

**ROY STEVEN THOMAS, MS, PHR**

SALT ROCK, WV 25559  
[mvsstevet@aol.com](mailto:mvsstevet@aol.com)

**Objective:**

To obtain a Senior Human Resources career position with a company that has a vision for the future, that is stable in this global environment, and that allows me to use my extensive and diverse skills.

**Work Experience:**

Raven Rock Work Wear, Huntington Mall, Barboursville, WV  
6/2008 – Present **Store Manager**

Responsibilities include: recruiting, hiring and training of sales employees; inventory and sales management; interpret and assist in setting policies and rolling them out to store employees; inventory control, scheduling of people to work, payroll, handling all employee issues, insuring employees are knowledgeable of products and inventory control; securing leads for regional salesperson and making sure customer accounts are satisfied; and bank deposits and reconciliation.

Tri-State Racetrack & Gaming Center, Nitro WV  
9/2006 – 12/2007 **Director of Human Resources**

Responsibilities include: employment, labor relations, compensation, recruiting, benefit administration, legal issues, union activities and grievances, creating and documenting procedures for human resources, creating new/revised employee handbook, auditing HR programs and policies, orientation, and training. Other areas under my direction are Payroll, 401k, Benefits, Uniform Room and Reception. All of which did not have documented procedures for how their areas were to run. In the year that I have been here we have reduced the number of grievances, developed procedures for each area, negotiated health care contracts, improved communications (Company Newsletter), brought credibility and timeliness back to the HR department, revamped the employee files to be in line with new legal requirements, and have provided training to all levels of the organization on HR basics as well as to the employees of the HR department.

Tri-State Racetrack & Gaming Center, a Racino, has 2 companies one is Tri-State Racetrack and the second Tri-State Concessions, and together there are approximately **600** employees with over **200 employees unionized** by the United Steel Workers. This past August we were successful in passing a referendum in the county allowing Tri-State to begin construction of a Destination Resort and bring on full Casino games and be known as a Casino. With the new additions employment will be in excess of 1500.

*Note: The following spans 18 years with 4 separate employers, in the same locale, due to buyouts and a host of management changes. I was able to remain employed and advance with each owner of the facility. Several of these positions overlapped due to performing both positions, for a period of time.*

Union Stamping and Assembly, Inc., Charleston WV  
2005 – 2006 **Director of Human Resources**

Responsibilities include: benefit administration, legal issues, environmental health and safety compliance, workers compensation, ISO 14001 certification and maintenance, training, coordinate hiring and training personnel while updating human resource manual. I was responsible for all HR issues in our Sales Office in Detroit, Corporate Offices in Cleveland and the Plant in Charleston WV, for a total of **400** employees (UAW hourly and salary). As this facility closed I was responsible for WARN notices, working with the State of WV Dislocated Workers Unit, assisting with out placement for hourly and salary employees. I was successful in placing 90% of salaried employees before the facility was closed due to bankruptcy. During

my last month worked full-time at this facility and with Tri-State Racetrack. During absences of Plant Manager I would serve as the acting Plant Manager. Facility closed.

Union Stamping and Assembly, Inc., Charleston WV

2004-2005 **Director of Engineering and Director of Quality**

Responsibilities included: Quality - supervising a group of 4 Quality Engineers, Quality Engineering Manager, Quality Assurance Manager, 3 shifts of layout technicians and 3 shifts of auditors. Goals were to increase customer satisfaction by increasing customer visitations, improved Quality with a "back to basics" quality program to all employees. Maintain certification to ISO 9001 and TS 16949. Engineering - supervise 3 Engineers, 2 Estimators, 3 Tooling Engineers and 2 Program Managers. During my time as Director these 2 groups launched and PPAP'd over 100 sets of tools for 2 major programs from GM; numerous engineering changes with GM, Freightliner and other customers; participate in the development and implementation of a "gated system" for APQP. Due to issues with Union I was asked to take the position of Director of HR. on a full time basis. During absences of Plant Manager I would serve as the acting Plant Manager.

Union Stamping and Assembly, Inc., Charleston WV

12/2004 - 6/2005 **Acting Plant Manager**

Responsibilities included working with the group of 4 owner/investors from Cleveland who purchased the plant in December of 2004. Responsible for day-to-day operation of the plant and coordinating all departments (400 employees) to achieve production and service requirements, on time and to an acceptable quality level. Assure appropriate staffing levels while staying within budget and while launching 2 major programs for GM. Worked with the Controller and Owners on P&L and with customers to secure new work. During this time I was still the Director of Engineering and Quality, serving as HR Manager and was involved in the recruitment and selection process of the General Manager. Once General Manager was hired I was promoted to Director level for Quality.

Mayflower Vehicle Systems, Inc., Charleston WV

8/2003 - 12/2004 **Engineering and Quality Manager**

Responsibilities included taking over Engineering and working to bring this group together as a team, while in the process of launching 2 new major GM programs. In the last several months of this position the plant was up for sale and trying to hold the team together through the sale was a challenge, to keep them motivated and deliver the programs to the customer on time, with the quality level they required. During this time we upgraded from ISO 9002 to ISO 9001 and from QS 9000 (3<sup>rd</sup> edition) to TS 16949. The Charleston plant was bought and I took over as acting Plant Manager during the search for an "outside" Plant Manager, working under the direction of the 4 partners.

Mayflower Vehicle Systems, Inc. Charleston WV

5/2002 - 8/2003 **Senior Quality Engineer and Quality Systems Manager**

Responsibilities included managing the Freightliner Program and during this time we received the Freightliner Masters of Quality Award. Directly oversaw all auditing activities on three shifts and dock auditing responsibilities. Worked with supervisors, managers and hourly employees on understanding customer quality requirements and managing engineering changes. I was responsible for ISO 9002, QS 9000, TS 16949 and ISO 14001 certification and maintenance activities and was promoted to Manager of Quality.

Mayflower Vehicle Systems, Inc., Teays Valley WV

5/1997 - 5/2002 **Corporate EH&S and Quality Systems Manager**

Responsibilities covered 4 production facilities (2000 employees) in 3 states, Sales and Engineering office in Detroit and Corporate Office in Teays Valley, WV. Developed corporate EH&S Manual and formed SEEM Team to work on targeted initiatives. Handled full wall-to-wall inspections at 2 of the 4 plants and various other OSAH and EPA inspections at all facilities, with state and/or federal inspectors. Insured compliance to all local, state and federal EH&S laws, inspections and abatement activities. This position required that I rotated each week from plant to plant to work with on-site staff to achieve and maintain compliance. During this time I was also responsible for achieving and maintaining certification to ISO, QS and TS programs at all locations. I developed a corporate strategy for using in-house people to conduct 3<sup>rd</sup>

party type of audits at other facilities and insuring we maintained certifications. Following a CEO change this position was eliminated and I was offered the Sr Quality Engineer and QS Manager position at Charleston.

Mayflower Vehicle Systems, Inc Shadyside Ohio

1/2002 – 5/2002 **Interim Human Resources Manager**

Responsibilities included EH&S and all HR related daily activities. Plant had just been unionized by the Steelworkers and I assisted in negotiating the first union (USW) contract at Shadyside. During this time recruited, hired and trained a Safety Administrator, recruited and hired HR Manager, and was offered this position but took the Corporate Position instead.

Checker Motors Corporation. Charleston WV

5/1992 – 5/1997 **Corporate Quality Systems Manager and Assistant HR Manager**

Responsibilities included EH&S, ISO and QS initial certifications, and HR program activities. HR activities included EH&S compliance initiatives and developing and implementing an absence program and assisting the HR Manager with the execution of his duties. During this time I spent 15 months at the Checker Motors Plant in Kalamazoo MI taking them through ISO and QS 9000 registration, starting without them having any documented system. We were certified on first try. Plant was sold to Mayflower and I took over Corporate responsibilities for EH&S and Quality Systems.

South Charleston Stamping and Manufacturing, Charleston WV

5/1988 – 5/1992 **Safety, Security and Training Administrator and Assistant HR Manager**

Responsibilities included insuring compliance for all Local, State and Federal Laws for Environmental Health and Safety, developing and implementing programs and a Safety Manual for the plant. Responsible for managing a Security force that covered 3 shifts 24-hours per day, 365 days per year. Set up training required for the plant and worked to secure instructors for classes that were held. Work with the US Department of Labor, Bureau of Apprenticeship Training to develop apprentice courses that lead to a journeyman status for Tool and Die, General Maintenance and for Security. Worked to train Security to EMT level to provide first responders for any injury in the plant. Maximum employment was around 1200 employees.

Park Corporation and Marshall University, Charleston WV

11/1987 – 5/1988 **Safety Consultant**

Responsibilities included developing EH&S programs for Park Corporation who were trying to buy and re-open the VW Stamping and Assembly Plant in Charleston WV. Required to develop a complete program and then teach in as part of MOTS training offered through Ben Franklin Career Center in Dunbar, WV. Plant opened in May of 1988 and I was hired as the Safety, Security and Training Administrator.

Marshall University, Huntington WV

8/83 - 5/1987 **Student, Graduate Student and Assistant**

Responsibilities included normal school work, acceptance into Graduate School, and worked last semester as a Graduate Assistant for the Safety Technology Program. Worked with PhD from Marshall as a safety consultant with Park Corporation.

Lazarus Department Stores, Huntington Mall, Barboursville WV

1979-1983

- **Manager of Men's Suits and Accessories**, 26 departments and up to 60 employees, left to go back to school
- **Manager of TV's, Stereos, Camera's and Major Appliances**, 23 departments and up to 20 employees, was promoted to Men's Suits and Accessories
- **Responsible** for inventory control, scheduling of people to work, handling any employee issues, insuring employees were knowledgeable of products, inventory control, assisted Security with shoplifters and in-house investigations.

Radio Shack, East Hills Mall, Barboursville WV

1977-1979 **Assistant Manager**, left to open the Lazarus Department Store

Prudential Insurance, Ordinary Division, Huntington WV  
1976-1977 **Licensed Life Insurance Agent**, left to go into retail sales

Red Cross, Huntington WV  
1973-1976

- **Store Room Manager**, left to sell insurance
- **Donor Recruiter**, promoted to Store Room Manager
- **Mobile Unit Assistant**, promoted to Donor Recruiter

**Education:**

Marshall University, RBA Degree 1985 (3.0 gpa); Management  
Marshall University Graduate School, MS Degree 1987 (3.92 gpa); Occupational Safety and Health Mgt  
Marshall University, EMT and Paramedic (3.0 gpa)  
Barboursville High School, Graduate

**Accomplishments:**

United States Technical Advisory Group – TC 176, Member (ISO 9000)  
ANSI Z10 Committee, Technical Resource (Safety Management System)  
Intertek Registrar, Advisory Board Member (QS, TS and 14001)  
WHO's WHO in the SAFETY PROFESSION  
WHO's WHO in AMERICAN COLLEGES AND UNIVERSITIES  
PHOENIX AWARD

**Certifications:**

BEAC, Safety Auditor  
IRCA, ISO Lead Auditor and ISO 9001/TS16949/ISO 14001 Internal Auditor  
ASQ, Certified Quality Auditor  
National Registered EMT, West Virginia Mobile Intensive Care Paramedic (expired)  
SHRM. PHR  
Certified Security Supervisor and Protection Officer

# Board of Education Questionnaire

Last Name: THOMAS

First Name: ROY

Middle: STEVEN

City: SALT ROCK

State: WV

Zip: 25559

Occupation: STORE MANAGER

Employer: RAVEN ROCK WORKWEAR

Employer Address: UNIT 415 HUNTINGTON MALL, BARBOURSVILLE WV 25504

## Pecuniary Interests:\*

Do you contract or receive payment for services or goods from the Cabell County Board of Education? Yes  No

Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

\*Board of Education members may not have spouses or dependent children in employee positions other than principal, classroom teacher, or service employee

1. Give two specific reasons why you want to serve on the Board of Education?

(A) HAVING BEEN EDUCATED IN CABELL COUNTY AND THE RECIPIENT OF A GOOD EDUCATION, BEING PART OF THE BOE, THAT WOULD GIVE ME AN OPPORTUNITY TO GIVE BACK TO THE COUNTY.

(B) I AM EXCITED TO BE INVOLVED IN SUCH A POSITION THAT HELPS SET THE FRAMEWORK FOR EDUCATING OUR CHILDREN, AND NOW MY GRANDCHILDREN

2. What expertise and experience(s) can you bring to the Board of Education?

30 YEARS OF MANAGEMENT; CERTIFIED AS A PROFESSIONAL IN HUMAN RESOURCES; MASTERS IN SAFETY MANAGEMENT; EXPERIENCE WITH UNIONS, GRIEVANCES AND NEGOTIATIONS; CERTIFIED AS A SECURITY SUPERVISOR; DIST CERTIFICATION AS EMT AND PARAMEDIC; CERTIFIED AS A QUALITY AND SAFETY AUDITOR; EXPERIENCE WITH ISO 9000/14001 PROGRAMS.

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County?

ASSIST IN PUTTING PROGRAMS IN PLACE THAT ALLOWS THEM TO BE PREPARED TO TAKE ON CHALLENGES OF EMPLOYERS AS WE MOVE INTO A GLOBAL ECONOMY. A MEMBER ON THE BOARD WHO WILL ALWAYS HAVE AN OPEN EAR TO THEIR CONCERNS AND NEEDS, AND A DESIRE TO SEE CABELL COUNTY THE BEST IN THE STATE - TO START WITH.

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

I HAVE BEEN IN MANAGEMENT FOR OVER 30 YEARS, BEEN INVOLVED IN UNION AND NON-UNION FACILITIES WITH EXEMPT AND NON-EXEMPT EMPLOYEES. I'VE HAD TO SUPERVISE, MOTIVATE, COACH, DISCIPLINE AND TERMINATE EMPLOYEES, AND SURPRISINGLY NOT ALL WERE HAPPY WITH THOSE DECISIONS.

