

General Information

All County Board and Commission members must be residents of Los Alamos County.

Once a resident fills out and submits this application, an interview is scheduled with the B&C's County Council liaison, the relevant staff liaison, and the B&C Chair. After the interviews, the applicants' names are presented to the full Council during a regularly scheduled Council meeting, where a vote is taken regarding the appointment of each applicant. Each applicant will be notified if they are appointed or not.

Only on-line applications will be considered.

If you are interested in applying for the Board of Public Utilities, please contact Jamie Kephart at 505-662-8132.

If you are interested in applying for Labor Relations Board, please contact Denise Cassel at 505-662-8047.

Profile

Board and Commission Application

Note: Please be aware that as a public entity, the County of Los Alamos, is obligated to furnish this information to the public if requested. Note also that current LANL employees, if appointed to a Board or Commission, may be required by LANL to complete a 701 form.

Jacqueline

First Name

Shen

Last Name

Middle Initial

[Redacted]

Street Address

[Redacted]

Suite or Apt

[Redacted]

City

State

[Redacted]

Postal Code

[Redacted]

Email Address

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Party affiliation as registered: (Select one of the following) *

Other

Registered to vote in Los Alamos?

Yes No

Various conversations with County staff, County website

How did you learn of this Board/Commission vacancy?

Do you currently serve on any County Board or Commission?

Yes No

If yes, which one? (Los Alamos County law prohibits residents from serving concurrently on more than one County board except as expressly approved in writing by the County Council before the appointment is made.)

Interests & Experiences

Which Boards would you like to apply for?

Planning and Zoning Commission: Submitted

Why would you like to serve on this particular Board or Commission?

I would like to serve on the Planning & Zoning Commission (P&Z) for several reasons. First, serving on the P&Z utilizes and aligns perfectly with my background and involvement in regional economic development, housing, and business ownership, since P&Z's role is to "...make advisory recommendations to the County Council regarding planning and zoning for the County and for promoting the general welfare of the citizens of the County. Their role also includes the coordinated, comprehensive, orderly, and harmonious physical development of the County in both short and long term." Serving on the P&Z is a natural extension of my current involvement in our community. Second, I want to contribute to implementing the County's Comprehensive Plan for long-term sustainable growth, particularly as it relates to neighborhoods, zoning, and building code to make it easier for all participants to navigate and build our community together. Third, as a resident of Los Alamos County, I want to help facilitate the vitalization of Los Alamos and White Rock to diversify the town's economy away from the Lab's budget fluctuations and encourage the growth of a more vibrant night and weekend life year-round. This would improve aspects of life for current residents while building the local tourism economy and attract potential residents invested in the town's future.

What volunteer or professional activities have you participated in that could apply to this appointment?

I operate the Canyon Inn in the heart of downtown Los Alamos, one of the few licensed lodging businesses in the County. As a homeowner and business owner providing much-needed short- and long-term housing, I meet and talk with incredible people from all around the nation and the world who come to Los Alamos to visit or relocate. Through this role, I am well-versed with what visitors and potential new residents identify they need, what they love about Los Alamos and New Mexico, and where we could improve. Relatedly, having gone through multiple extended permitting, licensing, waiver, and public hearing processes several times to invest in my property and provide highly-demanded lodging options for our community, I have interfaced extensively with County staff across the Community Development Department, Planning & Zoning (P&Z), Board of Adjustments (BOA), Los Alamos Tax Advisory Board (LTAB), Legal, Finance, and County Council, among others. Overwhelmingly, staff have been friendly, knowledgeable, and professional. Through my personal interactions with the County, including presenting to the P&Z, BOA, and County Council and participating in LTAB meetings, I have established amiable relationships with staff across various departments. In fact, several staff and current and former board or commission members have encouraged me to apply to a number of different boards and commissions, a testament to our mutual familiarity and respect for each other—perhaps the most essential factors to collaboration and accomplishing great things together for the general welfare of the citizens of the County. Additionally, I bring a background of regional economic development not only as a current business owner but also from my seven years at LANL's Richard P. Feynman Center of Innovation, which collaborates extensively with the County, LACDC, and other regional partners across New Mexico to diversify our economy for short- and long-term sustainability. My varied experiences and background enable me to consider the larger picture from different perspectives (county, Lab, business owner, homeowner, younger citizen, transplant from out-of-state). This open and informed mindset will help me serve as a more effective P&Z Commission member in facilitating mutual understanding and discussion towards common goals.

The time involved may be 10-15 hours per month or more. Are you able to serve the volunteer hours and attend training needed to perform your duties as an appointee?

Yes.

**What would you like to accomplish during your tenure on this Board or Commission?
(Please identify any special interests you have that led you to become interested in serving
on this Board or Commission.)**

My interest in serving on the P&Z Commission stems from my experiences collaborating with various County departments through my endeavors to invest in this town as a business owner and homeowner for long-term growth and sustainability. Several things I would like to accomplish are: - Support the current housing development initiatives and discussions to increase the supply of housing in the County - Simplify the permitting process and barriers to entry to incentivize development of traditional and contemporary housing options that accommodate increasingly non-traditional family and career arrangements, including affordable, co-living, co-housing, multigenerational housing and mixed-use developments - Collaborate with other County boards and departments as appropriate to maintain the County's current amenities, attractions, and facilities properly while assessing opportunities to develop new ones responsibly as supported by the citizens of Los Alamos - Increase communication on and education about the intentions, considerations, and factors in the P&Z Commission's approach to decisions with the average citizen, and in particular, early- to mid-career citizens who will/are inheriting the future of this County

Have you had any direct or indirect involvement with this Board or Commission or with the County staff supporting this Board or Commission or County Councilors? If so, please explain.

Yes, as described above, I have participated in extensive county processes and meetings, through which I have gotten to know or interact with many County staff across departments.

Are there any issue or matters, financial or otherwise, that you are now or might become involved in that may come before the Board or Commission for which you seek appointment?

No.

If you have any questions, please contact Libby Carlsten at 505-662-8261 or libby.carlsten@lacnm.us



LOS ALAMOS COUNTY
COUNTY ADMINISTRATOR'S OFFICE
BOARD & COMMISSION INTERVIEW QUESTIONS

Jacqueline Shen
 Applicant's Name

PEZ
 Board or Commission

Antonio Macciore
 Interviewer Name

2-6-18 10am
 Date/Time of Interview

Interview Conducted:
 Personally
 Telephone

NOTE TO INTERVIEW PANEL: Please remember to use this interview as an opportunity to share Council's directives and guidance for B&C's.

#	Question/Documented Response
1	Please tell us a little about yourself and then describe your experience, education, and training that qualify you for this Board or Commission. <i>Process many times, came from CA, Business Mathematics background, marketing & communications in regional development through Fajarana Center owns Canyon Inn. Directly involved in who is coming into town has broad background on all sides & has interacted lots with CDD</i>
2	What do you believe are the greatest issues facing the County? What do you believe are the greatest issues facing the Board/commission you applied for? [Note to interview panel: If the answer to this question appears to be off base with Council's position, please explore a little more.] <i>Space Constraints - figuring how to develop cost effectively long term - PEZ - how do you achieve those goals safely & reliably long term</i>
3	How do you perceive the role of County Boards and Commissions in local government? <i>change starts locally and is effective way to give back role is to advise towards long term Sustainable solutions</i>
4	What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess? <i>ability to have open discourse and professional relationship very familiar w/ staff in CDD already. Need to be able not to take it personally have the time to serve and come prepared</i>
5	What could you do, specifically, to foster a collaborative relationship between staff and the Board or Commission on which you would like to serve? <i>Already has good relations, knowing staff has expertise need to defer to them when in doubt</i>

6	<p>Have you served on any Boards, Commissions or Committees (not only County B&Cs – but also church groups, non-profit boards, school committees, etc.) within the last five years? What do you think was your greatest contribution during your tenure?</p> <p><i>Not in official capacity but has experience working with stakeholders in business history-</i></p>
7	<p>Are you familiar with the County Charter and County Code as they apply to the Board you are applying for?</p> <p><i>yes chapter 16</i></p>
8	<p>Are you willing to take the time to attend training sessions to become more knowledgeable about your duties and responsibilities in an advisory capacity?</p> <p><i>yes - looks forward to it.</i></p>
9	<p>Are you aware that, as a member of a Los Alamos County Board or Commission, your written communications, including e-mails, are public records (even if produced on your personal computer), and as such are subject to the New Mexico Inspection of Public Records Act. If any of these public records are requested for review/inspection under the Act you may need to produce them. Is this a deterrent to your willingness to serve on this Board?</p> <p><i>yes aware and not a deterrent</i></p>
10	<p>Currently, a few boards or commissions are “live streaming” their meetings (for example, the T-Board, Parks and Recreation Board, and the Planning and Zoning Commission.) In the future, this may be required of all boards. If you’re applying for one of the boards currently streaming or if it becomes a requirement for all B&Cs to stream, is this - or will this - be a deterrent to your willingness to serve?</p> <p><i>No</i></p>
11	<p>[Interview panel: Ask questions you think necessary for clarification of the written answers this applicant provided as part of their application.]</p> <p><i>board of Adjustment? willing to serve</i></p>
12	<p>Do you have any questions for the interview panel?</p> <p><i>what has michael's experience been? biggest challenge in serving? - putting aside what you want to see happen over to be a fair arbitrator on merits. biggest opportunity in serving? legislative Any advice?</i></p>

Notes:



LOS ALAMOS COUNTY

COUNTY ADMINISTRATOR'S OFFICE

BOARD & COMMISSION INTERVIEW QUESTIONS

Jacqueline Shen
Applicant's Name

Planning and Zoning
Board or Commission

Michael Redondo
Interviewer Name

Feb 6, 10:00
Date/Time of Interview

Interview Conducted:
 Personally
 Telephone

NOTE TO INTERVIEW PANEL: Please remember to use this interview as an opportunity to share Council's directives and guidance for B&C's.

#	Question/Documented Response
1	<p>Please tell us a little about yourself and then describe your experience, education, and training that qualify you for this Board or Commission.</p> <p><i>going through process as citizen raised awareness business economics + math ⇒ Tech Transfer Economic development ⇒ marketing + communications proprietor of Canyon Inn ⇒ housing ⇒</i></p>
2	<p>What do you believe are the greatest issues facing the County? What do you believe are the greatest issues facing the Board/commission you applied for? [Note to interview panel: If the answer to this question appears to be off base with Council's position, please explore a little more.]</p> <p><i>Space Constraints → cost effective development where can we put housing and maintain quality of life how do we achieve growth</i></p>
3	<p>How do you perceive the role of County Boards and Commissions in local government?</p> <p><i>Steer the direction of your community ⇒ give back to your community advise Council - help council + county meet goals.</i></p>
4	<p>What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess?</p> <p><i>ability to have open discourse + professional relationships has amiable and open relationship with CDD ⇒ dissociate oneself with personal opinions. have the time to devote ⇒ read the packet.</i></p>
5	<p>What could you do, specifically, to foster a collaborative relationship between staff and the Board or Commission on which you would like to serve?</p> <p><i>open discourse ⇒ acknowledge they are subject matter experts we are on same team</i></p> <p style="text-align: center;"><i>doubts</i></p>

6	<p>Have you served on any Boards, Commissions or Committees (not only County B&Cs – but also church groups, non-profit boards, school committees, etc.) within the last five years? What do you think was your greatest contribution during your tenure? → Roberts Rules</p> <p>has yet to serve on a board</p> <p>→ from other side</p>
7	<p>Are you familiar with the County Charter and County Code as they apply to the Board you are applying for?</p> <p>P. 2, 0 → digest 16</p>
8	<p>Are you willing to take the time to attend training sessions to become more knowledgeable about your duties and responsibilities in an advisory capacity? yes looks forward to more training</p>
9	<p>Are you aware that, as a member of a Los Alamos County Board or Commission, your written communications, including e-mails, are public records (even if produced on your personal computer), and as such are subject to the New Mexico Inspection of Public Records Act. If any of these public records are requested for review/inspection under the Act you may need to produce them. Is this a deterrent to your willingness to serve on this Board? No</p>
10	<p>Currently, a few boards or commissions are “live streaming” their meetings (for example, the T-Board, Parks and Recreation Board, and the Planning and Zoning Commission.) In the future, this may be required of all boards. If you’re applying for one of the boards currently streaming or if it becomes a requirement for all B&Cs to stream, is this - or will this - be a deterrent to your willingness to serve? No</p>
11	<p>[Interview panel: Ask questions you think necessary for clarification of the written answers this applicant provided as part of their application.]</p> <p>Board of Adjustment → willing to serve</p>
12	<p>Do you have any questions for the interview panel?</p> <p>What are your changes?</p>

Notes:



**LOS ALAMOS COUNTY
COUNTY ADMINISTRATOR'S OFFICE
BOARD & COMMISSION INTERVIEW QUESTIONS**

Jacqueline Shen
Applicant's Name

P&Z
Board or Commission

Tamara Baer
Interviewer Name

2/6/18 10am
Date/Time of Interview

Interview Conducted:
 Personally
 Telephone

NOTE TO INTERVIEW PANEL: Please remember to use this interview as an opportunity to share Council's directives and guidance for B&C's.

#	Question/Documented Response
1	Please tell us a little about yourself and then describe your experience, education, and training that qualify you for this Board or Commission. <i>Has extensive experience w. permitting process, and appealing before P+Z. Came from CA. Has MBA from Cornell. Worked in Marketing + Communications @ Peirman Center here. Now an "entrepreneur" as owner of Canyon Inn. Mere 7/8 yrs. Small bus. owner.</i>
2	What do you believe are the greatest issues facing the County? What do you believe are the greatest issues facing the Board/commission you applied for? [Note to interview panel: If the answer to this question appears to be off base with Council's position, please explore a little more.] <i>LAC: space constraints for new development. figuring out where new dev. can locate. P&Z: <u>how</u> to achieve goal of increasing pop + housing.</i>
3	How do you perceive the role of County Boards and Commissions in local government? <i>Involvement & say in local decision making. Bds. advise Council on specific areas; eg. sustainability.</i>
4	What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess? <i>ability to have open discourse & professional, positive relationships. Separate issues from personalities. Also: due diligence and reliability.</i>
5	What could you do, specifically, to foster a collaborative relationship between staff and the Board or Commission on which you would like to serve? <i>already has established positive relationships w. CDD staff, esp. Permitting. Acknowledges staff's knowledge + expertise.</i>

6	<p>Have you served on any Boards, Commissions or Committees (not only County B&Cs – but also church groups, non-profit boards, school committees, etc.) within the last five years? What do you think was your greatest contribution during your tenure?</p> <p><i>No, but skills from business translate into those needed for serving on a Board.</i></p>
7	<p>Are you familiar with the County Charter and County Code as they apply to the Board you are applying for?</p> <p><i>Yes.</i> <i>Charter estab, authority. Chapter 16 - Dev. Code</i></p>
8	<p>Are you willing to take the time to attend training sessions to become more knowledgeable about your duties and responsibilities in an advisory capacity?</p> <p><i>Yes. Looks forward to it.</i></p>
9	<p>Are you aware that, as a member of a Los Alamos County Board or Commission, your written communications, including e-mails, are public records (even if produced on your personal computer), and as such are subject to the New Mexico Inspection of Public Records Act. If any of these public records are requested for review/inspection under the Act you may need to produce them. Is this a deterrent to your willingness to serve on this Board?</p> <p><i>Not a problem. Is aware.</i></p>
10	<p>Currently, a few boards or commissions are “live streaming” their meetings (for example, the T-Board, Parks and Recreation Board, and the Planning and Zoning Commission.) In the future, this may be required of all boards. If you’re applying for one of the boards currently streaming or if it becomes a requirement for all B&Cs to stream, is this - or will this - be a deterrent to your willingness to serve?</p> <p><i>Not a problem.</i></p>
11	<p>[Interview panel: Ask questions you think necessary for clarification of the written answers this applicant provided as part of their application.]</p> <p><i>Willingness to serve on BOA?</i> <i>Yes.</i></p>
12	<p>Do you have any questions for the interview panel?</p> <p><i>Asks M. Redondo about his experience on P+Z and BOA. Challenges? Opportunities? Advice?</i></p>

Notes: