



**THE HONORABLE SHENG THAO • MAYOR OF OAKLAND**

CITY HALL • 1 FRANK H. OGAWA PLAZA • OAKLAND, CALIFORNIA 94612 • (510) 238-3141 • [SThao@OaklandCA.Gov](mailto:SThao@OaklandCA.Gov)

**Letter of Appointment**

March 1, 2023

Dear President Bas 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:

**Commission on Aging**

**Asha Beene-Clark**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by herself.

**Jennifer Seibert**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by herself.

**Dennis Blake Spears**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by Bryan Ricks.

**Lenore McDonald Gunst**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by Martha Scott.

**Tydia Hill**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by Tomye Neal Madison.

**Ristina Ingram**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by Shannon McDonnell.

**Suzi Kalmus**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by Jacqueline Phillips.

**Patricia Osage**, to the Commission on Aging to serve a three-year term beginning on September 2, 2022 and ending on September 1, 2025, filling the seat previously held by Cheryl Moore.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Sheng Thao". The signature is fluid and cursive, with the first name "Sheng" and last name "Thao" clearly distinguishable.

Mayor Sheng Thao

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## Profile

Jennifer

First Name

Seibert

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Home: (510) [REDACTED]

Primary Phone

Home: (510) [REDACTED]

Alternate Phone

Association of Bay Area  
Governments/The Metropolitan  
Transportation Commissio

Employer

Employee and Retiree Benefits  
Program Manager

Job Title

## Which Boards would you like to apply for?

Commission on Aging: Appointed

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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.

My qualifications are based on a career in benefits administration for first in class local employers who service the medical insurance needs of an aging workforce. Through my career, I have assisted retirees by • Advocating for and with them in navigating access to medical resources • Assisting them to understand their rights as consumers of health • Re-iterating the necessity to be proactive about estate planning • Promoting awareness of community and employer-sponsored resources • Engaging them in their fiscal and physical well-being give prevailing circumstances • Developing user friendly information to support their decision making • Leveraged corporate relationships and partnerships to deliver products and products targeted to the needs and comprehension levels of a generation who may not be tech saavy. • Developing opportunities to partner with Medicare and Social Security outreach programs to provide workshops and platforms for retirees to voice concerns and resolve complex eligibility and billing problems • Reminding retirees that they are life-long learners and who make viable and valuable contributions to society I have deep commitment and passion to ensure that our seniors receive the level of service and access to resources to prolong their self-value as community citizens and that they proudly receive the rights and benefits to which they are entitled. I look forward to exploring, introducing and promoting partnerships needed to service our seasoned citizens.

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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.***

[Aging.docx](#)

Upload a Resume

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

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Summary of Professional Experience I am a seasoned, solution-driven and forward-thinking human resources professional with over 10 years of management experience. I serve as a subject matter expert and business partner to executive and management teams where I recommend, develop, implement, administer policies, labor contracts, and develop employee and retiree empowerment opportunities relative to the delivery and consumption of benefits information and services. I promote engagement while ensuring that outcomes are aligned with the mission and goals of the organization. I collaborate with internal and external service partners to drive effective organizational development and to ensure compliance with prevailing laws and regulations covering the employment life-cycle. I have experience in collaborating in the development of business strategies, and completing high-level projects with the objective of attaining optimal effectiveness.

Employment History

Benefits Program Manager, The Association of Bay Area Governments; Metropolitan Transportation Commission Employee and Retiree Benefits Manager Peralta Community College District, 2005 – 2017 Assistant Director of Human Resources, Mills College, 1998 – 2005 Employee and Retiree Benefits Counsellor, University of California Berkeley, 1990 - 1998

- Provided clear articulation of District personnel policies, procedures, collective bargaining agreements, and applicable laws and regulations to staff, faculty, students, vendors, brokers, outside educational institutions and businesses, community representatives, and governmental agencies
- Supervised operational business service unit administering benefit services to a broad range of constituents and stakeholders
- Delivered innovative and responsive labor negotiation proposals relating to classified and faculty collective bargaining
- Developed, designed, administered and implemented the District's health and welfare benefits for over 3500 active and retired employees
- Managed \$20m annual benefits budget; provide recommendations and cost/benefit analysis for plan design and total compensation changes
- Developed strategic communications through the use and integration of various contemporary media resources
- Resolved claims and customer service issues, vendor billing issues
- Administered/coordinated regulations regarding the Affordable Care Act, COBRA, Family Medical Leave Act; stay abreast of developments and changes in laws in the benefits, leaves, defined benefit and contribution plans
- Lead in participatory governance on a variety of institutional issues including employee relations, human resources administration, new employee programs, collective bargaining agreements, employee grievances and related human resources topics

Assistant Director of Human Resources-Mills College, 1998-2005

- Employee Relations - Provided support to managers on a wide range of employee relations issues in the span of employment from hiring to discharge. Manage protected and unprotected leaves of absence. Represent the College in hearings and litigation. Provide employee and supervisorial counseling regarding employee discipline actions. Effect progressive disciplinary cycle.
- Union Negotiations – Implemented Collective Bargaining Agreement provisions for unionized employees.
- Benefits - Responsible for operational activities related to accurate and timely benefits processing, vendor bills reconciliation, group insurance contract negotiations, and administration of group elective and non-elective benefits; coordinate annual open enrollment activities; handle workers compensation and other disability benefits · administered by third party administrators.
- Policy Analysis - Reviewed legislative changes affecting current business practice, recommend and effect internal changes to remain consistent and compliant with regulations
- Communications-Developed and disseminated information to employees regarding external changes affecting the internal practices or policies
- Training & Development - Leveraged College vendor relationships to provide regular and on-going training and educational opportunities to all employees. Implement annual training plan on topics such as retirement plan investing, workers compensation, ergonomic safety.

