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2007 NOV 19 P 2:06

### City of Las Vegas Board, Commission, or Committee Interest Form

Name: AJ Powell

Home Street Address: 1236 Hart Avenue

City: Las Vegas, Nevada ZIP Code: 89106

Work Street Address: 307 N. Cannes Street

City: Henderson, Nevada ZIP Code: 89015

Employer: CCSD <sup>Clark County</sup> School District Occupation: Teacher/Administrative Intern

Home Phone Number: 702-636-7041 Work Phone Number: 702-799-8900

Other Phone Number: 702-301-4107 Email Address: a-j.powell@interact.ccsd.net

Please list the boards, commissions, or committees that you are interested in serving on:

Neighborhood Partnership Board

YNAPP Board

For office use only	
CLV	Y <input checked="" type="checkbox"/> N
Ward	<u>5</u>
Date	<u>11/20</u>

Please list any boards, commissions, or committees that you serve on, or have served on in the past (Use additional pages, if necessary):

Neighborhood Partnership Board

Please discuss your qualifications to serve on any boards, commissions, or committees (Use additional pages, if necessary):

Recent graduate of the CLV Citizens Leadership Academy  
Present CCSD leadership candidate (completion 12-07)

Please list any of your relatives or friends that work for the entity in which you would be serving:

I have many professional relationships.

Feel free to attach a resume to this form. Upon submitting this form, all information will be considered public information. This form will be kept on file for 6 months from date of submittal. It is the applicant's responsibility to submit a new form after that time. This form does not constitute an application for employment. Please do not to submit this form electronically. It should be printed, completed and mailed along with a letter and resume.

**Please submit to:** City Clerk  
City of Las Vegas  
400 Stewart Avenue  
Las Vegas, NV 89101

**Fax: (702) 382-4803**

*\*You may be required to be resident of the City of Las Vegas to serve certain boards, committees, or commissions.*

*AJ Powell*  
1236 Hart Avenue  
Las Vegas, Nevada 89106  
(702) 636-7641; (702) 444-7817

**OBJECTIVE:** To utilize my formal education, teaching experience and community involvement to obtain an administrative position.

**Teaching Experience**

08/2007 to present  
8<sup>th</sup> Grade All-Inclusive Geography Instructor  
6<sup>th</sup> Grade All-Inclusive Reading Instructor  
Mahlon Brown Junior High School  
Henderson, Nevada  
Principal – Kimberly Bass-Davis

~Discipline Committee  
~Sunshine Committee  
~Multicultural Committee  
~Special Events: Nevada Reading Week; Speaker Series

08/2006 to 06/2007  
3<sup>rd</sup> Grade All-Inclusive Instructor  
H.P. Fitzgerald Elementary  
2651 N. Revere Avenue  
North Las Vegas, Nevada 89030  
Principal – Alasha Woods

~3<sup>rd</sup> Grade Department Chair  
~SIP Committee  
~Teacher Incentive Committee  
~Multicultural Committee  
~Special Events: Nevada Reading Week; Speaker Series

08/2006 to present  
Preparatory Institute School for Academic Excellence at Charles I. West Hall  
2050 Sapphire Stone Avenue  
Las Vegas, Nevada 89106  
Principal – Dr. Mike Barton

~Volunteer – Parent  
~Social Committee  
~Multicultural Committee  
~Measurement and Assessment of Test Scores

08/2003 to 6/2006  
6<sup>th</sup> Grade Social Studies Instructor  
Charles I West-Edison Junior Academy  
2050 Sapphire Stone Avenue  
Las Vegas, Nevada 89106  
Principals – Karen S. Williams (2002-2004)

Dr. Jimmie Jones (2004-April 2006)  
Mr. Mike Barton (April-June 2006)

- ~Multicultural Chairman 2003-2006
- ~Lead Teacher 2004-2006
- ~Choir Pianist 2005-2005; Asst. Choir Instructor 2005-2006
- ~Facilitator – Student Assistance Plan 2004-2006
- ~Grant Writing Chief Committee Member 2004-2005 Grants totaling \$72,750.00
- Individual grant writing awards 2005-2006 - \$1,500.00
- ~Speaker Series Chair 2005-2006
- ~District School Improvement Plan – September 2005
- ~SIP Committee & Student Council Advisor 2005-2006