5. In your opinion, what makes a good member of the Board of Education?

A PERSON WHO HAS THE ABILITY TO LISTEN TO ALL SIDES, TAKE INTO ACCOUNT FINANCES, CONTRACTS, NEEDS VS WANTS AND MAKE DECISIONS THAT WILL HOPEFULLY HAVE A POSITIVE IMPACT ON THE FUTURE OF EDUCATION IN CABELL COUNTY; TO PROVIDE OUR CHILDREN WITH AN OPPORTUNITY TO COMPETE IN A GLOBAL ENVIRONMENT.

You may attach an additional page if you need more space.

Please submit this completed questionnaire and the following on or before noon, Monday, May 11, 2009 at the following address: Superintendent William Smith · Cabell County Board of Education · 2850 5<sup>th</sup> Avenue · Huntington, WV 25702.

1. a resume or vita with your educational history (a minimum of a high school diploma or GED is required)
2. Proof of residence (examples: copy of utility bill, voter registration card, driver license, property tax receipt, etc.)

**Maria J. Stowers, CISR, CPIW, DAE**

**Huntington, WV 25701**

**OBJECTIVE**

My objective is to be a qualified and contributing member of the Cabell County Board of Education. My professional skills and experience should prove to be an asset to the Board. My past business experience has been in the field of insurance, customer service, and accounting, but I am flexible, a quick study, and ready to take on new challenges. My personal skills include being a Mother for over 23 years, a wife for over 27 years, and manager, doctor, lawyer, accountant, cook, and organization of my household.

**WORK HISTORY**

**2/9/09 to present**  
**Accounting Dept.**  
**Energy Services of America, Inc**

This corporation owns CJ Hughes Construction, Contractors Rentals, Nitro Electric, and ST Pipeline. I work in the accounting department and handle accounts receivables, accounts payables and also payroll.

**4/25/08 to 12/8/08**  
**Commercial Account Representative**  
**Terminix International**

I was hired by a family friend to help with a new pilot program of Commercial Account sales within the existing Huntington Branch office. My job duties include sales, service, quoting, prospecting, record keeping, etc. Due to corporate downsizing and the economy, my position was eliminated.

**9/24/07 to 4/25/08**  
**Agent/Customer Service Representative**  
**Vickie Meehling Insurance/Nationwide Insurance**

Customer service and sales agent for both personal lines and commercial lines customers. My job duties included sales, service, quoting, payments, endorsements, logging all transactions and comments to customers files, etc.

**1/1/07 to 9/24/07**

**Outside Sales Agent for United American/Monumental Life  
Worked out of my home office**

My employment was a commission based sales job where I solicited new customers and serviced existing customers for life and health insurance. All of my work was done on a computer in customer's homes and over the telephone.

**2/1/99 to 12/31/06**

**Bloss & Dillard, Inc.**

**1925 Adams Ave.**

**Huntington, WV 25701**

**Position: Commercial Auto Underwriter**

My job duties at this job included but not limited to underwriting commercial auto accounts both small and large. I handled new business and existing business. Processed new policies as well as policy changes. My customers were independent agents all over the state of WV, KY, OH, and PA.

**4/16/96 to 2/1/99**

**Highland Insurance Inc.**

**1526 Third Ave.**

**Huntington, WV 25701**

**Position: Personal Lines Account Rep. & Systems Technician**

My job duties at this job included policy service; policy processing; rating; company computer interface; telephone, typing and office skills; and computer system technician.

**9/1/89 to 4/15/96**

**Ted V. Kluemper Ins. Agency**

**1355 4<sup>th</sup> Ave.**

**Huntington, WV 25701**

**Position: Office Manager and Account Representative**

During my employment at this agency, I was the office manager and customer service representative for personal and commercial lines accounts. My job duties included but were not limited to: policy service, claims reporting, new business processing, personal lines rating, company computer interface, agency accounting (receivables and company payables), telephone, computer and filing skills, and office management.

11/18/81 to 3/7/88  
Big Bear Stores  
2825 5<sup>th</sup> Ave.  
Huntington, WV 25701  
Position: Asst. Manager of the Deli Dept.

My job duties for this position included: customer service, inventory, merchandise ordering, scheduling, catering and general dept. management.

## EDUCATION

Over the last 25 + years, I have taken numerous continuing education course hours in all lines of insurance, customer service, ethics, advertising, claims, sales, and computer technology. I am currently working on going back to school part-time to earn my accounting degree.

Huntington Junior College of Business  
Major: Associate in Computer Operations & Business  
Diploma: March 25, 1989  
Graduated with honors: 4.0 GPA & perfect attendance

Huntington High School  
College Preparatory Curriculum  
Diploma: June 5, 1981

## ADDITIONAL EDUCATION

June 2008 I earned my pest control applicators license in the states of WV and KY.

June 2005 I earned the Diversified Advanced Education designation for my continued commitment and many hours of continuing education over the years. There are many hours and many different courses you must complete in order to earn this high honored designation.

July 1998 I earned the Certified Professional Insurance Woman designation. This designation is offered only to members of the National Association of Insurance Women International and you must complete a national course in order to earn this designation.

June 1998 I earned the Certified Insurance Service Representative designation. This is a course consisting of five parts that have to be studied and a test follows each part. You must pass all five parts in order to obtain this prestigious designation.

I have studied the Associate in Automation Management course and have passed three parts of that course.

In 1989, I completed the Communicate with Confidence course that is offered by NAIW. It is a class that improves your public speaking skills. This course boosted my self-confidence and I have competed on the local, state, and regional level several times. I have won the WV State Speak-off twice and have competed at the Regional level twice also earning the 1<sup>st</sup> Runner-up award both times.

### AWARDS/COMMUNITY SERVICE

I am currently the immediate past President of the Huntington High School Band Boosters. I have served four times in this position and been a member for 9 years. I volunteer a lot of my time to the band and help in any way I can.

As a member of the Insurance Women of Huntington, I have served as President several years and also Treasurer in the past. I serve on all committees for planning and for community service.

I was awarded the Blanche M Barry Memorial Education Award in 2003 for my outstanding educational achievements. Awarded the President's Award in 1996, and the Insurance Woman of the Year Award in 1995.

As a member of the National Association of Insurance Women, Int'l, I have served twice as the WV State Council Director, been a member of the Regional Nominating Committee, and served on many committees at the National, Regional, State and Local levels.

References available upon request.

# Board of Education Questionnaire

Last Name:

First Name:

Middle:

City:

State:

Zip:

Phone Home:

Occupation:

Employer:

Employer Address:

## Pecuniary Interests:\*

Do you contract or receive payment for services or goods from the Cabell County Board of Education?

Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

\*Board of Education members may not have spouses or dependent children in employee positions other than principal, classroom teacher, or service employee

1. Give two specific reasons why you want to serve on the Board of Education?

I want to give back to my community by being fair, weighing all options and facts before making any decisions and voting on issues. I also want to be part of making decisions for the betterment of our schools, teachers, and children of Cabell County. I have a strong passion for our educational system and feel I would be someone from a different background with new ideas and a fresh point of view to the table.

2. What expertise and experience(s) can you bring to the Board of Education?

I have been a citizen of this county for over 40 years. My husband and I were raised in this county's school system and I have raised two children in this school system. I have been strongly involved in the school's organizations. My professional background is in insurance and accounting, however I have held many leadership rolls in different organizations to prepare me for this position. My attached resume will give you more detailed information as it is too much to explain on this form.

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County?

I hope to continue with the path the current Board is taking our school system. Many hard decisions have been made lately and I commend the Board on those decisions. I believe very strongly that no child should be left behind want to work very hard to make sure that our children, teachers and staff have the best possible tools to make that happen. I have no personal or hidden agendas, I just want to look at all of the facts and options to help the Board as a whole to make the best possible choices for all involved in the issues as presented.

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

Life is hard for everyone these days, but you can't please everyone all the time and tough decisions and unpopular decisions are just a part of life. I have been in that position many times before when serving as President of organizations and State Director of an organization. You can't let people's personal emotions get to you. You have to keep your professional eyes on the task at hand and continue to do what is right, as fair as possible, and feasible for the majority involved. Sometimes you just have to let the negative stuff just roll off your back and move on. I don't have a problem with that at all.

5. In your opinion, what makes a good member of the Board of Education?

A good Board member is a person who is caring, intelligent, honest, efficient, professional, dependable, consistent, and hard-working. Also the person should be willing to go that extra mile for what is right. They should have no personal agendas and study all of the facts before making any decisions.

You may attach an additional page if you need more space.

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Huntington, WV 25702

## Objective Experience

*Gain a position on the Cabell County Board of Education*

### Strictly Business Computer Systems

Huntington, WV

Position: Senior Software Engineer  
November 1999-Present

- Developed AEMIS – The WV Secondary Education Adult Education Management Information System.
- Assisted the Army Research Lab in Aberdeen MD improve their business processes.
- Assisted the USPS in improving their work process for performing Environmental Regulation Compliance Auditing
- Developed an application in use across the Corps of Engineers, the US Air Force, US Navy, and the US Postal service for Environmental Compliance Auditing.
- Developed various applications for the local US Army Corps of Engineering Office
- Implemented an on-line prescription writing application
- Helped develop and roll out a global software package for a leading Swiss investment bank
- Analyzed and implemented business process changes for a leading Swiss investment bank in both London and New York
- Developed a tool to help improve the analysis process for the Hong Kong office of a leading Swiss investment bank

### Marshall University

Huntington, WV

Position: Instructional  
Technologist Assistant

October 1998-November 1999

- Developed interactive software application for the Integrated Science and Technology department for investigating the environmental impact of acid runoff from mining.
- Developed an interactive software application for the Integrated Science and Technology department that provided forensic science investigation simulations.

### US Army

Position: Patriot Missile System  
Operator and Mechanic/ Combat  
Engineer

February 1990-October 1995

- Promoted to Corporal (a rare rank) in order to serve as a squad leader in the absence of qualified non-commissioned officer.
- Served in Desert Storm and received a certificate of achievement from the Battalion commander for exemplary service by keeping our system up and running over 99.8% of the time in theater.

### Education

- Marshall University 1996-2000  
Majoring in Computer Science and Software Development  
GPA: 3.6; Minor in Mathematics  
Relevant coursework includes: Calculus I, II, Physics, Biology,  
Statistics, Numerical Analysis, Accounting.

### Qualifications

- Excellent written and oral communication skills
- Exceptional Computer Literacy
- Passionately interested in improving our community.

### Affiliations

- Member of Create Huntington
- Founded WhyHuntington.com

*References provided upon request*

# Board of Education Questionnaire

Last Name: Rawlinson

First Name: William

Middle: Michael

City: Huntington

State: WV

Zip: 25702

Phone Home: [REDACTED]

Occupation: Software Engineer

Employer: SBCS

Employer Address: 848 4th Ave Suite 200 Huntington, WV 25701

## Pecuniary Interests\*

Do you contract or receive payment for services or goods from the Cabell County Board of Education?

Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

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1. Give two specific reasons why you want to serve on the Board of Education?

1. I want to help improve the overall educational level of the children in the county by raising expectations.
2. I feel that getting involved in the educational system is the best way I can help improve the entire community.

2. What expertise and experience(s) can you bring to the Board of Education?

I am very computer literate with an extensive background in information technology and how to use it to solve problems. I am particularly good at analyzing problems and finding solutions to them. I have also spent a significant amount of time helping improve processes within various industries. My educational background is founded upon math and science; the two topics that are most often cited as those we, as a society, need to improve in if we are going to compete in the global economy.

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County?

I want to make teachers jobs easier by helping to improve the perception of education within our community. Our society seems to hold contempt for the educational process and I want to help change that attitude and get more families involved in the learning process. I also hope to increase the expectations of our students in order to drive them towards greater academic achievement. By working to change the attitudes of both the students and the community I think both the teachers and staff will be better able to reach their own goals.

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

My first job out of High School was as a Combat Engineer in the US Army. It was an experience that inundated me with criticism - that was the drill sergeants job. Building on that experience I have learned to let purely negative criticism just slide off of me while sorting through it for useful and constructive criticism that I can evaluate and use to make even better decisions in the future.

It is obvious that no matter what decision you make on any controversial topic you will upset some people. On the board I think you just need to make sure you do due diligence in researching the topic and working on making the best choice for the students of the county.

5. In your opinion, what makes a good member of the Board of Education?

First and foremost I think you need to have an even keel; you can't get caught up in the political winds of the day or else you run the risk of sacrificing the educational quality provided our children in the future. Each board members primary goal should be to guarantee the best possible education is offered to our children while doing so in a fiscally responsible manner.

You also need to have an open mind to both new and old ideas and be willing to investigate those that offer potential for improving the overall educational experience of the students of Cabell County.

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**Rick D Duncan**

[REDACTED]  
Salt Rock, WV 25559  
[REDACTED]

**Qualifications**

Self employed business owner for the past 15 years in Huntington West Virginia, Daily operation of managing employees, budgeting and making decisions that effects the future growth of the business

**Education**

Huntington East High School 1988  
Marshall University 1993-94

# Board of Education Questionnaire

Last Name: Duncan

First Name: Rick

Middle: D

City: Salt Rock

State: WV

Zip: 25559

Phone Home: [REDACTED]

Occupation: BUSINESS OWNER

Employer: Rick Duncan Ent. Inc.

Employer Address: 2660 5th Ave Wtgn, 25702

## Pecuniary Interests:

Do you contract or receive payment for services or goods from the Cabell County Board of Education?

Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

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1. Give two specific reasons why you want to serve on the Board of Education? To assist in the decision making process that will ensure the success of all Cabell County students and to help prepare them for their futures. I want to make the school district an important part of the community, make the school district attractive to prospective businesses that would potentially locate in Cabell County, because when businesses believe Cabell County has a good reputation for the school system it increases jobs and other possibilities for the community, that is something that I want to help achieve.

2. What expertise and experience(s) can you bring to the Board of Education? as a business member in the community I deal with employee relations, budgeting and making decisions on a daily basis, I believe that these would be beneficial experiences for the Board of Education

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County? I believe that the students should be put first. After all they are our future. I would like for every student to receive the best education to make them to not only be good citizens but also productive employees. Teacher touch the lives of the children more than anyone, I believe that often their opinions and concerns are the last to be acknowledged but they should be the first. The staff's concerns should be heard and dealt with, if the teachers and staff are unhappy so are the students. I would bring an open mind and listen to all

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

Unpopular decisions are sometimes necessary when doing the right things. These are often followed by criticism, which as we all know comes with the job. As long as I feel that I have made the best decision popularity is not a factor.

5. In your opinion, what makes a good member of the Board of Education? A good Board member is one that has an open mind, someone that wants to listen to all concerns and be willing to make tough decisions, they should be a voice for the students, teachers and staff of Cabell County. I have no personal agenda and I have no family members that are employed by Cabell County Board of Education, nor do I have immediate ties regarding any business with the Cabell County Board of Education.

You may attach an additional page if you need more space.

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1. a resume or vita with your educational history (a minimum of a high school diploma or GED is required)
2. Proof of residence (examples: copy of utility bill, voter registration card, driver license, property tax receipt, etc.)

ANITA C. ADKINS

[REDACTED]  
Barboursville, WV 25504  
[REDACTED]

## EDUCATION

1972 Graduate Barboursville High School  
1972-present – 113 hours Marshall University  
1996-2000 – served as a member of Cabell County Board of Education with more than 40 hours of basic and advanced training  
1999-2008- employed by Borders Books as a supervisor with many hours of management training  
1996-present – member Board of Directors of Cabell County Schools Foundation

# Board of Education Questionnaire

Last Name: Atkins

First Name: Anita

Middle: CAROL

City: Banboursville

State: WV

Zip: 25504

Phone Home: [REDACTED]

Occupation: homemaker

Employer: none

Employer Address:

## Pecuniary Interests\*

Do you contract or receive payment for services or goods from the Cabell County Board of Education? Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

\*Board of Education members may not have spouses or dependent children in employee positions other than principal, classroom teacher, or service employee

1. Give two specific reasons why you want to serve on the Board of Education?

past experience - I know its hard to understand the position and what it covers - By choosing a person with past experience it will be easier to carry on, not stall progress.  
No hidden agendas - I have no family in the Board of Education in Cabell county - only want the best for the students and educators.

2. What expertise and experience(s) can you bring to the Board of Education?

4 years service as a Board member - over 40 hours of training  
over 100 hours at Marshall University - most in education field  
currently serve on Cabell County Schools Foundation

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County?

The continuation of programs already started with no break due to "change of guard" from the position change.  
Making sure to make the best choices for the students, teachers, and staff and not being a hindrance to them in any way.

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

I've been through this in the different fields I've been in. I have learned to listen to the feedback and criticism and try to learn from it. Sometimes something good can be learned from feedback from others. I may not change my mind and they may not change theirs but there can be a meeting in the middle that is positive for both.

5. In your opinion, what makes a good member of the Board of Education?

A person with no hidden agenda, an open mind to both sides and who wants only the best for all students, teachers and staff of the county they represent.

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# Board of Education Questionnaire

Last Name: NEELY First Name: MARY Middle: LOVISA  
City: HUNTINGTON State: WEST VIRGINIA Zip: 25701

Phone Home: [REDACTED]

Occupation: RETIRED Employer:  
Employer Address:

## Pecuniary Interests:\*

Do you contract or receive payment for services or goods from the Cabell County Board of Education?  
Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

\*Board of Education members may not have spouses or dependent children in employee positions other than principal, classroom teacher, or service employee

1. Give two specific reasons why you want to serve on the Board of Education?

I feel it would be both challenging and rewarding to have an opportunity to serve and make a difference towards improving the future educational environment of Cabell County.

2. What expertise and experience(s) can you bring to the Board of Education?

I have over 34 years of public service at the community, county, and state levels. I am particularly versed in working with the public in the areas of budget, administration and public works projects, as well as ethics in the workplace.

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County?

I hope to offer a teamwork perspective towards working to ensure that Cabell County meets and/or exceeds its educational goals.

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

As the City Clerk of Huntington, and later, a member of City Council, unpopular decisions were very common. As a result, I have become somewhat "thick skinned" to fielding criticism and negative feedback.

5. In your opinion, what makes a good member of the Board of Education?

One who approaches his or her responsibilities with an open mind and a willingness to compromise if needed. A decision that would best serve the education needs of the children of Cabell County should always be the first and foremost consideration.

You may attach an additional page if you need more space.

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# Mary Neely

Huntington, WV 25701

## Skills

- I have 34 years of public service as the Assistant City Clerk, City Clerk and 4<sup>th</sup> District Council Member.
- I have extensive working knowledge of city government, public administration, and labor relations.
- I have served on various commissions and boards at the state, region, and local levels of government.

## Experience

### Tri-State Transit Authority

2002-Present Huntington, WV

- President of Board of Directors

### Chairwoman of City Council

2000-2001 and 2006-2008 Huntington, WV

### City of Huntington Foundation

1998-2000

### Huntington City Council

1997-2008

### Huntington Board of Zoning Appeals

1995-1997

### KYOVA Interstate Planning Commission

1994-2003

### West Virginia State Ethics Commission

1989-1997

### City of Huntington Assistant City Clerk and City Clerk

1965-1986

## Education

### Marshall University

Huntington, WV

### St. Joseph High School

Huntington, WV

# Board of Education Questionnaire

Last Name: NEWFELD

First Name: NANCY

Middle: RUBIN

City: HUNTINGTON

State: WV

Zip: 25705

Phone Home: [REDACTED]

Occupation: COMMUNITY

Employer:

VOLUNTEER

Employer Address:

## Pecuniary Interests:

Do you contract or receive payment for services or goods from the Cabell County Board of Education?

Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

\*Board of Education members may not have spouses or dependent children in employee positions other than principal, classroom teacher, or service employee

1. Give two specific reasons why you want to serve on the Board of Education?

I WANT CABELL COUNTY TO BE A DESIRABLE PLACE TO LIVE AND A COMPETITIVE PLACE FOR BUSINESS AND FAMILIES TO RELOCATE. I BELIEVE THE SCHOOL SYSTEM IS THE CORE OF OUR COMMUNITY. MY GOAL IS THAT CABELL COUNTY SCHOOLS PROVIDE THE BEST EDUCATIONAL SYSTEM POSSIBLE.

2. What expertise and experience(s) can you bring to the Board of Education?

I GRADUATED FROM PUBLIC SCHOOLS IN WEST VIRGINIA AND MY CHILDREN ATTEND CABELL COUNTY SCHOOLS. I HAVE A CHILD ENROLLED IN ELEMENTARY, MIDDLE, AND HIGH SCHOOLS. I VOLUNTEER IN EACH OF THESE SCHOOLS AND SPEND TIME LISTENING TO THE CONCERNS OF THE TEACHERS, AS WELL AS PARENTS AND STUDENTS IN THESE SCHOOLS.

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County?

SEE ATTACHMENT  
I HOPE TO OFFER A CLEAR UNDERSTANDING OF THE VALUES OF A PUBLIC EDUCATION. MY GOAL WOULD BE THAT EVERY STUDENT IS CHALLENGED TO THEIR POTENTIAL. FOR THE TEACHERS AND STAFF I WOULD BE OPEN TO LISTENING TO THEIR CONCERNS. I HAVE A FLEXIBLE TIME SCHEDULE AND COMMITTED TO WORKING TOGETHER THROUGH ALL ISSUES FOR THE BETTERMENT OF CABELL COUNTY AND ITS STUDENTS.

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

MY ROLE AS A LIASON BETWEEN THE CITY OF DALLAS AND THE RESIDENTS OF DALLAS GIVES ME THE NECESSARY EXPERIENCE. I DEALT WITH CONCERNED CITIZENS AND DEVELOPERS ON A DAILY BASIS. THE RESIDENTS OF CABELL COUNTY, TEACHERS, STAFF AND STUDENTS SHOULD KNOW THAT I WILL BE A TEAM PLAYER AND THAT I WILL CONTRIBUTE TO SOUND DECISION MAKING. I FEEL CONFIDENT THAT I WILL CONVEY A POSITIVE UNDERSTANDING OF OUR DECISIONS AFTER STUDYING ALL SIDES OF AN ISSUE.

5. In your opinion, what makes a good member of the Board of Education?

A GOOD BOARD MEMBER SHOULD BE A TEAM PLAYER COME WITH AN OPEN MIND AND NO SET AGENDA. I WOULD OFFER MY WILLINGNESS TO LEARN AND LISTEN. I HAVE FLEXIBLE HOURS I AM EVER GETIC AND WOULD BE RELIABLE. AS A BOARD MEMBER I REALIZE HOW IMPORTANT THE PUBLIC SCHOOL SYSTEM IS TO CABELL COUNTY AND THE FUTURE OF OUR CHILDREN.

You may attach an additional page if you need more space.

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NANCY R. NEWFELD  
[REDACTED]  
HUNTINGTON, WV 25705  
[REDACTED]

**Work History:**

June 1986 Transportation Engineer City of Dallas  
to City Hall  
July 1991 1500 Marilla Street, Dallas, TX, 75201

Worked for 5 Years as an Engineer in the Transportation Planning and Development Department for the City of Dallas including long-term planning, neighborhood traffic management as well as developing a bicycle system.

Presented to and worked alongside Members of the Planning Commission, City Council and the Public Transit System  
Worked closely with Developers and Neighborhoods large and small

**Education:**

High School: George Washington High School, Charleston, WV, 1982  
College: Tulane University, New Orleans, LA 1986  
Degree: Bachelors of Science Engineering

**Education Involvement:**

Board Member The Education Alliance - Business and Communities for Public Schools  
Member PTO Barboursville Middle School and the Village of Barboursville Elementary  
Member Local School Improvement Council Barboursville Middle School  
Parent Volunteer Village of Barboursville Elementary, Barboursville Middle School and Cabell Midland High School

**Volunteer Work:**

**Board Member:**

St. Mary's Hospital Foundation  
First Stage Theatre Company  
Big Brothers/Big Sisters  
B'nai Sholom Sisterhood  
Junior League of Huntington Sustainer Representative

**Volunteer:**

Cabell County Medical Alliance  
Jr. League Of Huntington Garden Club  
Timberlake Garden Club

**Personal:**

Married to Mark Newfeld  
3 Children: Eric Newfeld Cabell Midland High School  
Joey Newfeld Barboursville Middle School  
Charlie Newfeld Village Of Barboursville Elementary School

# Board of Education Questionnaire

Last Name: Parker

First Name: Carla

Middle: Denise

City: Huntington

State: WV

Zip: 25705

Phone Home: [REDACTED]

Occupation: Registered Nurse

Employer: Cabell Huntington Hospital  
Employer Address: 1340 Hal Greer Blvd Huntington, WV 25701

## Pecuniary Interests:\*

Do you contract or receive payment for services or goods from the Cabell County Board of Education? Yes  No

Does your employer have a contract with the Board of Education? Yes  No

If yes, are you in a position with the company to influence contract decisions? Yes  No

\*Board of Education members may not have spouses or dependent children in employee positions other than principal, classroom teacher, or service employee

1. Give two specific reasons why you want to serve on the Board of Education?

① We have an interest in the future of America and that future begins with our children

② We highly value education and to improve education you have to be an active participant in the process.

2. What expertise and experience(s) can you bring to the Board of Education?

We have some experience with teaching adults so we understand some of the issues teachers face. We have worked as a nurse case manager so we understand social issues in the community. Lastly we have held senior management positions. We understand processes and why it takes so long for change. We understand regulation, budget processes and other constraints.

3. What do you hope to be able to do for the students, teachers, and staff of Cabell County?

We want to be able to support innovative and creative education. We want to be able to make decisions that will enhance the education of the largest group of students. We want to try to assure the teachers have the equipment and supplies they need to do their jobs. For the staff we want to make sure they are able to support the students, teachers and schools to the best of their ability.

4. Members of the Board of Education often get criticized for spending too much here or not enough there, or making decisions that seem unpopular. How equipped are you to handle negative feedback or criticism for your decisions?

Communication is a strength of mine. I am the type of person that really tries to understand the issue before making a decision. If I am criticized for my decision I will back it up with facts and reasons for my decision. I am always willing to listen and discuss after the fact. I also encourage those who have criticisms to get involved and help me be better prepared for the next decision.

5. In your opinion, what makes a good member of the Board of Education?

- impartial
- dependable
- dedicated
- decisive
- open minded
- fair

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Curriculum Vitae  
Carla Parker MSN, RN, CNA BC

[REDACTED]  
Huntington, West Virginia 25705  
[REDACTED]

**Education:**

- University of Phoenix  
Masters of Science in Nursing - May, 2003
- Malone College: Canton, Ohio  
Bachelor of Science in Nursing, 1995
- Aultman Hospital School of Nursing: Canton, Ohio  
Diploma in nursing, 1986

**Professional Experience (main work):**

- 3/2008 to present Cabell Huntington Hospital: Huntington, West Virginia  
Surveillance Nurse 12-08 to present  
One of two employees in the Infection Control Department. Responsible for whole house surveillance, reporting to health departments, preparing, analyzing and presenting infection rates, establishing and carrying out infection risk assessment and plan, rounding weekly and monthly for construction rounds and whole house infection control rounds.  
Staff Nurse 3-08 to 12-08  
Staff nurse on a 38 bed post op medical / surgical unit. Responsible for direct patient care to adult patients.
- 1/2008 to present McKenna and Associates: Charleston, West Virginia  
Independent Contractor  
Contracted for a various assignments mostly JCAHO regulatory compliance surveying for various hospitals. I have contracted for other assignments such as writing a research proposal and reviewing and revising policies.
- 2007 – 11/2007 Cornerstone Healthcare Group LLC: Austin, Texas  
Corporate Director of Clinical and Quality Services 6-07 to 11-07 50% part time, transitioned to 100% in this position October 2007  
Responsible for being the corporate resource for all clinical and quality services for 9 LTAC hospitals within Cornerstone Hospital Group LLC. Conduct mock JCAHO surveys, orient new employees to quality, infection control, education and clinical leadership roles. Represent the corporation with contract development and implementation for patient satisfaction, JCAHO, outcomes, printing, and other clinical / quality services. Member of the Governing Board for 7 hospitals.
- 2005 – 10/2007 Cornerstone Hospital of Huntington: Huntington, West Virginia  
Director of Case Management 7-06 to 6-07 full time, 6-07 to 10-07 50% part time  
Responsible for Case Management of all patients in the hospital (1 additional FTE in the department). Also responsible for infection control, risk management, patient satisfaction and workman's compensation. Began PICC insertion team and inserted PICC lines into complex patients.  
Director of Quality Management 2-05 to 7-06  
Responsible for quality assurance, staff development, infection control, patient safety, risk management, employee health and medical records at a 28 bed long term acute care hospital starting with the hospital opening. Responsible for JCAHO preparation and regulatory compliance for hospital. Orient new DQM's at other hospitals. Provided on call clinical / staffing support in rotation and provided direct patient care occasionally.
- 2000 - 2005 SemperCare Hospital of Akron: Akron, Ohio  
Director of Quality Management  
Responsible for quality assurance, staff development, infection control, safety, risk management, employee health and medical records at a 34 bed long term acute care hospital starting with the hospital opening. Responsible for JCAHO preparation for hospital. Serve as preceptor for

## Carla Parker MSN, RN, CNA, BC

Director of Quality Managers at multiple hospitals nationwide (17) and coordinated projects between SemperCare hospitals. Provided on call clinical / staffing support in rotation and provided direct patient care occasionally.

- 1993 - 2000 Summa Health System: Akron, Ohio  
Staff development Instructor 1-98 to 4-00  
Patient Education Coordinator 1-97 to 1-98  
Administrative Supervisor 2-94 to 1-98  
Covering all divisions (med/surg, crit care, OB, Psych, ER, OR). Attended all code blue and critical patient situations. Accompanied critical patients to procedures and assisted in the ED when needed.  
Head Nurse 2-93 to 2-94, 33 bed pulmonary unit with ventilator patients
- 1989 – 1993 North Carolina Baptist Hospital: Winston Salem, North Carolina  
Staff Nurse and Assistant Clinical Nurse Manager 8-90 to 1-93 42-bed trauma, general surgery, vascular surgery unit with telemetry capabilities. Burn Unit overflow  
  
Assistant Head Nurse 7-89 to 8-90 44 bed Urology, Neurology, Ophthalmology unit with Pediatric, Dermatology, and Plastic Surgery overflow.
- 1988 - 1989 United Medical Service: Kernersville, North Carolina travel nurse at North Carolina Baptist Hospital
- 1986 – 1988 Aultman Hospital: Canton, Ohio  
Staff nurse on a 30 bed surgical unit, taught colostomy instruction to patients

### **Professional Experience (Part time experiences):**

- 1997 – 1998 data collector for National Institute of Health Nursing Research Study
- 1992 – 1993 Nurse House Call: Winston-Salem, North Carolina, Akron, Ohio  
Temporary relief in extended care facilities and hospitals
- 1989 – 1991 Westat: Rockville Maryland  
Phlebotomist for research study affiliated with the National Institutes of Health and North Carolina Baptist Hospital
- 1987 – 1988 Kelly Assisted Living and Norell Health Care: Canton, Ohio  
Temporary relief in extended care facilities

### **Community Service:**

- American Red Cross CPR and First Aid Instructor 1986 – 1991
- Blood Pressure Screenings (American Red Cross) 1986 – 1991
- American Heart Association CPR Instructor 1987 – 1990 and 1997 –2000
- Big Brothers / Big Sisters 1986 – 1989
- First Aid Stations with the American Red Cross 1986 – 1988

### **Presentations (selected):**

- "New Employee Orientation, What do the Really Need to Know?" Healthstream 7<sup>th</sup> Annual Summit, Nashville Tennessee, invited to present May 30 – June 1, 2007
- "Introduction to Long Term Acute Care Hospitals" presented for Northeast Kentucky Area Health Education Center at St Clair's Regional Medical Center September 12, 2006
- "New Employee Orientation, What do the Really Need to Know?" Healthstream 6<sup>th</sup> Annual Summit, Nashville Tennessee, April 20, 2006
- "Ohio Board of Nursing Laws and Rules" Multiple sites and dates 2002-2003.

- *"Patient Education: A Must Do for the Effective Health Care Professional"* First Annual ALTHA Convention, ACUTE LONG TERM HOSPITALS: Making a Difference in Health Care November 2001, Dallas, TX
- *"Comparison of Homegoing Instructions Reinforced by a Follow-Up Phone Call versus Usual Post-Operative Care in Adult Same Day Surgery Patients"* Poster presentation at Summa Health System and Akron Canton Clinical Nursing Research Network "Nursing Practice: Research & Reality" October 13, 2000.
- *"Using Physician Input and Outcomes of Pilot Testing With Patients to Develop a Patient Education Video"* poster presentation at the 2000 National Nursing Staff Development annual conference, Orlando, Florida July 2000 with Jan Weinhardt MSN, RN, CS.
- *"Comparison of Homegoing Instructions Reinforced by a Follow-Up Phone Call versus Usual Post-Operative Care in Adult Same Day Surgery Patients"* Poster presentation at University of Akron annual Sigma Theta Tau Research day April 2000
- *"Comparison of Homegoing Instructions Reinforced by a Follow-Up Phone Call versus Usual Post-Operative Care in Adult Same Day Surgery Patients"* Paper presentation at Robinson memorial Hospital Annual research Day April 2000.
- *"Comparison of Homegoing Instructions Reinforced by a Follow-Up Phone Call versus Usual Post-Operative Care in Adult Same Day Surgery Patients"* Paper presentation at Research Into Practice: Issues, Approaches, Outcomes February 2000 Mayo Clinic Rochester, Minnesota.
- *"Literacy in Healthcare"* Aultman Hospital School of Nursing Alumni Association October 1999.
- *A Comparison of Pain scores using Lidocaine, Fluouri-methane, and no anesthesia for Intravenous Catheter Insertions"* Academy of Medical Surgical Nurses 8<sup>th</sup> Annual Convention, Phoenix Arizona October 1999 with Jane Tapp MSN RN.
- *"Patient Pathways"* poster presentation at for the 1999 National Nursing Staff Development Organization annual conference, Washington DC July, 1999.
- *"Literacy in Healthcare"* Ohio State University Dimensions in Care Nursing Conference November 1998
- *Patient Pathways as a Tool to Empower Patients* Ohio State University Dimensions in Care Nursing Conference, November 1998
- *"Clinical Nursing Research"* Ambulatory Workshop Summa Health System June 1998
- *"Patient Education"* Behavioral Health Curriculum Summa Health System 1997-1998
- *"Patient Education"* Ohio Radiological Nurses Association 1997
- *"Basic EKG for the Med Surg Nurse"* Summa Health System Med Surg Curriculum 1998
- Panel member *"Conducting Nursing Research"* Summa Health System annual Nursing Research Day 1995
- Summa Health System Medical Surgical Nursing Curriculum *"Asthma"* 1993 – 1994
- Staff Nurse and student nurse inservices 1990 – 1993
  - *"Abdominal Trauma"*
  - *"Chest Trauma"*
  - *"Unit Based Quality Assurance"*
- Trauma Care In the 90's *"Penetrating Abdominal Trauma"* 1991
- Nursing grand Rounds *"Abdominal Trauma"* 1991
- Nursing Grand Rounds *"Seizures"* 1989
- Safety Presentation community groups 1986 – 1992
- First Aid Presentations community groups and schools 1986 – 1992

**Committee Work (selected):**

- Patient Safety Committee 2009-present
- PI coaches committee 2009-present
- Produce Evaluation Committee 2009-present
- Infection Control Team (Chair) 2009-present
- Cabell Huntington Hospital Survey Readiness Team 2008-present
- Cabell Huntington Hospital Infection Control Committee 2008-present
- Cornerstone Hospital Resource Appropriateness Committee 2006- 2007
- Cornerstone Hospital P&T / Infection Control Committee 2005 – 2007
- Cornerstone Hospital Value Council 2005 – 2007
- Cornerstone Hospital Medical Executive Committee and Governing Board – invited attendee 2005 - 2007
- Acute Long Term Hospital Association national Education Committee, Clinical Issues Committee and Journal Committee 2000- 2005
- Summa Health System EOC / Safety Committee 2000-2005
- Summa Health System Infection Control Committee 2000-2005
- Diversity Focus Group 1998 - 2000
- Aultman Hospital School of Nursing Alumni Association, Recording Secretary 1997-1998, 2001-2004, Second Vice president 1998, First Vice President 1999, President 2000.
- Summa Health System Pharmacy and Therapeutics Committee 1998 - 2000
- Chairman Summa Health System Patient Education Committee 1997- 2000
- Summa Nursing Senate Advisor 1997 – 2000
- Summa Health System Nursing Research Committee 1996 - 2000
- Summa Health System Phoenix Task Force 1995- 1995
- North Carolina Baptist Hospital Trauma Rounds 1991 – 1992
- North Carolina Baptist Hospital Housewide Quality Assurance Committee 1989 – 1992
- North Carolina Baptist Hospital Procedure Committee 1989 – 1990

**Research / Quality Assurance Experience:**

- Contracted to write the research study "*Patient Safety Behaviors and Unit Culture Regarding Patient Safety: The Effect of Customized Small Group Education and Safety Modeling to Influence Behaviors*" for McKenna and Associates January, 2008.
- Reviewed and critiqued quality plans for multiple hospitals
- Oriented DQMs at multiple hospitals to their role
- DQM for LTAC opening in Huntington West Virginia. Developed and implemented all quality standards related to JCAHO, CMS and state standards
- Coordinate outcome and quality data for 17 SemperCare hospitals
- Coordinate HealthCare Quality Solutions outcomes data collection for SemperCare Hospital of Akron
- Collect, evaluate and analyze QualMax data system for SemperCare Hospital
- *A Randomized Trial Evaluating the Effectiveness of an Alternative to restraints in Confused Elderly Patients* participant in group project with the Nursing research Committee of Summa Health System proposal being developed.
- *Comparison of Homegoing Instructions Reinforced by a Follow-up Phone Call Versus Usual Post-operative Care in Adult Same Day Surgery Patients* 1999
- Nursing Research Committee 1996 – 2001

Updated 1/2009

- Data collector National Institute of Health funded study by Sharon Black Ph.D. RN Kent State University 1997 – 1998
- *A Comparison of Pain scores using Lidocaine, Fluorimethane, and no anesthesia for Intravenous Catheter Insertions* 1997
- Poster presentation *"Attitudes of Staff Nurses and Attendance Practices"* Robinson Memorial Hospital Nursing research Workshop 1998
- Research Advisor Program – serve as an advisor to nurses wishing to conduct nursing research 1996 - present
- *"Attitudes of Staff Nurses and Attendance Practices"* 1994 – 1995
- Quality Assurance Facilitator – responsible for planning, coordinating, analyzing, evaluating, and presenting QA activities for unit 1991 – 1992
- Phlebotomist Endometrial Cancer research study 1989 –1991
- QA data collector for unit quality indicator tools 1987 - 1988

**Certifications / Specialty Education:**

- American Heart Association Basic Life Support – valid until 3/2010
- American Nurses Association Certification in Nursing Administration 1996, 2001, 2006 (certification current)
- ICE I (Introduction to Infection Control and Epidemiology I) August 2001
- Clinical Ladder Certification, Summa Health System 2000
- CareData.com Outcomes trainer certification (Rehabilitation and Medical Scales) May 2000
- Trauma Nurse Core Curriculum 1991
- Clinical Ladder II, North Carolina Baptist Hospital 1990
- American Nurses Association Certification in Medical Surgical Nursing 1989
- Red Cross Nurse 1987

**Publications:**

- "Wound Prevalence in LTACs" ALTHA Insights, The Clinical Journal of the Acute Long Term Hospital Association, Volume II Fall/Winter 2004, Pg 2-4
- Acknowledgement in "Ensuring Success" written by Eileen Flemming et al in JONA October 2003.
- "Preoperative Teaching and Hysterectomy Outcomes" written with Sharon Oetker-Black et al in AORN June 2003 volume 77 pg 1215
- "Patient Pathways as a Tool for Empowering Patients" in Nursing Case Management March / April 1999
- "Developing a Patient Education Video as a Tool to Case Manage Stroke Patients" written with Jan Weinhard RN, MSN. In Nursing Case Management July / August 1999.

**Awards / Honors / Memberships:**

- Member Association for Professional in Infection Control and Epidemiology 2000 - present
- Member Sigma Theta Tau – Pi Chi Chapter, Malone College inducted April 2000 – 2006. Transferred to Nu Alpha Chapter 2006 - present
- Cambridge Who's Who Among Executive and Professionals with Excellence in Nursing and Case Management 2006 / 2007 edition.
- Member American Association of Critical Care Nurses 2002 - 2006
- Aultman Hospital School of Nursing Contributing Alumni Award April 2002
- Member National Nursing Staff Development Organization 2000-2002

## Carla Parker MSN, RN, CNA, BC

- Member Malone College Honor Society of Nursing 1996 - 2000
- Panel of Content Experts- National Council of State Boards of Nursing NCLEX-RN examination preparation 1991 and 1992
- Who's Who Among American Nurses 1989 and 1991
- Who's Who Among American Health Care Professionals 1991

### **Computer skills:**

- Microsoft Word
- Microsoft Publisher
- Microsoft PowerPoint
- Microsoft Excel
- Microsoft Outlook
- Internet

### **References:**

- Karyn Barto RN, 1923 Rainer Street, Cuyahoga Falls, Ohio 44221, (330) 945-4802
  - Former co-worker Summa Health System, Karyn reported to me, then we worked as co-workers, I was an administrative supervisor and she was a new head nurse
- Charlotte Scherer RT, 2370 Massillon Road, Akron, Ohio, (330) 354-6546
  - Former co-worker Summa Health System and SemperCare, at Summa I was an administrative supervisor and Charlotte was a staff RT. At SemperCare Charlotte was the lead RT and I was the DQM. We worked together on many projects