Department Benefits Counsellor, University of California Berkeley, 1990-1998

- Participated in the communication strategy and development to over 10,000 campus employees
- Implemented policies and procedures established by the governing body, the Office of the President
- Coordinated on-boarding off-boarding activities for faculty, staff and short term employees and students
- Demonstrated comprehensive understanding of prevailing local, state and federal regulations affecting the employee life-cycle and relative employer responsibilities.
- Served as Human Resources Business Partner for over 100 academic and service units on on-boarding and off-boarding protocols and arising employment life cycle issues
- Developed and delivered variety of employee-centered workshops to promote empowerment and information exchange for a wide range of campus based initiatives

Committee Memberships

- Alameda County Public Sector Health Care Task Force: 2015 - present
- Peralta Management Development Leadership Academy: 2016-2017
- Peralta Chancellors Leadership Succession Program: 2009-2010

Professional Affiliations & Memberships

- Association of Chief Human Resources Offices, member (ACHRO), 2011-Recipient of 2015 Outstanding

Administrator Award in recognition of outreach and growth of ACCCA membership. • California Public Employee Relations Association (CALPELRA), member 2016 • Society of Human Resources Management (SHRM), member 2015, Certification in progress • Association of California Community College Administrators, member and Peralta District Campus Representative, 2007 Education & Professional Designations • B.A. Mass Communications, University of California - Berkeley • California Health and Disability Brokerage License, 2016

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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 \*

# **Jennifer Benford Seibert**

## **Summary of Professional Experience**

I am a seasoned, solution-driven and forward-thinking human resources professional with over 10 years of management experience. I serve as a subject matter expert and business partner to executive and management teams where I recommend, develop, implement, administer policies, labor contracts, and develop employee and retiree empowerment opportunities relative to the delivery and consumption of benefits information and services.

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- Lead in participatory governance on a variety of institutional issues including employee relations, human resources administration, new employee

- Oakland, CA 94605 - (510) -

@hotmail.com

programs, collective bargaining agreements, employee grievances and related human resources topics

***Assistant Director of Human Resources-Mills College, 1998-2005***

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- Policy Analysis - Reviewed legislative changes affecting current business practice, recommend and effect internal changes to remain consistent and compliant with regulations
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- Society of Human Resources Management (SHRM), member 2015, Certification in progress
- Association of California Community College Administrators, member and Peralta District Campus Representative, 2007

### ***Education & Professional Designations***

- B.A. Mass Communications, University of California - Berkeley
- California Health and Disability Brokerage License, 2016



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## Profile

Asha

First Name

A

Middle Initial

Beene-Clarke

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Mobile: (510)

Primary Phone

Business: (510)

Alternate Phone

Satellite Affordable Housing  
Associates (SAHA)

Employer

Resident Services Supervisor

Job Title

## Which Boards would you like to apply for?

Commission on Aging: Appointed

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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.

Dear Mr. Scott Means, The purpose of this letter is to introduce myself and my interest in joining the City of Oakland's Commission on Aging. I have been committed to providing service to underserved populations for over sixteen years. In the last 12 of those years, this service has been specifically focused on seniors with the development of innovative programming, training and leadership, and the delivery of collaborative services at the affordable housing non-profit organization, Satellite Affordable Housing Associates (SAHA). It is my intention to bring my knowledge, experience and skills to the city that I not only call home, but I believe has the potential to be a leader in providing new innovative systems of support for aging populations in the Bay Area. Aging can and should be an empowering experience that is embraced, respected and treated with dignity. With the changing landscape of what a senior looks like in our society, Oakland has an opportunity to be a leading community in demonstrating supportive senior networks and restructuring how essential systems share information to support the health and well-being of an aging individual. I will bring my strengths in leadership, vision, collaboration and strategic development. Some examples of successful outcomes of my efforts are listed below:

- Designed and implemented a Community Engagement Program to provide older adult residents living in affordable housing a wide range of enriching, engaging and educational opportunities (including intergenerational programming, community gardening, creative arts, civic engagement) that met desired outcomes;
- Achieved a 99% rating on the most recent Resident Satisfaction Survey;
- Overseen the delivery of services of up to 17 properties (approximately 750 seniors) and developed formal collaborations with appropriate program partners in Alameda and Contra Costa counties.

I look forward to assisting the Commission in developing supportive networks that meet the diverse needs and interests of seniors that provides them the dignity and ability to age in place. I'd be delighted to have an opportunity to learn more about how I could possibly serve on this Commission and our aging community in Oakland. Thank you for your time. I look forward to hearing from you. Regards, Asha Beene-Clarke

***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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Upload a Resume

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

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Asha Beene-Clarke [REDACTED] Oakland CA 94602 Email: [REDACTED].net EDUCATION Emory University May 1999 Bachelor of Arts, Psychology/Sociology Atlanta, Georgia RELATED WORK EXPERIENCE Satellite Affordable Housing Associates, SAHA April 2015-Present Berkeley, California Resident Services Supervisor Dual responsible position that promotes the welfare of SAHA residents by providing general case management, resource referral and linkage services, as well as, supervising and supporting a team of 4- 7 Service Coordinators. • Provide non-clinical case management and referral services to all residents; securing social services such as health, welfare, transit, and wellness education programs designed to boost quality of life for SAHA residents; • Perform dynamic and personally-tailored outreach to residents to assure that no one falls through the gaps; helps educate other staff as well as residents on service availability, application procedure, client rights, etc; • Collaboratively address, monitor, and provide follow-up for resident needs and goals; • Document all statistics, assessments, action plans and results in resident case files maintained in a secure web-based database; • Work closely with the Volunteer and Activity Coordinators to expand and develop opportunities and to increase social, educational and physical activities and programming at the sites; • Establish and develop formal collaborations with appropriate program partners in Alameda and Contra Costa counties; • Attend and be prepared to participate at all required leadership meetings; • Develop department and agency wide training content and facilitate meetings, both internally and in coordination with external partners; • Participate in strategic planning and goal setting for the department; • Develop policy and procedure manuals for the department; • Partner with Property Managers and Supervisors on property related issues concerning residents and staffing. • Establish constructive relationships with company staff, community agencies, volunteers, and partner organizations; • Coordinate with internal departments, including Property Management, Development to incorporate new or existing programming into the portfolio; • Work collaboratively with Resident Services and Property Management staff to be responsive to the needs on the residential community; • Create assessment tools to obtain desired outcomes for the Community Engagement program; • Provide trainings and/or presentations for staff and program partners; Satellite Affordable Housing Associates, SAHA October 2007-2014 Community Engagement Program Berkeley, California Community Engagement Manager Design and implement an Community Engagement Program to provide older adult residents living in affordable housing a wide range of enriching, engaging and educational opportunities that meet desired outcomes. • Establish and develop formal collaborations with appropriate program partners in Alameda and Contra Costa counties; • Oversee program delivery, management, and reports; • Coordinate with internal departments, including Property Management, Development to incorporate new or existing programming into the portfolio; • Work collaboratively with Resident Services and Property Management staff to be responsive to the needs on the residential community; • Create assessment tools to obtain desired outcomes for the Community Engagement program; • Provide trainings and/or presentations for staff and program partners; • Supervise personnel; • Recruitment and retention of program participants; • Develop residential and community marketing materials to support all activities, projects, and events; • Ensure program information and data is communicated to program partners as needed; • Develop a wide range of feasible and culturally competent intergenerational activities, projects, and events for older adults; Satellite Housing, Inc. September 2006-September 2007 Jumpstart East Bay Older Adult Corps Program Berkeley, California Site Manager Execute an intergenerational pilot program engaging older adult volunteers to work one on one with preschool children from low-income backgrounds. This position included the following responsibilities: • Planned and managed the recruitment process of older adult volunteers, age 55+; conduct the interview and selection process of volunteers to participate in the program; • Facilitated, modified and adapted a college training series focused on language, literacy and social initiative to be appropriate for older adult volunteers; • Built and managed Program Partner relationships while cultivating external stakeholder relations to ensure sustainability and success of the program in the community; • Provided support, coaching and feedback to assist older adult volunteers to

Asha A Beene-Clarke

teach and connect with their partner child within the preschool classroom; • Led and supported curriculum planning meetings to monitor the quality of team collaboration, meeting facilitation and the design of the curriculum implemented in the classroom; • Provided all volunteers with systematic supervision and support while maintaining consistency, responsiveness and use of situational management techniques; • Prepared and submitted reports on site fiscal and programmatic performance; ensured the site is meeting all quality standards requirements; San Francisco Unified School District January 2005-September 2006 Bayview Hunter's Point Family Literacy Program San Francisco, California Program Director Managed all phases of implementation and operation of the Bayview Hunter's Point Family Literacy Program which included: • Managed Program budget by preparing and planning, controlling of expenditures and securing outside resources by active involvement in fund-raising and developing cooperative programs with partners/collaborators; • Established and maintained a strong and effective outreach program by developing solid working relationships with community organizations, educational agencies, community residents, and the partnership advisory board; • Developed, planned and coordinated educational activities, events and support services for at-risk children and their parents that promote participation and cooperation in the program components; adult education, parent education, early childhood education, parent and child interactive educational activities and home or center based visits; • Hired and supervised staff. Developed and implemented a professional development plan for the staff. Clarke & Associates September 1999-2010 Santa Rosa, California Grant Writer • Assist in the development of Upward Bound and student Support Services grants for universities, colleges, and non profit organizations; • Attend federal and Council for Opportunity in Education (COE) grant workshops for updates on grant requirements and procedures; • Work with clients to understand federal guidelines, procedures and policies.

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**Please click the acknowledgement below.**

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☒ I Agree \*

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## Profile

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Lenore

First Name

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McDonald

Last Name

Middle Initial

---

Email Address

---

Street Address

---

City

---

Suite or Apt

---

State

---

Postal Code

---

Mobile: (415)

Primary Phone

---

Home: (415)

Alternate Phone

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Self-Employed

Employer

---

Community Outreach Consultant

Job Title

## Which Boards would you like to apply for?

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Commission on Aging: 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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Aging safely and securely in Oakland is my goal and my passion. As an active senior, I am excited about the work of the Mayor's Commission on Aging to make Oakland an "age-friendly" community. Following a 10-year tenure, I recently retired from Center for Elders' Independence, a specialty healthcare provider that enables independence and well-being for Oakland's frail older adults; I fully appreciate that the needs of seniors range from simple to complex - but we all want the same thing: to continue living in our homes and communities in Oakland for as long as possible. Since 2016, I have represented CEI and worked closely with Oakland Adult & Aging Services and the Mayor's Commission on Aging to join the AARP Livable Communities network and engage with older adults throughout all 7 Council districts to hear what they love about living in Oakland and what their challenges are. We have made significant strides over the past 6 years to develop and implement plans to create more awareness about seniors needs, challenges and wishes and to mobilize City Council Members and Staff and other community groups and business leaders to help address them. I would like to continue this work as a Commissioner. Simultaneously, I have represented CEI on the Alameda County Age-Friendly Council and supported the efforts as other cities successfully join the AARP network and leveraging the experience and success we have had in Oakland. Additionally, I am also personally interested in bicycle and pedestrian safety and am an enthusiastic senior cyclist. I was recently appointed to the Alameda County Transit Commission Independent Watchdog Committee overseeing Measures B/BB which funds many of OakDOT's projects and planning improvements. I am a champion for bringing forward the needs of older adults and persons with disabilities in all I do and feel I can effectively advance the mission of the Mayor's Commission on Aging. Thank you for your consideration.

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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.***

[MCOA\\_Application\\_L\\_McDonald\\_Resume\\_April\\_2022.pdf](#)

