
Profile

Whenever possible, submit your application prior to the scheduled meeting of the affected advisory board so that they can consider all applications prior to making a recommendation to Council.

Public Records Statement

I acknowledge that all information submitted in this application becomes a public record and will be searchable online. The Town is not able to remove information from the public record once it has been posted.

I Agree

dcarrington9@gmail.com

Email Address

Donna

First Name

Carrington

Middle Initial

Last Name

330 Summerfield Crossing rd

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Home: (919) 808-9660

Primary Phone

Alternate Phone

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

What district do you live in? *

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

If you are a Chapel Hill Resident, How long have you lived here?

Greater than 10 years

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

Which Boards would you like to apply for?

Housing Advisory Board: Eligible

Question applies to Housing Advisory Board

Select a Seat Category for the Housing Advisory Board *

Homeowner or Tenant

Which Board is your First Choice? *

None Selected

How did you find out about this opportunity? (select all that apply)

Email

If you chose "Other" from the advertising opportunity listed above, please specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I have experienced housing insecurity here, I have been a tenant for more than 10 years I also am the ED of an org that does housing work

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

have done housing work for 10 years, also understand and work with intersectionalities that affect housing security

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

Donna Carrington

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Ethnicity *

African American

Gender *

Female

If other, please describe:

Please select your age from the following list. *

35-54

Executive Director _____

Occupation

Are you a caregiver for or identify with a disability?

Yes No

Have you participated in the Peoples Academy?

Yes No

Are you a Town of Chapel Hill employee?

Yes No

Ethics Statement

ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

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I Agree *

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I Agree

3littlewolves3@gmail.com

Email Address

Lisa

First Name

Marie

Middle Initial

Ducharme

Last Name

206 Carver Street

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (336) 213-9876

Primary Phone

Alternate Phone

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Greater than 10 years

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Housing Advisory Board: Eligible

Question applies to Housing Advisory Board

Select a Seat Category for the Housing Advisory Board *

Homeowner or Tenant

Which Board is your First Choice? *

Housing Advisory Board

How did you find out about this opportunity? (select all that apply)

Email

If you chose "Other" from the advertising opportunity listed above, please specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I am currently renting in Northside. I am also the Assistant Property Manager for 140 West Franklin. I bike to work, and have such a unique perspective on living in a gentrified neighborhood, and work in an affluent building that also caters to affordable housing. I would love to be a part of, what I feel, is an incredibly necessary component to our Village.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I have my NC Real Estate License. I am the Assistant Property Manager of currently, one of the largest mixed use buildings in our community. I have experience working with Community Home Trust. I've been a member of this community since 1993. I have a huge passion for what "Affordable Housing" should look like.

[Lisa Marie Resume 2022.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Lisa Marie Ducharme

Demographics

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Ethnicity *

Caucasian/Non-Hispanic

Gender *

Female

If other, please describe:

Please select your age from the following list. *

35-54

Property Manager _____

Occupation

Are you a caregiver for or identify with a disability?

Yes No

Have you participated in the Peoples Academy?

Yes No

Are you a Town of Chapel Hill employee?

Yes No

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Hello

I'm Lisa Ducharme

206 Carver Street
Chapel Hill, NC 27516
984.291.4117
3littlewolves3@gmail.com

Skills

- My communication skills stem from my ability to read people, and staying several steps ahead to anticipate their needs. My talents in written communication excel through my use of organization and attention to detail, understanding clear and concise transfer of information is always a good modality. It is often said about me, that I can walk into a room knowing no one, and walk out with lifelong friends; oral communication comes very easy to me, as it's equally important for me to listen, as it is to lead.
- Team building is my specialty, as I'm comfortable being both a leader, and teammate, as the situation necessitates. I thrive on idea exchange, but am quick to assess the next step, and delegate as needed. My strong work ethic is contagious, and I encourage a happy work environment for all.
- My adaptability stems from my confidence, optimism, self-starting nature, and motivation for attention to detail.
- Divergent thinking, and keen imagination make me a naturally creative person. I flourish in settings in which I'm tasked with making impossible situations possible. I most enjoy formulating several ways to solve one problem, leaving options available in my back pocket.

Experience

UNC Student Store, Barnes & Noble College, Chapel Hill, NC - *Manager Cafe/Pit Stop*

- Maintain accurate inventory. Full knowledge of the specific needs of both the fresh grab-and-go cafe and convenience Pit Stop. Ensuring fresh pastries are always available. Ensuring accurate records, making sure all vendors are paid on time.
- Maintain all necessary aspects of ServSafe.
- Scheduling both standard employees and shift supervisors, according to the needs of the day.
- Training both new, and existing employees, in all aspects of the Store, not just cafe and Pit Stop.
- Knowledge on opening and closing procedures. On duties managers have total store responsibility, not just their immediate department.

My Best Friend's Barkery, Banner Elk, NC - *Retail Manager/Marketing Director*

- Oversee daily operations. Place weekly orders. Maintain well documented inventory records. Give excellent customer service at all times. Manage part-time staff members.
- Manage social media, event planning and fundraisers.
- Self-motivated in education about canine and feline nutrition.

The Gamekeeper, Boone, NC - *Catering Manager/Marketing Director*

- Manage all aspects of high-end catered events, including clients, food and drink cost, and decor and staffing of event venues.
- Both cold calls and maintaining existing clientele, to initiate new business. Handled social media, website and external advertising. Formulating innovative ways to boost sales.

Panera Bread, Raleigh and Boone, NC - *Catering Coordinator*

- Oversee production and delivery of large catering orders.
- Manage staff from pre-staging, to production, to delivery, including bakers.
- Opened two catering hub locations.

Education

North Carolina State University - *Zoology Major/Microbiology Minor*

Awards and Achievements

2021 - Licensed Real Estate Agent

2020 - Acute Canine Homeopathy Specialist Certification

2020 - Advanced Canine Nutrition Specialist Certification

2020 - Raw Dog Food Nutrition Specialist Certification

2018 - Trained and Certified in Barista Expertise

2017 - SERVSAFE Certified

2014 - Opened Raleigh Panera Catering Hub. First on the East Coast.

2014 - Set record sales for 1 day, \$21,300. Panera Catering Hub Extension.

2013 - Opened Panera Catering Hub Extension; first in the country.

2007 - Owned and operated 5 Star, Nationally Accredited Child Care Facility. 125 child capacity.

2005 - Owned and operated 5 Star, Nationally Accredited Child Care Facility. 47 child capacity.

1993 - Accepted into NCSU as the first group in the new Microbiology Program. Recruited by SBI.

1990 - Earned Varsity Letter in Tennis

1990 - Accepted into Pre-Med program as a single mom. On the Dean's List each semester.

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I Agree

huntress919@gmail.com

Email Address

Susan

First Name

E

Middle Initial

Hunter

Last Name

607 Rock Creek Road

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (919) 824-6603

Primary Phone

Alternate Phone

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What district do you live in? *

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Greater than 10 years

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Which Boards would you like to apply for?

Housing Advisory Board: Eligible

Question applies to Housing Advisory Board

Select a Seat Category for the Housing Advisory Board *

Homeowner or Tenant

Which Board is your First Choice? *

None Selected

How did you find out about this opportunity? (select all that apply)

Advisory Board or Council member

Email

If you chose "Other" from the advertising opportunity listed above, please specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I am a long time resident of Chapel Hill and have served on the Orange County Planning Board for the past year. I have particular concerns regarding affordable housing and making Chapel Hill a community that is welcoming to everyone. I would like to help give a voice to impacted groups that are not always well represented in our political process. I am also interested in the planning process, bike and pedestrian connectivity as well as access to transit. Creating more opportunities for people to live, work and shop in Chapel Hill has the potential to reduce traffic and mitigate climate change.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I work in clinical research regulatory compliance, and am familiar with following data-driven best practices as well as rules and regulations. I've been a community advocate for transit, multi-modal connectivity, affordable housing and climate action. I have a history of working and volunteering with impacted communities and am a former domestic violence shelter manager.

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

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Ethnicity *

Caucasian/Non-Hispanic

Gender *

Female

If other, please describe:

Please select your age from the following list. *

over 55

clinical research

Occupation

Are you a caregiver for or identify with a disability?

Yes No

Have you participated in the Peoples Academy?

Yes No

Are you a Town of Chapel Hill employee?

Yes No

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I Agree *

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Susan E. Hunter, MPH

607 Rock Creek Road • Chapel Hill, NC 27514 • (919) 824-6603 • huntress919@gmail.com

PROFESSIONAL EXPERIENCE:

Research Practice Manager

Duke University School of Nursing

March 2017 to Present

Manage operations of the Clinical Research Unit (CRU) related to study conduct, ensuring that research activities are performed in accordance with good clinical practice, CRU standards, institutional policy and regulatory requirements. Monitor the status of timelines and key milestones for clinical research studies, including contract execution, IRB approval, and enrollment. Participate in audits of CRU studies by internal and external authorities. Review and respond to audit reports, and develop and implement corrective action in a timely manner. Manage hiring, training and supervision of all clinical research staff as well as research education and compliance for graduate students.

Assistant Research Practice Manager, Department of Psychiatry

Duke University School of Medicine, Department of Medicine

June 2014 to March 2017

Serve as an expert resource to Principal Investigators, study coordinators and research staff on institutional policy and good clinical practice (GCP) regulatory standards. Conduct CRU quality assurance audits to ensure compliance with Duke research policies, documentation in Maestro and GCP regulatory requirements. Develop corrective actions for identified issues. Compile and report data annually for the Quality Assurance Committee. Assist research teams in preparing for FDA and internal Compliance audits. Ensure compliance with required results reporting in clinicaltrials.gov; complete outstanding records with missing data. Advise and assist study staff on eIRB entry and responding to reviewer modifications. Monitor timely submission of annual renewals. Serve as back up to the Research Practice Manager for IRB assignments and reviews. Ensure staff and faculty compliance with DHRT training requirements and meet target metrics set by DOCR. Develop metrics for departmental IRB review of new protocols. Manage departmental research staff meetings. Ensure staff is notified of relevant CRU, departmental and institutional policies and procedures. Experienced in using Maestro, REDCap and Box.

Regulatory Compliance, Division of Cellular Therapy

Duke University School of Medicine, Department of Medicine

February 2007 to June 2014

Develop practices and procedures to ensure regulatory compliance for division research studies. Manage and document training of research key personnel. Responsible for creation and submission of Institutional Review Board documents for clinical trials. Maintain regulatory documents and respond to sponsor queries for assigned trials. Review and edit investigator-initiated protocols. Manage research specimen repository and research sample requests. Experience working on clinical research network trials, NIH studies and management of PI-initiated multicenter studies. Responsible for all aspects of clinicaltrials.gov records for PI-initiated studies. Management of IND and IDE submissions to the FDA. Experience with ONCORE and eResearch EDC systems.

Associate Reviewer, Clinical Trials Quality Assurance Section

Duke University School of Medicine Compliance Office, Durham, NC

February 2004 to February 2007

Monitored clinical trials research throughout the Duke University Health System. Developed clinical research contact database and managed the CTQA web site content. Established a monthly educational series and intensive 2-day training for clinical research professionals to promote good clinical practice. Created PI-specific trainings to address compliance deficiencies. Managed scheduling, resource allocation, needs assessment, registration, catering, evaluation and continuing education credit for all educational events. Attended conferences and prepared poster presentations.

Senior Associate, Social Marketing/Quality Improvement

Medical Review of North Carolina, Cary, NC

April 2000 to February 2004

Managed team to implement Medicare rights education and outreach projects. Served as social marketing consultant on Hospital, Physician and Consumer focused projects to promote best practices and achieve quality improvement measurement goals. Developed educational materials for identified target populations. Coordinated clinical quality of care medical record review; developed and implemented internal quality

management measures. Recruited participants for qualitative research studies, created data collection instruments, collected and analyzed qualitative data. Initiated a geo-demographic population-coding project to target behavior change. Managed outreach website and content. Represented organization and presented at regional and national conferences.

Community Intervention Specialist

Medical College of Georgia, Augusta, GA

June 1999 to September 1999

Identified the technical and programmatic needs of Community Partnerships. Reviewed initiatives targeting substance abuse, violence, juvenile crime and delinquency, and adolescent pregnancy. Fostered relationships between Community Partnerships and regional office. Conducted site visits of Community Partnerships. Researched best practices and matched funding sources to Partnerships' plans and needs.

Research Assistant

Zap Asthma Consortium, Atlanta, GA

October 1998 to June 1999

Screened and recruited families to participate in childhood asthma/community health study. Conducted medical record abstraction for subject identification and case follow-up. Assisted in interviewer trainings and home visits/data collection.

Shelter Manager

Partnership Against Domestic Violence, Atlanta, GA

June 1998 to June 1999

Conducted screening, intake and exit interviews with victims of domestic violence. Implemented behavioral management strategies. Responded to crisis calls as needed. Collected and compiled data for grant reporting. Managed shelter operations, residents and volunteer staff. Developed standard operating procedures.

Health Educator

Planned Parenthood, Atlanta, GA

October 1997 to June 1998

Conducted health education sessions in school settings and community organizations. Assisted in the development and promotion of educational strategies targeting sexually active teens. Conducted evaluation of male involvement/teen pregnancy prevention program and produced final report. Collected and compiled data for grant reporting. Attended and represented agency at regional conferences.

Researcher

Hematology Division, Centers for Disease Control, Atlanta, GA

August 1997 to April 1998

Coordinated and managed all aspects of multiple thrombosis studies. Collaborated on survey design, collected data, reviewed medical records to prescreen subjects and conducted subject interviews. Performed data entry and data validation.

Shelter Manager

Family Violence and Rape Crisis, Pittsboro, NC

June 1992 – July 1996

Conducted screening, intake and exit interviews with victims of domestic violence. Implemented behavioral management strategies. Responded to crisis calls as needed. Collected and compiled data for grant reporting. Managed shelter operations, residents and volunteer staff. Developed standard operating procedures. Attended and represented agency at regional conferences.

VOLUNTEER WORK

Orange County Planning Board
Orange County Climate Action Coalition
NAACP Housing Committee
Orange County Transit Advocates
Refugee Reproductive Health Project
Orange Durham Coalition for Battered Women
Orange County Rape Crisis Center
Atlanta Harm Reduction Coalition – Outreach Volunteer and Grant Committee Member

EDUCATION

Emory University, Rollins School of Public Health, 1998

*Master of Public Health,
International Health; focus in Behavioral Science & Health Education*

University of North Carolina, Chapel Hill, 1990

*Bachelor of Arts
Major: French/Comparative Literature Minor: Psychology*

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I Agree

queenjp76@gmail.com

Email Address

Joyce

First Name

S

Middle Initial

Powell

Last Name

120 Forsyth Dr Apt B

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Home: (919) 360-0432

Primary Phone

Alternate Phone

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What district do you live in? *

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Greater than 10 years

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Which Boards would you like to apply for?

Housing Advisory Board: Eligible

Question applies to Housing Advisory Board

Select a Seat Category for the Housing Advisory Board *

Homeowner or Tenant

Question applies to Justice in Action Committee

Select a Seat Category for the Justice in Action Committee *

Chapel Hill or Carrboro planning jurisdiction

Which Board is your First Choice? *

Housing Advisory Board

How did you find out about this opportunity? (select all that apply)

Other (provide additional information below)

If you chose "Other" from the advertising opportunity listed above, please specify:

Self

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I had been a tenant here in Chapel Hill for almost 20 years a just got an affordable rental which helps with cost of living. It has been a stressful many years raising kids and trying to pay the high rent which I could not afford. This cause many insecurities like food and necessities. I want to be a voice for tenants and advocate for affordable housing for all.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I'm a Sr Health Associate at McKesson. I have worked in Healthcare for 13 years and provided support to local doctors and patients. I'm passionate too about people being able to live and work in Chapel Hill. The University brought me here in 1994 from Rocky Mount NC. I lost a son here 10 years ago and at that time I was struggling with maintaining a place to stay and feeding my family. My years of working, my life , and my determination to see more people enjoy living in Chapel Hill are a few different things a I bring to both boards chosen. I was Raped here to and Justice matters to me. I'm a Criminal Justice Student with a Concentration in Computer Justice Forensics.

Joyce S Powell

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Ethnicity *

African American

Gender *

Female

If other, please describe:

Please select your age from the following list. *

35-54

Sr Health Associate _____

Occupation

Are you a caregiver for or identify with a disability?

Yes No

Have you participated in the Peoples Academy?

Yes No

Are you a Town of Chapel Hill employee?

Yes No

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I Agree

mroberts2@unc.edu

Email Address

Maddie

First Name

G

Middle Initial

Roberts

Last Name

4 Gooseneck Road

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27514

Postal Code

Mobile: (815) 793-8612

Primary Phone

Alternate Phone

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What district do you live in? *

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If you are a Chapel Hill Resident, How long have you lived here?

0-12 months

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

Which Boards would you like to apply for?

Housing Advisory Board: Eligible

Question applies to Housing Advisory Board

Select a Seat Category for the Housing Advisory Board *

Homeowner or Tenant

Which Board is your First Choice? *

Housing Advisory Board

How did you find out about this opportunity? (select all that apply)

Advisory Board or Council member

If you chose "Other" from the advertising opportunity listed above, please specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I am a second-year Master of Public Health student at UNC. My interests lie at the intersection of public health and local government, and I am particularly passionate about how health outcomes are influenced by neighborhood and built environment. I am an advocate for affordable and accessible housing, as well as for creative housing solutions. I believe that every individual should have access to housing that fits their specific needs and that a community has a responsibility to provide an array of housing opportunities. I recognize that I'm a recent Chapel Hill resident, however, I hope that my newness to the area is seen as an opportunity for a fresh perspective. I am eager to learn and contribute to the mission of the Housing Advisory Board.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

Prior to grad school, I worked for 3sixty, a community development nonprofit working to connect neighbors, share resources, and build community in Holland, Michigan's Eastcore neighborhood. As the Community Connector, I:

- Secured over \$20,000 of grant funding through the Michigan State Housing Development Authority to fund sustainable housing enhancements throughout our neighborhood.
- Worked closely with the City of Holland to gather resident feedback on the development of a city-wide Unified Development Ordinance.
- Designed a survey that is distributed biennially to over 700 Eastcore households, exploring variables like neighborhood sociodemographics, determinants of health, and perceived quality of life.

Additionally, I served as a member of the City of Holland Neighborhood Improvement Committee, which closely aligns with the mission of the Housing Advisory Board. As a committee member, I:

- Provided oversight and guidance to the City's Community Development Block Grant Program.
- Served on a sub-committee to design a metric that will be used to measure neighborhood health throughout all of Holland.
- Gained an understanding of city-level policies and strategies as it relates to housing supply/development.

I strongly believe that healthy neighborhoods are the building blocks of healthy communities. I trust that these values are reflected in my experiences, and I am confident that my strengths would complement the excellent work already taking place within the Town of Chapel Housing Advisory Board!

[MaddieRoberts_Resume_.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

The Town Council seeks to attract persons from diverse backgrounds and believes that childcare and transportation is a potential barrier for qualified and interested applicants. See the [Childcare and Transportation Assistance pilot](#) for further details. In order to consider this application and provide some balance to the various boards, this personal information is required:

Ethnicity *

Caucasian/Non-Hispanic

Gender *

Female

If other, please describe:

Please select your age from the following list. *

25-34

Graduate Student

Occupation

Are you a caregiver for or identify with a disability?

Yes No

Have you participated in the Peoples Academy?

Yes No

Are you a Town of Chapel Hill employee?

Yes No

Ethics Statement

ETHICS GUIDELINES FOR TOWN ADVISORY BOARDS AND COMMISSIONS

Members of advisory boards and commissions shall not vote on any matter in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. In addition, members of the Historic District Commission and Board of Adjustment, when these boards are hearing cases, serve as quasi-judicial bodies. Pursuant to General Statute 160D-109(d), members of these boards “shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons’ constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.”

Any member who violates these Ethics Guidelines may be subject to removal from the board or commission. If the advisory board or commission member believes he/she has a conflict of interest then that member shall recuse himself/herself from voting on the matter. In cases where the individual member or the advisory board or commission establishes a conflict of interest, then the advisory board or commission member shall remove themselves from the voting area. Any advisory board or commission member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the advisory board or commission member should excuse himself/herself from voting. The advisory board or commission member may request the Town Attorney respond in writing.

I Agree *

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MADDIE ROBERTS

Chapel Hill, NC 27514 | 815.793.8612 | mroberts2@unc.edu

Master of Public Health student who is passionate about the intersection of public health and government and is interested in seeing state- and federal-level initiatives effectively implemented at the local level.

Skills:

- Grant Writing
- Nonprofit Management
- Communication
- Public Speaking
- Leadership
- Community Development

EDUCATION

Master of Public Health, Leadership in Practice Present

August 2021 -

Gillings School of Global Public Health at The University of North Carolina, Chapel Hill, North Carolina

Current GPA: 4.0; Mary S. Thompson Scholarship Recipient

Bachelor of Arts, Public Health May 2018

August 2014 -

Minor in Applied Intercultural Studies

Taylor University, Upland, IN | 2014-2018

Magna Cum Laude, GPA: 3.75/4.0; Community Life Scholar, 2014-2018; Dean's List, 2014-2018; Certificate of Merit in Leadership, 2015-2018; Wolgemuth Scholarship Recipient, 2017-2018

PROFESSIONAL EXPERIENCE

Gillings School of Global Public Health, Chapel Hill, NC

August 2021 - Present

Graduate Teaching Assistantship

- Assist in course development and delivery of course content.
- Develop and maintain course website and answer student emails.
- Support faculty in the assembly of course materials, logistics, and scheduling.

3sixty, Holland, MI

March 2019 - August 2021

3sixty is a community development nonprofit working to connect neighbors, share resources, and build community in Holland, Michigan's Eastcore neighborhood.

Community Connector

As the 3sixty Community Connector, I worked closely with neighbors, local organizations, and the City of Holland to develop neighborhood resources and organize neighbors for community change.

- Secured over \$25,000 through city and state-level grant opportunities for neighbor-led community development initiatives, including sustainable housing enhancements and COVID-19 relief.
- Designed a survey that is distributed biennially to over 700 Eastcore households, exploring variables like neighborhood sociodemographics, determinants of health, and perceived quality of life.
- Planned events like neighborhood-wide Fall and Spring Cleanups for 100+ neighbors, facilitated community listening conversations, led a Neighborhood Advocacy Team, and oversaw academic and service-based partnerships with Hope College.

Great Lakes Urban, Holland, MI

June 2020 - July 2021

Great Lakes Urban connects people in communities and strengthens their efforts to build strong, safe, and healthy neighborhoods.

Community Organizer (Contracted)

Based on the positive impact that 3sixty has had on the Eastcore neighborhood, the City of Holland and Great Lakes Urban recruited me to coordinate its newest neighborhood effort called West of Washington. Organized residents and partner organizations to establish a Neighborhood Team.

- Facilitated one-on-one meetings and community-listening conversations with residents and organizations to engender neighborhood participation and collaboration.
- Researched institutional, associational, and topographical assets.
- After one year, collaborated with a resident neighborhood leader to transition leadership to the community.

3sixty and Emmaus Scholars Program, Holland, MI **Fall 2019 - Spring 2020**
Emmaus Scholars is a one-year academic program with a focus on intentional community, social justice, and racial reconciliation.

Emmaus Scholars Academic Liaison

Developed a partnership between 3sixty and Emmaus Scholars and coordinated a portion of curriculum for Emmaus Scholars.

- Provided resources for students to analyze and apply 3sixty's neighborhood survey data, learn asset-mapping strategies, engage with neighborhood issues, and partner with neighbors to create community-oriented solutions.

VOLUNTEER EXPERIENCE

3sixty, Holland, MI **September 2021 - Present**
Board Member

- Provide feedback, guidance, and support that upholds 3sixty's mission of connecting neighbors, sharing resources, and building community in Holland, MI's Eastcore neighborhood.

Neighborhood Improvement Committee, Holland, MI **July 2020 - August 2021**
The Neighborhood Improvement Committee advises City Council on housing and neighborhood issues and serves as an advocate for City of Holland neighborhood improvement.

Committee Member

- Provided oversight and guidance to the City's Community Development Block Grant (CDBG) Program.
- Served on a sub-committee to design a metric that will be used to measure neighborhood health throughout all of Holland.
- Served on a sub-committee that allocated \$200,000 of CDBG-COVID-19 funding to local nonprofit organizations.

Hope College Holland, MI **Summer 2020 - Summer 2021**
Student Mentor

- Met with student on a weekly basis to provide encouragement, guidance, and support as they navigated their academic experiences and entered professional responsibilities.

GLOBAL EXPERIENCE

Southeast Asia Learning Exchange Team Member **January 2018**
Taylor University Lighthouse Program

Applied Intercultural Studies, Study Abroad Program; Galway, Ireland **Spring 2016**
An Tobar Nua

Profile

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Public Records Statement

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I Agree

mari.rifenbark@gmail.com

Email Address

Maria

First Name

Middle Initial

Rosales

Last Name

115 Cardiff Place

Street Address

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (818) 795-8507

Primary Phone

Alternate Phone

Residency within the Town limits is required for membership on most Council advisory bodies. Memberships of some committees and task forces may be composed of up to forty percent of non-Town residents.

What district do you live in? *

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

If you are a Chapel Hill Resident, How long have you lived here?

4-9 years

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Which Boards would you like to apply for?

Housing Advisory Board: Eligible

Question applies to Housing Advisory Board

Select a Seat Category for the Housing Advisory Board *

Homeowner or Tenant

Which Board is your First Choice? *

Housing Advisory Board

How did you find out about this opportunity? (select all that apply)

Email

If you chose "Other" from the advertising opportunity listed above, please specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

I am originally from CA and always rented. My husband and I moved to North Carolina because we were out priced out of almost every home in the Los Angeles area and this was very frustrating for us. We were able to find the home of our dreams here in Chapel Hill and the feeling of finally being homeowners was very exciting (and still is!). I believe that every person deserves to have access to affordable housing - it is a basic human right. I know what it is like to look for housing where prices are astronomical, and I also know what it's like to be told your rent is increasing with not enough notice to look for different options. I have sacrificed safety and comfort just to have a roof over my head and that should not be happening. I am passionate about making sure that everyone has access to affordable housing and food, healthcare and education. I feel this is a great first step for me into local issues because I am ready to give back to a town that has given me and my family so much.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I am a bilingual immigrant from Costa Rica and a nurse who works for UNC Healthcare. I'm also a mother of two young boys and I am passionate about issues that affect all of us such as affordable housing and affordable education. I have seen first hand what unhoused people go through and have experienced the stress of looking for affordable housing with limited funds (I was also a graduate student in CA looking for housing with a fellowship salary). I am hardworking, passionate and a fast learner. I bring a different perspective into the conversation and I'm ready to share my thoughts with like minded individuals and with those who have different views.

Maria Rosales

[RESUME_Maria_Rosales.pdf](#)

You may upload a supporting document (e.g., CV or resume). Please be advised that any information submitted becomes a public record and may be searchable online.

Demographics

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Ethnicity *

Hispanic

Gender *

Female

If other, please describe:

Please select your age from the following list. *

35-54

nurse

Occupation

Are you a caregiver for or identify with a disability?

Yes No

Have you participated in the Peoples Academy?

Yes No

Are you a Town of Chapel Hill employee?

Yes No

Ethics Statement

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I Agree *

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MARIA LUISA ROSALES

115 Cardiff Place
Chapel Hill, NC 27516
mari.rifenbark@gmail.com
818-795-8507

EDUCATION

University of North Carolina at Chapel Hill (May 2013)

Bachelor's of Science, Nursing (Chapel Hill, NC)

California State University, Los Angeles (May 2005)

Master's of Science in Biology (Los Angeles, CA)

San Diego State University (May 2002)

Bachelor's of Science in Biology (San Diego, CA)

LICENSES AND CERTIFICATIONS

Registered Nurse, NC

BLS - Current

WORK EXPERIENCE

UNC Healthcare (November 2021 - current)

Registered Nurse, Gastroenterology Clinic

Work with physicians and advance care practitioners to provide excellent care to patients presenting with various diseases of the gastrointestinal tract as well as patients with liver issues. Administered medications, vaccinations, take complete history of patients past medical issues. I assisted patients in scheduling future appointments within the clinic as well as ultrasounds and other studies.

Durham County Department of Public Health (September 2020 - October 2021)

STI/HIV Clinic Supervisor

Manage clinic staff which includes nurses, nurse practitioners, a disease intervention specialist and an HIV counselor. I was responsible for hiring nurses to the clinic by looking through the job applicant pool and identifying nurses who had the required qualification and appropriate job experience to fit the needs of the clinic. Worked with new hires to ensure a smooth on boarding experience was provided and answered any and all questions asked by prospective hires. Help provide, arrange and ensure the treatment of clients presenting with sexually transmitted infections, or those requesting testing for STI/HIV. I was part of the super user team when Durham County transitioned to Epic while simultaneously helping as Team Lead in the vaccination clinic efforts. I have been a preceptor to new staff members and have worked diligently to ensure that all reporting is done on time and that the clinic continued to see patients while all staff were expected to be part of the vaccination efforts. I have updated policies for the clinic to ensure that we are following all state required guidelines as well as completed surveys

to the state. I continue to re evaluate the clinic flow to ensure we are able to see every single person who calls for an appointment. I often fill in for the program manager when she is unable to attend meetings or participate in certain activities for the department.

UNC Health Care (December 2018 –September 2019)

Registered Nurse, Gynecological Oncology Clinic

Provided assessment and care of oncology patients. Administered chemotherapy and other biological agents used to treat various gynecological cancers. Accessed ports, placed intravenous catheters, drew labs. Provided pt education regarding potential side effects of medications and provided support to patients and their families. Assisted with vaginal exams, colposcopies and various types of biopsies.

Huntington Memorial Hospital (June 2014 – January 2018)

Registered Nurse, Emergency Department

Provided assessment and care of critically ill patients ranging from pediatric to geriatric populations. Prepared, administered and recorded a variety of different medications as well as prepared patients for procedures such as central line placement and pre operative checklists. Performed a wide variety of procedures including placement of NG tubes, foleys, IVs, procedural sedation and other nursing duties. Worked in conjunction with MDs, NPs, PA, and residents from different fields of expertise.

UNC Health Care (July 2013 –May 2014)

Registered Nurse, Emergency Department, UNC Health Care - RN Residency Participant

Provided assessment and care of critically ill patients ranging from pediatric to geriatric populations. Prepared, administered and recorded a variety of different medications as well as prepared patients for procedures such as central line placement and pre operative checklists. Perform a wide variety of procedures including placement of NG tubes, foleys, IVs, procedural sedation and other nursing duties.(Chapel Hill, NC)

Shalhevet High School (August 2007-December 2011)

Science teacher

Biology, Chemistry, AP Biology, Ecology and 8th Grade Science

Prepared curriculum, organized lessons, served as class advisor for 10th and 11th grade classes.

(Los Angeles, CA)

California Health Collaborative - Los Angeles Cancer Partnership

(July 2011-September 2011)

Health Educator

Led presentations to different organizations throughout the greater Los Angeles area regarding cancer screening education, healthy living and services available to low-income women.

(Los Angeles, CA).

New Village Charter School (September 2006- June 2007)

Science teacher

Biology and Health Sciences 10th, 11th, 12th Grade

Prepared curriculum, organized lessons, served as advisor to high risk teenage girls who

were parenting or had spent time in juvenile detention. (Los Angeles, CA)

Herbalife International (February 2006 – September 2006)

Global Licensing Specialist

Worked closely with various marketing, regulatory, and scientific groups to determine product feasibility from a legal, economical and cultural standpoint. (Los Angeles, CA)

National Oceanic and Atmospheric Administration (February 2005-February 2006)

Biological Technician III

Drafted reports to the Headquarter offices of NOAA-Fisheries on scientific research conducted by the center and associated scientists. (La Jolla, CA)

LANGUAGE AND SKILLS

Spanish Proficient - Written & Oral

Electronic charting

Microsoft office

Profile

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Public Records Statement

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I Agree

rileysullivan35@gmail.com

Email Address

Riley

First Name

D

Middle Initial

Sullivan

Last Name

304 Copperline Dr

Street Address

Apt. R

Suite or Apt

Chapel Hill

City

NC

State

27516

Postal Code

Home: (734) 276-7898

Primary Phone

Alternate Phone

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What district do you live in? *

Chapel Hill Town limits (Purple)

[Please consult the town maps HERE if you are unsure.](#)

If you are a Chapel Hill Resident, How long have you lived here?

0-12 months

The Council encourages you to visit a meeting of the group that you are interested in serving on. Please choose no more than two groups from the list below to which you would like to apply.

Which Boards would you like to apply for?

Housing Advisory Board: Eligible

Question applies to Housing Advisory Board

Select a Seat Category for the Housing Advisory Board *

Homeowner or Tenant

Which Board is your First Choice? *

Human Services Advisory Board

How did you find out about this opportunity? (select all that apply)

Internet

If you chose "Other" from the advertising opportunity listed above, please specify:

Interests & Experiences

What perspective(s) do you bring to the board(s), commission(s), committee(s) or task force(s) to which you are applying?

What I love most about Chapel Hill is its diversity of backgrounds. And as a young adult in our community, I feel a responsibility to represent the wants, needs, and perspectives of younger residents of Chapel Hill. As a student at UNC, I feel a disconnect between us and the rest of the town. My philosophy is that if I am not part of the solution to our problems, I am reinforcing them. If I serve on one of the boards I am interested in serving on, I will use my position to attempt to make our city an even better place for everyone. Across the United States, young people are dealing with a mental health and overdose epidemic. As a sociology major and young adult, I bring two perspectives to this board. First, from an academic sense and how policy and broader influences impact these issues. But also, from the position of a young adult, I actively see the need for more resources, and it gives me a pulse on what types are warranted. As for the housing advisory board, I bring the experience of having worked in maintenance at an apartment complex. While that may not initially seem too relevant, maintenance staff have experience working on the ground in the housing market. To put it in simple terms, we understand how housing works from a regulatory, business, and operational perspective. I do not work in the industry anymore, but having worked in it, I have seen many problems.

Please provide a brief summary of any other relevant qualifications (skills, abilities, interests and/or experience) you bring.

I am a junior sociology major at UNC, plan on enrolling in a dual law degree/Ph.D. in sociology program after graduating. My research interest is analyzing the relationship between ideological tensions, social problems, and law/policy. Outside of school, I have experience working on political campaigns, interning in a state-level legislative position, and working in non-profit administration. I am also a member of the Teach Initiative, a coalition of students at UNC who educate youth about substance use and mental health from a harm reduction, resource-based, and expert-backed perspective. On the side, I sometimes write for the Triangle Blog Blog.

[Spring_2023.docx](#)

You may upload a supporting document (e.g., CV or resume). **Please be advised that any information submitted becomes a public record and may be searchable online.**

Demographics

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Ethnicity *

Caucasian/Non-Hispanic

Gender *

Male

If other, please describe:

Please select your age from the following list. *

18-24

Sociology Student _____

Occupation

Are you a caregiver for or identify with a disability?

Yes No

Have you participated in the Peoples Academy?

Yes No

Are you a Town of Chapel Hill employee?

Yes No

Ethics Statement

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I Agree *

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RILEY D. SULLIVAN

(734) 276-7898 – rileysullivan35@gmail.com – 304 Copperline Dr., Apt. R, Chapel Hill, NC

Education

Bachelor of Arts, The University of North Carolina Chapel Hill, May 2024

Major: Sociology

GPA: 3.82/4.00

Work Experience

Substance Use Committee Member, TEACH initiative, Chapel Hill, NC September 2022-Present

- Researched current trends in substance use and best harm reduction practices
- Developed age-appropriate substance use curriculum for high school aged students
- Presented the organizations substance use curriculum to high school classes and community organizations

Legislative Intern, State Rep. Regina Weiss, Lansing, MI, January 2022-April 2022

- Independently research issues and legislation the legislator's needs.
- Drafted materials to legislative committee.
- Compose letters to members of congress and others who influence policy related to the constituency.
- Facilitated responses to constituent mail.
- Consolidated unemployment system feedback

Office Coordinator, Camp Mendocino/ Boys and Girls Club of San Francisco, Fort Bragg, CA, June 2022-August 2022

- Facilitated responses to camper's parent's email.
- Organized camper daily schedules for the camp leadership team.
- Consolidated unemployment system feedback

Campaign Staff, Tom Wells for Congress, Remote, April 2021-August 2022

- Managed a team of two graphic designers developing social media content
- Managed technical aspects of the campaigns phone banking systems
- Researched policies and helped the candidate their stance on them

Volunteer Experience

- Triangle Blog Blog, Contributing Writer, 2023-Present

- Guilford for All, 2020-Present