

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Human Services Board

Please select your second Board preference: \*

☒ Human Services Board

Please select your third Board preference: \*

☒ Human Services Board

Please select your fourth Board preference: \*

☒ Human Services Board

Please select your fifth Board preference: \*

☒ Human Services Board

Please select your sixth Board preference: \*

☒ Human Services Board

Jeffrey (Jeff)

First Name

S

Middle Initial

Reichard

Last Name

103 Charlemagne Court

Street Address

Suite or Apt

Cary

City

NC

State

27511

Postal Code

What district do you live in?

None Selected

Mobile: (919) 616-0342

Primary Phone

Home: (919) 616-0342

Alternate Phone

reichjs@gmail.com

Email Address

UNC Health

Employer

Executive Director, Pharmacy  
Operations

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Cary

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## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am interested in serving my community, and utilizing my professional skills and experiences to benefit Wake County and its residents. I have had the opportunity to live and work in Wake County for the past 3 years, and prior to in Forsyth County. Outside of my job, I have volunteered time in community organizations to benefit the counties which I reside. I would be excited to contribute to the success of Wake County by serving on this Board.

## Work Experience

Healthcare Executive - 10+ years (pharmacist by training); responsible for system pharmacy operations at UNC Health

## Volunteer Experience

Board Member, Homeless Shelters, Transitional Housing - 5+ years; focus on finances, healthcare strategies, and long-term strategic planning Pharmacy Organization's in North Carolina and Nationally - 10+ years

## Education

BS - Auburn University PharmD - UNC Chapel Hill MS - UNC Chapel Hill

## Comments

Thank you for your consideration.

[Reichard\\_Curriculum\\_Vitae.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

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## Demographics



Date of Birth

Jeffrey (Jeff) S Reichard

Gender \*

☒ Male

Ethnicity \*

☒ Caucasian

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Other

How did you become aware of Wake County volunteer opportunities?

☒ Other

If you selected "Other" above, how?

Researching opportunities to become involved in my County

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Please upload a file

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## ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Jeffrey (Jeff) S Reichard

# Jeff Reichard, PharmD, MS, BCOP

103 Charlemagne Court Cary, NC 27511 · 919.616.0342 (cell) · [reichjs@gmail.com](mailto:reichjs@gmail.com)

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## **EXPERIENCE**

### **UNC Health**

#### **System Executive Director, Integrated Pharmacy Operations**

**February 2022 – Present**

Summary: Reports to Chief Pharmacy Officer for UNC Health. The Executive Pharmacy Leader for Investigational Drug Services, Outpatient Pharmacy Services (Home Delivery Pharmacy, Retail Pharmacy, Specialty Pharmacy Services, and Transitions of Care), and Integrated Pharmacy Supply Chain Management (Procurement, Sterile Compounding, Centralized Distribution). Responsible for 240+ team members at nearly two dozen pharmacy locations, \$600 million in yearly revenue, and \$400 million in yearly drug spend.

#### **Key accomplishments:**

- Drive for the advancement and sustainable, scaling of national leading pharmacy services
  - Oversee hiring of two directors in last 12 months, who have both received high performance scores from 360 reviews (i.e., team, peers, leaders, executives)
  - Generate 20% increase in net patient revenue over prior year for outpatient pharmacies
  - Reduced drug inventory by nearly \$2M for acute care managed inventory sites
- Design successful or re-engaged business ventures to bring financial, quality, and customer satisfaction to existing partners through invested relationship building
  - Added and scaled contract pharmacy relationships which generated 80% additional operating margin back to Entities (\$2.5M operating margin)
  - Serve as pharmacy content leader for Organization's 'Go-to-market enterprises' in outpatient pharmacy i.e., contract pharmacy, direct-to-employer, specialty pharmacy
  - Re-negotiate contracts on behalf of health-system to increase value i.e., retail reconciliation/analytics for retail reconciliation, cost of goods evaluation tool
- Focus on the customer through innovation strategies to center workflows on customer perspective such as texting/digital engagement, integration customer solutions into electronic health record, considering health equity into operational design
  - Launched bi-directional texting which replaced live agent calls with 3,000 texts per month
  - Sponsor turning local projects into system solutions to create operational excellence including system-wide inventory management solution and DSCSA compliance
- Served as executive sponsor for system pharmacy well-being initiative, personally leading a front-line team through the ASHP Well-Being Ambassador program
- Engage Department leaders in strategic planning to mature core business elements and demonstrate the Department as a national leader in quality, safety, finance, and operations
  - Lead the Pharmacy Enterprise to gain approval of a \$25 million capital investment to relocate the organization's high volume / specialty pharmacy and IDS operations to a 60,000 sq. ft. next-generation facility
  - Completion of prior year strategic plan led to a 30-basis points improvement in Division's balanced scorecard

- Accelerated the expansion of cognitive services into multiple outpatient pharmacies to diverse revenue streams, including immunization services, hormonal contraceptives, and nicotine replacement therapies whereas prior no services were available

#### **System Director of Pharmacy**

**December 2019 – January 2022**

Summary: Leadership responsibility for specialty and home delivery pharmacy services within the health care system. Focus on strategy and execution to work collaboratively with teams to ensure patient care is optimized for all patients who receive these services. Responsible for 65 team members, \$315 million in yearly drug revenue, and \$230 million in yearly drug spend.

#### **Novant Health**

**July 2013 – November 2019**

#### **Senior Director of Pharmacy**

Summary: Leadership responsibility for all outpatient pharmacy services throughout the entire health system including hospital-based infusion centers, investigational drug services, inpatient and outpatient oncology services, specialty pharmacies, home delivery, and community pharmacies. Consistently ranked a top-tiered engaged leader for respective teams. Responsible for 225 team members, \$700 million in yearly revenue, and \$280 million in yearly drug spend.

Senior pharmacy leader for: (1) 12 hospital-based infusion centers where over 1,200 referring providers generated 40,000 visits and charges of \$375 million in 2019; (2) 15 cancer centers with over 130,000 encounters annually and drug expense over \$120 million; (3) 10 community pharmacies, supporting 450,000 prescriptions annually in collaboration with 580 medical group practices; and (4) strategic developer and thinker behind specialty pharmacy across integrated health-system. First five year specialty pro forma completed in 2018 doubled performance \$227 million (actual) v. \$107 million (budgeted).

#### **Director of Pharmacy**

Summary: Oversight for the health-systems hospital-based infusion centers, inpatient and outpatient oncology services, and specialty pharmacies. Focused strategy to work collaboratively with facility and clinical pharmacy teams to ensure patient care is optimized for all patients who receive services in these ambulatory care settings. Responsible for 115 team members and \$240 million in yearly drug spend.

#### **Pharmacy Oncology Manager**

Summary: Directed 11 outpatient oncology pharmacies and inpatient services across the Novant Health footprint. Oversaw 40 team members in the outpatient oncology pharmacies and \$110 million in annual drug spend.

#### **Acute Operations Pharmacy Manager**

Summary: Pharmacy leader for acute operations at Clemmons Medical Center, Kernersville Medical Center, Medical Park Hospital, and the Triad Offsite Surgical Centers, working in coordination with Director at Forsyth Medical Center a 1,000 tertiary care hospital. Responsible for 50 team members and \$30 million in annual drug spend.

## **EDUCATION AND TRAINING**

### **Master of Science in Pharmaceutical Sciences (focus in Pharmacy Leadership)**

University of North Carolina at Chapel Hill, June 2011 – June 2013

### **Specialty Residency, Health-System Pharmacy Administration**

University of North Carolina Hospitals and Clinics, July 2012 – June 2013

### **Pharmacy Practice Residency**

University of North Carolina Hospitals and Clinics, June 2011 – June 2012

### **Doctor of Pharmacy**

University of North Carolina at Chapel Hill, August 2007 – May 2011

### **Bachelor of Science**

Auburn University, August 2003 – May 2007

## **LICENSURE AND CERTIFICATIONS**

North Carolina Licensed Pharmacist (License # 21789), Active

Board Certification – Pharmacotherapy (License #3121591), Inactive

Board Certification – Oncology (License #5150833), Active

## **PEER-REVIEWED PUBLICATIONS**

### **Barriers and facilitators associated with implementing interventions to support oral anticancer agent adherence in academic and community cancer center settings**

Muluneh B, Muir M, Collins J, Proco D, Mackler E, Bryant A, Wood W, Tilkens M, Reichard J, Foster M, Gatwood J, Wheeler S, Zullig L, Lafata J; PLOS ONE July 2023

### **Clinical Outcomes of Oral Anticancer Regimens in NSCLC Patients Managed in an Integrated Health-System Specialty Pharmacy Program**

Tysinger K, Miller K, Nelkin H, Reichard J; *Pharmacy Times* 2022

### **Securing Specialty Oncology Contracts in a Data-Driven World**

Reichard J, Vest MH, McMillen K. 2020 *Pharmacy Times* 2020

### **Impact of specialty pharmacy taking ownership of the prior authorization process of multiple sclerosis specialty medications to increase access to infusible disease-modifying therapy (DMT)**

Whetstone M; Reichard J; Sigmon S *Journal of Drug Assessment*, 2019, VOL. 8, NO. S1, 26

### **Strategies for Successful IDN-based Specialty Pharmacy: The Financial Perspective**

Reichard J; Maki W *Specialty Pharmacy Times* August 2019

**Insider Advice on Building a Successful IDN-Based Specialty Pharmacy**

Lounsbery B; Reichard J; Schardt G *Specialty Pharmacy Times* January 2019

**Maximize Revenue In Infusion Services**

Reichard J and Sigmon S *Pharmacy, Purchasing, and Products* November 2018;  
15(11)36-45

**ASHP-HOPA guidelines on the roles and responsibilities of the pharmacy technician in ambulatory oncology pharmacy**

Bergsbaken J, Roman D, Earl M, McBride A, Olin J, Peele A and Reichard J  
*Am J Health-Syst Pharm.* July 2018

**USP <800> Compliance in Outpatient Infusion Clinics**

Berrios V, Smith D, and Reichard J *Pharmacy, Purchasing, and Products.* Dec 2017;  
14(12)2-3

**Pharmacy workload benchmarking: Establishing a health-system outpatient infusion productivity metric**

Reichard J, Garbarz D, Teachey A, Allgood J, and Brown J *J Oncol Pharm Practice.* 2017

**ASHP Statement on the Roles of Pharmacy Technicians**

Schultz JM, Jeter CK, Martin NM, Mundy TK, Reichard J, Van Cura JD *Am J Health-Syst Pharm.* 2016; 73:928-30

**Medication Safety Pharmacy Technician in a Large, Tertiary care, Community Hospital**

Brown K, Bergsbaken J, Reichard J *Am J Health Syst Pharm* February 15, 2016 73:188-191

**Pharmacy-Initiated Transitions of Care Services: An Opportunity to Impact Patient Satisfaction**

Reichard J, Savage S, and Eckel S *Hospital Pharmacy* 2015;50(10)

**Developing, Delivering, and Communicating Pharmacy Customer Service Standards**

Reichard J and Brown K. *North Carolina Pharmacist* Winter 2014;95(1):26-27

**Lean Methods to Improve Medication Reconciliation**

Tadjalli S and Reichard JR *Pharmacy, Purchasing, and Products* May 2014; 11(5):2-6

**Expansion of Immunizing Authority for Pharmacists in North Carolina**

Reichard J and Gates A. *North Carolina Pharmacist* Fall 2013;93(4):10-11

**An Introduction to Pharmacy Clinical Decision Support**

UHC Pharmacy Council Medication Use Informatics and Technology Committee  
*April 2013*

**Prospective Student Pharmacist Interest in a Rural Pharmacy Curriculum**

O'Connor S, Reichard J, Thrasher KA, and Joyner PU *American Journal of Pharmaceutical Education* 2012;76 (6): Article 105

## **PRESENTATIONS**

### **Exploring Oral Therapies for the Treatment of Chronic Lymphocytic Leukemia**

Reichard J, Hanna K. *Asembia Pharmacy Summit May 2022*

### **An Operational Check-Up: Reviewing the Status of Quality Metrics in Specialty Pharmacy**

Reichard J. *Asembia Pharmacy Summit May 2022*

### **The Perfect Pitch: Selling Specialty Pharmacy Within Your Health System**

Reichard J, James M. *Acentrus Specialty Conference April 2022*

### **Applying the Latest Evidence in Targeting JAK2 in Myelofibrosis: Clinical Updates for the Specialty Pharmacy**

Reichard J, Koselke E. *Asembia Pharmacy Summit May 2021*

### **Specialty Pharmacy Insights: Key takeaways from the Acentrus Specialty Conference**

Reichard J. Breland B. Diamantides E. *Becker's Healthcare Podcast April 2021*

### **Authenticity in Healthcare Leadership**

Reichard J. *UNC Eshelman School of Pharmacy Masters' Leadership Seminar March 2021*

### **Development and Implementation of a Balanced Scorecard to Drive Specialty Pharmacy Performance**

Reichard J. Summerlin C. *Acentrus Quarterly Clinical Meeting March 2021*

### **Visualize the Role of Digital Platforms for Consumer Engagement**

Reichard J. *Rx-to-OTC Switch Conference February 2021*

### **Pipeline Power: Keeping Your Eye on What's Next**

Reichard J. Chisholm J, Hinkle T. *Acentrus Specialty Conference January 2021*

### **AMCP Specialty Connect Symposium: Hepatocellular Carcinoma: The Evolving Treatment Landscape and Cost Utilization Strategies**

Reichard J. Peele A, Session J. *Pharmacy Times Continuing Education @ AMCP Nexus 2020 November 2020*

### **Specialty Pharmacy: Essential Takeaways from 2020**

Reichard J. *Medicom Guest Lecture Series September 2020*

### **Clinical Pharmacy Practice in Specialty Pharmacy and Transforming Clinical Excellence into Improved Specialty Pharmacy Performance**

Reichard J et al. *Acentrus Quarterly Clinical Meeting August 2020*



**Updates in Myelofibrosis: The Significance of JAK Inhibitors in Therapy**

Reichard J, Darling J. *Asembia Pharmacy Summit May 2020*

**Clinicians and Their Involvement in Establishing Value-Based Programs**

Reichard J, Peele A, Goldberg S. *Presentation at HOPA Value of Cancer Care Forum: Pharmacy's Call to Action Summer 2019*

**Harness the Power of Business Intelligence to Impact Your Oncology Practice**

Reichard J. *Presentation at HOPA Practice Management Meeting Fall 2018*

**Creating Oncology Content Experts to Support the Development and Growth for a PGY2 Oncology Residency Program**

Reichard J, Edwards A, Nelkin H, Nweke G, Brown M. Jay. *Pharmacy Quality Alliance Annual Meeting Poster Presentation 2018*

**Informatics Pearls 2017: Bytes of Informatics MCM Session**

Reichard J. *Presentation at ASHP Midyear Clinical Meeting 2017*

**Outpatient Oncology Productivity Modeling**

Reichard J. *Presentation at HOPA Practice Management Meeting Fall 2017*

**To Infinity and Beyond! Pharmacy Technicians as Informaticists**

Reichard J. Shaw B, Giacomelli B, Tillotson S. *Presentation at ASHP Midyear Clinical Meeting, 2015*

**Taking the Time: Using a Time-Motion Study to Evaluate the Value of an Automation Interface**

Reichard J. Wolfe A, Granko B *Presentation at ASHP Summer, 2013*

**GRANTS**

**Stover (MPI), Vest (MPI)**

**1/01/2022 – 12/31/2022**

**Hematology/Oncology Pharmacy Association (HOPA) - \$45,000**

**Patient-centered Pharmacy Pathway for Oral Chemotherapy (P3OC)**

The goal is to conduct a mixed methods study to develop a patient-centered pathway in the electronic health record for systematically tracking symptoms during oral chemotherapy. We will conduct a Delphi panel with pharmacists (clinical and specialty) to select key symptoms to assess during oral chemotherapy, interview patients about key symptoms, conduct usability testing of the EHR Smart Form with pharmacists, and conduct a small pilot study.

**Stover (MPI), Vest (MPI)**

**1/01/2022- 12/31/2022**

**Cancer and Aging Research Group (CARG) - \$20,000**

**National competition for pilot funds from the NIA R33 Cancer and Aging Research Group (CARG) Infrastructure Grant (R21AG059206/R33AG059206).**

Patient-centered Pharmacy Pathway for Oral Chemotherapy (P3OC) for older adults. The goal is to conduct a mixed methods study to develop a patient-centered pathway in the electronic health record for systematically tracking symptoms during oral chemotherapy for adults age 65 and older. We will interview older adults about key symptoms to assess, and conduct a small pilot study.

**PROFESSIONAL ACTIVITIES**

**American College Health Executives**

Member, 2022-Present

**American Society of Health – System Pharmacists**

Member, Medication Management Services 2018-2019

Member, Section of Inpatient Care Practitioners Committee on Nominations  
2015-2019

Member, HOPA / ASHP Guidelines on Role and Responsibilities of the Pharmacy  
Technician in Ambulatory Oncology Pharmacy 2016-2018

Member, Section Advisory Group on Mgmt of the Pharmacy Enterprise 2016-2017

Chair, Section of Inpatient Care Practitioners on Pharmacy Technicians and  
Support Services, 2014 – 2015

Vice-Chair, Section of Inpatient Care Practitioners on Pharmacy  
Support Services, 2013 – 2014

Advisory Group Member, Section of Inpatient Care Practitioners on Pharmacy  
Support Services, 2012 – 2013

**Hematology/Oncology Pharmacy Association**

Member, HOPA Practice Management Program Committee, 2017-2021

Vice-Chair, HOPA ONS Work Force, 2019

Member, HOPA / ASHP Guidelines on Role and Responsibilities of the Pharmacy  
Technician in Ambulatory Oncology Pharmacy 2016-2018

Member, HOPA Reimbursement Work Group, 2016-2017

**North Carolina Association of Pharmacists**

Health-System Practice Academy, Chair 2023-2024

Health-System Practice Academy, Chair-Elect 2022-2023  
Health-System Practice Academy Executive Team, 2021-2022  
Member-at-large, Health-Systems Forum, 2019-2020  
Immediate Past Chair, New Practitioner Network, 2017 – 2018  
Chair-Elect, New Practitioner Network, 2016 – 2017  
Chair-Elect, New Practitioner Network, 2015 – 2016  
Member-at-large, New Practitioner Network, 2012 – 2015  
Secretary, New Practitioner Network, 2013-2014

## **VOLUNTEERING AND SERVICE**

### **Families Moving Forward**

Board of Director, 2021-Present  
Board Treasurer, 2023-Present

### **Habitat For Humanity, Forsyth County**

Board of Director, 2017-2019

### **North Carolina Association of Pharmacists**

Board of Director, 2023-Present

## **HONORS AND AWARDS**

ASHP Best Practices Award, 2021. Pharmacist-Led Program Leads to Safe and Efficient Outpatient Initiation of AML Venetoclax-Based Regimen  
HOPA Travel Grant - 2018  
Howard and Mescal Ferguson Scholarship – 2009-2011  
Phi Lambda Sigma – 2010  
Eagle Scout – November 2000

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**Profile****Which Boards would you like to apply for?**

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Human Services Board: Submitted**Please select your first Board preference: \***

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☒ Capital Area Workforce Development Board**Please select your second Board preference: \***

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☒ Adult Care Home Community Advisory Committee**Please select your third Board preference: \***

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☒ Alliance Behavioral Healthcare**Please select your fourth Board preference: \***

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☒ Council on Fitness and Health**Please select your fifth Board preference: \***

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☒ Wake Technical Community College Board of Trustees**Please select your sixth Board preference: \***

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☒ Commission for Women

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Candace

First Name

---

Hawkins

Middle Initial

Last Name

---

23 Blakley Street

Street Address

---

Suite or Apt

---

Clayton

City

---

NC

State

---

27520

Postal Code

**What district do you live in?**

---

None Selected

---

Mobile: (919) 673-8431

Primary Phone

---

Mobile: (919) 673-8431

Alternate Phone

---

candace\_montague@hotmail.com

Email Address

---

Miller-Motte College

Employer

---

Education Manager - Career  
Services

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

None Selected

Interests & Experiences

Why are you interested in serving on a Board or Commission?

My enthusiasm for the profession and my employer thought it was a great idea and my desire to make my mark. My drive and willingness to learn

Work Experience

I have been in the Educational area or the last 9 years and it has opened doors for me in the areas of healthcare and career development

Volunteer Experience

Education

Comments

[Candace\\_Montague\\_Hawkins\\_Resume.docx.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender \*

☒ Female

**Ethnicity \***

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☒ African American

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**Other**

**How did you become aware of Wake County volunteer opportunities?**

---

☒ Other

**If you selected "Other" above, how?**

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Looking online

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Please upload a file

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**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

# CANDACE' MONTAGUE

919-673-8431

candace\_montague@gmail.com

## PROFESSIONAL SUMMARY

**Results-orientated professional with more than eight years experience in higher education admissions and career services, and over 10 years experience in operations. With a proven track record of student success and enrollment. Certified Professional Coach and Motivator with a person-centered approach. Known for the ability to pull success from any situation.**

## PROFESSIONAL EXPERIENCE

### Miller-Motte College, Raleigh, NC

#### *Education Manager – Academics & Career Services*

*August 2021- Present*

- Develops a Master Schedule of Classes alongside the Executive Director. Maintains a minimum overall student-teacher ratio of 20:1 wherever possible to promote a positive learning environment and optimal utilization of faculty and facilities
- Serves as the chair of the Academic Review Committee. Facilitates hearings and writes letters and reports of findings as outlined in the catalog and handbooks
- Provides oversight to Program Directors who provide academic advisement/counseling as needed to students
- Collaborate with Program Directors to analyze program level graduation rates, placement rates and employer satisfaction

#### *Director of Career Services*

*July 2020 – August 2021*

- Establish new relationships with businesses and organizations to assist with employment of graduates
- Create new opportunities for job training for students to support to assist with their job employment
- Directed and planned various enrollment events including job fairs and high school recruiting events
- Coached, advised, and motivated students throughout their tenure to increase the graduation rates

#### *Career Coach*

*November 2018 – July 2020*

- Assess students' progress throughout the entirety of the program so that they are prepared for employment
- Contact past graduates to determine their employment status and assist them with employment
- Develop students and graduates job search skills and life skills through various methods including workshops, one-on-one coaching sessions, and classroom presentations.

#### *Educational Consultant*

*April 2015 – November 2018*

- Made 80+ outbound calls daily to set appointments with prospective enrollees to come and visit the campus
- Scheduled and conducted interviews (in person and via phone) with prospective candidates for programs
- Managed reentry pipeline and maintained contact with reentry students to encourage their re-enrollment
- Focused attention on enrolling students in short-term programs and building program numbers

#### *Admissions Representative*

*October 2014 – April 2015*

- Scheduled and conducted interviews (in person and via phone) with qualified candidates to provide information on campus offerings and to discuss best program fit.
- Generated quality referrals from prospective enrollees and current students.
- Accurately and completely explained educational programs, expected outcomes, student services, and financial considerations to prospective graduate enrollees, parents, and educators.

**Crazy 8 Gymboree, Cary, NC*****Assistant Store Manager******July 2013 – October 2014***

- Managed team with assistance of Store Manager handling scheduling, training, and conflict resolution.
- Recruited and developed top talent providing legendary customer service, performance feedback and coaching, and driving exceptional financial results.
- Trained staff for compliance with company policies and federal and state regulations.

**F & C Operations, East Haven, CT*****General Manager******October 2010 – December 2012***

- Handled multifaceted clerical tasks (e.g., data entry, filing, records management and billing)
- Served as backup for the Store Owner, and made executive decisions as necessary in his absence
- Provided timely responses to information requests, screened calls, and prepared official correspondence
- Co-developed a comprehensive, 15-page manual enabling a more efficient onboarding process for new hires

**Wilco Hess, Raleigh, NC*****General Store Manager******August 2007 – September 2010***

- Managed entire store operations including P&L, accounts receivable, inventory control, and vendor relations
- Hired, trained, and staffed entire store including daily schedules while managing PTO requests
- Conducted internal and external audits and implemented expense control measures
- Directed the implementation and transition of company policies utilizing new software

**Mother and Daughter Day Spa & Salon, Garner, NC*****Lead Stylist / Manager******December 2008 – September 2010***

- Cut, trimmed and shaped hair or hairpieces, based on customers' instructions, hair type, and facial features, using clippers, scissors, trimmers and razors
- Demonstrated and sold hair care products and cosmetics
- Shaped eyebrows and remove facial hair, using depilatory cream, tweezers, electrolysis or wax
- Cleaned, shaped, and polished fingernails and toenails, using files and nail polish

**EDUCATION, TRAINING, AND CERTIFICATIONS****EXPECTED DATE 2023****BACHELORS OF SCIENCE, MILLER-MOTTE COLLEGE****NOVEMBER 2008****DIPLOMA, CAROLINA BEAUTY COLLEGE****DECEMBER 2018****CERTIFICATE, ATIRAS INTERNATIONAL COACHING ACADEMY**



Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Criminal Justice Partnership Advisory Board

Please select your second Board preference: \*

☒ WakeMed Hospital Board of Directors

Please select your third Board preference: \*

☒ Economic Development Commission

Please select your fourth Board preference: \*

☒ Human Services Board

Please select your fifth Board preference: \*

☒ GoTriangle Board of Trustees

Please select your sixth Board preference: \*

☒ Wake Technical Community College Board of Trustees

KamarDPerkins

First NameMiddle InitialLast Name

913 Portstewart Dr

Street AddressSuite or Apt

CaryNC27519

CityStatePostal Code

What district do you live in?

None Selected

Mobile: (301) 835-3655

Primary PhoneAlternate Phone

kamar@whenpeoplework.org

Email Address

VetsBridge

Employer

Director Of Military Affairs & Services

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Cary

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## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am interested in the opportunity to continue my dedicated life of service. I am a military veteran who has served his country. I has served on several political campaigns. And I continue to serve in my community.

## Work Experience

Please be directed to my resume which is attached.

## Volunteer Experience

Please be directed to my attached resume.

## Education

Campbell University B.S Criminal Justice United States Army Logistics University

## Comments

[Kamar\\_Perkins\\_2023.docx](#)

Upload a Resume

[The Pens.... Of Life .docx](#)

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

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## Demographics

  
Date of Birth

Gender \*

☒ Male

**Ethnicity \***

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- ☒ African American
  - ☒ Hispanic
- 

**Other**

**How did you become aware of Wake County volunteer opportunities?**

---

- ☒ County Website

**If you selected "Other" above, how?**

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Please upload a file

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**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

## KAMAR D. PERKINS

Cary, 27513 | (301)-835-3655 | [kamarperkins1@gmail.com](mailto:kamarperkins1@gmail.com)  
[www.linkedin.com/in/kamar-d-perkins-2lt-ncarng-g-0ab502170/](http://www.linkedin.com/in/kamar-d-perkins-2lt-ncarng-g-0ab502170/)

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### OPERATIONS | BUSINESS | LOGISTICS MANAGER

Military veteran and operations | logistics administrator leveraging over 8 years of professional experience in leadership, management, and training within the civilian and military environments. Possesses a comprehensive background in department and personnel supervision, project management, logistics and operational oversight, asset and budget management, team and individual instruction, and curriculum development. Adaptable, focused and team-oriented individual with a diverse skill-set in strategic planning, human resource operations, administrative oversight, and creating & implementing workplace procedures. Bilingual in Spanish and possesses an active Secret Security Clearance.

- |                                |  |                                  |                           |
|--------------------------------|--|----------------------------------|---------------------------|
| • Leadership Management        |  | • Project Execution & Delegation | • Records Management      |
| • Training & Staff Development |  | • Budget Management              | • Executive Presentations |
| • Key Stakeholder Engagement   |  | • Business Strategy              | • Data Analysis           |

## EDUCATION | CERTIFICATIONS

**Master of Business Administration (M.B.A.),** Business Administration, Management, & Operations  
Harvard University | In Pursuit

**Bachelor of Science (B.S.),** Criminal Justice | Campbell University | 2020  
*Dean's List Recipient*

## PROFESSIONAL EXPERIENCE

**Duke University Health System | Durham, NC** **Nov. 2022 - Present**

### **Staff Specialist**

Advise and assist recruitment management and employees on employment issues and concerns through interpretation of policies and recommendation of appropriate action for pre-employment processes.

- Present data and create monthly and special reports for senior leadership tracking activities and metrics for recruitment, temporary services, staffing, and professional development.
- Assess recruiter needs and develop customized trainings for departments and internal customers.
- Act as a liaison for external vendors to answer questions and lead partner to appropriate contacts in the evaluation and processing procedures.
- Analyze and reconcile procurement transactions and budgets for 3 departments; processes financial reports through SAP and reconciles expenses.
- Review with supervisor whether a potential candidate will be cleared to hire based on criteria for eligibility; evaluates candidates on a case-by-case basis via report analysis and collaboration with external vendors.
- Organized and maintain departmental files, records, reports, and correspondence required for efficient operations and processes.

**Carolina Family & Urgent Care | Lumberton, NC**  
**Mar. 2022 - Jul. 2022**

### **Medical Practice Director**

Collaborated with Physicians to develop efficient and effective business strategies and patient services. Established and implemented workplace procedures ensuring compliance with government regulations and industry standards.

- Supervised daily practice operations to include billing, debt collection, security, and occupational health and safety.
- Hired, trained, and monitored administrative staff; coordinated regular staff meetings and provided performance reviews and development.
- Organized patient records using electronic health records keeping systems.
- Monitored medication and medical equipment inventory; organized for resupply.
- Interacted with patients and addressed complaints.

**KAMAR PERKINS | PG. 2**

**Vero Diagnostics Laboratory | Durham, NC**  
**Apr. 2021 - Jan. 2022**  
**Executive Assistant to the CEO**

Managed a variety of administrative tasks to facilitate the CEO's ability to effectively lead the organization including: assisting with special projects; designing and producing complex documents, reports, and presentations; and collecting and preparing information and data.

- Served as the primary point of contact for internal and external constituencies on all matters pertaining to the CEO including those of a highly confidential or critical nature.
- Completed projects by assigning work to appropriate staff, including the Executive Team, on behalf of the CEO.
- Maintained open communications with team including meeting regularly with operations and technology coordinator to provide information and documents.
- Coordinated all Executive Team meetings and retreats and assisted with staff meetings and events as needed.
- Managed all aspects of organization's office services; evaluated and assisted in developing office policies and procedures for improved workflow and anticipated future needs as the organization grew.
- Assisted in the selection of vendors to purchase equipment, services, and supplies necessary for operation of organization.
- Managed information systems operations including hardware, software, desktop support, internal telecommunications, and strategic systems development and planning. Provide leadership to all levels of the organization.

### **North Carolina National Guard**

**May**

**2021 - Present**

**Distribution Supervisor | Raeford, NC**

**May 2022 - Present**

Supervises a team of 18 staff responsible for logistics and transportation across the state of NC as well as all operational processes and execution.

- Manages, trains, and regularly counsels' staff to ensure readiness and supply accountability.
- Oversees all company equipment and supplies costing over \$1.5 million
- Lead the battalion as the number 1 platoon of 2022.

### **Engineering Dept. Assistant Director | Greensboro, NC**

**May 2021 - Jan. 2022**

Managed department of ~150 staff under Director's leadership; Supervised 2 additional senior leaders and 6 mid-level managers responsible for various sub-departments.

- Supervised human resource actions to include staff performance evaluations, promotions, awards, and eligibility for decorations.
- Managed company budget of ~\$60 million as well as equipment costing ~\$10 million; reconciled monthly operating budgets and shared information with senior management team.
- Protected company assets from loss such as theft or damage by setting and enforcing effective security policies.
- Evaluated suppliers by assessing quality, timeliness, and compliance of deliveries to maintain tight cost controls and maximize business operational efficiency.
- Developed and implemented daily operations plans such as delivery routes, employee assignments and promotional strategies.

### **United States Army**

**Jan. 2015 -**

**May 2021**

**Supply Manager | Fayetteville, NC**

**Aug. 2020 - Dec. 2020**

Supervised manual and automated supply strategies and connected with supply and data processing teams to facilitate communication and collaboration.

- Managed all aspects of administrative and personnel needs of ground supply operations; ordered, unloaded, sorted and tracked supplies and equipment needed for unit activities.

- Handled administrative requirements smoothly and efficiently, including maintaining records and submitting reports; prepared a variety of reports and documents to ensure smooth operations.
- Carried out day-day-day duties accurately and efficiently; resolved problems, improved operations, and provided exceptional service.
- Developed and implemented performance improvement strategies and plans to promote continuous improvement.
- Developed, maintained, and instructed class and individual training on a multitude of subjects ranging from Military tactics to logistics and tactical communication support.

**KAMAR PERKINS | PG. 3**

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### **Training & Development Supervisor | Fayetteville, NC**

**Jan. 2019 - Aug. 2021**

Planned, developed, and executed classroom and field exercise training plans and operations. Instructed classes/individual training on tactical operations, weapon systems, and communication systems.

- Created and updated personnel records and digital files to maintain current, accurate, and compliant documentation.
- Prepared and distributed team-based communications to foster collaboration and enhance team morale.
- Delivered top-notch administrative support to office staff, promoting excellence in office operations.
- Conducted route and training area data collection and analysis to provide both a safe and effective training environment.
- Developed individual-based training plans that allowed for growth and better development of staff according to unique needs for improvement.

### **Operations Coordinator | Fort Bragg, NC**

**2015 - Aug. 2018**

**Jan.**

Assisted in logistical management for the special operations department. Performed inventory management and maintained accountability of over 340 government contracted vehicles

- Conducted classes and training for two teams of 12 staff each on a variety of Military operational and tactical courses to include but not limited to communication, team operations, safety & compliance, and logistical operations.
  - Adjusted class curriculum to fit individual needs as required for special learning situations.
- Oversaw administrative duties such as course scheduling and planning, preparing and presenting executive presentations, and revising content as required.

Kamar D. Perkins

NCCU MS Psychology Admissions Office

March 13<sup>th</sup>, 2021

## **Personal Statement**

### *The Penalties of Life*

In the year 1994 my hometown football team that was then named the Washington Redskins would win what would sadly be their last Superbowl under this name. This year would also be the year of my birth. I was born to a mother addicted to the 90s recreational drug of choice, crack cocaine. I was born with this drug in my system. Subsequently, because of this I was taken from my mother at birth and made a ward of the state of Maryland. At the time of my birth I exhibited no defects as a result of the mal choices my mother had made during her 9 months of gravida. No, my defects would come later as a result of the many life experiences I would grow to live through.

At a tender 3 months old, I was taken from the state and allowed to live under the supervision of my great aunt who I would call mom. A knock came at the door around 12:30 PM April 13<sup>th</sup>, 1999. This was in the mist of my 5<sup>th</sup> birthday celebration. My mother who before I was born had struggled to beat her addiction to drugs had been found dead. Her body was found after 2 months in an abandoned apartment building. She had been raped and beaten to death. My last memory of her, is her body in her coffin as I stood on my toes and leaned in to kiss her goodbye. I have so many reasons to be upset with her, but I can only find reasons to forgive and understand her.

I would live on to be reared all over the state of Maryland. In and out of every section 8 housing that was available to my great aunt, her daughter, and myself. I hung with a lot of the wrong people. At 11 years old, with my great aunt terminally ill from lung and breast cancer, I was the man of the house. I did whatever it took to pay the rent and bring food into the house. I would stay out from early morning to midnight attempting to hustle my way into enough money to provide for us. Many times, many days, many weeks, I would not go to school. My mother on April 27<sup>th</sup> of my 12<sup>th</sup> birthday had finally lost her long fought 11-year battle with lung and breast cancer. For 11 years, I watched this strong beautiful woman make ends meet while trying to keep herself alive. I promised her I would be successful on her death bed, I promised her that I would make her proud.



After my great aunt Sandra's death, it was just me and her daughter my cousin Ladona. She would later be diagnosed with multiple different mental health issues. These diagnoses would explain the reasoning behind some of the things she did to me that would later result in me not only being homeless at 13, but also ending up in the care of the State of Maryland yet again. I was sexually assaulted by her multiple times at the age of 12. She would burn cigarette ashes on my wrists when I would not get homework answers corrects. I witnessed her prostitute and sell drugs out of the house. The men she sold her body to would often come into my room and beat me, saying that I was too soft and needed to be tougher if I was going to make it in the streets. December 8<sup>th</sup> of 2006, Landona attempted to kill me with a machete knife that my mother had always kept under her bed. I fought back and only suffered a large cut that I still have on my elbow. After this I would spend the next two months of December and January on the streets homeless. Sleeping under bridges, at bus stops and sometimes in the woods or parks. I was taken off the street one day by the Maryland Department of Social Services and tossed into what would be 1 of many homes to comes. Finally, at high school age after suffering the torment of being bounced from foster home to foster home, I ended up living with my cousins Bill and Linda Suber. They modeled me into the man I am today.

In 2016 I joined the United States Army as an attempt to get away from the city that kept drawing me into negativity. I was stationed at Fort Bragg, where I had the opportunity to be lead and mentored by some of the greatest leaders anyone could have ever known. During my enlisted time I earned awards from 3<sup>rd</sup> place in the Army's Best Worriers Competition, to and AAM for saving a Q course Cadre member from his burring car on the side of the road. I have been to the Army's ranger school with the first female ranger and even had the honor of jumping with one of the others who graduated Ranger school that year. After winning the United States Army's Special Operations Best Worrier Competition, I decided that I wanted to achieve my dream of earning a college degree. So, I dropped a packet for the Army's Green to Gold Hip Pocket Scholarship 3 year. I was taken from active duty status and put into college as a civilian. Being the father a new daughter I worked 3 jobs on top of attending college full time and being a committed ROTC cadet. During the final year of my bachelors 2020, I worked 2 jobs and maintained a 3.7 GPA. This put me on the Deans list for the first time ever.

So why have I given you this background story you may ask. Well, I have always been told that you should never allow your past to define who you are or who you are becoming. But for me, my past has turned me into the motivated and dedicated man I am today. I was diagnosed with a learning disability around middle school age, and yet I became the only member in my family to have earned a high school education. Moreover, I am the only member of my family to have even attended college and earn a bachelor's degree. Yes, it is a little harder for me to learn and to get through work or pay attention in class. But, I did it! And I will continue to go above and beyond and surpass the Odds. It doesn't stop here. You will go through

my transcripts and see; I only made the Deans list 1 time in my senior year. I will not be found on any academic scholar's report or high achievers list. But I bust my butt to get to where I am today. And I will continue to strive for greatness until my last day.

I have a passion for helping people. I want to be able to assist young men and women who have come up in the same manner like me. I want to help my fellow veterans who suffer from PTSD. I want to continue to be of service to my country even after I have left and retired from the United States Army. I am not a product of my environment, nor am I another statistic. What I am and always shall be, is a symbol of hope for those who are paying the penalties of life.

Please accept this letter as my personal statement. And I hope that we can speak soon about my next steps towards success within your program.

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Adult Care Home Community Advisory Committee

Please select your second Board preference: \*

☒ Nursing Home Community Advisory Committee

Please select your third Board preference: \*

☒ Human Services Board

Please select your fourth Board preference: \*

☒ Industrial Facilities and Pollution Control Financing Authority

Please select your fifth Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your sixth Board preference: \*

☒ Information Technology Advisory Committee

Nicole

First Name

Staten

Last Name

425 Shady Willow Lane

Street Address

Suite or Apt

Rolesville

City

NC

State

27571

Postal Code

What district do you live in?

None Selected

Mobile: (919) 395-1960

Primary Phone

Home: (919) 395-1960

Alternate Phone

nicole.robertsrn@gmail.com

Email Address

Gentiva Healthcare

Employer

Utilization Manager

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☐ No

In order to assure countywide representation, please indicate your place of residence:

☒ Rolesville

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## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I would like to play more of an active role as a resident of wake county. This is my home and I feel a responsibility to my community.

## Work Experience

I have been a RN for almost 30 years. My husband and have been small business owners in Raleigh for over 10 years.

## Volunteer Experience

Most of my volunteer experience has been in Hospice.

## Education

I have an ASN, BSN & MBA.

## Comments

[Roberts\\_Nicole\\_CS\\_Resume\\_\\_1\\_\\_1\\_\\_2.docx](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

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## Demographics



Date of Birth

Gender \*

☒ Female

Ethnicity \*

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☒ Other

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**Other**

How did you become aware of Wake County volunteer opportunities?

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☒ County Website

If you selected "Other" above, how?

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Please upload a file

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## ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

# Nicole Staten, RN, BSN, MBA

(919) 395 - 1960 | nicole.robertsrn@gmail.com

## Profile

*Key Decision Maker in Mission-Critical Home Healthcare and Hospice Improvement Initiatives  
Translating Executive Vision into Progressive & Compassionate Health and Hospice Business Development Strategies*

Forward-thinking senior healthcare administration leader with proven successes at the senior management level driving business development and services delivery using people, enterprise technology and process alignment in high-profile healthcare environments. Serve as a trusted advisor and senior strategist in collaboration with C-level executives in decision-making across the enterprise. Provides clear, well-articulated options to assist in complex or high-stakes planning. Proven successes leading stakeholders to consensus and building trusting relationships through accomplishments and projected results. Leverages technical background with business leadership acumen to identify gaps in business performance and develop winning strategies that optimize efficiency, workflow, employee performance and financial/project outcomes.

*Exceptional skills in data analytics and in grasping subtle and nuanced information and translating it into digestible and relevant information as a means for executive management to render business decisions.*

- Strong influencer amongst policy developers, opinion drivers, and c-suite executives.
- Innovative thinker well-regarded for embracing unconventional and fresh thinking into problem solving.
- Strong reputation as a leader in galvanizing teams to embrace a common goal; lauded for making staff training and mentoring a high priority.
- Robust history in delivering complex projects on-time and within budget despite shifting priorities, demanding expectations, and stringent deadlines.
- Proven capacity to clearly and effectively communicate to audiences from a variety of educational and cultural backgrounds.

## Professional Experience

### GENTIVA (FORMELY KINDRED AT HOME) | 2020 - PRESENT

#### Utilization Manager

Accountable for the coordination, oversight and execution of strategic priorities, and driving business needs and results to meet organizational financial targets. Participate in strategic planning, strategy execution, and implementation of cost management programs related to Utilization management to ensure scalable and nimble organizational structure to support Gentiva's growth plan. Ensure operations are always scalable, efficient, consistent, replicable, and economical. Supervise and support Hospice Operations management team to ensure proper decisions are made with respect to pharmacy operations at each Gentiva location. Lead, facilitate, and collaborate with Corporate Operations team and Branch leadership in releasing new initiatives, addressing concerns, and optimizing the location's operational financial performance. Oversee the contract process and successful execution of new contract implementation and transition

*Successfully negotiated contract with replacement Pharmacy vendor with a potential cost savings of 2.5 million and assisted with implementation of new SOP's associated with contract.*

- Directed the vendor contracts for DME, Pharmacy and Medical Supplies on an annual budget of 25 million dollars
- Reduced DME, medical supplies and pharmacy cost with 4.5 million cost savings
- Successfully launched e-prescribe platform nationwide to create greater efficiencies
- Renegotiated contract with vendors to further reduce cost savings
- Successfully assisted in negotiation of new pharmacy vendor contract
- Facilitates interactions with internal stakeholders' vendors

### HEMOCARE HOMEBASE SOFTWARE | 2016 - 2020

#### Senior Implementation Consultant (nationwide)

Interface with customers and internal training teams through the deployment phase of company's software. Consult on best practices within the home health and hospice industries to ensure software to return maximum results. Assume lead role on all actions and readiness relating to a customer's deployment, implementation and go-live status. Ensure project methodology is followed to drive adoption of software. Responsible for working with Product Management and Customer Support to rollout new product offerings and assist in the development of training materials for the customer and staff education.

*Tenaciously sought out complications with the initial software design; developed corrections and checks and balances*

*leading to agencies going from 60% completion of at-home documentation to a current-day 88% for more accurate billing with far fewer problems.*

- Serving as subject matter expert on the proper use of the Homecare Homebase application as it pertains to financial operations.
- Collaborate with outside vendors to ensure interfaces is operational and functional upon go live
- Provide the Managing Consultant with status reports and keep them apprised of overall project status
- Build and Design database according to customers specifications to ensure environment is ready for validation and training
- Ensure healthcare best practices are maintained to reflect new industry requirements and trends
- Collaborate in the development of and professional growth of Associate Implementation Consultants.

## HEARTLAND HOSPICE / HCR MANORCARE | 2014 - 2016

### **Regional Hospice Administrator, Southeast Region**

Aggressively recruited manage and turnaround operations for this hospice region with offices in Georgia, South Carolina and North Carolina that were an acquisition and not meeting Heartland Standards and budget management. Supervised eight direct report employees, and over 300 indirect employees including nursing personnel, social workers, sales and marketing staff, chaplains, volunteer coordinators, bereavement coordinators, and business office managers. Led operations and strategic directions with full responsibility for bottom-line factors, including long range planning, Financial Analysis, Client Services, and Profit & Loss Statement management and for a \$26M annual budget.

*Restructured on-call service to reduce massive nursing staff turnover by creating a triage process to better define a case in need of on-call services; greatly reduces travel hours and visits for non-clinical inquiries.*

- Increased profitability, reduced DME and pharmacy expenses, and decreased labor costs.
- Succeeded in negotiating four new nursing home and four new hospital inpatient contracts.
- Successfully launched Advance Disease Management program with increased hospice referrals by 30%.
- Initiated and conducted weekly sales trainings and accompanied sales staff into field to expand territory and increase market penetration, attaining referrals from under serviced areas.
- Successfully launched Regional Triage Team to increase employee retention and continuum of care.

**Nicole Roberts, MBA, BSN | Page 2**  
(919) 395 - 1960 | nicole.robertsrn@gmail.com

## Professional Experience

### SUNCOAST SOLUTIONS | 2013-2014

#### **Contract Clinical Implementation Specialist (nationwide)**

Hired as a Contractor to assist with the upgrade of the Home Health and Hospice software and managing the remainder of the contract after the company was purchased. Assisted with the development of Oasis C1, Icd-10, Hospice Pharmacy Import and Hospice Item Set within the software. Provided support and training prior to onsite go live; afterwards provided workflow consultations and training to the client to ensure a smooth and successful transition. Performed project management duties including creation of status reports, work plans and presentations to clients' leadership.

*Played important role in test development in its build out and testing; worked with developers and education department, support team, and compliance department.*

- Define, develop and document business requirements to ensure clients' needs were captured and delivered.
- Successfully launched billable workflow analysis with onsite clinical consultation, to assist with transition from paper to software.
- Documented and performed workflow analysis on the business area processes, systems, information flows.

### AMEDISYS HOME HEALTH AND HOSPICE | 2011-2013

#### **Regional Director of Operations, Southeast (2012 – 2013)**

#### **Director of Hospice and Home Health Operations, Garner, NC, Pembroke, NC, Fayetteville and Goldsboro, NC (2011 – 2012)**

#### **Director of Hospice Operations, Garner, NC (2011– 2011)**

Promoted rapidly through a series of increasingly responsible management positions based on strong financial, operating, teambuilding, and team leadership performance. Responsibility of 7 established agencies and 4 newly acquired agencies.

*Received 3 "Top Census Growth Awards" in 2012.*

- Assisted in getting Agency off 100% "ADR" status in 90 days.
- Successfully transitioned office from watch list to be profitable, and census growth in less than nine months.
- Drove compliant census growth through a strong focus on customer service, excellent patient care and teamwork.