Upload a Resume

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

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Resume Lenore M. McDonald [REDACTED]@gmail.com Government Relations and Fundraising Professional, Semi-Retired 415 [REDACTED] <http://www.linkedin.com/in/lenoremcdonald> Professional and Personal Mission: To initiate, inform and support legislation, programs, electeds and funders to bolster older adults' ability to live independently and safely in their communities as they age. Current Engagement Center for Elders' Independence 2021-Present Consultant, Community Outreach and Government Relations Update, advocate and educate legislators, city and county officials in Alameda and Contra Costa Counties about the health, safety and social services needed by older adults to live safely and independently in their homes and communities. Key initiatives: Alameda County Age-Friendly Council, PACE & Supportive Housing Services for At-Risk and Formerly Homeless Older Adults. I am currently working with the Oakland Commission on Aging on the development and implementation of "Livable Oakland" - the City of Oakland's age-friendly plan as part of in the WHO/AARP's Worldwide Livable Communities Network. Previous Experience: Center for Elders' Independence 2011 – 2021 Director of Fund Development and Government Relations Director of all planning, execution and results for fundraising, community outreach, advocacy and volunteer programs at Center for Elders' Independence (CEI), a 40-year-old not-for-profit healthcare provider of the Program of All-Inclusive Care for the Elderly, or PACE, a Medicare-benefit healthcare program specially for frail elders. Advocated for high quality healthcare and long-term support and services to City, County and State electeds. Report to the CEO. • Guided City of Oakland's membership into the WHO and AARP Livable Communities Network • Raised \$500,000 annually in unrestricted and restricted funding • Launched CEI's PACE Corps Volunteer program in 2019 • Established and oversee a free support and education program for caregivers of older adults • Created CEI PACE Setters – internal team of co-workers to volunteer in local charity events • Represented CEI as a charter member of Alameda County Age-Friendly Council since 2017 • Co-Produced 4 Biennial Bay Area Senior Health Policy Forums • Developed RFPs and RFQs responses for service contracts in Alameda and Contra Costa Counties • Convened 100 housing, health and social services leaders and government officials, to learn about solutions to end homelessness of older adults • Served on Alameda County's Project Room Key teams to rehouse frail formerly homeless and at-risk older adults during COVID-19 pandemic • Provided 4,000 seniors with Emergency Preparedness kits during California's LISTOS campaign • Created CEI's digital literacy program and taught 100 seniors how to access the Internet and learn basic computer skills during the COVID lockdown Golden Gate University 2002 – 2011 Director of Annual Giving & Alumni Services 2004 – 2011 Planned and delivered services and solicited unrestricted gifts to 60,000 active alumni. ERP Project Manager 2002-2004 Managed the evaluation, procurement and conversion to enterprise software (Oracle 11i Suite) Dominican University of California 1993 - 2002 Director of Auxiliary Services 2000-2002 Managed campus food services; textbook sales; the room and board program for resident students; the rental and use of campus facilities for conferences, events and university activities and campus security. Project Manager, Campus Development Plan 1993-2000 Managed a complicated entitlement process to win approval of a comprehensive master plan for land development and construction of a \$9M recreation center, parking lot and site improvements. Education & Certifications: BS Business Administration, Dominican University of California (2000) Certified Project Management Professional (PMP), Project Management Institute (2002) Certified Fund Raising Executive (CFRE), Association of Fundraising Professionals (AFP) (since 2011) Certified Regenerist Practitioner, The Regenesys Institute (2020) Community Engagement: Cardea Health, Board of Directors, 2021 – Present Alameda County Transit Commission Independent Watchdog Committee – January 2022-present League of Women Voters of Oakland Board of Directors, 2020-2021 San Francisco Bicycle Coalition Board of Directors (2009-2012) and Volunteer, Present GALS WITH GEARS, Leader/Organizer (800+ members Meetup) for women aged 50+ (2015 – Present) Association of Fundraising Professionals - Volunteer & Board of Directors (2012 - Present) Marin County Commission on Aging, Appointed by District 2 County Supervisor Katie Rice 2016-2018 NOPA VELO Bicycle Club, Co-founded a series of locally-themed bike rides in San Francisco (2008-2010) Personal Interests: I am proud to be a senior and excited by opportunities to empower and inspire people to age independently and with dignity. I grew up near Boston and I have lived in the Bay Area since 1994. I moved to Oakland in 2014. My passion is advocating for seniors and cycling. Since 2015, I have lead group bike rides as a volunteer with the San Francisco Bicycle Coalition and Bike East Bay to encourage more women 50 years and older to ride (curtailed during COVID-19). I am a trained tour guide with Adventure Cycling Association. I have two adult children. I am learning to play golf.

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Please click the acknowledgement below.

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☒ I Agree \*

## Resume

**Lenore M. McDonald**

**Government Relations and Fundraising Professional, Semi-Retired**

**<http://www.linkedin.com/in/lenoremcdonald>**

**██████████@gmail.com**

**415-██████████**

### Professional and Personal Mission:

To initiate, inform and support legislation, programs, electeds and funders to bolster older adults' ability to live independently and safely in their communities as they age.

### Current Engagement

#### **Center for Elders' Independence**

**2021-Present**

##### Consultant, Community Outreach and Government Relations

Update, advocate and educate legislators, city and county officials in Alameda and Contra Costa Counties about the health, safety and social services needed by older adults to live safely and independently in their homes and communities. Key initiatives: Alameda County Age-Friendly Council, PACE & Supportive Housing Services for At-Risk and Formerly Homeless Older Adults. I am currently working with the Oakland Commission on Aging on the development and implementation of "Livable Oakland" - the City of Oakland's age-friendly plan as part of in the WHO/AARP's Worldwide Livable Communities Network.

### Previous Experience:

#### **Center for Elders' Independence**

**2011 – 2021**

##### Director of Fund Development and Government Relations

Director of all planning, execution and results for fundraising, community outreach, advocacy and volunteer programs at Center for Elders' Independence (CEI), a 40-year-old not-for-profit healthcare provider of the Program of All-Inclusive Care for the Elderly, or PACE, a Medicare-benefit healthcare program specially for frail elders. Advocated for high quality healthcare and long-term support and services to City, County and State electeds. Report to the CEO.

- Guided City of Oakland's membership into the WHO and AARP Livable Communities Network
- Raised \$500,000 annually in unrestricted and restricted funding
- Launched CEI's PACE Corps Volunteer program in 2019
- Established and oversee a free support and education program for caregivers of older adults
- Created CEI PACE Setters – internal team of co-workers to volunteer in local charity events
- Represented CEI as a charter member of Alameda County Age-Friendly Council since 2017
- Co-Produced 4 Biennial Bay Area Senior Health Policy Forums
- Developed RFPs and RFQs responses for service contracts in Alameda and Contra Costa Counties
- Convened 100 housing, health and social services leaders and government officials, to learn about solutions to end homelessness of older adults
- Served on Alameda County's Project Room Key teams to rehouse frail formerly homeless and at-risk older adults during COVID-19 pandemic
- Provided 4,000 seniors with Emergency Preparedness kits during California's LISTOS campaign
- Created CEI's digital literacy program and taught 100 seniors how to access the Internet and learn basic computer skills during the COVID lockdown



**Golden Gate University****2002 – 2011**Director of Annual Giving & Alumni Services 2004 – 2011

Planned and delivered services and solicited unrestricted gifts to 60,000 active alumni.

ERP Project Manager 2002-2004

Managed the evaluation, procurement and conversion to enterprise software (Oracle 11i Suite)

**Dominican University of California****1993 - 2002**Director of Auxiliary Services 2000-2002

Managed campus food services; textbook sales; the room and board program for resident students; the rental and use of campus facilities for conferences, events and university activities and campus security.

Project Manager, Campus Development Plan 1993-2000

Managed a complicated entitlement process to win approval of a comprehensive master plan for land development and construction of a \$9M recreation center, parking lot and site improvements.