09/2002 to 07/2003  
5<sup>th</sup> Grade – General /All inclusive  
CC Ronnow- Edison Elementary  
1100 Lena Street  
Las Vegas, Nevada 89101  
Principal – Dr. Sharon Caplan

- ~Implemented Multicultural activities as a two person team
- ~PAYBAC Committee

### **Student Teaching Experience**

1/2002 to 6/2002:

Mountain View Elementary School  
5436 Kell Lane  
Las Vegas, Nevada 89110  
(702) 799-7350  
5<sup>th</sup> Grade – Split Assignment/Two Classrooms  
Cooperating Instructors: Ken Witty  
Vicki Sarbacher  
UNLV Supervisor: Beverly Rapson

### **Practicum II**

5/2001 – 8/2001 Full Time Summer Session I  
Will Beckley Elementary School  
3223 Glenherst  
Las Vegas, Nevada 89107  
(702) 799-7700  
3<sup>rd</sup> Grade  
Cooperating Instructor – Linda Young  
UNLV Supervisor – Dr.V. Hobson

### **Practicum I**

1/2001 – 5/2001  
Garehime Elementary  
3850 Campbell Road  
Las Vegas, Nevada 89129  
(702) 799-6000  
Cooperating Instructors: Hui McClain (1<sup>st</sup> Grade)  
Nicole Thein (1<sup>st</sup> & 2<sup>nd</sup> Grade Integrated)  
UNLV Supervisor – B. Smilowitz

## **Humanitarian Accomplishments**

- \* City of Las Vegas Citizens Leadership Academy (Member & Class Speaker) (September – November 2007)
- \* 100 Academy of Excellence Volunteer (2006-present)
- \* Citizens Police Academy Graduate (December 2006)
- \*Citizens Review Board (September 2006- September 2009)
- \*Church Women United Young Christian Woman Award (May 2006)
- \*City of Las Vegas Neighborhood Board (April 2006-April 2008)
- \*Upward Bound Instructor –CAEO (Summers 2004-2006)
- \*YNAPP Grant Award Winner (Feb. 2006)
- \*Las Vegas Ward 5 “Get Excited About Education” Grant Award (Sept. 2005)
- \*Completed Foster Care Education Program (April 2005)
- \*Gear-Up Teacher of the Month (March 2005)
- \*Charles I West Saturday Tutoring Team Member (2003-2004)
- \*M&M/Mars Company Principal Task Team (April 2004)
- \*Gear-Up Teacher Award (February & May 2004)
- \*US Bank African American Expressions Poetry Contest – Won \$100; Enrolled Student was one of 12 Regional Winners (February 2004)
- \*Cellular Express Teacher of the Month (November 2003)
- \*Wal-Mart Teacher of the Year 2003 (May 2003)
- \*Wal-Mart State Teacher of the Year Nominee – (July 2003)
- \*Recipient of 1995 City of Las Vegas Ambassador of Courtesy Award
- \*Multicultural and Organizational Proposal Acceptance by the Las Vegas City Council – Jail Sub-Department 1995

Member of NAME, NEA, CCEA, NBEA, and Alpha Kappa Alpha Sorority, Inc.

## **Education**

- |              |  |
|--------------|--|
| 8-12/2007    | CCSD Educational Leadership Co-hort  |
| 4/2006       | Administration Endorsement Approved<br>Literacy Specialist Endorsement Approved  |
| 1/2005       | Nevada Department of Education – Highly Qualified Teacher Status; Elementary K-8; Middle School HQT status – June '05 (Language Arts & Social Science)                                 |
| 2004-present | Nova Southeastern University<br>Las Vegas, Nevada Ed.D. – Educational Leadership   |
| 6/2004       | University of Phoenix – TESL Endorsement completed<br>Las Vegas, Nevada Satellite Office   |
| 1999-2003    | University of Nevada Las Vegas<br>College of Education – Multicultural Emphasis M.Ed<br>Graduate Licensure Program – Completion required one year of teaching and comprehensive exams. |
| 6/1988       | National University<br>San Diego, California 92108-4194<br>Masters of Business Administration<br>Emphasis: Human Resources & Operations Management                                     |



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2008 FEB -8 A 8:45

### City of Las Vegas Board, Commission, or Committee Interest Form

Name: Susan Boswell

Home Street Address: 5425 Bugle Way, Unit #105

City: Las Vegas ZIP Code: 89108

Work Street Address: 6226 W. Sahara Ave.

