

20 September 2010

Dear City of Lakewood,

I am writing this letter of interest to announce my desire to take the place of Mayor if the position is vacated. I am a lifelong citizen of this beautiful city and want nothing but the best for it and its wonderfully diverse population.

Though I am not a politician, I did attempt to run for city council back in 2002, but was voted off the ballot for some of my signatures being in question. I feel that my experience and educational background could be vital tools in assuming this position. The fact that I have not held a government office in the past can be a very positive thing in a time of political chaos. I do not have any motives beyond what is best for the city and the people who live here.

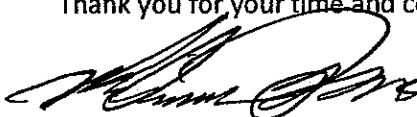
I grew up in Lakewood, and went to public schools all the way through. I attended Grant Elementary, Harding Middle School, and Lakewood High, where I graduated in 1986. I served our country in the United States Air Force as a Mental Health Counselor from 1988 to 1997. I attended and graduated from Cleveland State University with degrees in Communication and Psychology.

I also spent some time in broadcasting in the mid 90's working as on air personality and producer for WTAM, and WMVX. During that time I taught classes for broadcasting at the Ohio Center for Broadcasting. I am currently a Behavioral Health Specialist working in a few different capacities.

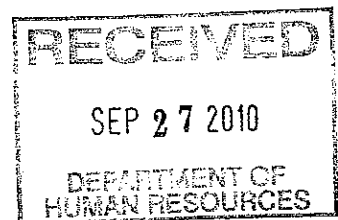
I was married in 2001 and chose to raise my children in our wonderful city. Currently going through a divorce, my ex wife to be and I are good friends, and agree to be active members in the city's many programs. She is currently an active member of the Hayes elementary PTO and I am currently coaching my boy's 7/8 year old flag football team. I have coached Lakewood middle school football programs before as well.

I feel like now is the time for something new, something different, I know to say that change is needed is cliché but, I feel that has never been more true in a delicate time for our city. I would like to spearhead seeing a return to total greatness to a city I truly love. I feel that my different approach and view might be just what is needed to move Lakewood into the place it belongs, among the very best cities in the country. I sincerely hope you take my letter of interest into consideration. I look forward to hearing from you soon. Any questions or concerns feel free to call me at 216-269-8468, email at mholyko@cox.net or mail at 2100 Marlowe, Lakewood Ohio 44107.

Thank you for your time and consideration,



Michael Holyko



Michael R. Holyko
2100 Marlowe / Lakewood, Ohio 44107
216-269-8468 / Email: Mholyko@cox.net

OBJECTIVE: Currently seeking a position where I can apply my knowledge, skills, and ideas to provide a positive impact on the organization.

RELEVANT EXPERIENCE:

2008 – Pres. **Northeast Care**, North Royalton, Ohio

Position held: **Manager of Support Services.**

- Oversaw staffing issues for entire waiver division of company, 25 houses, over 180 employees.
- Conducted interviews for possible hire
- Facilitated hiring process including orientation preparation.
- Oversaw Discipline process for division when needed.
- Facilitated termination process when necessary.
- Oversaw scheduling for entire waiver division.

2008 – Pres. **Aristocrat Berea**, Berea, Ohio

Position held: **Therapist**

- Facilitated group sessions for inpatient mental health clients
- Provided one on one sessions for various residents
- Prepared Evaluations for residents pending guardianship
- Provided mental health support for staff
- Presented in-service trainings

2004 – Pres. **Private Practice**, Cuyahoga County, Ohio

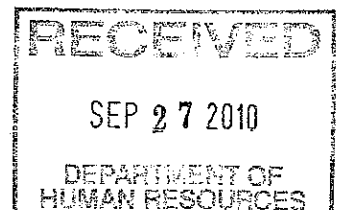
Position held: **Behavioral Health Specialist**

- Provided one on one coaching sessions
- Provided family support sessions
- Provided referral sources
- Provided corporate workshops on staff interactions.
- Provided Motivational speaking workshops.

2006 – 2009 **Northwestern Healthcare Center**, Berea, Ohio

Position held: **Behavioral Health Specialist.**

- Facilitated group sessions for Multiple Sclerosis clients
- Provided one on one sessions for various residents
- Assisted with evaluation process of residents
- Provided mental health support for staff
- Presented in-service trainings for patient sensitivity



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2003 – 2006 **FAR WEST CENTER**, Westlake, Ohio

Positions held: **Family Program Director/Case Manager.**

- Facilitated Family Program support groups.
- Provided outreach for Family Group.
- Provided quarterly reports including extensive outcomes information.
- Increased Family Program attendance by 300 %.
- Educated public with quarterly mental health seminar.
- Provided therapeutic evaluation for depression screenings.
- Facilitated Life Skills support group.
- Provided case management support for case load of over 50 clients.
- Provided emergency support for clients in crisis.
- Back up support of intake assessment.
- Trained new case managers.
- Morale officer.

2002 – 2003 **ELIZA JENNINGS SENIOR CARE NETWORK**, Lakewood, Ohio

Position held: **Manager of Community Education**

- Created, planned, and set up promotional events.
- Oversaw marketing strategies for outside communities.
- Prepared, and oversaw lectures programs for each facility.
- Coordinated with boards of nursing and social work on continued education.
- In charge of fund-raising for various causes.
- Helped market new geriatric assessment program.
- Created online marketing matrix for viewing across network.

1988 – 1997 **UNITED STATES AIR FORCE/U.S. AIR RESERVES**, San Antonio, Texas

Positions held: **Mental Health Counselor/Morale officer.**

- Shift leader for inpatient mental health ward.
- Trained new staff on proper techniques.
- Psychological Technician on call for top secret military training.
- Conducted one on one, group therapy, and other counseling techniques.
- Evaluated individuals by analyzing various psychiatric tests.
- Provided intake interview process and evaluations.
- Presented classes to basic trainees for improving mental health.
- Produced, wrote, and directed various informational video manuals.
- Ran extensive morale program for betterment of military life.

SKILL SUMMARY:

Management:

- Facilitated all employee interviewing, hiring, time management and staff retention.
- Facilitated all employee disciplining and termination process.
- Oversaw several supervisors and their responsibilities.
- Provide conflict management/mediation.
- Maintain inventory of products.
- Customer relations through exemplary interpersonal skills.

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Public Relations:

- Construct new modes of public interest.
- Oversee events/service as a liaison for entertainment events between media and venue.
- Privileged with sensitive information, managed public reports accordingly

COMPUTER SKILLS:

- SPSS
- Communication: Netscape Navigator, America On Line, Ohiolink, extensive Internet experience.
- Spreadsheets: Microsoft Excel.
- Publications: Front Page editor experience.
- Word Processing: Word for Windows 95 and 98, WordPerfect.

ACTIVITIES/AWARDS:

- Morale officer out of U.S. Air Force Clinic.
- Airman of the quarter
- Dean's List (Cleveland State)
- Employee of month: 4 times, Employee of quarter.
- FCC License
- Lakewood Middle School Football Coach 2001, 2002
- Lakewood Recreational Football Head Coach 2008, 2009, 2010
- Letter of Accommodation: Cuyahoga County Mental Health Board 2005

EDUCATION: **CLEVELAND STATE UNIVERSITY, Cleveland, Ohio**
Masters in Psychology, 2007

CLEVELAND STATE UNIVERSITY, Cleveland, Ohio
Bachelor of Arts Communication and Psychology.

ACADEMY OF HEALTH SCIENCES, San Antonio, Texas.
Certification of Mental Health Counseling.