the employment of the PATRIOT anti-ballistic missile system.
- Maintained accountability for over \$50 million worth of equipment. Maintenance Program resulted in a 100% readiness rate throughout 1 year during a South Korea assignment.

**Reserve Officer Training Corps** U.S. Army, Syracuse University, NY AUG 1999-JUN 2002

- Distinguished Honor Graduate of Syracuse University's ROTC Candidates.
- Planned and managed Syracuse University's ROTC Training Operations.
- Captain of the Syracuse University's ROTC Ranger Challenge Team and Army 10-miler Team.
- Security Assist in Syracuse University Dormitories for the Department of Public Safety
- Volunteered as the Parliamentarian of Syracuse University's Student Government Association

**EDUCATION**

Master of Public Health and Public Health Practice, University of Alaska-Anchorage, Alaska	2015
Master Teaching and Excellence Certificate U.S. Military Academy, West Point, New York	2010
Master of Arts in Management and Leadership Webster University, Missouri	2006
Bachelor of Arts in Latin American Studies Syracuse University, New York	2002
Air and Missile Defense Senior Leaders Course Fort Bliss, Texas	2002
Air Defense Artillery Leadership Course Fort Bliss, Texas	2002

**RECOGNITION**

Crossfit Level-1 Certification, Anchorage, Alaska	2013
Inducted into the Phi Kappa Phi Honor Society, University of Alaska-Anchorage, Alaska	2014
Inducted into Delta Omega Public Health Honor Society, University of Alaska Anchorage	2015
Received student recognition, 21 <sup>st</sup> Annual Martin Luther King, Jr. Student Appreciation Luncheon University of Alaska-Anchorage, Alaska	2015



## Health Needs and Human Services Commission

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
DOUG OSBORNE 209 Moller Avenue	747-0373 dosborne@sitkahospital.org	1/27/15	10/14/17	<b>CHAIR</b> <i>Williams term</i>
LOYD PLATSON 805 Charles Street	747-3636 x226 w 623-7560 c lplatson@scpsak.org	8/25/15	10/28/17	<b>VICE CHAIR</b> <i>Zanuzoski's term</i>
MYRON FRIBUSH, MD PO Box 303	738-1489 c 747-5377 h rfribush3@gmail.com	10/22/13	10/22/16	
CLARA GRAY 222 Tongass Drive 310	966-8936 w 752-7880 c clarag@searhc.org	12/8/15	12/8/18	
BARBARA KENDALL 206 Park Street	738-1808 bekendall40@yahoo.com	8/23/16	8/23/19	
JEFF ARNDT 207 Cedar Heights	738-2025 queenmab@gci.net	11/11/15	11/11/18	
Melissa Henshaw Deputy Clerk/Records Specialist	747-1826 melissa.henshaw@cityofsitka.org			Secretary
Tristan Guevin PO Box 6235	738-5415 c assemblyguevin@cityofsitka.org			Assembly Liaison

Established by Ordinance 2013-23

7 members 3-year terms (*except for first commission*): The first members appointed to the Commission shall, upon appointment, determine the length of the terms so that the terms of three (3) members shall be for one year, the terms of two (2) members shall be for two years, and the terms of two (2) members shall be for three years, resulting in staggered terms for members subsequently appointed. A vacancy on the commission shall be filled by appointment by the Assembly for any remainder of an unexpired term.

Meeting schedule: 2<sup>nd</sup> Wednesday of the month; noon at Sealing Cove Business Center at 601 Alice Loop – Meetings are to be held no less than four times per year.

Revised: August 24, 2016



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

Board/Commission/Committee: Library  
Name: Joshua Thomas Daytime Phone: 817-471-6054  
Address: PO Box 473 Sitka, AK, 99835 Evening Phone: \_\_\_\_\_  
Email Address: Josh0417@att.net Fax Number: \_\_\_\_\_  
Length of Residence in Sitka: 10 years Registered to vote in Sitka?  Yes  No  
Employer: JKT Enterprises

Organizations you belong to or participate in:

*have volunteered with several programs in the past.  
member in good standing of a local religion.*

Explain your main reason for applying:

*I have a great deal of love for books and the library  
and feel that I could bring a lot to help the library.*

What background, experience or credentials will you bring to the board, commission, or committee membership?

*Knowledgeable about a wide variety of literature and movies, as well as  
familiarity with the local library.*

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.

*I am familiar with and friendly towards several people  
employed by the library.*

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: 8/25/16 Signature: \_\_\_\_\_

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:

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Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org

Library Board

8/25/16

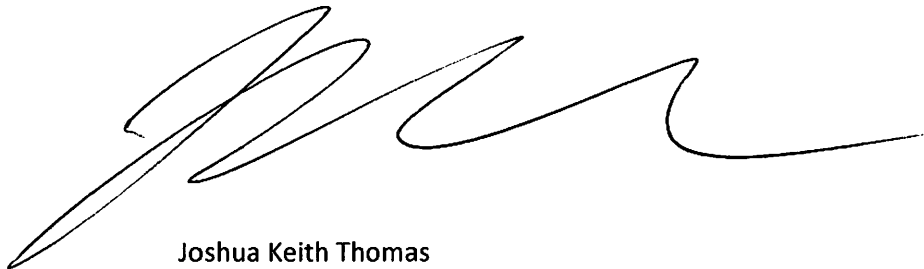
Sitka, Alaska

To Whom It May Concern,

Dear Sir or Madam, I am interested in joining the Library Board here in Sitka. I have had a lifetime's love of books, and by extension libraries. As an extensive reader and autodidact I know the entertainment and educational value to a community of having a good working library available to all people.

For these reasons I feel that I would be a great asset to the Library Board. I await your response and I'm looking forward to serving on this board.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joshua Keith Thomas', with a long horizontal flourish extending to the right.

Joshua Keith Thomas

PO Box 473

Sitka, AK 99835

817-471-6054

Josh0417@att.net



## LIBRARY COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
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	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	
<i>PJ FORD SLACK PO Box 6281</i>	<i>966-1906 w 738-0020 c fordpj@sitkaschools.org</i>	<i>8/27/10 11/9/10 11/12/13</i>	<i>11/13/10 11/9/13 11/12/16</i>	<i>Resigned 6/22/16</i>
LORRAINE LIL 105 Austin Street	738-1350 c 747-3309 committeework@outlook.com	4/12/16	4/12/19	Secretary
<i>CURT LEDFORD Little Marshall Island PO Box 2114</i>	<i>738-2794 c curtedford@gmail.com</i>	<i>7/10/01 8/10/04 7/24/07 7/27/10 8/13/13</i>	<i>7/10/04 8/10/07 7/24/10 7/27/13 8/13/16</i>	<i>Chair Resigned 4/6/16</i>
Benjamin Miyasato 405 B DeGross 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: August 29, 2016