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CITY OF OAKLAND



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

Office of the Mayor  
Honorable Libby Schaaf  
Mayor

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

Letter of Appointment

May 20, 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 appointed the following persons as members of the following board or commission, subject to City Council confirmation:

**LIBRARY ADVISORY COMMISSION**

**Catherine E. Smith**, to serve a first three-year term, beginning June 19, 2018 and ending June 18, 2021, filling the seat previously held by Ken Lupoff.

Thank you for your assistance in this matter.

Sincerely,

Libby Schaaf  
Mayor

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

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## Profile

Catherine

First Name

E

Middle Initial

Smith

Last Name

Email Address

Street Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

UCSF

Employer

Licensing Associate

Job Title

## Which Boards would you like to apply for?

Library Advisory Commission: Submitted

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## Interests & Experiences

**Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.**

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To Whom it may concern, Thank you for considering my application to the Oakland Public Library Advisory Commission. Sitting-in on the commission's meetings for the past six months has only solidified my interest in serving on the commission. My current employment as a technology licensing specialist for the University of California's San Francisco campus has many similarities to the role played by the advisory commission member. In my role at UCSF, it's required that I ensure that our legal agreements comply with University policies and advocate for the University's interests to ensure our technologies are valued appropriately. UCSF's status as a public institution, partially funded by tax dollars, means that it is crucial the we carefully monitor those vital funds and make sure they are used to provide public benefit. I believe that these skills will translate well to the role of Library Commissioner since it serves similar functions, providing oversight for Measure Q funds and advocating for the libraries themselves. I also believe that the Universities mission to serve the public by creating, disseminating, and mobilizing knowledge— a mission I firmly adhere to— resonates the Oakland Public Library's mission to empower all people, connect and grow. I've been living in Oakland for three years now and I love that, despite being a large city, Oakland has a tremendous sense of community. I feel that it's time I start giving back everything Oakland gives to me. Libraries serve and empower their communities, not just with access to books but with essential public services, and that's why I hope to serve on the Library Advisory Commission. Thank you again for your time and consideration. I look forward to hearing back from you. Sincerely, Cathy Smith

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***Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.***

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[CSmith\\_April2017.pdf](#)

Upload a Resume

**Please paste the text of your resume or curriculum vitae below.**

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CATHERINE E. SMITH, Ph.D.

QUALIFICATIONS SUMMARY • Technology transfer professional with experience in drafting and negotiating agreements and successfully communicating with industry partners and academic partners to assist in bringing university technologies to market. • Experienced in market forecasting and competitive analysis in an industry setting; managed collaborations with cross-functional teams to execute strategic decision-making. • Passion for building creative solutions to complex problems and drive for innovation demonstrated by the development and execution of three novel assays and 8 peer-reviewed publications in top journals including Nature and Cell. • Ability to communicate complicated ideas to a diversity of audiences honed through presentations at international conferences, for heads of industry research, and frequent in-lab presentations. PROFESSIONAL EXPERIENCE UCSF Office of Technology Management Title: Licensing Associate 03/2016-present • Perform patentability assessments on newly disclosed UCSF inventions representing a wide range of technology categories including: drug targets, medical devices, radiotherapy, therapeutics and digital health. • Draft, negotiate, and execute agreements to facilitate the commercialization of UCSF

technologies. Agreement types include: confidentiality agreements, interinstitutional agreements, non-exclusive licenses, material transfer agreements, and license amendments. • Coordinate with patent attorneys to file and prosecute patent applications, perform inventorship analysis, and evaluate new technologies to achieve strategic patent filings. • Together with senior licensing officers, lead discussions to educate UCSF faculty on the technology transfer process and collaborate on new patent filings and industry partnerships. Cordis Corporation, part of the Johnson & Johnson Family of Companies Title: Summer Associate 06/2015-09/2015 Department: Global New Product Development Marketing • Lead efforts to characterize a \$5B device space to assess the current competitive landscape and forecast market dynamics and trends; delivered an Excel based market model to predict market trajectory. • Developed an objective market viewpoint and made recommendations on how to proceed in two different medical device spaces. • Collaborated with cross-functional departments and presented findings to departments outside of Marketing/NPD (R&D, Business Development) to support strategic decision-making. Also, communicated with global strategic partners to ensure accurate and successful deliverables. Ludwig Cancer Research: San Diego, Post-Doctoral Fellow 11/2008-11/2014 Principal Investigator: Richard Kolodner, Ph.D. • In an aggressive timeframe, developed a strand-specific in vitro endonuclease assay to test mismatch repair mutants. • Successfully trained an incoming post-doc in the in vitro assays, leading to his co-authorship on a manuscript under submission. Provided constructive input and feedback to assist with the training of incoming post-docs, graduate students and technicians. • Developed an in vitro reconstituted DNA mismatch repair assay with functional, purified proteins to confirm and extend genetic findings. • Managed and participated in collaborations with colleagues to produce 5 publications in peer-reviewed journals including Cell. Columbia University, Graduate Research Assistant 08/2002-10/2008 Principal Investigator: Lorraine Symington, Ph.D. • Developed a novel assay to detect complex chromosomal rearrangements during *S. cerevisiae* homologous recombination. This assay combined many molecular biology techniques including PCR, PFGE and Southern blotting. • Mentored undergraduate and graduate students. • This work was published in 3 peer-reviewed journals including a first author article in Nature. TECHNICAL SKILLS • Business: preparation of market forecasts and competitor analysis, Excel market modeling. • Biochemical techniques: GE-AKTA FPLC protein purification, bacterial and fungal growth in fermenters, SDS-PAGE, immunoblotting, in vitro DNA mismatch repair assays, western blotting, column chromatography. • Molecular biology techniques: PFGE, Southern blotting using radioactive and chemiluminescent probes, denaturing agarose gels, DNA sequencing and analysis, plasmid cloning and preparation, PCR. • Additional skills: Surface plasmon resonance (SPR), Biacore, mammalian cell culture, GraphPad Prism, Sequencher, DNA Strider, Adobe Illustrator, Microsoft Office, Unicorn AKTA software. EDUCATION Columbia University, New York, NY Ph.D. in Biological Sciences, October 2008 Pitzer College, Claremont, CA B.A. Biology-Chemistry, 2002 LEADERSHIP Ludwig Cancer Research (LCR) Career Development Series 2012-2014 • As a committee, selected and hosted speakers from academia and industry on topics relevant to the career advancement of LICR post-docs. • As chairperson, lead committee meetings and managed the committee to ensure the successful execution of all aspects of eight career development seminars and receptions. SELECT PUBLICATIONS Smith, C.E., Bowen, N., Graham, W.J., Goellner, E.M., Srivatsan, A. and Kolodner, R.D. (2015) Activation of *Saccharomyces cerevisiae* Mlh1-Pms1 endonuclease in a reconstituted mismatch repair system. *J. Biol. Chem.* pii:jbc.M115.662189 Smith, C.E., Mendillo, M.L., Bowen, N., Hombauer, H., Campbell, C.S., Desai, A. Putnam C.D., and Kolodner R.D. (2013) Dominant mutations in *S. cerevisiae* PMS1 identify the Mlh1-Pms1 endonuclease active site and an Exonuclease 1-independent mismatch repair pathway. *PLOS Genet.* 9(10), e1003869. doi:10.1371/journal.pgen.1003869. Hombauer H.\*, Campbell C.\*, Smith C.E., Desai A., and Kolodner R.D. (2011). Visualization of eukaryotic DNA mismatch repair reveals distinct recognition and repair associated intermediates. *Cell.* 147(5), 1040-1053. doi:10.1016/j.cell.2011.10.025. \*Authors equally contributed to this work. Smith, C.E., Lam, A., and

Symington, L.S. (2009) Aberrant double-strand break repair resulting in half crossovers in mutants defective for Rad51 or the DNA polymerase complex. Mol. Cell Biol. 29, 1432-1441. doi: 10.1128/MCB.01469-08. Smith, C.E., Llorente, B., and Symington L.S. (2007) Template switching during break-induced replication. Nature. 447, 102-05. doi:10.1038/nature05723.

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**Please click the acknowledgement below.**

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**Service on City of Oakland boards, commissions, and committees may require filings of the FPPC's Statements of Economic Interest (Form 700). Upon appointment and determination of filing status, I will comply with all filing obligations.**

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I Agree \*

# CATHERINE E. SMITH, Ph.D.

## **QUALIFICATIONS SUMMARY**

- Technology transfer professional with experience in drafting and negotiating agreements and successfully communicating with industry partners and academic partners to assist in bringing university technologies to market.
- Experienced in market forecasting and competitive analysis in an industry setting; managed collaborations with cross-functional teams to execute strategic decision-making.
- Passion for building creative solutions to complex problems and drive for innovation demonstrated by the development and execution of three novel assays and 8 peer-reviewed publications in top journals including *Nature* and *Cell*.
- Ability to communicate complicated ideas to a diversity of audiences honed through presentations at international conferences, for heads of industry research, and frequent in-lab presentations.

## **PROFESSIONAL EXPERIENCE**

### **UCSF Office of Technology Management**

Title: Licensing Associate

03/2016-present

- Perform patentability assessments on newly disclosed UCSF inventions representing a wide range of technology categories including: drug targets, medical devices, radiotherapy, therapeutics and digital health.
- Draft, negotiate, and execute agreements to facilitate the commercialization of UCSF technologies. Agreement types include: confidentiality agreements, interinstitutional agreements, non-exclusive licenses, material transfer agreements, and license amendments.
- Coordinate with patent attorneys to file and prosecute patent applications, perform inventorship analysis, and evaluate new technologies to achieve strategic patent filings.
- Together with senior licensing officers, lead discussions to educate UCSF faculty on the technology transfer process and collaborate on new patent filings and industry partnerships.

### **Cordis Corporation, part of the Johnson & Johnson Family of Companies**

Title: Summer Associate

06/2015-09/2015

Department: Global New Product Development Marketing

- Lead efforts to characterize a \$5B device space to assess the current competitive landscape and forecast market dynamics and trends; delivered an Excel based market model to predict market trajectory.
- Developed an objective market viewpoint and made recommendations on how to proceed in two different medical device spaces.
- Collaborated with cross-functional departments and presented findings to departments outside of Marketing/NPD (R&D, Business Development) to support strategic decision-making. Also, communicated with global strategic partners to ensure accurate and successful deliverables.

### **Ludwig Cancer Research: San Diego, Post-Doctoral Fellow**

11/2008-11/2014

Principal Investigator: Richard Kolodner, Ph.D.

- In an aggressive timeframe, developed a strand-specific *in vitro* endonuclease assay to test mismatch repair mutants.
- Successfully trained an incoming post-doc in the *in vitro* assays, leading to his co-authorship on a manuscript under submission. Provided constructive input and feedback to assist with the training of incoming post-docs, graduate students and technicians.
- Developed an *in vitro* reconstituted DNA mismatch repair assay with functional, purified proteins to confirm and extend genetic findings.

- Managed and participated in collaborations with colleagues to produce 5 publications in peer-reviewed journals including *Cell*.

## **Columbia University**, Graduate Research Assistant

08/2002-10/2008

Principal Investigator: Lorraine Symington, Ph.D.

- Developed a novel assay to detect complex chromosomal rearrangements during *S. cerevisiae* homologous recombination. This assay combined many molecular biology techniques including PCR, PFGE and Southern blotting.
- Mentored undergraduate and graduate students.
- This work was published in 3 peer-reviewed journals including a first author article in *Nature*.

## **TECHNICAL SKILLS**

- **Business:** preparation of market forecasts and competitor analysis, Excel market modeling.
- **Biochemical techniques:** GE-AKTA FPLC protein purification, bacterial and fungal growth in fermenters, SDS-PAGE, immunoblotting, *in vitro* DNA mismatch repair assays, western blotting, column chromatography.
- **Molecular biology techniques:** PFGE, Southern blotting using radioactive and chemiluminescent probes, denaturing agarose gels, DNA sequencing and analysis, plasmid cloning and preparation, PCR.
- **Additional skills:** Surface plasmon resonance (SPR), Biacore, mammalian cell culture, GraphPad Prism, Sequencher, DNA Strider, Adobe Illustrator, Microsoft Office, Unicorn AKTA software.

## **EDUCATION**

### **Columbia University, New York, NY**

Ph.D. in Biological Sciences, October 2008

### **Pitzer College, Claremont, CA**

B.A. Biology-Chemistry, 2002

## **LEADERSHIP**

### **Ludwig Cancer Research (LCR) Career Development Series**

2012-2014

- As a committee, selected and hosted speakers from academia and industry on topics relevant to the career advancement of LICR post-docs.
- As chairperson, lead committee meetings and managed the committee to ensure the successful execution of all aspects of eight career development seminars and receptions.

## **SELECT PUBLICATIONS**

**Smith, C.E.,** Bowen, N., Graham, W.J., Goellner, E.M., Srivatsan, A. and Kolodner, R.D. (2015) Activation of *Saccharomyces cerevisiae* Mlh1-Pms1 endonuclease in a reconstituted mismatch repair system. *J. Biol. Chem.* pii:jbc.M115.662189

**Smith, C.E.,** Mendillo, M.L., Bowen, N., Hombauer, H, Campbell, C.S., Desai, A. Putnam C.D., and Kolodner R.D. (2013) Dominant mutations in *S. cerevisiae* PMS1 identify the Mlh1-Pms1 endonuclease active site and an Exonuclease 1-independent mismatch repair pathway. *PLOS Genet.* 9(10), e1003869. doi:10.1371/journal.pgen.1003869.

Hombauer H.\*, Campbell C.\*, **Smith C.E.,** Desai A., and Kolodner R.D. (2011). Visualization of eukaryotic DNA mismatch repair reveals distinct recognition and repair associated intermediates. *Cell.* 147(5), 1040-1053. doi:10.1016/j.cell.2011.10.025. \*Authors equally contributed to this work.

**Smith, C.E.,** Lam, A., and Symington, L.S. (2009) Aberrant double-strand break repair resulting in half crossovers in mutants defective for Rad51 or the DNA polymerase  $\delta$  complex. *Mol. Cell Biol.* 29, 1432-1441. doi: 10.1128/MCB.01469-08.

**Smith, C.E.,** Llorente, B., and Symington L.S. (2007) Template switching during break-induced replication. *Nature.* 447, 102-05. doi:10.1038/nature05723.

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Office of the City Attorney

## OAKLAND CITY COUNCIL

Resolution No. \_\_\_\_\_ C.M.S.

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### RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF CATHERINE E. SMITH AS A MEMBER OF THE LIBRARY ADVISORY COMMISSION

**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. 8064 C.M.S, adopted November 13, 1969 and amended by Ordinance No. 11730 C.M.S., adopted July 26, 1994, establishes the Library Advisory Commission to advise and make recommendations on the operation and future development of the library system and to act as a liaison between the Library Department and the Mayor and City Council; and

**WHEREAS**, the Library Advisory Commission consists of fifteen (15) members serving not more than two consecutive three-year terms; and

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~~**WHEREAS**, the Honorable Mayor Libby Schaaf has appointed Catherine E. Smith to serve a three-year term 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 following appointment to the Library Advisory Commission:

**Catherine E. Smith**, appointment to serve the term beginning June 19, 2018 and ending June 18, 2021, filling the seat previously held by Ken Lupoff.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

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

NOES -  
ABSENT -  
ABSTENTION -

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

LATONDA SIMMONS  
City Clerk and Clerk of the Oakland City Council