

**Addell Austin Anderson**  
18530 San Diego Boulevard  
Lathrup Village, MI 48076

April 25, 2025

**Mr. Mike Greene**  
City Administrator  
City of Lathrup Village  
27400 Southfield Road  
Lathrup Village, MI 48076

Dear Mr. Greene -

I am writing to express my interest in filling the current vacancy on the Lathrup Village City Council. As a longtime resident of Lathrup Village and someone deeply committed to public service and civic engagement, I would be honored to contribute to the continued growth, equity, and vitality of our community through this role.

With over 25 years of experience as a nonprofit and public sector leader, I have built a career focused on community-centered collaboration, equity, and effective policy implementation. I hold a Master of Public Policy degree with a strong foundation in quantitative analysis, program design, and strategic planning. My work has consistently involved engaging diverse stakeholders, managing complex initiatives, and advocating for underserved populations.

I have served in senior leadership roles at both academic institutions and nonprofit organizations, including overseeing regional initiatives, building public-private partnerships, and managing budgets and staff. As the former Director of the University of Michigan Detroit Center, I worked closely with city agencies, community leaders, and residents to match university resources with local priorities. More recently, as Midwest Regional Director at FoodCorps, I led programming and policy strategy across multiple states, fostering relationships with school districts and state agencies to support student health and success.

Earlier in my career, I served as Executive Director of the Woodward Heritage Organization in Wayne County. In that role, I implemented strategic promotional campaigns to enhance visibility and economic growth along the Woodward Corridor, collaborated with local stakeholders to organize cultural and historical events, secured funding for revitalization projects, and built strong partnerships with businesses, community organizations, and government agencies. This experience further deepened my understanding of economic development, public-private collaboration, and community engagement—critical areas of focus for effective city governance.

I have also served in governance roles, including as a Trustee for Detroit Public Television, and as an appointed election poll worker, experiences that have further strengthened my commitment to transparent, inclusive governance.

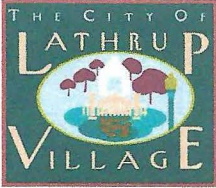
If selected to serve on the Lathrup Village City Council, I will bring a thoughtful, informed, and collaborative perspective rooted in both professional experience and a personal investment in the well-being of our community.

Thank you for your consideration. I would be pleased to provide any additional information or references needed to support my application.

Sincerely,

A handwritten signature in black ink, appearing to read "Addell Austin Anderson". The signature is fluid and cursive, with the first name "Addell" being the most prominent.

Addell Austin Anderson



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## APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 4/25/2025

Please check the committee for which you are applying for:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Review                                 | <input type="checkbox"/> Lathrup Village Foundation Board      |
| <input type="checkbox"/> Building Authority                              | <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 type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input checked="" type="checkbox"/> Other: <u>City Council</u> |

Name: Addell Austin Anderson

Address: 18530 San Diego Boulevard, Lathrup Village, MI 48076

Phone: 313-409-6684 Street, City, State, Zip Email: addellanderson@gmail.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: Addell Austin Anderson Date: 4/25/2025

***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**

Kelly Garrett  
Mayor

Bruce Kantor  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Dalton Barksdale  
Council Member

Jason Hammond  
Council Member



# ADDELL AUSTIN ANDERSON

Lathrup Village, MI 48076

☎: 313-409-6684 | ✉: [addellanderson@gmail.com](mailto:addellanderson@gmail.com)

**A dynamic and results-driven professional** with extensive experience in program administration, education, and staff development. Skilled in leading educational initiatives, ensuring policy compliance, and cultivating collaborative partnerships. Experienced in supporting policy advocacy efforts through collaboration with diverse stakeholders. Proficient in administrative functions, including budgeting, scheduling, and operational oversight. Passionate about fostering an inclusive and supportive work environment while driving efficiency and program success.

## CORE COMPETENCIES

▪ Strategist	▪ Communication Skills	▪ Workforce Development
▪ Research and Reporting	▪ Collaborative Leadership	▪ Program Assessment
▪ Stakeholder Engagement	▪ Project Management	▪ Data Collection
▪ Policy Analysis	▪ Budgeting/Financial Oversight	▪ Impact Analysis
▪ Legislative Review	▪ Contract/Grant Administration	▪ Performance Measurement

## PROFESSIONAL EXPERIENCE

*Development, Innovation, and Access (DIA) Specialist, Michigan Department of Civil Rights (Cadillac Place/hybrid) August 2024 - Present*

- Coordinated statewide initiatives, including implicit bias training and strategic planning for key events, promoting inclusive educational opportunities.
- Cultivated and maintained collaborative relationships with diverse stakeholders, including government agencies, educational institutions, and community organizations.
- Prepared detailed reports and analyses on training program effectiveness and policy implications, informing strategic decision-making.
- Managed the MDCR Council on Government and Education, monitoring and analyzing state education policies and initiatives to ensure alignment with organizational goals.
- Statewide Committee Member: Implicit Bias Training Subgroup; MIDEI-EIO Meeting; Planning Meeting – MIDEI January Event; Planning Meeting – MIDEI March Event

*Project Manager/Consultant (Remote Office) May – July 2024*

- Temporary Subcontractor with the Michigan Public Health Institute, providing services for the Michigan Department of Health & Human Services.
  - Conduct a comprehensive review and assessment of the current Prescription Produce Pilot Program to identify areas for improvement and opportunities for scalability.
  - Provide state and national scan of produce prescription programs to identify best practices and lessons learned to support sustainability.
  - Develop strategies and recommendations to enhance the sustainability of the program, including diversified funding sources, streamlined operational processes, and expanded outreach efforts.



- Develop engagement strategy with partners, including healthcare providers, farmers, local agencies, state agencies, and community organizations, to develop programmatic policy recommendations that will support existing and new produce prescription programs.

## **FoodCorps (Remote Office)**

### ***Midwest Regional Director***

**November 2021 – April 2024**

- Led the development and implementation of a regional partnership strategy to advance FoodCorps' programmatic, broad reach, and policy goals via data driven research in collaboration with Impact Programs teams and External Relations.
- Ensured high-quality programming delivery by establishing clear expectations and supporting consistent implementation of effective recruitment, training, site visits, and cohort development practices.
- Led the development and implementation of a regional partnership strategy to advance FoodCorps' programmatic, broad reach, and policy goals via data-driven research in collaboration with Impact Programs teams and External Relations.
- Ensured high-quality programming delivery by establishing clear expectations and supporting consistent implementation of effective recruitment, training, site visits, and cohort development practices.
- Provided ongoing coaching to Partnership Leads to foster professional growth, leadership, and exemplary performance as representatives of FoodCorps in partner communities.

## **FoodCorps, Detroit**

### ***Michigan Program Director***

**March 2018 – November 2021**

- Led, managed, and oversaw the FoodCorps Michigan program in partnership with the Program Coordinator, contributing to the connection of over 50,000 children pre-K to 8<sup>th</sup> grade - to healthy food in schools across the state since 2010.
- Ensured program quality and fidelity across service sites in collaboration with national staff and existing FoodCorps networks, aligning with school wellness objectives by placing trained FoodCorps members in pre-K, elementary, and middle schools.
- Oversaw program performance management and monitoring, including data collection, curriculum development and training, site observations, and AmeriCorps compliance, ensuring effective implementation and impact assessment.

## **University of Michigan Detroit Center, Detroit, MI**

### ***Director***

**June 2010 – December 2017**

- Operated under the auspices of the Chief Diversity Officer in the Office of Diversity Equity and Inclusion.
- Led collaboration among seventeen university units, optimizing operations to support instruction, research, and outreach in Detroit.
- Cultivated partnerships between university units and civic, K-12, and nonprofit organizations, fostering community engagement and resource-sharing.
- Organized cultural and scholarly events featuring esteemed speakers, including U.S. Senators, legislators, Nobel laureates, and Pulitzer Prize winners.
- Represented the university at major events and meetings, enhancing institutional visibility and fostering key relationships within the Detroit community.
- Managed an annual summer residential theatre camp, adhering to university guidelines and providing enriching experiences for participants.
- Successfully managed multi-year budgets, adapting to changing financial landscapes and ensuring long-term program viability.
- Elevated organizational profile through strategic initiatives, including website revamp, street banner installation, and comprehensive marketing plan implementation, which resulted in a 668% increase in online reach from 2010 to 2014.

## **University of Michigan Detroit Center, Detroit, MI**

### ***Program Director, Michigan AmeriCorps Partnership***

**August 2003 – June 2010**

- For U-M's Edward Ginsberg Center for Community Service and Learning, annually recruited 55-60 AmeriCorps Members to serve at 30-40 nonprofit human needs organizations, primarily located in Detroit.

- Worked closely with the Ginsberg Center's budget manager to annually administer between \$575K – 1.6 million of dollars in federal grants during my tenure.
- Built relationships with over 100 nonprofit organizations, primarily in Washtenaw and Wayne Counties.
- Partnered with faculty and staff from the following University units to serve as informational resources and mentors for AmeriCorps members: School of Public Health, Urban Planning Program, School of Art & Design, School of Social Work, Residential College, College of Literature, Sciences and the Arts, and the Undergraduate Opportunity Research Program.
- Devised and conducted monthly professional development workshops in civic engagement, multicultural competency, conflict resolution, community organizing, and Detroit history and culture.
- Completed semi-annual and program year-end reports according to guidelines set by the Michigan Community Service Commission and the Corporation for National and Community Service.

### **Woodward Heritage Organization, Wayne**

*Executive Director*

**January 2002 – August 2003**

- Implemented strategic promotional campaigns to enhance visibility and economic growth along the Woodward Corridor, driving increased foot traffic and business activity.
- Collaborated with local stakeholders to organize community events and initiatives to promote cultural heritage and historical preservation along Woodward Avenue.
- Played a key role in securing funding opportunities and grants to support economic development projects and revitalization efforts within the corridor.
- Utilized strong communication and negotiation skills to foster partnerships with businesses, community organizations, and government agencies, facilitating coordinated efforts toward common goals.

### **Detroit 300, Detroit, MI**

*Recognition Program Manager*

**May 1999 – December 2001**

- Spearheaded the planning and execution of community programs, special events, and permanent legacies as part of Detroit 300's mission to honor Detroit's 300th anniversary.
- Managed high-profile events, including the Heritage Recognition Breakfast, Cadillac's Landing: A Birthday Celebration of Detroit and its People, and Detroit 300 Day at Comerica Park, overseeing logistics, coordination, and ensuring a memorable experience for attendees.
- Cultivated and maintained relationships with key stakeholders, including the Automobile National Heritage Partnership, Business Recognition Program, Community Recognition Program, History Advisors, Partner Programs, and Philatelic Committee, fostering collaboration and support for Detroit 300 initiatives.

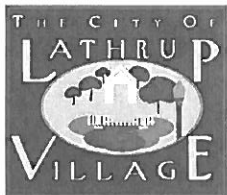
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## **EDUCATION**

**Doctor of Philosophy Degree**, Michigan State University - Major: Theatre. Dissertation: "Pioneering Black Dramas, 1924-1927."

**Master of Public Policy Degree**, University of Michigan - Major: Public Policy.

**Bachelor of Arts Degree**, Kalamazoo College - Major: Economics



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## APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 5/9/2025

Please check the committee for which you are applying for:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Review                                 | <input type="checkbox"/> Lathrup Village Foundation Board      |
| <input type="checkbox"/> Building Authority                              | <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 type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input checked="" type="checkbox"/> Other: <u>City Council</u> |

Name: Carlisa M. 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 M. Mathis Date: 5/9/2025

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**Return completed application to:**  
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Kelly Garrett  
Mayor

Bruce Kantor  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Dalton Barksdale  
Council Member

Jason Hammond  
Council Member



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# CARLISA M. MATHIS

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Lathrup Village, MI 48076 ♦ 248-318-7743 ♦ mathis9309@yahoo.com

May 9, 2025

City of Lathrup Village

RE: City Council Member

Dear City Administrator, Mr. Greene,

I am writing to express my interest in the City Council Member vacant position with the City of Lathrup Village. With over a decade of experience as a Clinical Contract Manager, I have developed strong communication, decision-making, and teamwork skills that I believe will be invaluable in serving our community.

Throughout my career, I have consistently engaged with diverse stakeholders to address complex issues and facilitate productive discussions. This experience has equipped me with the capability to effectively represent constituents' interests and concerns during city meetings and hearings. My background in county program contracts aligns well with the responsibilities of approving city projects.

I am particularly passionate about fostering civic engagement within our community. By encouraging active participation among residents, we can create an environment where everyone feels their voice is heard and valued. Additionally, my commitment to transparency ensures that constituents are informed about local policies and developments.

As a proactive problem-solver, I understand the importance of establishing committees focused on critical areas such as public safety and finance. Collaborating with fellow council members will allow us to develop innovative solutions that enhance our city's quality of life while promoting responsible governance.

I am excited about the opportunity to contribute positively to Lathrup Village as a City Council Member. Thank you for considering my application; I look forward to discussing how my background can support your efforts in creating a thriving community.

Sincerely,

CARLISA M. MATHIS

*CARLISA M. MATHIS*

# CARLISA M. MATHIS

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18155 Margate Avenue, Lathrup Village, MI 48076 • 248-318-7743 • mathis9309@yahoo.com

## Professional Summary

Highly organized and dependable professional with a proven track record of effectively managing multiple priorities and taking on additional responsibilities to ensure team success. Eager to contribute strong work ethic and collaborative spirit to drive results in a dynamic work environment.

## Skills

- Detail-oriented approach
- Team leadership
- Strategic decision-making
- Effective communication

## Work History

**Real Estate Agent**, 07/2024 to Current

**eXp Realty** – Novi, USA

- Provides assistance to help clients buy, sell, and lease property.

**Clinical Contract Manager**, 07/2008 to Current

**Assured Family Services/Juvenile Assessment Center** – Detroit, USA

- Provides technical assistance for contracted provider network agencies (PNA), reviews clinical documentation, completes monthly clinical billing summary, reviews and complete PNA terminations, conducts quarterly clinical trainings, reviews unusual incident reports, conducts PNA annual case file audits, monitors Children Mental Health Professional credentialing process and probationary clinicians case consultations. Proficient in the use of Juvenile Assessment Information System.

**Clinical Liaison Director**, 03/2005 to 01/2008

**Becton Healthcare Resources** – Detroit, USA

- Liaison for New Center Community Mental Health 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.

