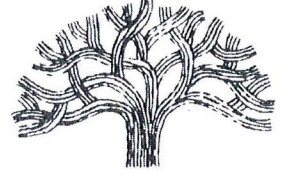


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CITY OF OAKLAND



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

April 13, 2016

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

Dear President Gibson McElhaney and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has appointed the following person as a member of the following board or commission, subject to City Council confirmation:

HOUSING RESIDENTIAL RENT AND RELOCATION BOARD

Joanne D. Karchmer, Mayoral appointment to the Housing, Residential Rent and Relocation Board to serve the remainder of the three-year term that began February 12, 2015 and ending will end February 11, 2018 as a Neutral Representative, filling the seat previously held by Edward Lai.

Thank you for your assistance in this matter.

Sincerely,

Libby Schaaf
Mayor

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

Joanne D. Karchmer

Professional Experience

Port of Oakland

Government Affairs Representative

2012-2015 (October)

Served as primary contact for city, county, and regional government affairs. Provided briefings and tours to local, state and federal elected officials and senior governmental staff. Tracked relevant legislation, policy and political issues and published monthly summary for executive management team. Advised executive managers on policy and political issues in three business divisions, maritime, aviation and commercial real estate. Advocated on behalf of Port positions. Worked with internal and external stakeholder groups essential to supporting and maintaining positive community relationships. Represented the Port at community meetings and events, including presentations to external groups. Served as the Port's representative on the Oakland Metropolitan Chamber of Commerce's Public Policy Committee. Coordinated press events with elected officials, including with the Speaker of the California State Assembly and U.S. Congressional offices. Coordinated with City of Oakland staff on Oakland Army Base project. Recommended and handled communication responses to government agencies, elected officials and community members. Supervised interns, administrative staff and outside lobbyists.

City of Oakland

Policy Aide, City Council District 2

2006-2012

Assisted in all day-to-day functions of Oakland's District 2, City Council Office. Conducted policy research, provided briefings to Councilmember, recommended policy changes, drafted reports, developed rapid responses and positions with respect to media and constituent messaging. Interacted daily with City agency staff to solve district problems and monitor projects. Attended and facilitated community and stakeholder meetings. Planned and represented the Councilmember at community events. Interacted with non-profits and assessed community programs that were seeking support from the Councilmember. Staffed Councilmember on two policy committees, Public Safety and Public Works. Supervised interns and administrative staff.

University of California, Berkeley School of Law (Boalt Hall)

Career Development Office

Executive Director of Career Development

2004-2006

Designed and implemented career development programs for more than 900 law students and 400 alumni each year, during a period of increasing class size. Provided individualized career counseling to students and alumni. Developed and executed marketing plan to increase job opportunities for students, including extensive outreach to potential employers. Managed staff of seven and developed annual budget in excess of \$450,000. Developed strategic plan for department, coordinated with Student Services, Alumni, and Admissions departments to maximize services. Developed, initiated and administered the school's first post-graduate law fellow program. Conducted training workshops. Represented law school at local and national professional association meetings. Contributed to improvements factored into national rankings. (*position is now Assistant Dean of Career Development*)

Director

2001-2004

Led successful departmental reorganization, which resulted in promotion. Focused on individualized student counseling. Planned programs and events, including all on-campus interview programs serving 350+ employers and nearly 500 students annually. Oversaw selection and implementation of school's first comprehensive, interactive online career system for students, alumni and employers. Recruited and managed staff of six.

Associate Director, Public Interest Programs

1999-2001

Provided career advising for law students pursuing public interest law careers. Designed and implemented Social Justice Mentoring Program. Chaired Public Interest Legal Career Day, an annual event, which served more than 1000 law students in the region.

HomeBase, The Center for Common Concerns, San Francisco, CA

Staff Attorney

1997-1999

Conducted legal research, policy advocacy and legal advising with respect to issues related to poverty and homelessness. Advised human service providers and city and county agencies on how to maximize services and federal funding. Assessed and drafted report on availability of health care for homeless people in the nine Bay Area counties. Presented research findings to Regional Steering Committee on Homelessness at quarterly meetings.

Susan Fargo for Massachusetts State Senate Campaign, Concord, MA

Assistant Campaign Manager

1996

Drafted position papers on education, environmental and economic issues. Supervised staff and volunteers. Managed research, handled press relations and prepared candidate for debates. Planned, organized and executed community meetings and campaign events. Enabled first-time candidate to defeat elected state representative for the State Senate seat in suburban Boston.

Ashcraft & Gerel, LLP, Boston, MA

Associate Attorney

1994-1995

Performed pre-trial discovery and assisted with all aspects of litigation, including court appearances.

Greater Boston Legal Services, Boston, MA

Legal Advocate

1991-1993

Assisted clients in appeals of claims for public benefits. Negotiated settlements with public agencies. Represented clients at administrative hearings.

Education

Boston College Law School

J.D., May 1993

Cornell University

B.S. with honors in Communication, May 1990

Professional Memberships, Leadership and Community Service

Bar Admission: Massachusetts and Pennsylvania (1993); California (1997)

East Bay Agency for Children

- **Board of Directors** (2016-present)
Member of Finance Committee. Provide oversight and guidance to executive management, fundraise, and act as community advocates for the organization's mission.
- **Auxiliary President** (2013-2015) - lead 40-member organization in fundraising and volunteer efforts to support local non-profit serving 20,000 children in Alameda County. Managed all planning related to the 2014 and 2015 gala events, raising \$100,000 annually.

Catholic Charities of the East Bay, Refugee Resettlement Program – teach weekly ESL class for 10-20 recent refugees and immigrants. (2015-2016)

Leadership Oakland - completed leadership training program offered by Oakland Metropolitan Chamber of Commerce. (2013-14)

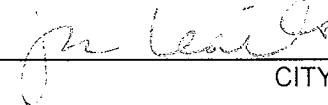
Emerge CA – completed training program designed to educate and inspire women to pursue political leadership roles. (2012)

Hillcrest Elementary School – PTA

- **Benefit Committee** (2013 to present) - 3-5 hours per week.
- **Vice President of Personnel** - managed recruitment, hiring and administration of 10 aides and teachers financially supported by PTA. (2010-2012) - 10 hours per week.
- **Parliamentarian** (2006-2008)

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APPROVED FOR FORM AND LEGALITY


CITY ATTORNEY

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF JOANNE D. KARCHMER TO THE HOUSING, RESIDENTIAL RENT AND RELOCATION 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. 11954 C.M.S., adopted December 17, 1996, and amended by Ordinance No. 12030 C.M.S., adopted December 16, 1997, and further amended by Ordinance 12273 C.M.S., adopted July 25, 2000, and Ordinance No. 12399 C.M.S., adopted January 23, 2003, creates the Housing, Residential Rent and Relocation Board ("Board") to assume all duties and functions heretofore exercised by the Housing Advisory and Appeals Board, Relocation Appeals Board, and the Housing Advisory and Appeals Board; and

WHEREAS, the Board consists of seven (7) members, two tenants, two landlords, and three neutral members, serving not more than two consecutive three-year staggered terms and one alternate for each of the three classes of members; and

WHEREAS, the Honorable Mayor Libby Schaaf has appointed Joanne D. Karchmer to serve a three year term as a Neutral Representative 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 appointment of Joanne D. Karchmer to the Housing, Residential Rent and Relocation Board to serve the remainder of the three-year term that began February 12, 2015 and will end February 11, 2018 as a Neutral Representative, filling the seat previously held by Edward Lai.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

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

NOES –

ABSTENTIONS-

ABSENT-

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of
the Oakland City Council