City: Las Vegas ZIP Code: 89146

Employer: Nevada Power Occupation: Corporate Communications

Home Phone Number: 647-5957 Work Phone Number: 367-5213

Other Phone Number: 525-9902 Email Address: Susan.boswell@cox.net

Please list the boards, commissions, or committees that you are interested in serving on:

YNAPP Grant Review Board

*For office use only*

CLV Y  N

Ward 5

Date 2/8/08

**Please list any boards, commissions, or committees that you serve on, or have served on in the past (Use additional pages, if necessary):**

Mayors Prayer Breakfast, Community Heroes Dinner, Interfaith Council, Low-Income Energy Assistance Advisory Committee

**Please discuss your qualifications to serve on any boards, commissions, or committees (Use additional pages, if necessary):**

I have been successful on other boards and committees because of an ability to see the larger picture and help organizations achieve their goals and objectives through superior organizational communication and interpersonal skills. As detailed in my resume, I have worked in both the nonprofit and business sectors where I have served on numerous committees and worked with boards to conduct various activities or events.

**Please list any of your relatives or friends that work for the entity in which you would be serving:**

Feel free to attach a resume to this form. Upon submitting this form, all information will be considered public information. This form will be kept on file for 6 months from date of submittal. It is the applicant's responsibility to submit a new form after that time. This form does not constitute an application for employment. Please do not to submit this form electronically. It should be printed, completed and mailed along with a letter and resume.

**Please submit to:**                    **City Clerk**  
**City of Las Vegas**  
**400 Stewart Avenue**  
**Las Vegas, NV 89101**

**Fax: (702) 382-4803**

*\*You may be required to be resident of the City of Las Vegas to serve certain boards, committees, or commissions.*

**Susan Boswell**  
**5425 Bugle Way, Unit #105, Las Vegas, Nevada 89108**

**(702) 647-5957**  
**susan.boswell@cox.net**

## SUMMARY OF QUALIFICATIONS

- ◆ Successful utilization of the strategic planning process in the design and accomplishment of organizational goals.
- ◆ Proven history of leadership of both staff and volunteers.
- ◆ Proven ability to manage change in a positive manner.
- ◆ Successful track record of accumulating, translating, and communicating information.
- ◆ Contributing team player in task groups, committees and projects.
- ◆ Proven ability to successfully manage multiple projects through excellent organizational skills and attention to detail.

## EXPERIENCE

**NEVADA POWER COMPANY, LAS VEGAS, NV**  
*Senior Corporate Communications Specialist*

**2000-Present**  
**2005-Present**

Responsible for developing communications to inform customers of our products and services, educate them on relevant energy issues and enhance our reputation in the community.

- Developed the customer communications necessary to effectively promote our various programs and services as well as to meet our various legal requirements.
- Worked with internal clients to successfully develop and implement a communication strategy to launch our Prepaid Power pilot to test new meter technology.
- Profitably leveraged our Community Relations activities in our Community Annual Report as well as on our external and internal websites and bill inserts.
- Successfully organized various nonprofits and government agencies to conduct community outreach efforts such as Project REACH and the Energy Assistance Expo, which received the 2008 Edison Electric Institute (EEI) Advocacy Excellence Award.
- As a Diversity Champion graduate, I have a demonstrated commitment to diversity and inclusion.

*Customer Communications Specialist*

**2002-2004**

Responsible for developing and implementing a comprehensive communications program which strengthens our relationships with customers and educates them on relevant energy issues.

- Develop materials that not only meet the business requirements of the company, they also improve customer satisfaction. (i.e. bill inserts, letters, numerous messages, scripts, brochures, etc.)
- Represent the needs and interests of customers with various internal customer groups such as Customer Care, Major Accounts and Customer Information Systems.

*Marketing Communications Representative*

**2000-2001**

Responsible for developing, implementing and communicating our marketing and brand management strategies for various customer groups.

- Provided support for the communication and publicity needs of various internal customer groups such as Workforce Development, Customer Service, Economic Development and Community Relations.
- Developed press releases, bill inserts, articles, CD-ROM content, collateral materials and messages on hold for internal and external customers.
- Active leader of the Nevada Power Diversity Council, a group of employees whose mission is to promote the value of a diverse and inclusive workforce.

**THE NATIONAL CONFERENCE FOR COMMUNITY AND JUSTICE - NCCJ, 1997-2000**  
**LAS VEGAS, NV (Founded as The National Conference of Christians and Jews)**  
*Executive Director, Southern Nevada Region*

Responsible for the efficient management and expansion of the Southern Nevada Regional Office of NCCJ, (annual budget of \$250,000). NCCJ's mission is to fight all forms of bias and bigotry through advocacy, conflict resolution and education. Accountabilities included programming strategies, fund development, communication and administration.

- Increased and diversified the programmatic offerings in the Southern Nevada Region.
- Exceeded income goals versus budget by more than 30% through increasing attendance at fundraising activities, securing grants, increasing corporate support and in-kind donations.
- Exceeded membership goals through the development of a successful membership campaign including the design of a membership brochure, regional newsletter and marketing of NCCJ at community events.
- Promoted public awareness of the vision and mission of NCCJ through oral and written means to press, radio, television, social and civic organizations.
- Developed and maintained an effective working relationship with the Southern Nevada Regional Board of Directors through strong interpersonal skills.
- Improved operations by integrating multiple databases, creating procedural manuals and upgrading staff.

**SAN FERNANDO VALLEY GIRL SCOUT COUNCIL, CHATSWORTH, CA 1994-1997**  
*Membership & Marketing Director-East Team*

Responsible for the development, extension, management and maintenance of Girl Scouting in the East San Fernando Valley.

- Supervised staff and volunteers to provide support services for 3,000 Girl Scouts.
- Successfully promoted Girl Scouting in the community through oral and written presentations, achieving visibility, incremental funding and membership growth.
- Exceeded expectations for membership goals in the categories of diversity, total girl membership and adult membership.
- Utilized superior project management skills in the research of economic, demographic and geographic information for a pilot project, "Assessing Fund Development Potential of Your Girl Scout Council."
- Created and managed a budget of approximately \$52,000 for the East Team.
- Successful leadership of the East Team in the annual strategic and tactical-planning process.

**EDUCATION**

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE, CA  
Bachelor of Arts in Sociology, May 1994  
Honors: Magna Cum Laude, GPA 3.8

**COMPUTER SKILLS**

MS Word, MS Excel, MS Outlook, Internet Explorer

**REFERENCES AVAILABLE UPON REQUEST**

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2008 FEB 11 A 10:49



## City of Las Vegas Board, Commission, or Committee Interest Form

Name: Katrina Lang - formerly Manzi

Home Street Address: 573 Duran St

City: Henderson ZIP Code: 89015

Work Street Address: 411 E. Bonnevillle Ave Ste 250

City: Las Vegas ZIP Code: 89101

Employer: Federal Public Defenders Occupation: Secretary

Home Phone Number: 400-4265 Work Phone Number: 388-5173

Other Phone Number: \_\_\_\_\_ Email Address: Katrina-Lang@fd.org

Please list the boards, commissions, or committees that you are interested in  
serving on:

ynapp

\_\_\_\_\_  
\_\_\_\_\_

<i>For office use only</i>	
CLV	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Ward	_____
Date	<u>2/11/08</u>

Please list any boards, commissions, or committees that you serve on, or have served on in the past (Use additional pages, if necessary):

yrapp funding cycles 2003, 2004, 2005,  
2006

Please discuss your qualifications to serve on any boards, commissions, or committees (Use additional pages, if necessary):

I have served almost every year, I understand the needs of the children and what to look for when funding. I also enjoy seeing groups come back year after year with success stories and new goals.

Please list any of your relatives or friends that work for the entity in which you would be serving:

n/a

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  Las Vegas, NV 89101

Fax: (702) 382-4803

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2008 FEB 11 P 4: 41

### City of Las Vegas Board, Commission, or Committee Interest Form

Name: Brian Knudsen

Home Street Address: 3975 W. Hualapai Way #213

City: Las Vegas ZIP Code: 89129

Work Street Address: 400 Stewart Ave 8th Floor

City: Las Vegas ZIP Code: 89101

Employer: City of Las Vegas Occupation: Administrative Officer

Home Phone Number: 702-575-7759 Work Phone Number: 702-229-6103

Other Phone Number: \_\_\_\_\_ Email Address: bknudsen@lasvegasnevada.gov  
br1anpknudsen@gmail.com

Please list the boards, commissions, or committees that you are interested in

serving on:

YNAPP Grant Review Board

\_\_\_\_\_  
\_\_\_\_\_

<i>For office use only</i>	
CLV	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Ward	<u>4</u>
Date	<u>2/11/08</u>

Please list any boards, commissions, or committees that you serve on, or have served on in the past (Use additional pages, if necessary):

NA

Please discuss your qualifications to serve on any boards, commissions, or committees (Use additional pages, if necessary):

My previous employment as a program manager in an after-school tutoring company provided me experience working with youth's in underprivileged settings. I also have extensive experience monitoring and evaluating grants. (see resume)

Please list any of your relatives or friends that work for the entity in which you would be serving:

NA

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Please submit to: City Clerk  
City of Las Vegas  
400 Stewart Avenue  
Las Vegas, NV 89101

Fax: (702) 382-4803

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## **BRIAN P. KNUDSEN**

3975 N. Hualapai Way #243 Las Vegas, NV 89129

Phone: (702) 575-7759 \* E-mail: [brianpknudsen@gmail.com](mailto:brianpknudsen@gmail.com)

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### **Professional Experience**

#### **City of Las Vegas, Las Vegas, NV**

*Administrative Officer, 2005 – Present*

- Develop, review, and implement city wide policies and procedures.
- Support city wide strategic planning, performance based budgeting, and program review efforts.
- Analyze the budgets of City Council and City Manager's Offices.
- Manage the administrative staff of the City Manager and City Council.
- Develop and implement citizen advisory groups for recommending financial strategies.

#### **Platform Learning, Las Vegas, NV**

*Program Manager, 2004 – 2005*

- Developed, implemented, and managed several after school supplemental education programs servicing disadvantaged students in underperforming schools.
- Established and facilitated communication with children, educators, school administration, and parents in an effort to increase the self-esteem and life long learning habits of elementary and middle school students.
- Coordinated programs, training workshops, and special events to inform, train, and motivate staff, students, and parents.
- Strategized with and secured community resources in order to promote parent and student involvement in supplemental education programs.
- Worked in diverse cultural and socioeconomic environments, and developed and maintained community relationships.

#### **California Governor's Office, Sacramento, CA**

*Community Affairs Specialist/Graduate Intern, 2003-2004*

- Maintained daily contact with state, local, and federal officials to update California citizens on emerging emergency management trends and current volunteer opportunities.
- Estimated and analyzed costs, timelines, and materials for several emergency management programs throughout California for the preparation of quarterly and annual budgets.
- Drafted, edited, and supervised production of publications, including grants, research proposals, media releases, and public information newsletters.

#### **Salt Lake City Airport, Salt Lake City, UT**

*Communications Supervisor, 1999-2003*

- Developed policies and procedures to more effectively address emergency situations occurring within the Salt Lake City Airport, an airport servicing approximately 7,000 passengers per day.
- Planned and coordinated training exercises for emergency dispatchers and police officers.
- Prioritized tasks and effectively managed time-critical emergency situations.
- Interfaced with local media, local government officials, and surrounding agencies to increase efficiency.

### **Education**

#### **University of Southern California**

Masters of Public Administration, 2004 - Pi Alpha Alpha (High Honor Society)

#### **University of Utah**

Bachelor of Science, Health Education, 2003

Bachelor of Science, Mass Communication, 2003

#### **Rutgers University**

Certificate in Public Performance Management