**Clinical Supervisor**, 05/2004 to 01/2005



## **The Salvation Army Harbor Light – Detroit, USA**

- 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.

## **Therapist Residential Programs, 03/2004 to 05/2004**

### **Vista Maria**

- 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.

## **Clinical Therapist, 05/1997 to 06/2003**

### **Development Centers, Inc. – Detroit, USA**

- 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.

## **Education**

**Master of Arts:** Counseling, 1996

**University of Detroit Mercy** - Detroit, MI

**Bachelor of Arts:** Psychology, 1993

**University of Detroit** - Detroit, MI

## **Credentials**

Licensed Professional Counselor (LPC)

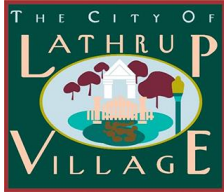
Children Mental Health Professional (CMHP)

Qualified Mental Health Professional (QMHP)

Licensed Real Estate Agent

## **Affiliations**

- National Association of REALTORS



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## APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 05/09/2025

Please check the committee for which you are applying for:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Board of Review                      | <input type="checkbox"/> Lathrup Village Foundation Board |
| <input type="checkbox"/> Building Authority                              | <input type="checkbox"/> Planning Commission              |
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| <input type="checkbox"/> Historic District Commission                    | <input type="checkbox"/> Tree Committee                   |
| <input type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input type="checkbox"/> Other: <u>City Council</u>       |

Name: Harolyn Nimmo

Address: 27335 Eldorado Pl, Lathrup Village MI, 48076

Phone: 313-424-9326 Street, City, State, Zip Email: \_\_\_\_\_

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: Harolyn Nimmo Date: 05/09/2025

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Mayor

Bruce Kantor  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Dalton Barksdale  
Council Member

Jason Hammond  
Council Member

**HAROLYN NIMMO, MPH, MBA**  
27335 Eldorado Pl, Lathrup Village MI 48076  
313-424-9326 • [harolynnimmo@gmail.com](mailto:harolynnimmo@gmail.com)

**May 9, 2025**

City Hall  
27400 Southfield Road  
Lathrup Village, MI 48076

Dear Mr. Greene - City Administrator,

I am writing to express my interest in the **June through November 2025** City Council appointment. I have been a resident of Lathrup Village since 2016 and have served as a poll worker for Precinct 2 for several election cycles. This role has given me an understanding of our local political process and the needs of our community. I am always civically engaged in some capacity and working to build cohesiveness among underserved groups. This position presents a great opportunity to share my expertise to continue building the community I live in.

My educational background is in public health and business. I have over 20 years of experience in public service, providing technical expertise, consultation, and leadership at the State, County, and City levels of government. I believe my experience aligns well with the City Council's goals to keep our community safe, support infrastructure with functional road and neighborhoods, and attract development and new businesses.

As the Deputy Director and Chief Health Equity Officer for the Wayne County Department of Health, Human, and Veterans Services, I have been at the forefront of designing and sustaining effective programs and policies. My responsibilities include overseeing our veterans' services, medical examiners' office, planning and promotion, quality improvement, and health equity work. I also serve on several boards to advance education and healthcare access for youth and entrepreneurs in southeast Michigan, furthering the cause of health equity.

I am the proud wife of Kollie Nimmo, a 20-year U.S. Army Veteran, and the mother of three beautiful children: Victoria (24), Elona (18), and Ephriam (14).

My commission application and resume are attached for your review. I am more than willing to discuss in detail how my qualifications align with your goals. I appreciate your time and consideration, and I look forward to the opportunity to further demonstrate my suitability for the City Council appointment.

Sincerely,

*Harolyn Nimmo*

**Harolyn Nimmo, MPH MBA**



## HAROLYN NIMMO, MPH, MBA

313-424-9326 • [harolynnimmo@gmail.com](mailto:harolynnimmo@gmail.com) • <https://www.linkedin.com/in/harolyn-nimmo-mba-mph-735490106/>

### PROFESSIONAL SUMMARY

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Seasoned public health executive with extensive experience managing strategy, execution, and performance of statewide and local public health and healthcare programs. Apply business acumen to expand the financial portfolios of organizations—excellent communication and relationship-building skills to foster cross-sector collaboration. I am skilled in strategic planning and building sustainable systems to address programmatic, operational, and funding challenges. My results-based leadership style, which leverages team members' talents, skills, and knowledge, reassures me about my ability to deliver outcomes. Experienced with policy development to improve public health and healthcare standards at the national and state levels.

### KEY COMPETENCIES

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•Strategic Planning •Systems Design Thinking •Results-based Accountability Strategies • Program and Project Design •Workforce Development •Budgeting •Forecasting •Contract Management •Procurement • Collective Bargaining• Strategic Partnerships •Collective Impact • Project Management •Grant Writing •Program Evaluation

### PROFESSIONAL EXPERIENCE

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Wayne County Health, Human, and Veterans Services, Detroit MI

#### **Deputy Director and Chief Health Equity Officer**

Mar. 2023 – Present

Provided leadership and oversight to the department's programs and initiatives including direct operational oversight for Veteran Services, Transition Services, and Medical Examiner's Office Divisions and Planning and Promotion and Quality Improvement Units.

#### **Accomplishments**

- Successfully led systems level strategic planning for the department that resulted in streamlining cross operational processes and workflow for data, technology, and quality, innovation, finance and operations, communication, and policy development. Strategic goals were operationalized with the development of tactical workgroups and the appointment of workgroup leads for each operational area.
- Established a framework for program level strategic planning, goal setting and tracking, and evaluation. Trained and supported teams with completing program level assessments for all 25 HHVS programs which enable them to establish fiscal year strategic priorities.
- Established Health Planning and Promotion and Quality Improvement Units and led the expansion of the Director's Office capacity by developing job descriptions, facilitated compensation analysis, job posting, interviewing and hiring.
- Secured **\$1.2M** grant through leveraging industry relationships to establish the Social Determinants of Health Hub which expanded community health worker capacity, HHVS community outreach efforts, partnership building, supported food delivery efforts and housing stability resources.
- Secured **\$300,000** grant to support violence prevention and gun lock education for community corrections program.
- Successfully led department fiscal budgeting and forecasting processes which included developing the budget narrative, annual reports, departmental dashboard, expenditures reports, and personnel reconciliation.
- Developed framework and strategic direction for financial and operations integration for the department which included an environmental scan of finance and operations of comparable county and city government using a standard assessment and interviews resulting in organizing finance operating procedures, initiating monthly finance and operation meetings, and in service and training for key finance and operations processes.
- Led Community Health Need Assessment and Community Health Improvement Plan, a multi-sector collaborative processes and cultivated meaning relationship with HHVS strategic partners.

- Designed and launched the inaugural Health and Human Services Fellows program that hosts 12 undergraduate and graduate level interns each year; internship includes a robust health and human services experience that include rotation across the various divisions and units, networking, and community outreach.
- Supported accreditation for Public Health, the Medical Examiner's Office, and Jail Health. Successfully sustained the MEO accreditation status through articulating progress towards key metrics to the accreditation board. Led the Jail Health team to reach critical metrics to achieve national accreditation.
- Served as lead point of contact for the Collective Bargaining Agreement efforts for the department which led to the successful renewal of three department level agreements and two county-wide agreements. Led workgroup to update non-economic components of the agreements, supported compensation analysis, and updates to job classifications to reflect new agreements.

Authority Health, Detroit MI

Jul. 2022 – Mar. 2023

### **Director of Programs and Quality**

Directed quality improvement and patient safety initiatives at clinical sites: identify key performance indicators, implemented CQI programs, implemented targeted quality and safety initiatives, integrated residents into quality/safety projects. Facilitated chart review activities in support of quality and safety work and provided supervision and oversight of compliance activities. Created evaluation plans, built data collection instruments, and provided oversight of data analysis efforts. Coordinated the Motion Coalition, Community Advisory Council, and Population Health and Health Equity Certification program.

### **Accomplishments**

- Expanded the School-based Health Center program by adding a site in Oakland County.
- Secured a **\$100,000** grant to support peer support strategies for pregnant moms and families to expand social and clinical support and improve birth outcomes.
- Secured **\$100,000** grant peer mentoring and system navigation for medicated assisted therapy program.
- Developed and implemented integrated team-based care policies and procedures for internal medicine, pediatrics, and school-based health clinics including peer review chart audit guidelines, continuous quality improvement protocol, and team-based care communication processes.
- Enhanced the clinic-based Community Health Worker strategy through expanding resources through new partnerships and implemented results-based accountability strategies to track reach, linkages, follow up, and effectiveness.
- Increased revenue by identifying and applying correct billing codes for substance abuse services.

Wayne County Health, Human, and Veterans Services, Detroit MI

Jul. 2021 – Jun. 2022

### **Chief Operating Officer**

Led and oversaw the department's major initiatives on core operational improvement and efficiency. Oversaw the department's contracting, performance management, freedom of information, and information technology functions. Supported all areas of operations including personnel, budget management, financial reporting, facility and move management, business and project development, strategic planning, contract processing, and monitoring, procurement of goods and services, performance development and performance management, emergency response, research, proposal writing, and reporting.

### **Accomplishments**

- Improved efficiency of cross-departmental contracting processes using shared project management, proactive communication with legal, finance, procurement, labor relations, and county commissioners and result-based accountability metrics. The departments involved reported improved satisfaction and confidence in the shared project management process.
- Secured **\$2.8M** in grant funds for COVID-19 Hybrid Testing and Vaccination Site Expansion, Secured grant.
- Enhanced project design and led contract and service delivery for COVID-19 Health Catalyst Project.
- Developed draft of Wayne County COVID-19 Executive Orders for schools, skilled nursing facilities, business, and public areas.

- Presented information to a diverse stakeholder group including legislators, business partners, and the public.
- Led fiscal budget processes include drafting of annual reports, expenditure reports, personnel reconciliation.
- Regularly provided updates on COVID-19 and other emerging issues to municipal leaders and elected officials.
- Led the design of the COVID-19 data dashboard that included real-time critical indicators for public health action.

DETROIT HEALTH DEPARTMENT, Detroit MI

**Public Health Administrator, Quality Management Officer/Liaison Officer** Jul. 2019 – Jun. 2021

Provided strategic leadership and oversight for advancing performance management and quality improvement infrastructure for all program areas including administrative processes for the Detroit Health Department.

#### Accomplishments

- Led systems design changes to ensure and sustain regulatory compliance and national public health accreditation.
- Established policies and operating procedures in compliance with internal and external guidelines.
- Oversaw the operations of the quality improvement and accreditation division, its staff and budget.
- Developed Quality Management Plan including conducted quality management assessments, workforce development assessment, established Quality Improvement Advisory Group, KPI tracking system, and quality improvement plans.
- Developed workforce development plan and trained all department staff in quality improvement principles and techniques.
- Successfully trained staff in goal setting techniques and supported teams in selecting and tracking annual programmatic goals.

DETROIT HEALTH DEPARTMENT, Detroit, MI

Nov. 2016 – Jul. 2019

**Public Health Administrator, Child Health Services Division**

Recruited, hired, and engaged team of 70 in achieving excellence in child health service integration, quality, and outcomes. Promoted department maternal and infant health services and advance maternal and infant health message visibility in the community. Established and fostered effective working relationships with diverse groups of maternal and infant health funders, partners, and stakeholders on local and national levels. Developed division goals and objectives. Developed, implemented, and advanced best practice models with attention to multi-stakeholder coordination, community-engagement care models, and neighborhood-level service provision.

#### Accomplishments

- Successfully expanded and enhanced the Lead Safe Detroit Collaborative through application of results-based accountability strategies by creating cross-departmental, cross-sector quality improvement processes and dashboards to track critical goals for housing, case management, code enforcement, remediation, and repairs.
- Designed door to door canvassing project that utilized community health workers to reach 1000 homes in Detroit to deliver lead education, cleaning supplies, and linkages to other health and human services.
- Created case management system for linking vision screenings and glasses delivery to school-aged children.
- Received NACCHO Award for design and delivery of head start public health delivery outreach program that delivered immunizations, lead testing, WIC, vision and hearing services, health education and parent peer support.
- Secured multiple grants to support division operations.

MPRO, Farmington Hills, MI

**Director, Applied Epidemiology and Evaluation**

Oct. 2011 – Oct. 2016

Provided oversight of department operations and projects including hiring and performance management for staff of five (5). Reporting to the Chief Executive Officer, served as analytical expert for the organization for all quality



improvement projects including regional initiatives. Led and published healthcare services research findings. Coordinated the Michigan Rehospitalization Data Workgroup and published claim-based data dashboard for all Michigan hospitals. Developed evaluation plans for all new healthcare quality initiative and reported on formal evaluation at project closeout. Presented at local, state, or national conferences or meetings.

DEPARTMENT OF HEALTH AND WELLNESS PROMOTION, Detroit, MI

**Principal Epidemiologist, Health Information, Planning, Policy, Evaluation and Research (HIPPER),**

Nov. 2006 – Oct. 2011

Provided departmental oversight to cross-disciplinary office responsible for deploying programs, policies, and practices to meet strategic objectives. Reported to Chief Health Officer, led performance management activities in all functioning areas of the department including special projects and Mayoral Public Health Initiatives.

#### **Epidemiologist, Childhood Lead Poisoning Prevention and Control Program**

Collected, tracked, analyzed, and evaluated data of key indicators related to childhood lead poisoning and vital records including lead testing penetration, incidence and prevalence of childhood lead poisoning, birth and death rates, and other public health related trend analysis. Designed, prepared, and published childhood lead poisoning data reports. Conducted public health research on childhood lead poisoning and published peer reviewed articles. Presented information regularly to City of Detroit Leadership and other policy makers for decision-making.

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH, Lansing, MI

**Substance Abuse Epidemiologist, Office of Drug Control Policy**

Oct. 2005 – Oct. 2006

Provided epidemiological analysis and interpretation of data and other information for policy development.

Identified and proposed corrective action or intervention to prevent substance use based on epidemiological findings.

Conducted inventory, review, and analysis of data for assessment of substance abuse problems.

