

## EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
 1450 Court Street, Suite 348  
 Redding, California 96001  
 (530) 225-5515  
[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)  
 Burkett, Debbie  
 A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 6/7/24 10:24 AM  
 For Official Use Only:  
 QUAL: \_\_\_\_\_  
 DNO: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID# : A23EM_CCE_050724
NAME: (Last, First, Middle) Burkett, Debbie		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]	ALTERNATE PHONE: [REDACTED]	NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: CA Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Bachelor's Degree		

## PREFERENCES

ARE YOU WILLING TO RELOCATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Full Time
SHIFTS YOU WILL ACCEPT: Day, Evening, Weekends

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

Nothing Entered For This Section

## Skills

OFFICE SKILLS: Typing: 61 Data Entry: 0
OTHER SKILLS: Proficient/ Outlook Word, Publisher, Excel, Power, - Intermediate - 10 years and 0 months
LANGUAGE(S):

## ADDITIONAL INFORMATION

Honors & Awards  
 National Speech and Debate Silver Medalist 2014  
 Phi Beta Kappa Society  
 Phi Kappa Phi  
 Pi Kappa Delta National Forensic Honorary Society  
 Volunteer Experience  
 Taught (T/A) a semester; International Communication Class at Boise State University.  
 Classroom students were from around the world. I generated lesson plans and implemented the teaching, adjusting to the needs of the students accordingly.  
 Taught (T/A) a semester; Communications 101 at Boise State University  
 2008-2009 Journalist/Reporter College Newspaper  
 Helped build a coalition of community members, staff and volunteers to create a music program for Foothill High School at it's inception. I was integral in the creating the collaborative for creating Club Cougar.  
 1999 Chair person of Club Cougar  
 1998 Secretary of Foothill High School Sports Boosters  
 1996 & 1997 Volunteer of the Year Foothill High School

Co-Chair for Sober-Grad 1996. Created the first coalition between high schools for Sober-Graduation. Worked closely with community partners and coordinated volunteers for the event.  
Volunteer and Hospitality Coordinator for Axiom Repertory Theatre  
Volunteer at Church

**Additional Information**

Active listening skills, communication abilities, collaborative building and maintaining good working relationships are among my strengths. I am organized, value honesty and integrity. I am good at prioritizing and am known for my strong work ethic.

REFERENCES		
REFERENCE TYPE: Professional	NAME: Jennifer Coulter	POSITION: Program Director Youth Options Shasta
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Madison Bible	POSITION: Tobacco Program Coordinator
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

**Agency-Wide Questions**

1. **Physical address if different from mailing address: (Street, City, State, Zip Code)**  
[REDACTED]
2. **Are you 18 yrs. of age or older?**  
Yes
3. **List the last 4 digits of your Social Security Number.**  
[REDACTED]
4. **Do you have a High School Diploma or G.E.D. Certificate?**  
Yes
5. **For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?**  
No
6. **Are you presently working for Shasta County?**  
Yes-Regular
7. **If you are a current, regular employee, what department do you work in?**  
Health & Human Services, Public Health
8. **Have you worked for Shasta County in the past?**  
Yes
9. **Do you have any relatives employed by Shasta County?**  
No
10. **The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?**  
No
11. **If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?**  
**Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.**  
No
12. **Were you ever discharged or forced to resign from a position?**  
No
13. **If you answered YES to any questions 5 through 9 or question 13 please describe.**
14. **Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?**  
No
15. **Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.**  
No
16. **How did you find out about this job?**  
Shasta County Website
17. **Websites**  
Shasta County
18. **If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)**  
Yes
19. **Yes**

20. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.

Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by Debbie Burkett on 6/7/24 10:24 AM

# DEBBIE BURKETT

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COUNTY CLERK/REGISTRAR OF VOTERS

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## CONTACT

[REDACTED]  
[REDACTED]

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## RECIPIENT

Board of Supervisors  
1450 Court St.  
Redding, CA 96001

Dear Board of Supervisors,

I am writing to express my keen interest in the County Clerk/Registrar of Voters position and tell you why I feel would be a great fit for this important post.

This job, in my opinion, should be about soft skills. Interpersonal skills that can build trust, demonstrate integrity, and foster collaboration with the Board, County Counsel, and our community will be of paramount importance to success in this role. I am proud of my ability to understand the relevant issues, actively listen, find common ground, build bridges, clearly outline solutions, and make deliberate, informed decisions.

I also place great value in active learning, and the ability to apply new insights in my work. Becoming familiar with California election laws is an excellent example.

When I was hired to be the Tobacco Compliance Specialist for the County, tobacco laws were new to me. I took very seriously the challenge of learning these laws and am now considered a subject matter expert for the County in this arena.

I have a strong background in working with the public. My current position in the County is Tobacco Compliance Specialist. I engage with over 200 retailers in the county and know the relevant federal, state, and local laws. I am confident I can work well with the team within the clerk's office. In addition to excellent interpersonal skills, I have experience supporting several voter events, overseeing precincts and serving as a poll worker. I am totally supportive of the idea of transparency, accountability and building trust back into the election process. I would be honored to help restore faith in our

# Debbie Burkett

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## Professional Summary

As a Shasta County resident of 36 years, I am deeply rooted in the (Redding) community through the relationships that I have fostered, including those created during the course of my work alongside Shasta County Health and Human Services, the Redding Police Department, Shasta County Sheriff's Department, local business owners and operators, and Redding School of the Arts. The focus of my work over the last 9 years of civic service has been public engagement and education. I greatly value integrity and a strong work ethic. I have exemplary communication skills, both verbal and written.

## Experience

### Shasta County Tobacco Compliance Specialist

June 2019 - Present

- Build trusting relationships with Shasta County retailers and local law enforcement
- Actively listen to the needs and concerns of local retailers
- Continuously track and learn about relevant federal, state and local laws
- Educate retailers and the public about federal, state, and local laws
- Represent Shasta County Health and Human Services as a subject matter expert via presentations to state and local government officials, as well as community partners

### Shasta County Health and Human Services: Typist Clerk II

Dec. 2015 - June 2019

- Responsible for program lead support, successfully accomplishing program-specific goals
- Supported the implementation of successful public education events on healthy and safe practices
- Provided outstanding customer service to both clients and co-workers.
- Successfully supported the organization with organized back office support

### Down the Road Coffee Shop

August-June 2005-2006

- Managed employee productivity
- Maintained and encouraged fabulous customer service
- Consulted owner on strategy and revenue growth

### Redding School of the Arts

August 2002-2004

- Generated and implemented individual lesson plans
- Maintained confidential government files
- Worked successfully with staff, students and parents

### Sober-Grad Chairperson

May 1996

- Promoted healthy lifestyle choices for 2,000 graduating high school seniors
- Organized and exceeded fund-raising expectations
- Built a collaborative with volunteers, police department, and local businesses
- Led a successful public relations campaign

## Education

### **Bachelor of Arts in Communication**

State University Boise, Idaho

· Graduated Magna Cum Laude

Graduation Date: December 2012 Boise

### **References:**

Madison Bible

Tobacco Program Coordinator

[REDACTED]

[REDACTED]

Jennifer Coulter

Program Director Youth Options Shasta

[REDACTED]

[REDACTED]



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**Jennifer Coulter, Program Director**  
Youth Options Shasta [REDACTED]

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May 24, 2024

To whom it may concern,

It is with great pleasure that I write a letter of recommendation for Debbie Burkett. I have had the opportunity to work with Debbie in conjunction with my role as Program Director at Youth Options Shasta, as well as our collaboration on the Tobacco Education Coalition.

Debbie is thorough and passionate about her work. Her commitment to our community is clear in every project she is involved in, from educating businesses about the laws concerning tobacco sales, to community events where she shares her infectious enthusiasm with families and kids. She consistently approaches her responsibilities with a high level of passion and dedication.

In addition, Debbie's diligence in her research and attention to detail are commendable. She ensures that all information and materials she presents are accurate and thorough.

Debbie stands out because of her persistence, objectivity, and her positive attitude. She remains optimistic and encourages those around her, creating a supportive environment for our group. Her genuine care of the well-being of others is a driving force behind her work, and it resonates deeply with everyone she interacts with.

I highly recommend Debbie Burkett for the Shasta County Clerk position. Her hard work, passion, commitment, and positive attitude make her an outstanding candidate. I am confident that she will continue to make significant contributions and excel in any endeavor she chooses to pursue.

Please feel free to contact me at (530) 244-7194 or Jennifer@yoshasta.org if you require any further information or have any questions.

Sincerely,

  
Jennifer Coulter

To whom it may concern:

It is my pleasure to recommend Debbie Burkett for the County Clerk/Registrar of Voters position with the County Clerk/Elections department. As the Tobacco Compliance Specialist for Shasta County Public Health, Debbie has worked directly with me since I started as the Tobacco Program Coordinator in 2021.

During her time as the Tobacco Compliance Specialist, Debbie has been able to handle sensitive situations with diplomacy and tact, build successful working relationships with business owners who otherwise may have been less than inclined to foster a relationship to begin with. Thanks to her efforts, she was able to educate tobacco retailers on all federal, state, and local tobacco control laws. Debbie has excellent written and verbal communication skills and has successfully been able to submit reports to the District Attorney's office and provide educational presentations. Debbie promotes participation and transparency within our division and has previously volunteered as a Poll Worker. As the County Clerk/Registrar of Voters I know that she will continue to encourage civic participation and transparency.

Our division would not be as successful in our educational outreach to business owners without Debbie's natural ability to handle sensitive situations with finesse. When educating business owners to new tobacco control laws, she thoroughly explained what it is, what it accomplishes, and the benefits of complying with the law. She also answered any questions business owners had, establishing herself as expert. These qualities will make her an excellent leader.

Debbie is a solution-oriented, process-focused problem solver who finds solutions for every challenge. I eagerly give her my wholehearted

recommendation because I know she will be an asset to the County. If you would like to discuss Debbie's work further, please give me a call at [REDACTED] and I would be happy to speak with you.

Sincerely,

**Madison Bible**

Madison Bible

EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
 1450 Court Street, Suite 348  
 Redding, California 96001  
 (530) 225-5515  
[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)  
 Curtis, Clint  
 A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 5/11/24 2:56 PM  
 For Official Use Only:  
 QUAL: \_\_\_\_\_  
 DNO: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID# : A23EM_CCE_050724
NAME: (Last, First, Middle) Curtis, Clint		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: FL Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Doctorate		

PREFERENCES

MINIMUM COMPENSATION: \$150,000.00 per year	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends, On Call (as needed)	
OBJECTIVE: To obtain a position where I can best use my twenty years of experience in election law and election protection to bring trust back to our elections for every citizen of Shasta County	

EDUCATION

Nothing Entered For This Section

WORK EXPERIENCE

Nothing Entered For This Section

CERTIFICATES AND LICENSES

TYPE: Law License	
LICENSE NUMBER: 5072830	ISSUING AGENCY: New York State Bar

Skills

OFFICE SKILLS: Typing: Data Entry:
OTHER SKILLS: election law - Expert - 24 years and 0 months Voter Registration - Expert - 20 years and 0 months Supervision of Staff - Expert - 30 years and 0 months HR - Expert - 12 years and 0 months Mediator - Expert - 5 years and 0 months Cyber Security - Intermediate - 30 years and 0 months Electronic voting machines - Expert - 24 years and 0 months election administrator consulting - Expert - 20 years and 0 months campaign finance law - federal and state(as neede - Expert - 12 years and 0 months Federal Appeals - Intermediate - 12 years and 0 months Labor and Employment Law (NY and Federal) - Expert - 12 years and 0 months Computer System Analysis - Expert - 25 years and 0 months Drafting of Proposed Legislation (Federal/State) - Intermediate - 20 years and 0 months Government Corruption Law - Intermediate - 12 years and 0 months

LANGUAGE(S):  
 English -  Speak  Read  Write

**ADDITIONAL INFORMATION**

**Additional Information**  
 I have spoken at both Democratic and Republican events because for me, it is not about who wins but the fact that the election was fair and can be fully trusted by every citizen.  
 The message has always been the same regardless if the engagement is Democratic Republican, Libertarian or Green Party. This has allowed me to build a level of trust regardless of the person's political persuasions and I can uniquely bridge the gap that separates our citizens. My speaking engagements have run the spectrum and includes speaking at Mike Lindell's election events, talk shows of both conservatives and progressives and serving on the recount team of Kamala Harris with her recount efforts in her first run for Attorney General in California.  
 As such, I am one of the few individuals that can successfully cross party lines and gain the trust of all citizens.

**REFERENCES**

REFERENCE TYPE: Professional	NAME: Earlene King	POSITION: Attorney
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Zubaida Iqbal	POSITION: Attorney
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Yanira Sierra	POSITION: attorney
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

Agency-Wide Questions

1. Physical address if different from mailing address: (Street, City, State, Zip Code)  
[REDACTED]
2. Are you 18 yrs. of age or older?  
Yes
3. List the last 4 digits of your Social Security Number.  
[REDACTED]
4. Do you have a High School Diploma or G.E.D. Certificate?  
Yes
5. For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?  
No
6. Are you presently working for Shasta County?  
No
7. If you are a current, regular employee, what department do you work in?
8. Have you worked for Shasta County in the past?  
No
9. Do you have any relatives employed by Shasta County?  
No
10. The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?  
No
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Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.
12. Were you ever discharged or forced to resign from a position?  
No
13. If you answered YES to any questions 5 through 9 or question 13 please describe.  
Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?  
No
14. Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.  
No
15. How did you find out about this job?  
Word of mouth
16. Websites
17. If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)  
Yes
18. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.  
Yes
19. Yes
20. Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

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**Certification of Applicant (Read Carefully Before Responding)**

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This application was submitted by Clint Curtis on 5/11/24 2:56 PM

## Clint Curtis

### EDUCATION:

Education:

- 0 JD - Barry University - Cambridge University (UK) - McGeorge University (California)
- 1 BS - Illinois State University

### ADMISSIONS / REGISTRATIONS

- 2 New York Bar – Bar Number 5072830
- 3 United States Court of Appeals for the 11<sup>th</sup> Circuit Court
- 4 United States Court of Appeals for the Federal Circuit
- 5 United States Office of Special Counsel
- 6 Social Security Administration
- 7 Veterans Administration
- 8 Executive Office for Immigration Review Court
- 9 Merit Service Protection Board Court
- 10 Equal Employment Opportunity Commission Court
- 11 Internal Revenue Service – VITA and TCE

### WORK HISTORY:

**Law Offices of Clint Curtis and Associates – 2012-2024**

#### Attorney - Owner

I ran my own successful law firm with offices in New York, Florida and the Dominican Republic. Running multiple offices has provided me with a great deal of supervisory experience including supervision of individuals both face to face and remotely. As part of my responsibility, I set



goals for the case management teams and provided coordination between various resources to achieve those goals. I was personally responsible for the hiring and development of all new attorneys and staff.

