

HUMAN RIGHTS COMMISSION

August 24, 2010 – Motion passed to increase membership from seven to nine.

3 YEAR TERM

MEMBER	ADDRESS	PHONE #	APPT. DATE	TERM EXPIRATION	TERM #
Patti Lynn Bongiorno			8/13/2019	2/22/2022	1
Laniece Mayfield			2/22/2021	2/22/2022	1
Adam Hayes			11/10/2020	11/14/2023	1
Vacant				3-14-2023	
Miriam L. Berrouët			1/10/2018	2/22/2024	3
Craig McGee			9-25-18	2/22/2023	2
Pamela Lynn Ray			9-25-18	9-23-22	2
Amanda Masterpaul			1/28/2020	2/14/2023	1
Veronica B. Walters			9/10/2013	9/28/2022	3

NOTE: City Residents are highlighted in blue.

Mr. Bennett has resigned. On file are the resumes of Tania Appel (Non-Resident), Diann Baker (Non-Resident), and Valerie Tighe (Non-Resident). New appointee will fulfill unexpired term ending March 14, 2023.

May 24, 2021

Tania M. Appel
811 Dunoway Court
Myrtle Beach, SC 29579
843-655-9757

RE: Human Rights Commission Vacancy

Greetings,

I am very interested in applying for the Human Rights Commission vacancy for the City of Myrtle Beach.

My altruistic nature and my 8+ years' experience working with people that have different abilities has prepared me to understand the diverse needs of our community and to resolve difficult and sensitive issues in a mindful and compassionate manner.

Throughout my experience with Vocational Rehabilitation, I have been very successful in creating and maintaining strong partnerships with many local businesses. Understanding the fine balance between the needs of these businesses, and the unique needs of individuals is something I am very passionate about.

I believe my experience in talking to diverse audiences, conducting small roundtables and speaking in front of targeted organizations provides me with the skill set needed to recognize and assist the city of Myrtle Beach in creating a diverse and inclusive environment for our community members.

In closing, I have been attending the HRC meetings for the past several months and believe I am a strong candidate for the HRC vacancy. I would appreciate being considered for this position and would be happy to answer any questions you may have. Thank you in advance for your time and consideration in this matter.

With Kindest Regards,

Tania M. Appel

TANIA M. APPEL

811 Dunoway Court Myrtle Beach, SC 29579 / (843) 655-9757/ Taniamarie618@gmail.com

EDUCATION

Kaplan University / Master of Science in Psychology / GPA 3.92	May 2012
Empire State College / Bachelor of Science in Community and Human Services / GPA 3.47	June 2009
Mildred Elley / Associate Paralegal Studies / GPA 4.0	May 2004

ACHIEVEMENTS / PROFICIENCIES

- Excellent negotiation and conflict resolution skills.
- Proficient in active listening and motivational interviewing.
- SC Department of Commerce Waccamaw Advisory Board Member.
- Georgetown Leadership Program Alumni.
- South Carolina Notary (since 2005).
- American Sign Language.
- Psi Chi International Honor Society.
- Alpha Beta Kappa National Honor Society.

PROFESSIONAL EXPERIENCE

SOUTH CAROLINA VOCATIONAL REHABILITATION DEPARTMENT, Conway, SC **05/02/2013 - Present**

Business Development Specialist (Promotion)

09/01/2015 - Present

Serving Horry and Georgetown Counties

- Responsible for obtaining and maintaining positive business partnerships in Horry and Georgetown Counties.
- Develops and secures new positions for VR consumers through liaison activities with business partners.
- Collects, analyzes and compiles local labor market, economic, and demographic data to create and implement yearly marketing plans.
- Provide workforce recruitment assistance that supports employers search for skilled and qualified candidates.
- Provide information and support services to businesses to educate them about accessing untapped labor pools.
- Engage in strategic planning and economic development activities with businesses and workforce development partners to provide coordinated services that meet the needs of the businesses.
- Provide staff training to ensure current and new staff are up to date on how to provide effective VR business services and the importance of coordinating engagement efforts with local businesses.
- Contributing staff member of Leadership Team, Area Council and Management Team for both Conway and Georgetown offices.

SOUTH CAROLINA VOCATIONAL REHABILITATION DEPARTMENT, Conway, SC

7/01/2014 - 8/30/2015

Vocational Career Exploration Specialist II (Promotion)

Serving Horry and Georgetown Counties

- Provided on-going supports around career exploration, job development and job retention.
- Administered aptitude and achievement testing, including assessment of language and math skills, mechanical reasoning and logical problem solving.
- Conducted vocational evaluations, assessments and career profiles.
- Worked with clients on identifying and pursuing employment and educational goals that draw upon their interests, strengths, skills and abilities.
- Work sample testing to assess potential for business/clerical, medical, service, and mechanical repair occupations.
- Analysis of work behaviors, including attendance and punctuality, social skills, concentration, and mental/physical stamina for work.