**Education & Certifications:**

BS Business Administration, Dominican University of California (2000)

Certified Project Management Professional (PMP), Project Management Institute (2002)

Certified Fund Raising Executive (CFRE), Association of Fundraising Professionals (AFP) (since 2011)

Certified Regenerist Practitioner, The Regenes Institute (2020)

**Community Engagement:**

Cardea Health, Board of Directors, 2021 – Present

Alameda County Transit Commission Independent Watchdog Committee – January 2022-present

League of Women Voters of Oakland Board of Directors, 2020-2021

San Francisco Bicycle Coalition Board of Directors (2009-2012) and Volunteer, Present

GALS WITH GEARS, Leader/Organizer (800+ members Meetup) for women aged 50+ (2015 – Present)

Association of Fundraising Professionals - Volunteer & Board of Directors (2012 - Present)

Marin County Commission on Aging, Appointed by District 2 County Supervisor Katie Rice 2016-2018

NOPA VELO Bicycle Club, Co-founded a series of locally-themed bike rides in San Francisco (2008-2010)

**Personal Interests:**

I am proud to be a senior and excited by opportunities to empower and inspire people to age independently and with dignity. I grew up near Boston and I have lived in the Bay Area since 1994. I moved to Oakland in 2014. My passion is advocating for seniors and cycling. Since 2015, I have lead group bike rides as a volunteer with the San Francisco Bicycle Coalition and Bike East Bay to encourage more women 50 years and older to ride (curtailed during COVID-19). I am a trained tour guide with Adventure Cycling Association. I have two adult children. I am learning to play golf.

---

## Profile

Tydia

First Name

Hill

Middle Initial

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Mobile: (510)

Primary Phone

Business: (415)

Alternate Phone

Kaiser Permanente

Employer

Administration Representative

Job Title

## Which Boards would you like to apply for?

Commission on Aging: Submitted

---

## Interests & Experiences

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

Serving as a Human Resource Analyst for Kaiser Permanente for over 5 years before transitioning into my current role, I continue to create bonds and avenues for members seeking assistance with health concerns including our seniors. I take a personal interest in servicing so many seniors with assistance in health care, benefits, transportation, open communication with physicians, and an array of other assistance to consistently and confidently affirm with all seniors that they are being taken care of in the best way possible. I know my years of experience will definitely continue to contribute to the wonderful work already displayed by the "Commission of Aging" board. Thank you.

---

***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.***

[Tydia\\_Hill\\_resume\\_2019.doc](#)

Upload a Resume

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

---

OBJECTIVE: EXPERIENCE: TYDIA J. HILL [REDACTED] Home:

[REDACTED] Email: [REDACTED].com To obtain a position which best utilizes my skills and strengths while allowing me to work in a forward thinking environment in which I can grow and enhance my abilities and adapt to the culture, as well as the company. KAISER PERMANENTE, Alameda, CA HR Analyst 06/2016 – Current • Worked diligently to become an expert in working with executive professionals in client relationship-based settings • Carefully assessed alternatives when troubleshooting difficult scenarios; sought to convey the total value of benefits and compensation to team members • Led a diverse array of HR functions: administered benefits, continuously analyzed HR policies and implemented positive changes, such as creating desk-level processes to assist Associate HR Analyst and call volume • Guided, coached and counseled team members regarding benefits questions and concerns • Called on sound judgment and initiative to resolve complex issues across all regions within the company • Proved integral in revamping new hire orientation; delivered comprehensive information in more personal formats such as small group meetings, tours, one-on-one conversations and side-by-side trainings • Processed high volumes of work during peak periods including open enrollment • Fostered and sustained positive employee relations using proactive contact methods • Advised management on organizational policy matters and suggested proactive, necessary changes • Liaised between management and employees by responding to questions, interpreting and administering contracts and resolving work concerns • Evaluated benefit plans and suggested changes in benefits offered • Paid attention to compliance and confidentiality guidelines at all times • Gained a deep understanding of preretirement programs during tenure in role, as well as expertise in benefits for non-union, non-exempt, salaried and union team members • Operated in a collaborative manner to complete a variety of special projects; organized Bring your Child to Work Day and engaged in Benefits Monthly meetings to make departmental improvements • Spearheaded case management efforts in a manner conducive to employees' stated needs • Readily and effectively resolved escalated personnel calls and inquiries • Improved transaction processes cross-functionally with Quality Assurance, Benefits Administration, Training and Team Management colleagues • Tested the design and implementation of HRIS system for user acceptance over the course of new benefit programs, such as the Kaiser Permanente national employee self-service system where staff self-enrolled in benefits • Actively supported compliance issues with confidentiality, protecting the assets of the organization in the process • Reported cases of non-compliance, always responding with ethics and integrity • Implemented new processes that allowed for more effective team meetings LIVIE AND LUCA SHOES, Emeryville, CA. Wholesale Distribution Administrator 2012-2015 • Overseeing large Petal shoe projects, and organizing them from start to finish with first determining eligibility. High confidentiality of all credit card information. • Managing excel return shoe data department. • Good written, and verbal communication, working very closely with sales reps, invoicing, creating spreadsheets for shoe lot, data coding, and picking orders for processing in BlueCherry system. • Contacting customers via email, and by phone, as well as resolving issues regarding discrepancies in customers orders. • Training incoming customer service reps, handling all incoming calls, emails regarding shoe orders, and processing returns/exchanges. JBR FOODS/ROGERS FAMILY CO, San Leandro, CA. Customer Service Administrator 2006 - 2009 • First contact for all incoming tea/coffee orders, and training new reps. • Importing Costco, and other large company orders through EDI network. • Closing credit cards, setting up new customers in Sytline, deescalating complaints. • Finalizing 2nd check of all orders to ensure accuracy, and all information is correct. \*Making sure all daily tasks by reps are completed, invoice back up, working closely with ups for shipping time and cost. CORE COMPETENCIES HR Best Practices Personnel Relations Diversity & Inclusion Performance Improvement Staff Mentoring Process & Systems Design Analytical Thinking Benefits Administration & Design EDUCATION Communication Interpersonal Skills Time Management Relationship Building HRIS applications (Salesforce/ Oracle / PeopleSoft /HCM) Microsoft Office • St. Joseph Notre Dame High School-1989 • College of Alameda: Social Science

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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.

---

☒ I Agree \*

## TYDIA J. HILL

Home: 510. [REDACTED] C [REDACTED], Oakland, CA. 94607  
Email: [REDACTED] yahoo.com

**OBJECTIVE:** To obtain a position which best utilizes my skills and strengths while allowing me to work in a forward thinking environment in which I can grow and enhance my abilities and adapt to the culture, as well as the company.