I was also in charge of maintaining the financial management of the business locally, nationally, and internationally.

A substantial part of my practice focused on election law both nationally, in several states and internationally. My firm was the firm selected for the 2016 challenge to President Trump's election results in Florida. As such, I have in depth knowledge of every aspect of Election Administrators duties including absentee mail voting, early voting, election day voting, voter registration rolls accuracy and campaign finance for candidates and office holders. As an attorney proceeding with any election case, no detail is too small. In addition my training allows me to understand and interpret election laws. Additionally, I have assisted with the construction of election legislation in several municipalities and consulting on election legislation with multiple countries.

I have provided consultations and insights on election office duties with many election administrators since 2004.

Additionally, I developed and supervised volunteers in voter registration and rights restoration programs throughout central Florida.

A major deficiency in most election administrators is the lack of a complete understanding of computer functionality and their use in elections. I have unique experience in this area, as I was a computer programmer working for federal, state and fortune 500 companies. I am considered a cyber expert in regards to computerization in elections and have testified before the U.S. Congress and multiple state legislatures and consulted with many foreign nations that are concerned with election security. I was the programmer that wrote the prototype for the first electronic voting machines in 2000.

## Practice Areas

- Election Law (including Federal, State and Municipal)
- Campaign Finance Law
- Federal Appeals
- Labor and Employment Law
- Government Corruption Law
- Drafting of Proposed Legislation (Federal and State)
- Tax Law
- Veterans and Social Security Disability Law
- Negotiation and mediation

## Previous Career - Computer System Developer / Analyst

- \* 20+ years Experience in IT Industry including development, training and reporting. Supervised multiple teams and coordinated their efforts to a successful rollout.
- Languages: Visual Basic, SQL, C++
- Database: Oracle, MS SQL, Access, FoxPro, Lotus, ASCII, DB2, All ODBC compliant databases
- API Tools: Arcis, FileNet, Digital Paper, Treev, Hyland - OnBase, Hummingbird, Leadtools, Pegasus, BwZip, BinHex, CardView, Crystal Reports, Doc2Txt, Doc2Pic, and many more

## Projects

- **NASA** - Early Warning Notification System-(Independent Contractor)
- Contractor for multiple **Government** agencies (can not describe projects except of those below)
- **Photogrammetry Mapping** -(Independent Contractor)

Utilized various data sources to correct for anomalies in existing digital elevation models and Shuttle Radar Topography Mission files.

- **CallCenter500** -(Independent Contractor)
- Blueprinted and developed custom software for use in allowing remote callers to utilize data for election calls.
- **Ryder** -(Independent Contractor)
- Blueprinted and developed custom software for Ryders Content Management System using Treev as the CMS engine. Modified existing system and adjusted mainframe system so that it could be utilized over the web through Citrix servers.
- **Florida School Nutrition Association** -(Independent Contractor)  
Programmer and System Architect for Content Management System and Membership Database. This system replaced a legacy system that lacked the ability to produce reports. The new system utilized a report writer module that allowed for unlimited report generation as well as the ability to produce reports via Crystal Reports.
- **Innovative Costing Solutions LLC** – Connected various databases in order to calculate the profitability of various federal grant programs and associate each expenditure with the appropriate funding source.
- **Leon County Transportation Dept** – Coordination of divergent data for transportation database. Personally wrote both the database GUI and the data scrubber programs.  
Web based (ASP)
- **Florida Department of Transportation** - (Independent Contractor) Electronic Document Management System –
- System Architect for the FDOT of Electronic Document Management System. Developed 100% of custom coding for Project. Migrated over 1 million legacy documents into FDOT EDMS. Trained several hundred end users on the uses of the EDMS system. Participated in every deployment throughout the state of Florida.
- **Florida Department of Law Enforcement** - (Independent Contractor) Drug Coordination Web Site Prototype -
- System Architect for the **Florida Department of Law Enforcement's** Drug Coordination Web Site Prototype. Developed 75% of the custom application, which combined FDLE's legacy systems into a single web accessible interface which allowed

for any field officer to obtain drug related information by location, perpetrator, drug type, value of confiscated items, auto type, date, weapon, or time period.

- **Florida State Technology Office** - Form's to Fulfillment Prototype-(Independent Contractor)
- System Architect for **Florida State Technology Office** - Form's to Fulfillment Prototype. Developed 75% of the custom application, which combined multiple department legacy systems into a single web accessible interface. This allowed the general public to access any state form that did not require personal interaction. Fill out that form and receive fulfillment of that form via e-mail or actual mail without any human interaction. This included the full automation of the production of the product (license, permit, etc.), it's packaging into a mailing container and the label, sort, and affixing of postage. It also allowed for the intelligence of combining a workflow product for areas requiring human monitoring and the generation of the form into a document that would then be stored into a state document management system.
- **Florida Department of Transportation District 2** - Nuclear Gauge-(Independent Contractor)
- System Architect for the Florida Department of Transportation Nuclear Gauge Project. Developed 100% of the custom application, which allowed the measurement and reporting for the Nuclear Gauge Equipment. Developed full reporting procedures. Conducted meetings and led JAG sessions to determine customer needs.
- System Architect for the **NASA** Early Warning Notification System. Developed over 80% of the code required to implement this system. This system used a highly developed Artificial Intelligence System, which allowed for notification of one or more responsible parties before the condition actually occurred. The system also allowed for full tracking of all maintenance conditions through interaction with existing software and databases.
- **Exxon-Mobil** - Project Pipeline Information System-(Independent Contractor)  
System Architect for the Exxon-Mobil Project Pipeline Information System. Developed 100% of the custom application, which allowed the integrated reporting of the entire project development cycle. This included development of all South American operations from land acquisition to demolition and liquidation. This allowed for a single interface,

which brought all Exxon -Mobil's legacy project databases in a single fully networkable application.

- **NASA** - Electronic Document Management System integration into Maximo-(Independent Contractor)
- System Architect and lead programmer. Provided **NASA's** existing Maximo Maintenance tracking program with Document Management capabilities.
- **Corn Belt Collection** - Financial Management Software-(Independent Contractor)
- System Architect and lead programmer. Provided for full financial management of collection account including coordination of multiple attorney offices over a wide area network.
- **Corn Belt Collection** - Electronic Document Management Software-(Independent Contractor)
- System Architect and lead programmer. Provided for full document management of collection information including coordination of multiple attorney offices over a wide area network.

### **Election Integrity Advocate** – 2000-present

Beyond my legal practice as an election attorney, I have been an election integrity advocate and have consulted with dozens of groups from across the globe. This includes Germany when they moved back to a hand count paper ballot system in 2004 and the Netherlands when they returned to hand counting paper ballots in 2018. As part of my consultations with Germany, Constitutional Law was established regarding electronic voting machines.

I testified before Congress in 2004 regarding the request for the first prototype for electronic voting machines and the request at that same time to make it so that the results can be altered. I have spoken all around the country to help debunk all the excuses used to lock us into electronic machines including the misinformation that the machines are not linked to the internet (never necessary for networking purposes), the validity of audits and that logic and accuracy tests have any validity. I have spoken at both Democratic and Republican events because for me, it is not about who wins but the fact that the election was fair and can be fully

trusted by every citizen.

The message has always been the same regardless if the engagement is Democratic Republican, Libertarian or Green Party. This has allowed me to build a level of trust regardless of the person's political persuasions and I can uniquely bridge the gap that separates our citizens. My speaking engagements have run the spectrum and includes speaking at Mike Lindell's election events, talk shows of both conservatives and progressives and serving on the recount team of Kamala Harris with her recount efforts in her first run for Attorney General in California.

As such, I am one of the few individuals that can successfully cross party lines and gain the trust of all citizens. I believe I can be a unifying catalyst so that all citizens can actually get on board with fully hand counted ballots. Most candidates for this position may be fully capable but will still be a controversial figure that will not get Shasta County any closer to achieving fully trustworthy elections.

In addition, I will be able to fully demonstrate how inexpensive and easy a hand count can be as well as provide a way to fully monitor the machine count until we are able to successfully eliminate computer counting from our elections.

I have testified as an expert witness on election integrity before the United States Congress and many state and local governmental bodies in Washington DC, Texas, Arizona, Kansas, Hawaii, California and several others.

In Addition, I have consulted with over a dozen countries in securing their elections as well as being featured in dozens of documentaries both in the US and internationally. This included a documentary from a pro democracy group from Communist China. Additional countries that have produced documentaries are Mexico, Spain, Italy, UK, Japan, Vietnam, China, Bosnia, Canada, South Korea and many others.

## **Clint Curtis**



Dear Sirs,

My name is Clint Curtis and I am interested in applying for appointment to the position of County Clerk/Registrar of Voters for the remaining term of the retiring clerk. I am an attorney licensed in New York and have been practicing since 2012. I have had over twenty years experience in election law. I understand that I cannot practice law during this appointment.

Beyond my legal practice as an election attorney, I have been an election integrity advocate and have consulted with dozens of groups from across the globe. This includes Germany when they moved back to a hand count paper ballot system in 2004 and the Netherlands when they returned to hand counting paper ballots in 2018. As part of my consultations with Germany, Constitutional Law was established regarding electronic voting machines.

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Respectfully,

Clint Curtis/s

Attorney at Law - NY Bar # - 5072830



## EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
 1450 Court Street, Suite 348  
 Redding, California 96001  
 (530) 225-5515  
[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)  
 Francescut, Joanna L  
 A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 6/6/24 11:41 AM  
 For Official Use Only:  
 QUAL: \_\_\_\_\_  
 DNO: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID#: A23EM_CCE_050724
NAME: (Last, First, Middle) Francescut, Joanna L		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: CA Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Some College		

## PREFERENCES

MINIMUM COMPENSATION: \$70.00 per hour	ARE YOU WILLING TO RELOCATE? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends	
OBJECTIVE: Increase voter satisfaction, trust and knowledge of all services within the Shasta County Clerk\Elections Department while using my leadership skills to share knowledge, empower staff, humbly listen to concerns of constituents and advocate for resources needed to accurately, securely, and effectively count ballots.	

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

TYPE: Keyboarding Certificate	
LICENSE NUMBER:	ISSUING AGENCY: Smart Business Resource Center
TYPE: California Registered Election Official	
LICENSE NUMBER: CA-124	ISSUING AGENCY: The Election Center
TYPE: California Professional Election Administrator	
LICENSE NUMBER:	ISSUING AGENCY: California Association of Clerks and Elections Officials
TYPE: Signature Comparison Training	
LICENSE NUMBER:	ISSUING AGENCY:
TYPE: Certified Elections/Registration Administrator	
LICENSE NUMBER: 1319	ISSUING AGENCY: Election Center
TYPE: High Performance Leadership Master Certificate	
LICENSE NUMBER:	ISSUING AGENCY:

## Skills

## OFFICE SKILLS:

Typing: 57  
Data Entry: 0

## OTHER SKILLS:

## LANGUAGE(S):

## ADDITIONAL INFORMATION

Nothing Entered For This Section

## REFERENCES

## REFERENCE TYPE:

Professional

## NAME:

Troy Bartolomei

## POSITION:

Public Works Director

## ADDRESS: (Street, City, State/Province, Zip/Postal Code)

1855 Placer St, Redding, California 96001

## EMAIL ADDRESS:

tbartolomei@shastacounty.gov

## PHONE NUMBER:

530-225-5661

## REFERENCE TYPE:

Professional

## NAME:

Mary Williams

## POSITION:

## ADDRESS: (Street, City, State/Province, Zip/Postal Code)

1110 Shasta St, Redding, California 96001

## EMAIL ADDRESS:

[REDACTED]

## PHONE NUMBER:

530-768-1880

## REFERENCE TYPE:

Personal

## NAME:

Steve Westaby

## POSITION:

Retired Principal

## ADDRESS: (Street, City, State/Province, Zip/Postal Code)

Anderson, California 96007

## EMAIL ADDRESS:

[REDACTED]

## PHONE NUMBER:

[REDACTED]

## REFERENCE TYPE:

Professional

## NAME:

Ryan Ronco

## POSITION:

Placer County Clerk/Recorder/Registrar of Voters

## ADDRESS: (Street, City, State/Province, Zip/Postal Code)

## EMAIL ADDRESS:

[REDACTED]

## PHONE NUMBER:

[REDACTED]

## REFERENCE TYPE:

Professional

## NAME:

Justin Byxbe

## POSITION:

Assistant Principal

## ADDRESS: (Street, City, State/Province, Zip/Postal Code)

## EMAIL ADDRESS:

[REDACTED]

## PHONE NUMBER:

[REDACTED]

## REFERENCE TYPE:

Professional

## NAME:

Kristin Connelly

## POSITION:

Contra Costa County Clerk - Recorder and Registrar of Voters

## ADDRESS: (Street, City, State/Province, Zip/Postal Code)

## EMAIL ADDRESS:

[REDACTED]

## PHONE NUMBER:

925-335-7800

Agency-Wide Questions

1. Physical address if different from mailing address: (Street, City, State, Zip Code)  
[REDACTED]
2. Are you 18 yrs. of age or older?  
Yes
3. List the last 4 digits of your Social Security Number.  
[REDACTED]
4. Do you have a High School Diploma or G.E.D. Certificate?  
Yes
5. For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?  
No
6. Are you presently working for Shasta County?  
Yes-Regular
7. If you are a current, regular employee, what department do you work in?  
County Clerk/Registrar of Voters
8. Have you worked for Shasta County in the past?  
Yes
9. Do you have any relatives employed by Shasta County?  
No
10. The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?  
No
11. If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?  
Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.  
No
12. Were you ever discharged or forced to resign from a position?  
No
13. If you answered YES to any questions 5 through 9 or question 13 please describe.  
Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?  
No
14. Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.  
No
15. How did you find out about this job?  
Other
16. Websites  
Shasta County
17. If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)  
Yes

20. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.

Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by Joanna L Francescut on 6/6/24 11:41 AM

# JOANNA FRANCESCUT

## Snapshot

- Over 16 years of experience in election administration. Including 5 years as an Assistant Department Head under an Elected Official.
- Assisted, led, and participated in the administration of over 30 elections and counting of more than 1.3 million ballots.
- Diligently listen to and research concerns of Shasta County constituents regarding process, potential fraud and voter accessibility.
- Effective leader that prioritizes a positive team culture and has significantly improved our team environment as the Assistant County Clerk/ROV.
- Effective analyst who has drastically improved processes, customer service interactions, voter satisfaction, integrity, and transparency in local elections.
- Participated in the preparation, public meetings, implementation, and analysis of two redistricting cycles in 2011 and 2021.
- Produced updated processes to ensure improvements in efficiency, transparency, and security of local elections.
- Proven experience of increasing election transparency by listening, working and collaborating with any individual that may have feedback for a specific election process or procedure.
- Effective project manager that implemented and carried out multiple simultaneous projects within a limited timeline and in a dynamic political environment.
- Shown ability to build and maintain strong, positive relationships with external media.
- Scheduled and completed logistics for managing full-time, extra-help, contract and volunteer staff on Election Day.
- A passion for serving all voters, providing them a voice and giving them an opportunity to vote independently and privately.
- Constant collaboration with County Administration to ensure the department is following all County policies allows for the ability to achieve established fiscal goals and outcomes.
- Proficiency in numerous software programs including: Microsoft Word, Outlook, Excel, ArcGIS, Maptitude, Dominion Voting Systems, Hart Intercivic, RiIMS, EIMS, and VoteCal.

## Experience



### Shasta County Assistant County Clerk/Registrar of Voters Oct. 2018-Present

- Supervise and oversee all operations of the County Clerk/Elections programs.
- Supervise nineteen full-time employees, dozens of extra-help workers, and hundreds of volunteers.
- Develop and implement department goals, objectives, policies, and procedures.
- Assist in budgetary oversight for two departments.
- Continue to make strategic improvements in equipment and staffing to increase staff efficiency and quality of election administration while navigating many shifting priorities based on new laws, changes in key policy priorities and maintaining budget priorities.
- Implemented a new voting system at the request of the Board of Supervisors.
- Developed and received approval from the Secretary of State a plan for a 100% manual tally of election results at the request of the Board of Supervisors.
- Completed a pilot program to analyze Risk Limiting Audits.
- Acted as the main media contact for County Clerk/Elections.
- Worked with County Clerk/Registrar of Voters to write and edit executive communications, including voter information guides, letters and procedure manuals.
- Led Redistricting efforts in 2021, which allowed for open and transparent process of the local redistricting process.
- Worked with the CACEO Legislative Committee to monitor, review, advocate, analyze and provide feedback on laws that pass through our state legislature.
- Navigated the administration of a Presidential General Election during a global pandemic while reaching record breaking turnout and a creating a smooth voting process.
- Oversaw the implementation of new technology that streamlined vote by mail processes, retained voter information, and increased efficiency of verifying signatures on returned ballots.
- Acted as the liaison between the office and numerous vendors whose services and supplies aid in the successful management of each election project.
- Prioritized community engagement to improve education and transparency through our Observation Program.
- Collaborated with the Recorder's Office to implement a new software system for our County Clerk Department.
- Implemented programs to assist with staff resiliency, stress management and balance their overall positive mental health to create stability while working in office.
- Oversee the assignment of voters to accessible polling places.
- Oversee tasks to efficiently count ballots and meet mandated deadlines.
- Seek feedback from engaged voters on how to improve voting processes, accessibility and clerk processes.
- Implemented an election debrief program where staff report on what improvements are needed to ensure best practices on all processes.

### West Valley Early College High School & Momentum Volleyball Club



### Volunteer Volleyball Coach Dec. 2021 - Present

- Assist in the planning, organizing, and teaching of volleyball to youth aged 8-18.
- Empower and motivate young woman to work hard, be resilient and strive to do their best as they learn and participate in volleyball.

## Certificates

2022

### Certified Elections/Registration Administrator

National Certificate issued by the Election Center's Professional Education Program, which is the only program of continuing professional education which specializes in voter registration and elections administration.

2016

### California Professional Election Administrator

State Registered Election Official (REO) program that operates as a joint effort between California and The Election Center.

## Honors and Accolades

- Named a Top Influencer in Local Government for 2024 by Engaging Local Government Leaders (ELGL), a national organization to local government leaders.
- Named the December 2021 Shasta County Employee of the Month.
- Appointed and served as Co-Chair of the Secretary of State Ballot Design Advisory Committee.

## Endorsements

**Cathy Darling Allen**

Retired Shasta County Clerk / Registrar of Voters

**Tom Bosenko**

Retired Shasta County Sheriff

**Les & Susie Baugh**

Pastor, Retired District 5 Supervisor, Anderson City Councilwoman

**Leslie Morgan**

Shasta County Assessor-Recorder

**Larry Lees**

Retired County Executive Officer and Clerk of the Board of Supervisors

**Joe Chimenti**

Retired District 1 Supervisor

## References



**Troy Bartolomei**

Public Works Director  
tbartolomei@shastacounty.gov

**Ryan Ronco**

County Clerk / Recorder / Registrar of Voters  
President of CACEO  
rronco@placer.ca.gov

**Mary Williams**

Director of Systems Innovation - Children's Legacy Center

**Steve Westaby**

Happy Valley Fresh Fruit Company  
Happy Valley Community Foundation Board  
Happy Valley Principal - Ret.



**Shasta County**

**Supervising Staff Services Analyst**

March 2014 - Oct. 2018

- Led the day to day operations of the County Clerk/Elections Department
- Assisted in analyzing and implementing a plan to incrementally update the organizational chart, including reclassifying this position from Clerk/Elections Supervisor to a Supervising Staff Services Analyst.
- Analyzed the costs and processes of California's new Vote Center Model.
- Personally created procedures plans for the integration of VoteCal.
- Mentored and trained staff to complete assigned duties and responsibilities.
- Established procedures to enhance staff participation on process and procedural updates.
- Successfully resolved voter complaints and concerns in a timely manner to ensure voter satisfaction and provide for a fair election process.
- Developed creative strategies to update processes within limited resources.
- Created Social Media accounts to better inform and serve our voters.
- Assisted in the implementation of a new voting system.
- Led an effort to focus on providing legally required tools to voters with specific needs that may need additional support to allow them to vote independently and privately.
- Completed a redesign of all printed materials to reflect a consistent branding and introduction of plain language into voting materials.
- Worked collaboratively with the Auditor's Office to implement different account code definitions to better serve both departments.
- Built a strong student voter education program.
- Assisted in the hiring of full-time staff members.
- Oversaw the development of full time and extra-help employees.
- Excelled and was promoted to Assistant County/Clerk Registrar of Voters.



**Shasta County**

**Clerk/Elections Specialist I/II**

April 2008 - March 2014

- Recruited and maintained accessible Polling Places for Election Day.
- Directed Election Day operations at the polling places.
- Designed a poll worker training program, updated all training materials, and conducted training to better serve the poll workers on Election Day.
- Cultivated strong relationships with volunteers and poll workers.
- Assisted in the creation of our local Voting Accessibility Advisory Committee.
- Accurately entered in new addresses to our EiMS database. Including 1000's of records and entire street guide after the 2011 Redistricting process.
- Successfully learned a GIS program, Maptitude, to prepare for and participate in the local 2011 Redistricting Process.
- Created a GIS layer that defined our precinct portions by analyzing local tax rate areas, legal descriptions, and comparing this information to established paper maps.
- Trained staff on the proper steps to utilize the voter file database to issue ballots, understand the voter's record, and review information about the election to serve voters.
- Wrote new processes and procedures for CEQA filings, Translation Certificates, Affidavit Acknowledgments, and Fictitious Business Name Statement Filings.
- Acted as the lead for Clerk Services.
- Was a member of the County GIS Committee.
- Managed the voter file maintenance program by efficiently updating all records received within 5 business days.
- Created a process to scan all supporting documentation into the voters record for permanent retention.
- Excelled and was promoted to Clerk/Elections Supervisor.



Joanna Francescut  
Shasta County Assistant County Clerk/Registrar of Voters  
jfrancescut@shastacounty.gov

---

Dear Chairman Crye, Members of the Board of Supervisors, and the Constituents of Shasta County,

I am writing to express my interest in the County Clerk/Registrar of Voters position in Shasta County.

When I started my career in the Shasta County Clerk/Elections Office as extra-help in April of 2008, my intent was to work as extra-help until I could find a more permanent position. That temporary job soon became a curious joy, then a passion, and then a vision to become the next County Clerk/Registrar of Voters for Shasta County.

Throughout my career, I have worked or supervised every position in both the Clerk and Elections Office. I have served our community in the administration of over 30 elections. My goal is to serve with highest integrity to the process with an emphasis on the commitment to accuracy, integrity, transparency, and efficiency in all tasks I undertake. I have a proven track record of innovating processes, listening to, and then researching concerns or complaints, and analyzing state and federal laws, to determine how to best serve the voters in Shasta County.

As the Assistant County Clerk/Registrar of Voters for the last 5 ½ years, I have been involved with the direct oversight of more of 14 elections. Preparing for each countywide election requires extensive knowledge of complexities of state and federal laws. In Shasta County this directly involves logistics and management of more than 112,000 registered voters, numerous candidates, dozens of ballot types, 60+ voting locations, 400+ poll workers and volunteers, 19 full time staff, and dozens of extra-help staff. This is done with my knowledge, experience, and expertise.

Since the Presidential Election of 2020, the work that we do has been scrutinized and highlighted on a national political level. This has had a direct impact on our County and has tremendously increased our workload. I have supervised an increase in Public Records Act requests by more than 1200% and an overall increase in public interest of our processes. We have had to make adjustments to our processes and planning to better ensure all interested could observe while ensuring this work is conducted in an efficient and accurate manner.

In 2023, I supervised and followed the direction of the Board to manage and implement 5 major projects in a 6-month timeline. Completing these tasks prior to the deadline is a direct reflection of my leadership capabilities and willingness to serve our community.

In November 2023, I unexpectedly had to take complete control of managing this office and the administration of the March 5, 2024, Presidential Primary Election while our long time County Clerk/Registrar of Voters was out on medical leave. My experiences and knowledge allowed our team to adapt and run a successful election.

Moreover, my ability to be adaptable to changing circumstances, work under pressure, and remain calm in high stress situations enables me to effectively serve our dynamic community. I am a proven leader dedicated to upholding the principles of democracy, and the integrity of the administration of the election while ensuring that all eligible voters have the opportunity to participate in the electoral process.

I truly love this community have a passion for this work and would appreciate the opportunity to humbly listen to the needs of our community and to then share how my knowledge, skills and experiences are ideal for this local election position and will provide for a stable transition of leadership within the office as we prepare to administer what will be the most pivotal election in our lifetime.

Regards,





**Administration**  
925-335-7899  
925-335-7893 fax

**Clerk-Recorder**  
925.335.7900  
925-335-7923 fax

**Elections**  
925.335.7800  
925.335.7836 fax

[www.ContraCostaVote.gov](http://www.ContraCostaVote.gov)

**Contra Costa County**  
**Clerk-Recorder-Elections Department**

555 Escobar Street  
Martinez, CA 94553



**Kristin B. Connelly**  
County Clerk-Recorder  
and Registrar of Voters

**Tommy Gong**  
Deputy County  
Clerk-Recorder

**Elizabeth Gutierrez**  
Assistant County  
Clerk-Recorder

**Helen Nolan**  
Assistant Registrar

June 3, 2024

Shasta County Board of Supervisors  
By email: [Clerkoftheboard@co.shasta.ca.us](mailto:Clerkoftheboard@co.shasta.ca.us)  
RE: Joanna Francescut

Dear Chair Crye and Supervisors:

As you consider appointing an interim replacement to serve out the remainder of the term for retired County Clerk and Registrar of Voters, Cathy Darling Allen, you are in the enviable position of having a highly competent, well-respected and inspiring home-grown leader in Assistant Registrar Joanna Francescut. With fifteen years of experience in progressively more responsible positions, Joanna is an extraordinary elections administrator and respected leader nationally.

Only two jurisdictions in California, Shasta County and Contra Costa County, were selected as part of the inaugural, non-partisan Center for Elections Excellence cohort in recognition of the high caliber of the elections administration in both offices. Through this shared experience for our two offices, I have been able to observe Joanna's strategic thinking and steadfast commitment to the highest ethical standards. She is very well-respected by our colleagues across California and our counterparts across the country. Joanna is a deep thinker who quickly considers the implementation challenges of any change to state law. She asks probing questions of our colleagues to make certain she understands all the nuances of any potential change to election law or regulation.

While it can be daunting to select a replacement for an elected official through an appointment, Shasta County benefits from having the opportunity to select a homegrown leader with statewide and national experience uniquely qualifying her to lead this important office. By selecting Joanna, you would be promoting a respected and experienced leader that would ensure Shasta County's residents continue to have non-partisan elections administered according to state and federal elections code that are timely, secure and conducted with the best available procedures. The Contra Costa County staff fortunate to have worked with Joanna over the last 15 years join me in supporting her application for Shasta County Clerk and Registrar of Voters.

Seeing Joanna talk with residents and field questions from registered voters reveals both her love of Shasta County and her commitment to ensuring safe, timely, secure and non-partisan elections. At a time when so many talented people are leaving election administration, its so fortunate that Joanna is prepared and enthusiastic about the prospect of becoming County Clerk and Registrar of Voters. Please reach out via email at [Kristin.connelly@vote.cccounty.us](mailto:Kristin.connelly@vote.cccounty.us) or by phone at (925) 335-7899 if I can be helpful.

Warmest regards,

A handwritten signature in cursive script that reads "Kristin B. Connelly".

Kristin B. Connelly  
County Clerk-Recorder and Registrar of Voters



# West Valley Early College High School

3805 Happy Valley Road | Cottonwood, CA 96022 | 530-347-7171 | [www.wveagles.net](http://www.wveagles.net)

Brian Parker, Superintendent

Josh Mason, Principal

Justin Byxbe, Assistant Principal

Dear Members of the Board of Supervisors and the County Executive Officer,

I am writing to highly recommend Joanna Francescut for the County Clerk/Registrar of Voters for Shasta County. I have had the privilege of coaching volleyball alongside Joanna for four years, and in this time, I have consistently been impressed by her exceptional character, trustworthiness, and outstanding communication skills.

Joanna's ability to lead with a collaborative style sets her apart. She excels in creating an inclusive and motivating environment, ensuring that every team member feels valued and empowered. Her leadership is not only effective but also inspiring, as she consistently fosters a sense of unity and shared purpose among our players.

One of Joanna's greatest strengths is her communication. Her current job requirements always come first and we respect this as a team because we understand the importance of her work. She always communicates to us coaches and the team when there will be a conflict in her schedule, she does this in a way that demonstrates a supportive and productive atmosphere.

Joanna is also remarkably trustworthy and dependable. She consistently demonstrates integrity and reliability in all her endeavors, making her an invaluable asset to our coaching team and our community. Her commitment to our community's success and her unwavering ethical standards are qualities that I deeply admire and respect.

Given the importance of the position you are seeking to fill, I can think of no one better suited than Joanna. Her proven track record of effective leadership, excellent communication, and trustworthiness makes her an ideal candidate for any position with this much responsibility. I am confident that she will bring an unmatched level of dedication and excellence to the position.

Please do not hesitate to contact me at (530)338-0904 or [jbyxbe@auhsd.net](mailto:jbyxbe@auhsd.net) if you require

Please feel free to contact me at if you require any further information.

Sincerely,

A handwritten signature in black ink that reads "Justin Byxbe". The signature is written in a cursive style.

**RYAN RONCO**

COUNTY CLERK-RECORDER-REGISTRAR OF VOTERS

**LISA CRAMER**

ASSISTANT COUNTY CLERK

**STEPHEN AYE**

ASSISTANT REGISTRAR-RECORDER



**OFFICE OF CLERK- RECORDER**

ATHERTON BUILDING

3715 ATHERTON ROAD

ROCKLIN, CA 95765

PHONE: 530-886-5690

## **PLACER COUNTY CLERK-RECORDER-ELECTIONS**

June 3, 2024

Honorable Members of the Shasta County Board of Supervisors

1450 Court Street

Redding, CA 96001

**RE: Letter of Recommendation for Joanna Francescut**

Dear Chair Crye and members of the Board:

Because Joanna Francescut is a person of exceptional talent, poise, and dedication to both her profession and to her voters, it is my pleasure to recommend her for your consideration as Shasta County Clerk and Registrar of Voters.

As an active member and officer in the California Association of Clerks and Elections Officials, I've been able to observe Joanna on the job serving voters in Shasta County. She is a consummate professional and, as a long-time resident of your county, she has a deep understanding of how to serve your unique community. I have also been able to observe Joanna through our statewide association in various capacities. Whether she was reviewing the impact of new laws in our legislative committee, helping to gather data for our ballot design review committee, or serving in other various and sundry ways, she is highly regarded and her peers seek her advice.

Additionally, Joanna has a vast understanding of state election law. This knowledge is not easily obtained and I would hate to have to learn it on the job during what I assume we all feel could be the most important election of our lifetimes. Joanna has been able to slowly build her knowledge of election law brick by brick, which provides the county incalculable value when it comes to administering modern elections and especially with so little time between now and Election Day.

Finally, Joanna has proven she can lead the office. With party ballots, crossover voting, universal vote-by-mail, and a myriad of new laws, the 2024 California Presidential Primary Election was arguably the most difficult election in California's history. Joanna was able to rise to the challenge. One does not have to look far to see many California counties had difficult elections in March, but Joanna was able to handle the crucible of this election despite the pressure. In a world where Boards do not always have the luxury to see if a subordinate can handle the mantle of leadership before it is offered, you had the unique opportunity to find out that Joanna can do the job.

It is no secret that letters of recommendation are written to present someone in a favorable light. However, everyone who comes to know Joanna Francescut and sees her spirit and dedication would agree that she is worthy of such praise.

I wish you the best of luck with your difficult decision. If you have any questions about this letter, please contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ryan Ronco", with a long horizontal flourish extending to the right.

Ryan Ronco

Placer County Clerk-Recorder-Registrar of Voters



# CERA

Upon completion of the certification program offered through the ELECTION CENTER with academic instruction by AUBURN UNIVERSITY, and for excellence in professional practices and standards as set forth by the Professional Education Program Certification Board of the ELECTION CENTER, the profession's highest designation is awarded to:

*Joanna Francescut, CERA*  
*Certified Elections/Registration Administrator*

PROFESSIONAL REGISTRATION NUMBER: **1319**

*On this 23<sup>rd</sup> day of August, 2022*  
*This Certification Expires December 31, 2025*



ASSISTANT VP, UNIVERSITY OUTREACH, AUBURN UNIVERSITY



EXECUTIVE DIRECTOR, ELECTION CENTER



## EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
 1450 Court Street, Suite 348  
 Redding, California 96001  
 (530) 225-5515  
[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)  
 Gaglione, John R.  
 A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 6/7/24 1:49 PM  
 For Official Use Only:  
 QUAL: \_\_\_\_\_  
 DNO: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID#: A23EM_CCE_050724
NAME: (Last, First, Middle) Gaglione, John R.		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: IL Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Some College		

## PREFERENCES

MINIMUM COMPENSATION: \$74.00 per hour; \$150,000.00 per year	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day	
OBJECTIVE: Apply, interview and secure position of ROV/County Clerk	

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

Nothing Entered For This Section

## Skills

OFFICE SKILLS: Typing: Data Entry:
OTHER SKILLS: John R Gaglione - Expert - 39 years and 0 months
LANGUAGE(S): English - <input checked="" type="checkbox"/> Speak <input checked="" type="checkbox"/> Read <input checked="" type="checkbox"/> Write

## ADDITIONAL INFORMATION

Interests & Activities Music, fishing, travel
--

## REFERENCES

REFERENCE TYPE: Professional	NAME: John Cunningham	POSITION: Kane County Clerk
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 719 S Batavia Ave, Bldg B, Geneva, Illinois 60135		
EMAIL ADDRESS: Kcclerkcunningham@co.lane.il.us		PHONE NUMBER: 6303303777

**Agency-Wide Questions**

1. **Physical address if different from mailing address: (Street, City, State, Zip Code)**

[REDACTED]

2. **Are you 18 yrs. of age or older?**

Yes

3. **List the last 4 digits of your Social Security Number.**

[REDACTED]

4. **Do you have a High School Diploma or G.E.D. Certificate?**

Yes

5. **For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?**

6. **Are you presently working for Shasta County?**

No

7. **If you are a current, regular employee, what department do you work in?**

8. **Have you worked for Shasta County in the past?**

No

9. **Do you have any relatives employed by Shasta County?**

No

10. **The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?**

No

11. **If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?**

12. **Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.**

No

13. **Were you ever discharged or forced to resign from a position?**

No

14. **If you answered YES to any questions 5 through 9 or question 13 please describe.**

15. **Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?**

No

16. **Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.**

No

17. **How did you find out about this job?**

Word of mouth

18. **Websites**

Shasta County

19. **If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)**

Yes

20. **I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.**

Yes



Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by John R. Gaglione on 6/7/24 1:49 PM



June 6, 2024

John R Gaglione

Shasta County Board of Supervisors  
1450 Court Street  
Redding, CA 96001

To whom it may concern.

I am applying for the Registrar of Voters/County Clerk position. My resume and a letter of reference are included in the attachments. I am very interested in exploring the opportunity with you, and I would be willing to relocate to the Redding area.

I have experience in elections and the duties of a County Clerk. I have been with the Kane County Clerk's office for 4 years. Our population is approximately 504,000 residents, with just under 300,000 registered voters. I believe you will find my resume covers my experience well. I have had much experience presenting the concepts of vote integrity, transparency, and voter and election worker education. I have made numerous public presentations on the election process to public and civic groups and political stakeholders. I have used visual presentation material and engaged in several question-and-answer sessions with these groups. In addition, I have trained new registrars in individual and group settings. I have written Pollworkers training manuals, Security Manuals, and Vote-by-Mail process and procedure manuals

I understand the need for transparency and integrity to assure voter confidence while working within the laws governing elections. I believe that public comments should be listened to and evaluated for relevancy and appropriateness. Such comments may have validity that needs to be addressed while maintaining a nonpartisan outlook. The key to success in this area is collaboration, not confrontation.

I am well versed in using Hart Intercivic voting equipment, EIMS, ERIC, VR Systems, Bluecrest, and other peripheral equipment and systems.

While I am not currently a resident of California, I am ready and willing to establish residency and become a registered voter in Shasta County as soon as practicable. I have been to Redding when I worked for Anthem Health Networks (formerly WellPoint Health). It is a lovely place to live.

I hope you will consider my application and I look forward to speaking to you.

Sincerely,

John Gaglione

# JOHN R. GAGLIONE

## SUMMARY

4 years experience in county government as Deputy Clerk focusing on project management in elections, budgets, personnel management, training, writing procedures, security, and public communications.

An executive with 39 years of experience in government, property-casualty, group health, and ancillary benefits products insurance. A results-oriented, proactive leader who can recruit, train, and coach teams. Possessing a proven record of building teams focused on achieving goals with business and governmental organizations. Strong interpersonal, verbal, and written communication skills. Extensive experience with Excel, Publisher, PowerPoint, Access, Hart Intercivic, and BlueCrest systems.

## EXPERIENCE

**Kane County IL, Geneva, IL**

**2020-Present**

**Executive Assistant, 1-23 to Present**

Assist the elected official in all matters regarding the functioning of the Clerk's office and manage his schedule and appointments. Participate in monthly manager/supervisor meetings to review operational challenges and determine needed adjustments. Communicate with the public through media, public presentations, radio interviews, and interested stakeholders. Interact with other county officials such as the County Board Chair, State Attorney's Office, and County Sheriff's Office; communicate with the IT department on Security matters to ensure election data security. Manage projects as assigned, ranging from writing procedures and assisting in budget preparation to evaluating and recommending systems to improve the training of staff and election workers. Sought out, purchased, and on-boarded a web-based training system and managed the project to produce content for it. When it was first launched, approximately 700 election workers were trained. This resulted in significantly fewer complaints and a smooth launch of the new Hart Verity Duo voting machines. Also, as an outgrowth of this training, I wrote a comprehensive election judges manual with the assistance of key staff members.

**Deputy Clerk/Project Manager, 7-20 to 1-23**

Wrote a vote-by-mail procedure manual in compliance with state statutes. Wrote a security manual, including establishing an improved chain of custody log and seal system. After determining that increased security was needed inside the ballot processing center, I arranged to install security cameras and made the video feed available for the County Clerk, Chief Deputy Clerk, Director and Supervisor of elections, IT Department, Sheriff's Office, and myself.

**Kettley Insurance Agency, Inc., Aurora, IL**

**2015-2020**

Sold GBSA Insurance Agency to Kettley Insurance Agency, Inc., retired after meeting 4-year transition obligation.

**Gaglione Benefit Service Agency (GBSA Insurance), Aurora, IL**

**2010-2015**

**Insurance Agency Owner Sales and Marketing Director**

Launched a multiple-line insurance agency selling property, casualty, life, and health insurance. The business mix is forty percent commercial property and casualty and sixty percent personal lines property and casualty.

**Aetna Medicare, Chicago, IL 2004- 2010**

Provided local market leadership for a multi-state territory to achieve sales targets through multiple distribution channels. Executed sales strategy by ensuring a strong focus on daily activity standards of a growing sales team using key performance metrics. Appointed General Agents, negotiated contracts, commissions, set production goals, and monitored production metrics. Audited off-site call center for achievement of metrics and assured focus on Aetna's messaging strategy. Developed marketing tactics to drive lead generation and capitalize on superior aspects of our position in the marketplace.

- Implemented and conducted provider outreach seminars training 200 hospital and other provider administrators on the value proposition of PFFS programs, resulting in 90% of providers in OH accepting Aetna's PFFS plans.
- Established a co-branded program with Cleveland Clinic in OH, resulting in significant market penetration in the Cleveland area.

**CIMS, a division of Anthem, Inc.,** (Formerly WellPoint Health Networks), Aurora, IL

**2000-2004**

### **Sales Director**

Led all aspects of opening a new territory for this wholly-owned General Agency of WellPoint. This included establishing agent relationships in IL, IN, MO, MI, and TX. Managed the recruiting, training, and supervision of Regional Sales Managers. As one of five directors for CIMS, I developed a mission statement, objectives, strategic plans, and milestones, which were monitored and reported on a six-month, quarterly, and monthly basis to our holding company management.

- In the second year of launch, WellPoint recognized the territory as the number one General Agency for the UniCare Division in 2003 and the number two General Agency in 2004 and 2005.
- Placed over 1100 agents under contract and brought sales to over 200% of plan in the second and third year after launch and 128% of plan in the fourth year.
- Generated over \$4,400,000 in sales in the second year of launch and \$6,600,000 in the third and fourth years respectively.

**UniCare, a division of Anthem** (formerly WellPoint Health Networks), Bolingbrook, IL

**1997-2000**

### **Small Group Product Specialist (2000 – 2002)**

Led a team to facilitate enrollments of small group health insurance (2 to 50 employees) in IL and IN. Partnered with the Regional Sales Managers on training agents on group enrollment, HSA, and underwriting procedures and requirements in monthly seminars. Contacted agents and agencies to discuss marketing, sales, and renewal retention strategies. As a member of the rate review committee, provided competitive analysis and used predictive modeling to determine the impact of changes. This analysis was used by senior management, operations, and actuarial services to forecast rates, sales, and future operational needs.

- Brought enrollments from an average monthly total of 86 to 263 groups in an eight-month period resulting in an increase in premium revenue of over \$9.5 million per month.
- Brought the average number of employees per group from 8.5 to 11.6
- Increased average premium from \$431 per member per month to \$567 per member per month.

### **RSM Support Team Leader**

**1994-1997**

Supervised the daily activities of a team of four people who supported 28 Regional Sales Managers in IL, IN, VA, GA, TX, and NV. Managed the contract administration for approximately 6000 agents, resolved commission problems, and provided technical support on product design, application procedures, and regulatory compliance in all of the above states. Also participated in or directed special projects to improve workflows, processes, cost reduction, and quality improvement.

- Managed a feasibility study to change enrollment procedures to reduce the number of attending physician statements needed resulting in \$300,000 of annual savings without compromising underwriting results.
- Led a pilot project on follow-up and distribution of leads generated from advertising, establishing a centralized telemarketing operation for UniCare by leveraging existing telemarketing units in other divisions of WellPoint. This improved the lead-to-sale conversion rate from 2.6% to 29%, capturing an additional \$2 million in monthly revenue.

**Kettley Insurance Associates, Aurora, IL**

**1985-1994**

### **Insurance Producer**

Responsible for selling Health, Life, and individual and commercial lines products in the western suburbs of Chicago.

## **PROFESSIONAL AFFILIATIONS AND LEADERSHIP**

Illinois Association of County Officials

Board of Directors, Fox Valley Music Consortium (Fox Valley Orchestra)

Board of Directors DuPage Women's Shelter Services

Past President, DuPage Association of Health Underwriters

Past Legislative Chairman, National Association of Health Underwriters – DuPage Chapter

Past Federal Legislative Chairman, National Association of Health Underwriters

Medicare Advisory Group, National Association of Health Underwriters

DePaul University, School of Business, guest lecturer on Risk Management and legislative affairs

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Medicare Advisory Group, National Association of Health Underwriters

DePaul University, School of Business, guest lecturer on Risk Management and legislative affairs



# COUNTY OF KANE

**John A. Cunningham**  
Kane County Clerk



Kane County Government Center  
719 South Batavia Avenue  
P.O. Box 70  
Geneva, Illinois 60134  
Phone: (630) 232-5999  
Fax: (630) 232-5866  
Web Site: [www.co.kane.il.us](http://www.co.kane.il.us)

June 6, 2024

Shasta County Board of Supervisors  
Shasta County, California

Dear Sir or Madam:

It is my pleasure to recommend Mr. John Gaglione as your new Registrar of Voters / County Clerk for the County of Shasta, California. Please let me share some of the fine attributes that he has brought to our Clerk's office here in Kane County. Undoubtedly, he will bring the same to Shasta County.

Mr. Gaglione came on board in our elections department approximately four years ago, working not only as a special projects manager but as someone who understood the vision of our own Clerk and the elections process as a whole. With a background in strong leadership and communications skills, Mr. Gaglione outreached and presented to community organizations throughout Kane County discussing the importance of the election process, election transparency, election security and early voting. He possesses a conservative, yet strong work ethic -- always seeing a project through to its completion and supervising those who work with him, keeping them on track. This past year, he was instrumental in updating our election judge manual and getting our elections judges on board with a new on-line training platform.

To his credit, he is passionate about what he does, sees the big picture and is willing to go the extra mile for the office. He works well with all levels of management comfortably and confidently. I would be remiss to say that our loss would be your gain.

Please feel free to contact me should you like to discuss more examples of Mr. Gaglione's professional contributions to our office.

Sincerely,

  
Celeste Weilandt  
Chief Deputy Clerk  
Kane County, Illinois

:ckw

# COUNTY OF KANE

*John A. Cunningham*  
Kane County Clerk



Kane County Government Center  
719 South Batavia Avenue  
Geneva, IL 60134  
Phone: (630) 232-5999  
Fax: (630) 232-5866  
Web Site: [www.co.kane.il.us](http://www.co.kane.il.us)

June 10, 2024

I am submitting this letter of reference for John R. Gaglione, who has served as my Executive Assistant for the past one and a half years.

Mr. Gaglione has worked in the office of the Kane County Clerk, serving as a Deputy Clerk since July 2020. He quickly became our project manager, solving security and training issues and performing day-to-day administrative duties in the elections department. He has demonstrated far-ranging writing and communication abilities. He has a firm understanding of the election processes and the state statutes. We have taken advantage of his strong communication skills and presentation abilities. He did numerous public outreach meetings, presenting to community service organizations, political groups, and radio programs in Kane County. These efforts were constructive in informing the public on issues such as the Vote-by-Mail process and election security, voter registration, and election transparency. He also performed valuable assistance in purchasing and accepting our new Hart Verity Duo voting machines and peripherals.

As my Executive Assistant, he has participated in our budgeting process and various personnel matters. He has personally sought and recommended a web-based training program that has proved effective in training approximately 700 election workers on enhanced election procedures and our new election equipment. He supervised and did much of the development of this training with select office staff, our State Attorney, and other stakeholders. His efforts resulted in a very smooth transition to the new system. I have found that he can work with and communicate with diverse groups of people and understands the sensitivity of confidential matters.

On a personal note, I have known Mr. Gaglione for several years due to his involvement in the community. He is an honest, articulate, and capable individual. Mr. Gaglione would be a great asset to any organization and an excellent choice for serving Shasta County.

Please feel free to contact me if I can answer any questions.

Sincerely,

A handwritten signature in blue ink that reads "John A. Cunningham". The signature is fluid and cursive, with the first name "John" being the most prominent.

John A. Cunningham  
Kane County Clerk

## EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
1450 Court Street, Suite 348  
Redding, California 96001  
(530) 225-5515

[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)

Kelley, Kristen  
A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 5/24/24 8:41 PM

For Official Use Only:

QUAL: \_\_\_\_\_

DNO: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID#: A23EM_CCE_050724
NAME: (Last, First, Middle) Kelley, Kristen		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: CA Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Some College		

## PREFERENCES

MINIMUM COMPENSATION: \$125,000.00 per year	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day	

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

TYPE: Professional Standards Administrator	
LICENSE NUMBER:	ISSUING AGENCY: California Association of Realtors
TYPE: Travel Consultant Certification	
LICENSE NUMBER:	ISSUING AGENCY: College of the Redwoods

## Skills

OFFICE SKILLS: Typing: 45 Data Entry: 0
OTHER SKILLS: Chief Operations Officer - Intermediate - 1 years and 0 months Chief Executive Officer - Expert - 8 years and 1 months
LANGUAGE(S):

## ADDITIONAL INFORMATION

Professional Associations Humboldt Association of Realtors
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## REFERENCES

REFERENCE TYPE: Professional	NAME: Elizabeth Campbell-Chase	POSITION: Previous President/ Leadership
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ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Lois Lee Busey	POSITION: Executive Officer
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Veronica Broderick	POSITION: Human Resources/ Case Manager
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Personal	NAME: Patricia Jorgenson	POSITION: [REDACTED]
ADDRESS: (Street, City, State/Province, Zip/Postal Code) Charlotte, North Carolina		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Rebecca Gwin	POSITION: Executive Assistant
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

**Agency-Wide Questions**

1. **Physical address if different from mailing address: (Street, City, State, Zip Code)**

[REDACTED]

2. **Are you 18 yrs. of age or older?**

Yes

3. **List the last 4 digits of your Social Security Number.**

[REDACTED]

4. **Do you have a High School Diploma or G.E.D. Certificate?**

Yes

5. **For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?**

No

6. **Are you presently working for Shasta County?**

No

7. **If you are a current, regular employee, what department do you work in?**

8. **Have you worked for Shasta County in the past?**

No

9. **Do you have any relatives employed by Shasta County?**

No

10. **The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?**

No

11. **If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?**

12. **Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.**

No

13. **Were you ever discharged or forced to resign from a position?**

No

14. **If you answered YES to any questions 5 through 9 or question 13 please describe.**

15. **Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?**

No

16. **Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.**

No

17. **How did you find out about this job?**

Online Job Board

18. **Websites**

Shasta County

19. **If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)**

Yes

20. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.

Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by Kristen Kelley on 5/24/24 8:41 PM



# KRISTEN KELLEY

## Chief Executive Officer

Multi-talented business leader bringing 10+ years of experience as a successful Chief Executive Officer and Upper Level Management. Strategic problem solver and personnel manager. Visionary executive implements plans that meet current and future needs. Excels at adding value to membership driven industries and upper level administration. Key expertise in Real Estate Associations.

### CONTACT



[Redacted]



[Redacted]



[Redacted]

[Redacted]

### SKILLS

- Outstanding Membership Service
- Executive Leadership
- Relationship and Team Building
- Strategic Planning and Execution
- Risk Management
- Judgement and Decision Making
- Employee Motivation and Performance
- Event Planning
- Compliance and Regulations
- Budgeting and Financial Management
- Government Advocacy

### EXPERIENCE

#### Chief Executive Officer

Humboldt Association of Realtors | March 2017 - Current

- Developed and implemented the Strategic Plan in partnership with Board leadership
- Successfully administered growth of membership 30-35% in five years.
- Cultivated leadership and developed staff team relationships.
- Administrated the Multiple Listing Service and Lockbox Programs.
- Ex-Facto Director on the Board of Directors.
- Oversaw budgetary and financial activities and implemented strategies to grow business and profits.
- Monitored business trend forecasts and adjusted budgets and operational plans to maximize growth and opportunities.
- Engaged in risk management by reviewing proposed actions and employee conduct and assessing for potential liability.
- Oversaw multiple offices in several counties.
- Participated on regional and state level AE and MLS Advisory Committees.

- Administrator for multiple county Grievance and Professional Standards programs.
- Maintained Bylaws, Rules & Regulations and Policies.
- Oversaw 23 volunteer committees under a 17-panel Board of Directors.
- Maintained the National Association of Realtors CORE Standards Program.
- Established and cultivated relationships with government officials.
- Oversaw event, education and networking opportunities for membership.
- Attended State and National Association of Realtors meetings.
- Minimized staff turnover through appropriate selection, orientation, training, staff education and development.
- Oversaw facility maintenance and construction on association's new corporate office.

## **Office Operations Manager**

**Redwood Coast Regional Center | Eureka, CA**

**March 2016- March 2017**

- Oversaw two offices in two separate counties.
- Oversaw 40+ support staff - hiring/terminating, scheduling, job duties/ descriptions, evaluations, and training.
- Implemented state inventory procedures.
- Successfully prepared for state and federal audits of case files.
- Facilitated duties as the Safety Director for the corporate office.
- Successfully revised and improved outdated Policies and Procedures.
- Facilitated security upgrades to two offices and oversaw the remodeling projects.
- Assisted with the organization's budgeting and financials for 100+ million annually.
- Implemented Risk Management trainings and reduction of workplace safety issues.
- Sustained office efficiency by implementing and planning office systems, equipment procurement and layouts.
- Used judgment and initiative in handling confidential matters and requests.
- Administered payroll and maintained proper documentation of employee personnel.
- Coordinated office activities and operations to secure efficiency and compliance with company policies.
- Delegated work to staff, setting priorities and goals.

## **Interim CEO, Executive Assistant, Education Coordinator, GAD, MLS Administrator**

**Humboldt Association of Realtors | Eureka, CA**

**April 2001- March 2016**

- Tackled and addressed top-level, high-priority issues with professional administrative discretion.
- First-Point-of-Contact and face of HAR for a membership of 800-900 professionals.
- Bookkeeping and administration of the Multiple Listing Service and Lockbox program.
- Scheduled and arranged travel and hotel reservations for meetings, conferences and seminars.
- Set up meeting and event logistics for senior management and updated calendars.
- Facilitated Board of Directors and 23 committees; agendas, minutes, and support materials in advance for successful sessions.
- Managed and tracked expenses to meet company budget requirements.
- Leveraged word processing software to create proposals, letters and memos.
- Managed soft IT, website and membership databases.
- Handled incoming and outgoing mail, email and faxes.
- Took detailed notes in meetings and disseminated information afterward.
- Scheduled and participated in meetings with government officials.

- Managed incoming membership, organized orientations and Code of Ethics requirements.
- Assisted in directing and implementing strategic goals established by the board of directors.
- Oversaw all event marketing, advertising, and newsletter publication to the membership.
- Coordinated all association events, education seminars, and fundraising activities.

### Human Resources Coordinator

Visiting Angels, Inc. | Eureka, CA

January 2009- June 2015

- Resolved personnel issues regarding human resources matters needing clarification, submissions and corrections.
- Managed communication regarding employee orientation and open enrollment for benefits.
- Selected and interviewed candidates for all available positions.
- Organized and delivered training by scheduling, securing facilities and collaborating with subject-matter experts.
- Initialized background checks for potential new hires.
- Scheduled meetings with employees to address concerns and grievances.
- Attended conferences, workshops and special events to recruit qualified candidates for company.
- Liaised between management and employees by relaying work information, adjustments and grievances.
- Audited employee files for accuracies and certified compliance.
- Processed weekly payroll for 120+ employees.

### Sales Consultant

Eureka Travel Agency | Eureka, CA

March 1995- April 2001

- Arranged detailed group, corporate and personal travel arrangements for clients.
- Cultivated productive relationships with customers through exceptional service.
- Reviewed purchase documents and company receipts for reconciliation with statements.
- Entered deposits, credit card charges and sales entries to facilitate cash management.

## EDUCATION

- Eureka High School | Eureka, CA
- Business Administration and Management -College of The Redwoods | Eureka, CA
- Professional Standards Administration Certification
- Actively preparing for the American Society of Association Executives CAE and RCE Certifications in 2023.

## REFERENCES

### Work:

- Lois Lee Busey (Previous CEO), Eureka, CA, [REDACTED]
- Elena Lavoll (Administrative Assistant), Eureka, CA, [REDACTED]
- Elizabeth Campbell-Chase (Association Leadership), McKinleyville, CA, [REDACTED]
- Rebecca Gwin (Previous Executive Assistant), Eureka, CA, [REDACTED]

### Personal:

- Monica Hiner (Friend), Fort Dick, CA, [REDACTED]
- Trish Jorgensen (Friend), North Carolina, [REDACTED]
- Staci Nally (Friend and Previous co-worker), Rio Dell, CA, [REDACTED]
- Veronica Lewis (Friend and Previous co-worker), Eureka, [REDACTED]

May 24, 2024

RE: County Clerk/Registrar of Voters CEO Position

Dear Shasta County Board of Supervisors,

I reviewed your Chief Executive Officer position posted on the Indeed website and was interested in submitting my resume for your consideration.

I believe that my skills and experience match well with the needed requirements to oversee the County Clerk/Registrar of Voters office. I represent 20+ years of experience in mid-level, COO, and CEO level management. I excel at developing staff, establishing policies, transparency, confidentiality and utilizing cohesive diversity.

My experience has equipped me with the necessary tools to succeed in this position:

- Administration Management
- Budget & Financial Management
- Strategic Planning and Execution
- Human Resources – Staff & Leadership Development
- Event Planning and Fundraising Efforts
- Conflict Resolution
- State and National Accreditation
- Governmental Advocacy

I would greatly appreciate your consideration of my resume. I believe that I would be a valuable addition to the Shasta County - County Clerk/Registrar of Voters office. You can reach me at [REDACTED] or email

[REDACTED] I look forward to hearing from you.

Sincerely,

*Kristen Kelley*



**EMPLOYMENT APPLICATION**

**COUNTY OF SHASTA**  
 1450 Court Street, Suite 348  
 Redding, California 96001  
 (530) 225-5515

[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)

**Michaud, Kenneth**  
 A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

**Received: 6/7/24 2:29 AM**

**For Official Use Only:**

QUAL: \_\_\_\_\_

DNQ: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

**PERSONAL INFORMATION**

<b>POSITION TITLE:</b> COUNTY CLERK/REGISTRAR OF VOTERS		<b>EXAM ID#:</b> A23EM_CCE_050724
<b>NAME:</b> (Last, First, Middle) Michaud, Kenneth		<b>SOCIAL SECURITY NUMBER:</b> N/A
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]		<b>EMAIL ADDRESS:</b> [REDACTED]
<b>HOME PHONE:</b> [REDACTED]		<b>NOTIFICATION PREFERENCE:</b> Email
<b>DRIVER'S LICENSE:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>DRIVER'S LICENSE:</b> State: CA Number: [REDACTED]	<b>LEGAL RIGHT TO WORK IN THE UNITED STATES?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>What is your highest level of education?</b> Bachelor's Degree		

**PREFERENCES**

<b>WHAT TYPE OF JOB ARE YOU LOOKING FOR?</b> Regular
<b>TYPES OF WORK YOU WILL ACCEPT:</b> Full Time
<b>SHIFTS YOU WILL ACCEPT:</b> Day, Evening, Night, Rotating, Weekends, On Call (as needed)

**EDUCATION**

Nothing Entered For This Section

**WORK EXPERIENCE**

Nothing Entered For This Section

**CERTIFICATES AND LICENSES**

Nothing Entered For This Section

**Skills**

Nothing Entered For This Section

**ADDITIONAL INFORMATION**

Nothing Entered For This Section

**REFERENCES**

Nothing Entered For This Section

**Agency-Wide Questions**

1. **Physical address if different from mailing address: (Street, City, State, Zip Code)**

[REDACTED]

2. **Are you 18 yrs. of age or older?**

Yes

3. **List the last 4 digits of your Social Security Number.**

[REDACTED]

4. **Do you have a High School Diploma or G.E.D. Certificate?**

Yes

5. **For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?**

6. **Are you presently working for Shasta County?**

No

7. **If you are a current, regular employee, what department do you work in?**

8. **Have you worked for Shasta County in the past?**

No

9. **Do you have any relatives employed by Shasta County?**

No

10. **The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?**

No

11. **If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?**

12. **Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.**

No

13. **Were you ever discharged or forced to resign from a position?**

Yes

14. **If you answered YES to any questions 5 through 9 or question 13 please describe.**

13) City of Redding - Probationary period over but not hired permanently.

15. **Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?**

No

16. **Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.**

No

17. **How did you find out about this job?**

Shasta County Website, Other

18. **Websites**

Shasta County

19. **If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)**

Yes

20. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.

Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by Kenneth Michaud on 6/7/24 2:29 AM

**Kenneth D. Michaud**



**Experience:** **Caltrans** **Redding, CA**  
July 2021 to Present

*Construction Safety Coordinator* *Redding, CA*  
Provide expertise, coordination, and training in construction safety for Caltrans District 2. Visit job sites to review contractor and state employee compliance with best safety practices. Review work zones and detours for adequate signs and delineation, safety of workers and drivers, and recommend modifications as necessary. Conduct the safety portion of pre-construction meetings. Organize and conduct the annual Construction Safety Refresher classes. Perform plan reviews and act as liaison between the Construction, Traffic, and Design departments to ensure effective construction staging and traffic management plans and specifications.

**City of Redding - Department of Public Works** **Redding, CA**  
October 2019 to October 2020

*Project Coordinator - Traffic* *Redding, CA*  
Direct the placement of signs and pavement markings; respond to inquiries from the public and City officials; oversee the collection and reporting of traffic data. Provide comments on capital and developer plan submittals. Perform the duties of the administrative hearing officer for parking citations. Supervise an administrative and technical staff of four.

**Lockwood, Kessler & Bartlett, Inc.** **Syosset, NY**  
April 2011 to September 2019

*Nassau County Traffic Signal Expansion Project – Phase VI* *Nassau County, NY*  
Resident Engineer on a NCDPW federal aid project to rebuild 14 traffic signals on Roslyn Road and integrate the signals into the Nassau County Traffic Management System via installation of fiber optic cable and associated equipment. Directed a staff of three inspectors.

*NY 24, NY 454 and NY 110 Priority Resurfacing* *Elmont, NY & Suffolk County, NY*  
Chief Inspector for milling, resurfacing, and associated pavement repair and restoration work on NY 24 in Elmont and Franklin Square, NY 454 in Islip and NY 110 in Huntington.

*CR 50 Resurfacing Design* *Suffolk County, NY*  
Design Engineer on CR 50 - Union Boulevard project, responsible for drainage inspection and design, and preparation of the quantity and cost estimate for the entire project.

*Nassau County Resurfacing* *Nassau County, NY*  
Resident Engineer on three Federally-funded asphalt resurfacing projects, assuring compliance with NYSDOT and FHWA oversight requirements (including contract award and final close-out). Oversaw four inspectors.

*Lawrence/Cedarhurst Sewer Consolidation* *Lawrence/Cedarhurst, NY*  
Senior Inspector on \$20 million project, which included 6,000 LF of 10" and 14,000 LF of 20" force main, manholes, appurtenances, replacing pumps, backup generators, and control equipment.

**VHB Engineering, Surveying, & Landscape Architecture** **Hauppauge, NY**  
**Eschbacher Engineering** (acquired by VHB in Jan 2007)  
January 1989 to March 2011

*NY Route 25 Construction Inspection* *Lake Grove and Centereach, NY*  
Resident Engineer on a \$28 million NYSDOT roadway improvement project on 3.5 mile segment of NY 25. The project included roadway widening, full reconstruction of existing traffic signals, and all new curb and sidewalk. Directed a staff of five inspectors and an office engineer.

*Heartland Town Center Traffic Impact Study* *Brentwood, NY*  
Project Engineer responsible for the preparation of the traffic impact portion of the DEIS for \$4 billion redevelopment of 462 acres at the former Pilgrim Psychiatric Center. Developed a custom multi-mode trip generation and distribution model to model the impact of the project, other planned projects, and the proposed \$200 million traffic mitigation plan on the surrounding transportation network.

*NYSDOT Traffic Engineering Services and Accident Investigations* *Long Island, NY*  
Senior Engineer for Highway Safety Investigation Reports at numerous locations for the NYSDOT. Assigned and reviewed the work of up to eight subordinates at a time.

*Brompton Road Area Improvements* *Merrick, NY*  
Senior Engineer responsible for roadway profiles, drainage analysis and design, and the preparation of bid documents for the Town of Hempstead.

*Main Street Sidewalk Improvements Inspection* *Huntington Village, NY*  
Inspector/Resident Engineer on a sidewalk improvement project on NY 25A at NY 110. The contractor was thrown off the project for non-performance. My recordkeeping and testimony at trial contributed to the Town of Huntington's victory as defendant in litigation with the contractor.

*Long Island Expressway HOV Lane Construction Inspection* *Syosset and Woodbury, NY*  
Office Engineer on \$100 million NYSDOT project to construct HOV lanes on the Long Island Expressway from Exits 43 to 46. The project included the reconstruction of nine bridges and construction of two new bridges, with an inspection staff of over thirty people.

*Southern State Parkway Interchange Improvements* *Long Island, NY*  
Senior Inspector on NYSDOT project to improve nine interchanges, including conversion of cloverleaf interchanges into diamond interchanges.

*130<sup>th</sup> Street Area Construction Inspection* *Laurelton, NY*  
Office Engineer on a NYCDOT sanitary sewer and residential street reconstruction project. Residents engaged in street protests against certain elements of the project, resulting in changes to avoid extended conflict between the residents and NYC.

*Hutchinson Parkway Bridge over Amtrak* *Bronx, NY*  
Engineer on inspection and preliminary plan prep for rehab of a NYCDOT plate girder bridge.

**Steinman, Boynton, Gronquist, & Birdsall** **New York, NY**  
July to October 1988  
Member of team doing biannual inspection of four large span bridges across the Missouri River between Iowa and Nebraska.

**Education:** **Massachusetts Institute of Technology** **Cambridge, MA**  
Bachelor's degree in Civil Engineering, June 1988

Licensed Professional Engineer in the State of New York.

**Kenneth D. Michaud**



June 6, 2024

Shasta County Board of Supervisors  
1450 Court Street, Suite 308B  
Redding, CA 96001-1673

Greetings Supervisors,

My name is Ken Michaud and I live in Cottonwood. I write this letter to offer myself as a candidate for the position of County Clerk/Registrar of Voters, recently vacated by Cathy Darling Allen.

Various allegations of systemic fraud in the election process in Shasta County have been made, but no evidence to substantiate the allegations has been put forth. An allegation is not evidence. Nonetheless, the ROV, the public caretaker and administrator of the election process in Shasta County, has an obligation to address the allegations, whether the allegations are backed by evidence or not. The ROV, like any public official, must proficiently and convincingly respond to allegations of fraud to maintain public confidence in the workings of government. Some of the allegations of fraud in Shasta County elections have been refuted by the ROV office, others have not, or are not so simple to refute.

Granted, even with easily refuted allegations of election fraud, some citizens will never be persuaded. But the continuing acrimony and allegations of fraud in the wake of the March 5<sup>th</sup> primary election make it clear that the ROV's efforts to maintain or increase public confidence in the Shasta County election process have been unsuccessful.

My knowledge of math, statistics, and probability have given me the ability to thoroughly understand the various allegations of systemic election fraud, the first step toward addressing the allegations. The second step is understanding the implications about how the fraud, if true, could have been carried out, and who was in a position to carry out the fraud. Only with a thorough understanding of what is alleged and the implications of the allegation can a clear and persuasive refutation be presented to the public. I submit for your consideration my three minute presentation to the Board on the Mesa Pattern of Fraud, during the public comment session on February 27<sup>th</sup> as evidence of my ability to make a clear and persuasive refutation of an allegation that needed to be refuted, but was not addressed by the ROV.

In addition to refuting unsubstantiated allegations and defending the integrity of the election process, the ROV must admit when valid allegations are made and propose corrective measures. Although not evidence of fraud or miscount, anyone who took the time to observe the hand audit of the District One recall and District Two Supervisor votes at the election office on Market Street should have immediately recognized, as Supervisor Jones did, that proper procedures were not being followed by the auditors. To my knowledge, the office of the ROV has not acknowledged the validity of Supervisor Jones's observations or explained how the office will ensure proper procedures will be followed in future audits.

My years of experience in highway construction as an inspector and Resident Engineer have given me familiarity with interpreting and administering plans, specification, and contracts, not very different from understanding and administering the election code and election department. I have directly supervised a diverse group of staffers, as many as eight at a time, and worked successfully with the wide range of personalities in the construction industry and government, both being essential skills for an effective Shasta County Clerk/ROV.

Serving as a poll worker in the March 5<sup>th</sup> election has given me insight into potential improvements to poll worker training and guides, and ballot layout, as well as the candid opinions of other poll workers that they may not necessarily share with the permanent election staff. In addition, interacting with Assistant Clerk/ROV Joanna Francescut while coordinating my poll worker assignment, and analyzing various aspects of the March 5<sup>th</sup> election results has given me greater insight into small details of the election process, her abilities and dedication, and, I would suggest, perhaps given her an appreciation of some of my abilities discussed above.

My resume is attached to this letter. Whether or not you choose me for the position of Shasta County Clerk/ROV, I hope some of my observations will aid you in selecting the candidate you believe to be best suited for the position.

Sincerely,



Kenneth Michaud



## EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
1450 Court Street, Suite 348  
Redding, California 96001  
(530) 225-5515

[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)

Sloan, Daniel Wayne  
A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 6/7/24 7:25 AM

For Official Use Only:

QUAL: \_\_\_\_\_

DNO: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID#: A23EM_CCE_050724
NAME: (Last, First, Middle) Sloan, Daniel Wayne		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]	ALTERNATE PHONE: [REDACTED]	NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: CA Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Doctorate		

## PREFERENCES

MINIMUM COMPENSATION: \$85,000.00 per year	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends, On Call (as needed)	
OBJECTIVE: My objective is to make substantial contributions to the faculty, students, and university. I am a true academic edifying through higher-order thinking, critical thinking, and innovative thought.	

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

TYPE: Student Aviation Pilot - Private License	
LICENSE NUMBER: 3922270	ISSUING AGENCY: U.S. FAA
TYPE: California Basic Educational Skills Test Certificate (CBEST - Permanent)	
LICENSE NUMBER: 77875062	ISSUING AGENCY: California Commission on Teacher Credentialing
TYPE: Business Teaching Certificate (CSET)	
LICENSE NUMBER: Pending	ISSUING AGENCY: California Commission on Teacher Credentialing

## Skills

OFFICE SKILLS: Typing: 70 Data Entry: 0
OTHER SKILLS: MS Office Suite, LMS (MOODLE, Canvas, Edmodo, etc) - Expert - 10 years and 0 months
LANGUAGE(S): Spanish - <input checked="" type="checkbox"/> Speak <input checked="" type="checkbox"/> Read <input type="checkbox"/> Write Mandarin - <input checked="" type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write

**ADDITIONAL INFORMATION****Professional Associations**

ABA - American Business Association  
 AEC - American Economic Association  
 TESOL / CaTESOL  
 Toastmasters

**Honors & Awards**

California GOP Executive Committee Member  
 Glenn, Tehama, and Shasta County Chairman  
 Shasta County Chairman  
 CaGOP Delegate  
 Simpson University Dale Awards 2023 & 2024, Harvard University  
 HIGHLIGHTS - Outstanding Leadership, Language, and Cultural Experience  
 Five U.S. Department of State / Georgetown University Fellowship Grant Awards  
 U.S. DoS Fellow of February 2017 (#1 out of 150 worldwide)

**REFERENCES**

<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Jennifer Uhler	<b>POSITION:</b> U.S. Department of State RELO
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
<b>EMAIL ADDRESS:</b> [REDACTED]		<b>PHONE NUMBER:</b> [REDACTED]
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Jair Gevaerd	<b>POSITION:</b> Arbitrator/Mediator/Professor
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
<b>EMAIL ADDRESS:</b> [REDACTED]		<b>PHONE NUMBER:</b> [REDACTED]
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Lane Rickard	<b>POSITION:</b> Government Affairs Liaison
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
<b>EMAIL ADDRESS:</b> [REDACTED]		<b>PHONE NUMBER:</b> [REDACTED]
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Diane Millar	<b>POSITION:</b> U.S. Department of State RELO
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
<b>EMAIL ADDRESS:</b> [REDACTED]		<b>PHONE NUMBER:</b> [REDACTED]
<b>REFERENCE TYPE:</b> Professional	<b>NAME:</b> Jamie Dragon	<b>POSITION:</b> Public Affairs Officer - U.S. Department of State
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
<b>EMAIL ADDRESS:</b> [REDACTED]		<b>PHONE NUMBER:</b> [REDACTED]
<b>REFERENCE TYPE:</b> Personal	<b>NAME:</b> Marcelo Rosadilla	<b>POSITION:</b> Program Supervisor
<b>ADDRESS:</b> (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
<b>EMAIL ADDRESS:</b> [REDACTED]		<b>PHONE NUMBER:</b> [REDACTED]

**Agency-Wide Questions**

1. **Physical address if different from mailing address: (Street, City, State, Zip Code)**

[REDACTED]

2. **Are you 18 yrs. of age or older?**

Yes

3. **List the last 4 digits of your Social Security Number.**

[REDACTED]

4. **Do you have a High School Diploma or G.E.D. Certificate?**

Yes

5. **For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?**

No

6. **Are you presently working for Shasta County?**

Yes-Regular

7. **If you are a current, regular employee, what department do you work in?**

County Clerk/Registrar of Voters

8. **Have you worked for Shasta County in the past?**

Yes

9. **Do you have any relatives employed by Shasta County?**

Yes

10. **The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?**

No

11. **If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?**

12. **Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.**

Yes

13. **Were you ever discharged or forced to resign from a position?**

No

14. **If you answered YES to any questions 5 through 9 or question 13 please describe.**

15. **Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?**

Yes

16. **Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.**

No

17. **How did you find out about this job?**

Word of mouth

18. **Websites**

Shasta County

19. **If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)**

Yes

20. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.
- Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by Daniel Wayne Sloan on 6/7/24 7:25 AM

# Daniel Wayne Sloan, D.B.A.

## Associate Prof.

### Curriculum Vitae

**BRIEF BIO:** Simpson University Associate Professor Dr. Daniel Sloan serves as a U.S. Department of State Specialist, alumni Georgetown University Fellow, and adjunct professor at Pepperdine University Law School. During his international service, Dr. Sloan spent almost a decade in China, Laos, and Southeast Asia, where he educated and consulted the senior staff of foreign governments. His work included the ASEAN integration project; he has traveled the globe. Eurasia (Russia, Estonia, et.al.) and Middle East (Bahrain, UAE, et.al.) Specialist assignments. Dr. Sloan continues his foreign service experience by educating, consulting, and liaising on behalf of the U.S. Department of State. His teaching experience includes UCLA, internationally, and while in service at foreign U.S. Embassy and Consulate posts. Political Science and Diplomacy Expert, serves as Shasta County Republican Central Committee Chair, Shasta-Tehama-Glenn County Area Chair, and California GOP Executive Committee Member. Emphasis on finance, technology, economics, business, regulation, and enforcement. His professional and entrepreneurial experience includes decades of business with Fortune 500 companies (Proctor and Gamble, Philip Morris, Coca-Cola, the U.S. Military, and more). Dr. Sloan has a diverse cultural and career history comprising numerous successful entrepreneurial endeavors. His doctoral dissertation emphasizes the role of financial economics in Chinese currency internationalization. He serves as the Simpson University Master of Business Administration and Master of Organization Program Director and Associate Business CIS Professor.

### SELECT ACHIEVEMENTS

- Entrepreneurial Emphasis with CEO/CFO experience: Advanced Finance/Risk Management and Legal curriculum development and design. PAST works with the Shasta County Election Department.
- Established Subject Matter Expert (SME): STEM, Economics, Entrepreneurship/Innovation/Technology, Finance, Academic and Legal English, Grammar, Pedagogy, Linguistics, Political Science, Organizational Development, F2F, HyFlex, blended, and ICT curriculum
- Faculty Association Vice President, Simpson University
- Serves as a judge on the Shasta High School VEX Robotics competition.
- Member of Shasta County Office of Education STEM Committee.
- Member Leadership Redding August 2022 Cohort and Steering Committee Member (2023-present)
- Director MBA, MAOL, Traditional Undergraduate, Adult Programs (16 faculty under supervision).
- Served as the Interim Business Department Chair, BSBA, in the CIS program
- Created and presented 160+ speeches, workshops, and papers globally over the past decade.
- Board Member and Treasurer of non-profit The Good News Rescue Mission
- Serves as Chair of the Faculty Hiring Committee and University President's Council.
- Professional record serving in a broad range of executive roles (Board Member, President/CEO, CFO, Manager).
- Served U.S. Congressional Business Administration Advisory Committee
- Pollution Prevention Coordinator and Business Worksite Learning Coordinator. Established expert in Blockchain, Cryptocurrency, and DiFi.

### EDUCATION

Graduate Certificate, Business Innovation, Economics, Bus. Science, AI, Harvard University, May 2022-current  
Doctor of Business Administration, April 2017, *Golden Gate University*  
Master of Science, Finance, April 2020, *Golden Gate University*  
Master of Business Administration, 1995, *Golden Gate University*  
Master of Arts in Teaching, TESOL, 2013, *The University of Southern California*  
Dual Bachelor of Arts in Business Administration and Bachelor of Arts in Psychology, 1994, *Simpson University*

### PROFESSIONAL EXPERIENCE

1. **Pepperdine University School of Law** July 2013-Present  
*Adjunct Professor of Graduate ADR – Straus Institute for Dispute Resolution*
2. **Simpson University** May 2023 - Present  
Department Chair, Associate Business/Professor, Director of Online MBA & MAOL, Adult Programs
3. **Simpson University** August 2019-May 2023  
*Assistant Business/Professor, Director of Online MAOL Program*
4. **Simpson University** January 2018-August 2019

# Daniel Wayne Sloan, D.B.A. Associate Prof.

## *Adjunct Professor*

- |   |                          |
|---|--------------------------|
| 5. US Department of State /Georgetown University                            | August 2014- Present     |
| 6. UCLA Extension, Wilshire Blvd., Los Angeles, Ca., USA                    |                          |
| 7. Kaplan Education China, Zhengzhou Foreign Language School, Henan College | September 2011-July 2014 |
| 8. <i>Shasta Logistics, Inc. Chief Executive Officer &amp; President</i>    | January 2001-August 2011 |
| 9. National University, Simpson University, & Shasta College                | 1996-2001                |

## PROFESSIONAL DEVELOPMENT

- |                                       |   |
|---------------------------------------|---|
| 1. 160+ Global Presentations          | 3. Certified Scuba Diver                    |
| 2. Foreign Expert Certificate – China | 4. Student Aviation Pilot – Private License |

## PUBLICATIONS

(Full list upon request)

1. Too many to list
2. Sloan, D.W. (2017). Trends Toward Globalizing the Renminbi. Golden Gate University.
3. Sloan, D.W. (2018) Overcoming Reticence and Anxiety: The Madman’s Cooperative Learning Approach to Academic (EAP/ESP) Writing
4. Sloan, D.W. (2025, pending). *Blood Mortar: Rediscovering Faith and Freedom from Behind the Great Wall: My Story of Escape from Poverty Flats.*

## CONFERENCES & PRESENTATIONS

1. The 8th US-China Strategic and Economic Dialogue (SED) / 7th Annual U.S.-China High-Level Consultation on People-to-People Exchange (Attended by Secretary John Kerry) / Speaker / Presenter
2. 800<sup>th</sup> Anniversary of the Magna Carta, U.S. Consulate Guangzhou, China, Diplomatic Participant
3. TESOL International 2017, Seattle, Washington, USA – Seattle Convention Center, Presenter
4. Mongolia TEFL TESOL Conference - Mongolia University of Science and Technology (MUST), Ulaanbaatar, Mongolia 2016, Plenary Speaker
5. Entire list upon request (Too many to list)

## PROFESSIONAL AFFILIATIONS

- |  |   |
|--|---|
| 1. Political Science Expert (GOP Central Committee Chairman in three northern California Counties) | 2. CaGOP Executive Committee                |
|  | 3. American Business Association            |
|  | 4. American Economic Association (AEA)      |
|  | 3. FAASTeam (Safer Skies through Education) |

**Daniel Wayne Sloan, D.B.A.**  
**Associate Prof.**

[REDACTED]

Dear Supervisors,

Please accept this letter of interest for the Shasta County ROV position. I am a Shasta County native who lives and works in Shasta County. My decades of substantial work and career history include logistics services for the Shasta County Elections Department. My knowledge of the elections department, election code, and political environment is recent and detailed. Shasta County needs an ROV that instills confidence in the election process. The past is littered with contention over the Dominion machine replacement, hand-count tabulations, and delays in counting. County election employees need leadership. Experience leading people and organizations is extensive and will significantly enhance integrity, voter turnout, and an amicable workplace environment. Integrity is essential to me. Standing strong for our election process and ensuring the voters are confident that their ballot will be counted properly, cost efficiently, and timely are hallmarks of success.

I am writing to you from Belize City, Belize, where I am on vacation. I will arrive back in Shasta County on June 20, 2024, so I cannot interview live until that date. I can attend via ZOOM or other media prior to returning.

Please let me know if you can interview in person upon my return or if you prefer to interview streaming.

Sincerely,  
Dr. Daniel Sloan

[REDACTED]



## EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
1450 Court Street, Suite 348  
Redding, California 96001  
(530) 225-5515

[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)

TOLLER, THOMAS P.  
A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 5/17/24 3:03 PM

For Official Use Only:

QUAL: \_\_\_\_\_

DNO: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID# : A23EM_CCE_050724
NAME: (Last, First, Middle) TOLLER, THOMAS P.		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]		NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: CA Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Doctorate		

## PREFERENCES

WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
OBJECTIVE: To be appointed County Clerk/Registrar of Voters for Shasta County.

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

TYPE: California State Bar License # 136079	
LICENSE NUMBER:	ISSUING AGENCY:
TYPE: California Registered Lobbyist (2007-2008)	
LICENSE NUMBER: 1296934	ISSUING AGENCY: California Secretary of State

## Skills

Nothing Entered For This Section

## ADDITIONAL INFORMATION

Professional Associations  
Appointed Member (by BOS) of the Board of Trustees of the Shasta County Law Library, Jan. 2024 to present  
Volunteer Experience  
Subject matter expert for the California Commission on Peace Officers Standards and Training "Annual Legal Update" (2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2014, 2015, 2016); "Firearms Law" (2004), "Distance Learning" statewide advisory group (2005), and "Hearsay Evidence and Prop. 115 Preliminary Examinations" (2010), "Hate Crimes" (2016).  
Professional Associations  
California District Attorneys Association Board of Directors, Director 7/2014 to 7/2016.  
Professional Associations  
Statewide Advisory Group for the Domestic Violence Domain of the California Medical Training Center, Member 2004  
Professional Memberships  
Tehama County Peace Officers Association, President 2001

## REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

1. Physical address if different from mailing address: (Street, City, State, Zip Code)  
[REDACTED]
2. Are you 18 yrs. of age or older?  
Yes
3. List the last 4 digits of your Social Security Number.  
[REDACTED]
4. Do you have a High School Diploma or G.E.D. Certificate?  
Yes
5. For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?
6. Are you presently working for Shasta County?  
No
7. If you are a current, regular employee, what department do you work in?
8. Have you worked for Shasta County in the past?  
Yes
9. Do you have any relatives employed by Shasta County?  
No
10. The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?  
Yes
11. If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?  
Yes
12. Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.  
No
13. Were you ever discharged or forced to resign from a position?  
No
14. If you answered YES to any questions 5 through 9 or question 13 please describe.  
# 8. I am a former employee of the Shasta County District Attorney's Office.
15. Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?  
No
16. Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.  
No
17. How did you find out about this job?  
Other
18. Websites
19. If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)  
Yes
20. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.

Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by THOMAS P. TOLLER on 5/17/24 3:03 PM

**Curriculum Vitae**

**THOMAS P. TOLLER**

**EDUCATION:**

A.B. (Rhetoric), University of California at Berkeley, Berkeley, California;

J.D., University of California Hastings College of the Law, San Francisco, California;

B.A. (Philosophy), Dominican School of Philosophy & Theology at the Graduate Theological Union, Berkeley, California;

Graduate Studies (Theology), Dominican School of Philosophy & Theology

**BAR ADMISSIONS:**

California, State Bar No. 136079

**PROFESSIONAL EXPERIENCE:**

Private practice, Redding, California (2017-present); and El Cerrito, California (1998-1999);

Deputy District Attorney for County of Shasta, Redding, California (1994-1998) and (2012-2017);

Research Attorney for the California District Attorneys Association Violence Against Women Project, Sacramento, California (2001-2004);

Director of Publications for the California District Attorneys Association, Sacramento, California (2004-2012); Registered Lobbyist (2007-2008);

Deputy District Attorney for County of Tehama, Red Bluff, California (1999-2001);

**Curriculum Vitae**  
**THOMAS P. TOLLER**  
Page Two

**PUBLICATIONS:**

Contributor to the California Office of Emergency Services “Domestic Violence Forensic Examination Form and Protocol” (2003);

Contributor to the California Attorney General’s “Firearm Seizure and Disposition Protocol” (2004);

Contributor to the California District Attorneys Association’s *Victims’ Rights Manual 2008 Update* [Chapter 13] (2008);

Author of several brief articles and position papers of interest to California prosecutors (2002-2012);

Primary Editor of the CDAA Whitepaper on the Innocence Project’s Report on Prosecutorial Misconduct (2012);

*A Guide to the Impact of Proposition 36 on the Three Strikes Law* (November 2012);

Author of several brief articles of interest to Shasta County law enforcement published in the Shasta County District Attorney’s Office *Prosecutor’s Perspective* (2012-2016)

**TEACHING EXPERIENCE:**

Lecturer, CRJ 174A – Law of Arrest, Search & Seizure, California State University Sacramento (Section 6, Spring 2007);

Instructor at several continuing legal education seminars on topics related to crimes of violence against women (2002-2006), including participation in curriculum development for Violence Against Women Project’s “Rural Outreach Regional Trainings” (2003-2004) and “Forensic Medical Evidence Seminar” (2003);

Presented at two California Medical Training Center leadership meetings on the impact of the U.S. Supreme Court’s decision in *Crawford v. Washington* (2004);

**Curriculum Vitae**  
**THOMAS P. TOLLER**

Page Three

Participant, Panel Presentation on “You Don’t Hear-say: Impact of the *Crawford* Decision on Child Abuse, Domestic Violence and Elder Abuse Cases” for the Clinical Forensic Medicine Institute at the 24<sup>th</sup> Annual U.C. Davis Western Regional Child Abuse and Neglect Conference, Sacramento, California (September 26, 2005); and again at the 25<sup>th</sup> Annual Conference, Sacramento, California (September 12, 2006); and yet again at the 28<sup>th</sup> Annual Conference, Sacramento, California (September 22, 2009);

Presented on “The Education of Prosecutors on Ethics and Professionalism” at the National Prosecution Ethics Symposium of the National College of District Attorneys National Center for Prosecution Ethics, Charleston, South Carolina (April 15, 2005);

Subject matter expert for the California Commission on Peace Officers Standards and Training “Annual Legal Update” (2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2014, 2015, 2016); “Firearms Law” (2004), “Distance Learning” statewide advisory group (2005), and “Hearsay Evidence and Prop. 115 Preliminary Examinations” (2010), “Hate Crimes” (2016);

Guest Lecturer, Chapman Law School LL.M. in Prosecutorial Science, on Impact of *Melendez-Diaz* and subsequent California cases on prosecutors in California (Spring 2010);

Presented “Avoiding Misconduct in Closing Argument” at the CDAA seminar on Ethics, Substance Abuse and Elimination of Bias (January 14, 2011);

Creator and Producer of the CDAA “Cases for Consideration” webinar series: Presented on *Bates, Wagner, Kenefick & Cates* (February 11, 2009); on *Baabali, Ramirez & Hamlin* [Lesser Included Offenses & Torture] (April 2, 2009); on *Melendez-Diaz, Dungo & Rutterschmidt* [Impact of *Crawford* on Forensic Evidence & Expert Testimony] (August 27, 2009); on *Millard & Moore* [Restitution issues](November 5, 2009); on “New Laws 2010” and “New Laws 2011” with DDA Jeff Rubin of Alameda County D.A. (February 2010, 2011); and on *Padilla v. Kentucky* [Immigration Consequences] (August 30, 2010);

Co-presenter on Officer Involved Critical Incidents at CDAA Rural Counties Conference (October 2013);

Presented on Cultural Sensitivity, Hate Crimes and Crime Charging for Elimination of Bias MCLE to Shasta County District Attorney’s Office (2015, 2016)

**Curriculum Vitae**  
**THOMAS P. TOLLER**

Page Four

**OTHER PROFESSIONAL ACTIVITIES:**

Member, appointed by Shasta County Board of Supervisors,  
Board Member of the Shasta County Law Library Board of Trustees (January 2024-  
present);

Member of the Board of Directors for the California District Attorneys Association (July  
2014-July 2016);

Member, Statewide Advisory Group for the Domestic Violence Domain of the California  
Medical Training Center (2004);

President, Tehama County Peace Officers Association (2001).



Last revised May 2024

Thomas P. Toller



Kevin W. Crye, Chairman  
Shasta County Board of Supervisors  
1405 Court St, Ste 308B  
Redding CA 96001  
kcrye@shastacounty.gov  
530.225.5557

**VIA EMAIL & ATTACHMENT TO COUNTY APPLICATION**

May 17, 2024

RE: Appointment as Shasta County Clerk/Registrar of Voters

Dear Chairman Crye:

The purpose of this letter is to inform you and the Board of my interest in being appointed to the open position of County Clerk and to briefly acquaint you with my qualifications for the position. I am currently in the process of providing Shasta County Personnel with all of the required documents to complete my application.

Given the current climate of distrust engendered by the former Clerk's policies in conducting the last few elections, I feel I am an ideal replacement. I am from outside the existing culture that prevails amongst any internal candidates; but as a long-time resident and former employee of the county, I have a strong stake in the restoration and preservation of good government.

Some members of the Board may be familiar with my political philosophy from my work with Erik Jensen in his 2022 campaign to become the District Attorney. I am a firm adherent of the federal system enshrined in both the Constitution of the United States and in the Constitution of the State of California. The principle

of subsidiarity should guide policy decisions at all levels of government, which means that the needs and desires of the majority in Shasta County that can be legitimately addressed locally should take precedence over federal or state involvement.

As a practical matter, this means that federal and state mandates, particularly if they are at odds with local interests, should be interpreted strictly and narrowly. And permissive state and federal policies, particularly if they can serve local interests advantageously, should be interpreted broadly. As an attorney, I have training and years of experience interpreting statutes and cases. In particular, my years as a staff attorney and lobbyist for the California District Attorneys Association in Sacramento has acquainted me with the legislative process and the interpretation of the legislative history behind any particular statutory text.

While recognizing that Government Code sec. 24004 prohibits a County Clerk from practicing law during his or her tenure, I would still be permitted to rely on my knowledge, skills and abilities to inform my own judgment about the policies and procedures necessary to carry out the responsibilities of the office in a manner designed to enhance the public's confidence that they will be served with transparency and integrity. I can rapidly master the relevant portions of the Government and Elections Codes in order to bring an independence of judgment to the position of County Clerk. I would in no way be beholden to the Secretary of State in Sacramento, as if her interpretation was chapter and verse of Holy Writ.

With respect to management experience, during my tenure at CDAA I was directly responsible for the work of four attorneys and four administrative staff, including conducting their annual performance evaluations. Additionally, I participated in two disciplinary actions, managing the discrete, non-voluntary resignations of both individuals after each was found to have a sustained finding of a personnel policy violation. I regularly participated in the strategic planning initiatives of the Board and executive management: and served as a close personnel advisor to at least one Executive Director of the association.

As my curriculum vitae demonstrates, I also have considerable experience in training both attorneys and allied professionals. Given this background, I am confident that I can teach and mentor groups of existing employees in understanding and adopting the goals of any new policies and procedures.

I look forward to the opportunity of learning the Board's vision for filling this appointment and answering any question the members may have of my philosophy of public service and qualifications.

Sincerely,

s/Thomas P. Toller

cc: Shasta County Personnel, ATTN: Melissa Mansfield

ENCL

**Submitted by Thomas P. Toller**

RE: RESPONSE TO SUPPLEMENTAL QUESTIONS WITH APPLICATION FOR COURT CLERK/REGISTRAR OF VOTERS

01 I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.

YES. I am over 18 years of age and a resident of the City of Redding, County of Shasta, State of California.

02 I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.

YES. I am a registered voter in Shasta County, California.

03 I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.

YES. While I am an active member of the California State Bar, License No. 136079; I understand that during my tenure as County Clerk I cannot practice law or represent clients as an attorney. I will have no objection to complying with this requirement.

04 I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.

YES. At the time you received this Response to Supplemental Questions, you should have also received my cover letter and my application, which was submitted through your online portal.

## EMPLOYMENT APPLICATION



COUNTY OF SHASTA  
1450 Court Street, Suite 348  
Redding, California 96001  
(530) 225-5515

[http://www.co.shasta.ca.us/index/support\\_index/personnel.aspx](http://www.co.shasta.ca.us/index/support_index/personnel.aspx)

Waltman, Jennifer M  
A23EM\_CCE\_050724 COUNTY CLERK/REGISTRAR OF VOTERS

Received: 6/7/24 11:51 AM

For Official Use Only:

QUAL: \_\_\_\_\_

DNO: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: COUNTY CLERK/REGISTRAR OF VOTERS		EXAM ID# : A23EM_CCE_050724
NAME: (Last, First, Middle) Waltman, Jennifer M		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		EMAIL ADDRESS: [REDACTED]
HOME PHONE: [REDACTED]	ALTERNATE PHONE: [REDACTED]	NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: CA Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
What is your highest level of education? Bachelor's Degree		

## PREFERENCES

ARE YOU WILLING TO RELOCATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Full Time
SHIFTS YOU WILL ACCEPT: Day

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

TYPE: Certificate - High Performance Leadership	
LICENSE NUMBER:	ISSUING AGENCY:

## Skills

Nothing Entered For This Section

## ADDITIONAL INFORMATION

Nothing Entered For This Section

## REFERENCES

REFERENCE TYPE: Professional	NAME: Joe Hendrix	POSITION: Chief District Attorney Investigator
ADDRESS: (Street, City, State/Province, Zip/Postal Code) [REDACTED]		
EMAIL ADDRESS:		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Roxanne Burke	POSITION: Retired HHSA Branch Director
ADDRESS: (Street, City, State/Province, Zip/Postal Code)		
EMAIL ADDRESS:		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Professional	NAME: Melissa Janulewicz	POSITION: Retired HHSA Branch Director
ADDRESS: (Street, City, State/Province, Zip/Postal Code)		

EMAIL ADDRESS:

PHONE NUMBER:



**Agency-Wide Questions**

1. **Physical address if different from mailing address: (Street, City, State, Zip Code)**

[REDACTED]

2. **Are you 18 yrs. of age or older?**

Yes

3. **List the last 4 digits of your Social Security Number.**

[REDACTED]

4. **Do you have a High School Diploma or G.E.D. Certificate?**

Yes

5. **For current, regular County employees: Is this application a Request for Lateral Transfer (i.e., You are a current, regular County employee in this classification, and you would like to laterally transfer to a different department in the same current classification.)?**

No

6. **Are you presently working for Shasta County?**

Yes-Regular

7. **If you are a current, regular employee, what department do you work in?**

Health & Human Services

8. **Have you worked for Shasta County in the past?**

Yes

9. **Do you have any relatives employed by Shasta County?**

No

10. **The County of Shasta contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for County employees. The CalPERS law prohibits the County from hiring an individual who is receiving CalPERS retirement benefits unless that person has been reinstated from retirement under the CalPERS law, or the employment is otherwise authorized by the CalPERS law. In order for the County to satisfy its legal obligations under the CalPERS law, please answer the following: Have you applied for or are you receiving retirement benefits from the California Public Employees Retirement System (CalPERS)?**

No

11. **If the answer is "Yes," please answer the following questions: Do you intend to be reinstated from retirement under the CalPERS law prior to commencing County employment?**

12. **Are you applying for an employment position that may be otherwise authorized under the CalPERS law (examples include, but are not limited to, (1) certain types of extra-help positions or (2) if you are receiving a CalPERS disability retirement a position for which you will obtain approval to perform from CalPERS prior to commencing County employment)? PLEASE DO NOT DISCLOSE WHETHER YOU ARE RECEIVING A CALPERS DISABILITY RETIREMENT OR ANY MEDICAL INFORMATION Both the federal Age Discrimination in Employment Act of 1967 and the California Fair Employment & Housing Act prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age.**

13. **Were you ever discharged or forced to resign from a position?**

No

14. **If you answered YES to any questions 5 through 9 or question 13 please describe.**

15. **Would you be willing to accept Extra Help employment (Extra Help employees can work no more than 1,000 hours per each fiscal year and are not eligible to receive benefits. Applicants interested in Extra Help employment will continue to be considered for permanent placement.)?**

No

16. **Are you requesting Veteran's Preference? If yes, to be considered for the Veteran's Preference, a veteran MUST provide a copy of his or her discharge document (DD-214 or equivalent) and information as to the type of discharge (honorable, dishonorable, etc.) with the employment application on or before the final filing date.**

No

17. **How did you find out about this job?**

Shasta County Website

18. **Websites**

Shasta County

19. **If required for this position, I acknowledge supplemental questions and/or a typing certificate must be submitted in order for my application to be considered complete. (Please refer to the job flyer or website to determine those requirements.)**

Yes



20. I certify that all statements in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this application. I agree and understand any misstatement or omission of material fact on this application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to any employment related examination as specified, and to furnish any such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment has been made.

Yes

Job Specific Supplemental Questions

1. I understand the Govt. Code section 1020 requires that a person be 18 years of age and a resident of the state at the time of appointment to civil office.  
Yes
  2. I understand that Govt. Code section 24001 requires that a person be a registered voter of the county or district in which the duties of the office are to be exercised at the time of the appointment if appointed to the elective office to fill a vacancy.  
Yes
  3. I understand that Govt. Code section 24004(a) restricts a clerk from (1) practicing law or having as a partner a lawyer or anyone who acts as a lawyer for a collection agency or (2) acting as a collector or for any collection agency or have as a partner a collector or anyone who acts as a collector for a collection agency in the county where he resides and holds office.  
Yes
  4. I understand that I must submit a cover letter and a resume with my application on or before 5:00 PM on June 07, 2024, in order for my application to be considered complete.  
Yes
- 

The following terms were accepted by the applicant upon submitting the online application:

**Certification of Applicant (Read Carefully Before Responding)**

I certify that all statements made in this application are true and complete to the best of my knowledge and belief. I authorize investigation of all matters contained in this online application. I agree and understand that any misstatement or omission of material fact on this online application may be cause for forfeiture on my part of all rights of employment with Shasta County. I further agree to be fingerprinted, to submit to criminal and traffic records investigation, to submit to any other related examination as specified, and to furnish such proof of meeting the conditions of employment as may be required. I agree to submit to a complete medical examination that includes drug and alcohol testing after a conditional offer of employment had been made.

This application was submitted by Jennifer M Waltman on 6/7/24 11:51 AM

**Jennifer Waltman**



**Objective:** Staff Services Analyst with experience in developing policies and procedures, managing branch safety program and monitoring department's contracts seeks position using skills and expertise.

**Experience:** Shasta County Health and Human Services Redding, California  
**Senior Staff Services Analyst** March 2017 to current

- ÿ Supervise department's contract's unit. Implement and monitor Branch's contracts. Work close with other County departments during the review and approval process.
- ÿ Branch Safety Coordinator. Oversee safety program for over 350 employees in 7 regional offices throughout Shasta County.
- ÿ Collect and analyze data, write reports or develop presentations upon request of HHS Branch Director.

Shasta County Health and Human Services Redding, California  
**Eligibility Supervisor** February 2010 to February 2017

- ÿ Conduct performance evaluations.
- ÿ Supervise employees who were responsible for determining eligibility to public assistance programs including CalWORKs, CalFresh and Medi-Cal.
- ÿ Audit coordinator with State for audits of public assistance programs.

Shasta County Health and Human Services Redding, California  
**Eligibility Worker III** March 2005 to August 2006

- ÿ Assist supervisor with monitoring employee performance
- ÿ Review public assistance cases for correct eligibility determinations.

Shasta County Health and Human Services Redding, California  
**Eligibility Worker I/II** March 2002 to March 2005

- ÿ Determine eligibility for public assistance programs including CalWORKs, CalFresh, Medi-Cal and County Medical Services Program (CMSP).
- ÿ Interview customers applying for public assistance programs and review documents submitted.

**Education/  
Training:** California State University, Chico  
Chico, California  
**Bachelor of Social Work**  
Graduation 1999

Professional Development Academy  
**High-Performance Leadership program**  
Completed: December 2023

**References:** Available upon request

Shasta County Board of Supervisors  
Regarding: County Clerk/Registrar of Voters position

June 7, 2024

Chairman Crye and Supervisors,

My name is Jennifer Waltman and I am submitting an application for consideration for the open position of County Clerk/Registrar of Voters. I currently meet the minimum qualifications required in Government Code Sections 1020, 24001 and 24004(a) for this position. I am over 18 years of age, a registered voter in Shasta County, District 5 and I am not an attorney.

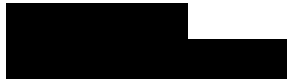
Below is a summary of my qualifications as they apply to the open position.

I have been employed by the County of Shasta since 2009 in the Health and Human Services Agency. Prior to that, I worked for the County of Shasta from 2002 through 2005. My employment with the County has given me firsthand knowledge of the workings of the County and what is needed to accomplish any goals and changes that may need to occur within the Elections/County Clerk's office. I am knowledgeable of the County's Administrative Policies along with County Personnel Rules, both of which are essential for a Department Head who oversees employees. I have 14 years of experience in Supervision as both an Eligibility Supervisor and Senior Staff Services Analyst. I am experienced in reading, analyzing and applying state and federal regulations to a variety of programs. I am familiar with contracts and am skilled at developing collaborative relationships with other County departments. I have training in Continuous Quality Improvement and recently completed the High-Performance Leadership program through the Professional Development Academy.

Outside of my employment experience, I have volunteered as a Poll Worker and then Inspector with the Shasta County Elections office since 2022. I have been a member of Shasta Charter Academy's Advisory Board since 2023 and I volunteer time with the local non-profit organization, Our Heroes Dreams.

I appreciate your consideration and look forward to an opportunity to interview for this position.

Jennifer Waltman





PROFESSIONAL  
DEVELOPMENT  
ACADEMY

WE MAKE LEADERS BETTER

# High Performance Leadership Master Certificate

By authority of the National Executive Committee and upon recommendation of the Leadership Coaches and Faculty, The Professional Development Academy has conferred this Master Certificate of Leadership upon

*Jennifer Waltman*

with all the rights, privileges and honors appertaining thereto in consideration of the completion of program activities prescribed. As witness to this accomplishment, we hereby award this Master Certificate on this twenty-second day of December, 2023.

Colin L. Powell  
(1937-2021)

Former General & Secretary of State  
United States of America



Matt Chase

Executive Director  
National Association of Counties

WELCOME TO THE NEXT LEVEL OF LEADERSHIP.



Tim Rahschulte Ph.D.

Chief Executive Officer  
Professional Development Academy