

Headwaters Fund Board Member Application



Contact Information

Name	Haley Schandelmier
Street Address	[REDACTED]
City ST ZIP Code	Eureka CA 95501
Home Phone	[REDACTED]
Work Phone	[REDACTED]
E-Mail Address	Schandelmier.haley@gmail.com

Instructions

Individuals interested in serving as a Headwater Fund Board Member must complete this application form. Please submit completed form and resume to:

Mail: Clerk of the Board
County of Humboldt
Re: Headwaters Fund
825 5th Street
Eureka, CA 95501

Electronic:
khayes@co.humboldt.ca.us

Fax:
707-445-7299 – Attn: Clerk of the Board, Kathy Hayes

Attach more pages as necessary, but be concise.

To download application or learn more about the Headwaters Fund, please refer to www.humboldt.gov.org/headwaters.

For additional questions regarding board membership, please contact: headwaters@co.humboldt.ca.us or 707-445-7745. Applications are subject to public records acts and disclosure requirements.

Special Skills or Qualifications

What would you like to accomplish on the Headwaters Fund Board?

I would like to help support economic development projects in Humboldt County that will enhance everyone's quality of life.

Describe how your experience and/or employment qualifies you to serve on the Headwaters Fund Board:

I've worked in positions for both state and local government in Humboldt County for 12+ years and have volunteered my time with various local nonprofits as well. Humboldt is my home and I want to find effective ways I can care for it.

Describe any previous board (or comparable) experience:

I'm on several working committees in my current position with Caltrans and actively participate in decision making in each.

What is your vision for the Headwaters Fund Board?

My vision is that the board would be able to help more small businesses thrive in Humboldt County and draw in services and infrastructure we need – like more medical services.

How would you work with other Board members to arrive at decisions?

I would listen to the established members to learn the structure and preferred communication styles of each. I would do my best to contribute but not assume knowledge or influence where I haven't established it.

Describe area(s) of expertise/contribution you feel you can make:

I have a keen understanding of government contracting as well as the ability to effectively analyze and apply regulations.

What role would you play on the Board?

Likely supportive and would be able to present research on various topics

How much time would you have for the Headwaters Fund Board per month?

I do have a full time job but would be able to carve out many nights and weekends towards its success.

What are your other time commitments?

I have regular work hours from 8 am to 5pm Monday through Friday but all other commitments are flexible

Please provide three references who can speak to your qualifications and ability to serve on the Headwaters Fund Board. Include: Name, Title/Organization, relationship to you, phone and email.

Preston Allen, Transportation Planner/ Caltrans, coworker and friend, 6 [REDACTED]

Samantha Mena, IT Analyst/County of Humboldt, friend, 4 [REDACTED]

Nicholas Abler, Bike Mechanic/Adventure's Edge, partner, 7 [REDACTED]

Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete, to the best of my knowledge:

Name (printed)	Haley Schandelmier
Signature	Haley Schandelmier
Date	4/17/2025

Haley Schandelmier

Eureka, CA | 7 [REDACTED] schandelmier.haley@gmail.com

CORE COMPETENCIES

- Initiated and implemented projects that improved organizational functioning
- Well-versed in government contracting and regulatory analysis
- Innovative planning and project management abilities
- Fostered teamwork and managed change through cultivating strong interdisciplinary relationships with multiple departments
- Promoted rapidly, considered a 'top performer'

PROFESSIONAL EXPERIENCE

Associate Governmental Program Analyst

California Department of Transportation Eureka CA

- Gather, assemble, and compile documents for attorneys responding to discovery requests
- Receive and investigate claims under \$12,500.00 to make outcome determinations
- Attend Small Claims Court as representative of Caltrans and present defense
- Train and on-board new analysts on Claims review
- Participate in working committees on various strategies goals

Social Worker

Department of Health and Human Services, Eureka, CA

2020-2022

- Maintained a variable caseload of new and ongoing cases
- Determined appropriate programs, resources and community services for clients
- Coordinated with community partners to ensure client success

Grant Management Analyst

Humboldt County Sheriff's Office, Eureka, CA

2019-2020

- Managed eighteen active State and Federal grants
- Tracked data and outcomes to compile accurate reports for granting agencies
- Researched potential grants to for future application

Administrative Analyst

Department of Health and Human Services, Eureka, CA

2017-2019

- Designed and implemented interactive contract training for DHHS staff
- Managed between 600-700 contracts while developing approximately 100 new contracts
- Coordinated contract execution for all DHHS agreements
- Trained and supervised office assistant staff
- Effectively managed operational activities for the Contracts Unit

Staff Services Analyst

Department of Health and Human Services, Eureka, CA

2015-2017

- Provided quality assurance for public assistance programs
- Resolved claimant disputes by presenting regulation-based arguments
- Compiled timely monthly reports with 100% accuracy
- Analyzed trends and made recommendations to improve operational effectiveness

Integrated Case Worker

Department of Health and Human Services, Eureka, CA

2014-2015

- Determined client eligibility for public assistance programs
- Provided resources to clients in crisis to support self-sufficiency
- Maintained caseload of twenty-five clients engaged in multiple services

- Presented orientations and trainings to clients on bi-weekly basis

EDUCATION

Humboldt State University
Bachelor of Arts, English

2008

VOLUNTEER EXPERIENCE

Media Outreach

Humboldt Permaculture Guild

2018-2019