# CITY OF WEST DES MOINES
# CITY COUNCIL MEETING COMMUNICATION

**ITEM:** Approval of Appointment
Human Services Advisory Board

**DATE:** February 23, 2015

**FINANCIAL IMPACT:** None

**BACKGROUND:**

Martin Blanchard has served on the Human Services Advisory Board since July 2011 and the Mayor and City Council thank him for his service to the community. Mayor Gaer would like to appoint Mary Bernabe to serve on the Human Services Advisory Board for the remainder of the three-year term with an expiration of June 30, 2017.

Mary Bernabe 5971 Highland Circle 360-6818 (h)

**RECOMMENDATION:**

Motion – Approve Mayor's recommendation for appointment to the Human Services Advisory Board.

**LEAD STAFF MEMBER:** Ryan T. Jacobson, City Clerk RTJ

**STAFF REVIEWS**

| | |
|---|---|
| Department Director | Ryan T. Jacobson, City Clerk |
| Appropriations/Finance | |
| Legal | |
| Agenda Acceptance | RTJ |

**PUBLICATION(S)** (if applicable)

| | |
|---|---|
| Published In | |
| Dates(s) Published | |

**SUBCOMMITTEE REVIEW** (if applicable)

| | | | |
|---|---|---|---|
| Committee | | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |

## CITY OF WEST DES MOINES, IOWA

## APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

The City of West Des Moines appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact the City Clerk's Office at (515) 222-3600 or TDD (Hearing Impaired) (515) 222-3334. The City of West Des Moines is committed to providing equal opportunity for citizen involvement.

Please indicate those Boards and/or Commissions on which you would be willing to serve by checking below:

- [ ] Board of Adjustment
- [ ] Civil Service Commission
- [ ] Library Board of Trustees
- [ ] Plan & Zoning Commission
- [ ] Sister Cities Commission
- [ ] Bicycle Advisory Commission
- [ ] Water Works Board of Trustees
- [x] Human Services Advisory Board
- [ ] Human Rights Commission
- [x] Public Arts Advisory Commission
- [ ] Valley Junction Events Committee
- [ ] Other Parks and Rec.

Name: Bernabe, Mary S.
Last First Middle

Address: 5971 Highland Circle, West Des Moines, Iowa 50266
Street City State Zip

Occupation: Retired Attorney

Employer's Name & Address

Work Phone: _____ When can you be reached at this number?: _____

Home Phone: 515-360-6818 When can you be reached at this number?: at all times

E-mail address: mbernabe5971@gmail.com

Length of residence in West Des Moines: 27 years

Please list any previous Board membership positions (City, Church, School, Professional, etc.) and dates of service:
Please see attached.

Please indicate below the reasons why you would like to be appointed to a Board or Commission and any specific skills or experience that you believe support your application.

Please see attached.

Please list two references other than a family member:

Name: Trish Garmoe Relationship: former principal, SFS Phone: 224-9292

Name: Dan Malloy Relationship: counselor/ DCHS Phone: 222-1021

Do you sell to, or are you in any manner a part to, any contract to furnish supplies, material, or labor to the City of West Des Moines? no If so, please list: _____

Have you ever been employed by the City? no If so, please list dates of employment and positions held.

_____

Do you have relatives working for the City? no If so, please give name and relationship.

_____

Are you being sponsored by a community organization(s)? no If so, please list the following and attach a confirmation letter from said organization:

Organization: _____ Contact: _____

Phone Number: _____ Email: _____

Iowa Code Section 69.16A requires City boards/commissions to be gender balanced. Please indicate whether you are male or female.

☐ Male ☑ Female

Applicant Signature: U Burnette Date: February 4, 2015

**Please mail completed application to the office of the City Clerk at the following address:**

**City of West Des Moines**
**P.O. Box 65320**
**West Des Moines, Iowa 50265-0320**
**ATTN: Ryan Jacobson**

**Supplement to Mary S. Bernabe's Application for Appointment to Boards and Commissions**

**Board Memberships**

-Iowa Trial Lawyers Ass'n - member 1989-2005, Board member in 1990's

- Chairperson – Young Lawyers Division of the Iowa Bar Committee on Law Related Education - 1993-1994

-Chairperson of the Homeless and Hungry Committee at St. Francis of Assisi Catholic Church, 1997-2001 and ongoing member of committee, 1997- present.

-St. Francis of Assisi School, WDM, IA: 2000-2008, Chair, Enrichment/Curriculum Enhancement Committee.

- Catholic Charities of the Des Moines Diocese 2004-2008, Development Board Member.

- Board Member Dowling Catholic Parent's Guild 2009-2013.

- Unity Point's Hops for Hospice Fundraiser - 2011- present.

**Skills and Experience**

I am passionate about fostering community service in young people and serving the underprivileged in our community. I have spent many volunteer hours in our community , especially since my retirement from practicing law. Here are examples of my experience which supports this application:

-P.E.O., member Chapter KT, Des Moines. Member since 1996. Chapter President 2001-2004. As a member and as Chapter President, I developed a fundraiser in which our chapter donated a new storybook to every baby born at Broadlawns Hospital from 1999 – approx. 2009. I designed and compiled a professionally typeset and bound cookbook for sale to fund this project.

-St. Francis of Assisi Catholic Church, I coordinate the efforts of our service to Connection Cafe (a downtown DSM soup

kitchen) by coordinating a monthly lunch and communicating with over 230 people who contribute, 2008-present. I also coordinate our annual Christmas and Lenten Drives for Connection Café. In the past, I have chaired the Homeless and Hungry Committee which consists of many monthly and yearly endeavors to assist the underprivileged in our community.

-St. Francis of Assisi School 2000-2008. I wrote the community service curriculum and managed service hours for grades 6-8. During that time, I single handedly put on a service fair which included 30+ service organizations in our community to demonstrate to students how they can get involved. I also developed and managed an enrichment committee of administrators, teachers and parent volunteers from inception; developed curriculum in several areas of study, implemented many new programs and oversaw them through completion for 9 years.

-Catholic Charities of the Des Moines Diocese 2004-2008, As a Development Board Member, I developed programs from inception raising approximately $220,000/year and successfully carried out three (3) large fundraisers each year, two (2) of which were designed by myself.

-Dowling Catholic High School, WDM, IA: 2009-2013. While our son was a student, I was a member of the parent guild and served on the Guild Board, helped coordinate service projects, was the parent representative for football and baseball, etc. I volunteered in many service related activities at Dowling Catholic including instituting and carrying out a monthly egg casserole drive for Salvation Army (averaged 150+ casseroles/month), assisting with the annual Christmas Basket collection (clothes, gifts, food) for 70+ families each year, and coordinated the DCHS volunteer efforts at Kiwanis Miracle League, to mention a few examples.

-Unity Point's Hops for Hospice 2011- present. As a member of this 7 person fundraiser, I created the initial idea for this annual event which has successfully raised tens of thousands of dollars to support hospice services.

-WDM Human Services-in many past years I have coordinated both a neighborhood drive and my prayer group to support the annual Adopt-a –Family drive, the Thanksgiving Food Baskets, and donations to the school supply drive.

I have many skills and experience in fundraising and in coordinating large group donations. I am a lifelong Des Moines native, spending the past 27 years in West Des Moines. My mother is a resident of a WDM Nursing Home (Manor Care). I am passionate about volunteerism, especially by fostering it in our youth. I would like to bring these skills to the WDM Human Services Board where I believe my innovation and passion would be of assistance.