



Office of the Governor
United States Virgin Islands

**QUESTIONNAIRE
FOR
GOVERNOR'S NOMINEE FOR
DEPARTMENTS, AGENCIES, BOARDS & COMMISSIONS**

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE YOU COMPLETE THIS QUESTIONNAIRE.

- 1) **ALL** questions must be fully and correctly answered and returned to the Office of Legal Counsel **within seven (7) business days of your receipt of the Questionnaire.**
- 2) Do not submit a resume instead of this Questionnaire.
- 3) If more than the allotted space on this form is required for a complete and full answer, please attach as many additional 8½ x 11 sheets as may be needed. At the top of each additional sheet put your name, "Office of the Governor, Office of Legal Counsel", and then reference the question number before each answer.
- 4) **The Questionnaire is in PDF Format. Please complete all responses clearly in black font color. Responses are NOT to be handwritten.**
- 5) Please do not hesitate to call the Office of Legal Counsel at Government House at (340) 774-0001 if you have any questions concerning this Questionnaire.

[illegible]

NOMINEE'S NAME: Ardrina Elliott

10. EMPLOYMENT RECORD: Please list, in chronological order, your complete employment record for the past ten (10) years, beginning with the present or most recent position.

[Attach additional sheet(s), if necessary, and reference this question number]

Employer	Dates of Employment	Position	Address/Phone #	Supervisor
All Saints Cathedral School	Jan 2016 – Aug 2025	Assistant Head of School; Director of Development	PO Box 308 STT, VI 00804	Carla D. Sarauw
St. Martin de Porres Catholic Church	May 2015 – Dec 2015	Church Secretary	2229 Hampton Street Columbia, SC 29206	Michael Okere
University of South Carolina	May 2013 – April 2014	Director of Gift Administration	1701 Hampton Street Columbia, SC 29206	Darla Smith
University of the Virgin Islands	November 1996 – Oct 2012	Director of Advancement Services; Financial Aid Supervisor	#2 John Brewers Bay STT, VI 00802	Dionne Jackson/Mavis Gilchrist

11. GOVERNMENT EXPERIENCE:

A. List all federal, state, territorial or local government services, giving dates and type of service such as employee, boards, commissions, executive, legislative or judicial branches, consultant, voluntary service, part-time or honorary. [Attach additional sheet(s), if necessary, and reference this question number]

B. List and attach a copy of all service contracts you have held independently or been a party to with the Government of the Virgin Islands.

Not applicable

NOMINEE'S NAME: Ardrina Elliott

12. BUSINESSES AND FINANCIAL INTEREST: List all businesses (for profit or not for profit), real estate and trusts in which you have at least a 10% interest or control of assets or serve as an officer or member of a board with voting rights. [Attach additional sheet(s), if necessary, and reference this question number]

Not applicable

13. QUALIFICATIONS: What in your opinion qualifies you to serve the People of the Virgin Islands in the position which the Governor has nominated you?

For the past 29 years, I have served the people of the US Virgin Islands as an educator, administrator, civic leader, juror, and engaged citizen. I have raised my family here and invested both professionally and personally in the strength and well-being of this community.
My academic background includes BS degrees in Psychology and Economics, an MBA, certification as a paralegal, and ongoing doctoral studies in Creative Leadership for Innovation and Change. This multidisciplinary training provides me with a balanced understanding of human behavior, legal processes, economic impact, and responsible decision-making – all of which are essential in prole deliberations.
Throughout my career in k-12 and higher education and administration, and service within the UVI shared governance structure and president of the UVI Senate, I have been entrusted with making thoughtful, sometimes difficult decisions that affect people's lives. I understand the weight of responsibility that comes with public trust.
I bring integrity, respect for the process, and a deep commitment to community safety. If confirmed, I will approach this role with fairness, diligence, and a careful balance between accountability, and the possibility of rehabilitation.

SECTION II: HONORS AND ACCOMPLISHMENTS

14. MEMBERSHIPS: List all memberships and offices held in professional, fraternal, scholarly, civic, charitable, and other organizations.

Alpha Kappa Alpha Sorority, Inc
Alpha Phi Omega Fraternity
Council for Advancement and Support of Education

15. BOARDS, COMMISSIONS, TRUSTS, ETC.: List all government or private sector boards, trusts, or fiduciary responsible positions on which you have served or are now serving.

