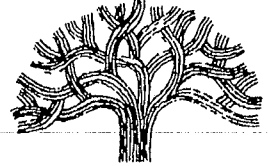


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2018 MAR -8 PM 2:48

CITY OF OAKLAND



CITY HALL • 1 FRANK H. OGAWA PLAZA, 3rd FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor
Honorable Libby Schaaf
Mayor

(510) 238-3141
Fax (510) 238-4731

Letter of Appointment

March 7, 2018

The Honorable City Council
One Frank H. Ogawa Plaza, Second Floor
Oakland, CA 94612

Dear President Reid and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has reappointed the following persons as members of the following board or commission, subject to City Council confirmation:

Civil Service Board

Carmen Lorena Martinez is appointed to the Civil Service Board to serve a first term beginning May 5, 2017 and ending May 4, 2020, filling the seat previously held by Jeffrey Levin.

Thank you for your assistance in this matter.

Sincerely,

Libby Schaaf
Mayor

A large, stylized handwritten signature in black ink, which appears to read "Libby Schaaf".

Carmen Lorena Martínez

~~6860 Channing Drive Oakland CA 94661~~

~~Isma 500 2nd Street Alameda (510) 502-3125~~

PROFESSIONAL EXPERIENCE

- **Interim County Librarian** May 2014 - Sept 2017
Alameda County Library

As Interim County Librarian, provided executive management services to the 10-branch system that includes services to jails and Juvenile Hall. Hired pending recruitment and appointment of a permanent county librarian.

Under the director of the Alameda County Board of Supervisors and the County Administrator, I quickly became familiar with the \$34M budget, library service contracts with 4 cities, a serious vacancy factor (90 FTE) and a staff in chaos after the sudden departure of the county librarian. Managed serious staff investigations leading to terminations, hired 46 new staff in year one, increased hours by opening every branch on Sunday, coached, trained, and mentored new mid-management team, and assisted with recruitment to successfully hire new County Library Director.

- **Professional Services Contract Employee** December 2012 - March 2014
City of Oakland and Oakland Public Library *Oakland, CA*

As a Contract employee my duties were driven by projects, including development of a large federal grant for the African American Museum and Library at Oakland, as well as assisting Oakland Public Library Director with logistics relative to hosting the California Library Association Conference in Oakland, November 2014.

- **DIRECTOR** October 2000 - December 2012
Oakland Public Library *Oakland, CA*

Executive Senior Staff Classification working under administrative direction of the City Administrator and Mayor. Exercised direction and management over 216 full-time equivalent supervisory, professional, technical and other assigned staff. Responsible for operations of the City's Main Library, seventeen branches, the African American Museum and Library, and Second Start Literacy Center. Managed library service contracts with the cities of Piedmont and Emeryville. Developed and managed the Library's \$22m budget, strategic planning, management initiatives and grant proposals. Served as the City's liaison to schools, community, and neighborhood-based organizations, Boards, Commissions and Advisory Councils. Managed 25% Budget Reductions without layoffs. Greatest accomplishment: building a largely grant funded state of the art 22,000 square foot "Lead Gold" Community Public Library in East Oakland.

Retired from City Service, December 14, 2012

- **DIRECTOR OF BRANCHES** 1992 - 2000
Los Angeles Public Library *Los Angeles, CA*

As Director of one of the four divisions for the Los Angeles Public Library, my duties included planning, organizing, and directing the work of professional and para-professional library personnel who provided services to the public through a network of 67 branch libraries located throughout the City of Los Angeles. I was responsible for daily operations of the branches, managed through a mid-level management team of six Principal Librarians. As part of the City

Librarian's Management Team, I was involved in all phases, from design to dedication, of a 32-branch capital construction program.

- **ASSISTANT COUNTY LIBRARIAN** 1989-1992
Orange County Public Library Santa Ana, CA

Assisted the County Librarian in planning, directing, and organizing the operations of the Orange County Public Library, a library system of 27 branch libraries located throughout the county and operated through joint governmental partnerships with 14 cities in Orange County. Responsible for development of operational procedures, and development and preparation of the library's \$26 million budget.

