



# INYO COUNTY BOARD OF SUPERVISORS

TRINA ORRILL • JEFF GRIFFITHS • SCOTT MARCELLIN • JENNIFER ROESER • MATT KINGSLEY

NATE GREENBERG  
COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS  
ASST. CLERK OF THE BOARD



## AGENDA

Board of Supervisors Room - County Administrative Center  
224 North Edwards, Independence, California

**NOTICES TO THE PUBLIC:** (1) This meeting is accessible to the public both in person and, for convenience, via Zoom webinar. The Zoom webinar is accessible to the public at <https://zoom.us/j/868254781>. The meeting may also be accessed by telephone at the following numbers: (669) 900-6833; (346) 248-7799; (253) 215-8782; (929) 205-6099; (301) 715-8592; (312) 626-6799. Webinar ID: 868 254 781. Anyone unable to attend the Board meeting in person who wishes to make either a general public comment or a comment on a specific agenda item may do so by utilizing the Zoom "hand-raising" feature when appropriate during the meeting (the Chair will call on those who wish to speak). Generally, speakers are limited to three minutes. Remote participation for members of the public is provided for convenience only. In the event that the remote participation connection malfunctions for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access. Regardless of remote access, written public comments, limited to 250 words or fewer, may be emailed to the Assistant Clerk of the Board at [boardclerk@inyocounty.us](mailto:boardclerk@inyocounty.us). (2) In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact the Clerk of the Board at (760) 878-0373 (28 CFR 35.102-35.104 ADA Title II). Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting. Should you because of a disability require appropriate alternative formatting of this agenda, please notify the Clerk of the Board 72 hours prior to the meeting to enable the County to make the agenda available in a reasonable alternative format. (Government Code Section 54954.2). (3) If a writing, that is a public record relating to an agenda item for an open session of a regular meeting of the Board of Supervisors, is distributed less than 72 hours prior to the meeting, the writing shall be available for public inspection at the Office of the Clerk of the Board of Supervisors, 224 N. Edwards, Independence, California and is available per Government Code § 54957.5(b)(1).

### **SPECIAL MEETING**

January 14, 2025  
9:00 A.M.

- 1) **Pledge of Allegiance**
- 2) **Public Comment**  
Comments may be time-limited
- 3) **Filling Unexpired Term for Office of District Attorney**  
County Administrator - Personnel | Keri Oney  
1 Hour

#### **Recommended Action:**

Review letter of interest and resume submitted by one (1) individual seeking appointment to the position of District Attorney and make an appointment to fill the unexpired term, effective January 16, 2025 through January 3, 2028.

- 4) **Filling Unexpired Term for Office of Treasurer-Tax Collector**  
County Administrator - Personnel | Keri Oney  
2 Hours

#### **Recommended Action:**

Review letters of interest and resumes submitted by two (2) individuals seeking appointment to the position of Treasurer-Tax Collector and to make an appointment to fill the unexpired term, effective January 16, 2025 through January 5, 2026.



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COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS

ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

January 14, 2025

Reference ID:  
2025-2

### Filling Unexpired Term for Office of District Attorney County Administrator - Personnel ACTION REQUIRED

#### ITEM SUBMITTED BY

Nate Greenberg, County Administrative Officer

#### ITEM PRESENTED BY

Keri Oney, Assistant Personnel Director

#### RECOMMENDED ACTION:

Review letter of interest and resume submitted by one (1) individual seeking appointment to the position of District Attorney and make an appointment to fill the unexpired term, effective January 16, 2025 through January 3, 2028.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

On October 1, 2024, the Board considered options for filling the vacancy of the District Attorney due to the mid-term retirement of District Attorney Thomas Hardy. At the direction of the Board, staff conducted an open recruitment process, soliciting letters of interest from the public.

Persons submitting letters of interest for the position by the Friday, December 13 deadline include:

- Dana Crom

Her letter of interest and resume are attached.

It is recommended that the Board proceed with the following process:

1. Invite candidate to make a presentation to your Board and the public, no longer than five minutes in length, in which they will describe the role and responsibilities of the District Attorney as they understand them and describe why they are best qualified for the office;
2. Interview candidate to the extent deemed appropriate and/or necessary;
3. Take Public Comment;
4. Consider making an appointment to the unexpired term for the Office of District Attorney effective January 16, 2025 and ending January 3, 2028.

As a reminder, eligibility requirements for District Attorney include the following:

- Individuals must be admitted to practice in the Supreme Court of the State of California (Government Code 24002).
- Individuals must be a registered voter of the County of Inyo at the time of the appointment (Government Code 24001).

The candidate before you today for consideration has met the above requirements.

**FISCAL IMPACT:**

<b>Funding Source</b>	General Fund	<b>Budget Unit</b>	022400
<b>Budgeted?</b>	Yes	<b>Object Code</b>	Salaries and Benefits
<b>Recurrence</b>	Ongoing Expenditure	<b>Sole Source?</b>	N/A

**If Sole Source, provide justification below**

<b>Current Fiscal Year Impact</b>
The salaries and benefits for this position are currently budgeted in the District Attorney Budget.
<b>Future Fiscal Year Impacts</b>
The salaries and benefits for this position will continue to be budgeted each fiscal year.
<b>Additional Information</b>

**ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:**

The Board could choose not to make an appointment to the office of District Attorney. However, this is not recommended as per Government Code Section 25304, "The Board of Supervisors shall fill by appointment all vacancies that occur in any office filled by the appointment of the board and elective count officers..." An appointment is also necessary to provide stability and structure in the office until a new District Attorney is elected and takes office.

**OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

**STRATEGIC PLAN ALIGNMENT:**

**Economic Enhancement** | Local Businesses, Organizations, and Workforce  
**High Quality Services** | Quality County Employees  
**High Quality Services** | High-Quality County Government Services

**APPROVALS:**

Keri Oney	Created/Initiated - 1/6/2025
Darcy Ellis	Approved - 1/6/2025
Denelle Carrington	Approved - 1/6/2025
John Vallejo	Approved - 1/6/2025
Danielle Sexton	Approved - 1/6/2025
Nate Greenberg	Final Approval - 1/6/2025

**ATTACHMENTS:**

1. D. Crom

# DANA M. CROM ATTORNEY AT LAW

November 14, 2024

Inyo County Board of Supervisors  
PO Box 249  
Independence, CA 93526

Re: Letter of Interest – Inyo County District Attorney

Honorable Board Members:

Please accept this as my letter of interest for appointment to the position of District Attorney for the County of Inyo. I am a member in good standing of the California Bar and resident of Inyo County.

For the past three decades, I have practiced law in Inyo County. I began my legal career in San Francisco, where I worked as an associate attorney for two civil law firms. As a native of Inyo County, I happily accepted a position with the Inyo County Counsel's Office as a Deputy County Counsel in 1995. In 2000 I left the County Counsel's office to open my own law practice, which I operated for the following ten years. During that time, I provided contract public defender services for the County, handling criminal and juvenile cases. In 2010 I returned to the County Counsel's Office, again as a Deputy County Counsel, until May 2014 when offered the opportunity to join the District Attorney's Office.

I joined the District Attorney's office as a Deputy District Attorney and promoted in 2020 to Senior Deputy District Attorney. Under the leadership of retiring District Attorney Thomas Hardy, the District Attorney's Office rebuilt its reputation as an office dedicated to seeking justice for the citizens of Inyo County. District Attorney Hardy prioritized cooperative working relationships with our law enforcement partners, defense bar and judiciary. Today the Inyo County District Attorney's Office has a well-deserved reputation of fair and effective prosecution with the overall goal of protecting the public. If appointed, I will uphold that reputation while continuing to prioritize public safety.

Looking forward, our criminal justice system faces several challenges, the least of which is the increase in defendants suffering from mental health disorders. During the last five years our state has seen a significant increase in the number of defendants suffering from mental health issues, often caused by substance use. Inyo County has not escaped this trend. These cases present a multitude of issues and impact several agencies both within and outside Inyo County. To better educate myself and my colleagues, I published two articles for the California District Attorneys Association addressing competency and conservatorship impacts in criminal cases. I have worked closely with mental health professions and other County departments in addressing defendants deemed incompetent to stand trial or seeking relief from prosecution under the mental health diversion laws. Prioritizing public safety, I have successfully defeated requests for mental health diversion for defendants presenting a serious risk to the safety of our citizens. If appointed, I would continue to work with our local mental health providers in assisting defendants in need of treatment but will vigorously defend the public's right to a safe community free from defendants who threaten our safety.

As District Attorney, my mission would be to provide the same level of safety and security I enjoyed both as a child and a parent. Inyo County is my home – I grew up here and chose to return to live, work and raise my children. My father served nearly three decades with the Bishop Police Department and impressed upon me the importance of community service. I have joined many of my fellow community members by volunteering as a member of various boards and service organizations. The beauty of this County is not limited to its majestic vistas, it also lies with our shared values. If appointed, these values will continue to guide me and the Office of the District Attorney.

My commitment to Inyo County, coupled with my extensive legal experience, uniquely qualifies me to serve as the next District Attorney for Inyo County. I appreciate your consideration and look forward to meeting with you to discuss this appointment.

Very truly yours,



DANA M. CROM

# DANA M. CROM

California State Bar Number 148091 – Admitted December 1990

486 North Fowler Street

Bishop, California, 93514

760-937-3578

dmcrom65@gmail.com

## PROFESSIONAL EXPERIENCE

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### County of Inyo

*Senior Deputy District Attorney*

- Prosecute criminal actions on behalf of the People of the State of California. Responsibilities include all aspects of misdemeanor and felony cases, including preparing the charging document, handling all court appearances including motions and settlement conferences and taking the matter through jury trial. Cases include homicide, serious felonies, sex crimes, financial crimes and all other matters as assigned.

*Deputy County Counsel*

*Oct 2010 – May 2014*

- Provide legal representation and advice to the County, its Board of Supervisors and departments. Responsibilities include advising County departments including the Planning Department, including the Planning Commission and Local Agency Formation Commission, Public Works, Assessor, Treasurer/Tax Collector and Auditor/Controller. Other responsibilities include the representation of Child Protective Services and the Public Administrator/Guardian in trial and appellate courts. Acted as lead attorney in the California Energy Commission licensing process for the BrightSource Energy proposed Hidden Hills Solar Energy Generating System.

### Law Office of Dana M. Crom

*Partner*

**Bishop, California**

*Jan 2003 – Sep 2010*

- Operated a full service private law practice, representing clients in civil, criminal, family law and estate planning matters. Practice included providing contract public defender duties to the County of Inyo, representing minors in juvenile court proceedings and indigent adults in felony and misdemeanor criminal matters. Duties required regular court appearances, including numerous contested hearings and trials. Managed all aspects of the practice, including the supervision of three support staff.

### Harvey & Harvey, Attorneys at Law

*Partner*

**Bishop, California**

*Jan 2000 – Dec 2002*

- Partner in two attorney general practice law firm representing clients in civil, criminal, family law and estate planning matters. Practice included provided contract public defender duties to the County of Inyo, representing minors in juvenile court proceedings and indigent adults in criminal and family support matters, requiring regular court appearances, including numerous contested hearings and trials. Duties included managing all administrative aspects of the practice, including the supervision of support staff members.

### County of Inyo

*Deputy County Counsel*

**Independence, California**

*Sep 1995 – Dec 1999*

- Provided legal representation to the County, its Board of Supervisors and departments, as assigned. Responsibilities include advising County departments including the Health and Human Services, Personnel, Public Administrator/Public Guardian, Agriculture Commissioner/Director of Weights and Measures and Great Basin Air Pollution Control District. Undertook representation of Child Protective Services and LPS Conservator, previously handled by the District Attorney's office. Provided advice and representation of the County in personnel matters, including employee disciplinary actions, and participated in collective bargaining negotiations with employee bargaining groups.

**Alborg & Dictor***Associate*

- Associate in a small civil law firm specializing in title insurance defense and legal malpractice defense. Represented clients in all aspects of civil litigation, including discovery, motion practice and court hearings. Practice also included representing clients in bankruptcy proceedings, requiring regular court appearances.

**Walnut Creek, California***Mar 1993 – Aug 1995***Pillsbury Madison & Sutro***Associate*

- Associate in large, full service law firm representing clients in civil litigation and bankruptcy matters. Duties included written discovery, depositions, motions, court appearances and bench trial. Clients ranged from small business owners to large, multi-national corporations.

**San Francisco, California***Jun 1990 – Mar 1993*

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**EDUCATION****CALIFORNIA STATE UNIVERSITY, SACRAMENTO****Sacramento, California**

- Bachelor of Arts, Government - Awarded May 1987
- Dean's Honor List - 1987

**UNIVERSITY OF THE PACIFIC, MCGEORGE SCHOOL OF LAW****Sacramento, California**

- Juris Doctor, with Distinction – Awarded May 1990
- Member, Order of the Coif
- Member, Traynor Honor Society
- Dean's Honor List – 1988, 1989 & 1990
- American Jurisprudence Award – Sales

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**PUBLICATIONS**

- *Clash of the Cultures: U.S.-Japan Treaty of Friendship, Title VII, and Women in Management*, 3 Transnat'l Law. 337 (1990)
- *An Overview of LPS Conservatorships*, CDAA Prosecutor's Brief, Vol. 46, No. 1 (Fall 2023)
- *An Overview of Mental Health Trial Competence*, CDAA Prosecutor's Brief, Vol. 46, No. 4 (Summer 2024)

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**COMMUNITY ACTIVITIES AND MEMBERSHIP**

- **BISHOP MULE DAYS CELEBRATION EXECUTIVE BOARD** - 2003 to 2014  
President -2008 and 2013
- **ROTARY CLUB OF BISHOP** – 2002 to 2012  
President 2008-2009
- **INYO COUNTY BAR ASSOCIATION**  
President 2015  
Fee Arbitration Coordinator – 2017-2023
- **DONALD M. SLAGER SUNSET FOUNDATION**  
Trustee – 2022 to Present





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COUNTY ADMINISTRATIVE OFFICER

DARCY ELLIS

ASST. CLERK OF THE BOARD



## AGENDA ITEM REQUEST FORM

January 14, 2025

Reference ID:  
2025-3

### Filling Unexpired Term for Office of Treasurer-Tax Collector

#### County Administrator - Personnel

ACTION REQUIRED

#### ITEM SUBMITTED BY

Nate Greenberg, County Administrative Officer

#### ITEM PRESENTED BY

Keri Oney, Assistant Personnel Director

#### RECOMMENDED ACTION:

Review letters of interest and resumes submitted by two (2) individuals seeking appointment to the position of Treasurer-Tax Collector and to make an appointment to fill the unexpired term, effective January 16, 2025 through January 5, 2026.

#### BACKGROUND / SUMMARY / JUSTIFICATION:

On October 1, 2024, the Board considered options for filling the vacancy of the Treasurer-Tax Collector due to the mid-term retirement of Treasurer-Tax Collector Alisha McMurtrie. At the direction of the Board, staff conducted an open recruitment process, soliciting letters of interest from the public.

Persons submitting letters of interest for the position by the Friday, December 13 deadline include:

- Allison Krohn
- Christie Martindale

Their letters of interest, resumes, and any other submittals are attached.

It is recommended that the Board proceed with the following process:

1. Decide which candidate to begin with and ask the second candidate to leave the room while the first candidate is being interviewed;
2. Accordingly invite 1st candidate to make a presentation to your Board and the public, no longer than five minutes in length, in which she will describe the role and responsibilities of the Treasurer/Tax Collector as she understands them and describe why she is the best qualified applicant for the office;
3. Interview 1st candidate to the extent deemed appropriate and/or necessary;
4. Invite 2nd candidate to make presentation and thereafter conduct an interview;
5. Take Public Comment;
6. Consider making an appointment to the unexpired term for the Office of Treasurer-Tax Collector effective January 16, 2025 and ending January 5, 2026.



As a reminder, the qualifications for the Office of Treasurer-Tax Collector are outlined in Government Code 27000.7 and Inyo County Code Section 2.12.020, and state a candidate for Treasurer-Tax Collector must meet at least one of the following qualifications:

1. The person has served in a senior financial management position in a county, city, or other public agency dealing with similar financial responsibilities for a continuous period of not less than three years, including, but not limited to, treasurer, tax collector, auditor, auditor-controller, or the chief deputy or an assistant in those offices.
2. The person possesses a valid baccalaureate, masters, or doctoral degree from an accredited college or university in any of the following major fields of study: business administration, public administration, economics, finance, accounting, or a related field, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.
3. The person possesses a valid certificate issued by the California Board of Accountancy pursuant to Chapter 1 (commencing with Section 5000) of Division 3 of the Business and Professions Code, showing that person to be, and a permit authorizing that person to practice as, a certified public accountant.
4. The person possesses a valid charter issued by the Institute of Chartered Financial Analysts showing the person to be designated a Chartered Financial Analyst, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.

Additionally, under Government Code 24001, candidates must meet the following criteria:

- Voter Registration Requirement: The individual must be a registered voter of the County of Inyo at the time of the appointment.

Both candidates before you today for consideration have met the above requirements.

#### **FISCAL IMPACT:**

<b>Funding Source</b>	General Fund	<b>Budget Unit</b>	010500
<b>Budgeted?</b>	Yes	<b>Object Code</b>	Salaries and Benefits
<b>Recurrence</b>	Ongoing Expenditure	<b>Sole Source?</b>	N/A

**If Sole Source, provide justification below**

<b>Current Fiscal Year Impact</b>
The salaries and benefits for this position are currently included in the Treasurer Tax Collector Budget.
<b>Future Fiscal Year Impacts</b>
The salaries and benefits for this position will continue to be budgeted in future fiscal years.
<b>Additional Information</b>

#### **ALTERNATIVES AND/OR CONSEQUENCES OF NEGATIVE ACTION:**

The Board could choose not to make an appointment to the office of Treasurer-Tax Collector. However, this is not recommended as per Government Code Section 25304, "The Board of Supervisors shall fill by appointment all vacancies that occur in any office filled by the appointment of the board and elective count officers..." An appointment is also necessary to provide stability and structure in the office until a new Treasurer-Tax Collector is elected and takes office.

#### **OTHER DEPARTMENT OR AGENCY INVOLVEMENT:**

None.

#### **STRATEGIC PLAN ALIGNMENT:**

**Economic Enhancement** | Local Businesses, Organizations, and Workforce

**High Quality Services** | Quality County Employees

**High Quality Services** | High-Quality County Government Services

#### **APPROVALS:**

Keri Oney	Created/Initiated - 1/6/2025
Darcy Ellis	Approved - 1/6/2025
Denelle Carrington	Approved - 1/6/2025
John Vallejo	Approved - 1/6/2025
Danielle Sexton	Approved - 1/6/2025
Nate Greenberg	Final Approval - 1/6/2025

#### **ATTACHMENTS:**

1. A. Krohn
2. C. Martindale

## ALLISON KROHN

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November 22, 2024

Inyo County Personnel Office  
224 N. Edwards St.  
Independence, CA 93526

To whom it may concern:

I would like to formally express my interest for the soon to be vacant position of the Treasurer Tax Collector.

I have 19 years of service as an employee with Inyo County, starting as an Eligibility Worker with Health and Human Services in 11/2005 and working up to my current position as the Assistant Assessor, which I have held since 1/2023. I have a Bachelor of Science in Business Management, an Associate of Business Administration and an Undergraduate Certificate in Accounting. I am also a California State Board of Equalization Certified Property Tax Appraiser.

Since becoming the Assistant Assessor two years ago I have learned what it takes to be a Department Head in an Elected Officials Office. I have quickly adjusted my supervisory skills into that of a role model for my staff. Not only do they look to me for technical guidance with assessments, but they also see my dedication of service to the public as well as other county departments.

I have been involved with the implementation of the Aumentum System prior to our go live kick off in 11/2019. I have been instrumental in diligently working on getting the system up and running correctly for the property assessment module. I have extensive knowledge of the inner workings connecting property assessments to property taxes and the roles played by the Clerk/Recorders Office, the Assessor's Office, the Auditor Controller's Office and the Treasurer Tax Collector's Office.

I have read the description of duties for both the County Treasurer and Tax Collector positions thoroughly and I am confident that with my ability to learn quickly, my training, the team building skills I have developed and my desire to work for this agency, I would be an excellent choice for this role.

I appreciate your time and consideration and look forward to discussing this opportunity with you. I have attached my resume and transcripts for your review.

Sincerely,  
Allison Krohn

# ALLISON KROHN

1513 Rocking W Dr., Bishop, CA 93514 | H: 760-937-6668 | [alleg8tor@yahoo.com](mailto:alleg8tor@yahoo.com)

## Summary

Dedicated employee skilled in governmental program processes, rules and regulations. Manages multiple tasks and job duties under tight deadlines and strict guidelines. Skilled at building strong working relationships with fellow staff, other county departments, other community entities and community members.

## Highlights

- Exceptional organizational skills
- Experienced in both program administration and fiscal operations of Social Services and Assessor's Office
- Very Detail oriented
- Ability to follow directions and relay directives

## Experience

### Inyo County Health and Human Services

11/2005 to 3/2018

#### 11/2005 – 11/2006 Eligibility Worker I

Bishop, CA

- Under the direction of a Supervisor, I learned how to determine eligibility for publicly funded assistance programs. These programs included Food Stamps, Medi-Cal, General Assistance, CalWORKS, and County Medical Service Provider (CMSP).

#### 12/2006 – 6/2007 Eligibility Worker II

Bishop, CA

#### 7/2007 – 6/2008 Integrated Case Worker I

Bishop, CA

- Along with all of the responsibilities as an Eligibility Worker II, I now have Case Management cases. This is where I determine eligibility for CalWORKS cases and General Assistance cases along with the other above mentioned programs.

#### 7/2008 – 1/2015 Integrated Case Worker II

Bishop, CA

- Along with all of the responsibilities of an Integrated Case Worker I, I also administered the Workforce Investment Act (WIA) Program for all of Inyo County from 2008 – 2013.

#### 1/2015 – 3/2018 Administrative Analyst I

Independence, CA

- Under the direction of the Senior Management Analyst, I process multiple monthly, quarterly and trimester statistical reports for State reporting. I process monthly claims for reimbursement of Social Services claimable expenditures that are disbursed throughout the county. I run and compare data from C-IV, IFAS and SARS computer systems to complete monthly Anti-Embezzlement / Anti-Fraud analysis reports. I track incoming money from the State and Federal Government. I process deposits so that this money is placed in the correct budget. I directly supervise 2 employees and indirectly supervise 4 more. I oversee the bi-weekly payroll process, payroll distribution and keep up to date our employee roster. I process multiple quarterly claims for reimbursement of all Health and Human Services public assistance programs. I update Management reports monthly with the latest allocation expenditure updates and relay that information directly to the upper management team each quarter. I monitor and track correspondence from the State regarding program allocations. I process AP batches through IFAS. I assist in the yearly budget process including the initial budget, the mid-year budget and the 3<sup>rd</sup> quarter budget. I create Word documents for report writing, Excel spreadsheets to analyze data and have the knowledge of how to create Power Point presentations to showcase the information I was requested to put together. I consult with and advise managers and supervisors on a wide variety of matters. I complete Birth Registrations through the State AVSS program as a Local Registrar.

### Inyo County Assessor's Office

3/2018 to CURRENT

#### 3/2018 – 9/2019 Real Property Appraiser I

- Learned how to perform basic property appraisals under the direction of the Senior Appraiser. Completed the required BOE mandated Basic Appraisal course and passed the Required BOE Certified Tax Appraiser licensing test. Worked on

the appraisal of real property including transfers of Single Family Residence, Vacant Land, and Mobile Homes. Completed appraisals utilizing the Comp Sales approach and the Cost Approach. Learned how to organize and execute field work in a manner that utilized all available time in the field. Took phone calls from tax payers with questions regarding their assessed value. Helped customers at the front counter and met customers in the field to go over property assessments.

#### **9/2019 – 9/2021 Real Property Appraiser II**

- Along with the job duties as a Real Property Appraiser I, I also completed more complex appraisals utilizing the Income Approach. Attended and passed the BOE's Coarse 5 – The Income Approach. Represented the Assessor's Office in appeal hearings in front of the Board of Equalization both in person and via zoom. Worked closely with the Assistant Assessor to complete change in ownership transfers where business and personal property was included in the sale. Took on the task of organizing and keeping track of incoming permits to add to the real property roll. Organized steps needed to ensure all transactions that needed to be completed were done prior to roll close. These transactions included all Change in Ownership, all Mobile Home Park Reviews, all completed New Construction projects, all Prop 8 reviews and all Possessory Interest End of Terms.

#### **9/2021 – 9/2022 Auditor-Appraiser I**

- Along with all the job duties as a Real Property Appraiser II, I also started learning business and personal property appraising. This includes airplanes, boats, mining properties and all businesses operating in Inyo County. Processed all Business Property Statements received timely. Reviewed and analyzed each Business Property Statement to ensure our records were updated and correct. Was assigned and took on the role as Real Property trainer for the new employee that was hired in 1/2022.

#### **9/2022 – 01/2023 Auditor-Appraiser II**

- Along with all the job duties as Auditor-Appraiser I, I now am attending the Business Chiefs Conferences and training the new Auditor-Appraiser who started working in the office in 9/2022.

#### **01/2023 – CURRENT Assistant Assessor**

- As the Assistant Department Head, I supervise, train and manage the daily activities of the appraisal staff and oversee the supervision of the office staff. I research, conduct and resolve all assessment appeals including representing the Assessor's Office during all appeal hearings. I process all large-scale accounts including but not limited to, all mining production and nonproduction assessments, all resort style destinations and all very large manufacturing companies. I handle escalated public inquiries both in person and over the phone. I am involved in all phases of the budget process, the development of needed staff positions and the hiring process to fill any vacant positions.

## **Education**

<b>Undergraduate Certificate in Accounting</b> Liberty University Online	<b>2022</b> Lynchburg, VA
<b>Bachelor of Science: Business Management</b> California Coast University	<b>2014</b> Santa Ana, CA
<b>Associate of Arts: Business Administration with an emphasis on Human Resources</b> Community College of Southern Nevada	<b>2002</b> Las Vegas, NV

## **Volunteer Service**

<b>Inyo Council of the Arts – Millpond Music Festival Merchandise Tent</b>	<b>2019 - Current</b>
<b>Mammoth Mountain Community Foundation – Wine Walk &amp; Grand Fondo</b>	<b>2019 - Current</b>
<b>Friends of the Fair – Mule Days, Labor Day Weekend, Special Events</b>	<b>2019 – Current</b>
<b>Eastern Sierra Lawmen – Baker to Vegas Relay team support staff</b>	<b>2021 - Current</b>



# CALIFORNIA STATE BOARD OF EQUALIZATION

Hereby issues this notification pursuant to Article 8,  
Chapter 3 of Part 2 of Division 1, section 670 of the Revenue and Taxation Code to:

**ALLISON KROHN**

who has duly qualified as a

**CERTIFIED PROPERTY TAX APPRAISER**

in the State of California and is entitled to perform the duties and exercise the authority as conferred thereby



Witness Our Hand and Seal

This 12th Day of July 2018

*Don R. Kameo*  
EXECUTIVE DIRECTOR

Certificate No. 11935

BOE-747-API (5-98) This certificate is the property of the State of California, and in the event of its suspension or invalidation for any reason, it must, upon demand, be returned to the State Board of Equalization.

**Christie Martindale  
314 Cottonwood Lane  
Bishop CA 93514  
760-937-4304**

**11/19/2024**

**County of Inyo  
Keri Oney, Assistant Personnel Director  
PO Box 249  
Independence CA 93526**

Dear Keri,

I am writing to openly express my interest in the Treasury Tax Collector position with Inyo County. Fulfilling the responsibilities of the Assistant Auditor-Controller for the County of Inyo for over 11 years has honed my skills in fiscal management and fostered a comprehensive understanding of county government operations.

During years of tenure as Assistant Auditor-Controller, I successfully collaborated, as part of the leadership team, in fiscal audits, performed service reviews, process improvements, petty cash management and special district accounting. I have a proven track record of software implementation and upgrades including accounting systems, billing systems and tax reporting.

I have gained insights into Inyo County's unique challenges and opportunities. I am eager to apply my skills and knowledge to property tax administration and revenue collection. I am committed to providing exceptional public service and ensuring the efficient and equitable administration of county finances.

I have attached my resume for your review, which further details my qualifications and experiences. My college transcripts are being forwarded from the numerous educational institutions I have graduated from to the County Personnel Office. I would welcome the opportunity to discuss how my skills and passions can benefit Inyo County. Thank you for your time and consideration.

Sincerely,



Christie Martindale



## **Contact Information**

Christie Martindale  
760-937-4304  
314 Cottonwood Lane, Bishop CA 93514  
christiemartindale@gmail.com

## **Summary**

Initiative-taking and purposeful professional with decades of experience in administrative, fiscal management with various sectors, including government, non-profit and small business. Proven ability to manage complex projects, provide strategic guidance, lead teams effectively, and ensure fiscal responsibility and compliance. Possesses expertise in financial analysis, budgeting, grant writing, and payroll administration. Demonstrated commitment to professional development through leadership programs and possess certifications in technology and human resources.

## **Financial Management & Analysis:**

- Budgeting and forecasting.
- Financial reporting and analysis.
- Revenue management, including billings and collections.
- Payroll administration.
- Internal controls implementation.
- Monitoring Pension Plan Investments and benefit programs.

## **Operational Leadership:**

- Team management and staff supervision.
- Operational problem-solving and efficiency improvement.
- Leadership and oversight of multiple offices in separate locations.

## **Grant Management:**

- Grant proposal writing and securing funding.
- Grant compliance and management.
- Responsible utilization of grant funds.
- Preparation of Office of Management and Budget A-133 Single Audit of Federal Funds.

## **Additional Skills:**

- Communication and training, including employee newsletters.
- Problem-solving, critical thinking and strategic plan development.
- Data Base implementation and management.

## **Experience**

**Assistant Auditor Controller**  
County of Inyo, Independence California

- Oversee payroll operations for Inyo County, ensuring accurate and timely payments to employees.
- Conducted Single Audits to assess compliance with federal grant regulations and internal controls.
- Developed and maintained the Cost Allocation Plan, ensuring accurate cost allocation across various county departments.
- Managed grant programs, ensuring compliance with grant requirements and effective utilization of funds.
- Special Districts accounting and payroll management.

#### **Key Achievements:**

- Identified and resolved payroll discrepancies, improving accuracy and efficiency.
- Successfully completed Single Audits.
- Developed a more efficient Cost Allocation Plan, leading to improved cost tracking.
- Developed strong relationships with Special District communities throughout the County of Inyo.

#### **Fiscal Officer & Associate Director-Operations Officer** Toiyabe Indian Health Project, Inc. Bishop, California

- Managed the financial operations of a 501(c)3 tribally owned healthcare provider with over ten specialty clinics, ensuring fiscal responsibility and compliance with regulations.
- Prepared and analyzed financial reports, budgets, and forecasts to support strategic decision-making.
- Oversaw accounts payable and receivable processes, payroll, and employee benefits administration, including Pension Plan investments.
- Implemented and maintained internal controls to safeguard financial assets.
- Served as Associate Director-Operations Officer, providing leadership and oversight for operational activities across multiple clinics.
- Managed staff, ensured efficient clinic operations, and addressed operational challenges.

#### **Key Achievements:**

- Improved financial reporting accuracy and timeliness.
- Successfully implemented new fiscal management systems.
- Streamlined clinic operations, leading to increased efficiency and patient satisfaction.
- Completed preliminary studies and design to build new clinic in Bishop.
- Secured Funding to build and operate the only Native American Owned Dialysis Unit in the State.
- Worked with the Grants Team to secure Center for Diseases Control funding to create an American Diabetes Association award winning diabetes prevention program.

#### **Secretary-Treasurer**

By the Fire, Inc Bishop, California

- Managed the financial operations of a specialty contracting company, ensuring fiscal responsibility and compliance with regulations.

- Prepared and analyzed financial reports, budgets, and forecasts to support strategic decision-making.
- Oversaw accounts payable and receivable processes, payroll, and employee benefits administration.
- Implemented and maintained internal controls to safeguard financial assets.
- Developed Safety Plans and Operations
- Supported the overall operations of the company in various administrative capacities.

### **Achievements:**

- Liaison to Great Basin Air Pollution Control District for the Hearth Products Association (HPA) and member of the Town of Mammoth Lakes Ad Hoc Committee on PM10 regulation implementation.
- Member of the HPA Information Technology Committee and taught several classes on implementing accounting systems in the hearth industry.

### **Education**

- **University of La Verne** La Verne, California
  - Bachelor of Science in Business Administration
- **Santa Barbara City College** | Santa Barbara, California
  - Associate of Science in Health Information Technology
- **Foothill College** Palo Alto California
  - Associate of Science in Accounting
- **University of Southern California-Sierra Health Foundation**
  - Healthcare Leadership Fellow
- **Certifications and Community Service**

Professional In Human Resources (PHR)  
 Registered Health Information Technician (RHIT)  
 Past President Pine Creek Lions Club  
 Boy Scouts of America  
 Graduate of the Grantsmanship Center, Los Angeles California



COUNTY OF INYO  
TREASURER-TAX COLLECTOR  
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Inyottc@inyocounty.us

ALISHA McMURTRIE  
TREASURER-TAX COLLECTOR

Honorable Members  
Inyo County Board of Supervisors  
PO Drawer N  
Independence, CA 93526

December 6, 2024

I am writing to highly recommend Christie Martindale for the position of the Inyo County Treasurer-Tax Collector (elected). I have had the privilege of working closely with Christie for the past eleven years at the County of Inyo, where she has consistently demonstrated exceptional leadership, dedication, and a strong commitment to achieving outstanding results.

During her time at our organization, Christie has held the position of Assistant Auditor-Controller, and in this role, she has excelled in various areas that make her an ideal candidate for the Treasurer-Tax Collector position.

Here are some key qualities and achievements that I believe make Christie an exceptional candidate:

- **Exceptional Leadership Skills:** Christie is a natural leader who inspires and motivates her team to exceed goals and expectations consistently. Under her leadership, her team consistently achieved levels of excellence in mandated state reporting, execution of successful external audits for not only the County, but Special Districts, and high-level management and assistance with software conversions.
- **Strategic Thinker:** Christie possesses excellent strategic thinking abilities. She consistently evaluates complex situations, identifies opportunities, and formulates effective strategies to address challenges. Her strategic insights have led to the streamlining of payroll processing practices, improvements to the way the County manages auditing processes and procedures and contributed to the improvements of inter-departmental and client relationships.
- **Strong Work Ethic:** Christie is known for her strong work ethic and dedication to achieving excellence in all her endeavors. She consistently goes above and beyond what is expected, often working long hours to ensure the success of his team and projects.
- **Excellent Communication:** Christie's communication skills are exemplary. She excels in conveying complex ideas clearly and concisely, both in written and verbal form. Her ability to foster effective communication within teams has been instrumental in many of our projects' success.
- **Adaptability and Problem-Solving:** Christie thrives in dynamic and challenging environments. She has a remarkable ability to adapt to changing circumstances and find innovative solutions to complex problems.

In addition, Christie has unique insider experience due to her close working relationship with the Treasurer-Tax Collector department throughout those eleven years. As a specialist in payroll processing, she has been an integral part of the treasury operations team that ensures our employees compensations and benefits are distributed in a timely manner. She has long established working relationships with the County Treasurer's financial institutions and relationship managers. Christie is a known quantity to the vendors, financial experts, as well as the client base the treasury interacts with on a daily basis.

I have no doubt that Christie will excel in the Treasurer-Tax Collector position and continue to contribute positively to our organization. Her dedication, leadership, and strong analytical skills make her a standout candidate for this role.

I am confident that Christie Martindale will be a valuable asset to the Treasurer-Tax Collector team, and I wholeheartedly endorse her application for the Treasurer-Tax Collector position at the County of Inyo.

Please feel free to contact me at [amcmurtrie@inyocounty.us](mailto:amcmurtrie@inyocounty.us) or [sierrawaver395@live.com](mailto:sierrawaver395@live.com) after December 31, 2024, if you require any further information or have any questions.

Thank you for considering Christie's application. I am certain that she will excel in any role she undertakes.

Sincerely,



Alisha McMurtrie  
Treasurer-Tax Collector (ret. 12/31/24)  
County of Inyo



# COUNTY OF INYO

## OFFICE OF THE AUDITOR-CONTROLLER

P.O. Drawer R, Independence, California 93526  
(760) 878-0343 • Fax (760)-878-0391

**Amy Shepherd**  
Auditor-Controller  
PO Drawer R  
Independence, CA 93526  
ashepherd@inyocounty.us

**December 30, 2024**

**To the Inyo County Board of Supervisors,**

I am honored to write this letter of recommendation for Christie Martindale, who has served as the Assistant Auditor-Controller for the County of Inyo. Over the course of more than 11 years of working closely with Christie, I have had the privilege of observing her exceptional skills, commitment, and leadership in the fields of financial management, auditing, and accounting within government operations.

Christie consistently demonstrates the highest standards of professionalism, integrity, and meticulous attention to detail. She excels at managing complex financial processes and overseeing audits with precision. Her expertise in grant management, budget analysis, financial reporting, and internal controls has been instrumental in ensuring the accuracy and transparency of the County's financial operations. Christie is particularly skilled at balancing multiple priorities, meeting tight deadlines, and proactively solving problems. These abilities have set her apart as a highly effective member of our team and a leader within the County.

In addition to her technical proficiency, Christie is an outstanding communicator and collaborator. She engages with colleagues, stakeholders, and external auditors in a manner that fosters strong, positive working relationships. Her leadership qualities have earned her the respect and admiration of her peers and supervisors alike.

Christie's dedication to continuous professional development is also noteworthy. She actively seeks opportunities to expand her knowledge and stay up to date with developments in auditing standards, grants management, financial management, and best practices. This commitment ensures that she consistently exceeds the expectations of her role.

There is no doubt that Christie is an exceptional candidate for the position of Treasurer-Tax Collector. She will excel in this role, serving the taxpayers of Inyo County with the same dedication and integrity she has demonstrated throughout her career. While her departure from our department will be felt, I am excited to see her continue to make significant contributions to the County's future and work alongside her as a colleague and partner.

Please do not hesitate to contact me at 760-878-0252 or at ashepherd@inyocounty.us should you have any questions or require further information.

Sincerely,

**Amy Shepherd**  
Inyo County Auditor-Controller