- Successfully partnered with Hospital in region for Bundling payments to decreased hospitalizations.
- Assisted with acquisition and growth of new offices.

## DUKE HOME HEALTH AND HOSPICE | 2008 - 2011

### **Marketing Clinical Coordinator**

Assisted in developing, directing, and implementing marketing strategies to increase home health and hospice business as it related to the strategic plan. Developed and maintained referral relationships by planning and implementing strategic sales efforts. Successfully, established relationships with all three Duke Hospitals increasing revenue and census. Responsible for all aspects of marketing, generating targeted provider lists, provider relations.

*Increased Hospice referrals at Duke Raleigh Hospital 40%.*

- Increased Home Health referrals for the Health System by 20%.
- Became preferred provider of Duke Health System.
- Partnered with Hospital Palliative Team to increase continuum of care. Successfully partnered with transitions Marketing team that increased continuum of care.

## HEARTLAND HOSPICE AND HOME HEALTH | 2001 - 2008

### **Director of Professional Services, Raleigh, NC (2004– 2008)**

### **Patient Care Coordinator (2002– 2004)**

### **Admissions Nurse (2001-2002)**

### **Registered Nurse Case Manager (2001 – 2001)**

Promoted rapidly through a series of increasingly responsible management positions based on strong clinical, operations, team building, and team leadership performance. Directs the clinical activities of the agency; plans and evaluates professional health services; confers with other administrative staff to assure that services are provided at quality levels consistent with professional standards and goals.

*Reduced nursing staff turnover rate to below 35%.*

- Maintained greater than 90% approval rating through corporate quality assurance process.
- Developed a recruitment and retention strategy for new hires that reduced rapid staff turnover.
- Initiated and implemented staff scheduling. Developed a call out procedure that achieved reduction in call out rates.

**Nicole Roberts, MBA, BSN | Page 3**  
(919) 395 - 1960 | nicole.robertsrn@gmail.com

## Education

**Master of Business Administration, Healthcare Management** | Liberty University, Lynchburg, VA

**Bachelor of Business Administration, Healthcare Management** | Mount Olive University, Mount Olive, NC

**Bachelor of Science, Nursing** | Gwynedd Mercy University, Gwynedd, Valley, PA



Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Human Services Board

Please select your second Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your third Board preference: \*

☒ Alliance Behavioral Healthcare

Please select your fourth Board preference: \*

☒ Criminal Justice Partnership Advisory Board

Please select your fifth Board preference: \*

☒ Domestic Violence Fatality Review Team

Please select your sixth Board preference: \*

☒ Criminal Justice Partnership Advisory Board

Ashley

Dunn

First Name

Middle Initial

Last Name

555 FAYETTEVILLE ST

Suite or Apt

Street Address

RALEIGH

NC

27601

City

State

Postal Code

What district do you live in?

None Selected

Mobile: (804) 590-6212

Business: (919) 636-9814

Primary Phone

Alternate Phone

pivotpowercounseling@gmail.com

Email Address

Self-Employed

Addictions Specialist/Certified Trauma Professional/Founder/Owner

Employer

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

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## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I want to serve my community and develop skills that will broaden my perspective and guide the work that I do.

## Work Experience

Private Practice Founder/Owner District 14 Guardian ad Litem Volunteer Program Trainer/Supervisor  
Employee Assistance Program Counselor Regional Director of Access Family Services Family Therapist  
Domestic/Sexual Violence Counselor Suicide Hotline Counselor

## Volunteer Experience

I have volunteer experience through the American Red Cross as well as Durham County Guardian ad Litem program.

## Education

BA in Psychology- Virginia State University MS in Community and School Psychology- Florida A&M  
University Liberty University (additional licensure requirements) Licensed Clinical Mental Health Counselor  
Licensed Clinical Addictions Counselor

## Comments

Thank you for your time and consideration.

[Resume\\_2021\\_\\_3\\_.doc](#)

Upload a Resume

[Dr.KirkLOR.pdf](#)

If you have another document you would like to attach to your application, you may upload it below:

[Drs.LOR.pdf](#)

Please upload a file

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## Demographics



Date of Birth

**Gender \***

☒ Female

**Ethnicity \***

☒ African American

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**Other**

**How did you become aware of Wake County volunteer opportunities?**

☒ County Website

**If you selected "Other" above, how?**

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Please upload a file

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## **ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

**Ashley E. Dunn, MS, LCMHCA, LCAS-A**  
**Raleigh, NC**  
**(804)590-6212**  
**Ashleydunn85@gmail.com**

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**WORK EXPERIENCE**

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<b>Private Practice</b> <b>Sole Proprietor</b>	<b>Raleigh, NC</b>	<b>04/2021 –present</b>
<ul style="list-style-type: none"><li>• Work with individuals to improve mental health</li><li>• Encourage clients to discuss emotions and experiences</li><li>• Examine issues including substance abuse, aging, bullying, anger management, careers, depression, relationships, LGBTQ issues, self-image, stress and suicide Help clients define goals, plan action and gain insight</li><li>• Develop therapeutic processes</li><li>• Refer clients to psychologists and other services</li></ul>		
<b>Administrative Office of the Courts</b> <b>Guardian ad Litem Program Supervisor</b>	<b>Durham, NC</b>	<b>05/2018 –11/2021</b>
<ul style="list-style-type: none"><li>• Manage Guardian ad Litem volunteers</li><li>• Recruit, screen, train, and supervise volunteers assigned to advocate on behalf of abuse and neglected children.</li><li>• Ensure that child-clients' cases move through the court system in a timely and efficient manner.</li></ul>		
<b>Workplace Options</b> <b>Employee Assistance Program (EAP) Counselor</b>	<b>Raleigh, NC</b>	<b>02/2017 –2/2018</b>
<ul style="list-style-type: none"><li>• Provide telephonic counseling, in-the-moment support and crisis telephonic management in a supportive, ethical and professional manner while maintaining client-confidentiality.</li><li>• Referred clients to external resources or within WPO as part of our holistic approach.</li><li>• Maintained clear clinical and task-oriented documentation in case management system.</li><li>• Possessed genuine listening skills and can provide short-term clinical interventions such as CBT, Motivational Interviewing and solution-focused techniques.</li><li>• Worked with clients presenting with substance abuse, situations of crisis, mental health symptoms and/or family/relationship-related concerns impacting personal or work performance.</li><li>• Developed clear and concise treatment plans for clients with various session models.</li><li>• Assessed clients thoroughly to ensure short-term counseling appropriate.</li></ul>		
<b>Access Family Services</b> <b>Regional Director</b>	<b>Raleigh, NC</b>	<b>03/2015 –12/16/2016</b>
<ul style="list-style-type: none"><li>• Assured implementation of proper staffing within the regional office.</li><li>• Monitored collection of data for review and analysis to assure positive outcome measurement for assigned clinical programs.</li><li>• Managed census levels to ensure service levels are appropriate to continue long term funding strategies.</li><li>• Developed/assured channels of communication between the Agency, the Managed Care Organizations (MCOs), the public and the state.</li><li>• Monitored utilization of programs by various contract agencies.</li><li>• Monitored all service contracts.</li><li>• Monitored financial reports. Oversight of the development and monitoring of the regional office annual budget.</li></ul>		

- Monitored and participated on local advocacy groups, community agencies, planning bodies, local government and provider groups to evaluate impact of access, authorization processes, and scope/ quality of services offered.
- Worked proactively with contract agencies and other state agencies to assure that policy and procedures met the needs of the MCO, as well as serving as liaison with the local and state agencies to maintain positive relationships.
- Assured appropriate communication with local advocacy groups, community agencies, referral bodies, planning bodies, provider groups, and local government to identify service needs, alleviate problem areas and to measure operational performance.
- Monitored community relations of the agency to include client rights, client grievances, advocacy, and consumer education.
- Lead statewide Retention Subcommittee
- Responsible for all hiring, development, and termination within the region.

#### **Youth Villages**

**Durham, NC**

**06/2012-03/2015**

#### **MST Clinical Supervisor**

- Provided direct supervision over clinical staff
- Facilitated weekly group and consultation processes to ensure fidelity to the multi-systemic therapy model.
- Developed and implemented both program wide and individual staff plans to address the quality of the services provided.
- Reviewed documentation to ensure compliance and proactively addressed any client issues with respect to therapeutic or behavioral health services.
- Monitored program financial reports
- Responsible for all hiring, development, and termination within my team.
- Monitored service contracts
- Created and implemented on boarding program for training new staff
- Developed instructional and training materials for staff
- Developed and implemented various marketing strategies to ensure program growth and census stability. Planned around predicted barriers and trends/Census management
- Participated in mock audits to ensure program compliance with all state and program regulations
- Measured/assessed documentation quality and timelines monthly for each staff.
- Developed and presented monthly data collected for documentation quality and timeliness.
- Presented monthly plans to external and internal leadership staff around clinician needs and develop plans to target them.
- Developed and track specialized Performance Improvement Plan's for employees' and disciplinary action when needed
- Planned and monitor policy development projects.
- Developed process for each program supervisor to review monthly data with their assigned clinician.
- Developed office wide standardized coverage plan for each program supervisor to utilize while out of the office.
- Conducted "Stay Interviews" with current staff in order to increase morale and impact retention
- Completed/reviewed performance appraisals
- Nominated (by supervisor) for Region Readiness leadership program (Completed program successfully)
- Worked closely with community stakeholders to ensure that my staff and organization are in compliance and collaborating effectively.
- Located and connected with a variety of other organizations in the community to further assess the needs of communities that we serve and identify opportunities to collaborate.
- Organized and presented program information/data to community stakeholders (ie, schools, judges, law enforcement, other agencies, attorneys, state officials, etc)
- Remained abreast of state laws and regulations affecting our state, organization, and population that we serve.
- Trained staff on educating families that we serve on laws and regulations and how they will affect them.

#### **Youth Villages**

**Greensboro, NC**

**07/2010-06/2012**

#### **MST Counselor (Family Therapist)**

- Maintained a caseload of 4-5 families.
- Met with each family at least three times per week.
- Develop individualized treatment plans for each case
- Conducted ongoing assessments and reviews of treatment progress
- Maintained on-call availability to clients during the week and rotating weekends
- Lead and Conducted formal treatment team staffing each month.
- Nominated (by supervisor) and completed Emerging Leader's Leadership program.

**Refuge House, Inc.**

**Tallahassee, FL**

**06/2009-07/2010**

**Sexual/Domestic Violence Advocate**

- Identified, assessed, and advocated for survivors of sexual and domestic violence
- Provided Crisis counseling
- Provided community referrals
- Lead groups and individual counseling
- Assist with job skills (resume writing)/ Academic Success
- Supervision of resident's living in facility/shelter

**Hospital Inpatient Services**

**Tallahassee, FL**

**06/2008-07/2010**

**Medicaid Eligibility Specialist**

- Interviewed patients referred to me by Tallahassee Memorial Healthcare who do not have insurance coverage and determine Medicaid/Disability eligibility.
- Acted as designated representative and apply for benefits on behalf of patient if eligibility requirements are met.
- Liaison for the patient, Florida Department of Children and Families, Tallahassee Memorial Healthcare, and Hospital Inpatient Services.
- Followed through with legal document collection until patient's case has been approved/denied. If case is denied, investigate to identify the cause of denial, attempt resolve it, and reapply/appeal.

**Big Bend 211, Inc.**

**Tallahassee, FL**

**01/2008-07/2010**

**Crisis Hotline Counselor/Training Assistant**

- Provided crisis counseling and intervention for various sensitive topics such as; domestic/sexual violence, abuse, academic/job stress, psychosis, drug abuse, abortion, STD, HIV/AIDS, homicide, and suicide.
- Presented training materials, assist in supervision and monitor/evaluate training performance for the hotline counselor training program.

**The Henry and Rilla White Foundation**

**Tallahassee, FL**

**01/2007-06/2008**

**Case Manager**

- Interviewed/Assessed at-risk clients individually, developed performance/treatment plan accordingly, and pursued the appropriate community agencies.
- Lead individual and group sessions regarding mental health, academic success, poverty, legal issues, unemployment, substance abuse, physical abuse, rehabilitation, social adjustment, career development, and medical care.
- Served as the liaison for the program, Department of Juvenile Justice, parents/guardian, and service providers in facilitating case coordination and information sharing
- Served as a Mentor and Advocate.
- Transported and assisted youth with medical and court appointments.
- Developed and reviewed service plans in consultation with clients, and perform follow-ups assessing the quantity and quality of services provided.
- Attended all court hearings and provided testimony when needed.
- Provided transitional planning such as child care, prenatal care, substance abuse treatment, job training, counseling, or parenting classes, to prevent recidivism.
- Lead and Conducted formal treatment team staffings each month. A member from each department (medical, education, lead administration, vocational, parent(s)/guardian(s), JPO, aftercare, and direct care staff) were to attend.

## **EDUCATION**

**Florida A&M University**

Tallahassee, FL

01/2007- 12/2009

### **Master's Degree (Community Psychology)**

*Directed Individual Study: The Relationship among Social Stress, Physiology, and Psychopathology in the Development of Anger in Adolescents*

## **AFFILIATIONS**

Durham Advisory Committee; Wake County Advisory Committee; Intensive In Home Collaborative; Durham County Collaborative; Wake County Collaborative; Johnston County Collaborative; Cumberland County Collaborative; Sawmill Academy for Girls Advisory Board Member; The National Honor's Society of Psychology (Member); Virginia Psychology Association (Member); American Counseling Association; International Association of Addictions and Offender Counselors; Counselors for Social Justice; Association for Child and Adolescent Counseling

***References Available Upon Request***

To Whom It May Concern:

It gives me great pleasure to recommend Ms. Ashley Dunn for a position at your institution.

Ashley is a professional, intelligent, and approachable student and leader. As her professor of her Group Counseling course, Ashley was engaging and articulate, impressing both myself and other students in her ability to facilitate groups in a competent way, while also offering developmental feedback for both herself and her peers.

These interactions show me that Ashley will be an asset to your agency since her inter-and-intra personal skills are apparent in the classroom. Overall, Ashley will bring a strong commitment to her work, and I believe her commitment to her growth, both personally and professionally, will set her apart in this field.

I highly recommend Ms. Ashley Dunn. If you need further information, please do not hesitate to contact me via email at [keadour@liberty.edu](mailto:keadour@liberty.edu)

Best regards,



Krista Kirk, PhD, LPC, NCC  
Assistant Professor  
Department of Counselor Education and Family Studies



July 29, 2021

To Whom it May Concern:

The purpose of this letter is to highly recommend Ms. Ashley Dunn as an outstanding candidate for a position at your company/agency.

As a former student of mine, Ms. Dunn's coursework suggested a strong dedication to her own continued professional growth. Her communication skills, both written and verbal, are excellent. Her commitment to academic success is strong, intentional, and aimed at the pursuit of helping others.

Ms. Dunn has an excellent balance of a wonderful personality while also mastering competence. Outgoing and having a passion to help others, she has shown involvement in various areas in the community both at work and on a volunteer basis. For example, her advocacy of marginalized groups is evidence of her desire for social justice. Her appreciation and understanding of cultural diversity represent a very evolved and supportive inclusion of others.

Ms. Dunn is strong in her Christian faith which undoubtedly adds to her esteemed character, adherence to ethics, and strong professionalism. She is dedicated to the pursuit of student success, was a very hard-working student herself, and will undoubtedly add to the growth of those she instructs and guides. This was demonstrated, even in an online setting via discussion board and online community interactions where she was efficiently able to manage multiple projects while adhering to strict deadlines.

Simply put, she upholds the integrity of our profession, and it is truly my pleasure to provide a reference for her.

