



WAM-JPIC

Partners for Health

WAM-JPIC
2024

OFFICIAL BALLOT
WAM-JPIC BOARD OF DIRECTORS

There are three (3) positions to be filled on the WAM-JPIC Board of Directors. The governing body of every participating member entity may vote for each opening as described below.

TOWN SEAT – Please vote for two (2) – Three Year Term

Angie Johnson, Clerk/Treasurer, Town of Meeteetse _____

Lori Hughes, Clerk/Treasurer, Town of Ten Sleep _____

Amanda Ysen, Council Member, Town of Dubois _____

City, Town or Joint Powers Board – Please vote for one (1) – Three Year Term

Tracy Glanz, Clerk/Treasurer, City of Worland _____

MAYOR/CHAIRPERSON/MANAGER: _____

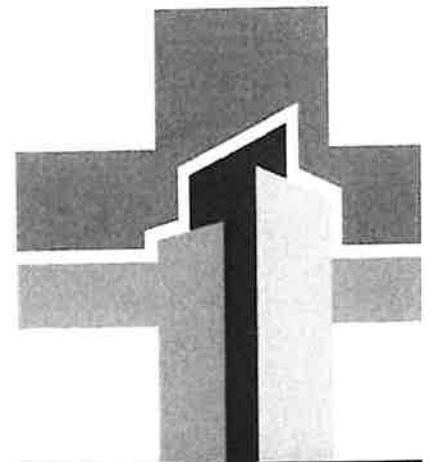
ATTEST: _____

MEMBER ENTITY: _____

PLEASE RETURN THIS BALLOT BY MAIL OR FRIDAY, APRIL 19, 2024.

Earla Checchi at checchi@wyomuni.org

OR FAX: 307-632-1942





WAM-JPIC

Partners for Health

315 West 27 Street
Cheyenne, WY 82001

TO: Member Entities – Mayors, Administrators, Chairperson, and Clerks

FROM: Earla Checchi, Finance Manager

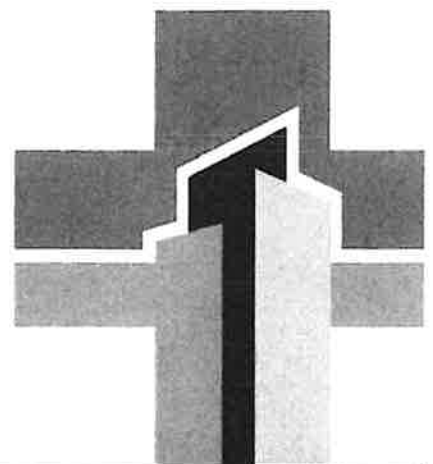
DATE: March 11, 2024

SUBJECT: WAM-JPIC Board of Directors Election

Enclosed please find an official ballot for the election of Directors to the WAM-JPIC Board. The governing body of every participating member entity may vote for each opening. Please make your choice, sign, and return to our office.

The ballot must be received in the WAM Office on or before Friday, April 19, 2024.

Please e-mail your ballot to
Earla at
checchi@wyomuni.org



**WAM-JPIC BOARD OF DIRECTORS
RESUME FOR NOMINATION
3 YEAR TERM CITY SEAT**

Tracy A. Glanz
P.O. Box 226
Worland, Wyoming 82401
307-347-2486
307-347-2480 (Fax)

Current Position:

Clerk/Treasurer for the City of Worland

Job History:

Hired by the City of Worland in September, 2000 as a Payroll Clerk; promoted to Deputy Clerk in April 2002 to begin training under the retiring Clerk/Treasurer and perform those duties during the afternoons. I was appointed as Clerk/Treasurer in January 2004.

Prior to my employment with the City, I was Administrative Assistant to the President of KCS Mountain Resources, Inc., and Office Manager. I spent 16 plus years in the oil and gas industry.

Boards/Committees/Other:

WAM-JPIC Board Member 2005-2024

Urban Systems Committee Secretary 2017-2024

Staff Member on 2015 Grow Worland Community Comprehensive Plan

WAMCAT Board Member 2006-2011

GLCW (Grace Lutheran Church Women) Past Board Member

Completed Certified Municipal Clerk Certification and recently earned the Master Municipal Clerk Certification through IIMC.



P.O. Box 5
415 5th Street
Ten Sleep, WY 82442
307-366-2265 (phone)
307-366-2228 (fax)

Town Of Ten Sleep

February 5, 2024

To Whom It May Concern:

Lori Hughes has been employed with the Town of Ten Sleep since July of 2003, as Town Clerk/Treasurer.

Lori is a very dedicated and knowledgeable clerk that has served Ten Sleep for almost 21 years. She is the first contact for almost everyone regarding town issues, acting as dispatch, encyclopedia, notary and buffer for the mayor/council as well as her regular duties as Clerk/Treasurer for the Town of Ten Sleep.

Lori's duties include: Organize, maintain and keep records of the local government's ongoing events and information, prepares ordinance summaries, status reports, responses to subpoenas and records requests, and presentations for staff and city council meetings. Conducts research and handle telephone and in-person inquiries from the public as well as meeting administration and planning, Management of by-laws, Articles of Incorporation, ordinances or other legal instruments. Assists in planning and administering regular town and special elections, including, but not limited to, preparing legal notices, preparing test decks and ballots, assembling, disassembling, cleaning and testing election equipment, processing absent voter ballots, training personnel and volunteers; recording and distributing results. Other duties as seen fit.

Lori is a wonderful Town Clerk. Please feel free to contact me at (307) 272-2295 should you require any further information.

Best Regards

Ernie Beckley
Mayor, Town of Ten Sleep

A little town with a big heart!

Angela R. Johnson

Objective

Experience

8/1/2000-Present

Town of Meeteetse

Meeteetse, WY

Clerk Treasurer-2003-Present/Deputy Clerk- 2000-2003

- Professional Administration, Managerial and Technical Duties
- Planning, Directing, Organizing and Controlling Administrative Processes
- Maintain Efficient and Economic Operations of the Town
- Directs Town Daily Operations
- Maintain Current and Accurate Records
- Manages the Preparation and Administration of Town's Budget
- Payroll
- Accounts Receivable- Utility Billing, Utility Rate Setting
- Accounts Payable
- Meeteetse Youth Work Program Administration- Payroll, Youth Monitoring, State Agency Coordination, Wyoming Community Foundation Coordination
- Grant Writing and Managing
- Town Strategic Planning
- Infrastructure Replacement Planning

2002-Present

Meeteetse Recreation District

Meeteetse, WY

Swimming Pool Supervisor

- Lifeguard Instructor
- Water Safety Instructor
- Community First Aid/CPR Instructor
- Schedule and Conduct Lifeguard In-Service training
- Prepare Lifeguard Schedule
- Prepare Swimming Pool Use Schedule

2002-Present

Meeteetse Fire District

Meeteetse, WY

Secretary

- Maintain Current and Accurate Records
- Accounts Payable
- Manages Financial Accounts

Meeteetse Community Facilities Joint Powers Board

2006-Present

Meeteetse, WY

Certified Pool Operator

- Maintains Swimming Pool Mechanical Equipment
- Maintains Swimming Pool Chemicals
- Maintains Current and Accurate Records
- Orders Supplies

Angela R. Johnson**Education**

1993-1998**Jamestown College****Jamestown, ND****BA-Biology**

- Minor Chemistry

IIMC-Certified Municipal Clerk-2008

IIMC-Master Municipal Clerk-2017

APT US & C- Certified Public Finance Administrator-2019

APT US & C - Certified Public Funds Investment Manager-2021

APT US & C- Advanced Certified Public Funds Investment Manager- 2021

APT US & C- Advanced Public Finance Administrator-2023

WLRA-Certified Pool Operator-2006- present

American Red Cross First Aid/CPR/AED Instructor-2006-present

American Red Cross Lifeguard Instructor, Water Safety Instructor, Professional CPR/AED Instructor 2006-present

Professional Development Academy- High Performance Leadership Academy- 12/2019

Board Experience

Meeteetse Cemetery District	2005-present
Meeteetse Community Facilities Joint Powers Board	
Treasurer	2005-present
WAM-JPIC	2008-9/6/2011
Meeteetse Youth Work Program Board	
Treasurer	2008-present
WAMCAT Education Committee	2012-2019
WAMCAT Board Member	2015-present
Scholarship Chair	2017-8/2019
Membership Chair	8/2019-2020
Vice President	1/2020-10/2021
Education Committee Chair	1/2020-10-2021
President	10/2021-present
Leadership Role:	
Meeteetse Swimming Pool- Committee	2005-
Secured WBC-Community Facilities Grant	2006
Meeteetse Swimming Pool Project Contact	2006
Town of Meeteetse-Strategic Planning Committee	2010-present
Town of Meeteetse Grant Writer	2000-present
Class of 2013-Leadership Wyoming	2013
IIMC Diversity Task Force	2017
Park County School District #16 Board Member	2016
Park County School District #16 Board Clerk	2017
Park County School District #16 Board Vice Chair	2018-present
IIMC Education and Professional Development Committee	04/2018
Vice Chairman	04/2019-05-2020
Chairman	05/2020-05/2021
Committee Member	05-2021-present
IIMC Region VIII Director	05-2022- present
WAM-JPIC	06/2018-present
APT US & C Education Committee	2020-present
2018 WAMCAT of the Year 2018	2018
Cody Medical Foundation Board	03/04/19-present
Park County Youth Hockey Girls U19 Head Coach	10/2014-2022
Team Wyoming Girls U19 Hockey Head Coach	10/2021-2022

307-868-2278•meetctse@tctwest.net

Angela R. Johnson

Wyoming Government Investment Fund Board Member	11/22022-present
West Park Hospital Board Member	10/25/2023-present

Reference

References are available on request.

Amanda Ysen

Business Manager - Fremont County School District #2

Dubois, WY 82513
ysen2511@msn.com
307-450-7727

Multi-faceted experience with senior executive management experience; particular strengths include:

- Lead operations and strategic direction within a six-county region.
- Overseeing and coordinating all aspects of budgeting and financial management.
- Skilled grant writer who persuasively communicates the organizations mission and programs to funders.
- Leading organizations and departments through periods of substantial growth and transition.
- Visionary operations executive with solid experience managing all levels of multiple projects including budgeting, contracts/memorandum's of understanding, and administration.
- Building and retaining exceptional staffs and creating positive work environments.
- Working with constituent groups including boards, committees, employees, contracted employees, volunteers, and external community audiences.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Business Manager

Fremont County School District #2
September 2016 to Present

Responsible for all financial and accounting functions including payroll of 70+ employees, budgeting, monthly reporting, WY state school reporting, financial statement preparations and overseeing annual audit. Oversight of grant management, food service, transportation, facilities management operations and teacherages/rental units. Updated numerous workflow processes from paper to cloud-based systems. Reorganized central office to streamline work product of three staff to increase efficiency and effectiveness. Provide administrative oversight of grant development and compliance with federal, state, and local statutes, ordinances, and regulations, as well as state and internal agency policies and procedures, and fiscal management and program coordination. Represent the organization in public arenas and promote the mission of the agency in the community and throughout the state. Maintain a positive and strong working relationship with FCSD2 Board of Trustees and organizational partners.

Executive Director

Support Within Reach - Bemidji, MN
May 2008 to December 2016

Purpose: To reduce the impact and harm of sexual violence in the communities we serve.

Duties: Manage the organizations core functions in finance, administration, human resources, communications, and development. Responsible for the overall administration and leadership of the organization within a six-county service area and oversee 18 staff, contracted personnel, and volunteers. This includes the development, organization and implementation of victim services/advocacy, coordinated community response, volunteer, and prevention education/awareness programming.

Provide administrative oversight of grant development and compliance with federal, state, and local statutes, ordinances, and regulations, as well as state and internal agency policies and procedures; fiscal management and program coordination, and services to clients. Represent the organization in public arenas and promote the mission of the agency in the community and throughout the state. Carries out all duties related to personnel development, recruitment, training and supervision - overseeing employees, contracted nurses, and volunteers. Maintain a positive and strong working relationship with SWR board of directors and organizational partners. There was a short overlap of this position with my current employer. I was contracted with SWR to provide ongoing leadership till the new Executive Director was hired and then provided training to the new E.D.

Victim Services Coordinator

Support Within Reach - Grand Rapids, MN
May 2001 to April 2008

Assist clients through crisis intervention, basic counseling, & support group facilitation. Prepare and accompany victims to court hearings, assist in filing protective orders, reparations/restitution applications, & other sexual violence related court matters including child support, divorce, and custody court matters. Utilize a network of key individuals in the criminal justice, civil legal, and social service systems to facilitate client assistance. Work with professionals in the criminal justice system on behalf of clients such as court personnel. Provide professional training to new staff/volunteers, law enforcement, probation, medical personnel and other responders to victims of sexual violence. Maintain accurate and up-to-date documentation of phone calls, contacts, referrals, and court information. Coordinate and facilitate sexual assault protocol team in establishing, monitoring, & evaluating sexual assault protocols and policies. Assist in grant management through writing grants/reports, compliance with grants, and cooperative agreements.

Education

Master's in Public Administration

Capella University - Saint Paul, MN
October 2019 to Present

Bachelor of Science in Criminal Justice

Kaplan University - Davenport, IA
2008

Associate of Arts in Accounting & Law

Itasca Community College - Grand Rapids, MN
2005

Skills

- BUDGETING (10+ years)
- FORECASTING (10+ years)
- VENDOR NEGOTIATIONS
- EMPLOYEE BENEFITS (10+ years)
- PAYROLL (10+ years)

- Business Development
- Outlook
- Marketing
- Sales
- Data Entry
- accounting
- Excel
- Quickbooks
- Fiscal Management
- Financial Management
- Grant Writing
- Benefits Administration
- Facilities Management
- Research
- Account Reconciliation
- Management
- Financial Report Writing
- Recruiting
- Mobile Devices
- Legal Research
- Journal Entries
- Accounts Payable
- General Ledger Accounting
- Office Management
- Event Planning
- Operations Management
- Supervising experience

Additional Information

SKILLS

- Type approximately 60 wpm.
- Proficient at Microsoft Office (Word, Excel, & Power Point).
- Knowledgeable with Quick Books and other software applications such as Software Unlimited for School Districts.
- Payroll and employee benefits administration.
- Purchasing, procurement, contracts and vendor negotiations.
- Budgeting, forecasting, and long-range planning.
- Able to work independently or as a team.
- Critical thinking and work flow analysis.
- Self-motivated, organized, dependable, resourceful, and ethical.
- Solid business builder; track record of consistently improving performance.

- Comfortable using most office equipment (office phones, smart phones, computers, printers, copiers, calculators, cash registers, mobile devices/applications, postage machines, etc.).

