



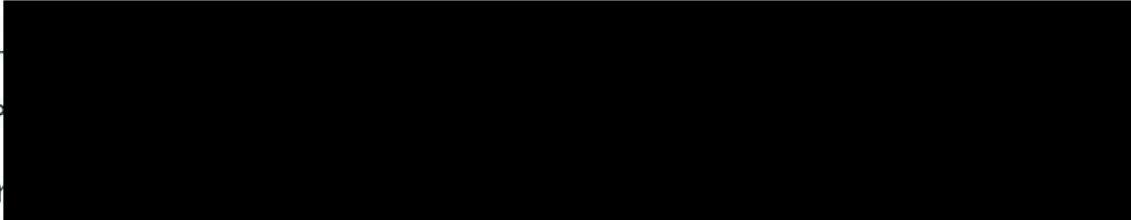
CITY OF NEEDLES
City Clerk's Office
817 Third Street
Needles, Ca 92363
cclark@cityofneedles.com

RECEIVED
MAY 11 2026
cc

BOARD / COMMISSION AND/OR COMMITTEE APPLICATION

Applicant Name: Wendy Welt

Address:



Daytime Phone:

Home Phone:

Position(s) applied for: Planning Commission

Special comments and/or interests: I am interested in serving on the Planning Commission because I care about the future growth, safety, accessibility, and quality of life within the City of Needles.

I believe in responsible community development, open communication, and making decisions that benefit residents, businesses, families, seniors, and individuals with disabilities. I would be honored to contribute my leadership experience, professionalism, and dedication to public service to help strengthen our community.

Background and Qualifications: I have over 20 years of leadership, advocacy, and public service experience working with community organizations, government agencies, and individuals with disabilities.

I previously served as a Commissioner, Vice President, and Chairperson for the Los Angeles County Commission on Disabilities for County Board Supervisor: Don Knabe, where I helped address issues involving accessibility, housing, transportation, and public services. I also have experience conducting meetings under Robert's Rules of Order, organizing community events, and collaborating to solve community concerns. Additionally, I hold a Master of Science in Psychology and a Bachelor of Science in Human Services.

You must be a registered voter in the City of Needles to qualify for appointment.

Signature Wendy Welt Date 05/11/2026

(Please return to the above address)

Wendy Welt Cell: (562) 612-5982

E-mail: livelove79@yahoo.com

Detail oriented joyful career woman with excellent organizational & people skills, seeking to combine that background with professional talents to support achieving the objectives of a challenging position to be able to help others & to make a difference.

PROFESSIONAL SKILLS

LEADERSHIP:

- Planning, performing creative personalized Events, Conferences, & Fundraisers to help others
- Strong verbal & written communication skills in meetings according to Robert's Rules of Order
- Proven leadership skills that embrace & initiates new treatment plans & coordinates resources,
- Write website content & coding design, newsletter articles, training materials, & reports
- Skillful strategizing to help make County policy & practices pertaining to people with disabilities
- Excellent at organizing & conducted past meetings as Chairperson for Los Angeles County Commission on Disabilities & also their Housing & Social Services Committee
- Perform Seminars about people's attitudes, self-image/self-acceptance, forgive, & move forward
- Motivational Speaker & Advocate for & about people with disabilities
- Exceptional at keeping my reactions in-check & project respectfully with smooth, confident; choice of wording when working with clients & other parties involved
- Strong understanding of HIPAA & privacy laws

CLIENT CONTACT:

- Great attention to detail in resourcefully responding to inquiries & assistance requests
- Excellent phone & relationship building skills (handle 100 or more calls daily)
- Quite efficient at working remotely from anywhere; cell phone, laptop, zoom, & internet ready
- Assisted abandoned, abused &/or disabled clients in a group residential home setting with service team in screening, evaluation, & intake new clients by assessing, planning, & implementing goals
- Facilitated small to medium counseling groups on many topics for students & young adults with personal, physical, mental, emotional, &/or social issues
- 15 years+ experience School-based Occupational Therapy Co-facilitated I.E.P. (Individual Education Program) meetings with individual requests, & reaching out for other resources
- Experience dealing with people from physical, mental, emotional, & addiction backgrounds; especially in regards to people with mobility challenges, dementia, Veterans, & drug addictions
- 21 years+ Advocating & co-facilitating with: Arizona & California State Department of Rehabilitation, In Home Supportive Services, hospitals, VA, &/or other appointments to make sure appropriate: policies, treatments, discharge planning, & procedures implemented correctly.
- 15 years+ California Family Law experience by researching, completing & filing legal documents with declarations, exhibits of evidence, & subpoenas; while using appropriate persuasive wording in Dissolution Case Management, Child Custody, Mediation, & Visitation cases.
- 8 years+ assisting people with filling out Advance Directives

WORK EXPERIENCE

- **Volunteer, New Horizons Disability Empowerment Center** – Mohave County, AZ – 2020 to Present: Providing 3rd. party with AZ DES Rehabilitation Services Administration to help people with disabilities & felons; explore employment opportunities. We seek to improve lives by assisting them in finding ways to be independent & have a self-directed life with Employment. Process involves providing: Client Service Plans, Assessments, Evaluations, documenting everything with each client through Job Development & Retention, Trial Work Experience, Work Adjustment Training, & disability related employment services; using HIPAA Confidentiality & Privacy Policies.
- **Motivational Speaker**, - United States – 1994 to Present. "THE POWER OF YOUR ATTITUDE" presentation demonstrates to everyone that there is no such thing as can't. Where there's a Will, there's a Way! The attitudes of people affect our everyday life at: work, school, home, shopping, leisurely activities, & church; basically, everywhere we go! Throughout this presentation, you will see what it takes to live a life with joy, hope, & passion while having: A Never Give Up Positive Attitude, Importance of Self Image & Self-Acceptance, & Overcoming Challenges with Forgiveness & Moving Forward with Determination.
- **Volunteer/Field Experience, Got Kids? Charity organization** - El Segundo, CA - 1999 to Present: Providing mentoring/counseling for abandoned, abused &/or disabled clients, facilitator of I.E.P. (Individual Education Program) meetings, individual requests, reaching out to community resources to assist by implementing short/long term goals with challenges of personal, social, health, academic

& career development through mentoring, & referrals. Organize & document clinical assessments, intervention techniques, treatments, case planning, & follow-up. Perform all advertising, website designing, Social Media Marketing/Networking, monitoring administrative projects through producing & distributing correspondence memos, letters, documents, legal agreements/contracts, faxes, forms, fundraising events, staffing a booth at health fairs, answering questions, & finding people we can help.

- **Volunteer/Field Experience, Business Development Associates** – El Segundo, CA - 2000 to 2016: Provided office services to help build new businesses by implementing administrative systems, procedures, policies, accounting via Peachtree, monitoring administrative projects through producing & distributing: correspondence memos, letters, documents, legal agreement/contracts, faxes, & forms; all while organizing, scheduling/running meetings, & appointments.
- **Served as Youth Commissioner, Commissioner, Vice President, & Chairperson, Representative for Supervisor Don Knabe's Los Angeles County Board of Supervisors for Los Angeles County Commission on Disabilities** – Los Angeles, CA – 1999 to 2016. Provided skillful strategizing with formulations of County policy & practices pertaining to people with disabilities have equal access to programs/services for issues of health, employment, education, transportation, access, & recreation
- **Talk Show Host, Turning Disabilities into Abilities:** Pasadena Media-Pasadena, CA - 2015 to 2016
- **Advertising/Marketing special needs vehicles, Ability Center** – Stanton, CA - 2009 to 2014
- **Handicap Appeals Advisor, Downey City Council** – Downey, CA – 2004 to 2006: Advised Downey City Council of issues pertaining to people with disabilities.
- **Receptionist, YMCA** - Downey, CA - 1998 to 2001: Provided & sold membership plans for gym, swimming/gymnastic lessons, before/after school daycare, annual fundraising, & other duties.
- **Floor Guard/Greeter, Skate-O-Rama** - Downey, CA - 1996 to 1997: Supervised/assisted over 200 adults/kids each work day with their different requests, & conducted all the games/activities.
- **Telemarketing Sales Representative, First Class Copiers** - Downey, CA – 1994 to 1996

EDUCATION

- **Masters of Science in Psychology**, University of Phoenix, GPA: 3.64, March 2018
- **Bachelor of Science in Human Services with a concentration in Family & Children**, University of Phoenix, GPA: 3.46, 2016
- **Communication Studies**, LBCC and CSULB, 1998-2003
- **Diploma**, Warren High, 1998

SKILLS

Ms Word (22+ years), Excel (15+ years), PowerPoint (19+ years), MS Outlook (10+ years) Google Docs (6+ years), Management, Supervision, & Advocating experience in Disability services (20+ years), Print Shop (19+ years), Sales (10+ years), Chrome / Internet Explorer (10+ years), Billing (14+ years), Windows 7/Vista/XP/8/10 (10+ years), Graphic Design (8+ years), Social Media Advertising, Marketing, Networking (14+ years), HTML Coding (13+ years), CSS Coding (5 years), Peachtree Accounting (5 years), Public Speaking (30+ years), Leadership (18+ years), Hiring & Firing (25+ years), Business Development (6 years), Event Planning (15+ years), Robert's Rules of Order (18+ years), Fundraising (24+ years), Fax, Printer, Copier, & Scanner (25+ years), Mentoring/Advocating (24+ years), Customer Service (25+ years), Zoom (3+years)

HONORS/AWARDS

- **Live Your Dreams Award**, Soroptimist of Lakewood awards for taking action to help women & girls; particularly as it pertains to gaining access to education & living free from violence, 2017
- **Certificate of Special Congressional Recognition**, Presented by the Congress of the United States House of Representatives, 2012
- **Jerry Stein Independent Living Award**, Presented by the Disabled Resource Center, Inc. for extraordinary achievements as a person with a disability, 2012
- **The International Association of Web Masters and Designers**, Twice recipient for Golden Web Awards website designing for www.gotkidscharity.org, 2003-2004
- **Women of Distinction**, Soroptimist in Downey - Award for Women of Distinction, 2001
- **Employee Excellence**, YMCA Award for Employee Excellence, 1999
- **Warren High School Awards**, Golden Bear Award for Peer Counseling, 1998 & Three times recipient being a great addition to class in Drama II, Driver Education, & Biology, 1995-1996

REFERRALS GIVEN UPON REQUEST