### **EDUCATION**

UNIVERSITY OF MICHIGAN, ROSS SCHOOL OF BUSINESS

Ann Arbor, MI

**Master of Business Administration**, concentration in Executive Leadership, 2018

TULANE UNIVERSITY SCHOOL OF PUBLIC HEALTH AND TROPICAL MEDICINE

New Orleans, LA

**Master of Public Health**, concentration in Maternal and Child Health and Epidemiology, 2005

UNIVERSITY OF MICHIGAN; SCHOOL OF LITERATURE, SCIENCE, AND ARTS

Ann Arbor, MI

**Bachelor of Science**, 2001

### **GRANTS**

- City of Detroit, Housing Revitalization Department, Master Rehab Plan, March 2023, Liberian Community Center, **Applicant**.
- City of Detroit, Housing Revitalization Department, NOF ARPA, **\$25,000**, June 1, 2024 – March 31, 2025, Wellness First Senior Program, Liberian Association of Michigan, **Grant Writer**
- City of Detroit, Housing Revitalization Department, NOF ARPA, **\$450,000**, APRA Accessibility Grant, Liberian Association of Michigan, **Grant Writer**
- Michigan Department of Health and Human Services, Department of Policy, and Planning, \$1.2M, Wayne County Health, Human, and Veterans Services Social Determinants of Health Hub, **Administrator**.
- Michigan Department of Health and Human Services, Authority Health Child and Adolescent Health Center Grant, March 2023, **\$180,000**, **Grant Writer**.
- Blue Cross and Blue Shield of Michigan Foundation, **\$100,000**, Authority Health Medication Assisted Therapy Project, **Principal Investigator**
- Jewish Foundation, **\$100,000**, Authority Health Maternal and Child Health Peer Mentoring Program, **Principal Investigator**

- Federal Emergency Management Agency (FEMA), **\$2.8M**, January- September 2022, COVID-19 Hybrid Testing and Vaccination Site Expansion, *Principal Investigator*
- City of Detroit, **\$1.2 M**, October 2018- December 2019, Community Canvassing and Education to Address Childhood Lead Poisoning, *Principal Investigator*
- Michigan Department of Health and Human Services, **\$100,000**, January 2018 – December 2019, Nurse Lead Case Management, *Principal Investigator*
- The ERB Foundation, **\$371,000**, Lead testing in Detroit Public Schools project funded, March 2018 – February 2019, *Principal Investigator*
- Michigan Childhood Lead Commission, **\$375,000**, January 2018 -December 2019, Lead Testing of Pregnant Women and Lead Testing in Head Starts, *Principal Investigator*
- Housing and Urban Development, **\$4.1M**, October 2018 – September 2020, Lead Abatement for the City of Detroit, *co-Grant Writer*
- Functional Improvement to Reduce Healthcare Costs (FIRHC) Demonstration Centers for Medicare and Medicaid, **\$630,000**, Improving Cardiac Health and Disparities, October 2012- July 2014, *Evaluator*
- Blue Cross and Blue Shield of Michigan Foundation, **\$75,000**, January 2013 – December 2014, Rehospitalization Workgroup for Reporting Data (ReWARD), *Principal Investigator*
- Kresge Foundation, Children Health Access Program, **\$1.1 M**, 2009- 2011, *Evaluator*
- Office of Minority Health, **\$2M**, October 2010- September 2012, ZIP Code Level Behavioral Risk Factor Survey, *Principal Investigator*

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## PUBLICATIONS

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- Haque, R, **Baker, H**, Deng, L, Pizzo, G., (2017) Reducing psychotropic use in nursing homes- application of ARMOR in a multidisciplinary team, Journal of the American Geriatrics Society.
- **Baker, H.**, Oliver-McNeil, S., Deng, L., Hummel, S., (2014) Regional hospital collaboration is associated with
  - reduced 30-day readmission in Medicare heart failure patients, Journal of Cardiology.
  - Pollard, J.; Oliver-McNeil, S.; Patel, S.; Mason, L.; **Baker, H.** (2014) Focus on Early Follow-up
  - Reduces HF Readmissions in a Regional Collaborative, Journal for Healthcare Quality.
- **Baker, H.**, et al. Michigan Community-based Care Transitions Report (2012 -2013), Michigan Peer Review Organization.
- Garwood, C, Qin Y., **Baker H.**, Boinappally, P., Evaluation of Advancing Pharmacy Practice on Care Transitions:
- Post-Hospitalization Ambulatory Medication Reconciliation at a Patient Centered Medical Home October 2013.
- Project was one of six to receive American Society of Health-care Pharmacists (ASHP) Best Practice Award.
- November 2013.
- Zhang, N., **Baker, H.**, Tufts, M., Raymond, R., Early Childhood Lead Exposure and Academic Achievement:
  - Evidence from Detroit Public Schools (2008-2010). American Journal of Public Health. 2013; 103 (3) 72 -77.
- **Baker, H.** National Public Radio, Stateside, Discussion on the 2014 Ebola Epidemic.
- **Tarr, H.** (2007) Macomb County State Prevention Framework State Incentive Grant (SPF SIG) Data Profile,
- Alcohol Related Traffic Crash, Injuries, and Fatalities, Underage Drinking and Other Drugs.

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### SPECIAL APPOINTMENT

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**Wayne County Housing Commission, Member**

Inaugural commission to establish infrastructure and strategic direction for the five-member housing commission.

**GreenLight Fund Detroit, Selection Advisory Committee**

Support the prioritization of community and health challenges impacted families and communities in Detroit and select non-profit organization proposals to address those challenges.

**HealthChoice of Michigan, Wayne County, Board of Trustee Secretary**

Provide oversight to Wayne County HealthChoice of Michigan which provides healthcare coverage for more than 1000 businesses in Wayne and Oakland County.

**National Association of County and City Health Officials, Adaptive Leadership Academy 2024 Cohort**

Advanced senior leadership development opportunity for a small cohort of public health departments.

**Fellow, Community Leadership and Global Network, W.K. Kellogg Foundation (January 2019 – Current)**

An 18-months innovative fellowship for local leaders to connect, grow, and lead transformational change toward a more equitable society through training, personalized coaching, mentoring, and community learning.

**Michigan Department of Health and Human Service, Child Welfare Improvement Task Force, Data and Prior Reports Workgroups (March 2021)**

Workgroup responsible for compiling, analyzing, and preparing data for consideration for the purpose of identifying where differences exist between racial/ethnic groups within the child welfare system and developing plans for ongoing monitoring post-intervention.

**Kids Health Connections, City of Detroit Health Department Board Appointment (2016-2022)**

City of Detroit Health Department Board Appointee to serve as the maternal and child health and public health expert for Kids Health Connections Michigan Child Health Access Program.

**Public Health Accreditation Board, Site Visit Chair District of Columbia Department of Health (2012-2014)**

Chaired PHAB accreditation team of national public health leaders to review required documentation and conduct site visit for the District of Columbia Health.

