

City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

RECEIVED

JAN 15 2026

City of Lathrup Village

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

at 2:35pm

Date of Application: 1/15/2026

Please check the committee for which you are applying:

- | | |
|---|---|
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority (DDA) | <input type="checkbox"/> Parks & Recreation Committee |
| <input type="checkbox"/> Historic District Commission | <input type="checkbox"/> Tree Committee |
| <input checked="" type="checkbox"/> Communications & Engagement Committee | <input type="checkbox"/> Other: _____ |

Name: Carlisa Mathis

Address: 18155 Margate Avenue, Lathrup Village, MI 48076

Phone: 248-318-7743 Street, City, State, Zip Email: mathis9309@yahoo.com

Are you at least 18 years of age: YES ☒ NO ☐

Are you a registered voter in Lathrup Village: YES ☒ NO ☐

Have you been a resident of Lathrup Village for 1+ years: YES ☒ NO ☐

A resume/CV is required with your application. Additionally, please include a letter that covers any additional information that clearly states your qualifications for serving on the committee you selected and why you believe you are the best fit to serve Lathrup Village.

Signature: Carlisa Mathis Date: 01/15/2026

Applicants must be in good standing with the City to be eligible for committee, commission, or board appointment. Any outstanding violations or payments associated with the applying individual or individuals' property may result in the submitted application being rejected.

Return completed application to:
Lathrup Village – City Clerk, 27400 Southfield Road, Lathrup Village, MI 48076

Carlisa Mathis, LPC

Lathrup Village, Michigan

248-318-7743

mathis9309@yahoo.com

January 15, 2026

Lathrup Village – City Clerk

27400 Southfield Road

Lathrup Village, MI 48076

Dear City Clerk,

I am writing to apply for appointment to the **Lathrup Village Communication & Engagement Committee**. As a Licensed Professional Counselor and recent candidate for Lathrup Village City Council, I bring both professional expertise in communication and a strong commitment to community engagement and public service.

In my work as a Licensed Professional Counselor with 29 years of experience, effective communication is foundational. I regularly translate complex, emotionally charged, and technical information into language that is clear, accessible, and meaningful for individuals and families from diverse backgrounds. I am trained to listen deeply, identify barriers to understanding, and help people feel heard, informed, and empowered skills that directly align with the purpose of this committee.

During my recent city council campaign, I had extensive conversations with residents about city priorities, concerns, and opportunities for greater civic involvement. Those interactions reinforced the importance of clear, timely, and inclusive communication from the city, as well as the need for multiple engagement strategies to reach residents where they are. I gained valuable insight into how city messaging is perceived and how improved communication can foster trust, participation, and collaboration.

I am particularly interested in contributing to efforts that:

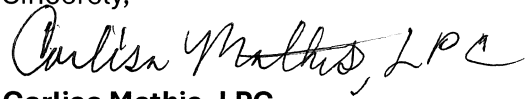
- Improve the clarity, accessibility, and reach of city communications
- Strengthen public understanding of city decisions, services, and processes
- Encourage broader participation in public meetings, civic initiatives, and community events

I approach this work with professionalism, empathy, and a collaborative mindset. Serving on the Communication & Engagement Committee would allow me to apply my counseling

background, community experience, and passion for civic involvement in service to Lathrup Village.

Thank you for your time and consideration. I would be honored to contribute to this important work and support the City's efforts to enhance communication and engagement with its residents.

Sincerely,

A handwritten signature in black ink that reads "Carlisa Mathis, LPC". The signature is written in a cursive, flowing style.

Carlisa Mathis, LPC

CARLISA M. MATHIS

18155 Margate Avenue Lathrup Village, MI 48076 248-318-7743

mathis9309@yahoo.com

OBJECTIVE

Dedicated Licensed Professional Counselor with extensive experience in communication and advocacy, seeking to contribute to the Lathrup Village Communication and Engagement Committee to strengthen resident connections, promote informed participation, and support inclusive municipal communication.

EDUCATION

University of Detroit Mercy Detroit, MI – **Master of Arts, Counseling – 1996**

University of Detroit Mercy Detroit, MI – **Bachelor of Arts, Psychology – 1993**

WORK EXPERIENCE

7/08 – Current

Detroit, MI

Assured Family Services/Juvenile Assessment Center – **Clinical Contract Manager**

Provides technical assistance for provider network agencies (PNA), reviews clinical items, completes monthly clinical billing summary, review and complete PNA terminations, conducts clinical trainings, completes additional unit requests, review unusual incident reports, conducts PNA case file audits, monitors CMHP credentialing and probationary clinicians case consultations and proficient in the use of JAIS.

3/05 – 1/08

Detroit, MI

Becton Healthcare Resources – **Clinical Liaison Director**

Liaison for New Center CMH Partial Hospitalization Program, assessing clients at high risk for hospitalization, marketing the program at community hospitals psychiatric departments, crisis intervention, facilitated multi-disciplinary daily meetings.

5/04 – 1/05

Detroit, MI

The Salvation Army Harbor Light – **Clinical Supervisor**

Directed, assisted and supervised day-to-day operations of five departments (Residential Substance Abuse Treatment Programs including MDOC, Intensive Outpatient Program, Evangeline Program Women & Children, Administrative Assistance staff and Intake Department), staff hiring, facilitated clinical staff trainings and meetings, and a member of the Records Review and Quality Assurance.

3/04 – 5/04

Vista Maria – Therapist Residential Programs

Provided therapeutic treatment services to the residents, implemented and monitored individual, group and family therapy, provided in-service training for unit staff, transported clients to court and home assessments.

5/97 – 6/03

Development Centers, Inc. – Clinical Therapist

Detroit, MI

Consistently completed assessments, created treatment plans, individual, family group therapy. Including the development and implementation of psychosocial rehabilitation program to support and provide opportunities for adults with mental illness.

SKILLS

MS Word, MS Excel and PowerPoint

Credential

Licensed Professional Counselor (LPC)

Children Mental Health Professional (CMHP)

Fundamentals of Alcohol and Other Drugs (FAODP)

REFERENCES AVAILABLE UPON REQUEST