**EXPERIENCE:** **KAISER PERMANENTE**, Alameda, CA  
HR Analyst 06/2016 – Current

- Worked diligently to become an expert in working with executive professionals in client relationship-based settings
- Carefully assessed alternatives when troubleshooting difficult scenarios; sought to convey the total value of benefits and compensation to team members
- Led a diverse array of HR functions: administered benefits, continuously analyzed HR policies and implemented positive changes, such as creating desk-level processes to assist Associate HR Analyst and call volume
- Guided, coached and counseled team members regarding benefits questions and concerns
- Called on sound judgment and initiative to resolve complex issues across all regions within the company
- Proved integral in revamping new hire orientation; delivered comprehensive information in more personal formats such as small group meetings, tours, one-on-one conversations and side-by-side trainings
- Processed high volumes of work during peak periods including open enrollment
- Fostered and sustained positive employee relations using proactive contact methods
- Advised management on organizational policy matters and suggested proactive, necessary changes
- Liaised between management and employees by responding to questions, interpreting and administering contracts and resolving work concerns
- Evaluated benefit plans and suggested changes in benefits offered
- Paid attention to compliance and confidentiality guidelines at all times
- Gained a deep understanding of preretirement programs during tenure in role, as well as expertise in benefits for non-union, non-exempt, salaried and union team members
- Operated in a collaborative manner to complete a variety of special projects; organized Bring your Child to Work Day and engaged in Benefits Monthly meetings to make departmental improvements
- Spearheaded case management efforts in a manner conducive to employees' stated needs
- Readily and effectively resolved escalated personnel calls and inquiries
- Improved transaction processes cross-functionally with Quality Assurance, Benefits Administration, Training and Team Management colleagues

- Tested the design and implementation of HRIS system for user acceptance over the course of new benefit programs, such as the Kaiser Permanente national employee self-service system where staff self-enrolled in benefits
- Actively supported compliance issues with confidentiality, protecting the assets of the organization in the process
- Reported cases of non-compliance, always responding with ethics and integrity
- Implemented new processes that allowed for more effective team meetings

**LIVIE AND LUCA SHOES, Emeryville, CA.**  
**Wholesale Distribution Administrator 2012-2015**

- Overseeing large Petal shoe projects, and organizing them from start to finish with first determining eligibility. High confidentiality of all credit card information.
- Managing excel return shoe data department.
- Good written, and verbal communication, working very closely with sales reps, invoicing, creating spreadsheets for shoe lot, data coding, and picking orders for processing in BlueCherry system.
- Contacting customers via email, and by phone, as well as resolving issues regarding discrepancies in customers orders.
- Training incoming customer service reps, handling all incoming calls, emails regarding shoe orders, and processing returns/exchanges.

**JBR FOODS/ROGERS FAMILY CO, San Leandro, CA.**  
**Customer Service Administrator 2006 - 2009**

- First contact for all incoming tea/coffee orders, and training new reps.
- Importing Costco, and other large company orders through EDI network.
- Closing credit cards, setting up new customers in Sytline, deescalating complaints.
- Finalizing 2<sup>nd</sup> check of all orders to ensure accuracy, and all information is correct. \*Making sure all daily tasks by reps are completed, invoice back up, working closely with ups for shipping time and cost.

## **CORE COMPETENCIES**

HR Best Practices  
 Personnel Relations  
 Diversity & Inclusion  
 Performance Improvement  
 Staff Mentoring  
 Process & Systems Design  
 Analytical Thinking  
 Benefits Administration & Design

Communication  
 Interpersonal Skills  
 Time Management  
 Relationship Building  
 HRIS applications (Salesforce/ Oracle /  
 PeopleSoft /HCM)  
 Microsoft Office

## **EDUCATION**

- St. Joseph Notre Dame High School-1989
- College of Alameda: Social Science

---

## Profile

Suzi

First Name

Kalmus

Middle Initial

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Home: (510) [REDACTED]

Primary Phone

Mobile: (303) [REDACTED]

Alternate Phone

retired

Employer

volunteer program coordinator

Job Title

## Which Boards would you like to apply for?

Commission on Aging: Submitted

---

## Interests & Experiences

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

I have developed volunteer programs for various nonprofit organizations. this included group facilitation, friendly visitor programs, and sensitivity training in various aging facilities. I also was the Press Room Coordinator for American Society on Aging conferences. As a senior, I am well aware of the needs of seniors. I also facilitated support groups for LGBT seniors.

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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.***

[susan-kalmus-resume\\_1\\_-1.docx](#)

Upload a Resume

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

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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 \*

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## Profile

Patricia	Patricia	Osage	Osage
First Name	Middle Initial	Last Name	

[Redacted]

Email Address

[Redacted]

Street Address

[Redacted]

City

[Redacted]

Suite or Apt

[Redacted]

State

[Redacted]

Postal Code

Home: (510) [Redacted]

Primary Phone

Home: (510) [Redacted]

Alternate Phone

LIFE ElderCare

Employer

Executive Director

Job Title

## Which Boards would you like to apply for?

Commission on Aging: Submitted

---

## Interests & Experiences

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

I am currently the Executive Director of LIFE ElderCare, serving older adults in need throughout Alameda County. LIFE ElderCare's mission is to empower the aging to live with independence and interdependence by nourishing mind, body, and spirit. We believe no senior should go hungry, suffer from loneliness, or lack transportation assistance, every senior should have access to quality health and human services has the right to thrive and age in the place they call home. LIFE ElderCare (LIFE) operates using a neighborhood-focused lens. We have on board 300-350 volunteers at any given time and know that is one of the aspects that enable us to serve at the level we do. They are our "lifeblood". We also hear often that members of the community enrich their own lives when they join us in fulfilling our mission. For the first 40 years of our org's existence, we served only in the southern part of Alameda County; Fremont, Newark, and Union City. However, 7 years ago, we added the Central areas – Hayward, Castro Valley, San Lorenzo/Leandro, and other unincorporated cities – in order to meet the burgeoning need as the number of older adults has grown. After receiving request from multiple other parts of the County, we made the decision, we would provide our services anywhere in Alameda County as we were needed. As a result, we are now serving hundreds in Oakland with our Case Management, Assisted Transportation, and more. As our presence grows there, we are drawn to become closer to the good work done by The City of Oakland. To that end, I feel I could both learn from - and contribute to - the team of committed individuals that is MCOA. Thank you!

---

***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.***

[PatriciaOsage\\_CV.pdf](#)

Upload a Resume

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

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**Please click the acknowledgement below.**

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☒ I Agree \*

# Patricia Osage

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Fremont, CA 94538 - (510) [REDACTED] .org

<https://www.linkedin.com/in/patricia-osage-14648b4a>

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- Curious, creative, and analytical, with a belief in thoughtful risk-taking.
  - Strategic thinker who loves learning in service of positive change.
- 

Aug 2012- present

*LIFE ElderCare* - Alameda County, CA

## **EXECUTIVE DIRECTOR**

Responsibilities include:

- Overall strategic, financial, and operational responsibility for the agency;
- Grant research and development; preparation and management of funding proposals and awards from foundation, government, private, and corporate sources;
- Examination of outcomes in programming; intertwining metrics with experiential input for a 360° analysis of impact; adapting direction as needed;
- Collaborative implementation of both traditional and innovative service methodologies with an eye to sustainability;
- Direction of communications and outreach - in tandem with relevant program staff;
- Enhancement of agency through connections and visibility in the community and by working closely with other professional, civic and private organizations;
- Guidance and support of staff of 25 and Board of Directors.

