

T. 10.B.1.

## AGENDA COVER MEMO

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**DATE:** June 15, 2005  
**TO:** Board of County Commissioners  
**DEPARTMENT:** County Counsel/Law Library  
**PRESENTED BY:** L. Falken/Law Librarian  
**AGENDA ITEM TITLE:** ORDER/IN THE MATTER OF APPOINTING A LAY MEMBER TO THE LAW LIBRARY ADVISORY COMMITTEE

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### I. MOTION

Move approval of the Order appointing Ken Tollenaar to serve as a lay member for a three-year term on the Law Library Advisory Committee.

### II. ISSUE OR PROBLEM

There is one lay member vacancy on the Law Library Advisory Committee due to the expiration of Heather Cranor's term (appointed April 3, 2002, expired April 3, 2005.)

### III. DISCUSSION

#### A. Background

The Law Library Advisory Committee has two lay member positions, which each serve three-year terms. The Board on 4/3/02 appointed Ms. Cranor, and Ms. Melissa Mona was appointed on 2/26/03, due to a resignation of another appointee. In addition, there are seven (7) other voting members of the Committee, appointed to one-year terms by the President of the Lane County Bar Association. There is one ex-officio position, which is shared by law librarians from the University of Oregon's Law Library. A current roster of members is attached.

#### COMMITTEE CHARGE:

Works with assigned county staff in an advisory capacity to support adequate law library facilities and services for all patrons

Total Membership Positions:	<u>9</u>	
Total Lay Member Positions:	<u>2</u>	Term: <u>3</u> (# of years)
Current Lay Vacancies:	<u>1</u>	<u>0</u> (# Mos. Remaining)

Total Applications Submitted:   2  

Advertising Date: February 25, 2005 through March 25, 2005

Mandated Committee:   No  

Staff Liaison: Linda Falken, County Counsel/Law Library 682-4113

**B. Analysis**

The Lay member vacancy was advertised from February 25, 2005 through March 25, 2005 and two applications were received. (Mr. Kenneth Tollenaar and Ms. Nadia Sindi - Copies of these applications are attached.) The Committee met on April 19<sup>th</sup>, 2005 to review applications received, and set up a Special Meeting on April 27<sup>th</sup>, to interview each applicant further. The Committee again met on May 31<sup>st</sup> (the May 17<sup>th</sup> meeting was rescheduled due to lack of an available quorum on that date) to review the results of the interviews and discuss each candidate.

Committee members felt that both candidates had many strong positive qualities to contribute to the Committee's structure, but after discussion, chose to recommend Mr. Ken Tollenaar. This recommendation is based on Mr. Tollenaar's past use and understanding of the current Law Library facility, as well as his prior work with non-profit and administrative agencies.

**C. Alternatives/Options**

1. Accept the recommendation of the Law Library Advisory Committee to appoint Ken Tollenaar to the vacant Lay Member position on the Committee.
2. Appoint the other applicant (Ms. Nadia Sindi) to the vacant position.
3. Reject all applicants and direct staff to re-advertise the position.

**D. Recommendation**

Option 1

**E. Timing**

The first LLAC meeting for the new appointee will be July 19<sup>th</sup>.

**IV. IMPLEMENTATION/FOLLOW UP**

The selected applicant will be notified of their Board appointment, and informed of the next regularly scheduled Committee meeting.

