

# MEL CURTISS

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April 7, 2006

Chair and Board Members  
c/o Tim Reid  
Human Resources Department  
GATEWAYS for Youth and Families  
**GATEWAYS Jessie Dyslin Ranch**  
3501 104th Street East  
Tacoma, WA 98446

Re: Application pursuant to advertised opening for President at GATEWAYS

Dear Chairwoman Williams, Board members and Mr. Reid,

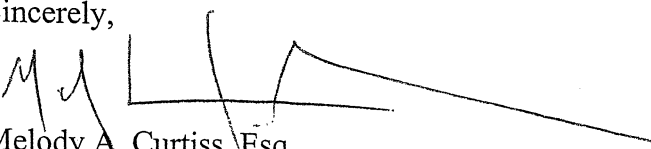
Attached you will find my resume. Please consider it in my application to fill the position of President.

Due to my recent term on the GATEWAYS Board, and continuing participation through the GATEWAYS Foundation, I am well versed in the challenges and opportunities your organization is facing, and the course you have charted for changes through the Board's strategic plan. I believe that this knowledge, coupled with the skills and expertise I have acquired over the course of my career, makes me uniquely suited to become the next President of GATEWAYS for Youth and Families.

As you read my resume, you will note that I have many years of experience in organizational management and nonprofit administration, as well as an entrepreneurial background. I am well versed in budget control, legal concerns, human resources, contract negotiation, public relations, government regulation, legislation, community outreach and social service issues.

I believe that I can lead this organization down the path you have envisioned with enthusiasm for its mission and dedication to its success. Achieving the goals you have established will take the whole-hearted effort of every employee and volunteer, but it will also take a firm, competent and experienced hand at the controls. I believe that I have the personal history and expertise to lay the groundwork for ultimate success. I hope you will consider my qualifications and agree.

Sincerely,



Melody A. Curtiss, Esq.

Attachments: Resume

Cc: File

# Melody Curtiss

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## Background & Overview

Melody "Mel" Curtiss is a licensed attorney, with a background in policy development, legislation, management, litigation and mediation.

### Education

Graduated from Washburn University, Topeka, Kansas in 1981, received her teaching certifications in 1981 and 1983 and her Juris Doctorate in 1987. She obtained her Approved Mediator Status in 1995, is a self-taught computer programmer, webmaster, has a dedication to lifelong learning and is currently working toward her Certified Fraud Examiner (CFE) credential.

### Career

Sixteen years as a practicing attorney and businesswoman and fourteen years experience in governmental and organizational leadership and administration, including three years as a public official exercising both legislative rule-making and judicial functions.

History of work in all three branches of government, executive, legislative and judicial. She has an extensive background as a regulator in the practical application of administrative law. As a government administrator she has handled government contract management, public budgets and human resources. As a government services attorney, she directed felony public defender practices, including training, compensation and attorney management for the state of Kansas and later acted as the state of Washington's chief of enforcement and professional practices investigation with authority over CPAs.

Career focus on policy development. She has gathered a wealth of experience in the process of changing public policy. Working with local, national and international groups, and as a pro bono or private pay attorney for individuals, she has successfully advocated changes in children and family issues, environmental regulation, historic preservation, worker's compensation and employment law, civil rights, juvenile law and criminal justice. She worked as a professional lobbyist for three years in the private sector, five years associated with a not-for-profit trade organization and nine years as legislative liaison for governmental agencies.

As a private attorney she conducted a large-scale civil litigation and civil rights practice, personally handling trials, motions and appeals, as well as having a general administrative law, juvenile law and family practice. As an educator she has a background in curriculum development and teaching for adults and children and as a nonprofit corporate administrator in fundraising, public relations, research, grant-writing and managing private/public partnerships.

She is a professional mediator and a mediator trainer. She is an author and operates a small-press publishing house and formerly co-hosted a local talk radio show in the Seattle/Tacoma South Puget Sound area. She has been a licensed teacher, a criminal defense and civil rights attorney, a fraud investigator, a guardian ad litem, a theatre designer/director and a United States Marine. She is an artist and a community advocate. She is committed to public service and continues to operate in a volunteer capacity with a number of service organizations and bodies, including current service as a trustee on the

GATEWAYS Foundation for Youth and Families, as an officer and founding member of the Ruston-Point Defiance Business District, a liaison to the Tacoma West End Neighborhood Council and the environmental representative on the City of Tacoma Planning Commission.

#### Character Traits

Displays a calm leadership style with an uncommon aptitude for consensus building. Professional colleagues have described her as “a creative problem-solver with a talent for finding collaborative resolutions and managing complex situations.” Her forte is analysis of existing organizational goals and barriers, designing remedial overhauls of arcane systems and seeing them through to realization and concrete implementation.

Personal attributes include a positive approach to life and a love for learning, a generous nature and a passion for justice tempered with common sense, humor and diplomacy.

#### Employment History

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|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| April 2005 to Present       | <b>Law Offices of Melody Curtiss</b> , general & family law practice, real estate development, nonprofit & public interest law, contracts & litigation.                                                                                                                                                                                                                                                                                                                            |
| December 2000 to March 2005 | <b>Washington State Board of Accountancy</b> ; Director of Investigations/Legislative Liaison                                                                                                                                                                                                                                                                                                                                                                                      |
| July 2000 to Present        | <b>Sophia’s Garden</b> , Owner/operator; <b>HeSaidSheSaid</b> , Partner; <b>SarahRose Publishing</b> , Publisher; <b>Tacoma Free Press, LLC</b> , Member; <b>The Center for Social and Economic Justice</b> , Executive Director; <b>Visitation and Safe Exchange Services (VASES)</b> , Board Chair                                                                                                                                                                               |
| December 1995 to June 2000  | <b>International Association of Industrial Accident Boards and Commissions (IAIABC)</b> ; Deputy Executive Director (1998 to Present); Director of Education & Research (1995 to 1998);                                                                                                                                                                                                                                                                                            |
| 1993 to December 1995       | <b>Board of Indigent Defense Services</b> ; Director of Defense Services (May 1994 to December 1995); Administrative Counsel (1993 to May 1994);                                                                                                                                                                                                                                                                                                                                   |
| 1990 to 1993                | <b>Law Offices of Melody Cathey</b> , settlement, litigation and appellate services (1990 to 1993); <b>Kansas State Board of Indigent Defense Services</b> , Board member and Chairwoman (1990 to 1993); <b>Van Meter and Cathey, Associates</b> (1991 to 1992), partner, lobbying and legislative services; <b>Shawnee County District Court</b> , (1992 to 1993) GAL and Juvenile Defender; <b>Dandelion Visitation Center</b> (1993), Director, supervised visitation services; |
| November 1987 to 1990       | <b>Law Offices of Jerry K. Levy</b> , litigation and appellate                                                                                                                                                                                                                                                                                                                                                                                                                     |

- services, Senior Associate Attorney (1988 to 1990), Junior Associate (1987 to 1988);
- June 1986 to November 1987 **Runnels for Secretary of State**, statewide political campaign, candidate scheduler (general election) & field advance coordinator (primary election);
- July 1985 to June 1986 **Kansas State Legislature**, Minority Leader's Office, legislative aid and constituent services liaison;
- June 1984 to July 1985 **Levy, Smith, Garrett and Smith**; litigation and appellate services, law clerk;
- September 1981 to August 1983 **Topeka Board of Education**; secondary school teacher, English & Communication Arts, emergency substitute teacher K through 12 – all subjects; **Seaman Board of Education**; regular substitute teacher, secondary English & Communication Arts; **Shawnee Heights Board of Education**; regular substitute teacher, intermediate & secondary English & Communication Arts;
- 1977 to 1982 **Washburn University**, Arts and Theatre Arts Department, departmental secretary; **City of Topeka**, recreation leader, children's theater director, costume designer; **Dale Easton Players**, set designer; **Lullaby Day Care**, children's theatre teacher; **Sutton's Grocery**, sales clerk;
- 1974 to 1976 **United State Marine Corps**; Enlisted Personnel, disbursing clerk;
- 1971 to 1974 **Alco**, sales clerk; **Emporia State University (KSTC)**, library assistant; **Jayhawk Theater**, cashier; **Hardees**, cashier.

## References

Commissioner Peggy McNeive  
Federal Mediation and Conciliation Services  
(FMCS) Washington, DC  
Kansas City, Missouri  
Phone: (816) 374-6215

Iris J. Post,  
Attorney at Law  
Bradshaw, Fowler, Proctor & Fairgrave, P.C.  
801 Grand Avenue, Suite 3700  
Des Moines, IA 50309-8004  
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(Formerly Commissioner Iris Post, Iowa  
Division of Workers' Compensation)

The Hon. Frank Yeoman  
District Court Judge  
Shawnee County District Court  
Topeka, Kansas 66601  
Phone: (785) 233-8200

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