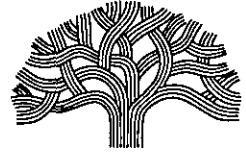


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OAKLAND

2010 OCT 28 PM 5:18

CITY OF OAKLAND



1 FRANK H. OGAWA PLAZA • 3<sup>RD</sup> FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor  
Ronald V. Dellums  
Mayor

(510) 238-3141  
FAX: (510) 238-4731  
TDD: (510) 839-6451

Letter of Nomination

November 9, 2010

The Honorable City Council  
One City Hall Plaza, Second Floor  
Oakland, CA 94612

Dear Council Members:

Pursuant to City Charter section 601, the Mayor has appointed the following person as member of the following Board or Commission, subject to City Council confirmation:

**Citizen's Police Review Board**

**Victor Littles**, Mayoral appointment to serve the term beginning February 16, 2009 and ending February 15, 2011, filling the seat previously held by **Bryan Thompson**.

**Sarah Lynne Cohen**, Mayoral appointment to serve the term beginning February 16, 2010 and ending February 15, 2012, filling the seat she previously held by **Cara Kopowski**.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Ronald V. Dellums".

Ronald V. Dellums  
Mayor

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APPROVED FOR FORM AND LEGALITY



CITY ATTORNEY

## OAKLAND CITY COUNCIL

RESOLUTION No. \_\_\_\_\_ C.M.S.

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### RESOLUTION APPOINTING VICTOR LITTLES AND SARAH LYNNE COHEN AS MEMBERS OF THE CITIZEN'S POLICE REVIEW BOARD

**WHEREAS**, Ordinance No. 11905 C.M.S. creates the Citizen's Police Review Board, whose members are nominated by the Mayor and approved by the City Council; and

**WHEREAS**, Ordinance No. 11905 C.M.S. specifies that members of the Citizen's Police Review Board are to serve 2-year terms, which are to be staggered so that some appointments will expire every year, and appointments to fill a term of office are only to be for the remainder of that term; now, therefore, be it

**RESOLVED**, that by the nomination of the Mayor, the following individuals are hereby appointed to the terms set forth below:

**Victor Littles**, Mayoral appointment to serve the term beginning February 16, 2009 and ending February 15, 2011, filling the seat previously held by **Bryan Thompson**.

**Sarah Lynne Cohen**, Mayoral appointment to serve the term beginning February 16, 2010 and ending February 15, 2012, filling the seat previously held by **Cara Kopowski**.

**IN COUNCIL, OAKLAND, CALIFORNIA,**

**PASSED BY THE FOLLOWING VOTE:**

AYES- KERNIGHAN, NADEL, QUAN, DE LA FUENTE BROOKS, REID, KAPLAN, AND PRESIDENT  
BRUNNER

NOES-

ABSENT-

ABSTENTION-

ATTEST: \_\_\_\_\_

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

SARAH LYNNE COHEN

Admitted to the State Bar of California, December 1986

EDUCATION

University of California, Hastings College of the Law Spring 1986  
Juris Doctor

University of California, Los Angeles Spring 1981  
Bachelor of Arts Political Science  
Phi Beta Kappa, Magna Cum Laude

LEGAL EXPERIENCE

Industrial Relations Counsel IV November 1994 – present  
State of California, Department of Industrial Relations  
Office of the Director – Legal Unit, San Francisco Headquarters

Represent the Director of Industrial Relations in public works and prevailing wage matters. Research and draft proposed administrative opinion letters and reconsiderations. Analyze pending legislation. Provide legal advice to Director on ongoing basis, work closely with Chief Counsel and lead team of statewide attorneys. Perform other labor and employment work as assigned in the areas of apprenticeship, workers compensation, personnel and wage and hour.

Cases litigated to the Court of Appeal: *Young v. Gannon, Department of Industrial Relations* (2002) 97 Cal.App.4th 209 (published opinion upholding Department's regulatory scheme for enforcement of ethical standards for workers compensation judges and upholding dismissal of judge for engaging in unethical behavior); *City of Modesto v. Department of Industrial Relations*, 2002 WL 1278074, No. P036603 (non-published memorandum opinion upholding application of state prevailing wage laws on a sewer construction project undertaken by a chartered city).

Staff Attorney September 1988 – October 1994  
Legal Aid Foundation of Los Angeles  
Employment Law Office/Labor Defense Network

Represented low wage workers in unemployment insurance appeals, wage and hour cases and other employment-related matters in administrative tribunals and state court. Coordinated the delivery of legal services at community clinics, providing to eligible clients representation at administrative hearings, counsel and advice and self-help. Recruited, trained and supervised volunteer lawyers and law students. Performed community outreach and education. Established referral and teaching programs with law school clinical departments. Developed educational materials including two videotapes (Spanish and English) about small claims court.

Legal Writer

Matthew Bender, Oakland

March 1987 - December 1987

Performed a wide variety of research and writing tasks. Updated existing publications. Wrote articles on California law topics.

Law Clerk

Law Offices of Anne Hipshman, San Francisco

August 1986 - March 1987

Researched and drafted pleadings, memoranda, motions and discovery requests and responses in wrongful termination and employment discrimination cases for sole practitioner.

Judicial Extern

Honorable Robert P. Aguilar

United States District Court

Northern District of California - San Jose

Fall Semester 1985

Researched and wrote weekly bench memoranda for law and motion calendar, attended weekly case conferences and prepared a draft opinion in a complex civil rights case.

Law Clerk

Boltuch and Siegel, Oakland

Summer 1985 & Spring 1986

Researched and drafted memoranda, pleadings and motions on labor law, wrongful termination and OSHA retaliation cases for a law firm representing individual employees and unions.

**OTHER**

Editorial Board Member

California Labor & Employment Law Quarterly

Publication of the State Bar of California, Labor and Employment Law Section

Summer 1999 - Winter 2003

Bar Examination Grader and Pre-tester

The State Bar of California

## VICTOR H. LITTLES

*Self-driven, talented* EDUCATOR with 10+ years' successful, progressive experience in education, community outreach, Extended Opportunity Programs & Services (EOPS) staff/budget/general administration, program creation, implementation and delivery, and much more. Devoted the past decade to fighting for educational advancement of students from *all* backgrounds; earned MA in Urban Education. Deep experience recruiting students and facilitating enrollment in special programs (EOPS, College Summit, Upper Bound, Summer Search, CARE, etc.); leading community events; heading orientation, diversity, leadership seminars; securing resources/grants and referring students to public/community-based agencies. Skilled at recruiting students, teachers, staff; marketing; leading teachers; developing curricula. First-rate interpersonal skills consistently foster smoother-running teams, better-performing students—and continued organizational growth.

- |                         |  |                            |
|-------------------------|--|----------------------------|
| ◆ Program Management    | ◆ Operational Management                 | ◆ Budgetary Responsibility |
| ◆ Event Coordination    | ◆ Government/Business Liaison            | ◆ Recruiting               |
| ◆ EOPS/Financial Aid    | ◆ Seminars/Presentations                 | ◆ Research & Analytics     |
| ◆ Strategic Initiatives | ◆ Government Contract Plans/Negotiations | ◆ Training & Development   |
| ◆ Leadership            | ◆ Grant Proposals/Acquisitions           | ◆ Supervising/Evaluations  |

Technology: Microsoft Word, Outlook, Excel, PowerPoint, Publisher; Internet research techniques

### PROFESSIONAL EXPERIENCE

*Community Liaison; Oakland Unified School District; East Oakland, CA* '01 – present  
Serve as de facto Vice Principal at Castlemont HS; report to Principal. Chair committee determining \$1.5M annual operating budget outlays. Build curricula with teachers/department heads serving 300 Title 1 (low-income) students.

- Formulate/administer complex student services budget; assist Principal in developing total school budget.
- Lead enrollment development/student retention assuring maximum student access, progress, and success.
- Oversee students' recruitment and enrollment into special programs: EOPS, College Summit, Upper Bound, Summer Search.
- Run community events; secure resources/grants from multiple foundations, public/private agencies.
- Refer students' families to public agencies/community-based services.
- Teach College Summit Advisory classes; orchestrate "peer leaders" college registration process.
- Meet with students; maintain information/progress of college applications process; oversee daily applications activities.
- Conduct casework regarding academic success, disciplinary and attendance issues.
- Help prepare grant proposals.
- Collaborate with teachers/counselors on students' academics/personal issues.
- Write, design, lay out parent newsletter, school/community correspondence/reports; supervise staff/students creating yearbook.
- Conduct culture/sensitivity training seminars for staff/students.
- Oversee SART (School Attendance Review Team) creating policies on attendance/enforcement.
- Coordinate efforts for students applying under EOPS for special financial aid programs/college admissions.

*Consultant; Institute for Community Leadership; Seattle, WA* '97 - present  
Assist during summers at nonprofit empowering individuals/organizations to create a more just society.

- Teach sensitivity/leadership training to educators/students in low-income areas.

*Community Coordinator; City of Oakland, Mayor's Office; Oakland, CA* '98 – '00  
Managed/coordinated Mayor's daily schedule; initial point of contact for complaints/grievances. Also functioned in social worker-type role: referred people to job training/education for training/skills retraining; managed casework across Oakland.

- Initiated referral of families to appropriate public agency or community-based services.
- Volunteered for White House Advance Team: scheduled site visits/coordinated neighborhood fundraising events.
- Monitored/supervised projects/activities of senior staff on Mayor's behalf.

*Committee Member; Oakland Fund for Children & Youth (Kids First); Oakland, CA* '98 – '00  
Assisted in writing/developing requests for proposal (RFPs) at this groundbreaking organization developing a network of integrated services for children and youth, overseen, in part, by them. Reviewed analyzed grants; participated in selection of awards.

*Owner; Victor's Café; Oakland, CA* '95 – '01  
Managed all aspects of successful restaurant: business plan; policies; QA; operations; training/personnel; marketing.

### EDUCATION

MA, *Urban Education*; Holy Names University; Oakland, CA  
BA, *International Relations*; San Francisco State University; San Francisco, CA

## Reference

1. Elihu Harris                      Former Mayor, City of Oakland                      510-213-0350
2. Irish Merrious                      Chief of Staff, Council Member Larry Reid                      510-435-7044
3. Liz Sullivan                      Oakland Community Organization (OCO)                      510-858-8356