



**Special Work Session Meeting,
Continued Library Board Interviews Agenda
2 Park Drive South, Great Falls, MT
Gibson Room, Civic Center
June 18, 2024
4:00 PM**

The agenda packet material is available on the City's website: <https://greatfallsmt.net/meetings>. The Public may view and listen to the meeting on government access channel City-190, cable channel 190; or online at <https://greatfallsmt.net/livestream>.

Public participation is welcome in the following ways:

- Attend in person.
- Provide public comments in writing by 12:00 PM the day of the meeting: Mail to City Clerk, PO Box 5021, Great Falls, MT 59403, or via email to: commission@greatfallsmt.net. Include the agenda item or agenda item number in the subject line, and include the name of the commenter and either an address or whether the commenter is a city resident. Written communication received by that time will be shared with the City Commission and appropriate City staff for consideration during the agenda item, and, will be so noted in the official record of the meeting.

CALL TO ORDER

PUBLIC COMMENT

(Public comment on agenda items or any matter that is within the jurisdiction of the City Commission. Please keep your remarks to a maximum of five (5) minutes. Speak into the microphone, and state your name and either your address or whether you are a city resident for the record.)

WORK SESSION ITEMS

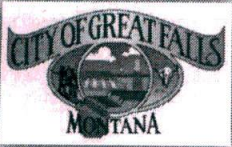
1. Great Falls Library Board Candidate Interviews, Continued from June 12, 2024.
 - Bob Kelly
 - Sharon Anderson

ADJOURNMENT

UPCOMING MEETING SCHEDULE

Commission Work Session - Tuesday June 18, 2024 5:30 p.m.

City Commission Meeting - Tuesday June 18, 2024 7:00 p.m.



**BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM
(PLEASE PRINT OR TYPE)**

Agenda #1.



Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

Board/Commission Applying For: LIBRARY BOARD		Date of Application: 5/13/24
Name: BOB KELLY		
Home Address: 310 4th AVE N., GTF, MT.		Email address: MONIANA.KELLYS@MAC.COM
Home Phone: —	Work Phone: —	Cell Phone: 406-870-0212
Occupation: RETIRED MAYOR		Employer:
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)		
Related experiences or background: 11 YEARS OF CITY GOVERNMENT - 3 COMMISSIONER & MAYOR MUNICIPAL FINANCE CAREER		
Educational Background: BA - COLORADO STATE UNIVERSITY - INTERNATIONAL RELATIONS / POLY SCI ROTARY INT'L FELLOWSHIP - UNIV OF KENT, ENGLAND - INT'L REL		
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:		
Previous and current service activities: RECENTLY RETIRED AS MAYOR WORKED WITH CHILDREN'S MUSEUM, RIVER'S EDGE TRAIL, KID'S EDUCATION YEL, NEIGHBOR WORKS, PTA'S VARIOUS OTHERS		
Previous and current public experience (elective or appointive): CONTINUUM OF CARE EX-OFFICIO ON LIBRARY BOARD MAYOR - 2 YEARS COMMISSIONER 3 YEARS		
Membership in other community organizations: <u>NONE</u> YET		

Have you ever worked for or are you currently working for the City of Great Falls? Yes No If yes, where and when?

MAYOR 8 YEARS COMMISSIONER 3 YEARS

Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes No If yes, who, which department, and relationship?

Have you ever served on a City or County board? Yes No If yes, what board and when did you serve?

ADVISORY COUNCIL INTERNATIONAL RELATIONSHIPS (ACIR)

Are you currently serving on a Board? Yes No If yes, which board?

Are you a Qualified Elector? Yes No
(Any citizen of Cascade County 18 years of age or older who meets the registration and residence requirements provided by law is a qualified elector unless he is serving a sentence for a felony in a penal institution or is of unsound mind, as determined by a court.)

Please describe your interest in serving on this board/commission?
I THINK THE LIBRARY IS AN ESSENTIAL COMMUNITY ORGANIZATION. ACCESS TO QUALITY PROGRAMS, BOOKS, AND RESOURCES FOR ALL IS CRITICAL TO A DEMOCRATIC SOCIETY.

Please describe your experience and/or background which you believe qualifies you for service on this board/commission?
I AM VERY FAMILIAR W/ MUNICIPAL AND CITY BUDGETS AND CAN HELP THE BOARD NAVIGATE THE FINANCIAL CHALLENGES WHILE ENSURING TRANSPARENCY TO THE PUBLIC.

Additional comments:
I THINK I WOULD BE ABLE TO COMMUNICATE EFFECTIVELY TO THE PUBLIC AND LIBRARY BOARD CONCERNING ON GOING ISSUES.

Signature: [Handwritten Signature] Date: 5/13/24

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
Mail: City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Hand Deliver: City Manager's Office
Civic Center, Room 201
2 Park Drive South

Email:
kartis@greatfallsmt.net



**BOARDS AND COMMISSIONS
CITIZEN INTEREST FORM**
(PLEASE PRINT OR TYPE)

RECEIVED

Agenda #1.

JUL 28 2023

CITY MANAGER

Thank you for your interest. Citizen volunteers are regularly appointed to the various boards and commissions. This application subject to Montana Right to Know laws.

Board/Commission Applying For: LIBRARY BOARD		Date of Application: 7-25-2023
Name: SHARON M. ANDERSON		
Home Address: 208 20TH AVE S. GF, MT 59405		Email address: anderson.sharonm@gmail.com
Home Phone: N/A	Work Phone: N/A	Cell Phone: 406-788-7194
Occupation: ATTORNEY		Employer: RETIRED
Would your work schedule conflict with meeting dates? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, please explain)		
Related experiences or background:		
Educational Background: JD MS - SPECIAL EDUCATION BA SPECIAL EDUCATION K-12, MINOR SOCIAL STUDIES		
IF NECESSARY, ATTACH A SEPARATE SHEET FOR YOUR ANSWERS TO THE FOLLOWING:		
Previous and current service activities: CASCADE COUNTY LAW CLINIC SPAY NEUTER CLINIC - VET TECH PEACE HOSPICE VOLUNTEER BOARD MEMBER - EMARK/HORIZON CU + HEALTH FCU SPECIAL OLYMPICS COACH FESTIVAL OF TREES VOLUNTEER FIRE FIGHTER - KNEES GRANT WRITER RIVERS EDGE TRAIL - treasure		
Previous and current public experience (elective or appointive): ELECTION JUDGE - CURRENT		
Membership in other community organizations: ELKS CLUB MONTANA BAR ASSOCIATION		

Have you ever worked for or are you currently working for the City of Great Falls? Yes No If yes, where and when?

Do you have any relatives working or serving in any official capacity for the City of Great Falls? Yes No If yes, who, which department, and relationship?

Have you ever served on a City or County board? Yes No If yes, what board and when did you serve?

Are you currently serving on a Board? Yes No If yes, which board?

Are you a Qualified Elector? Yes No
(Any citizen of Cascade County 18 years of age or older who meets the registration and residence requirements provided by law is a qualified elector unless he is serving a sentence for a felony in a penal institution or is of unsound mind, as determined by a court.)

Please describe your interest in serving on this board/commission?
I have the time and interest. My education & legal training would be helpful

Please describe your experience and/or background which you believe qualifies you for service on this board/commission?
see attached resume

Additional comments:

Signature
Shawn M. Anderson

Date:
7-25-2023

If you are not selected for the current opening, your application may be kept active for up to one year by contacting the City Manager's office. Should a board/commission vacancy occur within 30 days from the last City Commission appointment, a replacement member may be selected from citizen interest forms submitted from the last advertisement. For more information, contact the City Manager's office at 455-8450.

Return this form to:
Mail: City Manager's Office
P.O. Box 5021
Great Falls, MT 59403

Hand Deliver: City Manager's Office
Civic Center, Room 201
2 Park Drive South

Email:
kartis@greatfallsmt.net

SHARON M. ANDERSON
 208 20th Avenue South, Great Falls, MT 59405
 (406) 788-7194 / anderson.sharonm@gmail.com

SUMMARY AND SKILLS

EXECUTIVE MANAGER & CORPORATE COUNSEL

Strategic leader in corporate and government institutions, directing teams and departments to exceptional performance and realizing optimal legal outcomes.

- ✓ Demonstrate expertise in complex corporate, administrative, contract, and health care-related law.
- ✓ Specialize in comprehensive management of Medicare and Medicaid issues, as well as health care self-insurance.
- ✓ Increase a durable medical equipment company's gross revenue of by 1000%.
- ✓ Develop methods to streamline operations and automate tasks.
- ✓ Work with cross-functional departments and external entities to achieve common goals.
- ✓ Build and motivate high-performance, cohesive teams.
- ✓ Advance projects in time-constrained, challenging situations.

CORE COMPETENCIES

Corporate Leadership / Strategic Planning / Business Development / Risk & Change Management Ethics / Team Direction / Research & Analysis / Negotiations / Compliance Corporate & Client Relations / Executive & Legal Presentations / Problem Solving

PROFESSIONAL EXPERIENCE

CASCADE COUNTY LAW CLINIC, Great Falls, Montana

Non-profit pro-bono clinic

Executive Director

2013-2016

Responsible for implementation of Board policies, annual goals and objectives, and the financial, programmatic, and administrative management of the corporation.

Attorney Volunteer

2016-present

Provide direct legal service and advice in the area of family law to applicants and the Executive Director.

PROVIDENCE HEALTH AND SERVICES, Renton, Washington

Integrated health system with more than 51,000 employees

System Privacy Specialist, Enterprise Risk Management Services

2010-2012

Provide system-wide operational expertise and support for the design, review, enhancement and remediation of the privacy compliance program. Participate in all aspects of the comprehensive privacy compliance program – research and analysis; risk assessment and monitoring; compliance standards and metrics. Make recommendations to minimize potential exposures and risks based on industry best practices.

MONTANA DEPT. OF PUBLIC HEALTH & HUMAN SERVICES AND DEPT. OF JUSTICE, Helena, Montana

State government agencies with more than 3,000 employees.

Special Assistant Attorney General, Child Support Enforcement Division

2000-2010

Provide legal representation in technically complex and diverse areas of law while supervising 1 Paralegal with oversight of 20 Case Workers in regional office. Interpret legislation and regulations; draft contracts, orders, opinions, and other legal instruments; and apply decisions to wide-ranging issues. Realize legal solutions to obtain reasonable balance among conflicting interests, as well as complex factual and policy issues. Define and develop strategy and arguments in every level of judicial and administrative tribunals in cases with potential to broaden or restrict division activities.

Resolve cases and issues frequently involving extensive levels of capital and statewide and nationwide impact.

Assistant Attorney General, Child Protection Team

Supervised one Legal Assistant while reviewing cases with County Attorneys' Offices. Drafted instructional materials. Traveled to nine counties and 4 Indian tribes to provide child abuse education and training.

BENEFIS HEALTH SYSTEM, Great Falls, Montana

Non-profit hospital and nursing home facility with 2,600 employees.

Assistant General Counsel**1989-1998**

Supervised one Paralegal while providing advice in all areas of corporate law, including employment, workers' and regular compensation, and benefits. Hired managers and key staff. Provided representation in regulatory (HIPAA, Stark, fraud and abuse), judicial, administrative, bankruptcy, collection, and Medicare and Medicaid cases. Drafted documents including hospital care agreement, health insurance plan amendments, joint venture and physician recruitment contracts, real estate and equipment leases, and settlement agreements. Monitored pending cases in judicial process, as well as negotiated settlement cases. Presented to new staff on patient confidentiality and advanced health care directives. Oversaw development of retail pharmacy.

Corporate and Financial Highlights:

- ✓ Co-wrote federal Rural Electrification Administration grant, resulting in receipt of \$1M for establishment of Montana Telemedicine Project.
- ✓ Streamlined bad-debt collection process and oversaw \$1.2 M in receivables.
- ✓ Increased gross revenue by 1000% through re-engineering and expansion of sales and services.
- ✓ Expanded service area from one to six county region.
- ✓ Achieved statewide recognition as expert on Medicare and Medicaid.
- ✓ Eliminated winning wrongful discharge suits.

Career note: Additional positions include **Corporate Secretary for Benefis Healthcare and Spectrum Medical, Inc.**

EDUCATION AND OTHER

Alexander Blewett III School of Law, Missoula, Montana

J.D., with High Honors

Montana State University-Billings, Billings, Montana

M.S., Education, with High Honors

Michigan State University, East Lansing, Michigan

B.A., Special Education, with High Honors

ADDITIONAL TRAINING: Annual Continuing Legal Education: Privacy and Regulatory Compliance

LICENSURE: State and Federal Courts of Montana; State of Montana, Bar No. 407

CERTIFICATION: Certified in Healthcare Privacy Compliance (inactive); Certified Healthcare Executive (inactive)

TEACHING: Continuous Quality Improvement Trainer