Please do not hesitate to contact me for further information,

Sincerely,

Rosy Saenz-Sierzega, Ph.D.  
*Faculty Advisor, Professor Liberty University*  
Department of Counseling and Family Studies  
[Rsaenz2@liberty.edu](mailto:Rsaenz2@liberty.edu)

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Housing Authority

Please select your second Board preference: \*

☒ Commission for Women

Please select your third Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your fourth Board preference: \*

☒ Human Services Board

Please select your fifth Board preference: \*

☒ Raleigh-Durham Airport Authority

Please select your sixth Board preference: \*

☒ Wake Technical Community College Board of Trustees

MelvynFirst Name

FMiddle Initial

JordanLast Name

3011 Crimson Tree CourtStreet Address

# 102Suite or Apt

RaleighCity

NCState

27613Postal Code

What district do you live in?

None Selected

Home: (919) 781-4773Primary Phone

Mobile: (919) 931-8980Alternate Phone

jordanmelvyn5@gmail.comEmail Address

U.S Department Veteran Affairs (Retired)Medical Center WDCEmployer

Ass't to Diredtor, EEO ManagerJob Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

---

## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I volunteered as Wake County District Court 10 Guardian AD Litem ,AmTrak guest Host, Raleigh to Charlotte , NC owned train,also USO and as a Patient /Inmate Advocate.

## Work Experience

I have had three President Appointments, served in the Cabinet of three Illinois Governors heading a State Agency ; U.S EEOC District Director (SENIOR EXECUTIVE SERVICE); Corporate EEO Manager Sears Roebuck, and Corporate EEO Manager Quaker Oats Company, and as Assistant Vice President/Lobbyist Illinois State Chamber of Commerce, EEO/AAP Manager.

## Volunteer Experience

Please see first paragraph

## Education

United States Armed Forces Institute, thru the University of Maryland OSP, Undergraduate program. Over 200 college course credits.Multiple continuous education credits. And many community service awards.

## Comments

I after retiring still feel productive enough to share my time and skills, along the lines of my lifelong interest

---

Upload a Resume

---

If you have another document you would like to attach to your application, you may upload it below:

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Please upload a file

---

## Demographics



Date of Birth

**Gender \***

☒ Male

**Ethnicity \***

☒ African American

**Other**

**How did you become aware of Wake County volunteer opportunities?**

☒ Current Wake County Volunteer

**If you selected "Other" above, how?**

Please upload a file

**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Centennial Authority

Please select your second Board preference: \*

☒ Human Services Board

Please select your third Board preference: \*

☒ Alcoholic Beverage Control Board

Please select your fourth Board preference: \*

☒ Raleigh-Durham Airport Authority

Please select your fifth Board preference: \*

☒ None Selected

Please select your sixth Board preference: \*

☒ None Selected

Terry  
First Name

Middle Initial

Mahaffey  
Last Name

109 Terasina ct  
Street Address

Suite or Apt

Apex  
City

NC  
State

27502  
Postal Code

What district do you live in?

☒ District 2

Mobile: (206) 724-2948  
Primary Phone

Home: (206) 724-3243  
Alternate Phone

terry.mahaffey@gmail.com  
Email Address

Microsoft  
Employer

Principal Software Engineer  
Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Apex

---

## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I believe my work and government experience can be an asset to the county.

## Work Experience

I am currently finishing out my first term on the Apex Town Council. I've worked for Microsoft for the past 18 years, during that period I've worked on some of the toughest and most complex areas in the company. Currently I work on the backend code generation team for the C++ compiler, and before that I worked on the database storage engine for Microsoft Outlook, mostly on performance related issues.

## Volunteer Experience

I served on my communities HOA board and am a prior member of the Council of Review board for NCDP. I look for various volunteer opportunities around my community through several organizations, including CAPA (Citizens Assisting Police in Apex).

## Education

MBA (with a concentration in IT Management) and a BS in Computer Science

## Comments

Also of note; I'm a remote employee with a flexible schedule.

---

Upload a Resume

---

If you have another document you would like to attach to your application, you may upload it below:

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Please upload a file

---

## Demographics



Date of Birth

**Gender \***

☒ Male

**Ethnicity \***

☒ Caucasian

---

**Other**

**How did you become aware of Wake County volunteer opportunities?**

☒ County Website

**If you selected "Other" above, how?**

Please upload a file

---

## **ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Human Services Board

Please select your second Board preference: \*

☒ Population Health Task Force

Please select your third Board preference: \*

☒ Capital Area Workforce Development Board

Please select your fourth Board preference: \*

☒ Housing Authority

Please select your fifth Board preference: \*

☒ Wake County Steering Committee on Affordable Housing

Please select your sixth Board preference: \*

☒ None Selected

Deidre

First Name

Sully

Middle Initial

Last Name

6305 Ribbon Trough Ct

Street Address

Suite or Apt

Raleigh

City

NC

State

27603

Postal Code

What district do you live in?

None Selected

Home: (908) 884-6557

Primary Phone

Home: (917) 727-6788

Alternate Phone

deidresully@gmail.com

Email Address

Employer

Job Title



**If you live in an Extraterritorial Jurisdiction Area, select Yes:**

---

☒ Yes ☐ No

**In order to assure countywide representation, please indicate your place of residence:**

---

☒ Raleigh

---

## Interests & Experiences

**Why are you interested in serving on a Board or Commission?**

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As a public health professional I think it is important to be involved in health decision making at every level if the opportunity allows. My background is in Health Policy and Advocacy and Community Outreach and Education. Within this arena my expertise is in tobacco control and sexual and reproductive health. I After moving to Raleigh to begin consulting in public health, I experienced hardship by not receiving regular income and had to sign up for temporary use of public health services in order to make ends meet. I think combining my lived experience (professional and personal) would be a good fit to contribute to the Human Services Board and the corresponding Public Health Committee.

---

## Work Experience

ANU Life Global Ministries | Orange, NJ 2018 – Present Consultant, Community Outreach & Communications Forged partnerships with six women's shelters (NYC & Philadelphia), and community-based organizations. Facilitated five menstrual health workshops and product giveaways, acquiring donations valued over \$7K. Impacted over 40 women Create and manage web content, program messaging, guides and health promotion marketing. National Network of Public Health Institutes (NNPHI) | New Orleans, LA 2018 & 2021 Consultant, Conference Planning Contract Terms Facilitated review of over 200 conference abstract submissions. Built out and finalized program tracks for 2019 and 2022 "National Conference on Tobacco or Health". Public Health Solutions | New York, NY 2010 – 2022 Senior Director of Health Policy and Community Affairs 2021 – 2022 ▪ Spearheaded grassroots engagement with community partners and legislators. ▪ Tracked and engaged policy efforts to develop comprehensive agenda. ▪ Organization spokesperson in written communications (e.g., articles, social media) and external forums (e.g., news media outlets, conferences and webcasts). Director, NYC Smoke-Free 2017 – 2022 ▪ Rebuilt coalition of over 20 governmental agencies, industry associations, and organizations. ▪ Established relationships with and engaged 145 lawmakers at City, State and Federal level. ▪ Positively impacted over 600,000 NYC residents via widespread community outreach and education efforts to adopt smoke-free housing policies. Deputy Director, NYC Smoke-Free 2011 – 2017 ▪ Created reports, toolkits for educational and news publications. ▪ Directed 12+ staff to ensure timely management of project deliverables. ▪ Analyzed survey data and utilized results to support advocacy efforts and public policy. Program Coordinator, NYC Smoke-Free 2010 – 2011 Wrote and managed over 20 subcontracts and mini-grants worth \$200K. Engaged local community based organizations to further partnerships in tobacco control health initiatives. Managed media relations to leverage health promotion campaigns via 4 published earned media. Memorial Sloan-Kettering Cancer Center | New York, NY 2007 – 2010 Research Study Specialist Coordinated launched data collection of a 9-center national Gastric Cancer Consortium (multi-center clinical trial). Tracked and analyzed electronic medical record data for 20+ patients.

---

## Volunteer Experience

I also manage the website and create educational collaterals for ALGM. I do a free podcast focused on health and health care, True Health Live, which is available on most major podcast platforms and can also be viewed on YouTube.

## Education

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I achieved my MPH (Master in Public Health) from Boston University School of Public Health. I received my BS (Bachelor of Science) from The University of Scranton.

## Comments

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[DeidreSully\\_Resume2023.pdf](#)

Upload a Resume

[DSully\\_Publications\\_Portfolio.docx](#)

If you have another document you would like to attach to your application, you may upload it below:

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Please upload a file

---

## Demographics



Date of Birth

### Gender \*

☒ Female

### Ethnicity \*

☒ African American

---

## Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

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Please upload a file

---

## ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Deidre Sully

# DEIDRE SULLY, MPH

## HEALTH COMMUNICATIONS & ADVOCACY STRATEGIST

908.884.6557 | [DEIDRESULLY@GMAIL.COM](mailto:DEIDRESULLY@GMAIL.COM) | [IN/DEIDRESULLY](https://www.deidresully.com) | [WWW.DEIDRESULLY.COM](http://WWW.DEIDRESULLY.COM)

Health policy and campaign expert with over 15 years of extensive experience in community outreach and engagement, program management, health communications, developing policy agendas, team skill building, and stakeholder engagement. Offering expertise fostering relationships with lawmakers to drive relevant policy issues. Successful application and management of over \$20 million budgets for grant funded programs. Providing solid communication and interpersonal skills, technical writing and comfortable working in collaborative teams and fast-paced environments.

### WORK EXPERIENCE

---

**ANU Life Global Ministries | Orange, NJ** **2018 – Present**

Consultant, Community Outreach & Communications

- Forged partnerships with six women’s shelters (NYC & Philadelphia), and community-based organizations.
- Facilitated five menstrual health workshops and product giveaways, acquiring donations valued over \$7K. Impacted over 40 women
- Create and manage web content, program messaging, guides and health promotion marketing.

**National Network of Public Health Institutes (NNPHI) | New Orleans, LA**

**2018 & 2021**

Consultant, Conference Planning

**Contract Terms**

- Facilitated review of over 200 conference abstract submissions.
- Built out and finalized program tracks for 2019 and 2022 “National Conference on Tobacco or Health”.

**Public Health Solutions | New York, NY**

**2010 – 2022**

Senior Director of Health Policy and Community Affairs

**2021 – 2022**

- Spearheaded grassroots engagement with community partners and legislators.
- Tracked and engaged policy efforts to develop comprehensive agenda.
- Organization spokesperson in written communications (e.g., articles, social media) and external forums (e.g., news media outlets, conferences and webcasts).

Director, NYC Smoke-Free

**2017 – 2022**

- Rebuilt coalition of over 20 governmental agencies, industry associations, and organizations.
- Established relationships with and engaged 145 lawmakers at City, State and Federal level.
- Positively impacted over 600,000 NYC residents via widespread community outreach and education efforts to adopt smoke-free housing policies.

Deputy Director, NYC Smoke-Free

**2011 – 2017**

- Created reports, toolkits for educational and news publications.
- Directed 12+ staff to ensure timely management of project deliverables.
- Analyzed survey data and utilized results to support advocacy efforts and public policy.

Program Coordinator, NYC Smoke-Free

2010 – 2011

- Wrote and managed over 20 subcontracts and mini-grants worth \$200K.
- Engaged local community based organizations to further partnerships in tobacco control health initiatives.
- Managed media relations to leverage health promotion campaigns via 4 published earned media.

**Memorial Sloan-Kettering Cancer Center | New York, NY**

**2007 – 2010**

Research Study Specialist

- Coordinated launched data collection of a 9-center national Gastric Cancer Consortium (multi-center clinical trial).
- Tracked and analyzed electronic medical record data for 20+ patients.

**CORE COMPETENCIES**

- 
- |  |  |
|--|--|
| ▪ Project Management                               | ▪ Media Relations (Print/TV/Digital)               |
| ▪ Budgeting  | ▪ Team Building/Leading/Coaching                   |
| ▪ Community Outreach/Partnership Building          | ▪ Grant Writing                                    |
| ▪ Research Experience                              | ▪ Dale Carnegie Immersion Seminar                  |
| ▪ Guest Lecturing undergrad and post-grad students | ▪ High Profile Events (Press Events, Rallies, etc) |
| ▪ Performance Reviews                              | ▪ Documentary Film production                      |
|  | ▪ Remote Technology                                |

**EDUCATION**

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**Boston University, 2004**

Master of Public Health, Health Services

**The University of Scranton, 2002**

Bachelor of Science, Health Administration

**ABSTRACTS, PRESENTATIONS & PAPERS**

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**Tobacco Control Advocacy & COVID.** Presentation for NYC Cancer Center Collaborative 1st Annual NYC No Tobacco Week, Webinar: Smoking and COVID-19: Expert Q&A, June 2020, New York, NY

**Regional Committee Member & Moderator.** Women in Government Relations (Formerly Women In Advocacy), Regional Workshop Meeting: Breakthrough Advocacy, Diversity and Inclusion Panel, July 2019, New York, NY

**Engaging Youth and Communities to Address Tobacco Proliferation.** Abstract presented at the National Conference on Tobacco or Health, Breakout Session: Youth and the Retail Environment, March 2017, Austin, TX.

**Making the Case for Smoke-Free Housing.** Presentation at the WE ACT NYC Healthy Homes Summit. Breakout Session: Promoting Healthy Homes through Research, (November 2014), New York, NY

Deidre Sully  
Portfolio of work samples

## Websites and Consultant projects:

[www.DeidreSully.com](http://www.DeidreSully.com)

Articles: <https://deidresully.com/news/>

FAQ (Red Wrap): <https://anulifeglobal.org/faqblog/>

Presentations: <https://youtu.be/peP0oUP1Yn4>

Videos: <https://youtu.be/kJ8oz99KtBg>

## Publications and Writing Samples

Abstracts/Publications:

- Front: <https://deidresully.com/wp-content/uploads/2021/01/APHA-2017-Poster-Handout-PRINT-FRONT.pdf>
- Back: <https://deidresully.com/wp-content/uploads/2021/01/APHA-2017-Poster-Handout-PRINT-BACK.pdf>
- <https://deidresully.com/the-poverty-problem/>
- <https://www.businessinsider.com/tobacco-industry-reckoning-black-lives-matter-cigarettes-menthol-2020-8>

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Human Services Board

Please select your second Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your third Board preference: \*

☒ Adult Care Home Community Advisory Committee

Please select your fourth Board preference: \*

☒ Criminal Justice Partnership Advisory Board

Please select your fifth Board preference: \*

☒ Council on Fitness and Health

Please select your sixth Board preference: \*

☒ Wake County Steering Committee on Affordable Housing

Vanessa

First Name

Funderburk

Last Name

4732 Royal Troon Dr

Street Address

Suite or Apt

Raleigh

City

NC

State

27604

Postal Code

What district do you live in?

None Selected

Mobile: (919) 623-2265

Primary Phone

Mobile: (919) 271-9994

Alternate Phone

vanessa.funderburk@wakegov.com

Email Address

Wake County Health & Human Services

Employer

Permanency Services Supervisor

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

---

## Interests & Experiences

Why are you interested in serving on a Board or Commission?

To increase my knowledge on the board assigned, as I expect being on a board one can learn and grow from the experience.

## Work Experience

Social Work Field Adult & Children Services since 1999, currently a Permanency Planning Services Supervisor.

## Volunteer Experience

Food Banks, Girls Scouts, Delta Academy, Various Homeless Shelter, NC State Fair,

## Education

BSW MA (Counseling)

## Comments

[resumevb.docx](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

---

## Demographics

  
Date of Birth

Gender \*

☒ Female

**Ethnicity \***

---

☒ African American

---

**Other**

**How did you become aware of Wake County volunteer opportunities?**

---

☒ County Website

**If you selected "Other" above, how?**

---

Please upload a file

---

**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).



# VANESSA FUNDERBURK

4732 Royal Troon Drive, Raleigh, NC 27604 · 919-271-9994

[vfunderburk48@att.net](mailto:vfunderburk48@att.net)

## EXPERIENCE

### SEPTEMBER 2015-CURRENT

#### **PERMANENCY SERVICES SUPERVISOR, WAKE COUNTY HEALTH & HUMAN SERVICES**

Supervise a team of five (5) permanency services social workers providing child welfare services to children in the custody of WCHHS. Responsible for participating in key decisions on all cases and effective operation of the team and liaison with the community.

### JUNE 2014 - SEPTEMBER 2015

#### **ADULT FOSTER CARE SUPERVISOR, GUILFORD COUNTY DEPARTMENT OF SOCIAL SERVICES**

Responsible for the supervision and leadership of fourteen (14) staff and oversight for Adult Services program (Adult Home Specialist/Guardianship/Placement/Indigent Burial) which ensure compliance of stated and local within Adult Care Home Facilities, ensured the protection of rights and advocacy for the incompetent adult.

### MAY 2011-MAY 2014

#### **HUMAN SERVICES SENIOR PRACTITIONER, WAKE COUNTY HEALTH & HUMAN SERVICES**

Responded to allegations of child abuse and neglect. Performed safety and risk assessments for the children named and made referrals for follow-up services when necessary. Initiated removal of children from their homes through the juvenile court process in extreme cases. Developed a protection/service plan with families, provide preventive services to ensure children can remain in their own homes if possible. Prepared court reports and court testimony. Back-up Child & Family Team Facilitator, and volunteer speaker occasionally educating the faith partners/community about the needs of foster care and adoption.

### JANUARY 2008-MAY 2011

#### **SOCIAL WORKER III, DURHAM COUNTY DEPARTMENT OF SOCIAL SERVICES**

Conducted family assessments/investigations regarding child abuse, neglect, and dependency, evaluated request for child welfare services. Completed assessments, identified whether children needed protection from abuse or neglect and developed a protection/service plan with the family. Provided counseling and preventive services to ensure that children could remain in their homes. Assisted school-age children with developing academics, career, and personal/social skills.

### MAY 1999-DECEMBER 2007

#### **HUMAN SERVICES SENIOR PRACTITIONER, WAKE COUNTY HEALTH AND HUMAN SERVICES**

Assured that adult care homes and adult day care programs operated within applicable state regulations and laws. Provided case management services to 20 residents in adult care homes who are recipients of state/county special assistance, and who require extensive or total assistance with eating, toileting and/or ambulation. Counseled consumers and families as needed to help them understand the licensure rules. (Team Leader/Supervisor rotation 2004 & 2007).

References Available Upon Request

## EDUCATION

MAY 2006

**MASTER'S DEGREE AGENCY COUNSELING**, NORTH CAROLINA CENTRAL UNIVERSITY

DECEMBER 1997

**BACHELOR OF SOCIAL WORK**, NORTH CAROLINA A & T STATE UNIVERSITY

## REFERENCES

**Ronnie Troy      336-517-4215**

**Brenda Taylor    919-697-5818**

**Britt Mobley      301-825-3276**

**Keeva Nichols    919-632-6193**



If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☐ No

In order to assure countywide representation, please indicate your place of residence:

☒ Rolesville

---

## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I would like to play more of an active role as a resident of wake county. This is my home and I feel a responsibility to my community.

## Work Experience

I have been a RN for almost 30 years. My husband and have been small business owners in Raleigh for over 10 years.

## Volunteer Experience

Most of my volunteer experience has been in Hospice.

## Education

I have an ASN, BSN & MBA.

## Comments

[Roberts\\_Nicole\\_CS\\_Resume\\_\\_1\\_\\_1\\_\\_2.docx](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

---

## Demographics



Date of Birth

Gender \*

☒ Female

**Ethnicity \***

☒ Other

---

**Other**

**How did you become aware of Wake County volunteer opportunities?**

☒ County Website

**If you selected "Other" above, how?**

---

Please upload a file

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## **ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

# Nicole Staten, RN, BSN, MBA

(919) 395 - 1960 | nicole.robertsrn@gmail.com

## Profile

*Key Decision Maker in Mission-Critical Home Healthcare and Hospice Improvement Initiatives  
Translating Executive Vision into Progressive & Compassionate Health and Hospice Business Development Strategies*

Forward-thinking senior healthcare administration leader with proven successes at the senior management level driving business development and services delivery using people, enterprise technology and process alignment in high-profile healthcare environments. Serve as a trusted advisor and senior strategist in collaboration with C-level executives in decision-making across the enterprise. Provides clear, well-articulated options to assist in complex or high-stakes planning. Proven successes leading stakeholders to consensus and building trusting relationships through accomplishments and projected results. Leverages technical background with business leadership acumen to identify gaps in business performance and develop winning strategies that optimize efficiency, workflow, employee performance and financial/project outcomes.

*Exceptional skills in data analytics and in grasping subtle and nuanced information and translating it into digestible and relevant information as a means for executive management to render business decisions.*

- Strong influencer amongst policy developers, opinion drivers, and c-suite executives.
- Innovative thinker well-regarded for embracing unconventional and fresh thinking into problem solving.
- Strong reputation as a leader in galvanizing teams to embrace a common goal; lauded for making staff training and mentoring a high priority.
- Robust history in delivering complex projects on-time and within budget despite shifting priorities, demanding expectations, and stringent deadlines.
- Proven capacity to clearly and effectively communicate to audiences from a variety of educational and cultural backgrounds.

## Professional Experience

### GENTIVA (FORMELY KINDRED AT HOME) | 2020 - PRESENT

#### Utilization Manager

Accountable for the coordination, oversight and execution of strategic priorities, and driving business needs and results to meet organizational financial targets. Participate in strategic planning, strategy execution, and implementation of cost management programs related to Utilization management to ensure scalable and nimble organizational structure to support Gentiva's growth plan. Ensure operations are always scalable, efficient, consistent, replicable, and economical. Supervise and support Hospice Operations management team to ensure proper decisions are made with respect to pharmacy operations at each Gentiva location. Lead, facilitate, and collaborate with Corporate Operations team and Branch leadership in releasing new initiatives, addressing concerns, and optimizing the location's operational financial performance. Oversee the contract process and successful execution of new contract implementation and transition

*Successfully negotiated contract with replacement Pharmacy vendor with a potential cost savings of 2.5 million and assisted with implementation of new SOP's associated with contract.*

- Directed the vendor contracts for DME, Pharmacy and Medical Supplies on an annual budget of 25 million dollars
- Reduced DME, medical supplies and pharmacy cost with 4.5 million cost savings
- Successfully launched e-prescribe platform nationwide to create greater efficiencies
- Renegotiated contract with vendors to further reduce cost savings
- Successfully assisted in negotiation of new pharmacy vendor contract
- Facilitates interactions with internal stakeholders' vendors

### HEMOCARE HOMEBASE SOFTWARE | 2016 - 2020

#### Senior Implementation Consultant (nationwide)

Interface with customers and internal training teams through the deployment phase of company's software. Consult on best practices within the home health and hospice industries to ensure software to return maximum results. Assume lead role on all actions and readiness relating to a customer's deployment, implementation and go-live status. Ensure project methodology is followed to drive adoption of software. Responsible for working with Product Management and Customer Support to rollout new product offerings and assist in the development of training materials for the customer and staff education.

*Tenaciously sought out complications with the initial software design; developed corrections and checks and balances*

*leading to agencies going from 60% completion of at-home documentation to a current-day 88% for more accurate billing with far fewer problems.*

- Serving as subject matter expert on the proper use of the Homecare Homebase application as it pertains to financial operations.
- Collaborate with outside vendors to ensure interfaces is operational and functional upon go live
- Provide the Managing Consultant with status reports and keep them apprised of overall project status
- Build and Design database according to customers specifications to ensure environment is ready for validation and training
- Ensure healthcare best practices are maintained to reflect new industry requirements and trends
- Collaborate in the development of and professional growth of Associate Implementation Consultants.

## HEARTLAND HOSPICE / HCR MANORCARE | 2014 - 2016

### **Regional Hospice Administrator, Southeast Region**

Aggressively recruited manage and turnaround operations for this hospice region with offices in Georgia, South Carolina and North Carolina that were an acquisition and not meeting Heartland Standards and budget management. Supervised eight direct report employees, and over 300 indirect employees including nursing personnel, social workers, sales and marketing staff, chaplains, volunteer coordinators, bereavement coordinators, and business office managers. Led operations and strategic directions with full responsibility for bottom-line factors, including long range planning. Financial Analysis, Client Services, and Profit & Loss Statement management and for a \$26M annual budget.

*Restructured on-call service to reduce massive nursing staff turnover by creating a triage process to better define a case in need of on-call services; greatly reduces travel hours and visits for non-clinical inquiries.*

- Increased profitability, reduced DME and pharmacy expenses, and decreased labor costs.
- Succeeded in negotiating four new nursing home and four new hospital inpatient contracts.
- Successfully launched Advance Disease Management program with increased hospice referrals by 30%.
- Initiated and conducted weekly sales trainings and accompanied sales staff into field to expand territory and increase market penetration, attaining referrals from under serviced areas.
- Successfully launched Regional Triage Team to increase employee retention and continuum of care.

**Nicole Roberts, MBA, BSN | Page 2**  
(919) 395 - 1960 | nicole.robertsrn@gmail.com

## Professional Experience

### SUNCOAST SOLUTIONS | 2013-2014

#### **Contract Clinical Implementation Specialist (nationwide)**

Hired as a Contractor to assist with the upgrade of the Home Health and Hospice software and managing the remainder of the contract after the company was purchased. Assisted with the development of Oasis C1, Icd-10, Hospice Pharmacy Import and Hospice Item Set within the software. Provided support and training prior to onsite go live; afterwards provided workflow consultations and training to the client to ensure a smooth and successful transition. Performed project management duties including creation of status reports, work plans and presentations to clients' leadership.

*Played important role in test development in its build out and testing; worked with developers and education department, support team, and compliance department.*

- Define, develop and document business requirements to ensure clients' needs were captured and delivered.
- Successfully launched billable workflow analysis with onsite clinical consultation, to assist with transition from paper to software.
- Documented and performed workflow analysis on the business area processes, systems, information flows.

### AMEDISYS HOME HEALTH AND HOSPICE | 2011-2013

#### **Regional Director of Operations, Southeast (2012 – 2013)**

#### **Director of Hospice and Home Health Operations, Garner, NC, Pembroke, NC, Fayetteville and Goldsboro, NC (2011 – 2012)**

#### **Director of Hospice Operations, Garner, NC (2011– 2011)**

Promoted rapidly through a series of increasingly responsible management positions based on strong financial, operating, teambuilding, and team leadership performance. Responsibility of 7 established agencies and 4 newly acquired agencies.

*Received 3 "Top Census Growth Awards" in 2012.*

- Assisted in getting Agency off 100% "ADR" status in 90 days.
- Successfully transitioned office from watch list to be profitable, and census growth in less than nine months.
- Drove compliant census growth through a strong focus on customer service, excellent patient care and teamwork.

- Successfully partnered with Hospital in region for Bundling payments to decreased hospitalizations.
- Assisted with acquisition and growth of new offices.

## DUKE HOME HEALTH AND HOSPICE | 2008 - 2011

### **Marketing Clinical Coordinator**

Assisted in developing, directing, and implementing marketing strategies to increase home health and hospice business as it related to the strategic plan. Developed and maintained referral relationships by planning and implementing strategic sales efforts. Successfully, established relationships with all three Duke Hospitals increasing revenue and census. Responsible for all aspects of marketing, generating targeted provider lists, provider relations.

*Increased Hospice referrals at Duke Raleigh Hospital 40%.*

- Increased Home Health referrals for the Health System by 20%.
- Became preferred provider of Duke Health System.
- Partnered with Hospital Palliative Team to increase continuum of care. Successfully partnered with transitions Marketing team that increased continuum of care.

## HEARTLAND HOSPICE AND HOME HEALTH | 2001 - 2008

**Director of Professional Services, Raleigh, NC** (2004– 2008)

**Patient Care Coordinator** (2002– 2004)

**Admissions Nurse** (2001-2002)

**Registered Nurse Case Manager** (2001 – 2001)

Promoted rapidly through a series of increasingly responsible management positions based on strong clinical, operations, team building, and team leadership performance. Directs the clinical activities of the agency; plans and evaluates professional health services; confers with other administrative staff to assure that services are provided at quality levels consistent with professional standards and goals.

*Reduced nursing staff turnover rate to below 35%.*

- Maintained greater than 90% approval rating through corporate quality assurance process.
- Developed a recruitment and retention strategy for new hires that reduced rapid staff turnover.
- Initiated and implemented staff scheduling. Developed a call out procedure that achieved reduction in call out rates.

**Nicole Roberts, MBA, BSN | Page 3**  
(919) 395 - 1960 | nicole.robertsrn@gmail.com

## Education

**Master of Business Administration, Healthcare Management** | Liberty University, Lynchburg, VA

**Bachelor of Business Administration, Healthcare Management** | Mount Olive University, Mount Olive, NC

**Bachelor of Science, Nursing** | Gwynedd Mercy University, Gwynedd, Valley, PA



Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Human Services Board

Please select your second Board preference: \*

☒ None Selected

Please select your third Board preference: \*

☒ None Selected

Please select your fourth Board preference: \*

☒ None Selected

Please select your fifth Board preference: \*

☒ None Selected

Please select your sixth Board preference: \*

☒ None Selected

Blake  
First Name

Middle Initial

Dohrn  
Last Name

515 Mayfair Street  
Street Address

Suite or Apt

Cary, NC  
City

NC  
State

27513  
Postal Code

What district do you live in?

None Selected

Home: (862) 206-0466  
Primary Phone

Home: (862) 206-0466  
Alternate Phone

blake\_dohrn@abtassoc.com  
Email Address

Employer

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☐ No

In order to assure countywide representation, please indicate your place of residence:

None Selected

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## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I would like to serve on the Human Services Board to volunteer to support the community and provide policy guidance.

## Work Experience

I am an Associate in the Human Services division at Abt Associates. I have 15+ years of direct service, research, evaluation and technical assistance experience in the field.

## Volunteer Experience

I have been a long-term volunteer for numerous nonprofit organizations, primarily serving young people. For example, I was a mentor for the Year Up program (2019-2020). I also served as a Community Youth Empowerment Volunteer at a Let Girls Learn site in the US Peace Corps (2017-2019). I recently started volunteering as a sidewalker at Horse and Buddy's Therapeutic Riding Program in New Hill.

## Education

I earned my PhD in Social Policy from the Heller School of Social Policy and Management at Brandeis University, an MSW with a concentration in Management and Community Organization from the University of Maryland, and a BA from Boston College.

## Comments

Thank you for your consideration!

[Blake\\_Dohrn\\_s\\_Resume.docx](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

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## Demographics



Date of Birth

**Gender \***

☒ Female

**Ethnicity \***

☒ Caucasian

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**Other**

**How did you become aware of Wake County volunteer opportunities?**

None Selected

**If you selected "Other" above, how?**

Please upload a file

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## **ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).



## SUMMARY

Blake Dohrn is seeking a volunteer position as a Wake County Human Services Board Member.

EDUCATION	RELEVANT SKILLS/EXPERTISE
PhD, Social Policy; Brandeis University, 2018 MA, Social Policy; Brandeis University, 2012 MSW, Management and Community Organizing; University of Maryland, 2008 BA, Human Development; Boston College, 2004	<ul style="list-style-type: none"><li>• Research and evaluation experience: collecting and analyzing data from interviews, focus groups, surveys, and program observations; monitoring data management systems; conducting site visits; convening stakeholders; using community-based and participatory methods; presenting findings; writing interim and final reports</li><li>• Social policy and program expertise: youth/workforce/community development; P-20 education; child welfare; human services</li><li>• Technical assistance skills: facilitating meetings; developing training; managing projects</li></ul>

## RELEVANT PROFESSIONAL EXPERIENCE

### *Associate,*

#### **Abt Associates**

(2022 - Present).

Durham, NC.

