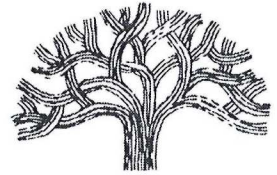


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CITY OF OAKLAND



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

Office of the Mayor
Honorable Libby Schaaf
Mayor

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

Letter of Appointment

July 9th 2015

The Honorable City Council
One Frank H. Ogawa Plaza, Second Floor
Oakland, CA 94612

Dear President Gibson McElhaney and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has appointed the following person as a member of the following board or commission, subject to City Council confirmation:

The Citizen's Police Review Board

Charlette Green to serve a two-year term on the Citizen's Police Review Board beginning February 16, 2015 and ending February 15, 2017, filling the seat previously held by Larisa Casillas

Ramon Nasol to serve a two-year term on the Citizen's Police Review Board beginning February 16, 2015 and ending February 15, 2017, filling the seat previously held by Derrick Muhammad

Mya Whitaker to complete the two-year term on the Citizen's Police Review Board beginning February 16, 2014 and ending February 15, 2016, filling the seat previously held by Rayes Avallos-Leon

Erica Harris to serve a two-year term on the Citizen's Police Review Board beginning February 16, 2015 and ending February 15, 2017,

Thank you for your assistance in this matter.

Sincerely,

Libby Schaaf
Mayor

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Mya Whitaker
[REDACTED]

Oakland, CA 94605
[REDACTED]

OBJECTIVE: To obtain a position that will allow me to grow not only as an individual but on a professional level as well as reach out to the community and bring forth positive transformation.

HIGHLIGHTS OF QUALIFICATIONS

- Five years' experience working with children and families
- Excellent communication skills- Former City Champ of Oakland Debate, Top Speaker of the 2008-2009 year
- Highly dependable, punctual, and efficient
- Supported team leader and player
- Able to prioritize work load and meet deadlines
- Thrive in high-energy environment
- Friendly and well liked; excellent customer relation skills
- Jan of 2015 Hosted a roundtable panel on education with Mayor Libby Schaaf

Computer skills: Internet research, Microsoft Word, Excel, PowerPoint, Photoshop, Adobe

WORK EXPERIENCE

Sunny Hills Services, Hayward CA
Relief Residential Counselor

12/14-Present

- Assess the behavioral and emotional characteristics of referred youth and provide counseling as needed.
- Serve as a facilitator for youth activities and support groups.
- Prepare and serve snacks and meals for clients
- Maintain a clean and safe environment
- Supervise family visits on assigned shifts and monitors youth in all activities and situations
- Participate in the development, implementation and updating of individual treatment, management And discharge plans in collaboration with supervisors and appropriate others
- Establish a positive, therapeutic relationship with youth in placement.

Bay Area Urban Debate League, Oakland CA
Regional Coordinator/ Program Assistant

08/09- present

- Oversee and coordinate program in four school in Oakland- Skyline, Fremont, Lionel Wilson, Castlemont
- Special event coordinator
- Recruitment and advertising lead
- Coaches 45-50 students throughout OUSD/SFUSD
- Help students understand their arguments and how to construct them

Refuge Inc. Oakland CA
Youth Councilor / Weekend Lead Staff

10/11- 12/14

- Assess the behavioral and emotional characteristics of referred youth and provide counseling as needed.
- Serve as a facilitator for youth activities and support groups.

- Prepare and serve snacks and meals for clients
- Maintain a clean and safe environment
- Supervise family visits on assigned shifts and monitors youth in all activities and situations
- Participate in the development, implementation and updating of individual treatment, management And discharge plans in collaboration with supervisors and appropriate others
- Establish a positive, therapeutic relationship with youth in placement.
- Lead staff for weekend coverage
- 40 hour shift from Friday- Monday

Oakland Parks & Recreation, Oakland CA

07/10-08/11

Recreation Leader 1.

- Communicate with community members to determine their needs and interest
- Develop recreation ad sports organization
- Evaluate the effectiveness and identify areas where new programs are needed
- Research sport, cultural, and recreation programs, funding sources and project requirements
- Develop and maintain mentorships with youth and their families

EDUCATION & ACHIEVMENTS

Skyline High School	07/08-06/09
American Heart Association	BLS/CPR
Qualified for the National Urban Debate League Nationals	08/11-present
San Francisco State University	04/09
Expected Graduation 2015	08/09- present

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OBJECTIVE: To obtain a position that will allow me to grow not only as an individual but on a professional level while taking part in providing quality service to those with the ability to strengthen our society.

HIGHLIGHTS OF QUALIFICATIONS

Copy, fax, multi-line phones	Creative
Work efficiently in fast-paced environments	Fast learner
Positive	Outgoing
Work effectively under little or no supervision	
Computer skills: Internet research, Microsoft Word, Excel, PowerPoint, PhotoShop, Adobe	

WORK EXPERIENCE

Oakland Parks & Recreation, Oakland CA 06/11-Present
Recreation Leader 1.

- Communicate with community members to determine their needs and interest
- Evaluate the effectiveness and identify areas where new programs are needed
- Research sport, cultural, and recreation programs, funding sources and project requirements
- Develop and maintain mentorships with youth and their families

Magnolia Women's Recovery Program, Hayward CA

Monitor 06/13- 03/14

- Assess the behavioral and emotional characteristics of referred residents and provide counseling as needed.
- Serve as a facilitator for activities and support groups.
- Maintain a clean and safe environment
- Supervise family visits on assigned shifts and monitors residents with their children in all activities
- Participate in the development, implementation and updating of individual treatment, management and discharge plans in collaboration with supervisors and appropriate others
- Establish a positive, therapeutic relationship with residents in placement.

Youth Uprising, Oakland CA

Youth Director, Youth Grants4Youth Action 02/09-07/10

- Facilitate grant meetings and orientations for new team members
- Review proposals for possible grantees
- Outreach at local Schools to help youth apply for grants
- Plan and organize community events for inner city youth
- Construct quarterly reports for the OFCY
- Manage fiscal budget

VOLUNTEER EXPERIENCE

Oakland Youth Advisory Commission 04/10- present

- Inform and provide youth with opportunities and resources to meet their needs
- Create and implement information programs, such as education seminars for high school students on health and prevention issues
- Unify teens within Oakland
- Identify youth issues and problems and find solutions to address them
- Increase communication and connections between the agencies within Oakland that provide youth services

Youth Uprising, Oakland

03/08-07/10

Media Arts Producer

- Producing Socially Conscious media
- Editing music and video
- Designing and creating flyers

Dewey Academy Leadership Institute

06/09-12/09

Leadership Team member

- Produced and Directed after school programming

EDUCATION & ACHIEVEMENTS

American Heart Association	BLS/CPR	09/12-present
Contra Costa Medical Career College	Certified Phlebotomy Technician	04/13- present
National Health Association	National Certified Phlebotomy Tech. 1	04/13- present
Dewey Academy	High School Graduate/ Valedictorian	
Urban Services YMCA	Youth Community Leader Award	

Erica Harris

References:

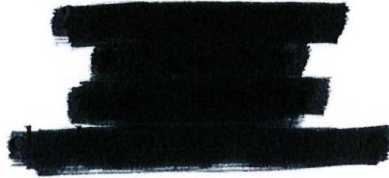
Chantal Reynolds

Maya Dillard- Smith

Nyiesha Dewitt

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CHARLETTE GREEN



Highly accomplished, meticulously organized criminal law attorney with significant experience analyzing statutes, case law and factual data. Proven ability to be an effective manager with strong collaborative skills and community oriented interests.

PROFESSIONAL EXPERIENCE

Alameda County District Attorney's Office, Oakland March 1983 - February 2012

2009-2012

Division Head - Hayward, CA Branch Office

2006-2008

Division Head - City of Alameda, Branch Office

2004-2005

Senior Deputy in Charge - Juvenile West Division

Supervised branch offices with up to twenty five Deputy District Attorney's providing assistance with case analysis, plea negotiations, victim's rights issues and policy matters. Maintained crime statistics, reviewed criminal investigations and made charging decisions for all types of criminal cases. Collaborated with court administrators, members of the judiciary and Public Defenders on operational issues involving the courts.

1995 - 2004

Domestic Violence Unit Team Lead - reviewed, analyzed and charged all domestic violence cases in Oakland, supervised trial attorney's, advised and trained law enforcement, collaborated with and supported service providers, coordinated services for victims, maintained statistics

1983 - 1994

Deputy District Attorney - prosecuted all aspects of misdemeanor and felony cases including burglaries, arson, robberies, sexual assaults attempted murder and homicides. Interviewed hundreds of victims and witnesses in preparation for hearings and trials, drafted legal pleadings, search and seizure motions and sentencing recommendation reports

EDUCATION

Hastings College of the Law
Juris Doctor, 1981

University of California, Berkeley
Bachelor of Arts, Social Welfare, 1978

VOLUNTEER

Centerforce Youth Court, Oakland, Attorney Advisor, May 2014 - present
Boys & Girls Clubs of Oakland, fundraising, January 2012 - present
American Indian Public Charter School, Family Advisory Board, 2011-2013
Montclair Elementary School, PTA Board Member & Event Chair 2008-2011

INTEREST

International travel, cooking, community service

REFERENCES

Available upon request

RAMON NASOL



SUMMARY

- Experienced Business Analyst with over 15 years of healthcare industry experience • Advanced understanding of healthcare administration and management • Effective mediator between Information Technology staff and business staff • Accomplished public speaker • Mentor and trainer to junior business analysts

PROFESSIONAL EXPERIENCE

User Acceptance Testing Lead, National Product Operations

Kaiser Permanente, Oakland, California

September 2013 to Date

- Managed User Acceptance Testing phase for the Autopay Provider product which streamlined payment mechanisms, reduced receivables and reduced patient statements for the Mid Atlantic, Georgia, Colorado, Northwest and Northern & Southern California regions. Autopay Provider product went live on January 1, 2015 with over 40,000 subscribers.
- Managed User Acceptance Testing phase for the Kaiser Permanente Hawaii Deductible HMO product. This project was an opportunity for the Hawaii region to launch the new Hawaii DHMO plan to attract new groups and members for January 2014.
- Managed User Acceptance Testing phase for the Consumer Directed Health Care Onboarding process for all Kaiser Permanente regions. The project transitioned from a highly manual, labor intensive process to utilizing a custom automated system which tracks the onboarding of an employer group

Senior Business Operations Analyst, Finance

Kaiser Permanente, Pleasanton, California

November 2011 to September 2013

- Created and managed training documentation and sessions for new users to Cognos 8.4 application.
- Managed communication between Finance and developers for application enhancements.
- Responsible for tracking all technical and process issues for the maintenance of the Cognos application
- Resolved IT client inquiries related to access of Cognos.

Business Analyst, Finance

Kaiser Permanente (Contract), Pleasanton, California

April 2011 to October 2011

- Created User Acceptance Test scripts to test Cognos 8.4 enhancements for Finance.
- Coordinated testing efforts between Finance and developers to resolve change requests.
- Managed training documentation for users to demonstrate Cognos 8.4 enhancements.

Business Analyst, Internet Services Group

Kaiser Permanente (Contract), Pleasanton, California

June 2010 to March 2011

- Drafted requirements for future functionality of Secure Integrated Mailbox.
- Coordinated changes to Software Oriented Architecture team artifacts for Feature Assessments, Business Processes and Business Services

Business Analyst, Information Technology

Delta Dental of California

November 2006 to December 2009

- Created and executed test cases in testing environments for anomalous provider data. Validated results of testing effort and tracked defects as necessary.
- Coordinated with the Dental Network and Contracting business unit to create Provider Group and Individual Provider contracts in the MetaVance System in multiple testing environments.
- Drafted and completed business requirements and functional specifications for Provider Address Standardization which cleanses and standardizes provider addresses in the MetaVance system of record.
- Coordinated testing effort to apply Provider Address Standardization for production data in MetaVance for all contracted providers.

Project Lead, Information Technology - Office of Project Management

Blue Shield of California, San Francisco, CA

November 2000 to May 2006

- Documented and created Visio process flows for the Injectables Project which allowed the submission of a claim with an encounter and the subsequent processing of the claim.
- Coordinated the creation of business requirements and Visio process flows for the Special Investigations Department which streamlined the process in how fraudulent claims submissions from providers were reviewed by the department.
- Coordinated the creation of business requirements for the Integrated Care Management System which integrated multiple independent databases into one repository.

Implementation Specialist

Health Systems Design, Oakland, CA

July 1999 to November 2000

- Configured and tested Capitation and Accounts Payable module for Kaiser Mid-Atlantic (Maryland).
- Performed a gap analysis of current Capitation functionality at MaxiCare.
- Performed training sessions in various topics such as Managed Care and an overview of DIAMOND 950 and 735 software products.

Provider Communications Coordinator

Brown & Toland Physician Services Organization, San Francisco, CA

February 1997 to July 1999

- Served as main contact for over 200 primary care and specialty physicians through California Pacific Medical Center, UCSF Medical Center, Stanford University Hospital and Lucile Salter Packard Hospital.
- Resolved operations inquiries with physician offices including contract interpretation, claims, membership, capitation and medical service authorizations.
- Performed physician office orientations to newly contracted physician office staffs to review BTPSO practices such as how capitation is calculated and how authorizations are submitted.

EDUCATION

California State University, Northridge

Bachelor of Science, Health Care Administration

ADDITIONAL INFORMATION

Skilled in Microsoft Office, Word, Excel, PowerPoint, Visio.

FILED
DE OF THE CITY CLERK
OAKLAND
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Approved as to Form and Legality
DRAFT

Office of the City Attorney

OAKLAND CITY COUNCIL

Resolution No. _____ C.M.S.

RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF CHARLETTE GREEN, RAMON NASOL, MYA WHITAKER AND ERICA HARRIS TO THE CITIZEN'S POLICE REVIEW 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. 12454 C.M.S., adopted November 12, 2002 [^] (repealing Ordinance Nos. 11905 and 12102 C.M.S.) created the Oakland Citizen's Police Review Board to investigate and review certain complaints regarding conduct of Oakland police officers and park rangers, thereafter deliver timely advisory reports to the City Administrator regarding the facts of and recommended disposition of these complaints, as well as disciplinary recommendations if appropriate and additionally it may recommend policy changes to the Public Safety Committee regarding matters within its jurisdiction; and <

WHEREAS, the Citizen's Police Review Board consists of nine members and three alternative members serving two-year staggered terms with no more than two consecutive terms; and

WHEREAS, the Honorable Mayor Libby Schaaf has appointed Charlette Green, Ramon Nasol, Mya Whitaker and Erica Harris to serve a two-year term on the Citizen's Police Review Board subject to confirmation by the City Council; now therefore be it

RESOLVED, that pursuant to City Charter section 601, the City Council hereby confirms the Mayor's appointment of

Charlette Green to serve a two-year term on the Citizen's Police Review Board beginning February 16, 2015 and ending February 15, 2017, filling the seat previously held by Larisa Casillas

Ramon Nasol to serve a two-year term on the Citizen's Police Review Board beginning February 16, 2015 and ending February 15, 2017, filling the seat previously held by Derrick Muhammad

**RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF CHARLETTE
GREEN, RAMON NASOL, MYA WHITAKER AND ERICA HARRIS TO
THE CITIZEN'S POLICE REVIEW BOARD**

Mya Whitaker to complete the two-year term on the Citizen's Police Review Board beginning February 16, 2014 and ending February 15, 2016, filling the seat previously held by Rayes Avallos-Leon

Erica Harris to serve a two-year term on the Citizen's Police Review Board beginning February 16, 2015 and ending February 15, 2017,

IN COUNCIL, OAKLAND, CALIFORNIA,
PASSED BY THE FOLLOWING VOTE:

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

NOES –
ABSENT –
ABSTENTION –

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of the Oakland City Council