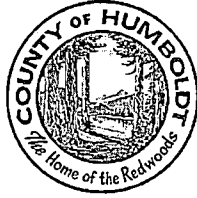


Humboldt County Audit Committee Application



Instructions: Individuals interested in serving on the Humboldt County Audit Committee must complete this application form. Please submit this completed form along with a resume to:

Mail: Clerk of the Board
County of Humboldt
Re: Humboldt County Audit Committee
825 5th Street
Eureka, CA 95501

Email: COB@co.humboldt.ca.us.

Attach more pages if necessary, but please be concise. Applications are subject to the California Public Records Act and disclosure requirements.

Name: Donald Allen
Address: , McKinleyville
Phone: ---
Email: donallen48@msn.com
Employer (if employed): retired

Are you applying for the Representative of a Special District or Schools? ☐ or
Are you applying for the Representative as a Citizen Member? ☒

1. Why do you want to be a member on the Audit Committee?

I wish to serve on the audit committee because I have a specific skill set that I think would benefit the committee's function. Serving on the committee would also gratify my sense of civic duty. I want to give back to this wonderful county that has been my home for over 40 years.

2. This appointment requires an understanding of generally accepted accounting principles and financial statements; the ability to assess the general application of such principles in connection with the accounting for estimates, accruals and reserves; knowledgeable of or have experience in preparing, auditing, analyzing or evaluating financial statements; and possess an understanding of internal controls and procedures for financial reporting. Describe how your experience and/or employment qualifies you to serve on the Audit Committee?

Please refer to my professional profile. While my specific responsibilities at Internews focused on compliance with the terms and conditions of Internews' agreements with donors and subrecipients (including thorough knowledge of federal regulations governing assistance awards), my role required me to interface closely with the finance department in guiding internal policies and procedures controlling financial accounting. I was instrumental in assuring successful annual audits of the organization to federal

3. Do you have a bachelor's degree in accounting or related field. Please specify.

No. My undergraduate degree is in English literature. However, I think that my years of work experience as described in item 2 above suffice to qualify me to serve beneficially on this committee.

4. Describe any previous Committee (or comparable) experience and how that would assist on this Committee.

I served for many years on Internews' management committee, working with senior managers to guide the organization's mission and performance. As a consultant, I similarly supported other NGOs in developing their policies and procedures. I have also provided training to organizational employees (at Internews and other NGOs) on the body of federal regulations governing assistance awards, and I have completed the program in group facilitation offered by the Cascadia Center for Leadership. All of this

5. How would you work with other Committee members to arrive at decisions?

In any group, I work collaboratively, and my primary aim is to arrive at consensus. I am committed to achieving optimal benefit for all residents of the county. I practice nonviolent communication (NVC). I am respectful of all perspectives, including those with which I may disagree. I am careful to avoid adopting a personal agenda regarding outcomes.

6. How much time would you have for this committee per month?

I am retired. I could comfortably devote up to 40 hours per month for this committee.

7. Conflict of Interest:

A. Please disclose any campaign contributions you have made over the past 3 years to campaigns for the following: Board of Supervisors, Treasurer-Tax Collector, Auditor-Controller, or the campaign of a candidate to be a member of a legislative body of any local agency that has deposited funds in the county treasury (please note that campaign contributions do not prohibit a person from serving on the committee).

I have made no campaign contributions for any of the offices listed.

B. Are you employed with, or employed by, any bond writers, bond counsel, security brokerages, or financial services firms with whom the county Treasurer-Tax Collector is doing business?

Yes ☐ No ☒

C. Do you understand and agree to abide by the Conflict of Interest provision in Section V of the Charter of the Humboldt County Audit Committee?

Yes ☒ No ☐

8. Please provide three references who can speak to your qualifications and ability to serve

a. Name: Dylan Gray Title & Organization: Vice President of Grants and Contracts, Internews

Relationship to you: former colleague Phone: ----- email: dgray@internews.org

b. Name: Tom Hjerpe Title & Organization: Attorney

Relationship to you: friend Phone: ----- email: thomas@humboldtattorney.com

c. Name: Julie Fulkerson Title & Organization: Principal, Fulkerson & Associates
Relationship to you: former associate Phone: _____ email: juliefulkerson@mac.com

I certify the information on this application to be accurate and complete to the best of my knowledge:

Signature Donald Allen Digitally signed by Donald Allen
Date: 2024.01.10 14:30:51
-08'00' Date 10JAN2024