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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

March 1, 2017

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:

Housing, Residential Rent and Relocation Board

Jessica Warner, to the Housing, Residential Rent and Relocation Board to serve a three-year term as a Neutral Representative that began February 12, 2017 and will end February 11, 2020, retaining the seat she currently holds.

Edward Lai, to the Housing, Residential Rent and Relocation Board to serve a three-year term as an Alternate Neutral Representative that began February 12, 2017 and will end February 11, 2020, retaining the seat he currently holds.

Thank you for your assistance in this matter.

Sincerely

Libby Schaaf
Mayor

A handwritten signature in black ink, appearing to read "Libby Schaaf", written over a large, faint circular stamp or watermark.

JESSICA "Jessie" YAGI WARNER

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PROFESSIONAL LEGAL EXPERIENCE

-
- EAST BAY COMMUNITY LAW CENTER, Berkeley, CA 2009 - 2011
Policy Director and Supervising Attorney, Clean Slate Practice
Supervised staff and student interns. Recruited and trained students and pro bono attorneys. Developed direct service and impact litigation strategies to enforce employment protections. Provided technical assistance to organizations interested in providing "clean slate" services for low-income clients and to legislative staff. Argued motions for expungement and other criminal record remedies and for reinstatement of occupational licenses.
- NATIONAL EMPLOYMENT LAW PROJECT, Oakland, CA 2008 - 2009
Staff Attorney
Direct representation in federal administrative process and employment discrimination settlement negotiations with employers. Drafted legislation and municipal ordinances, provided technical support, developed best practice guides and lobbied to expand equal employment opportunities for people with criminal records. Represented port workers in federal appeal process to obtain worker credentials.
- BERKELEY CENTER FOR CRIMINAL JUSTICE, UC Berkeley, CA 2007 - 2008
Program Associate
Defined priority research areas for Berkeley Law School center focused on criminal justice policy reform. Researched innovative criminal justice issues including expanding employment opportunities, prison reform and juvenile justice. Prepared budget for all center activities. Drafted grant proposals and prepared grant reports. Coordinated hiring process, including recruitment and training. Supervised staff and mentored law students.
- CONTRA COSTA COUNTY OFFICE OF THE PUBLIC DEFENDER, Martinez, CA 2006 - 2007
Research Attorney/Death Penalty Law Clerk
Researched, drafted, and argued various motions. Attorney for legal team in a pre-conviction capital case; performed factual investigation, tracked expenses, researched and drafted motions.
- BERKELEY LAW FOUNDATION, Berkeley, CA 2005- Present
Chief Financial Officer; Year Long Grant Co-Chair; Board Member
Provided financial oversight and completed tax filings for public interest law foundation committed to increasing diversity in the legal profession. Coordinated selection process and monitored progress for post-graduate grants.
- VARIOUS EMPLOYERS 2003 - 2005
Legal Intern
- ALAMEDA COUNTY OFFICE OF THE PUBLIC DEFENDER, Oakland, CA - 2005: Researched, drafted, and argued motions to dismiss charges brought against defendants.
 - EAST BAY COMMUNITY LAW CENTER, Berkeley, CA - 2004 - 2005: Defended citations, assisted in discovery for affirmative housing case, and drafted policy guide regarding collateral impacts of a criminal record. Mentored new interns. Defended an unlawful eviction from public housing including taking a deposition.
 - PUBLIC ADVOCATES, San Francisco, CA - 2004: Legal research and writing to support the Transit and Housing Equity programs including reviewing housing elements to ensure local compliance with state law.
 - COMMUNITIES FOR A BETTER ENVIRONMENT, Oakland, CA - 2003: Provided research support. Drafted comments on state and federal clean air regulations and compliance guidelines.
 - MAKE THE ROAD BY WALKING, Brooklyn, NY - 2003: Advocated for member's at hearings to obtain public assistance and social security disability. Researched city ordinances and regulations to develop housing code enforcement campaign. Lobbied city council members to expand interpretation services at local hospitals.

JESSICA "Jessie" YAGI WARNER

OTHER PROFESSIONAL EXPERIENCE

FIRELIGHT MEDIA, INC., New York, NY 2001-2002
Business Manager
Handled financial, budget and business matters of non-profit producing documentary films on civil rights themes. Coordinated international team of activists at the World Conference Against Racism in Durban, South Africa.

JUSTACT: YOUTH ACTION FOR GLOBAL JUSTICE, San Francisco, CA 1999-2000
Coordinator and Participant
Coordinated Bike-Aid, a 9-week, cross-country bicycle trip combining education with community service. Supervised interns to plan routing details for four different routes. Developed a national outreach strategy.

WALSH PACIFIC CONSTRUCTION, Pleasanton, CA 1994-1998
Calera Creek Water Recycling Plant and Wetlands Restoration- Pacifica, CA
Field Engineer- Supervised crews, coordinated sub-contractors, and consulted with owner's representatives and engineers for a 36-million-dollar, environmentally sound wastewater treatment plant. Managed a five-million-dollar budget for field operations.
EBMUD Adeline Maintenance Facility- Oakland, CA
Mechanical, Electrical and Plumbing (MEP) Coordinator- Coordinated MEP subcontractors in final phases of a 25 million-dollar project for the East Bay Municipal Utility District (EBMUD).
Castro Valley BART Station and Parking Lot- Castro Valley, CA
Quality Control Engineer- Coordinated all inspections for a 28 million-dollar Bay Area Rapid Transit (BART) station on the Dublin/Pleasanton line.

MORLEY CONSTRUCTION, Santa Monica, CA 1993-1994
Cooperative Intern/Project Engineer
At Pepperdine Student Housing Project, coordinated material submittals for architect's review. At Main Office, estimated numerous projects including seismic retrofits, concrete, and steel- and wood-framed buildings.

VARIOUS ORGANIZATIONS 1996-2003
Volunteer

- CALIFORNIANS FOR JUSTICE (CFJ), Oakland, CA- 1996-2000, 2003: Organized in communities of color including the fight against the California Civil Rights Initiative that dismantled affirmative action, the Gang Violence and Youth Crime Prevention Bill and Proposition 54, the Racial Privacy Initiative.
- PRISON MORATORIUM PROJECT, Brooklyn, NY- 2000-2003: Researched rural economic development models as alternatives to the expansion of the prison system in New York State. Campaigned for drug sentencing reforms. Facilitated discussions with youth members about political movements and the global economy.

EDUCATION

UNIVERSITY OF CALIFORNIA, BERKELEY SCHOOL OF LAW (BOALT HALL) Juris Doctor, May 2005
Activities: Asian Law Journal; Berkeley Law Foundation; Coalition for Diversity; Worker's Rights Clinic
Honors: Boalt Hall Bridge Fellow

BROOKLYN LAW SCHOOL 2002 - 2003
Honors: Edward V. Sparer Public Interest Law Fellow

CALIFORNIA POLYTECHNIC STATE UNIVERSITY, SAN LUIS OBISPO 1994
B.S. Construction Management,
Honors: Dean's List

BAR MEMBERSHIP

California State Bar Association Admitted December 2005 State Bar Number: 241333
American Bar Association Criminal Justice Section- Reentry Subcommittee Member

PUBLICATIONS

Cities Pave the Way: Promising Reentry Policies that Promote Local Hiring of People with Criminal Records, Strategy Guide; with Maurice Emsellem

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EDWARD M. LAI

EDUCATION

Golden Gate University School of Law, San Francisco, California
Juris Doctor, 1984

University of Maryland, College Park, Maryland
Bachelor of Arts: Urban Studies and Bachelor of Science: Psychology, 1980

PROFESSIONAL EXPERIENCE

October 2010 to Present
OF COUNSEL – Bishop Barry Drath,

Of Counsel in a Law Firm practice which specializes in civil litigation, including employment, personal injury defense, construction and construction defect litigation, landlord-tenant disputes, and Americans with Disabilities Access litigation. My practice focuses on helping individuals and small businesses owners solve their legal problems through informal negotiation, alternative dispute resolution and, if necessary, litigation. I have presented cases before administrative boards, and have experience trying cases to verdict before state (both bench and jury trials) and federal (bench trials) courts.

June 2000 to September 2010
SHAREHOLDER/PARTNER – Sellar, Hazard, Manning, Ficenec & Lai

Equity partner in an eleven-attorney civil law practice which specializes in insurance defense and representation of small businesses. My duties included office management, human resources, supervising associate attorneys and litigation support staff in handling defense of business litigation and employment advice, personal injury and construction defect litigations. My case handling responsibilities also included legal representation and litigation defense of small businesses, dentists, developers, design professionals, general contractors and subcontractors. My legal experience included depositions of percipient and expert witnesses, law and motion practice, drafting client letters, discovery, pre-trial and post-trial pleadings. I have had first-chair

trial experience in Federal Court and State Limited and Unlimited Courts, as well as presenting argument before Appellate Courts.

October 2006 to Present

ASSOCIATE PROFESSOR – California State University, East Bay Campus

As an associate professor teaching law classes at a college level in the California State University Paralegal and Pre-law programs, I have taught Legal Writing & Research, Personal Injury/Tort Litigation, Legal Ethics and Computer Applications, with primary focus teaching Legal Writing & Research; In that class, I have gained extensive practice in conducting legal research, which includes analyzing facts, evaluating witness testimony, reviewing documents and other submitted evidence, and then applying them to the applicable law in preparation for organizing and drafting correspondence, memos, pleadings and other legal writings. My other teaching duties include planning and organizing class programs and materials, presenting class lectures, providing instruction to students and responding to their questions, and preparing and grading exams and other writing assignments.

COMMUNITY ACTIVITIES & SERVICES

Commissioner – City of Oakland Housing, Relocation and Rent Board, since June 2012
Board Chairman from February 2014 to May 2015

This administrative City Board hears landlord-tenant related cases appealed from Oakland's Rent and Housing Department. At its hearings, the Board considers the testimony of parties and witnesses, reviews the evidence presented, and analyzes each case according to its merits under legal and equitable principles. As the Board Chairman, I have gained experience in organizing and leading the Board members in their discussions and analysis, and then working together with staff to draft final written Board decisions.

Special Master for Alameda, Contra Costa, Santa Clara and Solano Counties. Retained by local law enforcement and County prosecutors to review potentially privileged documents during service of search warrants in criminal investigations, since approximately 2008

Board of Directors - Alameda County Meals on Wheels Program, since June 2008


Past President of the Redwood Heights Neighborhood Association, 2012-2015
Member of the Redwood Heights Neighborhood Association since 2006

California Mediator and Arbitrator, since October 2014

Volunteer Mediator with the Unlawful Detainer Resolution Program, Alameda County Superior Court, since January 2015.

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Approved as to Form and Legality



City Attorney's Office

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

INTRODUCED BY MAYOR LIBBY SCHAAF

RESOLUTION CONFIRMING THE MAYOR'S REAPPOINTMENT OF JESSICA WARNER AND EDWARD LAI 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, Ordinance No. 12399 C.M.S., adopted January 23, 2003, and Ordinance No. 13373 C.M.S., adopted June 7, 2016, 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 two alternates for each of the three classes of members; and

WHEREAS, the Honorable Mayor Libby Schaaf has reappointed Jessica Warner and Edward Lai to serve a three-year terms 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:

Jessica Warner, to the Housing, Residential Rent and Relocation Board to serve a three-year term as a Neutral Representative that began February 12, 2017 and will end February 11, 2020, retaining the seat she currently holds.

Edward Lai, to the Housing, Residential Rent and Relocation Board to serve a three-year term as an Alternate Neutral Representative that began February 12, 2017 and will end February 11, 2020, retaining the seat he currently holds.

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