



CLERK OF THE BOARD DIVISION
OF THE BOARD OF SUPERVISORS' OFFICE

COUNTY OF HUMBOLDT

825 FIFTH STREET
EUREKA, CALIF. 95501-1153

PHONE (707) 476-2384; 445-7299 (FAX)

APPLICATION TO SERVE ON THE HUMBOLDT COUNTY HUMAN RIGHTS COMMISSION

APPLICANT NAME: Barbara Nelson
PREFERRED PRONOUNS: She, her, hers
MAILING ADDRESS: [REDACTED]

McKinleyville, CA 95519

TELEPHONE: Home: [REDACTED] Work: [REDACTED] Fax: [REDACTED]

E-MAIL ADDRESS: barbaras1987@gmail.com

OCCUPATION: Administrative Assistant - American Hydroponics

PERSONAL REFERENCES:

(1) Mandy Nelson

PHONE: [REDACTED]

(2) Rosalie Thomson

PHONE: [REDACTED]

PRIOR ADVISORY BOARD OR BOARD OF DIRECTORS EXPERIENCE? ☒ NO ☐ YES

PLEASE WRITE A BRIEF STATEMENT DESCRIBING WHY YOU'RE INTERESTED IN SERVING ON
THE HUMAN RIGHTS COMMISSION.

A lifelong resident of McKinleyville, I am deeply committed to advancing Justice and equality. My professional experience has strengthened my ability to collaborate across diverse teams. My background in developing policies, ensuring regulatory compliance, and advocating for safe workplaces aligns with the HRC's mission.

Raising my child in this community has deepened my dedication to creating a fair and welcoming Humboldt for all.

I am eager to contribute my analytical skills, empathy, and passion for Universal human value to the commission.

PLEASE ATTACH A CURRENT RESUME.

DATE: 9/3/25

SIGNATURE: Barbara Nelson

I declare under penalty of perjury under the laws of the State of California that the above is true and correct

SUBMIT THIS APPLICATION TO:

HUMBOLDT COUNTY HUMAN RIGHTS COMMISSION, Clerk of the Board, 825 Fifth Street, Suite 111,
Eureka, CA 95501-1153.

DATE TO SUPERVISOR 8/28/2025 DATE APPROVED _____ NOT APPROVED _____

Barbara Nelson

McKinleyville, CA 95519

| Barbaras1987@gmail.com

Note: Previously known as Barbara Skaggs prior to December 2014

Professional Summary

Versatile professional with over 10 years of experience in biochemistry, safety compliance, and administrative coordination, complemented by a passion for community advocacy and continuous learning. OSHA-certified Safety Officer skilled in policy development, regulatory compliance, and fostering inclusive environments. Proficient in laboratory techniques, data analysis, and operational support, with hands-on experience in hydroponics research and development. Adept at collaborating across diverse teams and advancing organizational goals through analytical and interpersonal expertise. Seeking to contribute to roles that promote innovation, equity, and positive impact in scientific, administrative, or community-focused settings.

Professional Experience

American Hydroponics, Arcata, CA

Administrative Assistant

August 2024 – Present

- Support office operations, including scheduling, record-keeping, and information management, in a production environment, ensuring seamless workflows.
- Engage in hands-on learning in the R&D greenhouse, exploring innovative hydroponic techniques to enhance plant growth and sustainability under the mentorship of inspiring industry leaders.
- Coordinate community outreach and vendor communications, building relationships to support organizational objectives and promote inclusive practices.
- Prepare reports and documentation, maintain compliance with standards and contribute to operational transparency.

Royal Key, LLC, Arcata, CA

Safety Officer and Production Extractionist

September 2020 – January 2024

- Authored and implemented safety and emergency procedure manuals, achieving OSHA compliance and enhancing workplace safety for 20+ staff.
- Led company wide safety meetings, fostering a culture of accountability and inclusion.
- Optimized industrial-scale cannabis extraction processes, maintained quality and compliance.
- Innovated concentrate processing procedures, improving yield efficiency.

North Coast Laboratories, LTD. (dba HQAL), Arcata, CA

Organic Chemist/Microbiologist

July 2017 – June 2020

- Validated a novel molecular microarray method for cannabis pathogen screening, ensuring compliance with DCC regulations and protecting public health.
- Authored SOPs for cannabis testing (microbial, potency, pesticides), streamlining lab operations and promoting standardized practices.
- Performed organic extractions for GC/MS and LC/MS analysis with 100% adherence to quality assurance protocols.
- Managed sample custody in LIMS, ensuring data integrity and regulatory compliance.

Family Care and Personal Development, McKinleyville, CA

Parent and Community Member

September 2015 – July 2017

- Dedicated time to raising my child, honing skills in empathy, conflict resolution, and community engagement.

North Coast Laboratories, LTD., Arcata, CA

Organic Chemist

March 2015 – September 2015

- Conducted organic extractions on environmental water samples for GC/MS analysis, adhering to EPA protocols.
- Documented sample custody in LIMS and lab notebooks, ensuring transparency for client reporting.

Santa Cruz Biotechnology, Paso Robles, CA

Research Associate, Hybridoma Development and Microarray Screening

May 2011 – June 2013

- Developed hybridoma cell lines using electrofusion
- Executed immunoassays with microarray technology, analyzing numerous assays with high accuracy.

California Polytechnic State University, San Luis Obispo, CA

Student Researcher, Teaching Assistant, and Academic Tutor

September 2008 – September 2009

- Conducted biochemistry research, presenting findings at the 2009 Summer Research Meeting.
- Tutored 30+ students in chemistry and mathematics, fostering an inclusive learning environment.
- Delivered laboratory demonstrations, supporting equitable access to education.

Education

California Polytechnic State University, San Luis Obispo, CA

Bachelor of Science in Biochemistry, 3.5 GPA

2007 – 2010

Portland Community College, Portland, OR

General Education, 3.8 GPA

2005 – 2007

Certifications

- OSHA 30-Hour General Industry Safety and Health, July 2022

Skills

Technical: GC/MS, LC/MS, LIMS, SOP Development, Organic Extraction, Cannabis Testing, Hydroponics R&D, Cell Culture, Microscopy

Equipment: Rotary Evaporators, Micropipettes, pH Meters, Fluorescence Scanners, Laminar Flow Hoods

Administrative: Office Management, Scheduling, Vendor Coordination, Community Outreach, Report Preparation

Interpersonal: Advocacy for Equity, Collaboration, Public Speaking, Conflict Resolution

Software: Microsoft Office, Laboratory Information Management Systems (LIMS)