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2014 APR 29 PM 4:35

Letter of Nomination

April 29, 2014

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

Dear President Kernighan and members of the City Council:

Pursuant to City Charter section 601, the Mayor, hereby appoints the following persons as members of the following Board or Commission, subject to the City Council's confirmation:

CIVIL SERVICE BOARD

Jeffrey Levin, Mayoral appointment to serve the term beginning May 5, 2014 and ending May 4, 2017, filling the seat previously held by Dee Dee Brantley; and

Lauren Baranco, Mayoral appointment to serve the term beginning May 5, 2014 and ending May 4, 2017, filling the seat previously held by Wendall Mitchell..

Thank you for your assistance in this matter.

Sincerely,

Jean Quan
Mayor

March 22, 2014

Hatzune Aguilar Sanchez
Community Services Manager
Office of the Mayor
1 Frank H. Ogawa Plaza, 3rd Floor
Oakland, CA 94612

RE: Civil Service Board

Dear Ms. Aguilar:

I am writing to express my interest in serving on the Oakland Civil Service Board.

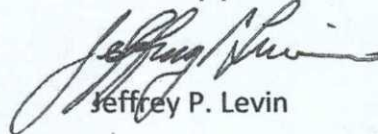
I have worked with the Oakland Personnel Rules for many years, as an employee of the City, as a manager, and as a union member and leader. I was a leading participant in the joint labor-management re-write of the Personnel Rules that took place between 2006 and 2008. This was a major revision of the Rules, the first such update in nearly 35 years. During that process, we went through every section of the Personnel Rules in order to bring them into compliance with current personnel law and to meet the changed needs and circumstances of the City and its employees.

I attended Civil Service Board meetings for many years, and am quite familiar with the workings of the Board and the kinds of issues that come before it. I believe my knowledge and experience would be invaluable in helping the Board to meet its mission to oversee the personnel system, enforce the Civil Service Rules, and ensure that the City has a modern and professional personnel system based on merit and diversity.

Please feel free to contact me if you have any questions or need additional information.

A copy of my resume is attached for your information. I would be happy to provide references upon request.

Sincerely yours,



Jeffrey P. Levin

Enclosure

JEFFREY P. LEVIN

SUMMARY OF BACKGROUND

- Demonstrated ability to build strong working relationships with local policy makers, nonprofit organizations, private lenders and developers, housing advocates, community groups and other public agencies.
- Excellent negotiating skills – able to reach agreement even in difficult situations.
- Strong leadership skills and ability to inspire staff to perform at high levels.
- Ability to manage multiple complex projects and competing priorities on time and within budget.
- Exceptional written and verbal communication skills.
- Widely recognized and respected expert in affordable housing policy and program management.
- 30 years progressively responsible experience with affordable housing and community development programs including housing development, rehabilitation, homebuyer assistance, and rent stabilization.
- 25+ years experience preparing housing studies, strategic plans, and policy initiatives.
- 15 years public-sector experience managing affordable housing development projects.

PROFESSIONAL EXPERIENCE

East Bay Housing Organizations, Oakland, CA

Policy Director

8/13 - present

Coordinate advocacy and education efforts on housing policy issues throughout the East Bay. Chair of East Bay Regional Policy Committee. Represent organization before public agencies and in coalitions with other advocacy organizations. Research and prepare policy memos, articles and other written materials, with a focus on regional and local plans, gentrification and displacement, and other affordable housing issues.

IFPTE Local 21, San Francisco, CA

Contract Employee

1/13 - 7/13

Participated in contract negotiations for new MOU with City. Researched and drafted bargaining proposals. Presented proposals to management. Represented union before City Council. Assisted with organizing efforts. Researched and analyzed City budget documents.

Community and Economic Development Agency, Oakland, CA

Housing Policy & Programs Manager

4/10 - 12/12

Deputy Director of Housing

and Community Development (Interim)

9/09 - 4/10

Housing Policy and Programs Coordinator

7/98 - 9/09

Housing Development Coordinator

2/87 - 6/98

Housing Consultant

9/84 - 2/87

Housing Assistant

6/84 - 8/84

Developed and managed affordable housing programs. Prepared housing plans and policy recommendations. Conducted research and data analysis on affordable housing issues, market

conditions, programs and policies. Coordinated development of affordable rental and ownership housing projects using Federal, State, local and private financing. Coordinated work team of housing development professionals responsible for implementation of City and Redevelopment Agency housing programs. Supervisory responsibilities included staff recruitment, interviewing, hiring, and evaluation. Served on inter-departmental committees and represented City to other public agencies and nonprofit and community organizations.

UNION EXPERIENCE

Vice-President for Membership & Organizing, IFPTE Local 21	2003 - 2006
Vice-President for Oakland, IFPTE Local 21	2007 - 2012

Chaired Oakland Council, which coordinated activities of four City of Oakland chapters. Led negotiations in several bargaining rounds. Represented individual members and union before City management, City Council and Civil Service Board. Chief spokesperson for union coalition during extensive re-write of Oakland Civil Service Rules, 2006-2008.

BOARD EXPERIENCE

Oakland Redevelopment Successor Agency Oversight Board	2012 - 2013
IFPTE Local 21 Executive Committee	2003 - 2012
East Bay Housing Organizations Board of Directors	1996 - 1997

EDUCATION

M.C.P., City & Regional Planning, University of California - Berkeley	1985
M.S., Sociology, University of Wisconsin - Madison	1983
A.B., Sociology, University of California - Berkeley	1978

Academic Honors

National Science Foundation Graduate Fellow	1980 - 1983
Phi Beta Kappa	1978

PROFESSIONAL CERTIFICATIONS

U.S. Department of HUD – Certified HOME Program Specialist	
Regulations	2006
Administration	2008
Rental Housing Compliance	2011

PROFESSIONAL MEMBERSHIPS

National Low Income Housing Coalition
 Non-Profit Housing Association of Northern California
 East Bay Housing Organizations

LAUREN BARBARA GEE BARANCO

RELEVANT EXPERIENCE

**New Beginnings Program of County of Alameda County
Management Associate**

Oakland, CA
October 2010-Present

- Development and implementation of a County-sponsored fellowship program increasing employment and professional development access for over 100 transition-age youth in foster care and juvenile justice systems
- Expansion and continuous management of public-private social entrepreneurship retail model with four locations
- Evaluation of programs and responsibility for financial solubility
- Research & design of cross-agency engagement strategy to address youth employment

**EveryOne Home
Program Assistant & Consultant**

Hayward, CA
July 2010-Jan 2012

- Served on coordinating team of system-wide efforts to end homelessness in the Bay Area
- Facilitated pilot launch and evaluation of inclusive property management leasing standards among large affordable housing property managers to expand opportunities for homeless applicants to secure housing
- Researched, analyzed and presented policy and administrative alternatives to distribution formula for federal emergency solutions grants that fund shelters in the state of California

**Association of Bay Area Governments
Planning Intern**

Oakland, CA
Summer 2009

- Contributing writer and reviewer of Development Without Displacement research and policy paper on social justice, sustainability, and economic development related to land use in the Bay Area
- Developed Public Participation Plan as a component of state legislation to reduce greenhouse gas emissions
- Redesigned and expanded blog/best practices resource website & toolkit for FOCUS program

**Office of NYS Assembly Member Karim Camara
Chief of Staff**

Brooklyn, NY
Jan 2008—June 2008

- Oversaw all functions of New York State Assembly Member offices in Brooklyn and Albany
- Facilitated upstart of local community coalition in economically disadvantaged neighborhood
- Supervised and managed tasks & personnel for Assembly staff and interns
- Drafted legislation to be introduced into NYS legislature

Intern, Community Liaison, Deputy Chief of Staff

Jan 2006-Jan 2008

- Promoted from intern to Community Liaison, then to Deputy Chief of Staff
- Served as liaison between Assembly Office, constituents and local community organizations
- Developed programs and orchestrated community events addressing need in the local population

References Available Upon Request

**Karim Camara for NYS Assembly
Deputy Campaign Manager**

Brooklyn, NY
Summer/Fall 2006

- Managed campaign targeted at district of 100,000 residents
- Coordinated volunteer and canvassing operations

**Citizens for NYC (Citizen's Committee for NYC)
Guggenheim Fellow and Summer Intern**

New York, NY
Summer 2005

- Provided technical assistance and capacity building for community groups looking to obtain City Council grants
- Authored an emergency preparedness plan and resource guide for NYC residents

EDUCATION

NYU Robert F. Wagner Graduate School for Public Service-New York, NY

Aug 2008-May 2010

Master of Public Administration in Public Non-Profit Management -Policy Analysis

Board Member, Black Students Association, Asian Pacific Islander Students Association.

Relevant Coursework: Policy Formation, Financial Management, Program Evaluation, Public Economics and Finance, Government Financial Condition Analysis,

Capstone Project: Implementation evaluation of supervision strategy for New York City Probation

Columbia University-New York, NY

Aug 2002-June 2006

Bachelor of Arts in Urban Studies

SKILLS

Microsoft Office Suite, French-conversational, Spanish-basic, STATA-basic, SPSS-basic

ACTIVITIES

Member, Delta Gamma Fraternity *Nationwide*

Committee Member, Glide Legacy Committee *San Francisco, CA*

Board Member, Field of Dreams at Oakland Technical High School *Oakland, CA*

FILED
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OAKLAND

2014 APR 29 AM 11:19

APPROVED FOR FORM AND LEGALITY

DRAFT
CITY ATTORNEY

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

**RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF JEFFREY LEVIN AND
LAUREN BARANCO 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, 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 Jean Quan has appointed Jeffrey Levin and Lauren Baranco to each 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 appointment of Jeffrey Levin to serve a three-year term on the Civil Service Board beginning May 5, 2014 and ending May 4, 2017, filling the seat previously held by Dee Dee Brantley and Lauren Baranco to serve a three-year term beginning May 5, 2014 and ending May 4, 2017, filling the seat previously held by Judith Bodenhausen; and be it

**IN COUNCIL, OAKLAND, CALIFORNIA,
PASSED BY THE FOLLOWING VOTE:**

AYES – KALB, PRESIDENT KERNIGHAN, GIBSON MCELHANEY, SCHAAF, GALLO,
BROOKS, REID AND KAPLAN

NOES –

ABSTENTIONS-

ABSENT-

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk