

# City of Reno Board or Commission Membership Application

PLEASE BE ADVISED THAT ALL INFORMATION COLLECTED IN THIS APPLICATION IS PART OF THE CITY OF RENO'S PUBLIC RECORD AND IS, UPON REQUEST, AVAILABLE FOR PUBLIC REVIEW.

These positions are limited, in most cases, to residents of the City of Reno. The City Council endeavors to appoint persons who represent all of the various communities within the City of Reno. Please be advised that certain boards and commissions may have professional qualification requirements or require filing of financial statements with the Secretary of State. Contact the City Clerk's office at 775-334-2030 with any questions.

Contact Information				
<b>First Name (Required)*</b>	<b>Middle Name/Initial</b>	<b>Last Name (Required)*</b>		
JODI		BENNETT		
<b>Nick Name/Preferred Name</b>	<b>Email Address (Required)*</b>		<b>Phone Number (Required)*</b>	
	TAHOEFAN001@GMAIL.COM		7758156046	
<b>Home Address (No PO Box) (Required)*</b>		<b>City (Required)*</b>	<b>Zip Code (Required)*</b>	<b>Ward</b>
11204 Freedom Range Ln		Reno	89521	WARD 2
<b>Business Address</b>		<b>City</b>	<b>Zip Code</b>	<b>Ward</b>

I agree to inform the Reno City Clerk's Office of any contact or address changes.

☒ **I Agree** (Required)\*

Is this a new application, an application for reappointment, or an amendment to an existing application? (Required)	
* <input checked="" type="radio"/> New Application <input type="radio"/> Reappointment <input type="radio"/> Amendment	

**Name of Board or Commission for which you would like to apply: (Required)**

\*

Financial Advisory Board

**Explain briefly why you would like to be appointed to this board or commission.**

I would like to apply my knowledge in a government capacity. I love to learn. The Financial Advisory Board would be an opportunity to grow and continue to develop my skills.

**Relevant Education or Training**

I've earned my masters of finance from UNR May 2023. I was the practice administrator for a small medical clinic for 18 years. Now I work as a financial analyst.

**Are you currently registered to vote in the City of Reno?**

☒ Yes

☐ No

**Are you 18 or over?**

☒ Yes

☐ No

# Demographic Information

Please select the gender with which you most identify

Please select your age group

Please select the sexual orientation with which you most identify

Military Status

Please select the statement with which you most identify

Please select the categories with which you most identify (check all that apply)

- ☐ American Indian or Alaska Native
- ☐ Asian
- ☐ Black or African American
- ☐ Hispanic or Latino/a/x/e
- ☐ Native Hawaiian or Other Pacific Islander
- ☐ North African
- ☐ Middle Eastern
- ☐ White
- ☐ My race or ethnicity is not listed (please tell us more if that feels right for you)\*
- ☐ Prefer not to disclose

I certify that, to the best of my knowledge, the information I provided in the application is true. If the information provided is false or incomplete, it shall be sufficient cause for disqualification or removal. If appointed, I agree to attend a board or commission orientation session, if applicable, within six months of my appointment. I understand that failure to comply with this requirement will result in automatic removal from the board or commission.

☒ I Agree \*

**WAIVER OF NOTICE REQUIRED UNDER NRS 241.033(1) TO ALLOW CITY COUNCIL TO CONSIDER CHARACTER, MISCONDUCT, OR COMPETENCE OF PERSON TO BE APPOINTED TO A BOARD, COMMISSION, OR OTHER PUBLIC BODY FOR THE CITY OF RENO**

The City Council for the City of Reno will be considering on a future posted agenda your appointment to a board, commission or other public body for the City of Reno. Pursuant to NRS 241.033(1), in order to consider the professional competence of an applicant, notice need be provided to that person of the time and place of the meeting in compliance with such statutory provisions. By signing below, it is confirmed that I have been provided notice of the meeting at which my appointment will be considered by City Council. Further, I knowingly and voluntarily am waiving my rights to all written notice requirements under NRS 241.033(1) pertaining to my qualifications, competence, and character to hold this appointment and consent to the evaluation of my character and competence by the Reno City Council in a public meeting. Further, the undersigned acknowledges that he may at any time withdraw both this waiver and related application for appointment.

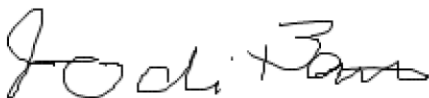
**Printed Name of Applicant: \***

Jodi Bennett

**Today's Date \***

10/15/2024

**Signature of Applicant: \***



**Attach Resume (1)**

**Document Name**

BENNETT, JODI APPLICATION FOR FINANCIAL ADVISORY BOARD (WARD 2) - 10/15/2024

**Attachment Type**

RESUME

# JODI M BENNETT

(775) 815-6046

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## EDUCATION

**University of Nevada, Reno**  
Master of Science in Finance

Graduation: Spring 2023

**University of Nevada, Reno**

BS in Business Administration with Distinction (emphasis in marketing)

Graduation: December 1992

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## PROFESSIONAL EXPERIENCE

**Hometown Health Reno, NV**

7/25/2022 – Current

**Position: Sr. Financial Analyst**

- I assist in preparing 2025 budget.
- I manage the monthly broker commission payment process. I lead the monthly interdepartmental meeting to resolve the network/integration program issues. I review the process for efficiency, and accuracy.
- I communicate with brokers to resolve problems.
- Quarterly, I prepare and file the statutory reports to NAIC and the Nevada department of insurance.

**Daniel T. Colombo dba Sierra Pediatrics Reno, NV**

9/8/2003- 9/30/2021

**Position: Practice Administrator**

- Accounting:
  - Analyzed monthly financial statement to monitor profitability.
  - Balanced teams account receivables daily to ensure accuracy of patient accounts.
  - Reconciled four bank statements monthly for good accounting practices and research discrepancies.
  - Analyzed expenses and research vendors to lower our expenses quarterly.
  - Submitted state sales tax report and modified business tax quarterly.
  - Created financial action plan and generated a budget for large expenses annually to present to owner.
- Billing:
  - Developed our office revenue cycle procedures.
  - Reviewed team's performance which included submitting clean claims, processing claim denials timely, managed A/R aging and monthly patient statements/invoices.
  - Negotiated fee schedules with insurance payer and managed the payer contracts to maintain profitability.
- Credentialing and Insurance contracts: I ensured the doctors were credentialed with insurance payers with current licenses.

- Human Resources:
  - Wrote job descriptions, interviewed, on boarded and trained new staff member.
  - Wrote office policy handbooks and department training manuals.
  - Managed employee benefit contracts including the SIMPLE IRA retirement plan, and health insurance contracts.
  - Completed biweekly payroll tasks.
- Compliance Manager: I managed HIPAA compliance, staff OSHA training, CLIA certification, and AED compliance.
- Inventory management of vaccines:
  - Ordered vaccines and maintained inventories for two vaccine entities, one for private insurance patients and the other for Medicaid patients.
  - Developed a process to reconcile our vaccine physical inventory with our EMR system data.
  - Submitted monthly reports to the State of Nevada VFC program.
  - Planned and implemented flu clinics annually.
  - Evaluated reimbursement from insurance carriers to ensure allowable were consistent with the contract fee schedule and within the cost schedule.
  - Handled annual VFC compliance audits.
- IT and Electronic Medical Records (EMR) system:

## **TECHNICAL SKILLS**

- Proficient in Microsoft Excel: vlookup, logic statements and pivot tables
- Skilled in using Microsoft Word
- Competent in using Quickbooks for accounting and monthly financial statements
- Proficient in proprietary EMR system: Office Practicum
- Skilled in EPIC-Tapestry

## **COMMUNITY AND VOLUNTEER ACTIVITIES**

Shakespeare Festival at Sand Harbor Lake Tahoe Ticketing Volunteer Ushering Volunteer	7/5/2024 – 8/23/2024
Opportunity Alliance of Nevada Financial Navigator <ul style="list-style-type: none"> <li>• Assisted families in need to find housing assistance</li> <li>• Guided family through creating a financial plan</li> </ul>	5/1/2022 – 9/31/2022
Galena High School Parent volunteer <ul style="list-style-type: none"> <li>• Soccer team volunteer- Prepared dinners for team before games.</li> <li>• Worked with setup tasks for senior events</li> </ul>	8/30/2018- 4/30/2019