- Serve in the Human Services division as Project Director for the Department of Labor (DOL)'s Career Pathways Descriptive and Analytic Project's Meta-Analysis Enhancement contract and Deputy Project Director for DOL's Reemployment Services and Eligibility Assessments (RESEA), Job Corps Evidence Building, and First Step Act Initiative Grant Evaluation contracts. Leads tasks for the FY 2023 Pro Bono Project and Early Childhood Scholarship Program Design contracts. Serves as Proposal Manager and Writer for DOL and the Administration for Children and Families (ACF)'s proposals. Managed the Health Profession Opportunity 2 Grants (HPOG2) qualitative data archival task for an ACF contract. Contributed to the literature review task for DOL's Employment Processes as Barriers to Employment Lower-Wage Labor Market contract.

### *Managing Consultant,*

#### **Manhattan Strategy Group**

(2021-2022).

Bethesda, MD.

- Served as Project Manager for DOL's Chief Evaluation Office's Evaluation Technical Support contract. Organized DOL's Roundtable Series on Equity and Community Colleges. Co-developed curriculum for DOL's Program Evaluation Certificate. Managed DOL's inaugural Summer Data Challenge on Equity and Underserved Communities.



Interviewed DOL leaders, analyzed data and wrote internal memo on the Lessons Learned from the American Recovery and Reinvestment Act.

*Evaluator,*

**L&G Research and Evaluation Consulting, Inc.**

(2019-2021).

New York, NY.

- Led the participatory implementation evaluation of a portfolio of 21<sup>st</sup> Century Community Learning Centers, School Violence Prevention and Extended School Day grants for New York City's (NYC) Department of Education's Office of Community Schools. Facilitated quarterly Advisory Board meetings for each grantee. Conducted interviews and focus groups for NYC's Department of Youth and Community Development.

*Community Youth Empowerment Volunteer,*

**US Peace Corps**

(2017-2019).

Suva, Fiji.

- Served at a Let Girls Learn post in the Knowledge Management Unit of Fiji's Ministry of Youth and Sports. Co-advised Fiji's inaugural Model United Nations Collegiate Team. Provided programmatic support for the Women's Entrepreneurial Leadership Symposium. Facilitated the public consultation process for the National Youth Policy throughout Fiji.

*Technical Advisor*

**YMCA of the USA**

(2014-2017).

Chicago, IL.

- Provided implementation, evaluation and sustainability technical assistance for associations offering the Achievement Gap Initiative's core programs throughout the country. Coached direct service and executive staff using the Program Quality Assessment and fidelity tools. Conducted seasonal site visits. Updated and monitored the Data Management System. Designed and delivered virtual and in-person training. Presented at national conferences.

*Part-Time Faculty,*

**Bridgewater State University**

(2011-2014).

Bridgewater, MA.

- Taught Policy I: Introduction to Social Welfare Policy; Policy II: Development, Advocacy and Analysis; and Introductory Social Research for the Master of Social Work program. Taught Social Welfare Policy for undergraduate students and developed credit-bearing opportunities for students in the honors program. Participated in the Teacher Scholar Summer Institute. Promoted from Visiting Lecturer to Assistant Professor salary rank.

*Graduate Research Associate,*

**Brandeis University**

(2011-2014).

Waltham, MA.

- Collected and analyzed primarily qualitative data (interviews, focus groups, program observations and surveys) for the Evaluation Research and Capacity Building Team at the Center for Youth and Communities. Contributed to reports for foundation-funded initiatives. Participated in monthly Learning Community and Youth Council meetings for a local project. Presented findings to a variety of stakeholders.

*Direct Service Advocate,*

**Just a Start Corporation**

(2009-2011).

Somerville, MA.

- Provided education, workforce development and parenting support for young mothers residing in a Teen Living Program (TLP) for homeless families. Facilitated evening support groups. Supervised the TLP during the late-night shift.

## **AWARDS AND ACHIEVEMENTS**

Heller School for Social Policy and Management at Brandeis University – Alumni Association Dissertation Grant Award (2016)

Heller School for Social Policy and Management at Brandeis University - Sillerman Doctoral Fellowship for the Advancement of Social Justice Philanthropy (2011-2013)

Class of 2008's Exemplary Student Award for Management and Community Organizing at the University of Maryland's School of Social Work (2008)

Baltimore Schweitzer Fellowship (2007-2008)

University of Maryland's School of Social Work - Dean Scholarship (2006-2008)

University of Maryland's School of Social Work - Graduate Research Scholarship (2006-2008)

AT&T Foundation's University Scholarship (2000-2004)

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted

Please select your first Board preference: \*

☒ Alliance Behavioral Healthcare

Please select your second Board preference: \*

☒ Human Services Board

Please select your third Board preference: \*

☒ WakeMed Hospital Board of Directors

Please select your fourth Board preference: \*

☒ None Selected

Please select your fifth Board preference: \*

☒ None Selected

Please select your sixth Board preference: \*

☒ None Selected

SapnaAVarkey

First NameMiddle InitialLast Name

9417 Bartons Creek Road

Street AddressSuite or Apt

RaleighNC27615

CityStatePostal Code

What district do you live in?

None Selected

Mobile: (919) 444-3183

Primary PhoneAlternate Phone

sapna\_varkey@med.unc.edu

Email Address

School of Medicine; University of North Carolina at Chapel Hill

Employer

Director of Research and Evaluation and Assistant Professor

Job Title

**If you live in an Extraterritorial Jurisdiction Area, select Yes:**

☐ Yes ☒ No

**In order to assure countywide representation, please indicate your place of residence:**

None Selected

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## **Interests & Experiences**

**Why are you interested in serving on a Board or Commission?**

My research and interests have always focused on efforts that can improve the health and well-being of North Carolinians. I believe the knowledge and skills I have developed through my professional and academic experience can help me support Wake County efforts (e.g., offering evidence-based insights and help translating existing research, so it is useful for local leaders). Serving on advisory committees provides an exciting opportunity to examine how programs and initiatives are working currently, and ask important questions that might help systems improve moving forward.

## **Work Experience**

My research focuses on understanding how organizations affect individuals' lives, particularly those from communities facing systemic barriers (e.g., racism, poverty, etc.). Specifically, I look at the institutional pressures and organizational structures and practices in public and nonprofit organizations to understand how these influence outcomes, such as patient satisfaction with culturally responsive care (these are just two examples of the many types of outcomes I examine). I was an Assistant Professor at the University of Missouri-St. Louis from August 2020 to 2022. I currently at the School of Medicine at UNC-Chapel Hill. I have a dual appointment as the Director of Research and Evaluation in the Office of Diversity, Equity, and Inclusion and and Assistant Professor in the Department of Family Medicine. I worked as a graduate research assistant from 2013 to 2020.

## **Volunteer Experience**

I have engaged in volunteer work with nonprofit organizations throughout my career (please see Professional Service section of my CV for details).

## **Education**

August 2020 -- Doctor of Philosophy in Public Administration, North Carolina State University, Raleigh, NC May 2015 --- Master of Public Administration, East Carolina University, Greenville, NC August 2012 -- Bachelor of Arts in Political Science and Public Policy, Concentration in Poverty and Social Justice, University of North Carolina at Chapel Hill, Chapel Hill, NC Dissertation Title: Understanding publicness in North Carolina's behavioral health care system: Examining local management entities-managed care organizations (LME-MCOs)

## **Comments**

Feel free to reach out with any questions about these materials.

[Varkey\\_CV\\_updated12152022.docx](#)

Upload a Resume



\_\_\_\_\_  
If you have another document you would like to attach  
to your application, you may upload it below:

\_\_\_\_\_  
Please upload a file

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## Demographics



Date of Birth

### Gender \*

☒ Female

### Ethnicity \*

☒ Asian

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## Other

### How did you become aware of Wake County volunteer opportunities?

☒ Other

### If you selected "Other" above, how?

I have participated in, and studied, local government efforts in my community.

\_\_\_\_\_  
Please upload a file

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## ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Sapna A Varkey

# SAPNA VARKEY

[sapna\\_varkey@med.unc.edu](mailto:sapna_varkey@med.unc.edu) | 919-444-3183 | 9417 Bartons Creek Road, Raleigh, NC 27615

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## EDUCATION

August 2020	Doctor of Philosophy in Public Administration North Carolina State University, Raleigh, NC
May 2015	Master of Public Administration East Carolina University, Greenville, NC
August 2012	Bachelor of Arts in Political Science and Public Policy Concentration in Poverty and Social Justice University of North Carolina at Chapel Hill, Chapel Hill, NC

Dissertation Title: Understanding publicness in North Carolina's behavioral health care system: Examining local management entities-managed care organizations (LME-MCOs)

## ACADEMIC APPOINTMENTS

University of North Carolina at Chapel Hill, August 2022 – Present  
Director of Research and Evaluation, Office of Diversity, Equity, Inclusion, School of Medicine  
Assistant Professor, Department of Family Medicine, School of Medicine

University of Missouri - St. Louis (UMSL), August 2020 – Present  
Assistant Professor, Public Policy Administration Program, Department of Political Science

## RESEARCH INTERESTS

Organizational structure and performance, program evaluation, public and nonprofit management, equitable and inclusive organizational characteristics, diversity in public participation, policy analysis, mixed methods

## PEER REVIEWED PUBLICATIONS (\* denotes work with students)

- Varkey, S.**, Lawrence, K.\*, Chelbi, L.\*, Stewart, A., & Clerkin, R. (2022). Outcome insights: Applying a New Public Governance (NPG) lens to examine a capacity building initiative among the government and its partner. *International Journal of Public Administration*.
- Varkey, S.** (2022). Moving publicness forward: Merging Moulton and Merritt's frameworks to examine managed care organizations. *Perspectives on Public Management and Governance*.
- Clerkin, R., **Varkey, S.**, & Sudweeks, J. (2022). Five nonprofit leadership challenges: A proposed typology of common issues that nonprofit leaders face. *Journal of Nonprofit Education and Leadership*. Online first. <https://doi.org/10.18666/JNEL-2022-10802>
- Varkey S.**, Sorenson P.\* (2022) Exploring the St. Louis Regional Data Alliance (RDA): Understanding a Public, Community Data Platform. In: Farazmand A. (eds) *Global Encyclopedia of Public Administration, Public Policy, and Governance*. Springer, Cham. [https://doi.org/10.1007/978-3-319-31816-5\\_4367-1](https://doi.org/10.1007/978-3-319-31816-5_4367-1)
- Varkey, S.** & Albrecht, K. (2022). Performance management in nonprofit organizations. In K. Kuenzi & M. J. Stewart (Eds.), *Managing Human Resources in the Nonprofit Sector: Equipping Organizations to be Democratic, Diverse, Inclusive, and Employee-Friendly*.

**Varkey, S.**, Smirnova, O., & Gallien, T. L. (2018). Engaged scholarship symposium as a way to change perception: Evaluation results. *Journal of Extension*, 56(1).

Albrecht, K., **Varkey, S.**, Colville, K. & Clerkin, R. (2018). Perceptions of Nonprofits and For-Profit Social Enterprises: Current Trends and Future Implications. *Journal of Nonprofit Education and Leadership*, 8(3).

## ARTICLES UNDER REVIEW

Manion, A., **Varkey, S.**, & Liao, Y. The Impact of Four-Day School Weeks on Teacher Recruitment. Submitted to *Educational Policy* (6/11/2022).

Anglum, C., Manion, A., & Varkey, S. The Four-Day School Week as an Educational and Community Intervention: A Systematic Literature Review Using a Cost-Benefit Framework

## ARTICLES FOR PEER REVIEW IN-PROCESS

Manion, A., & Varkey, S. Are four days better than five? Examining how four-day school weeks impact STEM and special education teacher recruitment.

Merritt, C., Varkey, S., Adams, D.\*, & Baldwin-SoRelle, C. Understanding publicness: A systematic literature review and exploration of future pathways.

Manion, A., **Varkey, S.**, Shaw, J.\*, & Kimball, D. Following the money: Exploring campaign contributions and inequity in St. Louis, Missouri.

**Varkey, S.**, Sudweeks, J., & Clerkin, R. Five nonprofit leadership challenges: Assessing subthemes within the typology.

**Varkey, S.** Understanding publicness in North Carolina's behavioral health care system: Examining local management entities-managed care organizations (LME-MCOs) and Consumer Perception of Care Survey results.

Adler, B.\*, Cook, T.\*, Udani, A., & **Varkey, S.** Practicing anti-bias and anti-racist (ABAR) principles: Fostering community-wide discussion about action steps.

## GRANTS AND CONTRACTS

\$13,750 United We Grant to gather data about female representation on power boards in Missouri. Notified in October 2022.

\$17,000 Spatial analysis grant for Missouri four-day school week education research, Taylor Geospatial Institute at Saint Louis University, June 2022.

\$294,700 Plan and conduct a process evaluation for the Children's Funding Project Fiscal Mapping Grant at UMSL, Summer 2022 (evaluation portion \$11,700)

\$33,500 Missouri Behavioral Health Network cultural responsiveness toolkit implementation guide development. Structured evaluation to develop process implementation guide. Funding originated from SAMHSA. Spring 2022

\$4,200 University of North Carolina at Chapel Hill School of Medicine – contract to support evaluation of Students in Training, Academia, Health, and Research (STAHR) program. Developed evaluation framework and survey instruments. December 2021.

\$500 UMSL College of Arts and Sciences Travel Grant (awarded 10/01/21)

\$2,500 University of North Carolina at Chapel Hill School of Medicine – contract for evaluation of initiatives implemented to improve recruitment and retention for underrepresented faculty. Summer 2021.

\$4,000 Examining the impact of four-day weeks on Missouri teacher recruitment and retention (grant submitted to PRIME Summer Research Competition)

\$6,000 The Geographic and Demographic Distribution of Campaign Contributions and Access to Local Government (grant submitted to Creating Whole Communities Research and Implementation Grant Program)

## Varkey – CV

- \$10,000 Evaluating the impact of four-day weeks in Missouri schools: Focusing on math and reading proficiency test scores (grant submitted to UMSL Research Award; requested \$12,000)
- \$1,500 Supplemental Funding for Research Interrupted by Covid-19; awarded by UMSL (Office of the Provost, Office of Research Administration and Economic & Community Development, and the Women's Faculty Network)
- \$1,200 Graduate School Diversity Enhancement Grant. Grant to promote diversity at the graduate level at NC State University, 2018 - 2019
- \$8,000 Contract to complete capacity building assessment for CommunityWorx, Carrboro, NC, Summer 2018
- \$1,500 Graduate School Diversity Enhancement Grant. Grant to promote diversity at the graduate level at NC State University, 2017 - 2018
- \$3,000 Contract to do research for Raleigh Housing & Neighborhoods Department, Raleigh, North Carolina, Fall 2017
- \$2,000 Graduate School Diversity Enhancement Grant. Grant to promote diversity at the graduate level at NC State University, 2016 - 2017

**PROFESSIONAL REPORTS**

- Anglum, C. J., Manion, A., **Varkey, S.**, Gontram, J. S., & Rhinesmith, E. Reforming Missouri's Minimum Teacher Salary. PRiME Center, Saint Louis University 2022.
- Varkey, S.** Putting it into Practice: A Guide to Help Organizations Implement the Promoting Inclusion Culturally Responsive Toolkit. Missouri Behavioral Health Network. April 2022.
- Nowell, B., & **Varkey, S.** UNC School of Medicine Office of Diversity, Equity, and Inclusion Faculty Enhancement Program: An Evaluation. November 2021.
- Manion, A. & **Varkey, S.** The Impact of Four-Day School Weeks on Teacher Recruitment in Missouri. PRiME Center, Saint Louis University 2021
- Stewart, A., **Varkey, S.**, Van Patter, J., & Chelbi, L. Leadership Fellows Academy: Report examining Leaders' Capacities 2019.
- Varkey, S.** YouthWorx on Main Research Report 2018.
- Thompson, R., **Varkey, S.**, & Cheek, T. Vidant Health: Best practices in nonprofit capacity building 2014.