**V. ATTACHMENTS**

- A. Committee Roster
- B. Applications
- C. Board Order

# LANE COUNTY LAW LIBRARY ADVISORY COMMITTEE ROSTER 2004-2005

TERM	NAME	ADDRESS	PHONE/FAX/EMAIL
<b>BAR MEMBERS</b>			
OPEN 1	CARPENTER, WILLIAM C. JR. Attorney at Law (Chair)	474 Willamette Street, Suite 303 Eugene, Oregon 97401	(B) (541) 484-4436 FAX 683-1346 email: <a href="mailto:wcarpenter@igc.org">wcarpenter@igc.org</a>
OPEN 2	PARIS, MARGARET (Liason)	University of Oregon School of Law 1515 Agate St Eugene OR 97403-1221	(B) (541) 346-3852 email: <a href="mailto:mparis@law.uoregon.edu">mparis@law.uoregon.edu</a>
OPEN 3	WEICHSELBAUM, LEE Attorney at Law	115 W. 8 <sup>th</sup> Ave Suite 212 Eugene, Oregon 97401	(B) (541) 485-3216 email: <a href="mailto:lcw@efn.org">lcw@efn.org</a>
OPEN 4	TAYLOR, DIANA R. Attorney at Law	40 E. Broadway Suite 200 Eugene Oregon 97401	(B) (541) 342-8479 FAX 342-3101 email: <a href="mailto:taylordianaratto@qwest.net">taylordianaratto@qwest.net</a>
OPEN 5	MICHAELS, BRIAN Attorney at Law	259 East 5 <sup>th</sup> Avenue Eugene, Oregon 97401	(B) 687-0578 FAX 686-2137 email: <a href="mailto:sephrao@ix.netcom.com">sephrao@ix.netcom.com</a> <a href="mailto:blmichaels@hotmail.com">blmichaels@hotmail.com</a>
OPEN 6	GIBSON, KRISTIE L. Attorney at Law	In-house Counsel P.O. Box 40313 Eugene, Oregon 97404	(B) (541) 688-4112 FAX email: <a href="mailto:kgibson@gibsonholders.com">kgibson@gibsonholders.com</a>
OPEN 7	VACANT – C. Shaffner resigned 5/1/05		
<b>LAY MEMBERS</b>			
8	VACANT, H. Cranor term expired as of 4/3/05		
E02/06 9	MONA, Melissa	White Bird Clinic Hope Project 258 E. 16 <sup>th</sup> Ave. Eugene OR 97401	(B) (541) 284-2459 X1 Alternative: 342-8255 X118 FAX: email: <a href="mailto:melissamonda@hotmail.com">melissamonda@hotmail.com</a>
<b>EX OFFICIO MEMBERS</b>			
OPEN 10/1	CLAYTON, MARY Associate Law Librarian	John E. Jaqua Law Library University of Oregon Law School 1221 University of Oregon (Street Address: 1515 Agate Street) Eugene, Oregon 97403-1221	(B) (541) 346-1650 FAX (541) 346-1669 email: <a href="mailto:clayton@law.uoregon.edu">clayton@law.uoregon.edu</a>
OPEN 10/2	MIDKIFF, STEPHANIE Law Reference Librarian	John E. Jaqua Law Library University of Oregon Law School 1221 University of Oregon (Street Address: 1515 Agate Street) Eugene, Oregon 97403-1221	(B) (541) 346-1661 FAX (541) 346-1669 email: <a href="mailto:smidkiff@law.uoregon.edu">smidkiff@law.uoregon.edu</a>
OPEN 10/3	NESBIT, ANGUS OPEN Law Reference Librarian	John E. Jaqua Law Library University of Oregon Law School 1221 University of Oregon (Street Address: 1515 Agate Street) Eugene, Oregon 97403-1221	(B) (541) 346-1673 FAX (541) 346-1669 email: <a href="mailto:anesbit@law.uoregon.edu">anesbit@law.uoregon.edu</a>

**BCC LIAISON**

SORENSEN, C. PETER  
County Commissioner

Lane County Board of Commissioners  
Courthouse/PSB-Plaza  
125 East 8<sup>th</sup> Avenue  
Eugene, Oregon 97401

(B) (541) 682-4203  
email: [Peter.Sorenson@co.lane.or.us](mailto:Peter.Sorenson@co.lane.or.us)

**STAFF**

FALKEN, LINDA  
Law Librarian

Lane County Law Library  
Courthouse/PSB Concourse  
125 East 8<sup>th</sup> Avenue  
Eugene, Oregon 97401

(B) (541) 682-4113  
FAX (541) 682-4315  
email: [Linda.Falken@co.lane.or.us](mailto:Linda.Falken@co.lane.or.us)

BIGGS Karen  
Library Assistant

Lane County Law Library  
Courthouse/PSB Concourse  
125 East 8<sup>th</sup> Avenue  
Eugene, Oregon 97401

(B) (541) 682-4337  
FAX (541) 682-4315  
email: [Karen.Biggs@co.lane.or.us](mailto:Karen.Biggs@co.lane.or.us)

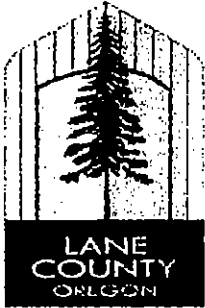
WILSON, TERESA J.