June 2006- July 2012

*Satellite Affordable Housing Associates* – Berkeley, CA

## **DIRECTOR OF SERVICES**

Responsibilities include:

- Oversight of human services and health-focused programming in residential communities across San Francisco East Bay;
- Grant research, development, editing, submission, reporting, and tracking;
- Establishment and implementation of department logic model; measuring output and outcomes to demonstrate clear value internally, and to stakeholders;
- Assurance of equitable and quality delivery of services were to the agency's 2,500+ residents, in alignment with agency's core values;
- Development of new projects, including Living Legacy, Intergenerational Program, and Health Self-Management in partnership with local nursing colleges;
- Contract compliance and reporting;
- Development and administration of department's 2.2 million budget.

# Patricia Osage

---

June 2002- May 2006

*Tenderloin Housing Clinic- San Francisco, CA*

## **SUPPORT SERVICES DIRECTOR**

Responsibilities include:

- Administration of operations, their efficacy and their quality in human services programming for 1,300+ formerly homeless individuals living with substance use issues and chronic illnesses in SRO residential hotels;
  - Professional development and support for large team of Case Managers;
  - Case conferencing with the San Francisco City Mobile Mental Health Team;
  - Tracking outcomes data for funders and other stakeholders;
  - Leading new curriculums strategy development for individual and community change.
- 

## **EDUCATION**

**Southern Illinois University** - Bachelor of Arts, English Literature - Magna Cum Laud-  
Coursework included Speech/Communication/Sociology/Psychology

---

## **ANCILLARY**

- **Author:** *'Connecting with Socially Isolated Seniors'* published by Health Professions Press; Winner of Bronze National Mature Media Award. Includes evidential research.
- **Author:** LIFE proposal to The MacArthur Foundation worldwide 100&Change Competition. Top 200 status of 1,000+ proposals.
- **Co-Producer/Writer:** *'Safe & Visible: Creating a HealthCare Practice Welcoming to LGBT Seniors'*. Cloud-based training for clinicians. CME eligible via American Academy of Family Physicians. Used in >40 countries.  
and  
**Executive Producer:** *'Safe & Visible II: Creating a Care Facility Welcoming to LGBT Seniors'*.
- **Multiple Nonprofit Board Positions** and membership in multiple coalitions and working groups.
- **U.S. Peace Corps-** Yemen Arab Republic – Primary Health Care Education, 2 yrs.



---

## Profile

Dennis

First Name

B

Middle Initial

Spears

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Home: (510)

Primary Phone

Mobile: (510)

Alternate Phone

Retired

Employer

Job Title

## Which Boards would you like to apply for?

Commission on Aging: Submitted

---

## Interests & Experiences

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

I served on the Commission on Aging until being termed off approximately 3 years ago. During that time, I worked on a project with other Commission members to conduct focus groups at seven locations throughout Oakland to learn what seniors felt was needed in their areas. Subsequent to that time, I've remained a member of the Health and Wellness Subcommittee of the Commission. For the last three years, I've been a member of Service Opportunity for Seniors Meals on Wheels, which provided Meals on Wheels to Oakland seniors. I now serve as the treasurer of the board of that organization. In addition, for the last seven years I've been on the National AIDS Memorial board of directors and have served as the board treasurer of that organization for four years. Prior board positions have included 12 years on the board of Maitri Compassionate Care, an HIV hospice/respite facility in San Francisco, where I was board treasurer seven years. I was also a board member of The Second Opinion, a non-profit in San Francisco that provides free second opinions to individuals diagnosed with cancer, using a panel approach with oncologists who donate their time and knowledge.

---

***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.***

[Blake Spears Resume.doc](#)

Upload a Resume

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

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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 \*

## **D. Blake Spears**



### **OBJECTIVE**

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Position on Oakland Mayor's Commission on Aging

### **SUMMARY**

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- Oakland resident for 45 years
- Established and managed healthcare consulting business in Oakland for 33 years
- Past member of Oakland Mayor's Commission on Aging - Member of team that conducted focus groups in seven locations in Oakland to learn the needs of seniors in our community
- Current member of Health & Wellness subcommittee of Mayor's Commission on Aging
- Current board member of Service Opportunity for Seniors Meals on Wheels, which is the Meals on Wheels provider for Oakland seniors
- Current board member of National AIDS Memorial (San Francisco)
- Extensive history of non-profit board participation - Former board member of Maitri Compassionate Care (HIV hospice/respite center), Second Opinion (second medical opinions for cancer patients), Golden Gate YMCA

### **PROFESSIONAL EXPERIENCE**

---

**INSIGHT HEALTHCARE CONSULTING** Oakland, CA 1985- 2018 (retired)

#### **Founder and Principal**

- Founded and managed firm devoted to primary market research for pharmaceutical, medical device and biotech segments of the healthcare industry
- Developed business strategies to market services to targeted companies
- Managed over 200 primary market research projects for clients, acting as principal and primary client contact. Led teams of 3-5 professionals to work in successful group settings
- Developed close personal relationships with clients and consultants that have remained in place after retirement
- Responsible for monitoring product P&Ls, revenue forecasts, long range and lifecycle planning

**U.S. ENVIRONMENTAL PROTECTION AGENCY** San Francisco, 1976 - 1983

#### **Environmental Engineer**

- Conducted regulatory reviews of local and state agencies in the areas of air pollution and hazardous waste management
- Assigned to California Department of Health Services (1981 - 1983) to manage regional office hazardous waste permits team

**STAUFFER CHEMICAL COMPANY** Richmond, CA 1973 - 1976



**Chemical Engineer**

- Managed small commercial agricultural production/research facility

**EDUCATION**

---

Masters of Business Administration, Stanford University, Stanford, CA

Bachelors of Science, Chemical Engineering, Virginia Polytechnic Institute and State University, Blacksburg, VA

---

## Profile

Ristina

First Name

Ingram

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Home: (919) [REDACTED]

Primary Phone

Home: (919) [REDACTED]

Alternate Phone

SFGH- DPH

Employer

Nurse Practitioner

Job Title

## Which Boards would you like to apply for?

Commission on Aging: Submitted

---

## Interests & Experiences

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

Greetings! -I am an East Oakland Homeowner ( 2 years) and East bay resident (8 years). -Heavily involved in the community as an Ordained Deacon at City of Refuge UCC ( in East Oakland ) - RN x 11 years and 4 years Nurse Practitioner ( with experience working with homeless, aging, and veteran populations)

---

***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.***

[Updated Resume 2022.docx](#)

Upload a Resume

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

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Please click the acknowledgement below.