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### CURRENT AAFIIATIONS

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- American College of Healthcare Executive, Michigan Chapter (MCACHE), Career Development Committee
- American Association of Public Health, Member
- Teen Hype, Board of Director, Strategic Planning Committee

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### COMMUNITY AND CIVIC ENGAGEMENT

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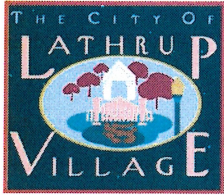
- State of Michigan Elections Worker (Current)
- Delta Sigma Theta Sorority, Inc, Detroit Alumnae Chapter, Physical and Mental Health Committee Co-Chair, (Current)
- Liberian Association of Michigan, Vice President (2023-Current)
- African Unity Caucus of Michigan, Chairperson (Current)
- Grace Community United Methodist Church, Strategic Planning Committee Co-Chair, Stewardship Committed Co-Chair, Choir Member
- Cass Technical High School PTSA, Secretary (2020-2022)

- United Women in Faith, Local Unit, President (2018-2022)
- Liberia Economic Development Initiative, Board Member (2019-2021)

#### **ADDITIONAL TRAINING**

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- Embracing Quality in Public Health, Train the Trainer, Michigan Public Health Institute (MPHI), (2020)
- Lean Six Sigma Green Belt Traineeship, City of Detroit, (2017- 2018)
- Analytic Software Trainings: SAS, SPSS, Qualtrics, ACCESS, GIS



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

RECEIVED  
APR 24 2025 10:58am

City of Lathrup Village

APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

b7 A.E

Date of Application: 4-22-24

Please check the committee for which you are applying for:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Review                                 | <input type="checkbox"/> Lathrup Village Foundation Board      |
| <input type="checkbox"/> Building Authority                              | <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 type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input checked="" type="checkbox"/> Other: <u>City Council</u> |

Name: Jillian Holloway

Address: 18865 Bungalow Drive, Lathrup Village, MI 48076

Phone: 248-8024259 Street, City, State, Zip Email: jilluniglobe2@gmail.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: Jillian Holloway Date: 4-22-24

*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

Kelly Garrett  
Mayor

Bruce Kantor  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Dalton Barksdale  
Council Member

Jason Hammond  
Council Member



# JILLIAN HOLLOWAY

April 22, 2025

18865 Bungalow Drive, Lathrup Vlg  
248.802.4259  
Jilluniglobe2@gmail.com

Dear Members of the Lathrup Village City Council

I am writing to express my enthusiastic interest in the appointment to the Lathrup Village City Council. As a proud 24-year resident of Lathrup Village, a small business owner, and a lifelong public servant. I am deeply committed to helping our city continue to thrive as a welcoming, vibrant and sustainable community.

Throughout my professional life, I have demonstrated a strong commitment to service, leadership, and community engagement. I currently serve as a Trustee with Southfield Public Schools, where I advocate for student achievement, fiscal responsibility, and meaningful community partnerships. As the owner of Uniglobe Construction, Inc., I have developed a strong understanding of business operations, infrastructure needs, and economic development-key areas that are vital for our city's future.

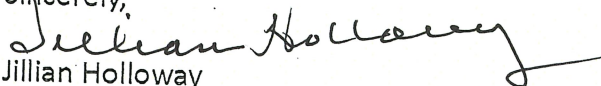
Previously, I served as a Detroit Police Officer, gaining firsthand experience in public safety, community relations, and crisis management. Additionally, I served as Assistant Secretary-Treasurer for the Police Benefit and Protective Association, an organization dedicated to supporting families of fallen officers. In that fiduciary role, I was entrusted with overseeing the distribution of death benefits and providing direct support to grieving families. This experience reinforced my lifelong belief in the power of community, compassion, and steadfast service.

My commitment to civic engagement extends well beyond my professional roles. I am a proud member of the Optimist Club of Southfield-Lathrup, serve on the Southfield Public Schools Sustainability Committee, and am a Lifetime Member of both the Sierra Club and the NAACP. Further, I have served as a Precinct Delegate, a member of the 13<sup>th</sup> Congressional District and currently the 14<sup>th</sup> Congressional District. I am also a published writer and poet.

As a regular viewer and follower of the City Council meetings, I remain closely engaged with the decisions that shape our city. I believe that my diverse experience in public service, education, business, environmental advocacy, and community engagement uniquely equips me to contribute meaningfully to the Council's important work.

Thank you for considering my application. I welcome the opportunity to discuss my candidacy and the ways I can contribute to the future of our great city.

Sincerely,

  
Jillian Holloway

# Jillian Holloway

18865 Bungalow Drive, Lathrup Vlg

248.802.4259

[jilluniglobe2@gmail.com](mailto:jilluniglobe2@gmail.com)

## Objective

**Dedicated 24-year resident of Lathrup Village with extensive experience in public service, education leadership, business ownership, and community advocacy, seeking appointment to the Lathrup Village City Council.**

## Professional Experience

2004 – Present: Owner of Uniglobe Construction, Inc., Detroit, Mich.

- Manage all aspects of general contracting and infrastructure development.
- Navigate municipal codes, permitting processes and client relations.

2022 – Present: Trustee Southfield Public Schools, Southfield, Mich.

- Advocate for policies that promote student success and fiscal responsibility.

1989-2004 – Detroit Police Officer, Detroit, Mich.

- Developed expertise in public safety, community policing and crisis management

1996-2002 – Assistant Secretary-Treasurer for Detroit Police Department Benefit and Protective Association  
Detroit, Mich.

- Administered as a fiduciary, death benefits and provided compassionate support to grieving families.

## Community Involvement

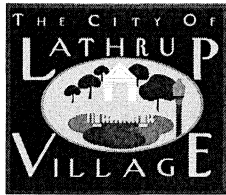
- Member, Optimist Club of Southfield-Lathrup Village
- Committee Member, Southfield Public School Sustainability Committee
- Lifetime Member, Sierra Club
- Lifetime Member, NAACP
- Former Precinct Delegate
- Former Member 13<sup>th</sup> Congressional District
- Member 14<sup>th</sup> Congressional District

## Education 2004-2007

- University of Detroit Mercy, Detroit, Mich.
- Bachelor of Arts, Cum Laude

## Skills

- Public Service and Community Engagement
- Business Management and Development
- Public Safety and Crisis Response
- Fiscal Stewardship
- Environmental Sustainability Initiatives
- Strategic Planning
- Communication and Public Speaking



**City of Lathrup Village**  
27400 Southfield Road  
Lathrup Village, MI 48076  
[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

## APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 5.12.25

Please check the committee for which you are applying for:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Review                                 | <input type="checkbox"/> Lathrup Village Foundation Board              |
| <input type="checkbox"/> Building Authority                              | <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 type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input checked="" type="checkbox"/> Other: <u>City Council vacancy</u> |

Name: Maria Mannarino Thompson

Address: 28604 Sunset Blvd., W., Lathrup Village, MI 48076

Phone: 248-761-6802 Street, City, State, Zip Email: mmannarino@comcast.net

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: Maria Mannarino Date: 5/12/25

***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**

Kelly Garrett  
Mayor

Bruce Kantor  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Dalton Barksdale  
Council Member

Jason Hammond  
Council Member

# MARIA MANNARINO

28604 Sunset Blvd., W.

Lathrup Village, MI 48076

248/761-7347 (cell)

[mmannarino@comcast.net](mailto:mmannarino@comcast.net)

May 12, 2025

City Administrator Michael Green  
Members of the Lathrup Village City Council:

I am interested in being considered for the interim appointment to the Lathrup Village City Council. As you may know, I served as an elected member of the City Council for a number of years beginning in 2004. I served for approximately 12 years, and stepped back when the pressures of my work become overwhelming. Many of you may recall that from 2015-2023, I handled the first federal death penalty case authorized in the State of Michigan. My work commitments are now under control, and I am in a position to devote some energies to my passion: public service. I am not interested in running for the open position, so I believe I am in a unique position to assist the city in the interim, until the November election. Please let me know if you need any further information.

Sincerely,

A handwritten signature in black ink, appearing to read "Maria Mannarino". The signature is fluid and cursive, with the first name "Maria" and last name "Mannarino" clearly distinguishable.

Maria Mannarino Thompson

MARIA MANNARINO  
28604 Sunset Blvd., W  
Lathrup Village, Michigan 48076  
248/761-7347 (cell)  
[mmannarino@comcast.net](mailto:mmannarino@comcast.net)

## PROFESSIONAL EXPERIENCE

### MARIA MANNARINO, P.C.

1995– PRESENT: Private Practice; trial attorney specializing in criminal defense. Active Trial and Appellate practice in Wayne and Oakland Counties, as well as Federal Court.

### LEGAL AID AND DEFENDER ASSOCIATION OF DETROIT

Detroit, Michigan

1988–1995: Trial Attorney, specializing in indigent felony criminal defense in Wayne County.

### WAYNE STATE UNIVERSITY, OFFICE OF THE GENERAL COUNSEL

Detroit, Michigan

1986–1988: Assistant General Counsel; Represented the University in all phases of civil litigation and contract review.

## EDUCATION

### Wayne State University – Law School

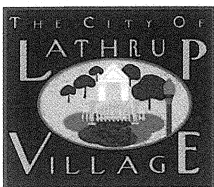
1986, J.D.

### Michigan State University

1981, B.A. –Political Science/Journalism

## OTHER

Lathrup Village – 2004–2017, Elected member of the Lathrup Village City Council



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[www.lathrupvillage.org](http://www.lathrupvillage.org) | (248) 557-2600

### APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS

Date of Application: 04/23/2025

Please check the committee for which you are applying for:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Review                                 | <input type="checkbox"/> Lathrup Village Foundation Board      |
| <input type="checkbox"/> Building Authority                              | <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 type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input checked="" type="checkbox"/> Other: <u>City Council</u> |

Name: Timothy Hillman

Address: 18701 San Quentin Dr, Lathrup Village, MI 48076

Phone: 248-767-3382 Street, City, State, Zip Email: THillman85@gmail.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: Timothy Hillman Date: 04/23/2025

**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**

Kelly Garrett  
Mayor

Bruce Kantor  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Dalton Barksdale  
Council Member

Jason Hammond  
Council Member



# TIMOTHY HILLMAN

(248) 767-3372  
thillman85@gmail.com  
18701 San Quentin Dr, Lathrup Village, MI

---

April 23, 2025

Mayor Kelly Garrett  
Mayor Pro Tem Bruce Kantor  
Council Member Jalen Jennings  
Council Member Jason Hammond

Dear Lathrup Village City Council,

I'm writing to express my interest in the vacant seat on City Council. I currently serve on both the Finance Committee and the Planning Commission, where I strive to contribute meaningfully to our city's governance. In addition to these roles, I consistently attend council meetings and council study sessions, which has given me a strong understanding of how the council operates and the collaborative work it takes to serve Lathrup Village.

As an interim council member, I would focus my attention on three key areas:

1. Enhance Communication with Residents  
I will strive to improve the clarity, transparency, and tone of communication between the city and residents, with the goal of fostering trust and encouraging meaningful dialogue.
2. Support Responsible Budget Navigation  
I will work closely with city management to address budget constraints, prioritizing transparency and helping residents better understand the financial challenges our city faces.
3. Strengthen Community  
I will leverage the existing energy and success of the Parks and Recreation Department to build stronger community connections and increase civic engagement.

My approach to public service is rooted in balance, accountability, and respect. I believe in leading with a calm, even hand — prioritizing unity over division, compromise over conflict, and facts over noise. I hold myself to a high standard of transparency and responsibility, and I believe that meaningful progress comes from listening more than speaking. I've always sought to be a steady presence in difficult discussions, grounded in integrity and focused on solutions.

Finally, I bring with me a long-standing commitment to social justice and equity. I believe in building relationships across lines of difference and creating space for all voices, especially those that often go unheard. If I'm appointed, I'll bring that same commitment to every conversation and decision, and I'll work to ensure that Lathrup Village remains a place where all residents feel seen, respected, and included.

Thank you for your consideration.



Timothy Hillman

# TIMOTHY HILLMAN

(248) 767-3372  
thillman85@gmail.com  
18701 San Quentin Dr, Lathrup Village, MI

## Summary

Highly effective business leader with 17 years of experience in accounting, administration, management, and operations

## Education

Michigan State University, East Lansing, Michigan  
Graduate Studies Program, September 2007-April 2008

Michigan State University, East Lansing, Michigan  
Bachelor of Arts, May 2007

## Work Experience

### Controller

Metro Wire & Cable, Sterling Heights, MI (January 2021-Present)

- lead administrative departments (accounting, human resources, and customer service) for our growing company (\$97MM revenue)
- supervise accounts payable, accounts receivable, and collections
- prepare financial budgets, forecasts, and statements (balance sheets, income statements, cash flow statements, variance reports, etc.)
- analyze trends (revenue, cost of revenue, operating expenses, ROI, etc.)
- oversee the period close process (month-end, year-end, and interim)
- reconcile balance sheet accounts (bank, credit card, fixed assets, etc.)
- coordinate tax filings, worksheets, and payments
- engage accounting firms, banks, auditors, and tax agencies
- coordinate Human Resources activity (payroll, benefits, PTO, etc.)
- standardize processes, improve efficiencies, eliminate waste, negotiate savings, and drive sales to maximize profitability
- engage vendors and customers to seek feedback, resolve concerns, ensure quality, and identify additional opportunities for growth

### Controller

Avante Health Solutions, Ferndale, MI (July 2010-October 2020)

- managed accounting, human resources, and customer service teams
- co-led a team that achieved and maintained ISO compliance (ISO 13485:2016 and ISO 9001:2015)
- co-led a team that prepared the due-diligence work required to prepare the company for sale
- transitioned the local team to operation under new ownership, which included software, compensation plan, and operational changes

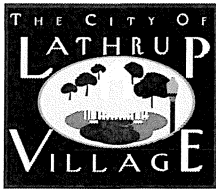
### Corporate Training Supervisor

SchoolStream, Rochester Hills, MI (October 2008-July 2010)

- developed training materials to meet the specific needs of several audiences, namely customers, subordinates, and an inside sales team
- trained subordinates and sales associates on product knowledge
- conducted virtual and field training with customers

## Technology

Proficient with: Rubicon, Accumatica, QuickBooks, QuickBooks for Mac, QuickBooks Online, QuickBase, OneStream, ADP TotalSource, ADP Run, DM Payroll, NovaTime, Microsoft Suite, Google Suite, Salesforce, Concur



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Lathrup Village, MI 48076  
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MAY 13 2025

City of Lathrup Village

**APPLICATION FOR COMMITTEES, COMMISSIONS, & BOARDS**

Date of Application: 5/13/25

Please check the committee for which you are applying for:

- |  |  |
|--|--|
| <input type="checkbox"/> Board of Review                                 | <input type="checkbox"/> Lathrup Village Foundation Board      |
| <input type="checkbox"/> Building Authority                              | <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 type="checkbox"/> Inclusion, Diversity, & Accessibility Committee | <input checked="" type="checkbox"/> Other: <u>CITY COUNCIL</u> |

Name: TRACEY WILLIAMS

Address: 18625 BUNKALON DR. LATHRUP VILLAGE, MI 48076

Phone: 248-302-9301

Street, City, State, Zip

Email: TRACEY.WILLIAMS.WORK2@AVALLEY.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: [Signature]

Date: 5/12/25

**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

Kelly Garrett  
Mayor

Bruce Kantor  
Mayor Pro-Tem

Jalen Jennings  
Council Member

Dalton Barksdale  
Council Member

Jason Hammond  
Council Member

Tracey Williams  
18625 Bungalow Drive  
Lathrup Village, MI 48076  
traceywilliams.werkz@gmail.com  
(248) 302-9301

May 12, 2025

Lathrup Village City Council  
27400 Southfield Road  
Lathrup Village, MI 48076

Dear Members of the Lathrup Village City Council,

It's my sincere honor to formally express my interest in serving on the Lathrup Village City Council. As a resident and dedicated advocate for small business development and community engagement, I bring a track record of collaboration, innovation, and service that aligns strongly with the city's goals for sustainable growth, strengthening the connection between local government and our community.

Through my role with Oakland County and Oakland Thrive, I've worked directly with hundreds of entrepreneurs and partnered with local leaders to expand access to resources. My background also includes leadership at the Charles H. Wright Museum, where I led public engagement and revenue development efforts to increase access and community impact.

I've remained civically involved through organizations like the Torch of Wisdom Foundation and Christian Tabernacle Church, and I'm committed to collaborative, transparent leadership that reflects the voices of all residents.

Thank you for your consideration. I would be honored to contribute my experience and dedication to the success of Lathrup Village.

Regards,

A handwritten signature in black ink, appearing to read 'Tracey Williams', with a stylized, flowing script.

Tracey Williams

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## BUSINESS CONSULTANT | COMMUNITY OUTREACH LEADER

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### CHAMPIONING ECONOMIC DEVELOPMENT, SMALL BUSINESS GROWTH & COLLABORATIVE COMMUNITY ENGAGEMENT

Mission-driven strategist and community connector with a passion for building thriving neighborhoods through small business support, cross-sector collaboration, and results-oriented consulting. Proven ability to align business goals with community needs, source mission-aligned vendors, and lead projects from concept to execution. Recognized for turning complex challenges into scalable, revenue-generating solutions.

#### CORE COMPETENCIES

Strategic Planning & Execution | Small Business Development & Advocacy | Community Outreach & Public Engagement | Brand Development & Marketing Strategy | Economic Empowerment Initiatives | Vendor & Supplier Relations | Event Planning & Program Coordination | Data-Driven Decision Making (KPIs, Analysis) | E-commerce & Retail Operations | Customer Experience Optimization | Budgeting & Procurement | Cross-Sector Partnerships | Product Development and Branding

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## PROFESSIONAL EXPERIENCE

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### OAKLAND THRIVE & OAKLAND COUNTY, Pontiac, Michigan

#### Small Business Consultant | 2022 – Present

#### Business Navigation • Community Outreach • Small Business Development • Strategic Partnerships

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Deliver consultative services to Southfield's small business community, supporting management, marketing, and growth strategies. Serve as a connector between entrepreneurs and critical local, county, and nonprofit resources. Collaborate with city officials and community leaders to strengthen outreach, foster partnerships, and promote sustainable business success.

#### Key Achievements:

- Spearheaded collaboration with the City of Southfield, Southfield Area Chamber of Commerce, and Centropolis Accelerator to amplify outreach.
- Designed and executed 15+ small business events across Southfield within 19 months — drawing the highest attendance among participating cities.
- Engaged nearly 700 small businesses with Business Forward, catalyzing resource connections and driving local economic vitality.

### CHARLES H. WRIGHT MUSEUM, Detroit, Michigan

#### Director of Experience and Revenue Development | 2018-2022

#### Guest Services and Sales Retail Operations Manager | 2015-2018

Executive Leadership | Audience Engagement | Strategic Partnerships | Revenue Development

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Senior leader responsible for overseeing all aspects of visitor experience, including guest services, retail strategy, and e-commerce innovation, at one of the nation's leading African American cultural institutions. Directed strategic initiatives to increase earned income, improve public engagement, and align customer experience with the museum's mission and exhibitions. Managed cross-functional teams, developed community-based vendor relationships, and led initiatives that elevated the museum's local and national profile.

#### Key Achievements:

- Led a full turnaround of underperforming retail operations, achieving profitability for the first time in four years and doubling sales within one year.



## TRACEY WILLIAMS | PAGE TWO

248-302-9301 | [traceywilliams.werkz@gmail.com](mailto:traceywilliams.werkz@gmail.com)

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Charles H. Wright Museum (Continued)

- Tripled retail revenue over six years by implementing a strategic growth plan and launching new mission-aligned product lines.
- Spearheaded the launch of the museum's first e-commerce platform, expanding brand visibility and generating 13% of retail revenue by year two.
- Established vendor partnerships with local artisans and Black-owned businesses, deepening community ties and cultural relevance.
- Served as Project Director for a four-year, capacity-building grant focused on evaluation and institutional learning.
- Reduced staff turnover by fostering a values-driven, team-oriented culture and implementing staff development initiatives.
- Introduced innovative revenue streams, including print-on-demand and branded subscription products.

**RABAH CONSULTING**, Southfield, Michigan

**Founder/Marketing Consultant | 2012 – 2015**

Business Strategy | Sales Development | Brand Expansion

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Founded a boutique marketing consultancy supporting small businesses in expanding market share, improving operational processes, and securing strategic growth opportunities.

**Key Achievements:**

- Developed sales processes and growth strategies for multiple clients, including ForeverFresh, achieving placement in over 30 retail locations.
- Secured distribution deals with Walgreens and Detroit-area schools, resulting in a 30% sales increase in targeted stores.

## EARLY CAREER: SALES AND BUSINESS DEVELOPMENT

Duracell USA | Coca-Cola Enterprises | Eli Lilly & Co. | Eisai Inc.

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## EDUCATION

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**Master of Science, Internet Marketing**, Full Sail University, Winter Park, Florida

**Bachelor of Arts, Marketing**, Michigan State University, East Lansing, Michigan

## RELEVANT VOLUNTEER EXPERIENCE

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**TORCH OF WISDOM FOUNDATION**, Southfield, Michigan

*Planning Committee Member, Art Extravaganza Auction Fundraiser | 2023*

Supported the planning and execution of a major fundraising event benefiting local academic, cultural, and economic empowerment programs.

**CHRISTIAN TABERNACLE CHURCH**, Southfield, Michigan

Media & Communications Volunteer | 2005–2024

Longstanding volunteer for a 5,000+ member congregation with international impact. Contributed across multiple departments with a focus on strategic communications, outreach, and marketing.



Volunteer Experience (Continued)

- Media & Graphics Team Member (2021–Present): Designed visual content and supported multimedia initiatives.
- Media Management & Communications Coordinator (2012–2014): Managed church-wide communications, digital messaging, and media team operations.
- Retail & Advertising Features Coordinator (2008–2011): Led merchandising and promotional initiatives for events and ministries.

## AWARDS & RECOGNITION

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**Ambassador Fine Art Collection – Lifetime Achievement Award**

Black History Month Honoree | 2024

Recognized for outstanding contributions to business development, entrepreneurship, and arts advocacy in the Metro Detroit region.

**Detroit City Council Special Recognition | 2024**

Commended by the Detroit City Council for impactful work supporting small businesses, advancing entrepreneurship, and championing the arts within the community.