

MEMORANDUM
OFFICE OF THE
BOARD OF SUPERVISORS
COUNTY OF PLACER

TO: Honorable Board of Supervisors

FROM: Teri Ivaldi, Senior Administrative Aide

DATE: September 11, 2012

SUBJECT: COMMITTEES AND COMMISSIONS – Historical Advisory Board - Approve the appointment of Donna Coffman to Seat #5 (representing District 5), as requested by Supervisor Montgomery.

ACTION REQUESTED

Approve the appointment of Donna Coffman Seat #5 (representing District 5), as requested by Supervisor Montgomery.

BACKGROUND

The purpose of the Historical Advisory Board is to advise and make recommendations to the Board of Supervisors and the Department of Museums Director in all matters of historic, prehistoric, archival and museum planning and policies. The Historical Advisory Board shall establish a County Historical Organizations Committee and a Cultural and Historical Resources Committee to assist in its work. The committee is composed of seven members, the Board of Supervisors shall appoint five, the Placer County Historical Society shall nominate one, and one member shall be nominated from the ranks of the County Historical Organizations Committee. Appointees by the Board of Supervisors shall coincide with the Supervisors terms of the District from which they are appointed. The terms of the members recommended by the Historical Society and the Historical Organizations Committee shall not exceed two years. The committee shall have one bi-monthly regular meeting, plus additional meetings as may be called by the Chairperson, not to exceed twelve per year.

FISCAL IMPACT

None



PLACER COUNTY BOARD OF SUPERVISORS

RECEIVED

AUG 15 2012

CLERK OF THE BOARD OF SUPERVISORS

APPLICATION FOR MEMBERSHIP ON ADVISORY BOARD OR COMMISSION

THE FOLLOWING IS PUBLIC INFORMATION

APPLICATION FOR MEMBERSHIP ON: Historical Advisory Board (HAB) (NAME OF BOARD, COMMISSION, OR COMMITTEE)

IF THIS BOARD/COMMISSION/COMMITTEE CALLS FOR A SPECIFIC TYPE MEMBER, PLEASE INDICATE THE POSITION FOR WHICH YOU ARE APPLYING:

NAME: Donna N. Coffman

SUPERVISORIAL DISTRICT IN WHICH YOU RESIDE: District 5

TIMES YOU ARE AVAILABLE FOR MEETINGS: DAYS: When the Board meets TIMES: When Board meets

EMPLOYMENT EXPERIENCE/PROFESSION (A RESUME MAY BE ATTACHED): Was Admissions Secretary at Fullerton Junior College for four years; was responsible for admissions, foreign students, and registration for classes; went to work for Pacific Telephone in 1976 as an order typist/reviewer and ended my career as project manager responsible for \$49 million in network for the regions. In between, I was a customer service rep, Business Office Supervisor, course developer, divestiture writer and trainer for billing reps, and service order language expert.

ORGANIZATION/COMMUNITY EXPERIENCE: Have belonged to the Foresthill Historical Society for 20 years; was the newsletter editor for 8 years, President, representative to the Historical Organization Committee (HOC) for four years and represented the HOC for one year which included 6 months as chairman. Belong to the American Legion Auxiliary, the Foresthill Chamber of Commerce, the Placer County Historical Society and the Placer County Docent Guild. Have also belonged to the Foresthill Friendship Club and was their secretary for 6 years.

EDUCATIONAL EXPERIENCE: Have an AA in Secretarial from Fullerton Junior College and have almost completed another AA in English. Took many training classes while working for Pacific Telephone, ATT, and Bell Communications. Have taken lots of classes on various software programs, depending on what was needed for a particular position.

APPLICATIONS WILL BE RETAINED FOR TWO YEARS

APPLICATION MUST BE FILED WITH THE CLERK OF THE BOARD OF SUPERVISORS 175 FULWEILER AVENUE, ROOM 101, AUBURN, CALIFORNIA 95803

DATE: August 15, 2012 SIGNATURE: Donna N. Coffman

THE FOLLOWING IS CONSIDERED CONFIDENTIAL INFORMATION FOR PLACER COUNTY STAFF USE ONLY

RESIDENCE ADDRESS:

MAILING ADDRESS:

PHONE NUMBERS: HOME BUSINESS:

FAX: E-MAIL:

HISTORICAL ADVISORY BOARD

PUBLIC COMMITTEE

PURPOSE: To advise and make recommendations to the Board of Supervisors and the Dept. of Museums Director in all matters of historic, prehistoric, archival and museum planning and policies. The Historical Advisory Board shall establish a County Historical Organizations Committee and a Cultural and Historical Resources Committee to assist in its work. Res. 83-104, 83-448, and 86-499, replaced by Res. 2001-302 to change the function, composition and terms of office of the Historical Advisory Board.

CONFLICT OF INTEREST: No

COMPOSITION: The Historical Advisory Board shall consist of seven (7) members, five (5) of whom shall be appointed by the Board of Supervisors as provided by Section 2.40.010 of the Placer County Code, one (1) of whom shall be nominated by the Placer County Historical Society, and one (1) of whom shall be nominated from the ranks of the County Historical Organizations Committee. The Board of Supervisors shall confirm all members. Appointees by the Board of Supervisors shall coincide with the Supervisors terms of the District from which they are appointed. The Supervisors take office January 1, with the appointed members expiring June 30 of that year. The members recommended by the Historical Society and the Historical Organizations Committee shall not exceed two (2) years.

MEETINGS: There shall be one regular meeting of the Board bi-monthly, plus additional meetings as may be called by the Chairperson, not to exceed twelve per year.

COMPENSATION: Members shall receive no compensation for their services; however, any member traveling on official business for the Council shall be reimbursed for his actual and necessary traveling expense.

COUNTY CONTACT PERSON

Melanie Barton, PC Museums Admin.
(530) 889-6501
101 Maple St
Auburn, CA 95603-

CONTACT PERSON

CURRENT MEMBERS

SEAT # 1
Michael Bryant
REPRESENTS: Dist 1
TERM LENGTH: 4-years
APPOINTED BY: BOS
EXPIRES: 6/30/2015

SEAT # 2
Glenn Vineyard
REPRESENTS: Dist 2
TERM LENGTH: 4-years
APPOINTED BY: BOS
EXPIRES: 6/30/2015

SEAT # 3
Thomas Seth
REPRESENTS: Dist 3
TERM LENGTH: 4-years
APPOINTED BY: BOS
EXPIRES: 6/30/2013

SEAT # 4
Aldo Pineschi
REPRESENTS: Dist 4
TERM LENGTH: 4-years
APPOINTED BY: BOS
EXPIRES: 6/30/2013

SEAT # 5
Vacant Seat
REPRESENTS: Dist 5
TERM LENGTH: 4-years
APPOINTED BY: BOS
EXPIRES: 6/30/2013

SEAT # 6
Dot Shiro
REPRESENTS: Hist Org Committee
TERM LENGTH: 2-years
APPOINTED BY: Hist Org Committee
EXPIRES: 6/30/2013

SEAT # 7
George Lay
REPRESENTS: Hist Society
TERM LENGTH: 2-years
APPOINTED BY: BOS
EXPIRES: 6/30/2013

