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OFFICE OF THE CITY CLERK
OAKLAND

2014 FEB -7 PM 12:31

Letter of Nomination

February 7, 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

Winnie Anderson, Mayoral appointment to serve the term beginning May 5, 2012 and ending May 4, 2015, filling the remainder of the term previously held by Amy Dunning

Thank you for your assistance in this matter

Sincerely,

Jean Quan
Mayor

WINNIE W.L. ANDERSON

SKILLS SUMMARY

Training and labor management professional with extensive experience in collective bargaining, human resources, labor laws, operations, organizational development, project management, training and development, strategic planning and workforce development. Experienced in developing and implementing regional & statewide training programs for large organizations.

EDUCATION

Masters in Public Administration, MPA May 2008 Graduation
University of Southern California (USC), Los Angeles, CA
School of Policy, Planning and Development

B.A. in Humanities
University of California Irvine (UCI), Irvine, CA

EMPLOYMENT

Senior Employee Relations Representative May 2008-Present
City and County of San Francisco
San Francisco, CA

- Under the Civil Service Commission Rule 109 consults with and provides advice to operating departments regarding contract interpretation, Employee Relations Ordinance, state and local labor laws and policies, disciplinary actions, grievance handling, and related matters.
Gathers, prepares and analyzes technical and statistical data for use in negotiation of labor agreements, grievance processing, mediation, arbitration, fact-finding, and other employee relations activities, researches, analyzes and projects costs and other results of union and management proposals
- Serves as the chair or a member of a negotiating committee, identifies and analyzes issues involved, develops negotiating proposals, represents management positions, writes and revises contract language, analyzes costs of contract proposals
- Implements or assists in the implementation of negotiated agreements and arbitration awards
- Provides technical assistance and expertise to department or agency heads and other City and County staff
- Selects arbitrators, assists in the preparation of grievances for arbitrators by defining issues, interviewing witnesses, and collecting other information
Keeps current on new trends, developments, court cases and legislation in the labor relations field

Senior Learning Consultant April 2007-Present
Kaiser Permanente
Oakland, CA

- Implement and manage the business and operational strategies with senior leadership to improve all Northern California Kaiser Medical Facilities on Attendance, Service, Overtime, and Missed Meals and Breaks
- Provide consultation regarding analysis, design, development, evaluation and implementation of Labor Management Partnership objectives
- Customize, design and implement training programs and materials that manage and mentor trainers and facilitators to build internal capacity
- Facilitate and coordinate the work of labor and management leaders in developing strategic work plans to reach performance goals
- Spokesperson and advocate of Partnership principles and processes by working collaboratively with Kaiser employees and customers

Director of Education & Training September 2003-April 2007
Service Employees International Union
Local 535 (Statewide)/1021 (NCAL)

Oakland, CA

- Managed operational and departmental budget and staff for a statewide union for over 30,000 staff and members
- Developed and delivered trainings on arbitration, collective bargaining, communications, facilitation, grievances, labor law, labor-management relations, leadership, mediation, negotiations, policy development, strategic planning and workplace safety
- Led strategic and tactical planning for public and private sector contract negotiations and campaigns
- Conducted needs assessments and effectiveness on instructional design and utilized knowledge of best practices

Political Consultant
Service Employees International Union
State Council
Sacramento, CA

May 2003-September 2003

- Recommended and implemented successful lobbying strategies and agendas to maintain state funding for social service programs in the state
- Supervised and managed endorsements of political candidates throughout the state

Labor Representative
Service Employees International Union
Local 715
San Jose, CA

January 2002-May 2003

- Negotiated public and private sector contracts and departmental agreements for over 1200 health care workers in Santa Clara County
- Investigated, prepared and resolved contractual and labor conflicts and grievances
- Conducted salary surveys, interpreted and analyzed market data, negotiated performance appraisals/evaluations, job descriptions and attraction methods for recruitment and retention

Legislative & Fiscal Analyst
Griffin & Associates
Sacramento, CA

January 2001-December 2001

- Managed and audited budgets for medical group associations
- Negotiated language on key legislation for clients in biotech and healthcare field with legislators.

Policy Aide
Lieutenant Governor of California
State Capitol
Sacramento, CA

August 2000-January 2001

- Coordinated various projects and commissions for the Lieutenant Governor by identifying and bringing together stakeholders to strategize and implement programs throughout the state

CERTIFICATES

- **Issue Resolution/Collaborative Decision Making/Interest-Based Problem Solving Train the Trainer—Kaiser Labor Management Partnership**
- **Group Facilitation Skills Train the Trainer—Community at Work**
- **Mediating Workplace Conflict—UC Berkeley (UCB) Labor Occupational Health Program**
- **Preventing Violence at the Work Place—UCB Labor Occupational Health Program**
- **Labor Relations Academy II The Arbitration Process—CA Public Employer Labor Relations Association**
- **Labor Relations Academy III The Negotiation Process—CA Public Employer Labor Relations Association**
Mediation Training 40 Hours—University of California Irvine
- **Sexual Assault Counselor 72 Hours—Orange County Human Services**

AFFILIATIONS

CALPELRA – CA Public Employer Labor Relations Association – Member
ASPA – The American Society for Public Administration – Member
MCPD – Mayor’s Commission on Persons with Disabilities – Commissioner
JLDA – Jack London District Association – Board Member, Former VP

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APPROVED FOR **DRAFT** FORWARD LEGALITY

CITY ATTORNEY

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S

RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF WINNIE ANDERSON 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 Winnie Anderson to 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 Winnie Anderson to serve a three-year term on the Civil Service Board beginning May 5, 2012 and ending May 4, 2015, filling the remainder of the term previously held by Amy Dunning, 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