

County Council of Howard County, Maryland

2015 Legislative Session

Legislative day # 3

RESOLUTION NO. 19 - 2015

Introduced by: Chairperson at the request of the County Executive

A RESOLUTION confirming the appointment of Jan Horan to the Commission on Aging.

Introduced and read first time on March 2, 2015.

By order Jessica Feldmark
Jessica Feldmark, Administrator to the County Council

Read for a second time and a public hearing held on March 16, 2015.

By order Jessica Feldmark
Jessica Feldmark, Administrator to the County Council

This Resolution was read the third time and was Adopted , Adopted with amendments , Failed , Withdrawn by the County Council on April 6, 2015.

Certified by Jessica Feldmark
Jessica Feldmark, Administrator to the County Council

NOTE: [[text in brackets]] indicates deletions from existing language; TEXT IN SMALLCAPITALS indicates additions to existing language. Strike-out indicates material deleted by amendment; Underlining indicates material added by amendment.

Jan Horan
10631 Breezewood Drive
Woodstock, MD 21163
410-461-1312
jhoran9052@comcast.net

Shangri-La Assisted Living Facility – January 2009 to May 2010

- Part-time Activities Coordinator
- Developed and implemented programs, activities and special events for residents, many of whom had cognitive and mobility issues

Howard County Government – August 1980 to June 2008

Office of Human Resources – August 1980 to August 1985

- Conducted new employee orientations and processed benefit selections
- Assisted with testing of potential new hires that included clerical, police and fire exams

Department of Citizen Services – August 1985 to June 2008

- Supervised staff support personnel
- Publication review, design and update
- Designed, coordinated and implemented the County's Human Service Guide
- Website administrator for department
- Served as the Department's Computer Network Administrator for ten years
- Served on the Board of Directors for the Howard County Fuel Fund
- Special projects and event planning, coordination and implementation

Editorial Accomplishments

- Editor of the Office on Aging's *Senior Connection* newspaper
- Researched and developed commentary for the Office on Aging Administrator for her weekly TV appearances.
- Designed, edited, implemented and published department's:
 - Human Services Guide
 - Employee Manual
 - Employee Directory
- Several articles published in the "Focus on Women" magazine