

CITY OF OAKLAND



CITY HALL • ONE CITY HALL PLAZA • OAKLAND, CALIFORNIA 94612

Office of the Mayor  
Honorable Sheng Thao

(510) 238-3141  
FAX (510) 238-4731  
TDD (510) 238-3254

Letter of Appointment

March 19, 2024

Dear President Bas and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has reappointed or appointed the following persons as members of the following board or commission, subject to City Council confirmation:

**Housing, Residential Rent and Relocation Board**

**Denard Ingram**, Undesignated Representative, Term: February 12, 2024 - February 11, 2027. Filling the seat that was previously held by himself.

**Chris Jackson**, Landlord Representative, Term: February 12, 2024 - February 11, 2027. Filling the seat that was previously held by Demitri Taylor.

**Merika Goolsby**, Alternate Tenant Representative, Term: February 12, 2024 - February 11, 2027. Filling the seat that was previously held by herself.

**Demitri Taylor**, Alternate Landlord Representative, Term: February 12, 2022 - February 11, 2025. Filling the seat that was previously held by Kathleen Sims.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink that reads "Sheng Thao". The signature is written in a cursive, flowing style.

Mayor Sheng Thao

**Profile**

Chris \_\_\_\_\_ Jackson \_\_\_\_\_  
First Name Middle Initial Last Name

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Email Address

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Suite or Apt

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Primary Phone

\_\_\_\_\_  
Alternate Phone

Oakland Unified School District \_\_\_\_\_  
Employer Job Title

**Which Boards would you like to apply for?**

Housing, Residential Rent and Relocation Board: Appointed

**Interests & Experiences**

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

As a resident born and raised in Oakland, I have seen the changes that have transformed the Town I know and love. I am a teacher in East Oakland and I see firsthand how housing instability can impact a student's educational progress. I have seen families with multi-generational roots in Oakland destabilized in a matter of weeks due to housing issues. No child's academics should suffer due to the lack of quality, affordable housing. As a landlord, I know that I am blessed to be in a position to provide housing, and I do not take that responsibility lightly. I am proud to provide housing to voucher holders, single parents and long-time residents of Oakland. As a small landlord, I know many small landlords that want to continue to provide quality housing to their tenants. I also know that small landlords and tenants both need support to continue to live and thrive here in Oakland. Thank You, Chris Jackson

*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.*

[Chris Jackson Resume .doc](#)  
Upload a Resume

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

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 \*

# Chris Jackson

## **WORK EXPERIENCE**

### Current Projects and Work

1/18 – *Current*      **Oakland Unified School District:** Special Education Teacher

- Create and execute individual education (IEP) plans for each of the students in your care
- Communicate with other staff and family members about each student's progress and struggles
- Participate in IEP (individual education plan) meetings as scheduled by the school
- Co Taught Algebra and Science classes to use individualized reinforcement techniques to keep each student on the path toward greatness
- Invite family members to participate in each student's educational progress

7/2016 – 9/2018      **Oakland Private Industry Council:** Job Developer/Case Manager

- Built relationships with employers, social service agencies and community based organizations to develop job orders and individuals with employment opportunities.
- Managed contracts with OHA residents and the formerly incarcerated to help connect them with job orders that are a fit for their skills and work experience.
- Coordinated job orders from network of employers, supported job seekers with qualified skills with pre-interviews, resume review and application support.
- Organized On-Site hiring fairs and job fairs for employers and job seekers
- Prepared reports to various agencies to show performance on contract.
- Met or exceeded performance goals each quarter for the duration of contracts that I managed.

2/2013- 7/2016      **Center for Employment Opportunities:** Recruiter/Account Manager

- Built and maintained an effective network of employer, workforce programs and social service agencies to secure job orders and support formerly incarcerated job seekers obtain employment.
- Organized job fairs to connect employers with job seekers
- Managed network of employers and job seekers using Sales Force software.
- Exceeded recruitment goals every month.
- Was #2 in our company for placement performance.