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☒ I Agree \*



# RISTINA INGRAM

## Summary

Reliable, dedicated, caring, and career motivated Family Nurse Practitioner seeking to provide timely, thorough, accurate care in clinic, or inpatient setting.

## Skills

- Patient-centered care
- STD care and counseling
- Laceration repair
- Sound judgment
- Lab result evaluation
- Treatment planning
- Preventative care
- Electronic health records systems
- Clinical care standards
- Physical assessments
- Interpreting laboratory results
- DM, Asthma, COPD, HTN, management
- Problem resolution ability
- Critical thinking proficiency
- Enthusiastic caregiver

## Experience

ZSFG Urgent Care | San Francisco, CA

**Nurse Practitioner**

*7/2020-Current*

Davis Street Clinic | San Leandro, CA

**Nurse Practitioner**

*12/2019-Current*

- Performed physical exams, ordering and evaluating lab test, radiology results, as well as medications
- Developed tailored care plans for each patient in collaboration with physicians and the healthcare team
- Managed pharmacological and non-pharmacological treatment of various disorders and diseases
- Managed patients with acute and chronic conditions such as DM, HTN, heart disease, asthma, COPD, PNA, anxiety, depression, STI
- Women's Health
- Thorough and timely history taking
- Proficient technical and EMR ability
- Clinical judgment: sound, medical decision making

Progressive Urgent Care | Castro Valley, CA

**Nurse Practitioner**

*02/2019 - Current*

- Performed physical exams, ordering and evaluating lab test, radiology results, as well as medications
- Developed tailored care plans for each patient in collaboration with physicians and the healthcare team
- Managed pharmacological and non-pharmacological treatment of various disorders and diseases
- Managed patients with acute and chronic conditions such as HTN, heart disease, asthma, COPD, PNA, anxiety, depression, STI
- Pediatrics and Women's Health
- Thorough and timely history taking
- Competent urgent care procedure skills include minor suturing and I&D of abscess
- Proficient technical and EMR ability

Palo Alto-VA Medical Center | Palo Alto, CA

**Registered Nurse**

08/2015 - Current

- Clinical judgment: sound, medical decision making
- Conducted invasive and non-invasive procedures, including insertion and management of central, arterial and PICC lines
- Evaluated and adjusted life support equipment, tubing and peripheral devices providing critical assistance to fragile patients
- Monitored patient condition, progress and medication side effects, accurately recording and reporting on changes
- Administered oral, IV and intra-muscular medications and monitored patient reactions
- CRRT proficient
- S/p Open Heart Surgery Care proficient
- IABP proficient

Durham-VA Medical Center | Durham, NC

Registered Nurse

10/2010-08/2015

Surgical Floor (6A)

Duke University Medical Center | Durham, NC

Registered Nurse

8/2007-10/2010

Medical-Surgical Step-Down Unit

## Education and Training

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Samuel Merritt University | Oakland, CA

**Master of Science** in Nursing

2018

Family Nurse Practitioner

North Carolina Central University | Durham, NC

**Bachelor of Science** in Nursing

2007

## Activities and Honors

---

Sigma Theta Tau

National Nursing Honor Society

*Inducted December 2019*

Deacon

City of Refuge UCC

Oakland, CA

## Certifications

---

**Current RN, NP, NP-Furnishing, DEA, NPI, BLS, ACLS**

**Family Nurse Practitioner Certification (AANP)**

**Cert#F07191964**

## **References**

Dr. Najiburahman Saifulrahman  
Supervising Physician  
Progressive Urgent Care  
510. [REDACTED]

Faye Lightner  
Nurse Manager  
Palo Alto VAMC  
[REDACTED]

Pasha Kulikov  
Nurse Manager  
Palo Alto VAMC  
[REDACTED]

APPROVED AS TO FORM AND LEGALITY

  
CITY ATTORNEY'S OFFICE

## OAKLAND CITY COUNCIL

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

INTRODUCED BY  
MAYOR SHENG THAO

---

**RESOLUTION CONFIRMING THE MAYOR'S REAPPOINTMENT OF ASHA BEENE-CLARKE AND JENNIFER SEIBERT AND CONFIRMING THE MAYOR'S APPOINTMENT OF LENORE MCDONALD GUNST, DENNIS BLAKE SPEARS, TYDIA HILL, RISTINA INGRAM, SUZI KALMUS, AND PATRICIA OSAGE AS MEMBERS OF THE COMMISSION ON AGING**

**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. 9921 C.M.S., adopted May 13, 1980, and amended in 1985 by Ordinance No. 10561 C.M.S., in 1989 by Ordinance No. 11081 C.M.S., and then in 1995 by Ordinance No. 11773 C.M.S., establishes the Commission on Aging to advocate for the elderly and serve as an advisory Board to the Department on Aging; and

**WHEREAS**, the Commission on Aging consists of eleven (11) members serving not more than two consecutive three year terms; and

**WHEREAS**, the Honorable Mayor Sheng Thao has reappointed Asha Beene-Clarke and Jennifer Seibert to serve a second three-year term, subject to confirmation by the City Council; and

**WHEREAS**, the Honorable Mayor Sheng Thao has appointed Lenore McDonald Gunst, Dennis Blake Spears, Tydia Hill, Ristina Ingram, Suzi Kalmus, and Patricia Osage 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 reappointment of:

**Asha Beene-Clarke** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by herself; and

**Jennifer Seibert** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by herself; and be it

**FURTHER RESOLVED:** That pursuant to City Charter section 601, the City Council hereby confirms the Mayor's appointment of:

**Dennis Blake Spears** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by Bryan Ricks;

**Lenore McDonald Gunst** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by Martha Scott;

**Tydia Hill** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by Tomye Neal Madison;

**Ristina Ingram** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by Shannon McDonnell;

**Suzi Kalmus** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by Jacqueline Phillips; and

**Patricia Osage** to the Commission on Aging, to serve a three-year term that began on September 2, 2022 and ends on September 1, 2025, filling the seat previously held by Cheryl Moore.

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