

From: noreply@civicplus.com
To:
Subject: Online Form Submittal: Board and Commission Application
Date: Monday, January 11, 2021 11:40:09 AM

Board and Commission Application

Step 1

Application for Appointment to Whatcom County Boards and Commissions

Public Statement

THIS IS A PUBLIC DOCUMENT: As a candidate for a public board or commission, the information provided will be available to the County Council, County Executive, and the public. All board and commission members are expected to be fair, impartial, and respectful of the public, County staff, and each other. Failure to abide by these expectations may result in revocation of appointment and removal from the appointive position.

Title *Field not completed.*

First Name Melissa

Last Name Isenhart

Today's Date 1/11/2021

Street Address 3701 Seeley St

City Bellingham

Zip 98226

Do you live in & are you registered to vote in Whatcom County? Yes

Do you have a different mailing address? *Field not completed.*

Primary Telephone 7602221993

Secondary Telephone 4253092389

Email Address melissa@victimsupportservices.org

Step 2

1. Name of Board or Child & Family Well-Being Task Force

Committee

Child & Family Well-Being Task Force

Yes

2. Do you meet the residency, employment, and/or affiliation requirements of the position for which you're applying?

Yes

3. Which Council district do you live in?

District 2

4. Are you a US citizen?

Yes

5. Are you registered to vote in Whatcom County?

Yes

6. Have you declared candidacy (as defined by RCW 42.17A.055) for a paid elected office in any jurisdiction within the county?

No

7. Have you ever been a member of this Board/Commission?

No

8. Do you or your spouse have a financial interest in or are you an employee or officer of any business or agency that does business with Whatcom County?

Yes

If yes, please explain

My husband is part owner of Tiger Construction, which is located in Everson, WA.

You may attach a resume or detailed summary of experience,

Attached

qualifications, &
interest in response to
the following questions

9. Please describe your
occupation (or former
occupation if retired),
qualifications,
professional and/or
community activities,
and education

I am currently a Victim Services Coordinator for Victim Support Services. Victim Support Services is a non-profit, serving victims of crime and their families/those impacted in Whatcom county as well as other counties in Washington. I live in Bellingham, WA and primarily support victims of crime in Whatcom and Skagit Counties. Prior to this job, I was a police officer in Bellingham and worked as the Bellingham School District Resource Officer for two years. I currently work with many families and children and worked primarily with families and children when I was the resource officer. My resume is attached for further details regarding work history.

10. Please describe
why you're interested
in serving on this board
or commission

I am interested in serving on this task-force because our children/youth are extremely important and I want to make sure that they are all given the same opportunities to succeed, regardless of their diverse backgrounds, history, socioeconomic status, etc. I would love to be a part of the conversation of how we can make sure this is achieved.

References (please
include daytime
telephone number):

Lieutenant Chad Cristelli, Bellingham PD - 360-778-8631
Leslie McPherson, Victim Support Services - 425-252-6081

Signature of applicant:

Melissa J Isenhardt

Place Signed /
Submitted

Bellingham, WA

(Section Break)

Email not displaying correctly? [View it in your browser.](#)

Melissa Jane Isenhardt

3701 Seeley St

Bellingham, WA 98226

Personal Cell: 760-222-1993

Work Cell: 425-309-2389

Work email: melissa@victimssupportservices.org

Personal email: melissaisenhardt@gmail.com

WORK EXPERIENCE

Victim Support Services, Victim Services Coordinator with Facility Dog (June 2020 – Present)

Responsibilities:

- Provide direct assistance to crime victims, their families and friends, and the community via telephone and in-person contacts with support dog
- Utilize the facility dog to offer emotional support, resources, referrals and assist with typical struggles created by victimization
- Provide information and referral services to victims/loved ones regarding other agencies, counselors, legal services, medical services, support groups and shelters. Responsible for maintaining up-to-date resources
- Provide follow-up and ongoing contact with clients
- Assist with filing for Crime Victims Compensation, writing Victim Impact Statements, and enrolling in Victim Witness Notification Program
- Coordinate and facilitate agency approved peer support group model for crime victims
- Maintain accurate records on all client contacts and complete required statistical information.
- Advocate on behalf of victims and survivors within the criminal justice system
- Act as a liaison between victim/family and the media, prosecutors, Crime Victims Compensation to include courtroom advocacy for pre-trial, sentencing, post-sentencing and appeals with support dog where appropriate
- Collaborate with outside resources and programs to provide comprehensive wrap-around services to victims
- Provide support and back-up to all direct service regions we serve – King, Island, Snohomish, Skagit, San Juan and Whatcom Counties