**PROFESSIONAL SERVICE**

- Affiliated researcher with PRiME Center, St. Louis University (2021 – present)
- Affiliated faculty with Gender Studies at UMSL (2022 – present)

**National**

- ARNOVA Job Market Panelist*, September 30, 2021, *virtual*
- Member*, ARNOVA Membership Committee, February 2021-December 2022
- Secretary*, ARNOVA Early Scholars Section, December 2019-December 2022
- Reviewer*, Journal of Nonprofit Education and Leadership, 2020-Present
- ASPA Membership Taskforce*, American Society for Public Administration, 2017-2019
- Collaborated with a taskforce to increase retention among the “at-risk” association population.
- Assistant Editor*, International Journal of eGovernance and Networks, 2013-2017
- Marketed key aspects of the publication to attract new, innovative authors and readers; edited, reformatted, and restructured accepted manuscripts

**Campus**

*Masters Capstone Committee Member* – Tori Fenemor; Museum Studies, Public History, and Cultural Heritage program, University of Missouri-St. Louis, Spring 2022

*Dissertation Committee Member* – Brad DiMariano, Political Science Doctoral Program, University of Missouri-St. Louis, 2021-2022

Thesis advisor – Devon Adams, Masters in Public Policy Administration, University of Missouri-St. Louis, Summer 2021 – Fall 2021

*Dissertation Committee Member* – Elizabeth Deichmann, Political Science Doctoral Program, University of Missouri-St. Louis, 2020-Present

*Dissertation Committee Member* – Christina Cranwill, Political Science Doctoral Program, University of Missouri-St. Louis, 2021-Present

*Undergraduate Faculty Advisor*, Department of Political Science, University of Missouri-St. Louis, 2020-Present

*Member of the Graduate Committee*, Department of Political Science, University of Missouri-St. Louis, 2020-Present

*Lead Peer Mentor*, College of Humanities and Social Sciences, NC State University, 2017-2019

- Worked with an interdisciplinary, student team to improve current doctoral mentorship within graduate programs.
- During the 2017-2018 academic year, we developed and administered needs assessment to determine current level of peer mentorship that graduate students in the College of Humanities and Social Sciences receive and provide.
- During the 2018-2019 academic year, I served in a leadership capacity analyzed results from this needs assessment and worked with the full-committee to implement college-wide programs to improve mentorship culture.

## **Community**

*Triangle BikeWorks Board Secretary*, 2019-Present

- Provided board with research perspective to improve the organizational functioning.

*North Carolina Education Lottery Stakeholder Advisory Board Member*, 2017-Present

- Provided a research-focused perspective to improve the materials that the NC Education Lottery shares with the public.

*Grant Review*, Fall 2018

- Reviewed grant applications for YouthWorx on Main.

## **PROFESSIONAL DEVELOPMENT**

*Behavioral Health Care Cultural Responsiveness Training – Health and Human Services*

*UMSL Service Learning Community Training* 2021 - 2022

*Online Teaching Certification* - Online Teaching Certification Seminar: Excellence in Online Teaching, June 21 - July 12, 2021

*ArcGIS Online Training* - Triton Maps using ESRI GIS Software, Virtual, February 2021 – June 2021

*Anti-racism Seminar*, University of Missouri-St. Louis, August 2020-Present

*PMRA Doctoral Student Development Workshop*, Chapel Hill, NC, June 11, 2019

*Teaching and Communication Certificate*, The Graduate School, NC State University, May 12, 2018

*ELON Teaching and Learning Conference*, Elon, NC, August 17, 2017.

*ASPAA International Young Scholar*, Cape Town, South Africa, July 19, 2016

## **PRESENTATIONS**

*Invited speaker in PADM 6101: Program Evaluation and Research Design for East Carolina University Master in Public Policy Program, “Creating a sustainable program evaluation system for the School of Medicine’s Office of Diversity, Equity, and Inclusion” March 2023.*

*Invited speaker in PA 803: Advanced Research Design for NC State University Public Administration Ph.D. Program, “Building your network: Who are your people?” November 2<sup>nd</sup>, 2022.*

*Expanding perspectives: Concept-mapping as an anti-bias anti-racist (ABAR) initiative within higher education. Accepted to Midwest Political Science Association for 2023 conference—Chicago, IL.*

*Understanding how race & gender influence campaign contributions in Missouri. Accepted to Midwest Political Science Association for 2023 conference—Chicago, IL.*

*The impact of the four-day school weeks on teacher recruitment and retention in Missouri, Phoenix, AZ – May 2022*

*Outcome insights applying an NPG lens to examine a capacity building initiative among the government and its partner accepted for Deil S. Wright Symposium, ASPA, Jacksonville, FL – March 2022*

*Invited speaker “Open Classroom” with CIAC and Washington University – December 8, 2021*

*Following the money: Examining the geographic and demographic distribution of campaign contributions, MPSA Annual Conference, Chicago, IL – April 2022*

*Nonprofit leadership challenges: Refining a typology of issues faced by nonprofits and their leaders, ARNOVA Annual Conference, Atlanta, GA – November 2021*

*Moving publicness forward: Merging Moulton and Merritt’s frameworks to examine managed care organizations, PMRC 2021 Annual Conference, Virtual – upcoming (June)*

*Using a broader conceptualization of organizational publicness to understand public outcomes: Exploring behavioral health managed care organizations, PMRC 2021 Annual Conference, Virtual – upcoming (June)*

*The impact of compressed workweek schedules on employee recruitment and retention: Evidence from Missouri public school districts, MPSA 2021 Annual Conference, Virtual – upcoming (April)*

*Moving publicness forward: Merging Moulton and Merritt’s frameworks to examine managed care organizations, ASPA 2021 Annual Conference, Virtual – upcoming (April)*

*Five nonprofit leadership challenges: Assessing subthemes within the typology, SECoPA 2019 Annual Conference, Baton Rouge, LA*

*Five nonprofit leadership challenges: Assessing subthemes within the typology, ARNOVA 2019 Annual Conference, San Diego, CA*

*Five nonprofit leadership challenges: A proposed typology of common issues that nonprofit leaders face, ARNOVA 2018 Annual Conference, Austin, TX*

*Exploring the effects of Mental Health Parity and Addiction Equity Act and the Affordable Care Act on private group insurance holders: Assessing changes in cost-related access to care, APPAM 2018, Washington, D.C. (poster accepted)*

*Monitoring and mental health service delivery in North Carolina: Understanding motivations, ASPA 2017 Annual Conference, Atlanta, GA*

*Perceptions of nonprofits and for-profit social enterprises: Current trends and future implications, ARNOVA 2016 Annual Conference, Washington, D.C.*

*Earning public dollars: Examining private nonprofit mental health facilities, SECoPA 2016 Annual Conference, Raleigh, North Carolina*

*County government isomorphism and competition, SECoPA 2016 Annual Conference, Raleigh, North Carolina*

*Mental health service delivery in America: Understanding organizations and funding, ASPA 5<sup>th</sup> International Young Scholars Workshop, Cape Town, South Africa*

*Evaluating the effect of the engaged scholarship symposium on attendees: Changing faculty and administrator perception in the promotion process, ASPA 2016 Annual Conference, Seattle, Washington*

*Eminent revitalization: Preserving historic downtowns across the Southeast*, GSPA Annual Public Policy Competition, University of Georgia, March 21, 2015 (First Runner-up)  
*Mapping assets-based community development: A case study of Greenville, North Carolina*, ASPA 2015 Annual Conference, Chicago, Illinois  
*ReBound, Ink.*, 2015 UNC Social Entrepreneurship Conference, Greensboro North Carolina  
*Guest Lecturer*, Budgeting in Public Administration, Greenville, North Carolina, November 13, 2014  
*Community assets*, Neighborhood Advisory Board, Greenville, North Carolina, June 18, 2014

## TEACHING EXPERIENCE

Spring 2022 – *Assistant professor* for PP ADM 6501: Nonprofits and Social Equity (blended).

Spring 2022 – *Assistant professor* for POL SCI: 3710: Nonprofits, Civil Society, and Volunteerism (online).

Fall 2021 – *Assistant professor* for PP ADM 6750: Introduction to Evaluation Research Methods (online).

Spring 2021 – *Assistant professor* for POL SCI: 3710: Nonprofits, Civil Society, and Volunteerism (online).

Spring 2021 – *Assistant professor* for POL SCI 6300: Leadership and Management in Nonprofit Organizations (online).

Fall 2020 & Fall 2021– *Assistant professor* for PP ADM 6750: Introduction to Evaluation Research Methods (online).

Fall 2019; Summer 2019; Summer 2018; Spring 2018; Fall 2017– *Instructor of Record* for PS 312: Introduction to Public Administration (online). Designed course, prepared and recorded lectures for online course, facilitated group discussion, and graded assignments.

Spring 2019 – *Instructor of Record* for PS 371: Research Methods for Political Science. Designed course, prepared lectures, facilitated group discussion, and graded assignments.

Fall 2015 & Spring 2016 – *Graduate Teaching Assistant* for PS 201: Introduction to American Government and Politics. Discussion section instruction, group facilitation, and assignment grading.

Summer 2017 – *Graduate Teaching Assistant* for PS 312: Introduction to Public Administration (online). Supported online distance education course, interacted with students in online forum, and graded assignments.

## INTERNSHIPS

Community Development Department, Greenville, North Carolina, Summer 2014

- Created an online, interactive map featuring community assets: pictures and descriptions.
- Developed a systematic method of collecting and presenting data for a quality-of-life index.
- Assisted Neighborhood Advisory Board Liaison with resident correspondence and communication.

KIPP Metro Atlanta Regional Office, Atlanta, Georgia, Summer 2011

- Assisted the Director of Development with fundraising, board meetings, and donor relations.
- Helped the Director of Communications redesign the organization's website.

## PROFESSIONAL AFFILIATIONS

*Public Management Research Association* – May 2019 to present

*American Society for Public Administration* – March 2015 to 2021

*Association for Research on Nonprofit Organizations and Voluntary Action* – November 2017 to 2022





Vineeta Shah

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

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## Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am passionate about civic engagement and community service.

## Work Experience

See Resuem

## Volunteer Experience

See Cover Letter and Resume

## Education

See Resume

## Comments

[Vineeta\\_Shah\\_CV.docx](#)

Upload a Resume

[2021-05-04\\_15-18.pdf](#)

If you have another document you would like to attach to your application, you may upload it below:

[Wake\\_County.docx](#)

Please upload a file

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## Demographics



Date of Birth

Gender \*

☒ Female

Ethnicity \*

☒ Asian

Vineeta Shah

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**Other**

**How did you become aware of Wake County volunteer opportunities?**

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☒ County Website

**If you selected "Other" above, how?**

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Please upload a file

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**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

## **VINEETA SHAH**

**1613 RIDGE RD. RALEIGH, NC 27607**

**804.539.6582**

**vineeta@me.com**

### **OBJECTIVE**

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To impact and engage the community in innovative, enthusiastic, and energetic strategies and promote my passion to make a difference and improve overall Health and Wellness

### **Education**

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#### **Master's degree in health sciences/May 2002**

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Western Carolina University, Cullowhee, NC  
Specialization: Nutrition and Dietetics

#### **Bachelor's Degree of Arts /May 1998**

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University of North Carolina in Chapel Hill  
Majors: Biology and Anthropology

### **Experience**

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#### **Reynolds Community College**

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Adjunct Faculty/ March 2020 - Present

#### **Currently Teaching 2 Courses:**

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HRI 119 - Applied Nutrition for Food Service: Teach food composition, nutrition science, and application of nutrition principles by the food service professional. Provides the student with a basic understanding of human nutrition and application of nutrition in the service of commercially prepared meals.

DIT 121 - Nutrition I: Teach food composition, dietary guidelines, and nutrients essential to healthy human life. Analyzes nutrient function and metabolism.

#### **GOFAR Protein Snacks**

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Cofounder and Owner/ March 2016 - March 2018

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Producer of allergy friendly protein snacks for children and adults particularly honoring great taste and nutritionally dense all the while peanut free, tree nut free and gluten free

## **The Daily Planet**

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Registered Dietitian/ March 2011 – October 2012

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Provided both individual and group nutritional counseling. Created and Implemented a Childhood Obesity Prevention Program for preschool children, school staff and parents that involved hands on activities, cooking, and gardening. In conjunction, I worked with local CSAs to donate food to enhance the summer program which included elementary children. Taught weekly nutrition classes for Diabetics at the Daily Planet. Instruction included weekly carbohydrate counted meals, grocery store tours and meal planning. Demonstrated cooking classes at health events. Mentored community health interns. Successfully worked with an interdisciplinary team to provide healthcare.

## **Virginia Commonwealth University Health System**

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Research Dietitian/ February 2004 – July 2009

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Worked with a team of exercise physiologists, behavior psychologists, pediatricians and dietitians to implement weight management program for obese TEENS. Provided obesity counseling/Medical Nutrition Therapy and nutrition education to children, teens and their families. Developed nutrition protocols for research program. Motivated patients toward behavior change goals, educate patients, represent the program in the community and participate in grant research.

<http://www.vcu.edu/TEENS/program/index.html>

## **Community Service**

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Board Member Jenkins Foundation/ December 2017-Present

Board Member Virginia Foundation for Healthy Youth / October 2014-Present

Board Member Sabot at Stony Point/ May 2013 – June 2019

Board Member Greater Richmond Fit for Kids/ June 2013 – June 2019

Board Member Virginia League of Planned Parenthood/ March 2011-March 2017

**RD**

Registered  
Dietitian®

**RDN**

Registered  
Dietitian  
Nutritionist®

# Commission on Dietetic Registration

the credentialing agency for the

**eat**® Academy of Nutrition  
**right**® and Dietetics

CDR certifies that

**Vineeta T Shah**

has successfully completed  
requirements for dietetic registration.

**Signature**

Registration I.D. Number: 916951

Registration Payment Period:

09/01/2018 - 08/31/2023

**Registered Dietitian® (RD®)**  
**Registered Dietitian**  
**Nutritionist® (RDN®)**

**Beth Taylor**, DCN, RDN-AP, LD, CNSC, FCCM, FAND  
Chair, Commission on Dietetic Registration

VINEETA SHAH

1613 Ridge Rd. Raleigh, NC 27607 | 804.539.6582 | [vineeta@me.com](mailto:vineeta@me.com)

11/11/2022

Wake County Boards and Commissions  
Raleigh, NC

To whom it may concern,

I am interested in a variety of board positions with Wake County. With my vast experience in philanthropy, board service, and volunteering, as well as my supplementary training in teaching, health and wellness, I believe I am well suited for this position.

As a leader in Community Health and Nutrition, I have executed many tasks of breadth and depth. At the pleasure of the Governor of Virginia, I serve on the Virginia Foundation for Healthy Youth board as a voice to advocate and support programs regarding Tobacco Cessation, Childhood Obesity, and substance use disorder for Virginia youth. In doing so, I have not only heard from organizations throughout Virginia, but I have helped problem solve in different regions, understanding there is not a "one size fits all" approach. As a grant maker with the Jenkins Foundation, we support nonprofits to maximize their resources to efficiently and effectively implement necessary programs in the community. This opportunity has increased my knowledge base of areas outside of Food and Nutrition since our current strategic plan addresses access to primary care, mental health and substance use disorder in the Greater Metro Richmond Area. As a Board member with the Greater Richmond Fit for Kids organization, I am proud to report that sustainable change was made in a vulnerable community due to the resources and programs provided. I learned that healthy environments and communities can be created when the right programs and resources are in place.

Currently, as adjunct faculty at Reynolds Community College, I am inspired by the opportunity to support affordable and accessible education in Virginia. I appreciate working with students who have diverse backgrounds, lifestyles and career paths. My students and I work together to create a healthy learning environment in which we all benefit. With my colleagues, we collectively learn more about the community's needs and how to increase access to job skills in order to encourage continuous and reliable employment opportunities.

I have recently moved back to North Carolina due to family obligations. I am fortunate to use this event to engage with my new community. I believe I am a great candidate for a number of board positions with Wake County. Please contact me at [vineeta@me.com](mailto:vineeta@me.com) or 804.539.6582 to further discuss this opportunity. Thank you for your time and consideration.

Sincerely yours,

Vineeta Shah