- **ACTING COUNTY LIBRARIAN** 1990-1991
Orange County Public Library Santa Ana, CA

As Acting County Librarian for 11 months, I had full responsibility for directing all operations and programs of the Orange County Public Library, a system of 27 branch libraries. Under direction of the General Services Director, I maintained relations with elected and appointed county and city officials, public agencies, Friends of the Library, and the Library Foundation. In addition, I had responsibility for management of the Library's Master Plan, and opened 6 new libraries during my tenure.

EDUCATION

- **MLIS MASTER OF LIBRARY SCIENCE** 1974
California State University, Fullerton Fullerton, CA
School of Mexican American Library Science, a unique program which provided traditional Library Science coursework with emphasis on community activism, advocacy, literacy, and social equity issues in libraries.
- **B.A. SPANISH LANGUAGE AND LITERATURE** 1971-1973
California State University, Hayward Hayward, CA
- **CERTIFICADO DE SUFICIENCIA DE LENGUA** 1970-1971
University of Barcelona, Spain
- **MANAGEMENT TRAINING** 1985 - Present
Various management courses and certificates, including completion of the UCLA Management Extension Courses series.

PROFESSIONAL AFFILIATIONS

American Library Association - Member 1980 - Present
Served on various committees, panels, and programs, as well as proposal evaluator for various grants and NEH funded programs. *Speaker: 2008 National Conference. "Teen Advocacy - The Oakland Public Library's Youth Leadership Council."*

California Library Association - Member 1974 - Present
Speaker. 2006 State Conference: "Community Support - the Key to Securing the Future of Public Libraries"

Public Library Association - Member 1990 - Present
Served as Chair and member of various committees: Leonard Wertheimer Multilanguage Award, PLA Recruitment of Public Librarians Report, PLA Present's Program, and the PLA Bylaws Committee, 2006-2008. *Speaker. 2006 National Conference, "Teen Services @the Oakland Public Library" And 2008 National Conference, "Library Master Planning in Oakland California"*

Urban Library Council (ULC) - Member **2000 - Present**
Speaker, May 2007, "Building Vibrant Neighborhoods: How the Oakland Public Library Serves Our Immigrant Populations."

REFORMA - Member **1978 - Present**
The National Association to Promote Library Services to the Spanish speaking.
Treasurer, 1990-1992.

BOARD APPOINTMENTS

- California Cultural and Historic Endowment Board **May- 2006 Present**
Appointed by House Speaker.
- "Distinguished Judge" - An Artistic Discovery **April 2007-09**
Congressmember Barbara Lee's Annual Fine Arts Competition
For High Schools, 9th District
- Bay Area Library and Information System, Chairperson **July 2010 -June 2013**
- Pacific Library Partnership (PLP), Member, Executive Board **May 2011 - June 2013**

References available upon request.

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Approved as to Form and Legality

DRAFT

City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

INTRODUCED BY MAYOR LIBBY SCHAAF

RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF CARMEN LORENA MARTINEZ TO THE CIVIL SERVICE BOARD

WHEREAS, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

WHEREAS, Ordinance No. 8979 C.M.S., adopted April 2, 1974 and amended by Ordinance No. 11777 C.M.S. (passed March 14, 1995) and Ordinance No. 13120 C.M.S. (passed June 5, 2012), created the Civil Service Board to hear employee disciplinary appeals, to study, investigate and research other personnel matters, and to make reports and recommendations to the City Administrator; and

WHEREAS, the Civil Service Board consists of seven members serving three-year staggered terms with no more than two terms served consecutively; and

WHEREAS, the Honorable Mayor Libby Schaaf has appointed Carmen Lorena Martinez to serve a three-year term on the Civil Service Board subject to confirmation by the City Council; now therefore be it

RESOLVED: That pursuant to City Charter section 601 the City Council hereby confirms the Mayor's reappointment of:

Carmen Lorena Martinez is appointed to the Civil Service Board to serve a first term beginning May 5, 2017 and ending May 4, 2020, filling the seat previously held by Jeffrey Levin.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL-WASHINGTON, GALLO, GIBSON MCELHANEY,
GUILLÉN, KALB, KAPLAN AND PRESIDENT REID

NOES –

ABSENT –

ABSTENTION –

ATTEST: _____

LATONDA SIMMONS

City Clerk and Clerk of the Council
of the City of Oakland, California