



A Tradition of Stewardship
A Commitment to Service
November 12, 2024

County Executive Office

1195 Third Street, Suite 310
Napa, CA 94559
www.countyofnapa.org

Main: (707) 253-4580

Neha Hoskins
Clerk of the Board

Kristi Morrow

[Redacted]
Napa, CA 94558
[Redacted]

Re: Napa County Commission on Aging

Dear Kristi:

You have been a valued member of the Napa County Commission on Aging representing Organization Concerned with Older Adults. The term of your position will expire November 30, 2024. If you wish to request reappointment for another 2-year term, please check the following box:

Yes, I would like my name, this letter and application forwarded to the Board of Supervisors for possible reappointment to the Napa County Commission on Aging for the term commencing immediately and expiring September 30, 2026.

If you have chosen to request reappointment, please check **one** of the two boxes below regarding your last application.

I confirm that all the information on my last application is current.

Some of the information on my last application is no longer current or is five (5) years old or older. I will submit a new or revised application.

(To complete a new application form either contact the Napa County Executive Office or go to the following link to complete your application online:

<https://www.countyofnapa.org/1420/Committees-Commissions>

After checking the appropriate box, sign and date on the lines below and return this letter to the County Executive Office by mail, email, or fax.

SIGNATURE

11/26/24
DATE

Application for Appointment to Board, Commission, Committee, Task Force or Position

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

Public Records Act

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

Form 700 Conflict of Interest Code

[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

Which Boards would you like to apply for?

Napa County Napa County Commission on Aging: Submitted

Category of Membership for Which You Are Applying

Org Concerned w/Older Adults

Profile

Kristi _____ Morrow _____
First Name Middle Initial Last Name

Email Address

Home Address Suite or Apt

Napa _____ CA _____ 94558
City State Postal Code

Which supervisorial district do you reside in? *

District 2

To find your supervisorial district go to <https://www.countyofnapa.org/2051/Find-my-supervisor-and-district> and enter your address.

Primary Phone

Meadows of Napa Valley
Employer

Administrator
Job Title

Administrator
Occupation

Education/Experience

MBA, Healthcare Management 11 years with Pacific Retirement Service's family of Continuing Care Retirement Communities

Name and occupation of spouse within the last 12 months, if married. (For conflict of Interest purposes)

Ben Morrow, Plumber with Steve Silva

Resume

Upload a Resume

Letter of Recommendation or Supplemental Attachments

Professional or occupational license, date of issue, and expiration including status

Nursing Home Administrator (California), 2022 – present

References: Provide names and phone numbers of 3 individuals who are familiar with your background.

Wayne Panchesson, Executive Director Meadows of Napa Valley, [REDACTED] Bob Nations, Executive Director Senior Helpers, [REDACTED] Rhonda Polder, Director of Nursing Meadows of Napa Valley, [REDACTED]

Community Participation

Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

I have a passion for enhancing and improving care and services for our aging population. I feel I bring valuable insight as a local healthcare provider that serves our aging population. I have a can-do attitude and an eagerness to jump in and work to solve challenges.

Nature of activity and community location

Administrator of Skilled Nursing Facility at Meadows of Napa Valley. The Meadows of Napa Valley is a continuing care retirement community here in Napa, California that cares for residents within the continuum of care that includes independent living, assisted living, memory care, and skilled nursing. Campuswide, we are home to nearly 350 residents.

Other County Board/Commission/Committee on Which You Serve/Have Served

I have yet to have the opportunity to serve in any committees here in California. I was part of the Parks and Recreation Commission in Medford, Oregon in 2015.

Kristi Morrow

Public Actions that may impact Credit Rating (List all court or other public administration actions impacting your credit rating within the past ten (10) years)

None

Electronic Signature Agreement

I meet the criteria required to serve in this position.

Yes No

I declare under penalty of perjury that the foregoing is true and correct.

Yes No

Please Agree with the Following Statement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I Agree

Electronic Signature (First M. Last)

Kristi N. Morrow

Date

8/17/2022

Kristi Morrow

Napa, CA 94559 | [REDACTED] | [REDACTED]

CORE COMPETENCIES

Team Player | Self-Motivated | Detail Oriented | Adaptable | Organized | Persistent | Turns Confrontation into Opportunity
Empathetic | Complex Problem-Solver | Collaborative | Loyal | Efficient | Strong Communicator | Versatile
Microsoft Operating Platforms | Answers on Demand & PointClick Care (Electronic Health Record and Payroll Systems) | Project
Management | Project Planning & Scheduling | Budget Planning | Task Management & Delegation | Quality Assurance | Quality
Control Scheduling | Data Analysis | Customer Relationship Management Software (Salesforce) | Healthcare & Senior Living
Domains Knowledge

PROFESSIONAL EXPERIENCE

HEALTHCARE MANAGER AT THE MEADOWS OF NAPA VALLEY

Pacific Retirement Services, Napa, CA (04/2019 – Present)

Manager of all day-to-day operations within the Health Center program while maintaining compliance with all applicable California Department of Public Health regulations, federal laws, and community policies and procedures.

- Plan, organize and direct department resources in the form of an annual budget of \$400,000. Manage resources to ensure objectives are achieved while satisfying stakeholders.
- Ensure consistency and quality in the delivery of services by developing policies, procedures, and programs in alignment with local, state, and federal guidance on an ongoing basis.
- Manage department workforce of 65+ individuals. This includes but is not limited to monthly trainings, annual evaluations, disciplinary actions, coaching, hiring, and scheduling.

START-UP PROJECT MANAGER AT THE MEADOWS OF NAPA VALLEY

Pacific Retirement Services, Napa, CA (02/2018 – 10/2019)

Project management role responsible for managing all aspects of expansion development. Proactively coordinated communications between stakeholders. Author of operational policies, procedures, and programs in conjunction with local health and human services departments and state Resident Care Facility for the Elderly (RCFE) mandates.

- Expanded, improved, and developed service contracts for the community; this included linen services throughout the campus and fitness instruction for the Wellness Program.
- Developed/implemented staffing ramp-up to hire 45+ personnel to stabilize services for 92 additional families within the community over an eight-month period.
- Authored programming, policies, schedules, and newsletters for a new Wellness Program at community with the expansion of the campus and new construction of a state-of-the-art Fitness and Aquatic Center.
- Innovated and executed a marketing program to integrate existing residents into the new population, and to further engage depositors and potential buyers until construction completion.

SENIOR PROJECT MANAGER AT TRINITY TERRACE RETIREMENT

Pacific Retirement Services, Fort Worth, TX (09/2016 – 02/2018)

Project management role responsible for managing all aspects of expansion development and renovations to existing campus. Proactively coordinated communications between stakeholders. Point person for obtaining license to operate and occupy newly constructed Assisted Living and Memory Support Center. Author of operational policies, procedures, and programs in conjunction with local health and human services departments and state mandates.

- Obtained licensure, and stabilization for 15-bed Memory Care, and 17-bed Assisted Living at Life Plan Community.
- Expanded, improved, and developed service contracts for the community expansion; this included contracts for salon services, linen services, pest control, and landscaping.
- Developed/implemented staffing ramp-up to hire 60+ personnel to stabilize services for 78 additional families within the community over six months.
- Obtained occupancy for newly constructed 19 story residential facility and moved families into 75% of the 78 new apartments upon relocation to Napa, CA project.

PROFESSIONAL EXPERIENCE, CONTINUED**ADMINISTRATOR IN TRAINING**

Pacific Retirement Services, Medford, OR (05/2015 – 09/2016)

Practiced and advanced leadership/management abilities by working hands-on and collaboratively with employees across 13 Continuing Care Retirement Communities. Evaluated and enhanced procedures and processes for regulatory compliance/competence in the provision of resident-centered care, HR practices, and financial stewardship. Planned, implemented, and coordinated employee and resident surveys, standardization of systems, and educational seminars.

- Promoted the company and increased efficiency by assisting with a variety of tasks across all departments.
- Arranged meetings and helped community leadership to develop strategic plans and steps for achievement.
- Created an accurate database of training and materials for communities to utilize while also establishing a corporate standard training program for 13 campuses across Oregon, California, Texas, Washington, and Wisconsin.

ASSISTANT DIRECTOR FOSTER GRANDPARENT PROGRAM & RSVP

Community Volunteer Network (CVN) of Pacific Retirement Services, Medford, OR (10/2011 – 05/2015)

Educated and enforced guidelines/policies of the Corporation for National and Community Service and CVN to staff and future/current volunteers; planned/scheduled volunteer assignments with station staff; and cultivated new partnerships. Oversaw direct volunteer benefits including stipends, mileage, meal, and physical exam reimbursements. Wrote federal, state, and local grants and crafted innovative fundraising activities to secure budget.

- Planned strategic development for programs and funding annually with eight-member board of directors and executive director.
- Conducted annual reviews and reports regarding volunteer service impact and \$600K in grant money allocation.
- Established and developed relationship with the City of Medford for Community Block Development Grant of \$15K per year.
- Established and developed relationship with Anna May Family Foundation for local grant of \$10K annually.

OTHER EXPERIENCE

- **Sales Assistant/Receptionist**, KDRV NewsWatch 12/Chamber Communications, Medford, OR
- **Sales Associate and Cash Handler**, Old Navy, Medford/Eugene, OR

COMMUNITY INVOLVEMENT & PROFESSIONAL DEVELOPMENT

- Nursing Home Administrator (California) | 2022 – present
- CPR, AED, and First Aid Certified | 2018 – present
- Leadership Academy, Pacific Retirement Services, Medford, OR | 05/2018 – 3/2019
- Member, Junior League, Fort Worth, TX & Napa, CA | 09/2016 – 3/2019
- Commissioner, Medford Parks & Recreation, Medford, OR | 04/2015 – 10/2016
- Leadership Academy, LeadingAge Oregon, Portland, OR | 09/2015 – 09/2016
- Licensed Nursing Home Administrator (Oregon) | 2016 – present
- Certified HIPAA Professional (HIPAA Academy) | 2016 – present
- MDS 3.0: Resident Assessment Instrument Comprehensive Training | 2015

EDUCATION

MBA, Healthcare Management	March 2021
Western Governors University, Salt Lake, UT	
Bachelor of Arts, Political Science/Spanish/Business Administration	March 2010
University of Oregon, Eugene, OR	