## **EDUCATION**

8/2001-5/2006      *San Francisco State University*      San Francisco, CA

- BA in Communications and a minor in Urban Studies (concentration in Race, Poverty and the Urban Environment)

### Profile

Demitri

First Name

Taylor

Middle Initial

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

Suite or Apt

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Building Better Construction

Employer

Director of Business Development

Job Title

### Which Boards would you like to apply for?

Housing, Residential Rent and Relocation Board: Appointed

### Interests & Experiences

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

Growing up in Oakland, section 8 housing and making the transition into Ownership has allowed Me to gain the perspective of both sides. I feel I have a understanding of the struggles that comes with being a tenant and a property owner. So when it comes down to having an insight on matters such housing in Oakland, I think it best helps to have the perspective of a person who has had experience in the where decisions are being made.

***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.***

[Demitri Taylor Resume\\_1\\_.docx](#)

Upload a Resume

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Please click the acknowledgement below.

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I Agree \*

# Demitri Taylor



## RELATED EXPERIENCE

### **Building Better Construction, Oakland, CA. — Director of Business Development**

Dec 2020 - Present

- Secure, establish, and manage construction contracts.
- Hire and manage multiple crews and construction sites.
- Coordinate with the legal team to ensure adherence to laws, codes, and ordinances.
- Review risk assessment

### **Dogtown Development, Oakland, Ca — Lead Project Manager**

September 2019 - October 2020

- Organized and facilitated the complete construction process for all managed developments, from planning through to delivery.
- Executed all pre-construction, construction, quality control, and post-construction responsibilities.
- Developed construction budget and ensured adherence to financial plans.
- Ensured conformity to building plans and design layouts while maintaining safe and productive construction sites.

### **Taylor Solutions, Oakland, Ca — Property Owner/Real estate Investor**

March 2014 - Present

- Invest in residential and commercial real estate.
- Manage business and tenant relations in multi-unit dwellings.
- Provide property management services including lease agreements.
- Review and assess tenants' grievances.
- Partner with owner/tenant associations to ensure fair housing practices

### **Eric's Barbershop, Oakland, Ca. — Owner/Barber**

June 2009 - June 2018

- Hired barbers from the local community.
- Offered a mentorship/training program for local youth.
- Managed and maintained business in compliance with Board regulations.
- Offered high-end cosmetology services to men, women, and children.

## SKILLS

Relationship Development Specialist.

Relationship Management.

Project oversight.

Property Management

Licensed General Contractor

## Education

Certified Barber-Barber College, San Francisco (2005)

Highschool Diploma - Castlemont High School, Oakland (2001)

### Profile

Merika \_\_\_\_\_ Reagan \_\_\_\_\_  
 First Name Middle Initial Last Name

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 Email Address

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 Street Address

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 Suite or Apt

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 State

\_\_\_\_\_  
 Postal Code

\_\_\_\_\_  
 Primary Phone

\_\_\_\_\_  
 Alternate Phone

City Hikes Dog Walking & Pet  
 Sitting \_\_\_\_\_  
 Employer

Owner \_\_\_\_\_  
 Job Title

### Which Boards would you like to apply for?

Housing, Residential Rent and Relocation Board: Appointed

### Interests & Experiences

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

Thank you for reviewing my application to serve as an alternante rent board member. My experiences over the last eight years makes me a great addition to the board. I am very active and passionate about community work. The community organizations I work with are ACCE, (ADOS) American Decendants of Slavery, and most recently (CBE) Communities for a Better Environment. In 2016 I became a member of (ACCE) Alliance of Californians for Community Empowerment to help underserved renters negotiate with their landlords. I became a member after receiving help with my landlord wanting to raise my rent by \$350. Thanks to ACCE organizers and members I was able to get my landlord to agree to a \$50 increase which helped me stay in my home. After that I became a very active member to help others in similar situations. Since then I have become a leading member and have helped with 2 other chapters. Just this month I was nominated and elected to the ACCE state board. I really do want to make a positive impact in the lives of Oakland renters and I believe serving on the Oakland Rent Board is a great opportunity. Thank you so much for your time and consideration.

