



**BOARD OF SUPERVISORS
COUNTY OF HUMBOLDT**

825 5th Street, Suite 111, Eureka, CA 95501-1153

Telephone (707) 476-2390 Fax (707) 445-7299

APPLICATION TO SERVE ON THE HUMBOLDT COUNTY

**CITIZENS' ADVISORY COMMITTEE ON MEASURE Z
EXPENDITURES**

APPLICANT NAME: Catherine Munsee

MAILING ADDRESS: _____

Trinidad, CA 95570

TELEPHONE: Home: 1 Work: _____ Mobile: _____

E-MAIL ADDRESS: cmunsee@hotmail.com

OCCUPATION: Behavioral Health Clinician with DHHS

ARE YOU A CURRENT EMPLOYEE OF OR VOLUNTEER FOR THE COUNTY OR ANY AGENCY Yes

LIKELY TO APPLY FOR MEASURE Z FUNDS? XNO _____YES

IF YES, WHAT AGENCY OR DEPARTMENT? _____

PERSONAL REFERENCES:

(1) Kristine Mechals PHONE: _____

(2) Tom Nash PHONE: _____

PRIOR ADVISORY BOARD OR BOARD OF DIRECTORS EXPERIENCE? XNO _____YES

ON THE BACK OF THIS PAGE OR A SEPARATE SHEET OF PAPER, PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. WHAT IS YOUR FAMILIARITY WITH PUBLIC AGENCY BUDGETING?
2. DESCRIBE YOUR EXPERIENCE WITH COUNTY GOVERNMENT.
3. WHY ARE YOU INTERESTED IN SERVING ON THE **CITIZENS' ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES?**

PLEASE ATTACH A CURRENT RESUME.

I declare under penalty of perjury under the laws of the State of California that the above statements and all attachments are true and correct

DATE: 02/11/2021

SIGNATURE: Catherine Munsee

SUBMIT THIS APPLICATION TO:

HUMBOLDT COUNTY CITIZENS' ADVISORY COMMITTEE ON MEASURE Z EXPENDITURES, Clerk of the Board, 825 Fifth Street, Suite 111, Eureka, CA 95501-1153.

DATE TO SUPERVISOR _____ DATE APPROVED _____ NOT APPROVED _____

Citizens Advisory Committee on Measure Z Expenditures Application: C. Munsee

1. What is your familiarity with public agency budgeting?

I have experience with Humboldt County budget processes, having worked as the Business Manager for the Planning and Building Department for several years. I feel comfortable with accounting processes that support the budgeting process, forecasting and providing detailed expenditure reports. I have worked closely with the CAO's office, the county's auditor-controller's office and the treasurer-tax collector's office. I have experience appearing before, and reporting to, the Board of Supervisors related to budgetary matters.

2. Describe your experience with County government.

I am coming up on thirteen years of employment with Humboldt County. I have been lucky enough to participate in county employment in a variety of capacities. I have been part of DHHS Public Health, the Planning and Building Department and DHHS Behavioral Health. I have worked in administration, leadership, and direct service to community members. I have supported members of the community as they navigate engagement with county government to access resources, gather information or respond to government intervention.

3. Why are you interested in serving on the Citizens' Advisory Committee on Measure Z Expenditures?

I'm very interested in the intersection of law enforcement and community wellness. I've engaged in research related to law enforcement, community policing, law enforcement on college campuses, and behavioral health experiences of first responders. I've had the opportunity to intern at several local law enforcement agencies and I've had several years of experience working collaboratively with first responder agencies, specifically members of the Eureka Police Department.

I'm also a numbers geek and enjoy collaboratively prioritizing limited resources. I've had training and experience working as a member of a community board and enjoy the experience. I feel it is important to participate and to contribute to the Humboldt County community.



Catherine Whitman Munsee

cmunsee@hotmail.com

I am seeking an opportunity to serve on the Citizens' Advisory Committee on Measure Z Expenditures

Education:

Humboldt State University, 2018

MSW, Master's in Social Work, May 2018

Humboldt County DHHS

Crisis Intervention Certification, January, 2012

UC Davis

Certificate in Conflict Resolution, June, 2011

Society for Human Resource Management

Professional in Human Resources Certificate, January 2001

University of California, Berkeley

Paralegal Certificate, April 1999

California State University, Sacramento

MA, English Literature, June 1995

Uppsala University, Uppsala, Sweden

Graduate Coursework, Soviet Studies

California State University, Long Beach

BA, Political Science, May, 1987

Experience:

Humboldt County, DHHS, Public Health, Nurse Family Partnership, Eureka, CA *Behavioral Health Clinician, 11/2020 – current*

Under clinical supervision, providing psychotherapeutic services to community members enrolled in Nurse Family Partnership. Designing the role of a clinician in this program, including tracking data and establishing a new program code in the county's electronic records. Provide biopsychosocial assessments, linkage and brokerage to community resources, and connecting people to other behavioral health resources in the community.

Humboldt County, DHHS, Behavioral Health, HOME Program, Eureka, CA *Behavioral Health Clinician, 11/2018-11/2020*

Under clinical supervision, provided case management and psychotherapeutic services to members of the community experiencing homelessness. Designed and ran a women's group, facilitated housing and connections to medical and psychiatric care, and supported community members' access to benefits. Provided annual behavioral health assessments and Client Plans. Engaged in multi-disciplinary teams involving other programs and other local agencies. Maintained caseload records and submitted required documentation to electronic health record, per County policies.

Humboldt County, Planning and Building Department, Eureka, CA
Business Manager, 2015-2018

In consultation with the Department Director, perform complex fiscal, budgetary and administrative analyses in support of the Planning and Building Department: Plan, Coordinate and Evaluate special projects, supervise fiscal and administrative staff and perform related work, as assigned. Facilitated the development and administration of the department budget, oversee preparation of budget appropriation transfers and supplemental budgets. Prepares requests for grant funds, monitors for compliance and prepared reports. Collaborates with other governmental agencies, community groups, boards and commissions, vendors, and the public.

Humboldt County, Planning and Building Department, Eureka, CA
Administrative Analyst, 07/10-2015

Working within a grant-funded environment, I perform administrative, organizational, systems, budgetary, and additional analyses and reporting functions and assist with public information requests, provide fiscal support, accounting and contract management. Additionally, I assist with the creation and implementation of policies and procedures related to the work performed within the department, including strategic communications, and conflict management processes. A recent major project I am involved in as part of the management team's strategic planning process has been the development of a department-wide Code of Conduct.

Humboldt Mediation Services TAY Outreach Committee, Eureka, CA

Member of a committee designing outreach strategies, training materials, grant applications designed to provide transition aged youth education and experience in mediation practices and conflict resolution.

Humboldt County, Department of Health and Human Services, Public Health Branch, Eureka, CA

Office Services Supervisor, 04/09-07/10

Supervised Public Health Support Team, Employee Development, Created Team policies and procedures, facilitated continued integration with existing programs. Coordinated and managed special projects related to Public Health goals and objectives. A major project included logistical planning for the H1N1 county-wide vaccination campaign.

Trading Secrets: Insiders' Perspectives of How Sacramento Juvenile Justice Agencies Work, Sacramento, CA

Panel Member, 2008

Guest speaker at annual gathering of service providers within the Sacramento Juvenile Justice System, speaking specifically to the issue of restorative justice principles and sexual assault within the county's juvenile system.

The Gregory Group, Folsom, CA

Manager, Information Services, 6/2001-12/2008

Grow and manage an information services firm, which includes: Manage the retrieval of new-home data, manage online database and hard copy newsletter which consists of textual analysis as well as data exhibits. Records management and initiation of processes to ensure accuracy and timely delivery of data. Initiate and implement all HR responsibilities for a company of 25 employees, including payroll through PayChex, training, recruitment, and benefits administration. Project management including new-product development, client-specific consulting projects, and remote research center coordination with corporate office. Responsible for writing industry-related articles for magazines and web-based venues.

Granada Middle School, Whittier, CA

8th grade Language Arts and History Teacher, 1997-1998

Responsible for implementing California Eighth grade curriculum in language arts and history.

Long Beach City College, Long Beach, CA

English Instructor, 1/1996-8/1997

Developed curriculum in coordination with Department Chair and curriculum committee and taught English Composition courses as well as remedial reading and writing courses.

Elk Grove Unified School District, Elk Grove, CA

Substitute Teacher, 1993-1995

Taught in secondary level classrooms in the absence of contracted instructors. Maintained pedagogical relationships with students of various socio-economic backgrounds. Included practical application of curriculum delivery and classroom management in a public school setting.

Harmony Day School, Sacramento, CA

Member, Board of Directors, 1995

Worked to maintain the continuance of this non-profit peace studies institute. Dealt with financial planning, expansion of the program and daily operations.

Cosumnes River College, Elk Grove, CA

Teaching Internship Program, 1993

Worked with students of varied ability in basic writing techniques. Independently developed and implemented curriculum and met with students for individual tutorials.

Garden Grove Unified School District, Garden Grove, CA

Substitute Teacher, 1988-1991

Taught in secondary level classrooms in the absence of contracted instructors. Maintained pedagogical relationships with students of various socio-economic backgrounds. Included practical application of curriculum delivery and classroom management in a public-school setting.