(LAW ENFORCEMENT)

City of Bellingham, Bellingham Police Department (3/16/2015-6/5/2020)

- **District Resource Officer** (1/18-6/20), Supervisor's Name: Sergeant Leighton
 - Responsibilities: Respond to school incidents and act as a liaison and resource for all schools in the Bellingham School District, teach classes, proactive policing and forming relationships in schools
- **Patrol Officer** (3/15-12/17), Supervisor's Name: Sergeant Cristelli
 - Responsibilities: Respond to 911 calls and conduct case follow up as needed, proactive policing in the city of Bellingham
- **Lead Explorers Advisor** (5/16-Present), Supervisor's Name: Sergeant Leighton
 - Responsibilities: Plan and conduct meetings for police Explorers (youth ages 14-21 interested in law enforcement), organize training opportunities for Explorers, take Explorers to a week long academy twice per year
 - Achievements: Academy Advisor (summer 2016, summer/winter 2017, winter 2018), Basic Academy Coordinator (summer 2018), Assistant Commander (summer 2019), Awards for physical fitness at the Snohomish Explorer Challenge (2019), WLEEA Advisor of the Year and Post of the Year (2019)
- **Peer Support Team Member** (1/17-6/20)
- **Honor Guard Member** (1/17-6/20)
 - Behind the Badge Foundation Honor Guard Training (October 2017, 30 hours)

Department of Homeland Security, U.S. Customs and Border Protection Officer

03/2009-03/2015 (Calexico, CA 3/09-5/11; Blaine, WA 5/11-3/15), Highest Grade Level: GS 12.3 (1895 Series)

- **Passenger Processing** (7/2009-3/2015), Supervisor's Name: Lindsey Osborn, First line supervisor, Blaine, WA
- **Field Training Mentor** (1/2012-03/2015), Supervisor's Name: Lisa Escobar, Training supervisor, Blaine, WA
- **Blaine Intelligence Group Task Force Officer** (6/2012-10/2012), Supervisor's Name: Michael Bol, Chief of Tactical Operations, Blaine, WA
- **Intermediate Force Safety Officer** (1/2013-03/2015), Supervisor's Name: Tony Castro, Firearms and Intermediate Force Supervisor, Blaine, WA
- **Seattle Field Office Honor Guard** (5/2013-03/2015) Supervisor's Name: Stephen Thompson, First line supervisor, Blaine, WA

LAW ENFORCEMENT TRAINING

- WSSO Conference (2018, 2019)
- Comprehensive School Safety training (7 hours, 6/25/18)
- School Safety Toolbox training (7 hours, 6/19/18)
- Homicide in America Training (8 hours, 4/17/18)
- Assessing Student Threats in the School – Level 1 Threat Assessment (8 hours, 3/29/18)
- De-Escalation and Smarter Policing (8 hours, 10/5/17)
- Peer Support Training (16 hours, 5/23/17-5/24/17)
- Advanced Roadside Impairment class (16 hours, 3/31/16-4/1/16)
- State of Washington Basic Law Enforcement Academy, Criminal Justice Training Center, Burien, WA (5/15-9/15)
- Customs and Border Protection Task Force Academy (Border Enforcement Security Task Force), FLETC, Harper's Ferry, WV (08/28/12-09/7/12)
- Customs and Border Protection Spanish Academy, FLETC, Charleston, SC (09/27/09-11/05/09)
- Customs and Border Protection Academy, Federal Law Enforcement Training Center, Glynco, GA (03/26/09-07/22/09)

AWARDS

- Firearms Award for Superior Marksmanship (CBPI 941)
- Firearms Award, CJTC
- Washington Law Enforcement Exploring Advisors (WLEEA) Advisor of the Year 2019

WORK EXPERIENCE (NON-LAW ENFORCEMENT)

Imperial Valley Press, Staff Writer, El Centro, CA (1/2009 - 3/2009)

Responsibilities: Staff writer for county and city government issues, the U.S. Navy Base in El Centro and the El Centro Regional Medical Center

KSWT, Account Executive, Yuma, AZ (8/2008 - 1/2009)

Responsibilities:

- Managed accounts
- Created new leads and secured new accounts
- Created client campaign proposals

Jeff and Jim's Pizza, Shift Manager/Delivery Driver, La Crosse, WI (10/2005 - 6/2008)

Responsibilities:

- Created weekly schedules for all employees
- Supervised staff and delegated tasks to employees
- Created weekly supply order lists and submitted orders
- Completed end of day procedures including counting and closing the cash register, creating the deposit and printing daily reports
- Cooked and delivered food
- Cleaned restaurant at end of shift

State Bank Financial, Marketing Intern, La Crosse, WI (7/2007 - 12/2007, 15 hours per week)

Responsibilities:

- Wrote, edited and distributed a monthly associate newsletter
- Published a quarterly shareholder newsletter
- Designed advertisements for sponsored events
- Assisted with planning and implementation of special events
- Public relations/marketing chair for the 16th annual SBF Chili Cook-Off
- Created and updated marketing results spreadsheets and graphs
- Ordered promotional materials when needed
- Sent out weekly mortgage rate updates and real estate market share reports
- Maintained brand standards in all correspondence and advertising
- Updated monthly marketing budget and donation spreadsheets

Campus Activities Board, Public Relations and Performing Arts Coordinator, La Crosse, WI (8/2004 - 12/2007, 15-20 hours per week)

Responsibilities:

- Publicity Committee Chair for Taylor Swift Concert (2007)
 - Developed a promotional plan and an extensive timeline for the event
 - Designed the public relations and advertising at UW-L and within the community for the concert

- Designed and ordered concert t-shirts
- Coordinated publicity at other colleges including Viterbo, Western and Winona State
- Efficiently delegated tasks to other members of the publicity committee
- Sold out the concert within two weeks of tickets going on sale
- Performing Arts Coordinator (2005-2007)
 - Coordinated and assisted with production of theatre and other performing groups
 - Coordinated and assisted with set-up, execution and tear-down for all events
 - Designed the public relations and advertising at UW-L and within the community for all events
 - Kept close contact with artists and/or their agents to confirm and discuss show details
 - Coordinated volunteers for pre-show promotion and day-of-show help
 - Worked with other student organizations for co-sponsorship of events
 - Met weekly with other coordinators and graduate advisor and maintained weekly office hours
 - Assisted in the event selection process for future Performing Arts acts
 - Served as a resource and mentor for newer CAB members
- Summer Staff, CAB and Student Activities (2005 & 2006)
 - Assisted with the contracting of artists and performers for the 2005-2006 academic year
 - Ordered and designed all promotional materials 05-06 academic year
 - Contacted artists for permission to use their music on the CAB sampler CD and formatted the CD
 - Coordinated volunteers for CAB summer recruitment
 - Assisted with planning and implementation of CAB summer training for existing members
 - Assisted with the design of the CAB website
 - Contributed to financial decisions regarding CAB's annual budget
 - Organized, planned and ordered prizes for CAB's annual back to school concert
- Special Events Coordinator (2004-2005)
 - Coordinated events for UW-L's Family Weekend and Homecoming
 - Developed the public relations and advertising for all events

Huck's Houseboat Vacations, Marketing Intern, La Crosse, WI (1/2007 - 6/2007, 20 hours per week)

Responsibilities:

- Created product brochures and marketing materials for external audiences
- Developed promotions for multiple recreational boating programs
- Organized, scheduled and implemented the placement and distribution of brochures in all hotels and appropriate tourism venues throughout La Crosse, WI
- Worked independently on multiple projects with minimal supervision
- Prepared reports for management as necessary

Lori Knapp Inc., Certified Nursing Assistant, La Crosse, WI (9/2004 - 10/2005, 20 hours per week)

Responsibilities:

- Assisted residents with activities of daily living including eating, cooking and bathing
- Planned outings for residents

Disability Resource Services, UW-LaCrosse, Federal Work Study, La Crosse, WI (9/2003 - 6/2005, 15 hours per week)

Responsibilities:

- General office procedures including scheduling appointments, answering the phone, making copies
- Collaborated with professional staff and library staff to create and implement an online textbook library
- Worked dually with DRS and the Campus Activities Board to bring in a speaker for Disability Awareness month

Colonial Manor, Certified Nursing Assistant, Elma, IA (2/2000 - 11/2003, 20 hours per week)

EDUCATION

University of Wisconsin-La Crosse, La Crosse, WI

- Bachelor's Degree, 12/2007 (154 Semester Hours)
- Major: Communication, Minor: Psychology
- Overall GPA: 3.51 out of 4.00, Major GPA: 3.90 out of 4.00
- Honors: Cum Laude, Dean's list 5 semesters

FOREIGN LANGUAGES

Spanish

AFFILIATIONS

- Bellingham Community Band, Bellingham, WA - Trombone player (December 2019-present)
- North Cascades Community Orchestra, Bellingham, WA - Trombone player (September 2019-December 2019)
- YMCA Girls on the Run Program, Bellingham, WA - Coach at Lowell Elementary (September 2017-November 2017)
- Cornwall Church, Bellingham, WA
 - Middle School ministry volunteer (Spring 2018)
 - Weekly greeter at the 11 a.m. service (Spring 2019 – present)
- Whatcom Volunteer Chore Program, Bellingham, WA (March 2014-October 2014)
- Whatcom Humane Society, Bellingham, WA
 - Dog Days of Summer 5k Race Director (2017)
 - Critter Camp Counselor (30 hours per camp, August 2016, 2017 and 2019)
 - Volunteer trainer (April 2016-present)
 - Volunteer walking and caring for dogs (February 2014-present)
- Greater Bellingham Running Club, Bellingham, WA
 - Board member at large and social media coordinator (May 2015-December 2016)
 - Chuckanut Foot Race co-race director (2015 & 2016)
 - Scholarship coordinator (2015 & 2016)
 - Secretary (January 2014-May 2015)
 - Member (2011-present)
- Bellingham Trail Running Club member, Bellingham, WA (January 2013-2017)
- Calvary Chapel, El Centro, CA
 - Awanas leader (2010-2011)
 - Sunday school teacher (2010-2011)
- Jimmie Cannon's Valley Jazz member, El Centro, CA (2009-2011)
- Musik Mixers band member, Brawley, CA (2009-2011)
- Swiss Band member, Holtville, CA (2009-2011)
- University of Wisconsin La Crosse Alumni Association member (2007-present)
- Lambda Pi Eta, Communication Honor Society member, UW-La Crosse (2005-2007)
- Public Relations Student Society of America member, UW-La Crosse (2005-2007)
- American Red Cross volunteer, La Crosse, WI (2003-2007)
- Horse Sense for Special Riders volunteer, La Crosse, WI (2003-2005)
- Habitat for Humanity volunteer, La Crosse, WI (2003-2005)

PROFESSIONAL PUBLICATIONS

- Imperial Valley Press (staff writer)

COMPUTER SKILLS

- Microsoft Office: Word, Publisher, Outlook, PowerPoint, PhotoDraw, Excel
- Adobe: InDesign, Photoshop, Acrobat, Illustrator, Designer

REFERENCES

Bob Marvel

Cornwall Church, Pastor

Phone number: 360-733-2150

Email: suzannes@cornwallchurch.com

Joe Leighton

Bellingham Police Department, Sergeant

Phone number: 360-393-9978

Email: jleighton@cob.org

Chad Cristelli

Bellingham Police Department, Lieutenant

Phone number: 360-778-8631

Email: ccristelli@cob.org

Carly Brewer

Whatcom Humane Society, Volunteer Coordinator

Phone number: 360-201-6030

Email: volunteer@whatcomhumane.org

Rodney Nash

Department of Homeland Security, Customs and Border Protection, Chief, passenger processing, Blaine, WA

Phone number: 360-332-8511

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Andrea Coffey

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