

County Manager's Office BOARD & COMMISSION INTERVIEW QUESTIONS

Martha Kottko

Applicant's Name

Personnel Board

Board or Commission

Bernadette Martinez

Interviewer Name

2-18-2011 @ 1:00pm

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>Life long resident of LA. Involved in community. Retired HR. Understands EE, management, challenges, knowledge.</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>Overall, turnover & recruitment. Provide services & right personnel. Possible budget cuts, morale & service. New people starting, not very meetings, good to have knowledge. Challenge recruiting members.</i>
3	How do you perceive the role of County Boards and Commissions in local government? <i>Quasi-Jud - advisory. Outside voices & community wants. Advice department & Council. Unions have voice in Personnel Rule changes.</i>
4	What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess? <i>Communication, respect for others, openly listen to different view points. Readiness, availability & openness. Dependable. Experience w/ Personnel</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>Availability & listen. Be neutral. HR & EE or HR & Council. Present fairly.</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>Wellness Committee - LAC Co-chair - Leadership LA - 12 yrs LA Schools Foundation - 8 yrs Chair - Leadership - LLA change. Offered to CoChair - historical knowledge</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. Open schedule</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>Yes, cautious about using phone. Knowledge w/ IPRA</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>OK with requirement.</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>

Notes:



**County Manager's Office
BOARD & COMMISSION INTERVIEW QUESTIONS**

Martha Katko

Applicant's Name

Personnel Board

Board or Commission

David Hampton

Interviewer Name

2-18-26 @ 1:00pm

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>Lifelong LA resident, married, and retired from County HR</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>① Turnover, recruitment, possible budget cuts. ② meeting consistency</i></p>
3	<p>How do you perceive the role of County Boards and Commissions in local government?</p> <p><i>Mostly Advisory, but also quasi-judicial judicial when needed. Union contracts</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>and 2 { Communication, respect, listening openly, leadership, availability Experience w/ HR</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>Availability, the neutrality.</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?</p> <p>① co-chaired ^{LAC} wellness committee, Leadership LA, LA Schools Foundation ② leading, training, historical continuity.</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>Yes.</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>Not an issue.</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>—</p>

Notes:

County Manager's Office BOARD & COMMISSION INTERVIEW QUESTIONS

Martha Katko

Applicant's Name

Personnel Board

Board or Commission

Beverly Neal-Clinton

Interviewer Name

2-18-26@1:00pm

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>life long resident, invested, Retired from county HR; familiarity through experience</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>greatest issues; turnover is high; recruitment; budget cuts; new people - not applicable due to experience; lack of experience understaffed</p>
3	<p>How do you perceive the role of County Boards and Commissions in local government?</p> <p>outside voices; fresh perspectives; advising dept + Council w/ recommendations; ensure the union has it's voice</p>
4	<p>What specific skills do you feel are important for effective Board or Commission members? Which ones do you possess?</p> <p>communication which includes respect; listening to others and hear viewpoints other than your own; availability; experience w/ the organization</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>availability and listen + a neutral point of contact who can present all sides</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>wellness committee Leadership Loo Alamos Board Board of Loo Alamos Schools foundation, Greatest contribution! Being the chair was the greatest contribution + historical + succession</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, Familiarity</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>Yes and ok with it Cautious about using our phone</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>willing to still serve</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>
12	<p>Do you have any questions for the interview panel?</p>

Notes: