

File No. 180951

Committee Item No. 5

Board Item No. 35

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date October 3, 2018

Board of Supervisors Meeting

Date OCTOBER 16, 2018

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Memorandum of Understanding (MOU)            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 - Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application                                  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Form 700                                     |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Vacancy Notice                               |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Information Sheet                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

OTHER (Use back side if additional space is needed)

<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____

Completed by: Victor Young

Date Sept. 28, 2018

Completed by: *[Signature]*

Date 10/10/18

1 [Appointments, Citizen's Committee on Community Development - Graciela "Aileen"  
2 Hernandez and Azalea Renfield]

3 **Motion appointing Graciela "Aileen" Hernandez and Azalea Renfield, terms ending**  
4 **February 23, 2020, to the Citizen's Committee on Community Development.**

5  
6 MOVED, That the Board of Supervisors of the City and County of San Francisco does  
7 hereby appoint the following designated persons to serve as members of the Citizen's  
8 Committee on Community Development, pursuant to the provisions of Administrative Code,  
9 Section 2A.290, for the terms specified:

10 Graciela "Aileen" Hernandez, seat 3, succeeding Peter Cohen, term expired, should  
11 reflect and advance the concerns and needs of low-income neighborhoods and/or  
12 communities in the City and not be employed or serve on the governing body of any entity that  
13 has a Community Development Block Grant or Emergency Shelter Grant application pending  
14 with the City, for the unexpired portion of a two-year term ending February 23, 2020;

15 Azalea Renfield, seat 4, succeeding Miquel Penn, term expired, should reflect and  
16 advance the concerns and needs of low-income neighborhoods and/or communities in the  
17 City and not be employed or serve on the governing body of any entity that has a Community  
18 Development Block Grant or Emergency Shelter Grant application pending with the City, for  
19 the unexpired portion of a two-year term ending February 23, 2020.



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: Citizens' Committee on Community D

Seat # or Category (If applicable): District:

Name: Graciela "Aileen" Hernandez

Home Address: Oceanview Terrace, San Francisco, CA Zip: 94132

Home Phone: Occupation: Grant Development and Advocacy

Work Phone: (510)464-6564 Employer: San Francisco Bay Area Rapid Transit Dis

Business Address: 300 Lakeside Drive, 16th Floor, Oakland, CA Zip: 94604

Business E-Mail: gherman@bart.gov Home E-Mail:

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [checked] No [ ] If No, where registered:

Resident of San Francisco [checked] Yes [ ] No [ ] If No, place of residence:

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

For over 12 years, I have worked with government agencies, community colleges, and not-for-profit organizations to develop and implement programs and services that enhance economic opportunities for community members and business owners of diverse socio-economic backgrounds. I have worked in various urban cities, including San Francisco, New York City, and London, where I helped to establish workforce development services for veterans, individuals who were formally incarcerated, and students attending community colleges. I have also provided academic and career counseling services to over 1,000 students who were on academic probation, had a physical or learning disability, participated in athletics, and/or were learning English as a second language. These experiences, along with my academic training in Sociology (B.A.) and Social Service Administration (M.S.), have granted me the opportunity to work with and learn from community members of diverse

**Business and/or professional experience:**

Principal Analyst, January 2018 to Present  
San Francisco Bay Area Rapid Transit District (BART), Office of External Affairs, Oakland, CA.

-Administered and managed grants and contracts, tracked grant deliverables, confirmed allowable costs; updated annual and semi-annual budgets, and prepared quarterly and annual reports.

-Worked collaboratively with internal and external stakeholders to execute construction, professional services, and design-build contracts.

**Civic Activities:**

-Volunteer, BART's Employee Resource Group, 2015 - Present, Oakland, CA: developed and implemented multiple initiatives to promote diversity across agency

-Mentor, Puente Project, City College of San Francisco, 2015 - Present, San Francisco, CA: provided one-on-one academic and professional support to community college students.

-Co-Founder, Colombian Education Fund, 2013, New York, NY: collaborated with interdisciplinary professionals to develop and launch a scholarship fund for New York City high school seniors and college juniors.

-Co-President, Latino Caucus, Columbia University, 2009-2010, New York, NY: led initiatives.

Have you attended any meetings of the Board/Commission to which you wish appointment?      Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. *(Applications must be received 10 days before the scheduled hearing.)*

Date: July 9, 2018      Applicant's Signature: (required) Graciela "Aileen" Hernandez

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

**G. AILEEN HERNANDEZ, M.S.**

~ [www.linkedin.com/pub/aileen-hernandez-m-s/8/669/74/](http://www.linkedin.com/pub/aileen-hernandez-m-s/8/669/74/)

<b>SUMMARY</b>	I have twelve years of professional experience successfully developing, implementing, and monitoring programs for public agencies and educational institutions. Serving in various managerial or project management roles, I provided oversight of services, coordinated operations, evaluated outcomes, and prepared qualitative and quantitative reports. I am passionate about increasing services and resources for local small businesses and community members of diverse backgrounds. This passion, along with my skills, has fueled my ability to effectively increase program outcomes at various organizations.
<b>WORK EXPERIENCE</b>	<p><b>Principal, Grant Development &amp; Advocacy, January 2018 to Present</b> <b>Bay Area Rapid Transit District (BART), Office of External Affairs, Oakland, CA</b> -Administered and managed grants and contracts; tracked deliverables, confirmed allowable costs; updated annual and semi-annual budgets, and prepared quarterly and annual reports -Identified and submitted grant proposals to regional, state, and federal transportation agencies -Worked collaboratively with internal and external stakeholders to execute construction, professional services, and design-build contracts -Established collaborative relationships with key city and county staff to increase awareness of BART related construction projects and community initiatives</p> <p><b>Senior Administrative Analyst, November 2015 to January 2018</b> <b>Bay Area Rapid Transit District (BART), Office of Civil Rights, Oakland, CA</b> -Developed and implemented federally and state funded program services to increase the number of minority, women, and veteran small business owners who obtain contracts with BART -Monitored 22 construction contracts, ranging from \$500 K to \$600 M, to ensure contractors complied with the requirements of BART's social equity programs, including the Disadvantaged Business Enterprise (DBE) Program, Non-Discrimination Program for Subcontracting, and Small Business Program -Analyzed policy from the Department of Transportation, Federal Transit Administration, and California Department of Transportation; developed recommendations for executive management to ensure BART's services aligned with specific grant requirements -Examined contract provisions and change orders related to approved cost of work and budget allocations -Conducted outreach to over 10,000 small business owners to promote BART's services and increase awareness of contracts out-for-bid -Prepared written reports and presented information to multiple internal and external stakeholders -Provided guidance and technical support to engineers and administrative staff to ensure the department accurately reported program outcomes to meet state and federal requirements</p> <p><b>Senior Program Officer for TechSF, May 2013 to November 2015</b> <b>Mayor's Office of Economic and Workforce Development (OEWD), San Francisco, CA</b> -Administered Career and Technical Education (CTE) programs, funded by the Department of Labor, at three organizations: City College of San Francisco (CCSF), Bayview Hunters Point Center for the Arts and Technology, and Year Up Bay Area -Participated in the development and implementation of goals, objectives, policies and priorities for assigned pre-apprenticeship and job readiness programs; ensured programs implemented inclusion recruitment policies and activities -Collaborated with executive teams to ensure CTE curriculum aligned with local economy; fostered and maintained high standards of instruction -Worked with deans and faculty to coordinate class schedules and ensure maximum enrollments -Analyzed outcomes, prepared written reports, and conducted presentations to increase funding opportunities from federal agencies and private firms</p> <p><b>Operations Manager, July 2012 to May 2013</b> <b>Grant Associates Inc., Workforce1 Veterans Career Center and Employment Works, NY, NY</b> -Effectively collaborated with NYC's Department of Small Business Services to launch first Workforce1 Center for veterans to obtain access to job readiness training, entrepreneurship training, transitional assistance, and job placement services</p>

-Managed all internal operations; supervised and evaluated the performance of assigned staff, including career coaches, job readiness trainers, employment specialists, and outreach coordinators

-Developed, directed, supervised, evaluated, and provided leadership for all center offerings, including assessments, job readiness trainings, and job referrals

-Fostered outreach to community based organizations, community colleges, and universities; collaborated with business industry to develop opportunities for program participants

**Senior Educational Coordinator, November 2010 to June 2012**

**Grant Associates Inc., Workforce1 Transportation Center, New York, NY**

-Collaborated with NYC's Department of Small Business Services to develop and implement 10 CTE and internship training programs in the transportation and manufacturing sectors

-Liaised with NYC's Department of Education and Department of Small Business Services to develop and launch the 1<sup>st</sup> Scholars at Work internship career exploration program

-Assessed over 450 CTE high school seniors to identify and develop adequate career training services and internship opportunities

-Collaborated with dean, faculty, and staff across multiple colleges, including Bronx Community College, to ensure students received appropriate financial aid and follow-up services

-Coordinated outreach efforts at public high schools; reviewed and approved training scholarship applications of 250 students

**Social Work Program Management Graduate Intern, September 2009 to May 2010**

**The Door, Career and Education Department, New York, NY**

-Collaborated with development staff to prepare, submit, and obtain a \$330,000 grant to expand educational and career programs

-Coordinated CTE program for youth; tracked students' progress, and prepared outcome reports

**Community Outreach and Constituent Case Worker, Summer 2009**

**Office of CA State Assembly member Dave Jones, Sacramento, CA**

-Established and maintained cooperative relationships with representatives of business sector, community organizations, public interest groups, and key decision makers to assist constituents

-Advocated for individuals and families to resolve issues related to state funded programs

**Social Work Graduate Intern, September 2008 to May 2009**

**New York Presbyterian, Columbia University Medical Center, New York, NY**

-Developed and implemented educational workshops for local community members

-Performed intake assessments of patients' psychosocial functioning and provided referrals

**Instructional Assistant, August 2007 to August 2008**

**American River College, Counseling Department, Sacramento, CA**

-Provided academic and vocational advice to over 400 students of diverse backgrounds

-Managed students' academic plans and confirmed records for graduation clearance

**Puente Project Mentor Coordinator/Student Personnel Assistant, February 2005 to August 2007**

**Cosumnes River College, Counseling & Student Services Department, Sacramento, CA**

-Led administrative operations of Transfer Center and Puente Project mentoring services

-Designed and implemented evaluation measures to assess faculty and students' satisfaction of test proctoring services; developed reports used to improve college-wide services

**Student Advisor, Fall 2006**

**Kaplan Test Prep and Admissions, Education Department, London, UK**

-Provided advice to international, medical, nursing, business, and high school students regarding academic policies and programs

**Registration Coordinator & Research Associate, February 2004 to January 2005**

**e.Republic, Inc. Government Technology Magazine, Folsom, CA**

**Student Research Assistant/College Ambassador, August 1997 to December 2000**

**Chabot College, Hayward, CA**

<b>EDUCATION</b>	<p>-<b>Master of Science in Social Services Administration</b>, minor in World of Work, May 2010 Columbia University, New York, NY</p> <p>-Bachelor of Arts in Sociology, Law and Society, March 2004 University of California, Davis, CA</p> <p>-Associate of Arts in Liberal Studies, August 2001 Chabot College, Hayward, CA</p>
<b>JOB TRAINING</b>	<p>-Supervisory Development, City University of New York, Continuing Education, 2012</p> <p>-Social Services Management, Fordham University, Continuing Education, 2010</p> <p>-Financial Management, Columbia University, 2009</p> <p>-Human Resource Management, Columbia University, 2009</p> <p>-Program Development, Columbia University, 2009</p> <p>-Program Evaluation, Columbia University, 2009</p> <p>-Community College Approach, University of California, Berkeley - Extension, 2005</p>
<b>LEADERSHIP &amp; VOLUNTEER</b>	<p><b>Volunteer, BART's Diversity Employee Resource Group</b>, 2015 to Present, Oakland, CA</p> <p>-Developed and implemented multiple initiatives to promote diversity across agency</p> <p><b>Mentor, Puente Project</b>, 2007, 2015 to Present, San Francisco, CA</p> <p>-Provided one-on-one academic and professional support to community college students</p> <p><b>Co-Founder, Colombian Education Fund</b>, 2013, New York, NY</p> <p>-Collaborated with interdisciplinary professionals to develop and launch a scholarship fund for New York City high school seniors and college juniors</p> <p><b>Co-President, Latino Caucus</b>, Columbia University, 2009-2010, New York, NY</p> <p>-Led initiatives for organization in partnership with board members and other student organizations</p>

**STATEMENT OF ECONOMIC INTERESTS**  
**COVER PAGE**

Date Initial Filing Received  
 Official Use Only

Please type or print in ink.

NAME OF FILER (LAST)	(FIRST)	(MIDDLE)
Hernandez	Graciela	Aileen

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)  
 Bay Area Rapid Transit District

Division, Board, Department, District, if applicable  
 Office of External Affairs, Grant Development and Advocacy

Your Position  
 Principal Financial Analyst

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Transportation Partnership and Cooperation Position: Technical Advisory Committee Member

**2. Jurisdiction of Office (Check at least one box)**

State

Multi-County \_\_\_\_\_

City of \_\_\_\_\_

Judge or Court Commissioner (Statewide Jurisdiction)

County of Contra Costa

Other \_\_\_\_\_

**3. Type of Statement (Check at least one box)**

Annual: The period covered is January 1, 2017, through December 31, 2017.

-or-  
 The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_ through December 31, 2017.

Assuming Office: Date assumed 02 / 13 / 2018

Candidate: Date of Election \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_

Leaving Office: Date Left \_\_\_\_/\_\_\_\_/\_\_\_\_ (Check one)

The period covered is January 1, 2017, through the date of leaving office.

-or-  
 The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_ through the date of leaving office.

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: 1**

**Schedules attached**

Schedule A-1 - Investments - schedule attached

Schedule A-2 - Investments - schedule attached

Schedule B - Real Property - schedule attached

Schedule C - Income, Loans, & Business Positions - schedule attached

Schedule D - Income - Gifts - schedule attached

Schedule E - Income - Gifts - Travel Payments - schedule attached

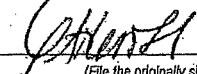
-or-  
 None - No reportable interests on any schedule

**5. Verification**

MAILING ADDRESS <i>(Business or Agency Address Recommended - Public Document)</i>	STREET	CITY	STATE	ZIP CODE
300 Lakeside Drive		Oakland	CA	94604
DAYTIME TELEPHONE NUMBER	E-MAIL ADDRESS			
( 510 ) 464-6564	gheman@bart.gov			

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 03/15/18 Signature 

(month, day, year) (File the originally signed statement with your filing official.)





Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-7714

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: Citizen's Committee on Community Development

Seat # or Category (If applicable): Seat 3 or Seat 4 District: \_\_\_\_\_

Name: Marilyn Murrillo

Home Address: [Redacted] Broadway Street [Redacted] Zip: 94111

Home Phone: [Redacted] Occupation: N/A

Work Phone: \_\_\_\_\_ Employer: N/A

Business Address: N/A Zip: \_\_\_\_\_

Business E-Mail: \_\_\_\_\_ Home E-Mail: [Redacted]

**Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Registered voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

Resident of San Francisco  Yes  No If No, place of residence: \_\_\_\_\_

**Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

I believe I should be appointed because there is an unmet need for representation on the Citizen's Committee on Community Development for a low-income, college-educated, disabled, 49 year-old Latina Transgender Woman to help reflect and advance the concerns and needs of low income neighborhoods and/or communities in the City. Also, I am not employed or serving on the governing body of any entity that has a CDBG or ESG grant application pending with the City. My education includes: Bachelor of Science degree in Organizational Behavior and Master of Communication from University of the Pacific. I have been a resident of North Beach Neighborhood for the past three years; prior to that, I lived in the Tenderloin Neighborhood for three years.

**Business and/or professional experience:**

My professional experience includes: University Lecturer, Substitute High School and Elementary School Teacher, Grant Writer and Sales Associate. Also, I currently serve as Grants Administrator and member of Board of Directors for Tenderloin Tessie Holiday Dinners, an all-volunteer, tax-exempt, non profit organization serving the needy in San Francisco. Tenderloin Tessie Holiday Dinners has received a one-time Congregate Community Meals grant from San Francisco for the July 1, 2017 thru June 30, 2018 FY. I am also in the formative stages of establishing Transgender Endowment, a non profit organization to serve the Transgender Community in San Francisco.

**Civic Activities:**

I am an active member of the United Democratic Club of San Francisco. I also volunteer for various local Community Organizations.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. *(Applications must be received 10 days before the scheduled hearing.)*

**Date:** February 7, 2018 **Applicant's Signature: (required)** Marilyn Murrillo

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:

Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

**COVER PAGE**

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)  
 Murrillo Marilyn

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)  
 San Francisco Mayor's Office of Housing and Community Development  
 Division, Board, Department, District, if applicable Your Position  
 Citizen's Committee on Community Development Committee Member Applicant

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

**2. Jurisdiction of Office (Check at least one box)**

State  Judge or Court Commissioner (Statewide Jurisdiction)  
 Multi-County \_\_\_\_\_  County of San Francisco  
 City of San Francisco  Other \_\_\_\_\_

**3. Type of Statement (Check at least one box)**

Annual: The period covered is January 1, 2017, through December 31, 2017.  
 -or-  
 The period covered is \_\_\_\_\_, through December 31, 2017.  
 Assuming Office: Date assumed \_\_\_\_\_  
 Candidate: Date of Election \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_  
 Leaving Office: Date Left \_\_\_\_\_ (Check one)  
 The period covered is January 1, 2017, through the date of leaving office.  
 -or-  
 The period covered is \_\_\_\_\_, through the date of leaving office.

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: 2**

**Schedules attached**

Schedule A-1 - Investments - schedule attached  Schedule C - Income, Loans, & Business Positions - schedule attached  
 Schedule A-2 - Investments - schedule attached  Schedule D - Income - Gifts - schedule attached  
 Schedule B - Real Property - schedule attached  Schedule E - Income - Gifts - Travel Payments - schedule attached

-or-

None - No reportable interests on any schedule

**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
 (Business or Agency Address Recommended - Public Document)  
 \_\_\_\_\_ Broadway Street \_\_\_\_\_ San Francisco CA 94111  
 DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS  
 \_\_\_\_\_ \_\_\_\_\_

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed February 7, 2018  
 (month, day, year)

Signature Marilyn Murrillo  
 (File the originally signed statement with your filing official.)

# SCHEDULE C Income, Loans, & Business Positions (Other than Gifts and Travel Payments)

**CALIFORNIA FORM 700**  
FAIR POLITICAL PRACTICES COMMISSION  
Name  
Marilyn Murrillo

**▶ 1. INCOME RECEIVED**

NAME OF SOURCE OF INCOME  
Tenderloin Tessie Holiday Dinners

ADDRESS (Business Address Acceptable)  
2261 Market St - #494 San Francisco, CA 94114

BUSINESS ACTIVITY, IF ANY, OF SOURCE  
Provide free holiday dinners to the needy.

YOUR BUSINESS POSITION  
Grants Administrator and Board Member

GROSS INCOME RECEIVED  No Income - Business Position Only  
 \$500 - \$1,000  \$1,001 - \$10,000  
 \$10,001 - \$100,000  OVER \$100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED  
 Salary  Spouse's or registered domestic partner's income  
(For self-employed use Schedule A-2.)  
 Partnership (Less than 10% ownership. For 10% or greater use  
Schedule A-2.)  
 Sale of \_\_\_\_\_  
(Real property, car, boat, etc.)  
 Loan repayment  
 Commission or  Rental Income, list each source of \$10,000 or more  
\_\_\_\_\_  
(Describe)  
 Other \_\_\_\_\_  
(Describe)

**▶ 1. INCOME RECEIVED**

NAME OF SOURCE OF INCOME  
N/A

ADDRESS (Business Address Acceptable)  
\_\_\_\_\_

BUSINESS ACTIVITY, IF ANY, OF SOURCE  
\_\_\_\_\_

YOUR BUSINESS POSITION  
\_\_\_\_\_

GROSS INCOME RECEIVED  No Income - Business Position Only  
 \$500 - \$1,000  \$1,001 - \$10,000  
 \$10,001 - \$100,000  OVER \$100,000

CONSIDERATION FOR WHICH INCOME WAS RECEIVED  
 Salary  Spouse's or registered domestic partner's income  
(For self-employed use Schedule A-2.)  
 Partnership (Less than 10% ownership. For 10% or greater use  
Schedule A-2.)  
 Sale of \_\_\_\_\_  
(Real property, car, boat, etc.)  
 Loan repayment  
 Commission or  Rental Income, list each source of \$10,000 or more  
\_\_\_\_\_  
(Describe)  
 Other \_\_\_\_\_  
(Describe)

**▶ 2. LOANS RECEIVED OR OUTSTANDING DURING THE REPORTING PERIOD**

\* You are not required to report loans from commercial lending institutions, or any indebtedness created as part of a retail installment or credit card transaction, made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER\*  
N/A

ADDRESS (Business Address Acceptable)  
\_\_\_\_\_

BUSINESS ACTIVITY, IF ANY, OF LENDER  
\_\_\_\_\_

HIGHEST BALANCE DURING REPORTING PERIOD  
 \$500 - \$1,000  
 \$1,001 - \$10,000  
 \$10,001 - \$100,000  
 OVER \$100,000

INTEREST RATE  
\_\_\_\_\_%  None

TERM (Months/Years)  
\_\_\_\_\_

SECURITY FOR LOAN  
 None  Personal residence  
 Real Property \_\_\_\_\_  
Street address  
\_\_\_\_\_  
City  
 Guarantor \_\_\_\_\_  
 Other \_\_\_\_\_  
(Describe)

Comments: No income received; Grants Administrator and Board Member are both Volunteer Positions.



Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
(415) 554-5184 FAX (415) 554-7714

**Application for Boards, Commissions, Committees, & Task Forces**

Name of Board, Commission, Committee, or Task Force: CITIZEN'S CATECHON <sup>COMMUNITY DEVELOPMENT</sup>

Seat # or Category (If applicable): \_\_\_\_\_ District: \_\_\_\_\_

Name: MAURICE (MICK) ROBINSON

Home Address: [REDACTED] LAGUNA ST, [REDACTED] S.F. CA Zip: 94102

Home Phone: [REDACTED] Occupation: PEER MENTAL HEALTH COUNSELOR

Work Phone: 415-942-9007 Employer: CURRY SR CTR / RAMS

Business Address: 315 TURK ST Zip: \_\_\_\_\_

Business E-Mail: maurice.robinson@sfaph.org Home E-Mail: [REDACTED]

**Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.**

Check All That Apply:

Registered voter in San Francisco: Yes  No  If No, where registered: \_\_\_\_\_

Resident of San Francisco  Yes  No If No, place of residence: \_\_\_\_\_

**Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:**

FORMER RESIDENT OF TENDERLOIN (TND); currently in LGBT senior/Mercy Housing. I'm an African American, gay. I am active in the HIV+ aging issues, as well as mental health & substance addiction. Affordable housing is a huge factor in all activities listed above.

**Business and/or professional experience:**

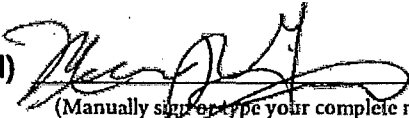
See attached

**Civic Activities:**

See attached

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (Applications must be received 10 days before the scheduled hearing.)

Date: June 12, 2018 Applicant's Signature: (required)   
(Manually sign or type your complete name,  
NOTE: By typing your complete name, you are  
hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

**STATEMENT OF ECONOMIC INTERESTS**  
**COVER PAGE**

Date Initial Filing Received  
 Official Use Only

Please type or print in ink.

NAME OF FILER (LAST) ROBINSON (FIRST) MAURICE (MIDDLE) ANSEL

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)  
City and County of San Francisco, Mayor's Office of Housing and Community Development  
 Division, Board, Department, District, if applicable  
Citizen's Committee on Community Development Your Position  
Committee member/applicant

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

**2. Jurisdiction of Office (Check at least one box)**

- State
- Multi-County \_\_\_\_\_
- City of San Francisco
- Judge or Court Commissioner (Statewide Jurisdiction)
- County of San Francisco
- Other \_\_\_\_\_

**3. Type of Statement (Check at least one box)**

- Annual:** The period covered is January 1, 2017, through December 31, 2017.
- or-
- The period covered is \_\_\_\_\_ through December 31, 2017.
- Assuming Office:** Date assumed \_\_\_\_\_
- Candidate:** Date of Election \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_
- Leaving Office:** Date Left \_\_\_\_\_ (Check one)
- The period covered is January 1, 2017, through the date of leaving office.
- or-
- The period covered is \_\_\_\_\_ through the date of leaving office.

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: \_\_\_\_\_**

**Schedules attached**

- Schedule A-1 - Investments - schedule attached
  - Schedule A-2 - Investments - schedule attached
  - Schedule B - Real Property - schedule attached
  - Schedule C - Income, Loans, & Business Positions - schedule attached
  - Schedule D - Income - Gifts - schedule attached
  - Schedule E - Income - Gifts - Travel Payments - schedule attached
- or-
- None - No reportable interests on any schedule**

**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
 (Business or Agency Address Recommended - Public Document)  
LAGUNA ST. SF CA 94102  
 DAYTIME TELEPHONE NUMBER E-MAIL ADDRESS

I have used all reasonable diligence in preparing this statement. I have reviewed the information herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 6/20/18 Signature [Signature]  
 (month, day, year) (File the originally signed statement with your filing official.)

# MAURICE "MICK" ROBINSON

San Francisco, California

---

## PEER & COMMUNITY ADVOCACY

*Cultural Competency • Certified in Mental Health Services • Harm Reduction Training*

Dedicated Peer & Community Advocate with 15 years' experience providing culturally competent and culturally sensitive support to peers, while actively participating in policy advocacy, budget allocation and community development with HIV+ and neighborhood communities.

### HIGHLIGHTS

- 15 years' experience in a non-profit setting
- Workshop Facilitation
- Volunteer Coordination
- OSHA Safety Standards Compliant
- Program Development
- Event Coordination
- Community Organizer
- Project Management
- Excellent Written and Verbal Communication Skills

---

### PROFESSIONAL EXPERIENCE

- Shanti Project* 2014-Present  
*Peer Support Staff*, - San Francisco, CA 2016
- Managed four projects
  - Researched requirements for OSHA and Fire/Earthquake safety codes and enacted safety standards.
  - Updated Employee Procedural Manual with new organizational standards.
  - Met with senior staff to develop company policies and procedures.
  - Facilities management, ensure organization is update to date on OSHA requirements.
  - Client contacted for PAWS Program to monitor overall flow of program.
  - Volunteer outreach for two teams of 12 volunteers for Dog Wash and Fundraiser.
  - Event Staff at two fundraisers benefiting the organization.
- Lead Facilitator and Planner*, -Honoring Our Experience 2014-Present
- Program planning for 10 retreats, workshops, community events with topic ranging from HIV and Ageing, Overcoming Community Isolation and Emotional Healing.
  - Logistical support
  - Large and small group facilitation
  - Client contact and peer support
- San Francisco AIDS Foundation*  
*Peer & Group Support Facilitator* 2014 - Present
- Facilitated and Participated in both the Elizabeth Taylor 50-Plus Network and Positive Force events, workshops and support groups.



### Professional Experience Continued...

- Participated in focus groups and Advisory Committee focused on Program Development
- Facilitated weekly support groups for Newly Diagnosed HIV+ clients for Positive Force.
- Co-Facilitated monthly support groups in the Positive Force Program - Plus Seminar.
- Guest speaker and panelist for 50-Plus Network and Positive Force events.
- Hosted social events to encourage peer support.

*HIV Community Planning Council* – San Francisco/San Mateo/Marin Eligible Metropolitan Area  
Mayor Appointed Member – 2016 (2-year term)

- Ryan White Care Act budget allocation
- Member - Council Affairs Committee

*San Francisco Department of Aging and Adult Services, San Francisco, CA*  
Committee Member, HIV and Aging Work Group 2014-Present

- Policy advocacy within HIV and Aging for upgrading services
- Developed a Needs Assessment for compiling and comparing data from survey results to support policy suggestions

*Tenderloin Neighborhood Development Co. (TNDC) Residents Council Association, San Francisco, CA*  
President 2013-Present

- Represented 800 Tenderloin Neighborhood residents through community organizing, advocacy, and outreach regarding Land Use, Crime & Safety, Housing/Homelessness, Public Health, and Social Programs
- Liaison with SFPD regarding crime and safety and redistricting, and with SF City Supervisor Jane Kim regarding community political issues
- Established and implemented association by-laws and policies
- Directed program development and created budgets
- Created needs assessment survey and compiled data to determine Council's direction

---

### EDUCATIONAL BACKGROUND

**San Francisco State University & Richmond Area Multi-Services, San Francisco, CA**  
Peer Specialist Mental Health Certificate Program - Advanced Course  
Peer Specialist Mental Health Certificate Program - Entry Level Course

**Community College of San Francisco, San Francisco, CA,**  
Community Organizing: Ideas and Action  
Liberal Arts

**Golden Gate University, San Francisco, CA,**  
Hospitality Management; Human Resources

**University of Maryland, College Park, MD**  
Business Administration

Maurice "Mick" Robinson  
Resume — Supplement  
Professional Experience (continued)

<i>Richmond Area Multi-Services, San Francisco</i>	
Peer Specialist Mental Health (paid) Internship	2016-2017
Peer Specialist — Dual Recovery Facilitator	2017-Present
<i>Curry Senior Center, San Francisco</i>	
Peer Specialist - Outreach & Isolation	2017-2018



Board of Supervisors
City and County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 244
(415) 554-5184 FAX (415) 554-7714

Application for Boards, Commissions, Committees, & Task Forces

Name of Board, Commission, Committee, or Task Force: CITIZEN'S COMMITTEE ON COMMUNITY DEVELOPMENT

Seat # or Category (If applicable): 3 or 4 District: 4

Name: Azalea Renfield

Home Address: [Redacted] 46th Avenue Zip: 94116

Home Phone: [Redacted] Occupation: Executive Director

Work Phone: 415.557.5452 Employer: United Educators Association for Affordable Housing

Business Address: P.O. Box 31513, San Francisco Zip: 94131

Business E-Mail: arenfield@ueaah.org Home E-Mail: [Redacted]

Pursuant to Charter Section 4.101 (a)2, Boards and Commissions established by the Charter must consist of electors (registered voters) of the City and County of San Francisco. For certain other bodies, the Board of Supervisors can waive the residency requirement.

Check All That Apply:

Registered voter in San Francisco: Yes [X] No [ ] If No, where registered: \_\_\_\_\_

Resident of San Francisco [X] Yes [ ] No If No, place of residence: \_\_\_\_\_

Pursuant to Charter section 4.101 (a)1, please state how your qualifications represent the communities of interest, neighborhoods, and the diversity in ethnicity, race, age, sex, sexual orientation, gender identity, types of disabilities, and any other relevant demographic qualities of the City and County of San Francisco:

I am a woman of color, living and working in San Francisco. I was born and raised in Sunset District and have attended public school from K-12 in the Sunset District. As a young 35 year old black woman, I represent a dying population here in the city. Furthermore, in my community (Sunset), I see no families of color. Most of the people of color reside in the Bayview, Fillmore and Tenderloin. I know firsthand how to advance the concerns and needs of low-income neighborhoods and/or communities because it's people like me who's being displaced and in need of community development and participation in the oversight of the development of HUD consolidated planning process. I welcome the opportunity to offer my knowledge, skills, abilities and native status to the Citizens Committee on Community Development.

**Business and/or professional experience:**

I am the Executive Director of United Educators Association for Affordable Housing (UEAAH), a nonprofit dedicated to helping K-12 public school teachers obtain affordable housing through state/federal policy initiatives. I also use to teach high school students as a Paraprofessional for the San Francisco Unified School District. I have worked in Public Policy for the San Diego Regional Chamber of Commerce and Falcon Capital Advisors in Washington, D.C, as a Public Policy Intern assisting with initiatives that would bridge the gaps between low-income folks and what I call the adequate-income. I have been tasked with making policy recommendations on the development and implementation of a comprehensive community development initiatives, assisting with the identification of community needs and formulation of program priorities with my work on the Economic Opportunity Council of San Francisco, and making annual funding recommendations on CDBG grants. Lastly, I have worked in Human Resources in various capacities and nonprofits. I am equipped with knowledge, experience and education. I have earned a Master's in Public Administration from the University of San Francisco and another Master's in Human Resource Management from Golden Gate University.

**Civic Activities:**

I serve on the Equity Advisory Committee (EAC) as a Committee Member at the San Francisco Human Rights Commission and the Housing Rights Committee of San Francisco as a Volunteer Housing Counselor. I also served on the Economic Opportunity Council of San Francisco Board of Directors. I care deeply about advancing the needs of low-income families across the city.

Have you attended any meetings of the Board/Commission to which you wish appointment? Yes  No

For appointments by the Board of Supervisors, appearance before the RULES COMMITTEE is a requirement before any appointment can be made. (Applications must be received 10 days before the scheduled hearing.)

Date: 02/06/2018 Applicant's Signature: (required) Azalea Renfield

(Manually sign or type your complete name.  
NOTE: By typing your complete name, you are hereby consenting to use of electronic signature.)

**Please Note:** Your application will be retained for one year. Once Completed, this form, including all attachments, become public record.

FOR OFFICE USE ONLY:  
Appointed to Seat #: \_\_\_\_\_ Term Expires: \_\_\_\_\_ Date Seat was Vacated: \_\_\_\_\_

# AZALEA RENFIELD

46 Avenue  
San Francisco, CA 94116

---

## PROFESSIONAL EXPERIENCE

### ADMINISTRATION, ANALYSIS AND MANAGEMENT

#### *United Educators Association for Affordable Housing, Inc. (UEAAH)*

- Oversee the operations of the organization and manages its compliance with legal and regulatory requirements.
- Plan, organizes and provides administrative direction and oversight for all organization functions and activities.
- Assure that the organization and its mission, programs, and services are consistently presented in a strong, positive image to relevant stakeholders
- Provide policy guidance and program evaluation to management staff, interns, and volunteers
- Train all staff and volunteers on protocols and procedures per contracts and needs of the organization.
- Create annual operating plans that support strategic direction set by the board
- Oversee staff in the development and implementation of fund-raising plans that support strategies adopted by the Development Committee
- Oversee and approve all policy development and/or implementation that the organization purposes.
- Responsible for understanding local/national housing policies as it relates to Housing and Urban Development (HUD)
- Direct and participate in researching, compiling data for, and preparing special and regular reports, including annual program plans, editing information, and regulatory audits
- Collaborate with other partnering agencies in order to plan and implement policies, procedures, programs, and activities that demonstrate both quality and consistent service to teachers
- Plan, provide leadership for, organize and direct the establishment of an organizational culture based on strong team building and systematic collaboration among partnering agencies and teacher organizations

#### *City of East Palo Alto*

- Interview, evaluate and counsel program participants on the elements of the Rent Stabilization Program
- Review and enter landlord-submitted registration data into Program database
- Issue and file maximum rent certificates and provide Program information to tenants and landlords
- Prepare, publish and mail hearing notices in compliance with Program regulations and State laws

1 Renfield

Please type or print in ink.

NAME OF FILER (LAST) Renfield (FIRST) Azalea (MIDDLE)

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms) San Francisco Mayor's Office of Housing and Community Development  
Division, Board, Department, District, if applicable: Citizen's Committee on Community Development Your Position: Member

▶ If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: \_\_\_\_\_ Position: \_\_\_\_\_

**2. Jurisdiction of Office (Check at least one box)**

- State
- Multi-County \_\_\_\_\_
- City of \_\_\_\_\_
- Judge or Court Commissioner (Statewide Jurisdiction)
- County of \_\_\_\_\_
- Other City & County of San Francisco

**3. Type of Statement (Check at least one box)**

- Annual: The period covered is January 1, 2017, through December 31, 2017.
- or-
- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through December 31, 2017.
- Assuming Office: Date assumed \_\_\_\_/\_\_\_\_/\_\_\_\_
- Leaving Office: Date Left \_\_\_\_/\_\_\_\_/\_\_\_\_ (Check one)
- The period covered is January 1, 2017, through the date of leaving office.
- or-
- The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through the date of leaving office.
- Candidate: Date of Election \_\_\_\_\_ and office sought, if different than Part 1: \_\_\_\_\_

**4. Schedule Summary (must complete) ▶ Total number of pages including this cover page: \_\_\_\_\_**

**Schedules attached**

- Schedule A-1 - Investments - schedule attached
- Schedule A-2 - Investments - schedule attached
- Schedule B - Real Property - schedule attached
- Schedule C - Income, Loans, & Business Positions - schedule attached
- Schedule D - Income - Gifts - schedule attached
- Schedule E - Income - Gifts - Travel Payments - schedule attached

-or-  
 None - No reportable interests on any schedule

**5. Verification**

MAILING ADDRESS (Business or Agency Address) \_\_\_\_\_ CITY San Francisco STATE CA ZIP CODE 94116

DAYTIME TELEPHONE NUMBER \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed 9/28/2018  
(month, day, year)

Signature Azalea Renfield  
(File the originally signed statement with your filing official.)

- Prepare and distribute Rent Stabilization Board agendas, Board materials and minutes

- Schedule Individual Rent Adjustment petition hearings
- Establish and maintain Rent Stabilization property and petition files
- Update the Rent Stabilization Program website
- Send petition notices to landlords and tenants to meet regulation requirements
- Maintain Internet base Tracking System showing status of all rent adjustment petitions
- Monitor department expenditures against budgeted amounts
- Process departmental invoices for payment
- Coordinate and execute annual mailings to tenants and landlords
- Counsel landlords, tenants and other interested parties on the requirements of the Rent Stabilization and Just Cause for Eviction Ordinance and its regulations
- Interface with other City Departments about rent stabilized properties
- Disseminate information about the rental-housing program to individuals and/or groups as necessary
- Attend City Council meetings, Rent Stabilization Board meetings, and Planning Commission meetings as necessary

*City and County of San Francisco*

- Recorded and evaluated personal and financial data to determine initial or continuing eligibility for CalFREsh (Food Stamps), CalWORKs, and Medi-Cal
- Initiated procedures to grant, modify, deny or terminate eligibility and grants for various assistance programs
- Explained rules and regulations governing eligibility and grants, payment methods, and applicant's legal rights
- Explained eligibility requirements, form completion requirements, community resources for financial assistance, housing opportunities, and tenant selection methods
- Selected and referred eligible applicants to other assistance programs that can be beneficial to the client
- Reviewed petitions seeking waivers, approvals, and deterrents.
- Used computer data base (Calwin) and a variety of computer software to set up, access, track and report on clients.

*California Rural Legal Assistance, Inc.*

- Managed employee records systems, and maintained all employee personnel files, including benefits, workers compensation claims, personnel action forms, performance reviews, employment verifications, hires, changes, terminations and any other employee correspondence.
- Developed and maintained ongoing benefit enrollments, changes, and terminations
- Managed benefits information in Paycom System.
- Served as technical advisor to resolve and matters of regulatory interpretation related to benefit enrollment

*Center Point, Inc.*

- Performed benefit administration to include claims resolution, change reporting, approving invoices for payment, and communicating benefit information to employees.
- Conducted recruitment effort for all exempt and nonexempt personnel, students, and temporary employees; conduct new-employee orientations; monitor career path programs, create and place advertisement.



- Assisted with processing bi-weekly payroll for 250+ employees using ADP.
- Assisted with training, directing, supervising and evaluating the work of employees.

*San Francisco Unified School District (SFUSD)*

- Facilitated and implemented lesson plans for at-risk youth including reviewing and correcting the work of pupils
- Provided direction to students in independent study and corrective programs designed by teacher
- Assisted teachers in controlling behavioral and emotional occurrence by employing techniques for instance systems of rewards, performance checklists and time-outs
- Coordinated education with non-instructional projects and duties
- Assisted in accomplishment of primary set of courses by providing individual and group training to students
- Facilitated and implemented lesson plans for at-risk youth including reviewing and correcting the work of pupils
- Provided direction to students in independent study and corrective programs designed by teacher
- Assisted teachers in controlling behavioral and emotional occurrence by employing techniques for instance systems of rewards, performance checklists and time-outs
- Coordinated education with non-instructional projects and duties
- Assisted in accomplishment of primary set of courses by providing individual and group training to students
- Provide leadership that instills a spirit of innovation and high standards of individual performance
- Collaborate with Colleges and public schools in order to plan successful transitions of students attending college

*In-Home Support Services of San Francisco (IHSS)*

- Communicated and developed action plans for senior activities
- Responsible for planning, recruiting, terminating and care providers
- Coordinated doctor appointments, shopping, and meal schedule weekly
- Encouraged seniors to set personal goals to remain active participants
- Guided and assisted seniors with their personal care and home maintenance

*Lavender Youth Recreation and Information Center, Inc. (LYRIC)*

- Coordinated large volumes of mail, facility management, and performed mundane office tasks
- Answered phones, assigned & confirmed schedules, updated schedules daily, and data input
- Assisted with processing biweekly payroll for agency employees; maintain confidential documentation for employee payroll records
- Evaluated systems and processes, recommending and implementing improvements
- Built and maintained positive working relationships with colleagues across the organization
- Performed any additional duties as assigned by supervisor

*PUBLIC POLICY & RESEARCH*

*Falcon Capital Advisors, LLC*

- Facilitated the logistics for Falcon Capital client NAHREP (National Association of Hispanic Real Estate Professionals/Non-profit) Capitol Hill visits
- Coordinated meetings for NAHREP to meet with their members of congress
- Analyzed federal legislation and regulation that had a direct impact on NAHREP members
- Provided client referrals to members of congress and conduct regular follow up
- Carry out assigned roles and responsibilities as assigned by company and partnering agencies

*San Diego Regional Chamber of Commerce*

- Researched public policy housing issues and composed reports for committee meetings
- Created policy briefs for business owners, chamber committees, and general public
- Assisted the Director of Public Policy with research and note taking at council meetings
- Performed basic office functions and provided members with service

---

## **EMPLOYMENT HISTORY**

**United Educators Association for Affordable Housing – San Francisco, CA**  
**Executive Director/HR Manager, 2012 to Present**

**City of East Palo Alto – East Palo Alto, CA**  
**Rent Stabilization Counselor II, 2017 to Present**

**City and County of San Francisco – San Francisco, CA**  
**Senior Eligibility Analyst, 2015 to 2017**

**California Rural Legal Assistance – Oakland, CA**  
**HR Generalist Intern, 2014-2015**

**Center Point, Inc. – San Francisco, CA**  
**HR Assistant, 2014**

**San Francisco Unified School District – San Francisco, CA**  
**Paraprofessional Teacher, 2012-2013**

**Falcon Capital Advisors – Washington, DC**  
**Public Policy Intern, 2012**

**San Diego Regional Chamber of Commerce – San Diego, CA**  
**Public Policy Intern, 2011**

**In-Home Support Services, San Francisco Public Authority – San Francisco, CA**  
**Care-Provider/Coordinator, 2004-2010**

**Lavender Youth Recreation and Information Center, Inc. – San Francisco, CA**  
**Administrative/Office Assistant, 2001-2003**

---

## EDUCATION

<b>University of San Francisco, School of Management</b> <i>Master of Public Administration (MPA)</i>	San Francisco, CA May/2015
<b>Golden Gate University, Ageno School of Business</b> <i>Master of Science, Human Resource Management (MS HRM)</i>	San Francisco, CA December/2014
<b>University of California, San Diego</b> <i>Bachelor of Arts (B.A)</i> Major: Communication, Second Major: American Politics	La Jolla, CA June/2012
<b>City College of San Francisco</b> <i>Associates of Arts (A.A)</i> Major: Communication	San Francisco, CA July/2009
<b>City College of San Francisco</b> <i>Certificate in Speech Communication</i>	San Francisco, CA May/2007

---

## TRAININGS

<b>Fred Pryor Seminars</b> <i>Project Management Workshop</i>	San Francisco, CA October 2017
--	-----------------------------------

---

## BOARDS/ COMMISSIONS

<b>Lilypad Homes:</b> Member of the Board of Directors	October 2017-present
<b>Fair Housing Advocates of Northern California:</b> Secretary, Member of the Board of Directors	January 2016-present
<b>City and County of San Francisco Human Rights Commission:</b> Equity Advisory Committee (EAC) Member	January 2016-present
<b>Economic Opportunity Council of San Francisco:</b> Secretary and Member of the Board of Directors	November 2016-September 2017

---

## COMMUNITY SERVICE

<b>Housing Rights Committee of San Francisco:</b> Tenants' Rights Counselor	October 2016-present
<b>League of California Cities:</b> Appointed to Community Services Policy Committee	January 2016-December 2016

*University of San Francisco:*

Board of Trustees Academic Affairs Committee Member	August 2014-May 2015
Vice President of Internal Affairs for Graduate Student Senate	August 2014-May 2015
School of Management Senator for Graduate Student Senate	August 2013-May 2014

---

**HONORS/AWARDS**

*University of San Francisco:*

Global Honor Society for Public Affairs & Administration (Phi Alpha Alpha)	May 2015
Certificate of Leadership and Advocacy from Graduate Student Senate	May 2015
Vizuri Kabisa Award for Academic Excellence	May 2015

*University of California, San Diego:*

Selected to participate in competitive UCDC program. UCDC is an academic program that provides students of all majors an opportunity to continue with studies while interning in Washington, DC

---

**MEMBERSHIPS**

Municipal Management Association of Northern California (MMANC)	2014-Present
International City/County Management Association (ICMA)	2014-Present
Society for Human Resource Management (SHRM)	2014-Present
Nonprofit Housing Association of Northern California (NPH)	2015-Present

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

## VACANCY NOTICE

### CITIZEN'S COMMITTEE ON COMMUNITY DEVELOPMENT

#### Replaces All Previous Notices

NOTICE IS HEREBY GIVEN of the following seat information and term expirations (**in bold**), appointed by the Board of Supervisors:

**Seat 1**, Emma Kelsey, term expiring February 23, 2019, should reflect and advance the concerns and needs of low-income neighborhoods and/or communities in the City and not be employed or serve on the governing body of any entity that has a Community Development Block Grant or Emergency Shelter Grant application pending with the City, for a two-year term.

**Seat 2**, Clinton Loftman, term expiring February 23, 2019, should reflect and advance the concerns and needs of low-income neighborhoods and/or communities in the City and not be employed or serve on the governing body of any entity that has a Community Development Block Grant or Emergency Shelter Grant application pending with the City, for a two-year term.

**Seat 3**, succeeding Peter Cohen, term expiring February 23, 2018, should reflect and advance the concerns and needs of low-income neighborhoods and/or communities in the City and not be employed or serve on the governing body of any entity that has a Community Development Block Grant or Emergency Shelter Grant application pending with the City, for a two-year term ending February 23, 2020.

**Seat 4**, succeeding Miquel Penn, term expiring February 23, 2018, should reflect and advance the concerns and needs of low-income neighborhoods and/or communities in the City and not be employed or serve on the governing body of any entity that has a Community Development Block Grant or Emergency Shelter Grant application pending with the City, for a two-year term ending February 23, 2020.

*(Note: No person who is either employed by or serves on the governing board of any entity that has a Community Development Block Grant ("CDBG") or Emergency Shelter Grant ("ESG") application pending with the City shall be eligible to serve as a member of this Committee.)*

Report: Annual funding recommendations to the Mayor and Board of Supervisors for the Department of Housing and Urban Development ("HUD") entitlement resources of CDBG and ESG, in accordance with all HUD requirements, as amended from time to time.

Sunset Date: None.

Additional information relating to the Citizen's Committee on Community Development, or other seats on this body that are appointed by another authority, may be obtained by reviewing Administrative Code, Section 2A.290, at <http://www.sfbos.org/sfmunicodes> or by visiting the Committee's website at <http://sfmohcd.org/citizens-committee-community-development>.

Interested persons may obtain an application from the Board of Supervisors website at [http://www.sfbos.org/vacancy\\_application](http://www.sfbos.org/vacancy_application) or from the Rules Committee Clerk, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689. Completed applications should be submitted to the Clerk of the Board. All applicants must be residents of San Francisco, unless otherwise stated.

Pursuant to Board of Supervisors Rules of Order 2.19 (Motion No. 05-92) all applicants applying for this Committee must complete and submit, with their application, a copy (**not original**) of Form 700, Statement of Economic Interests.

Applications will not be considered if a copy of Form 700 is not received. Form 700, Statement of Economic Interests, may be obtained at <http://www.sfbos.org/form700>.

**Next Steps:** Applicants who meet minimum qualifications will be contacted by the Rules Committee Clerk once the Rules Committee Chair determines the date of the hearing. Members of the Rules Committee will consider the appointment(s) at the meeting and applicant(s) may be asked to state their qualifications. The appointment(s) of the individual(s) who are recommended by the Rules Committee will be forwarded to the Board of Supervisors for final approval.

*Please Note: Depending upon the posting date, a vacancy may have already been filled. To determine if a vacancy for this Committee is still available, or if you require additional information, please call the Rules Committee Clerk at (415) 554-5184.*

*Further Note: Additional seats on this body may be available through other appointing authorities, including the Mayor's Office.*

  
for Angela Calvillo  
Clerk of the Board

DATED/POSTED: January 2, 2018

San Francisco  
BOARD OF SUPERVISORS

Date Printed: March 16, 2017

Date Established:

October 6, 2009

Active

**CITIZEN'S COMMITTEE ON COMMUNITY DEVELOPMENT**

**Contact and Address:**

Brian Cheu Director of Community Development  
Mayor's Office of Housing  
1 South Van Ness Avenue, 5th Floor  
San Francisco, CA 94103

Phone: (415) 701-5584

Fax: (415) 701-5501

Email: Brian.Cheu@sfgov.org

**Authority:**

Administrative Code, Section 2A.290 (Ordinance No. 212-09)

**Board Qualifications:**

The Committee shall consist of nine (9) members. The Mayor shall have exclusive power to appoint five (5) members of the Committee; the Board of Supervisors shall have exclusive power to appoint four (4) members. The Mayor's appointees shall have professional expertise in one or more of the following areas of community development: community development finance, affordable housing, small business development, microenterprise, homelessness, neighborhood planning, workforce development, social services, technical assistance to community-based service providers, and capital projects and public space improvement. In making its appointments to the Commission, the Board of Supervisors shall give consideration to the ability of its appointees to reflect and advance the concerns and needs of low-income neighborhoods and/or communities in the City.

No person who is either employed by or serves on the governing board of any entity that has a CDBG or ESG grant application pending with the City shall be eligible to serve as a member.

To stagger the terms of the members, the initial appointments to the Committee shall be as follows: the Mayor shall appoint three (3) members to serve terms of two years, two (2) members to serve terms of one year. The Board of Supervisors shall appoint two (2) members to serve terms of two years, two (2) members to serve terms of one year. Thereafter, all members shall serve for two-year terms.

Members shall serve fixed terms and may be removed for cause. Vacancies shall be filled by

"R Board Description" (Screen Print)

San Francisco  
BOARD OF SUPERVISORS

the appointing authority.

In addition, the following individuals, or their designee, shall serve ex-officio as non-voting members of the Committee: the Director of Economic and Workforce Development Department, and the Director of the Mayor's Office of Housing. The Director of the San Francisco Redevelopment Agency, or his or her designee, may also serve ex officio as a non-voting member of the Committee.

The Committee shall be an advisory body whose purpose is to make recommendations to the Mayor and Board of Supervisors on HUD-based funding allocations and policy matters directly related to community development efforts in the City. For purposes of this Section, "community development" means a planned effort or program that increases the capacity of low- and moderate-income people to improve their quality of life.

Compensation: None

Report: Annual funding recommendations to the Mayor and Board of Supervisors for the HUD entitlement resources of Community Development Block Grants ("CDBG") and Emergency Shelter Grants ("ESG"), in accordance with all HUD requirements, as amended from time to time.

Sunset Clause: None