

# BOARD AND COMMISSION VACANCY REPORT May 1, 2018

N = New Application    **R = Reappointment**    \*\*\*Vacant since 12/31/2015    \*\*Vacant since 12/31/2016    \*Vacant since 12/31/2017

Board – Application Received	Applicants Under Consideration by Mayor	Mayor's Appointments for Confirmation by the Assembly
<b>Agriculture Advisory Board</b> <i>12 members-2 vacancies</i> Member 3 Member 6		
<b>Animal Care and Regulation Board</b> <i>5 members/1 alt. – 1 vacancy</i> Licensed Vet		
<b>Aviation Advisory Board</b> <i>5 members-1 vacancy</i> Member 1		
<b>Board of Adjustment and Appeals</b> <i>5 members/3 alt. – 3 vacancies – (3) 3 year terms</i> ***Alternate 2 Member 1 *Member 4		
<b>Board of Equalization</b> <i>15 members - 6 vacancies - (3) 3 year terms</i> ***Member 6 ***Member 7 Member 10 **Member 12 ***Member 13 ***Member 14		
<b>Board of Ethics</b> <i>5 members-1 vacancy</i> Member 3		
<b>Borough Area Schools Site Selection Committee</b> <i>7 members – 1 vacancy</i> *Community Member At Large		
<b>Commission on Salaries and Emoluments</b> <i>5 members – 5 vacancies</i> ***Member 1 (Business Executive) ***Member 2 (General Public) ***Member 3 (Experience in Public Admin) ***Member 4 (Labor Organization) ***Member 5 (Any 1-4 Qualifications)		

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<b>Emergency Medical Services Board</b> <i>13 members/13 alt. – 6 vacancies</i> Butte Ambulance Alternate Dispatch Center Alternate ..... *Medical Director Alternate Talkeetna Ambulance Talkeetna Ambulance Alternate Uniformed or Responder Fire Service Alternate .....	..... ..... .....	Rhonda Phillips – N Katrina Knowlton - N
<b>Enhanced 911 Advisory Board</b> <i>5 members/5 alt. – 4 vacancies</i> Alaska State Troopers City of Houston ***City of Houston Alternate *Matanuska-Susitna Borough Alternate		
<b>Health and Social Services Board</b> <i>7 members-1 alt – 1 vacancy</i> Member 04		
<b>Historical Preservation Commission</b> <i>9 members – 3 vacancies</i> Member 3 Member 4 Member 5		
<b>Jt Assembly/School Board Committee on School Issues</b> <i>6 members – 1 vacancy</i> *Assembly Member 2		
<b>Labor Relations Board</b> <i>5 members - 4 vacancies</i> Member 1 *Member 2 Member 3 *Member 4		
<b>Library Board</b> <i>9 members – 2 vacancies</i> Palmer Sutton		

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<b>Local Emergency Planning Committee</b> <i>33 members – 14 vacancies</i> ***Alaska Railroad ***Borough Government **City of Houston (non law enforcement) *City of Palmer (non law enforcement) ***Elected Official Emergency Medical Services ..... Env/Bus/Tech 2 ..... Env/Bus/Tech 7 ..... *Law Enforcement AK State Troopers ***Law Enforcement Houston Police ***Law Enforcement Palmer Police Public Health Agency Public Utility – Electric *Public Utility – Gas School District *Tribal Government	..... .....	Removal of Cole Justice Removal of Heather Ridge
<b>Office of Administrative Hearings</b> <i>5 members – 4 vacancies (2 year terms)</i> Seat B ***Seat C Seat D ***Seat E		
<b>Parks, Recreation &amp; Trails Advisory Board</b> <i>11 members – 1 vacancy</i> District 2		
<b>Platting Board</b> <i>7 members/2 alt – 1 vacancy</i> Alternate 1		
<b>Transportation Advisory Board</b> <i>7 members - 1 vacancy</i> At-Large 1		
<b>Wastewater &amp; Septage Advisory Board</b> <i>1 vacancy</i> City of Houston		

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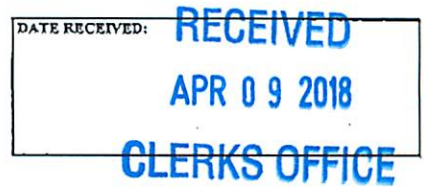
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Board – Application Received	Applicants Under Consideration by Mayor	Mayor's Appointments for Confirmation by the Assembly
<b>Sutton FSA # 4</b> <i>3 members – 3 vacancies</i> ***Member 1 ***Member 2 ***Member 3		
<b>Willow FSA # 35</b> <i>3 members - 1 vacancy</i> Member 2		
<b>Alpine RSA #31</b> <i>3 members - 1 vacancy</i> Member 2		
<b>Gold Trail RSA # 28</b> <i>3 members – 2 vacancies</i> Member 1 *Member 3		
<b>Lazy Mountain RSA # 19</b> <i>3 members – 3 vacancies</i> Member 1 Member 2 Member 3		
<b>Midway RSA # 9</b> <i>3 members – 2 vacancies</i> Member 2 Member 3		
<b>North Colony RSA # 23</b> <i>3 members – 2 vacancies</i> ***Member 1 ***Member 2		
<b>Trapper Creek RSA #30</b> <i>3 members – 1 vacancy</i> Member 1		
<b>Chase Trail Service Area # 134</b> <i>3 members – 1 vacancy</i> Member 2		
<b>Circle View &amp; Stampede Estates Flood &amp; Water Erosion # 131</b> <i>5 members – 4 vacancies</i> Member 2 Member 3 *Member 4 Member 5		

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<b>Talkeetna Flood Control Service Area # 7</b> <i>3 members – 3 vacancies</i> Member 1 Member 2 ***Member 3		
<b>Talkeetna Sewer &amp; Water Service Area # 36</b> <i>5 members – 1 vacancy</i> Member 1-SSA		



BOARD, COMMISSION, AND COMMITTEE APPLICATION FORM

INSTRUCTIONS

~~Complete and sign the application. Do not leave any blank fields.~~ Type or print legibly in ink. Specify exactly what board and position you are seeking. Completed applications may be emailed to [debra.wetherhorn@matsugov.us](mailto:debra.wetherhorn@matsugov.us) or delivered or mailed to the Borough Clerk's Office, 350 E. Dahlia Avenue, Palmer, or faxed to 861-7845. If you have questions, please call 861-8683.

Board and position for which I am applying: EMS Advisory Board  
(For example, Board of Equalization, Member 3)

Applicant Name: Rhonda Phillips

Residence Address: 21368 Amy Drive, Willow Alaska 99688

Mailing Address: PO Box 870733, Wasilla Alaska 99687

Home phone: 922-5852 Work phone: 352-5454 Email: cphillips@ci.wasilla.ak.us

Name and Address of Employer: City of Wasilla

Can you regularly attend meetings? Yes ☒ No ☐ (Pursuant to MSB 4.05.030, "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause.")

Do you or any family member have a personal or financial interest with the Borough? Yes ☒ No ☐

If yes, list positions and or interest: MatCom Shift Supervisor  
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 10 years

Briefly explain, why you are you interested in serving on the board in which you are applying? I am the

QA/QI Supervisor for MatCom, I review medical calls for service to ensure accuracy & compliance to IAES National Standards

List professional or personal experiences that qualify you for membership on the board? You may attach a brief resume to highlight your qualifications: See Resume

List three professional or personal references:

Name: <u>Lt. Chris Watchus</u>	Phone: <u>352-5454</u>
Name: <u>Chief Glenn Elden</u>	Phone: <u>352-5454</u>
Name: <u>Jacob Butcher</u>	Phone: <u>352-5454</u>

Applicant Signature: Rhonda Phillips (NI) Date: 4-8-18

Office Use Only: Precinct: 10-045 Assembly District: 7 Service Area: NA  
Position on Board: EMS Dispatch Center AH Term Ends: 12/31/2018  
Residence Checked: ☒ Yes Map Checked: ☒ Yes Code Checked: 1<sup>st</sup> ☒ 2<sup>nd</sup> ☐

Applicant Name: Rhonda Phillips

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1. Do you have any civil judgment against you within the last 10 years, whether monetary, non-monetary, declarative, injunctive, or any other form or manner? ☒ NO ☐ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

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2. Do you have any judgments against you in a criminal case within the last 10 years, whether upon finding of guilt, plea of no contest, suspended, or any form of judgment other than dismissal or not guilty? ☒ NO ☐ YES

If yes, please provide on a separate page the following: (1) case name, (2) nature of action, (3) year of judgment, and (4) a brief description of the judgment entered and/or sentence imposed.

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## **Rhonda K. Phillips**

**DISPATCHER SUPERVISOR , MATCOM      WASILLA, ALASKA      (OCTOBER 2008-PRESENT)**

Oversee grave shift operations at MATCOM under the direction of Lieutenant Watchus.  
Review a minimum of 25% of the EMD calls for service received in our center to ensure compliance with IAED standards  
Provide weekly training and documented feedback for MATCOM EMD's.  
Provide remedial and continued education for EMD's.  
Track training and compliance records for MATCOM  
Draft, revise, and review SOPs  
Communicate efficiently and effectively with multiple agencies in high stress, critical incident situations

### **Education**

**Union College, Lincoln Nebraska**  
93-94 Nursing Major

**University of North Dakota**  
02-03 Nursing Major  
Teaching Assistant Gross Anatomy Lab

**US Department of Justice Federal Bureau of Investigation**  
Crisis Negotiations Course 2016

**International Academy of Emergency Medical Dispatcher**  
Certified Advanced Emergency Medical Dispatcher 2016  
National QA/QI Certification ProQa 2017

**Anchorage Police Department**  
Crisis Intervention Certification (CIT)

**UMBC Honors University Maryland**  
International Critical Incident Stress Foundation  
Suicide Prevention, Intervention, and Postvention

**APCO Institute**  
Public Safety Telecommunicator 1

### **Non Accredited Courses/Certifications**

ICS 100, 200, 700, 800  
ALMR Level 2 Certification  
Customer Service 911 PSTC  
Active Assailant Training  
Spirit to Serve

Leadership Development  
Field Training Officer (CTO)  
NG911  
AHA CPR Certified  
Tactical Dispatch

MATANUSKA-SUSITNA BOROUGH - CLERK'S OFFICE  
350 E. Dahlia Avenue Palmer, AK 99645  
Phone: 861-8683 Fax: 861-7845



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Board and position for which I am applying: EMS Advisory Board, Fire Service Alternate  
(For example, Board of Equalization, Member 3)

Applicant Name: Katrina Knowlton

Residence Address: 3001 E Mikey Cir, Wasilla, AK 99654

Mailing Address: Same

Home phone: (907) 952-2644 Work phone: \_\_\_\_\_ Email: sagebrushh@gmail.com

Name and Address of Employer: Central Mat-Su Fire Department 101 W. Swanson Ave, Wasilla, AK 99654

Can you regularly attend meetings? Yes ☒ No ☐ (Pursuant to (MSB 4.05.030), "A vacancy occurs on the board when the member is absent from three (3) consecutive regular board meetings without the board excusing the absence for good cause.")

Do you or any family member have a personal or financial interest with the Borough? Yes ☒ No ☒

If yes, list positions and or interest: I am an emergency responder for CMSE and MSB EMS  
(For example: employee, emergency responder, RSA or FSA area supervisor, board member, contractor etc.)

How long have you lived in the Borough? 16 years

Briefly explain, why you are you interested in serving on the board in which you are applying? to better the emergency service departments I work for and to provide the best care to my community in the Borough.

List professional or personal experiences that qualify you for membership on the board? You may attach a brief resume to highlight your qualifications: First responder experience for 4 years

List three professional or personal references:

Name: <u>Dane Wallace, NRP</u>	Phone: <u>(907) 746-9329</u>
Name: <u>John Beebe, Assistant Chief</u>	Phone: <u>(907) 354-7491</u>
Name: <u>Bethany Flynn, MSCP</u>	Phone: <u>(907) 750-3194</u>

Applicant Signature: [Signature] (N) Date: 4/7/18

Office Use Only: Precinct: 07-120 Assembly District: 4 Service Area: NA  
Position on Board: EMS Fire Service Att Term Ends: 12/31/2018  
Residence Checked: ☒ Yes Map Checked: ☒ Yes Code Checked: 1<sup>st</sup> ☒ 2<sup>nd</sup> ☒

Applicant Name: Katrina Knowlton

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## Debra Wetherhorn

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**From:** Casey Laughlin  
**Sent:** Friday, April 13, 2018 9:38 AM  
**To:** Debra Wetherhorn  
**Subject:** LEPC EMS Seat - Cole Justice

Hi Deb,

Cole (James) Justice is no longer with borough EMS. Can you please process him for removal from the LEPC seat.

Thank you!

Casey Laughlin

Administrative Specialist - Department of Emergency Services

680 N. Seward Meridian Parkway - Wasilla, AK 99654

Phone: 907-861-8005 \* Fax: 907-861-8014

LEPC Emergency medical services  
12/31/2019

## Debra Wetherhorn

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**From:** Casey Laughlin  
**Sent:** Friday, April 13, 2018 9:41 AM  
**To:** Debra Wetherhorn  
**Subject:** Heather Ridge - LEPC Seat 7

Hey Deb,

Heather Ridge no longer represents the borough for Emergency Management and will no longer be attending LEPC meetings. Please process her for removal from her appointed seat.

Thanks!

Casey Laughlin

Administrative Specialist - Department of Emergency Services

680 N. Seward Meridian Parkway - Wasilla, AK 99654

Phone: 907-861-8005 \* Fax: 907-861-8014

LEPC - Env / Bus / Tech 7  
12/31/2019