Lane County Office of County Counsel  
Courthouse/PSB Plaza  
125 East 8<sup>th</sup> Avenue  
Eugene, Oregon 97401

(B) (541) 682-3728 County Counsel  
FAX (541) 682-3803  
email: [Teresa.Wilson@co.lane.or.us](mailto:Teresa.Wilson@co.lane.or.us)

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\*\*These Ex Officio members share a position



**Lane County  
CITIZEN ADVISORY COMMITTEE  
APPLICATION**

<b>APPLICANT'S NAME AND CITY:</b> Ken Tollenaar, Eugene	<b>DATE:</b> March 25, 2005
<b>NAME OF ADVISORY COMMITTEE:</b> Law Library	<b>PLEASE CHECK ONE:</b> <input checked="" type="checkbox"/> New Applicant <input type="checkbox"/> Application for Reappointment

1. Give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.)

Experience and training in public affairs research (see attached resume)

2. Why do you want to become a member of this committee, and what specific contributions do you hope to make?  
 Interested in interface between public law and public policy. Will try to reflect/represent interests of non-attorney users of the law library.
3. List the community concerns related to this committee that you would like to see addressed if you are appointed.  
 General public access to and appropriate use of the law library.
4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.) Please see attached resume.
5. Lane County is committed to reflecting diverse cultures on its boards/committees and does not discriminate against any person on the basis of gender, race, color, national origin, religion, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities. If selected, how would you contribute to this effort?  
 Support diversity and equal rights
6. Are you currently serving on any Advisory Boards or Committees? If so, which ones?  
 No
7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? (If there is a change in your circumstances, please advise the staff for the committee within 30 days.)  
☒ No ☐ Yes Specify:
8. How did you learn about this vacancy? ☐ Newspaper ☐ Word of mouth ☒ Other:  
 County web site
9. In which County Commissioner District do you reside? please check one:  
☐ Unsure ☐ West Lane County ☐ Springfield ☐ South Eugene ☒ North Eugene ☐ East Lane County

*\*The Board of Commissioners has adopted the following policy on reappointments:*

a. *Members of County advisory groups will serve a maximum of two consecutive terms when term lengths are three or more years in length.*

b. *The deadline for incumbent applications will be the same as the deadline for new applications.*

*\* Unless waived by the Board.*



Lane County  
CITIZEN ADVISORY COMMITTEE  
APPLICATION

Page 2 of 2

Please Print

Name: Tollenaar  
(Last)

Ken  
(First)

Address: \_\_\_\_\_  
(Street)

Eugene  
(City)

\_\_\_\_\_  
(Zip)

Home Phone: \_\_\_\_\_

How Long Have You Lived in Lane County? 39 Years    Months

Occupation: Retired

Place of Employment: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Fax: \_\_\_\_\_

NOTE: Information in this box consisting of home addresses and phone numbers may be exempt from disclosure per ORS 192.502(3).

**OPTIONAL INFORMATION**

Lane County is required under state and federal guidelines to identify applicants by ethnicity, race, gender and age. Supplying this information will also assist Lane County in evaluating its Diversity Implementation Plan to achieve more diversity on its advisory committees. Providing this information will not adversely affect your opportunity to serve on this committee or board and this information is processed separately from the application. Completion of this section is entirely voluntary and remains confidential.

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Male         | <input type="checkbox"/> Female                       | <input type="checkbox"/> Asian American     |
| <input type="checkbox"/> African American        | <input checked="" type="checkbox"/> European American | <input type="checkbox"/> Native American    |
| <input type="checkbox"/> Hispanic/Chicano/Latino | <input type="checkbox"/> Other:                       | <input type="checkbox"/> Disability: *Type: |

\*This information is used to ensure there is reasonable accommodation and representation on advisory boards.

Is your age over 40? ☒ Yes ☐ No

*Lane County does not discriminate against any person on the basis of race, color, national origin, gender, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities.*

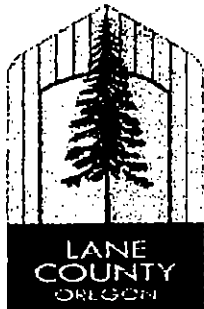
Signature of Applicant Ken Tollenaar

Date: March 25, 2005

*Except as noted above, all information provided as part of this application is a public record subject to disclosure.*

Please Return to: Lane County Administration  
Public Service Building  
125 East 8<sup>th</sup> Avenue  
Eugene, OR 97401

NOTE: If you are not selected at this time, your application will be kept on file for 12 months from the date it was received and will be reconsidered as vacancies occur.



Lane County  
CITIZEN ADVISORY COMMITTEE  
**APPLICATION**

<b>APPLICANT'S NAME AND CITY:</b> Ken Tollenaar, Eugene	<b>DATE:</b> March 25, 2005
<b>NAME OF ADVISORY COMMITTEE:</b> Law Library	<b>PLEASE CHECK ONE:</b> <input checked="" type="checkbox"/> New Applicant <input type="checkbox"/> Application for Reappointment

1. Give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.)

Experience and training in public affairs research (see attached resume)

2. Why do you want to become a member of this committee, and what specific contributions do you hope to make?  
 Interested in interface between public law and public policy. Will try to reflect/represent interests of non-attorney users of the law library.

3. List the community concerns related to this committee that you would like to see addressed if you are appointed.  
 General public access to and appropriate use of the law library.

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.) Please see attached resume.

5. Lane County is committed to reflecting diverse cultures on its boards/committees and does not discriminate against any person on the basis of gender, race, color, national origin, religion, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities. If selected, how would you contribute to this effort?

Support diversity and equal rights

6. Are you currently serving on any Advisory Boards or Committees? If so, which ones?

No

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? (If there is a change in your circumstances, please advise the staff for the committee within 30 days.)

☒ No ☐ Yes Specify:

8. How did you learn about this vacancy? ☐ Newspaper ☐ Word of mouth ☒ Other:

County web site

9. In which County Commissioner District do you reside? please check one:

☐ Unsure ☐ West Lane County ☐ Springfield ☐ South Eugene ☒ North Eugene ☐ East Lane County

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*\* Unless waived by the Board.*



# **RESUME**

**KEN TOLLENAAR**

**Eugene, Oregon 97401**

## **Education**

B.A., Political Science, Reed College, 1950

M.A., Public Administration, University of Minnesota, 1953

Northwestern College of Law (attended 1962-64, no degree)

## **Employment**

Personnel Technician, City of Portland, 1950-51

Research Assistant, Public Administration Center, University of Minnesota (half time),  
1951-52

Junior Management Assistant, U.S. Department of State, 1952-53

Assistant Director in Charge of Portland Office, Bureau of Governmental Research and  
Service, University of Oregon, 1953-55 and 1957-59

Executive Secretary, Joint Legislative Interim Committee on Local Government, State of  
Oregon, 1955-56

Executive Director, Association of Oregon Counties, 1959-66

Research Associate, Bureau of Governmental Research and Service, 1966-68

Director, Bureau of Governmental Research and Service, 1968-80 and 1982-86

Acting Dean, School of Community Service and Public Affairs, University of Oregon,  
1980-82

Senior Research Associate, Bureau of Governmental Research and Service, 1986-91

Senior Research Associate, Program for Governmental Research and Education, Oregon  
State University, 1991-92

Research Director, City Club of Eugene (half time), 1993-95

Principal, Tollenaar and Associates, 1993-2001

## **Courses Taught at University of Oregon**

Public Administration, Public Personnel Administration, Local Government,  
Intergovernmental Relations

## **Public Service (partial listing)**

Secretary, Western Regional District, National Association of Counties, 1963-65

Member, O&C Advisory Board, U.S. Bureau of Land Management, 1970-73

Member, National Advisory Board, U.S. Bureau of Land Management, 1974-77

Member, County Law Review Subcommittee, Oregon House of Representatives Interim  
Committee on Intergovernmental Affairs, 1979-83

Chair, University of Oregon Library Committee, 1982-83  
Member, City of Eugene Citizen Involvement Committee, 1987-91  
Member, City of Eugene Planning Commission, 1988-94  
City Councilor, City of Eugene, 1997-99  
Member, Lane County Elected Officials Compensation Board, 1996-2001  
Member, Lane County Public Safety Coordinating Council, 1997-2003  
Volunteer small claims mediator, Lane County Circuit Court, 1999 to date  
Member, City of Eugene Charter Review Committee, 2001-02

### **Organizations**

American Society for Public Administration 1953-88, ASPA Section on Intergovernmental Administration and Management 1979-88, Western Governmental Research Association 1953-88, City Club of Eugene 1991 to date.

### **Honors and Awards**

Phi Beta Kappa, Reed College 1950; recognition awards from Association of Counties 1966, League of Oregon Cities 1986, and City Club of Eugene 1995; Distinguished Leadership Award, American Planning Association, Oregon Chapter 1987; emeritus status, University of Oregon 1988; Honorary Life Membership, Oregon Association of County Engineers and Surveyors 1994, Outstanding Elected Official Award, Lane Council of Governments 1998, and Turtle Award, City Club of Eugene 2001.

### **Publications (partial listing: publisher is Bureau of Governmental Research and Service unless otherwise noted)**

"Sidestepping the Legislature," Eugene Register-Guard, June 2, 2002  
*County Home Rule Papers*, Association of Oregon Counties, 2001  
*The Case for Local Self-Government*, Association of Oregon Counties, 1996  
*The Initiative Process in Oregon* (1992), *The City of Eugene's Voters' Pamphlet* (1993), *Alternative Revenue Sources for the City of Eugene* (1994), *The Hult Center and Its Communities* (1995), *The Organization and Management of Lane County Government* (1995), and *Providing a Safe Environment in Eugene Public Schools* (1995). (These are reports of City Club committees for which I provided research and editorial support.)  
*Current and Emerging Roles of Councils of Government in Oregon*, 1988  
*State Mandates on Cities and Counties in Oregon*, 1987  
*Training Materials for Land Use Planning*, 1984. (Project coordinator, general editor and co-author of several publications and videotapes produced under this project).  
*The O&C Lands*, Chapter I "120 Years of O&C History", Chapter III "Policy Guidance, Planning, Budgeting and Administration", and Chapter IV "Source and Distribution of Receipts", 1981

*Guide to Local Government in Oregon* 1980 (editor and project coordinator. Author of Chapter 4, "Relationships with Other Governments")

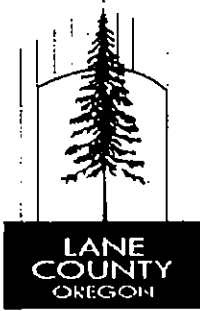
*Local Government Boundary Commissions: The Oregon Experience* 1978

*Model Charter for Oregon Counties*, 1977 (author of Chapter I "Introduction")

*Oregon State Government Policies: The Quest for Coordination*, 1974. (Author of Chapter II, "State Planning in Oregon")

*Voluntary Cooperation as an Approach to Areawide Government; Areawide Unification Of Local Government; and The Role of the County in Metropolitan Areas*, 1969. (Three papers written for the Central Lane Metropolitan Study Commission)

Page 1 of 2



**Lane County  
CITIZEN ADVISORY COMMITTEE  
APPLICATION**

APPLICANT'S NAME AND CITY: Eugene 97401	DATE: 3-20-05
NADIA SINDI	
NAME OF ADVISORY COMMITTEE:	PLEASE CHECK ONE:
Law Library Advisory Committee	<input type="checkbox"/> New Applicant
	<input type="checkbox"/> Application for Reappointment

1. Give a brief description of the experience or training that qualifies you for membership on this advisory committee (If you wish, you may attach a resume or other pertinent material.)

See Attachment

2. Why do you want to become a member of this committee, and what specific contributions do you hope to make? *Y61C Br Ar*

man Arab American Muslim woman. I need to support adequate Law Library facilities.

3. List the community concerns related to this committee that you would like to see addressed if you are appointed.

in a Research Assistant for The National Council on U.S. / Arab Relations  
in a member of The ADC: Arab American Anti-Discrimination. AAI. Arab Institute

4. Briefly describe your present or past involvement in relevant community groups. (Having no previous involvement will not disqualify you for appointment.) CIC with the City / EHPAC, GT Equil.

with the Act on Oregon Advisory Committee to U.S. Commission on Civil Rights

5. Lane County is committed to reflecting diverse cultures on its boards/committees and does not discriminate against any person on the basis of gender, race, color, national origin, religion, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities. If selected, how would you contribute

to this effort? I'm an Arab American. Lived in the U.S & Europe since I was a teenager. I work closely with the diverse community. Especially the Muslim/Arab community.

6. Are you currently serving on any Advisory Boards or Committees? If so, which ones?

No.

7. Are you employed by, have any business, contractual arrangements or family connections with programs having contractual agreements with the County or that might be within the purview of the committee on which you are seeking appointment? (If there is a change in your circumstances, please advise the staff for the committee within 30 days.)

☒ No    ☐ Yes    Specify:

8. How did you learn about this vacancy? ☐ Newspaper ☐ Word of mouth ☒ Other: Internet

Wane County Website

9. In which County Commissioner District do you reside? please check one:

☐ Unsure ☐ West Lane County ☐ Springfield ☐ South Eugene ☒ North Eugene ☐ East Lane County

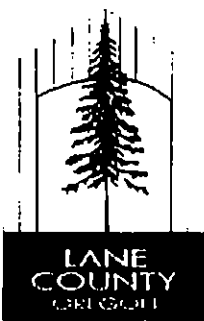
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b. *The deadline for incumbent applications will be the same as the deadline for new applications.*

\* Unless waived by the Board.

new address:



Lane County  
CITIZEN ADVISORY COMMITTEE  
APPLICATION

Page 2 of 2

Please Print

Name: SINDI (Last) NADIA (First)

Address: \_\_\_\_\_ (Street) \_\_\_\_\_ (City) 97401 (Zip)

Home Phone: \_\_\_\_\_ How Long Have You Lived in Lane County? 27 Years    Months

Occupation: Consultant/Facilitator Place of Employment: OHAC / Certified Language Interpreter

Business Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

NOTE: Information in this box consisting of home addresses and phone numbers may be exempt from disclosure per ORS 192.502(3).

OPTIONAL INFORMATION

Lane County is required under state and federal guidelines to identify applicants by ethnicity, race, gender and age. Supplying this information will also assist Lane County in evaluating its Diversity Implementation Plan to achieve more diversity on its advisory committees. Providing this information will not adversely affect your opportunity to serve on this committee or board and this information is processed separately from the application. Completion of this section is entirely voluntary and remains confidential.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Male                    | <input checked="" type="checkbox"/> Female             | <input type="checkbox"/> Asian American     |
| <input type="checkbox"/> African American        | <input type="checkbox"/> European American             | <input type="checkbox"/> Native American    |
| <input type="checkbox"/> Hispanic/Chicano/Latino | <input checked="" type="checkbox"/> Other: <u>Arab</u> | <input type="checkbox"/> Disability: *Type: |

\*This information is used to ensure there is reasonable accommodation and representation on advisory boards.

Is your age over 40? ☒ Yes ☐ No

Lane County does not discriminate against any person on the basis of race, color, national origin, gender, disability, or age in employment or in admission, treatment, or participation in its programs, services, and activities.

Signature of Applicant Nadia Sindi

Date: 3-20-05

Except as noted above, all information provided as part of this application is a public record subject to disclosure.

Please Return to: Lane County Administration  
Public Service Building  
125 East 8<sup>th</sup> Avenue  
Eugene, OR 97401

NOTE: If you are not selected at this time, your application will be kept on file for 12 months from the date it was received and will be reconsidered as vacancies occur.

# **Nadia Sindi**

Eugene, Oregon 97401

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## **CAREER GOAL:**

To assist a leader in the political community in order to continue my advocacy and humanitarian efforts, whilst contributing my professional skills to his or her office environment. A multicultural organization promoting tolerance and understanding between diverse cultures would be optimal.

## **SUMMARY OF QUALIFICATIONS:**

- Master degree in Curriculum and instruction with emphasis in computers.
- B.A. Degree in Social Sciences with emphasis in Science.
- Extensive background in counseling, instructing and program development.
- Outstanding leadership and organization skills.
- Honest and reliable in keeping commitments.
- More than 10 years advocating and consulting with people of all levels.
- Developed and trained FBI & law enforcement agents to communicate with the Middle Eastern and Muslims community through the U.S. Department of Justice.
- Increase training and developed skills working with a diverse community.

## **PROFESSIONAL EXPERIENCE:**

### **Planning and Management**

- Recruited, trained, and coordinated activities of more than 100 volunteers
- Managed fund-raising
- Planned and led educator workshops in three different states, six major U.S. Cities
- Organized local committees to support workshops
- Managed operations/supported management during startup phase of diverse corporations.

### **Office Clerical**

- Experience in the use of word processing and database software
- Assisted & trained in simple programming and use of Internet.
- Wrote facilitated manuals for workshops

My training in dialogue processes has three primary sources:

I have participated in several training courses which included elements of dialogue process:

\*Symposium: Security, Freedom, and Justice. -Pacific University 2002- ( a dialogue between police and the community to address the problems of maintaining national security in the post 9/11 era while ensuring personal civil rights, especially with regard to Arabs, Arab Americans, Sikhs and other immigrants.

Symposium: Follow-up to continue the dialogue initiated at the 2002 Pacific University session. May 2003 at Otter Crest Resort, Oregon Coast.

Train the Trainer session Building Cultural Competency, Arab Americans, Muslims and Islam/Sikh Americans and Sikhism. Co sponsored by the Community Relations Service, USDOJ and Connecting Cultures.

\*The International Victim-Offender Mediator Association (VOMA): "Innovative Practices in Restorative Justice and Victim, Offender and Community Processes"

\*Oregon Uniting, City of Eugene, Lane County, Oregon Diversity Institute (ODI), and The Center For Diversity Leadership with Victor Lee Lewis: "Voices of Diversity: Focusing on Personal & Institutional Transformation"

As A result of this training, I was able to facilitate adult and teen dialogues on racism in San Francisco, Cal., and Portland, Salem, Corvallis and Eugene, Ore. Another result was that I founded the Eugene Middle East Peace Group in 2000.

I have served on numerous commissions and committees, including:

\*Oregon Advisory Committee to the U.S. Commission on Civil Rights.

\*Lane County Human Rights Advisory Committee.

\*Citizen Involvement Committee. City of Eugene

\*4J School District (Eugene) Equity Committee, where I represented Arab-Muslim students.\*Citizen For Public Accountability.

\*American Arab Anti-Discrimination League (ADC) and Arab American Institute (AAI).

\*Faith in Action (Eugene).

\*Justice Not War (Eugene): Peace, Media Conference, *To What Extent Is Racism in the Media?*

\* The Lane County Bill of Rights Defense Committee.

\* The National Council On US-Arab Relations. U.S. -GCC Corporation Committee. Last September 11- 2004 in Washington D.C. As a Research Assistant " Center for International Disaster Information"

Born and raised in Jeddah, Saudi Arabia, I came to the United States in September, 1971, and gained American citizenship. I received my Master's Degree In Curriculum & Instructions/Computer Education from the University of Oregon.

I narrowly fell short of election to the Lane Community College Board on May 2003, when I earned 48.8% of the votes cast.

## **EMPLOYMENT HISTORY:**

Oregon Health Action Campaign (OHAC) Consultant	Portland, Oregon 2004 to 2004
Certified Languages International Interpreter & Translator	Portland, Oregon 1995 to 2004
Lane County Mental Health Family Advocate	Eugene, Oregon 1997 to 1998
Private Instructor Instructor	Eugene, Oregon 1995 to 2004
University of Oregon Office Assistant	Eugene, Oregon 1993 to 1994
Law Offices Office Assistant	Eugene, Oregon 1988 to 1992
Lane Community College Instructor	Eugene, Oregon 1991 to 1993
Parsec Engineering Consultant	Portland, Oregon 1987 to 1991
University of Oregon, Department of Romance Languages Instructor	Eugene, Oregon 1983 to 1987

<b>EDUCATION:</b>	<b>Portland State University</b>	<b>Portland, Oregon</b>
	<i>Bachelor Science Science and Social Sciences</i>	
	<b>University Of Oregon</b>	<b>Eugene, Oregon</b>
	<i>Masters Degree, Computer and Instructional Technology in Education</i>	

**REFERENCES:** Available upon request



IN THE BOARD OF COUNTY COMMISSIONERS  
OF LANE COUNTY, OREGON

ORDER No. 05-6-15-

) IN THE MATTER OF APPOINTING  
) ONE LAY MEMBER TO THE  
) LAW LIBRARY ADVISORY  
) COMMITTEE

**WHEREAS**, a lay vacancy exists on the Law Library Advisory Committee, due to the expiration of the term of Heather Cranor; and

**WHEREAS**, the vacancy was duly advertised and two (2) applications were received.

**WHEREAS**, the Law Library Advisory Committee has reviewed and considered both applicants and has recommended one to the Board for appointment;

**NOW, THEREFORE BE IT ORDERED THAT** the following person be appointed to the vacant lay position on the Law Library Advisory Committee:

NAME

TERM ENDS

Ken Tollenaar

September 30, 2008

Dated this \_\_\_\_ day of \_\_\_\_\_, 2005.

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Chair, Lane County Board of Commissioners