*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.*

[Merika-Reagan\\_-MA.pdf](#)  
 Upload a Resume

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



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I Agree \*

# Merika Reagan, MA

## **Small Business Owner - City Hikes Dog Walking & Pet Sitting, LLC**

Oakland, CA 94621

Accomplished and respected psychotherapist with a demonstrated background, which includes psychodynamic theory, behavior modification theories (CBT and DBT), and narrative therapy with diverse populations that include adolescents, ex-offenders and severely mentally ill adults.

### KEY LEADERSHIP STRENGTHS

- Hands on Management
- Financial Management
- Staff Development
- Contract Negotiations
- Effective Communicator

## Work Experience

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### **Small Business Owner**

City Hikes Dog Walking & Pet Sitting, LLC

2012 to Present

- Provide clients with peace of mind and pets with excellent service
- Hire and train all employees to be the best dog walker and pet sitters
- Manage payroll and all HR responsibilities
- Supervise a team of 10 direct care staff and 1 admin assistant.
- Manage advertising and social media engagement budget

### **Skills Trainer**

Trumpet Behavioral Health

2012 to 2012

- Work one on one with individuals in their home or one of our centers
- Help clients reach individualized goals under the supervision of a Board-Certified Behavior Analyst
- Use a company provided tablet to collect data on programs
- Collaborate with a care team to ensure client progress

### **Grad Student**

Argosy University

2009 to 2012

### **Day Treatment Counselor**

Rubicon Programs - Richmond, CA

2008 to 2009

- Facilitated six therapeutic groups weekly and four individual counseling sessions weekly.
- Completed at least two intake/Authorization forms with prospective new clients monthly.

## **Case Manager, FSA/CAP**

Family Service Agency-Community after Care Program - San Francisco, CA  
2007 to 2007

2007

- Conducted case management with a case load of sixty severely mentally ill clients residing in boarding care homes, nursing homes, mental hospitals and independently.
- Liaison between all clients, psychiatrist, pharmacy, lawyers, CPS, Social Security offices, Etc.
- Assisted all clients with obtaining medications, proper identification, documentation for public transportation, and keeping medical appointments.

## **Mental Health Specialist**

Out Patient Medication Clinic - Oakland, CA  
2007 to 2007

2007

- Liaison between all clinic patients, psychiatrist, pharmacy, lawyers, CPS, Social Security offices, etc
- Bill forty hours of face to face patient services under CA medical billing system.
- Attended weekly staff meetings and trainings.

## **Case Manager II**

Cornell Companies Federal Halfway House - San Francisco, CA  
2005 to 2007

- Conducted case management orientation with all new arrivals.
- Weekly direct contact with client case load of sixty-five.
- Assisted clients with creating a viable release plan i.e. making sure that their housing plans, medical care, mental health after care, and or drug after care are set up before release.
- Conducted on-site visits to determine home pass eligibility.
- Liaison between resident's parole/probation officer, lawyers and doctor.

## **Job Developer**

Cornell Companies Federal Halfway House - San Francisco, CA  
2004 to 2005

- Conducted employment orientation for all new arrivals.
- Facilitated weekly job search workshops for all unemployed inmates.
- Developed data-based system for tracking all unemployed and employed inmates.
- Made weekly accountability calls to the resident and the employer which increased inmate accountability in the community by 68%.
- Accountability liaison between client and employer.

## **Residential Treatment Counselor**

St. Elizabeth's Adolescent Program - San Francisco, CA  
1999 to 2002

- Worked closely with the treatment team implementing various individual treatments plans for each client within the program.
- Execute planned and impromptu recreation and activities.
- Observing and reporting the daily activities of the clients in program legal documentation log.
- Administered prescribed medication.
- Performed drug and alcohol screening.

- Monitored all clients' personal treatment goals according to the individual treatment plan.

## Education

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### **Master of Arts in Counseling Psychology in Marriage and Family Therapy**

Argosy University  
2008

### **Bachelors of Arts in Psychology in Psychology**

San Francisco State University  
2004

### **Doctorate in Counseling Psychology in Education**

Argosy University

## Skills

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Management (10+ years), Leadership Development (10+ years), Counseling (10+ years), Case Management (10+ years), Group Facilitation (10+ years), Sales (10+ years)



## Assessments

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### **Management & Leadership Skills: Planning & Execution — Proficient**

July 2019

Measures a candidate's ability to effectively plan and manage resources to accomplish organizational goals.

Full results: [https://share.indeedassessments.com/share\\_assignment/dfebfrl-695sby2s](https://share.indeedassessments.com/share_assignment/dfebfrl-695sby2s)

### **Data Analysis — Familiar**

August 2019

Measures a candidate's skill in interpreting and producing graphs, identifying trends, and drawing justifiable conclusions from data.

Full results: [https://share.indeedassessments.com/share\\_assignment/bkech036aelygt6w](https://share.indeedassessments.com/share_assignment/bkech036aelygt6w)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

### Profile

Denard \_\_\_\_\_ Ingram \_\_\_\_\_  
 First Name Middle Initial Last Name

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 Email Address

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 Primary Phone

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 Alternate Phone

City & County of San Francisco \_\_\_\_\_  
 Employer Job Title

Social Worker

### Which Boards would you like to apply for?

Housing, Residential Rent and Relocation Board: Appointed

### Interests & Experiences

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

As an Oakland resident, I feel it is extremely important to have representation on the Oakland commissions and boards that reflect the communities these bodies seek to serve. My advocacy spans a range of issues including mental health education/awareness, police reform, voting rights, income equality and self-sufficiency programs, food and housing security, LGBTQ rights, healthcare reform, improving Bay Area transit, and even women's rights; particularly defending a woman's right to choose abortion. As a Black, openly bisexual Man living with a mental disorder in this country, I have first-hand experience with many of these issues. My completion of a BA and MA in the field of psychology, coupled with my professional experience gained from various social service roles further supplement said first-hand experience. I have absolutely no doubt that I would be a valued asset to the commissions for which I am seeking appointment, as well as to the goals that Mayor Schaaf has for the City of Oakland.

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[Updated\\_Resume.doc](#) \_\_\_\_\_  
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I Agree \*



## Education

The Chicago School of Professional Psychology  
Chicago, IL

**June 2024** *Master of Arts in Counseling Psychology, Substance Abuse Concentration*

The Chicago School of Professional Psychology  
Chicago, IL

**June 2012** *Master of Arts in Psychology, Child & Adolescent Concentration*

**Thesis:** *Getting to know applied behavior analysis: The functional behavioral assessment*

Rollins College  
Winter Park, FL

**December 2009** *Bachelor of Arts in Psychology*

## Professional Experience

### Undesignated Board Member; Board Chair

Oakland, CA

City of Oakland Housing, Residential Rent, and Relocation Board

*September 2021 - Current*

- Enforces the Rent Adjustment Ordinance that is set by the Oakland City Council, and fosters fair housing for a diverse population of rent.
- Adjudicates appeals from decisions of Rent Adjustment Program hearing officers.
- Develops and amends regulations for the Oakland Rent Adjustment Program.
- Makes recommendations to the Oakland City Council, or appropriate City Council Committee, regarding residential rent, eviction, or other City housing policies.
- Serves as Chair of the 7-member Board, and the 6 alternate Board Members.

### Social Worker

San Francisco, CA

City & County of San Francisco Human Services Agency

*September 2020 - Current*

- Manage a caseload of IHSS (In-Home Supportive Services) recipients and providers
- Schedule and interview applicants to determine new or continuing service needs; conduct in-home interviews as necessary; investigate statements and information received from applicants through the use of telephone or written verification; evaluate information to establish eligibility.
- Make referrals of potential or suspected fraud cases.
- Assess, formulate and develop a service plan for client needs; develop goals and plan of action; provide case management activities including identifying and assessing client needs; coordinate and monitor services; prepare reports and reassessments; advise and counsel clients regarding family, economic, physical and emotional situations.
- Refer applicants, clients and the general public to other agencies according to established policies; coordinate services with public and private agencies and community resources.
- Establish and maintain complete files; document case files as necessary; maintain narratives on assigned cases.
- Study and evaluate case records of recipients to determine conformance with established legal provisions, policies, procedures, interpretations, and instructions to determine further courses of action.

**Employment & Training Specialist II**

San Francisco, CA

City &amp; County of San Francisco Human Services Agency

*April 2020 - September 2020*

- Manage a caseload and perform case management services, which include developing and implementing training and employment plans and monitoring client progress, and, as required, apply sanctions for lack of compliance with program requirements.
- Interview clients regarding economic, family, physical and emotional situations, assess need for services and refer clients to appropriate resources such as CalWORKs, Family Stabilization, mental health or domestic violence services and others.
- Assist clients in completion of application, forms and reports; review and evaluate applications for completeness and accuracy.
- Conduct orientation sessions to explain relevant policies, procedures, regulations, and requirements of the program to new clients and the public.
- Evaluate clients' educational background and work history; identify training and vocational goals; design an appropriate employment plan.
- Authorize support services such as transportation and childcare to assist clients in resolving barriers to employment. Refer clients to other agencies according to established policies; coordinate service with public and private agencies and community resources.

**Health Worker II**

San Francisco, CA

City &amp; County of San Francisco Dept. of Homelessness and Supportive Housing

*December 2019 - April 2020*

- Administers the policies and procedures of the Homeward Bound Program.
- Transport clients to the local Greyhound bus station for departure to their city and state of origin.
- Conducts outreach and informational presentations at emergency shelters, homeless resource centers, and supportive housing sites.
- Conducts intake assessment to determine client's ability to travel outside of San Francisco.
- Maintains all client data to track outcomes.

**Human Resources Administrative Support I**

Oakland, CA

Alameda County Human Resource Services Department

*October 2019 - November 2019*

- Read and interpreted complex rules and procedures related to the recruitment and selection process and general HR practices.
- Performed recruitment efforts for the Alameda County Registrar of Voters 2020 election process.
- Planned and coordinated large scale recruitment examinations that require excellent time management, scheduling, and organizational skills.
- Communicated technical related information to non-technical users, and to the general public.

**Human Services Caseworker**

Chicago, IL

Illinois Department of Human Services (IDHS)

*September 2013 - May 2019*

- Utilized the Integrated Eligibility System (IES) to perform professional case management activities involved in determining eligibility for, and providing public assistance services available from IDHS as well as auxiliary state, local



and federal programs such as, Supplemental Nutrition Assistance Program (SNAP), Medicaid, Temporary Assistance to Needy Families (TANF), and Aid for the Aged, Blind, and Disabled (AABD), as defined by IDHS policy and Title 89 administrative codes.

- Provided assistance with resolving IES-related issues throughout the Northwest Local Office with regard to determining eligibility for IDHS assistance programs.
- Worked in specialized SNAP Employment & Training (E&T) unit, handling holistic needs assessments of low-income, and marginalized populations; and overseeing initial reconciliation hearings to determine eligibility for continued receipt of, or the termination of benefits.
- Researched incarceration statuses at both the county, and State levels; as well as reviews court-ordered child support obligations.
- Evaluated low-income client's level of work preparedness; determining appropriate level of training/services necessary to attain self-sufficiency; connecting clients with public and private community resources for employment and training in compliance with Federal Food and Nutrition Service (FNS) and IDHS E&T policies.
- Identified any psychosocial barriers to program participation, and makes necessary referrals for services such as housing assistance, vocational rehabilitation, substance abuse treatment, medical evaluations, etc.
- Reviewed correspondence from medical providers, and community organizations to determine clients' eligibility for exemption from the SNAP E&T policies.
- Troubleshoot issues specifically related to the deployment of IES, and the implementation of SNAP E&T programs, as well as Workforce Development policies and procedures.
- Communicated with community based organizations contracted with IDHS to ensure client participation in job placement and, vocational training programs; as well as to ensure provider adherence to contractually-obligated services and procedures.
- Recommended various policy, and Local Office operation procedural changes to better assist with the implementation of all statutes, regulations, rules, and programs requirements administered at the Northwest Local Office.

### **Child Welfare Specialist**

Chicago, IL

Illinois Department of Children & Family Services (IDCFS)

August 2016 - May 2017

Supervisor: *Celestine Williams*

- Conducted interviews with clients and other professional personnel to obtain the necessary information for an assessment of the conditions, needs, and issues to engage the client(s) in the development of a specific service plan(s).
- Determined needs and placement of children
- In collaboration with service providers, assisted families in developing and implementing individual service plans.
- Participated in administrative case reviews.
- Prepared court reports, and testified in court hearings.
- Recommended permanent plans for the child(ren) to the court, including termination of parental rights if necessary.
- Provided direct service intervention to accomplish permanent plans for children, and families.
- Conducted home visits of potential foster placements, and/or temporary guardians to assess whether living arrangements were acceptable for the child(ren) as defined by Agency policy, and Illinois laws.

**Court Appointed Special Advocate (Volunteer)**

Chicago, IL

Court Appointed Special Advocates of Cook County (CASA)

*January 2013 – August 2017*

- Appointed to child welfare case by a presiding Judge.
- Acted as first-hand expert on the individual needs of abused and neglected children in foster care.
- Served as a fact-finder for the judge by thoroughly researching the background of the assigned case
- Spoke on behalf of the child in the courtroom, representing his or her best interests
- Acted as a monitor for the child for the duration of the case, ensuring it's brought to a swift and appropriate conclusion
- Coordinated communication between all stakeholders involved with the case including birth parents, child(ren), foster parents, attorneys, guardian ad litem, caseworkers, Child Protective Services representatives, etc.
- Prepared detailed reports on case findings, and makes recommendations regarding placement for the child(ren) to be submitted to the Judge.

**ABA Behavior Therapist (Care Team Member)**

Chicago, IL

Autism Home Support Services (AHSS)

*February 2013 – September 2013*

- Provided structured one-on-one instruction to school-aged children diagnosed with Autism Spectrum Disorders (ASD), and other Developmental Disorders or behavioral issues in the home, school, and/or other community settings.
- Utilized Applied Behavior Analysis (ABA) techniques to maintain or further skills outlined in child's Individual Education Plan (IEP) and AHSS Care Plan.
- Collected objective data on client's progress to inform individualized program goals and quality of care.
- Worked collaboratively with caregivers to increase caregiver participation in meeting client's treatment goals.
- Utilized counseling skills to highlight other areas of concern, and recommend additional mental health services.

**Program Assistant**

Spring Laboratory – Dept. of Preventive Medicine – Northwestern

University

Chicago, IL

*August 2012 – December 2012**Supervisor (PI): Dr. Bonnie Spring, PhD, ABPP*

- Independently responded to and composed correspondence.
- Created and maintained standard spreadsheets and databases.
- Verified and approved appropriateness and accuracy of sponsored and non-sponsored account charges.
- Managed Principle Investigator (PI)'s and Department calendars.
- Organized and coordinated events which included creating timelines.
- Coordinated complex itineraries involving domestic and/or international travel, etc.
- Screened and prioritized incoming calls, and responded to inquiries.
- Researched information to resolve problems or issues.
- Processed invoices, purchase requisitions, and reimbursements for travel expenses.
- Maintained a record of budget reconciliations on a monthly basis for sponsored and non-sponsored accounts, reviewed budget statements, investigated and resolved discrepancies; and prepared budget reports and spreadsheets
- Represented PI in routine situations with various levels of personnel both internally and externally, and various media outlets.
- Managed PI's membership to various professional organizations.

**Interim Co-Program Coordinator**

McGaw Northwestern Family Medicine Residency Program

Chicago, IL

*May 2012 - August 2012**Supervisor: Dr. Deborah Edberg, MD*

- Managed the day-to-day administrative functions of the residency program.
- Monitored and maintain the program for upgrades and enhancements, providing recommendations to the program directors.
- Scheduled and coordinates clinical rotations and evaluations.
- Ensured program compliance with guidelines and regulations of accreditation bodies, and grant stipulations.
- Maintained and update Family Medicine Residency Program marketing materials.
- Coordinated travel arrangements for program director, faculty, and residents.
- Responsible for program director's calendar.
- Facilitated partnerships between the residency program, local community organizations, and external physicians.
- Assisted with preparation and organization of incoming resident's month-long orientation.
- Processed reimbursement requests for qualifying resident and faculty expenses.
- Supported resident curriculum and rotation development.
- Scheduled and coordinate continuing education conferences for residents.
- Represented the residency program and its partnership between Northwestern University, Northwestern Memorial Hospital, Norwegian American Hospital, and Erie Family Health Center as a Teaching Health Center (THC).
- Provided support to the Program Directors, Faculty, and Residents.

**Clinical Research Assistant**

University of Illinois, Chicago - Urban Youth Trauma Center

Chicago, IL

*September 2011 - May 2012**Supervisor: Dr. Jaleel Abdul-Adil, Ph.D.*

- Conducted interviews with school-age children and adolescents ages 7-18 exposed to community violence.
- Assessed the presenting trauma-related effects of community violence using various assessment tools (APQ, UCLA PTSD Index, TSCC-A, YSR, CREV), and any related substance abuse.
- Assisted in the dissemination of evidence-based, trauma-informed best practices for addressing community violence.
- Performed data management and analysis using statistical analysis software (SPSS, RedCAP)
- Recruited study participants; reviewed and obtained informed consent; scheduled study visits with participants; conducted interviews; scored test results; collected survey data; and reviewed medical records.
- Maintained detailed records of results which included collecting, extracting and entering data; and preparing basic charts and graphs.
- Performed scientific literature searches in support of research; and completed portions of grant applications and documents associated with current local, state, and federal regulatory guidelines, requirements, laws and research protocols.
- Participated in various scholarships efforts including data mining, poster presentations and scholarly journal submissions.

**Special Assistant to the Director**

State of Illinois - Governor's Office of Early Childhood

Development

Chicago, IL

*March 2011 - May 2011**Supervisor: Shannon Christian & Grace Hou*

- Served as a special assistant to the Director of the Governor's Office of Early Childhood Development and the Deputy Chief of Staff for Education.

- Performed highly responsible administrative functions relating to administrative and operational issues.
- Provided input into the development and coordination of statewide operational policies and procedures relating to early childhood development.
- Recommended new and revised methods for addressing statewide goals and objectives administered by the Governor's Early Learning Council.
- Served as liaison between the Governor's Office of Early Childhood Development and the Illinois Interagency Council on Early Intervention.
- Coordinated and conducted a variety of special projects and data analysis related to the Governor's Early Learning Council and the Office of Early Childhood Development.

**Assistant Program Coordinator, Open Door Program** Illinois Department of Human Services  
Chicago, IL

*August 2010 - May 2011*

*Supervisors: Charlene Anthony & Grace Hou*

- Provided immediate and comprehensive services for at-risk adults, seniors, adolescents, and disabled customers presenting with multiple general and emergency needs such as homelessness, mental health and substance abuse needs, and vocational training.
- Conducted comprehensive needs assessments to determine individual and/or family eligibility for services offered through State, Federal, and local/private agencies.
- Assisted customers in developing their Individualized Service Plans, and establishing obtainable and realistic self-sufficiency goals and objectives.
- Supervised and trained program caseworkers in program operations and case management services.
- Tracked and maintained records of all financial assistance disbursed to Region 1 program customers.
- Was responsible for program file maintenance and electronic database management.
- Performed budget analysis by assessing quarterly reports, and prepares Region 1 monthly activity reports and monthly expense reports
- Coordinated the necessary services and referrals for Region 1 program customers presenting with a specific need such as substance abuse services, mental health services, and public assistance.
- Developed and maintained cooperative working agreements with local community and private agencies for service referrals.
- Conducted internal case audits, and reviews to evaluate employee performance, efficiency, and time management skills.

**Behavior Technician** Behavior Associates of Central Florida  
Winter Park, FL

*January 2010 - June 2010*

*Supervisor: Maria Ruiz, Ph.D., BCBA-D*

- Completed post-Bachelors practicum fieldwork with children ages 3-9 diagnosed with autism spectrum disorder (ASD).
- Provided in-home intensive behavioral intervention training using a 1:1 and/or 2:1 instructor to child model.
- Conducted training, functional assessments, and observations of problem behaviors in school and home settings.
- Utilized applied behavior analysis techniques to teach necessary skills based on child's treatment plans and goals; such as fluency in assigned tasks, and interpersonal skills.
- Trained parents in applied behavior analysis principles and techniques to facilitate continuous training in the home (e.g. proper reinforcement and punishment application).
- Worked with diagnostic team to develop treatment plans based on applied behavior analysis principles, and recommendations outlined in child's Individualized Education Plan (IEP).

**Technical Support Associate**

Rollins College - I.T. Department

Winter Park, FL

*January 2009 – June 2010*

*Supervisor: Carrie Schulz, MBA*

- Addressed I.T. related service issues of the College community submitted to the I.T. Help Desk including desktop and laptop repair, troubleshooting).
- Supervised the performance of and delegated necessary tasks for 12 student works daily.
- In conjunction with senior I.T. administrators, developed policy/best practice procedures with regard to making daily operations more efficient, cost-effective, and eco-friendly.
- Conducted software and hardware repairs for College issued computers.
- Served as Inventory coordinator for the Dept. and maintained the department’s asset database; and researched ways to increase department efficiency and accuracy in daily operations.

**Professional Affiliations**

**Association for Behavior Analysis International (ABAI), Graduate Student Member**  
Chicago, IL

**Illinois Psychological Association (IPA), Graduate Student Member**  
Chicago, IL

**Illinois Psychological Association of Graduate Students (IPAGS), Graduate Student Member**  
Chicago, IL

**Leadership & Community Service**

**Learn and Serve Leader Fellowship, Fellow** The Chicago School of Professional  
Psychology Chicago, IL

**Chi Psi Fraternity, Member** Rollins College – Alpha Mu Delta  
Winter Park, FL

**Skills**

**Computer**

Advanced in MS Office Suite and Novell.

Knowledgeable in Windows and Mac operating systems.

Skilled in laptop and PC hardware repairs, specifically Dell and Lenovo.

Knowledgeable in both Mac and PC software repairs.

SPSS/PASW

Typing Speed: 56 WPM

  
CITY ATTORNEY'S OFFICE

## OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C.M.S.

INTRODUCED BY  
MAYOR SHENG THAO

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**A RESOLUTION CONFIRMING THE MAYOR'S REAPPOINTMENTS OF DENARD INGRAM AS AN UNDESIGNATED REPRESENTATIVE AND MERIKA GOOLSBY AS AN ALTERNATE TENANT REPRESENTATIVE AND APPOINTMENTS OF CHRIS JACKSON AS A LANDLORD REPRESENTATIVE AND DEMITRI TAYLOR AS AN ALTERNATE LANDLORD REPRESENTATIVE 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 undesignated 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 Sheng Thao has reappointed Denard Ingram and Merika Goolsby and appointed Chris Jackson and Demitri Taylor to serve 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 appointments and reappointments to the Housing, Residential Rent and Relocation Board:

**Denard Ingram**, Undesignated Representative, Term: February 12, 2024 - February 11, 2027. Filling the seat that was previously held by himself.

**Chris Jackson**, Landlord Representative, Term: February 12, 2024 - February 11, 2027. Filling the seat that was previously held by Demitri Taylor.

**Merika Goolsby**, Alternate Tenant Representative, Term: February 12, 2024 - February 11, 2027. Filling the seat that was previously held by herself.

**Demitri Taylor**, Alternate Landlord Representative, Term: February 12, 2022 - February 11, 2025. Filling the vacant seat that was previously held by Kathleen Sims.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FIFE, GALLO, JENKINS, KALB, KAPLAN, RAMACHANDRAN, REID AND  
PRESIDENT FORTUNATO BAS

NOES –

ABSENT –

ABSTENTION –

ATTEST: \_\_\_\_\_  
ASHA REED  
City Clerk and Clerk of the Council of the  
City of Oakland, California