
General Information

All County Board and Commission members must be residents of Los Alamos County. Lodgers' Tax Advisory Board members, except the at-large community member, do not need to be residents if they are employed/represent an attraction or hotel.

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 Labor Relations Board, please contact Mary Tapia at 505-662-8040.

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.

Which Boards would you like to apply for?

Lodgers' Tax Advisory: Submitted

Kevin

First Name

Holsapple

Last Name

Middle
Initial

Street Address

Suite or Apt

City

State

Postal Code

Email Address

Primary Phone

Alternate Phone

Registered to vote in Los Alamos?

☒ Yes ☐ No

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

☒ Independent

ATTACHMENT D

Kevin Holsapple

How long have you lived in Los Alamos County?

35 years

How did you learn of this Board/Commission vacancy?

website

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.)

Community Service

List boards, commissions, committees, and organizations on which you are currently serving or have served. Include any offices held.

Board President, Places & Spaces Los Alamos (501c3 non-profit) - volunteer position

Employment and Education

List your current and past employment experience.

Retired since 2013 - I write a travel blog at www.primepassages.com where I have often featured Los Alamos-related articles
Los Alamos Commerce & Development Corporation & Chamber of Commerce | Executive Director August 1997- April 2013
Los Alamos National Laboratory | Deputy Group Leader, March 1989 - August 1997
Litton Electron Devices | Tempe, AZ Senior Buyer, August 1985 - February 1989
RCA Consumer Electronics | Indianapolis, IN, Strategic Sourcing Specialist January 1982 - August 1985
The US Army | various Non-commissioned Officer August 1975 - July 1979
has over 30 years of experience in business and management positions in both for- profit and non-profit settings. Expertise in organization assessment, surveys, strategic planning, meeting facilitation, marketing strategies, financing strategies, product/service development, project facilitation & management, destination tourism, small business development contracts, downtown revitalization, & negotiation, training development, and real estate, development/operations.

List your current and past education including any professional or vocational licenses or certificates.

Master of Business Administration, M.B.A. College of Santa Fe, 1992
B.S., Management & Administration, Indiana University Kelley School of Business, 1982
Leadership New Mexico Graduate Certified Business Analyst

Interests & Experiences

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

I see there is a vacancy and I believe I can bring ideas and experience that will help its future activities. I think there are exciting potentials to explore and pursue.

ATTACHMENT D

Kevin Holsapple

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.)

Progress on County plans for tourism.

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.

I have communicated and expressed my opinions with all of the above over the time I have lived in Los Alamos and I will continue to do so. I do so as a private citizen and volunteer. I do not see any conflict with doing so and serving on the LTAB.

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

Chairman of the Los Alamos County Planning & Zoning Commission Member of the Open Spaces & Trails Subcommittee of the Parks & Recreation Board Chaired the Los Alamos MainStreet Futures Committee Primary author of the first La County Economic Vitality Strategic Plan (EVSP) Primary author of the first Los Alamos Tourism Marketing Plan Co-author and facilitator of the original Los Alamos Creative District Plan Board Member at Los Alamos-Sarov Sister Cities, Inc. President & Treasurer at Coronado Ventures Forum Board Member at High Mesa Institutes - Los Alamos Member of the Association of University Research Parks (AURP) Member of the National Business Incubator Association (NBIA) President of the New Mexico Chamber Executives Association Center Director at the University of New Mexico-Los Alamos Small Business Development Center (SBDC)

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

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?

Place & Spaces is interested in initiatives that will help to create, improve, and activate places and space for community life in Los Alamos. Many of these will be connected to visitor and tourism interests.

General

Have you ever worked for Los Alamos County?

☐ Yes ☒ No

If yes, please list dates and department.

Are you related to any employee of Los Alamos County?

☐ Yes ☒ No

If yes, please indicate name and relationship.

ATTACHMENT D

Kevin Holsapple

Are you aware of any potential conflicts of interest in connection to your occupation or financial holdings in relation to your responsibilities as a member of the advisory body to which you seek appointment?

☐ Yes ☐ No

If yes, please indicate any potential conflicts.

Are you aware of the time commitment necessary to fulfill the obligations of the Board or Commission to which you seek appointment?

☐ Yes ☐ No

Can you commit to approximately 10-15 hours per month to this Board or Commission to prepare for and attend monthly meetings and training as needed?

☐ Yes ☐ No

Are you willing to participate in Board and Commission meetings that are recorded and may be live-streamed?

☐ Yes ☐ No

Are you willing to have your name listed on the County Boards and Commissions public webpage?

☐ Yes ☐ No

If you have any questions, please contact Adrienne Lovato at 505-662-8293



County Manager's Office
BOARD & COMMISSION INTERVIEW QUESTIONS

Kevin Holsapple
Applicant's Name

Lodgers' Tax Advisory Board
Board or Commission

David Reagor
Interviewer Name

1 p.m. November 19, 2024
Date/Time of Interview

Interview Conducted:
 Personally
 X 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>Since 1980s in LA. Worked at lab. MBA. Raised family here. Highline Assoc. LAEDC and then added chamber of commerce. SBDC. And did research park. First Marketing Plan for LA tourism.</p> <p>Recently volunteered with Places and Spaces for LA. Coop park. SALA volunteer.</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? [<i>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>]</p> <p>Priorities are on target. Small business is hard. Transparency and engagement are a problem.</p>
3	<p>How do you perceive the role of County Boards and Commissions in local government?</p> <p>Varies between councils. Council should view the boards as an asset. Former chair of PZ. Separated open space into areas that are developed and those that are preserved.</p>
4	<p>What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess?</p> <p>Ability to listen and work with others. Engage people.</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>Try to keep focus on important issues. Find ways to unstick issues and move the dialog forward.</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?</p> <p>Mentioned places and spaces. PZ chair. Open space committee. Now open space working group. Project Oppie. Entrepreneurial meet up group, LA social group for entrepreneurs. People are all over the board in age and experience.</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>Yes. Worked with it for many years at LACDC. Also worked with LTAB</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>Yes. Will travel and use internet to go to meetings. Participate online.</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>No. Need a separate email. Excellent suggestion.</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>No.</p>
11	<p><i>[Interview panel: Ask questions you think necessary for clarification of the written answers this applicant provided as part of their application.]</i></p> <p>None.</p>
12	<p>Do you have any questions for the interview panel?</p> <p>What is with the board? A: Trying to meet in Dec. What are we looking for? A: Energetic people and get the board moving.</p>

Notes:



County Manager's Office
BOARD & COMMISSION INTERVIEW QUESTIONS

Kevin Holsapple
Applicant's Name

Lodgers' Tax Advisory Board
Board or Commission

Jennifer Olsen
Interviewer Name

1 p.m. November 19, 2024
Date/Time of Interview

Interview Conducted:
 Personally
 X 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>MBA – College of Santa Fe – Worked in the Community since the 1980s. Retired. Highline Associates. Worked in Contracts. Led effort to bring Chamber under the Los Alamos Community Development Corporation. Los Alamos Meeting and Visiting Bureau.</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? <i>[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></p> <p>Priorities are generally on target. How do you get from priorities to action(s)? Wants to improve the Small Business Environment. Transparency is critical. Civic involvement is eroded without that transparency.</p>
3	<p>How do you perceive the role of County Boards and Commissions in local government?</p> <p>Varies with the council and with the staff. Some councils really rely on staff. Likes to see the boards as extensions or bridges into the county. And likes having strong boards.</p>
4	<p>What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess?</p> <p>The ability to listen and to work with other people. Ability to facilitate discussion. Trained facilitator.</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>Help keep focused on the work plan and completely actions to work towards the work plan. Also a great idea person. So will Those different ways of looking at things.</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?</p> <p>Places and Spaces – Still involved with. Volunteering and helping with SALA. Chair of Planning and Zoning Committee. Open Space Committee – and Open Space Working Group. Involved in Project Oppie. Also involved in Meetup Groups.</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>Yes – He read over both. He worked with those when he was working with LACDC. He worked very closely with the LTAB</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>Yes – He also travels for a considerable bit.</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>No – As long as it just stays with this boards emails – Not into personal emails.</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>No</p>
11	<p><i>[Interview panel: Ask questions you think necessary for clarification of the written answers this applicant provided as part of their application.]</i></p> <p>Time Frame.</p>
12	<p>Do you have any questions for the interview panel?</p>

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County Manager's Office
BOARD & COMMISSION INTERVIEW QUESTIONS

Kevin Holsapple
Applicant's Name

Lodgers' Tax Advisory Board
Board or Commission

Elynn Felton
Interviewer Name

1 p.m. November 19, 2024
Date/Time of Interview

Interview Conducted:
 Personally
 X 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>Lived here since 1980s, I worked at the lab, but we have Highline Associates as a side gig in the community. Have an MBA + worked in contracts. Worked in LA Economics for a bit, before LACDC. Built first Research Park Building. Worked on first Taxation Plan for the Community. Los Alamos.</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>How to get from priorities to be actions. Most interested in the small business environment. Transparency + Civic engagement is critical.</i>
3	How do you perceive the role of County Boards and Commissions in local government? <i>It varies with administration + Council how much they're relied on. Was Chairman in P+Z back in the 1990s.</i>
4	What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess? <i>Worked in quality management when at the lab.</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>Help keep eye on the ball in a way that keeps people on track with key opportunities.</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>Places + Spaces (SOLAS); Involved in Project Oppie. Currently revitalizing Solo entrepreneurs group. Worked on Los Alamos network Social group.</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>Yes, I worked with it for many years.</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>Yes. I do travel for long periods (1+ mo.). With technology it's easier to stay engaged.</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>No. I do think a separate email would be helpful.</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>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>Whats the time frame? What is the plan moving forward?</p>
12	<p>Do you have any questions for the interview panel?</p> <p>✓</p>

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County Manager's Office
BOARD & COMMISSION INTERVIEW QUESTIONS

Kevin Holsapple
Applicant's Name

Lodgers' Tax Advisory Board
Board or Commission

Shanna Sasser
Interviewer Name

1 p.m. November 19, 2024
Date/Time of Interview

Interview Conducted:
 Personally
 X 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
	<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>Has lived in Los Alamos for twenty years and actively engaged in many civic oriented groups.</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? <i>[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></p> <p>Concerned about actions not moving forward. He would like to help small businesses. Transparency is very important.</p>
3	<p>How do you perceive the role of County Boards and Commissions in local government?</p> <p>Council should use the boards as a support to make more knowledgeable decisions.</p>
4	<p>What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess?</p> <p>Ability to work with others and listen. Trained facilitator for public meetings.</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>Try to keep LTAB focused on key opportunities. Unstick the dial on issues.</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?</p> <p>Yes, created business support groups both local and regional.</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>Yes</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>Yes</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>No, but would like to be issued an email from the county to keep it separate from personal email.</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>No</p>
11	<p><i>[Interview panel: Ask questions you think necessary for clarification of the written answers this applicant provided as part of their application.]</i></p>
12	<p>Do you have any questions for the interview panel?</p> <p>Will be traveling for long periods of time and may have to participate remotely.</p>

Notes: