



**King County**

**Mental Health, Chemical Abuse  
and Dependency Services Division**

Department of  
Community and Human Services  
CNK-HS-0400

401 Fifth Avenue, Suite 400  
Seattle, WA 98104

**206 263-9000**  
206-296-0583 Fax  
206-205-1634 Fax – Clinical Services  
206-205-0569 TTY/TDD  
<http://metrokc.gov/dchs/mhd>

November 1, 2011

Dear Applicant:

The King County Alcoholism and Substance Abuse Administrative Board of the Mental Health, Chemical Abuse and Dependency Services Division is seeking residents of King County interested in serving on the Board. The 15-member board recommends policies and programs to King County to ensure the availability and accessibility of alcohol and substance abuse services, including prevention, intervention, treatment, and rehabilitation to low-income population.

The primary criteria for membership is an interest in ensuring the availability and accessibility of alcohol and substance abuse services in the community and participating in the development of the annual Alcoholism and Substance Abuse plans for King County as required by State law. These positions are non-paid. Appointees cannot be staff or board members of any agency with whom the King County Mental Health, Chemical Abuse and Dependency Services Division contracts for services. Prospective candidates should be able to devote approximately 10 hours a month to Board activities. Applicants must be able to attend monthly meetings of the full Board which are held on the first Thursday of each month from 11:30 a.m. to 1:00 p.m. at designated locations, and two board planning retreats. The County is interested in a balanced representation on the Board in terms of ethnicity and geographic location. A Board member has a 3-year term, renewable once.

For additional information about the King County Mental Health, Chemical Abuse and Dependency Services Division and the King County Alcoholism and Substance Abuse Administrative Board, please see our web site at [www.kingcounty.gov/healthServices/SubstanceAbuse/Boards/AdministrativeBoard.aspx](http://www.kingcounty.gov/healthServices/SubstanceAbuse/Boards/AdministrativeBoard.aspx) or contact Bryan Baird at 206-263-8663, TTY Relay: 206-205-0569, or by e-mail at [bryan.baird@kingcounty.gov](mailto:bryan.baird@kingcounty.gov).

Sincerely,

Amnon Shoenfeld  
Division Director

# King County Alcoholism and Substance Abuse Administrative Board Application for Appointment

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**Please note that applicants must meet all of the following requirements:**

Please note that applicants must meet all of the following requirements:

- ▶ Applicants must live in King County.
- ▶ Applicants who are in recovery from alcoholism and drug dependency are encouraged to apply.
- ▶ Applicants must not be a staff or board member of any agency that contracts with the King County Mental Health, Chemical Abuse and Dependency Services Division.
- ▶ Applicants must be able to devote a minimum of 10 hours a month to Board activities.
- ▶ Applicants must be able to attend monthly meetings of the full Board which are held on the first Thursday of the month from 11:30 a.m. to 1:00 p.m., at designated location, and a twice a year Board planning retreat that are held on a weekday from 4:30 to 7:30 p.m., at designated location.
- ▶ Applicants must be able to serve in a sub-committee. Committee meeting days and times vary but all committees meet once monthly for approximately one and one half-hours.

Applicants who are recommended for appointment to the Board will be required to complete a financial disclosure form. For additional information about the King County Mental Health, Chemical Abuse and Dependency Services Division and the King County Alcoholism and Substance Abuse Administrative Board, please see our web site at [www.kingcounty.gov/healthServices/SubstanceAbuse/Boards/AdministrativeBoard.aspx](http://www.kingcounty.gov/healthServices/SubstanceAbuse/Boards/AdministrativeBoard.aspx) or contact Bryan Baird at 206-263-8663, TTY Relay Service: 206-205-0569, or by e-mail at [bryan.baird@kingcounty.gov](mailto:bryan.baird@kingcounty.gov).



King County

# King County Boards & Commissions Application Form

(A résumé may be submitted in lieu of submitting a completed application form)

**Board/Commission for which you are applying:**

**Name – Please Print:**

First	Middle Initial	Last

**Preferred Phone Contact Number:**

**Preferred Phone Type (Please circle one):**

Home
Work
Cell

**Personal Email Address:**

**Preferred Mailing Address:**

City	State	Zip

**Physical Home Address (if different):**

City	State	Zip

**Current Employer:**

Job Title	Date of Employment	
Company Name		
Street Address		
City	State	Zip

**King County Council District:**

**Education (High School, College/University):**

_____	_____
School Name	Year Graduated/Degree
_____	_____
School Name	Year Graduated/Degree

**Computer Program & Skill Level:**

Board and commission members are frequently provided with meeting information electronically. Please check each program you are familiar with and your skill level with each program. (*This information is for staff use only and is not a factor in the appointment process.*)

**Program:**

**Skill Level:**

Microsoft Word	<input type="checkbox"/>	Never used	<input type="checkbox"/>	Beginner	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
Excel	<input type="checkbox"/>	Never used	<input type="checkbox"/>	Beginner	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
PowerPoint	<input type="checkbox"/>	Never used	<input type="checkbox"/>	Beginner	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
Adobe (PDFs, Adobe Reader:	<input type="checkbox"/>	Never used	<input type="checkbox"/>	Beginner	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced
SharePoint	<input type="checkbox"/>	Never used	<input type="checkbox"/>	Beginner	<input type="checkbox"/>	Intermediate	<input type="checkbox"/>	Advanced

**Professional licenses held (If applicable to specific board/commission):**

_____
_____

**Memberships on any city and/or county boards, commissions or committees and dates of terms:**

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_____

**How did you learn of this opportunity?**

**Please explain why you feel you are the most qualified candidate for this appointment:**

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**PERSONAL INFORMATION (OPTIONAL):**

The King County Executive is committed to inclusiveness and outreach to all King County residents in an effort to create diverse representation on King County boards and commissions. Providing information in this section below is voluntary but will assist in achieving this goal.

- |   |  |
|---|--|
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Native Hawaiian or other Pacific Islander |
| <input type="checkbox"/> Asian                            | <input type="checkbox"/> White                                     |
| <input type="checkbox"/> Black or African American        | <input type="checkbox"/> Two or more races                         |
| <input type="checkbox"/> Hispanic or Latino               |  |

Gender:     Male     Female

Disabled:     Yes     No

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please return completed form to:**

Bryan Baird, Board Liaison  
King County Mental Health, Chemical Abuse and Dependency  
Services Division  
401 Fifth Avenue, Suite 400  
Mailstop: CNK-HS-0400  
Seattle, WA 98104

Direct Line: 206-263-8663

**This material is available in alternate formats for persons with disabilities.  
Please contact 206-263-9651, TTY Relay: 711, or  
E-mail [Rick.Ybarra@kingcounty.gov](mailto:Rick.Ybarra@kingcounty.gov)**

## **King County Mental Health, Chemical Abuse and Dependency Services Division Contract Agencies in 2011**

If you are an employee or board member of any of the following agencies, you are not eligible for membership on the King County Alcoholism and Substance Abuse Administrative Board due to the potential for conflict of interest. If you have questions about a potential conflict of interest, please contact Bryan Baird in the King County Mental Health, Chemical Abuse and Dependency Services Division at 206-263-8663, TTY Relay: 206-205-0569 or by email

[bryan.baird@kingcounty.gov](mailto:bryan.baird@kingcounty.gov).

Alpha Center for Treatment  
American Behavioral Health Systems  
Asian Counseling and Referral Service  
Auburn Regional Medical Center  
Auburn Youth Resources  
Catholic Community Services  
Center for Human Services  
Childhaven  
Community Psychiatric Clinic  
Consejo Counseling and Referral Services  
Downtown Emergency Service Center  
Encompass Northwest  
Evergreen Community Healthcare  
Evergreen Treatment Services  
Friends of Youth  
Girl Scouts of Western Washington  
Greater Maple Valley Community Center  
Harborview Medical Center A/D Program  
Highline Medical Center  
Integrative Counseling Services  
Intercept Associates  
Kent Youth and Family Services  
Lifelong AIDS Alliance  
Muckleshoot Tribe  
Navos

Neighborhood House  
New Traditions  
Northshore Youth and Family Services  
Perinatal Treatment Services  
Pioneer Human Services  
Prosperity Counseling and Treatment  
Recovery Centers of King County  
Renton Area Youth Services  
Ruth Dykeman Youth and Family Services  
Ryther Child Center  
SafeFutures Youth Center  
St. Francis Hospital  
Seadrunar  
SeaMar Community Health Centers  
Seattle Counseling Service  
Seattle Indian Health Board  
Snoqualmie Tribe  
Sound Mental Health  
Therapeutic Health Services  
Valley Cities Counseling and Consultation  
Valley Medical Center  
Vashon Youth and Family Services  
Washington Asian Pacific Islander Families  
    Against Substance Abuse  
Youth Eastside Services