Learn to Dance Institute; A.L. Wellness Garden; VI Family Resource Center

NOMINEE’S NAME: Ardrina Elliott

16. HONORS AND AWARDS: List all scholarships, fellowships, honorary degrees, honor society memberships, and any other special recognition for outstanding service or achievement.

NOMINEE'S NAME: Ardrina Elliott

National Society of Leadership and Success; Golden Key National Honor Society; Micro Credential in Creative Problem Solving; Advanced Graduate Certificate in Creativity and Change Leadership

17. PUBLISHED WRITINGS: List all titles, publishers and dates of books, articles, reports, or other published materials you have written.

NA

SECTION III: CHARACTER

18. Have you ever been the subject of a grand jury, police, and department of justice or any legally constituted government authority, investigation anywhere or at anytime?
___YES **X** NO

If your answer is yes, please explain with details including date and location. [Attach additional sheet(s), if necessary, and reference this question number]

19. Have you ever been arrested in any geographical location for any offense, including traffic violations? ___YES **X** NO

If yes, please explain with details including offense, date of location and disposition. [Attach additional sheet(s), if necessary, and reference this question number]

NOMINEE'S NAME: Ardrina Elliott

- 20.** Have you ever been convicted of a felony or a misdemeanor? ☐ YES ☒ NO
If yes, please explain with details including offense, date, location, and current status. [Attach additional sheet(s), if necessary, and reference this question number]

- 21.** Is there now or has there ever been a judgment entered against you? ☐ YES ☒ NO
If the answer is yes, please explain with details on date, location and disposition or current status. [Attach additional sheet(s), if necessary, and reference this question number]

- 22.** Have you ever been a respondent in any labor dispute or discrimination proceeding?
☐ YES ☒ NO

If the answer is yes, please explain with details on date, location and disposition or current status. [Attach additional sheet(s), if necessary, and reference this question number]

- 23.** Have you ever been named as a party in any hearing, administrative, civil, and criminal, including Equal Employment Opportunity or sexual harassment? ☐ YES ☒ NO

If yes, please explain in detail, giving date, venue, agency, and the names of the other parties and the disposition. [Attach additional sheet(s), if necessary, and reference this question number]

NOMINEE'S NAME: Ardrina Elliott

24. Have you now or have you ever been a member of an organization or an associate of an individual advocating terrorism, overthrow of a government by force or the advocacy or subordination of any ethnic group or individuals? ☐ YES ☒ NO

If the answer is yes, please give details of dates, names of organizations, names of individuals and all pertinent circumstances. [Attach additional sheet(s), if necessary, and reference this question number]

25. Do you know of any individual, organization or group, which can be expected to oppose your nomination? ☐ YES ☒ NO

If the answer is yes, please list the individuals, organizations or groups by name and give the details of your belief for their opposition. [Attach additional sheet(s), if necessary, and reference this question number]

26. Do you have any outstanding and delinquent monetary obligations to the Government of the Virgin Islands or any other public or private entity, including but not limited to, personal income taxes, business taxes, real property taxes (commercial or residential), business license renewals, trade name renewals, annual reporting fees, professional organization dues, child support, judgments, debt

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Government of the Virgin Islands, includes but is not limited to the following departments, agencies and instrumentalities: the Bureau of Internal Revenue, Tax Assessor, Department of Justice Division of Paternity and Child Support, Board of Education, Economic Development Authority, U. S. Small Business Administration, Small Business Development Center, Police Department, Department of Licensing and Consumer Affairs, the Water and Power Authority, the Waste Management Authority, Department of Health, Department of Human Services

_____ YES **X** NO

If the answer is yes, please attach a detailed explanation of what outstanding and delinquent monetary obligations are owed, the reason for the delinquency, and the intended plan to bring the matter current.

SECTION IV: CONFLICT OF INTEREST

27. Please explain your understanding of "Conflict of Interest" as it applies to the position to which you have been nominated to serve the People of the Virgin Islands.

I understand that in a small community, relationships are inevitable. I would fully disclose any personal, financial, or prior professional relationship with any party appearing before the Board.
If there is any actual or perceived conflict, I am aware of my need to disclose and recuse myself, as needed, to preserve the integrity and public trust of the process.

28. Do you own a business or real estate, or are you a partner or shareholder or affiliated in any way to sell or provide goods or services to the Virgin Islands Government?
_____ YES **X** NO

If the answer is yes, please explain and give the name and location of these interest(s) and how you promise to remove yourself from any possible conflict. [Attach additional sheet(s), if necessary, and reference this question number]

NOMINEE'S NAME: Ardrina Elliott

29. Does any close relative or spouse have a business or real estate interest(s) as described in question 25? ☐ YES ☒ NO

If the answer is yes, please explain and give the name and location of these interest(s) and how you propose to remove yourself from any possible conflict. (Attach additional sheet(s), if necessary.)

SECTION V: JOB PERFORMANCE

30. In no more than 150 words, please outline in priority order your four (4) specific short-term and four (4) specific long-term goals and objectives you would employ to achieve the entity's purpose and improve its service delivery system if your nomination is confirmed for this position.

Short term goals – 1. strengthen transparency in decision-making by helping public understand criteria used in decision-making; 2. improve victim and family communications by improving timeliness of notifications; 3. enhance board training and ethics compliance by advocating for regular training in ethics, trauma-informed practice, implicit bias, and legal updates; 4. improve case processing efficiency by promoting timely hearings and decision issuance.
Long-term goals – 1. develop data-informed policy review – use data to refine decision criteria; 2. strengthen reentry collaboration by encouraging structured reentry plans before release; 3. institutionalize public reporting by contributing to annual report; 4. community education initiative – participate in informative public information sessions.

31. Is there any additional information that you believe would assist the Committee on Rules and the Judiciary in processing your nomination expeditiously?

There is no additional information at this time.

NOMINEE'S NAME: Ardrina Elliott

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SIGNATURE, CERTIFICATION AND AUTHORIZATION
FOR
RELEASE OF INFORMATION

Please read the following very carefully before you sign this document.

1. I understand that the information given in this Questionnaire will be investigated under all applicable laws.
2. I understand that any false statement on any part of this Questionnaire can be grounds for rejecting the confirmation of my nomination.
3. I hereby consent and authorize the release of information on my character, background, ability, financial indebtedness and fitness to serve the residents of the United States Virgin Islands by all government departments and agencies, especially the Bureau of Internal Revenue, Tax Assessor, Department of Justice Division of Paternity and Child Support, Board of Education, Economic Development Authority, U. S. Small Business Administration, Small Business Development Center, Police Department, Department of Licensing and Consumer Affairs, if applicable, employers, schools, all law enforcement agencies, and all other individuals and organizations, which may be deemed necessary, to authorized Committee on Rules and the Judiciary investigators, its staff and any other authorized employees of the Virgin Islands Government as may be required.
4. **CERTIFICATION:**
This is to certify and affirm that all the statements contained herein and in any supporting document or schedules or other such supporting documents or schedules executed at a later date as a part or addendum to this document are true and correct to the best of my knowledge and are made in good faith.

Signed this 10 day of April 2026

ARDRINA Scott Elliott
Nominee's Name [Print Clearly]

Ardrina Elliott
Signature of Nominee

Sworn and subscribed before me this 10th day of April, 2026

[Signature]
Notary Public of the U.S. Virgin Islands

[seal]

My commission expires: July 11, 2029

Lolique A. Richardson
Notary Public
NP-912-25
My Commission Expires: July 11, 2029
STT/STJ, U.S. Virgin Islands



NOMINEE'S NAME:

CERTIFICATION:

This is to certify and affirm that all the statements contained herein and in any supporting documents or schedules or other such supporting documents or schedules executed at a later date as a part or addendum to this document are true and correct to the best of my knowledge and are made in good faith.

Signed this 10 day of April 2024.

Ardrina Scott Elliott

Nominee's Name [Print Clearly]

Ardria Scott Elliott

Signature of Nominee

Sworn and subscribed before me this 10th day of April, 2024

Lalique A. Richardson

Notary Public of the U.S. Virgin Islands

[seal]

My commission expires: July 11, 2029

Lalique A. Richardson
Notary Public
NP-912-25

My Commission Expires: July 11, 2029
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