SOUTH CAROLINA VOCATIONAL REHABILITATION DEPARTMENT, Conway, SC

05/02/2013 – 06/30/2014

Vocational Career Exploration Specialist I

Serving Horry and Georgetown Counties

- Conducted vocational evaluations, assessments and career profiles
- Worked with clients on identifying and pursuing employment and educational goals that draw upon their interests, strengths, skills and abilities.
- Job exploration activities, including use of career guides, job training resources, and interest testing.
- Administered aptitude and achievement testing, including assessment of language and math skills, mechanical reasoning and logical problem solving.

HORRY GEORGETOWN TECHNICAL COLLEGE, Myrtle Beach, SC

08/22/2012 –

02/20/2014

Evening Adjunct Faculty – General Psychology

- Created and developed active learning assignments and projects for course implementation.
- Responsible for curriculum/instructional development and management.
- Related instructional materials, discussions and all course activities to course objectives.
- Provided students with timely evaluations.
- Integrated best practices of instructional delivery.
- Maintained accurate records and submitted reports in a timely manner.
- Managed classroom environment for effective learning.
- Exhibited sensitivity to students' needs and problems.

MCCUTCHEN, MUMFORD, VAUGHT, O'DEA & GEDDIE, P.A., Myrtle Beach, SC

8/27/05 – 05/01/13

Transactional Department – Senior Paralegal of Timeshare Department and Estate/Trust Department

- Established and maintained of relationships with realtors, businesses and attorneys.
- Conflict resolution with debtors and attorneys' regarding outstanding debts and foreclosure proceedings/
- Maintained and updated files to include preparation of time sensitive documents.
- Prepared legal documents, transcription, scheduling of appointments, billing, recording bank deposits, and marketing.
- Efficiently streamlined procedures and implemented new and revised departmental policies.
- Created policies to effectively track, update, and manage files in various departments.
- Responsible for training of new hires, interacted with Clerk of Courts, Probate Clerks, Attorneys, Paralegals, Real Estate Agents, Brokers, debtors and surviving spouses on various legal procedures.

Valerie Tighe, RN, MS, NE-BC

6569 Pozzallo Place
Myrtle Beach, S.C. 29572
Cell: 410- 458-7938
valerietighe@gmail.com

- Education**
- Master of Science
2013
Stevenson University, Stevenson, MD
Nursing: Concentration Leadership/Management
 - Bachelor of Science, Nursing
2003
Villa Julie College, Stevenson
 - Essex Community College
1993
Associates of Science, Registered Nurse
 - School of Nursing
Baltimore, Maryland
 - Johnston School of Practical Nursing
1978
Licensed Practical Nurse
Union Memorial Hospital
School of Nursing
- Experience**
- April 2005 -July 2016
Greater Baltimore Medical Center, Baltimore, MD
Manager Pediatric Department
 - April 2004-April 2005
Greater Baltimore Medical Center, Baltimore, MD
Emergency Department, Clinical Unit Coordinator
 - 1995-2004
Sinai Hospital, Baltimore, MD
Emergency Department
 - Staff RN, Pediatric ED
 - 1994-1995, Supplemental Nurse
 - Pediatric Inpatient RN, Sinai Hospital, Baltimore, MD
 - Pediatric ED RN, Mercy Hospital, Baltimore, MD
 - Pediatric Inpatient RN, GBMC, Baltimore, MD
 - 1993-1994
University of Maryland Hospital, Baltimore, MD.
 - Staff RN in a 10 bed PICU

1990-1993

- Home care LPN.

1978-1990

Union Memorial Hospital, Baltimore, MD

- Pediatric LPN, Well Child Clinic (1985-1990)
- Pediatric Inpatient Unit LPN (1978-1985)

Licenses and Certifications

2011 Certified Nurse Executive, Basic Competency

2011 Certified Pediatric Nurse

1995 Registered Nurse

1993

License Practical Nurse

1978

Professional Memberships

Emergency Nurses Association

1996-2016

Sigma Theta Tau

1993-2016

1173 Palm Crossing Dr
Little River, SC 29566

May 12, 2021

Mrs. Jennifer Adkins
City Clerk
P.O. Box 2468
Myrtle Beach, SC 29578

Dear Mrs. Adkins:

I would like to volunteer to serve on a board, commission or committee for the City of Myrtle Beach. To that end, I have attached my resume, including a section on my previous community/volunteer work. You will see that I served on HOA Boards, a city board and church committees, and as well, I tutored school children intermittently during my Federal career in Washington, DC.

I noted that the website stated that as of April 14, 2021, there were seats available on the Cultural Resources Committee and the Human Rights Commission – either of those would be of particular interest to me. However, I am open to other possibilities.

I appreciate the City's consideration and look forward to hearing from you. If you would like to contact me, please call 803.493.7224 and email dgbspaniel@hotmail.com.

Best regards,

Diann G Baker

DIANN G. BAKER
1173 Palm Crossing Drive
Little River, SC 29566
dgbspaniel@hotmail.com
Phone: 803-493-7224

- Skilled in internal auditing, financial analysis/budgeting, strategic planning, risk assessment, and management with the federal and state levels of government. Proficient in data collection and analysis to support sound recommendations for improved government efficiency and effectiveness.
- Experienced community volunteer from literacy tutoring to animal shelter adoptions to church mission outreach. Served on several Boards - city, homeowners' associations and church leadership.

PROFESSIONAL EXPERIENCE

Management/Program Analyst, U.S. Government Accountability Office (GAO) - Washington, DC (November 2008 – April 2019) - Retired

Performed quarterly and fiscal year entity-wide risk management and internal control assessments to support efficient and effective business processes, in compliance with federal laws and regulations; for example, the Federal Managers' Financial Improvement Act (FMFIA) and Office of Management and Budget (OMB) Circular No. A-123 - Management's Responsibility for Enterprise Risk Management and Internal Control. Collected and analyzed data; developed and presented reports, including a summary of findings and recommendations to program offices and senior management. Reports provided support for business process improvements, and evidence for FMFIA compliance, including the internal control and financial management assurance statements reported in the annual Performance and Accountability Report. As core team member, researched, compiled, and edited the annual duplication, overlap and fragmentation report (2015) of the Federal government to assist congress in improving efficient and effective governance. Provided guidance to staff on budget formulation and execution services for assigned offices, according to Federal appropriations and authorization laws, Title 31 of U.S. Code - Money and Finance.

Senior Budget Analyst, Pension Benefit Guaranty Corporation (PBGC) - Washington, DC (October 2005 - November 2008)

Collaborated with strategic planning, procurement, and IT offices to issue the annual budget call; responsible for formulating the fiscal year budget, based on analysis of prior year appropriations, spending trends and agency's current needs, then developing the agency's budget request to the Appropriations Committees of the Congress. Developed performance metrics and targets, in compliance with the Government and Performance Results Act (GPRA). Prepared explanations about the complexity of PBGC's budgetary resources. Collaborated with IT Team to complete capital project data to improve communication about IT projects and costs.

Program Analyst, U. S. Department of Transportation (DOT), Office of the Secretary, Budget and Program Performance - Washington, DC (January 2001 – October 2004)

Oversaw several DOT agencies' formulation and execution of annual budgets; analyzed spending patterns and five-year trends; reviewed and approved congressionally mandated reports. Liaised frequently with political appointees, senior career officials, and congressional staff about appropriations and authorizing legislation. Developed and tracked the myriad congressional reporting mandates across DOT - improving accountability.

Program Analyst, U. S. Small Business Administration (SBA) - Washington, DC (June 1998 – December 2000)

Began Federal service as a mid-career Presidential Management Fellow (a two-year leadership training program); contributed to special projects in the Office of Entrepreneurial Development. For example, researched and co-authored a report of the ten-year history of the SBA's Women's Business Grant Program, a program that helps women start and grow their own businesses. The report assisted the House Committee on Small Business in decision-making about the program's future. Rotated to the White House's Office of Management and Budget and helped prepare the President's fiscal year 2000 budget justification to Congress by analyzing the agencies' budgetary accounts, including programs, funding requests, and full-time equivalents (employees).

Program Consultant, Virginia Department of Social Services, Division of Child Support Enforcement, Richmond, VA (July 1988 – April 1995)

Oversaw the statewide administrative management of the legal staff assigned to the Child Support Enforcement Program, under the Virginia Attorney General. Served on the program's executive leadership team and contributed to improvements in child support policy and legislation.

EDUCATION

Master of Public Administration, (May 1998) – Virginia Commonwealth University, Richmond, VA

Bachelor of Social Work, (December 1979) – Virginia Commonwealth University, Richmond, VA

COMMUNITY/VOLUNTEER

Washington, DC and Alexandria, VA

- Tutor, Wright to Read Literacy Program, Alexandria, 2005-2018
- Tutor, DC Public Schools (Partnership with Federal agencies), 2005-2006
- Member, Board of Directors, Seminary Walk Homeowners' Association, Alexandria, 2009-2011
- Member, Building Code Board of Appeals, City of Alexandria, 2000
- Usher, Old Presbyterian Meeting House, Alexandria, 2005-2019

Richmond, VA

- Elder/Deacon, Tuckahoe Presbyterian Church
- Member, Board of Directors, Pemberton Oaks Homeowners' Association
- Volunteer, Henrico County Humane Society