



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

BOARD OF DIRECTORS
ADMINISTRATION COMMITTEE

COMMITTEE MEMBERS

KAREN MITCHOFF – CHAIR
MARGARET ABE-KOGA
JOHN GIOIA
DAVID HUDSON
KATIE RICE
BRAD WAGENKNECHT

JOHN BAUTERS - VICE CHAIR
CINDY CHAVEZ
CAROLE GROOM
TYRONE JUE
MARK ROSS

**THIS MEETING WILL BE CONDUCTED UNDER PROCEDURES AUTHORIZED BY
ASSEMBLY BILL 361**

- **THE PUBLIC MAY OBSERVE THIS MEETING THROUGH THE WEBCAST BY
CLICKING THE LINK AVAILABLE ON THE AIR DISTRICT’S AGENDA WEBPAGE
AT**

www.baaqmd.gov/bodagendas

- **THE PUBLIC MAY PARTICIPATE REMOTELY VIA ZOOM AT THE
FOLLOWING LINK OR BY PHONE**

<https://bayareametro.zoom.us/j/83770890373>

(669) 900-6833 or (408) 638-0968

WEBINAR ID: 837 7089 0373

- **THOSE PARTICIPATING BY PHONE WHO WOULD LIKE TO MAKE A
COMMENT CAN USE THE “RAISE HAND” FEATURE BY DIALING “*9”. IN
ORDER TO RECEIVE THE FULL ZOOM EXPERIENCE, PLEASE MAKE SURE
YOUR APPLICATION IS UP TO DATE**

ADMINISTRATION COMMITTEE MEETING AGENDA

WEDNESDAY, MARCH 16, 2022

1:00 PM

1. **Call to Order - Roll Call**
2. **Pledge of Allegiance**
3. **Public Meeting Procedure**

The Committee Chair shall call the meeting to order and the Clerk of the Boards shall take roll of the Committee members.

This meeting will be webcast. To see the webcast, please visit www.baaqmd.gov/bodagendas at the time of the meeting. Closed captioning may contain errors and omissions and are not certified for their content or form.

***Public Comment on Agenda Items:** The public may comment on each item on the agenda as the item is taken up. Members of the public who wish to speak on matters on the agenda for the meeting, will have two minutes each to address the Committee. No speaker who has already spoken on that item will be entitled to speak to that item again.*

CONSENT CALENDAR (Item 4)

4. Approval of the Minutes of February 16, 2022

The Committee will consider approving the draft minutes of the Administration Committee meeting of February 16, 2022.

PRESENTATION(S)

5. Management Audit Update and Fiscal Year Ending (FYE) 2022 Staffing Authorization Review

This item is informational only and will be presented by John Chiladakis, Director of Information Services, and George Skiles and Lynda McCallum of Sjoberg Evashenk.

6. Conduct Interviews and Consider Recommending Board of Directors Approval of Candidates for Appointment to the Air District's Hearing Board

This is an action item for the Committee to conduct interviews and consider recommending Board of Directors approval of candidates for appointment to the Air District's Hearing Board, and will be presented by Rex Sanders, Chief Administrative Officer.

OTHER BUSINESS

7. Public Comment on Non-Agenda Matters

Pursuant to Government Code Section 54954.3

Members of the public who wish to speak on matters not on the agenda for the meeting, will have two minutes each to address the Committee.

8. Committee Member Comments

Any member of the Committee, or its staff, on his or her own initiative or in response to questions posed by the public, may: ask a question for clarification, make a brief announcement or report on his or her own activities, provide a reference to staff regarding factual information, request staff to report back at a subsequent meeting concerning any matter or take action to direct staff to place a matter of business on a future agenda. (Gov't Code § 54954.2)

9. Time and Place of Next Meeting

Wednesday, April 20, 2022, at 1:00 p.m., via webcast, pursuant to procedures authorized by Assembly Bill 361.

10. Adjournment

The Committee meeting shall be adjourned by the Chair.

CONTACT:

MANAGER, EXECUTIVE OPERATIONS
375 BEALE STREET, SAN FRANCISCO, CA 94105
vjohnson@baaqmd.gov

(415) 749-4941
FAX: (415) 928-8560
BAAQMD homepage:
www.baaqmd.gov

- Any writing relating to an open session item on this Agenda that is distributed to all, or a majority of all, members of the body to which this Agenda relates shall be made available at the Air District's offices at 375 Beale Street, Suite 600, San Francisco, CA 94105, at the time such writing is made available to all, or a majority of all, members of that body.

Accessibility and Non-Discrimination Policy

The Bay Area Air Quality Management District (Air District) does not discriminate on the basis of race, national origin, ethnic group identification, ancestry, religion, age, sex, sexual orientation, gender identity, gender expression, color, genetic information, medical condition, or mental or physical disability, or any other attribute or belief protected by law.

It is the Air District's policy to provide fair and equal access to the benefits of a program or activity administered by Air District. The Air District will not tolerate discrimination against any person(s) seeking to participate in, or receive the benefits of, any program or activity offered or conducted by the Air District. Members of the public who believe they or others were unlawfully denied full and equal access to an Air District program or activity may file a discrimination complaint under this policy. This non-discrimination policy also applies to other people or entities affiliated with Air District, including contractors or grantees that the Air District utilizes to provide benefits and services to members of the public.

Auxiliary aids and services including, for example, qualified interpreters and/or listening devices, to individuals who are deaf or hard of hearing, and to other individuals as necessary to ensure effective communication or an equal opportunity to participate fully in the benefits, activities, programs and services will be provided by the Air District in a timely manner and in such a way as to protect the privacy and independence of the individual. Please contact the Non-Discrimination Coordinator identified below at least three days in advance of a meeting so that arrangements can be made accordingly.

If you believe discrimination has occurred with respect to an Air District program or activity, you may contact the Non-Discrimination Coordinator identified below or visit our website at www.baaqmd.gov/accessibility to learn how and where to file a complaint of discrimination.

Questions regarding this Policy should be directed to the Air District's Non-Discrimination Coordinator, Suma Peesapati, at (415) 749-4967 or by email at speesapati@baaqmd.gov.

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

375 BEALE STREET, SAN FRANCISCO, CA 94105

FOR QUESTIONS PLEASE CALL (415) 749-4941

EXECUTIVE OFFICE:

MONTHLY CALENDAR OF AIR DISTRICT MEETINGS

MARCH 2022

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Special Meeting	Friday	11	2:30 p.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Legislative Committee	Monday	14	1:00 p.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Special Meeting as the Sole Member of the Bay Area Clean Air Foundation	Wednesday	16	8:30 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Meeting	Wednesday	16	9:00 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Administration Committee	Wednesday	16	1:00 p.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Stationary Source and Climate Impacts Committee	Monday	21	9:00 a.m.	Webcast only pursuant to Assembly Bill 361
Path to Clean Air Community Emissions Reduction Plan Steering Committee	Monday	21	5:30 p.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Budget and Finance Committee	Wednesday	23	9:30 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Mobile Source and Climate Impacts Committee	Thursday	24	9:30 a.m.	Webcast only pursuant to Assembly Bill 361
Community Advisory Council Committee	Wednesday	30	6:00 p.m.	Webcast only pursuant to Assembly Bill 361

APRIL 2022

<u>TYPE OF MEETING</u>	<u>DAY</u>	<u>DATE</u>	<u>TIME</u>	<u>ROOM</u>
Board of Directors Meeting	Wednesday	6	9:00 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Community Equity, Health and Justice Committee	Thursday	7	9:30 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Legislative Committee	Monday	11	1:00 p.m.	Webcast only pursuant to Assembly Bill 361
Advisory Council Meeting	Monday	11	8:30 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Stationary Source and Climate Impacts Committee	Monday	18	9:00 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Meeting	Wednesday	20	9:00 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Administration Committee	Wednesday	20	1:00 p.m.	Webcast only pursuant to Assembly Bill 361
Path to Clean Air Community Emissions Reduction Plan Steering Committee	Monday	25	5:30 p.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Budget and Finance Committee	Wednesday	27	9:30 a.m.	Webcast only pursuant to Assembly Bill 361
Board of Directors Mobile Source and Climate Impacts Committee	Thursday	28	9:30 a.m.	Webcast only pursuant to Assembly Bill 361

VJ 3/10/2022 – 8:40 A.M.

G/Board/Executive Office/Moncal

BAY AREA AIR QUALITY MANAGEMENT DISTRICT
Memorandum

To: Chairperson Karen Mitchoff and Members
of the Administration Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 16, 2022

Re: Approval of the Minutes of February 16, 2022

RECOMMENDED ACTION

Approve the draft minutes of the Administration Committee (Committee) meeting of February 16, 2022.

BACKGROUND

None.

DISCUSSION

None.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Marcy Hiratzka
Reviewed by: Vanessa Johnson

ATTACHMENTS:

1. Draft Minutes of the Administration Committee Meeting of February 16, 2022

Bay Area Air Quality Management District
375 Beale Street, Suite 600
San Francisco, CA 94105
(415) 749-5073

Administration Committee Meeting
Wednesday, February 16, 2022

DRAFT MINUTES

*Note: Audio recordings of the meeting are available on the website of the
Bay Area Air Quality Management District at
www.baaqmd.gov/bodagendas*

This meeting was conducted under procedures in accordance with Assembly Bill 361. Members of the Committee participated by teleconference.

OPENING ITEMS

1. CALL TO ORDER - ROLL CALL

Opening Comments: Administration Committee (Committee) Chairperson, Karen Mitchoff, called the meeting to order at 1:00 p.m.

Roll Call:

Present: Chairperson Karen Mitchoff; Vice Chairperson Bauters; and Directors Margaret Abe-Koga, Cindy Chavez, John Gioia, Carole Groom, David Hudson, Tyrone Jue, Katie Rice, Mark Ross, and Brad Wagenknecht.

Absent: None.

3. PUBLIC MEETING PROCEDURE (OUT OF ORDER, ITEM 2)

2. PLEDGE OF ALLEGIANCE (ITEM 3)

CONSENT CALENDAR (Items 4 - 5)

4. APPROVAL OF THE MINUTES OF DECEMBER 1, 2021

Public Comments

No request received.

Committee Comments

None.

Committee Action

See action in Item 5.

5. Hearing Board Quarterly Report: October 2021 - December 2021

Director Groom made a motion, seconded by Director Hudson, to **approve** the Consent Calendar, Items 4 and 5, inclusive; and the motion carried by the following vote of the Administration Committee:

AYES:		Abe-Koga, Chavez, Gioia, Groom, Hudson, Jue, Mitchoff, Rice, and Ross.
NOES:		None.
ABSTAIN:		None.
ABSENT:		Bauters and Wagenknecht.

REGULAR AGENDA (Items 6 - 9)

6. Management Audit Update

Chair Mitchoff, introduced John Chiladakis, Director of Information Services, who gave the staff presentation *Management Audit Update*, including: outline; timeline to date; and management auditor overview, Mr. Chiladakis then introduced George Skiles of Sjoberg Evashenk Consulting, Incorporated, who continued with the presentation that included slides: current status and questions.

Public Comments

Public comments were given by Bob Brown, Western States Petroleum Association.

Committee Comments

The Committee and staff discussed the importance of working with the management auditor to address additional staffing needs.

Committee Action

None; receive and file.

7. Proposed Timeline to Discuss and Provide Direction Regarding Board Composition

Jack Broadbent, Executive Officer/Air Pollution Control Officer (APCO) gave an update on the proposed timeline to discuss and provide further direction to staff regarding Board composition. He discussed the prospect of members of the community serving on the Board. Mr. Broadbent introduced Alan Abbs, Legislative Officer, who talked about the timeline and strategy for proposed legislation regarding Board composition, to be introduced in 2023. Mr. Abbs stated that the Air District is currently analyzing the manner in which other California air districts have pursued legislative changes that affect their boards' composition. Mr. Abbs added that he plans to discuss this issue with several of the Board's committees by May, and plans to propose a recommendation to the Board in the summer.

NOTED PRESENT: Director Wagenknecht was noted present at 1:26 p.m.

Public Comments

Public comments were given by Jed Holtzman, San Francisco resident; and Dr. Steve Rosenblum, Palo Alto resident.

Committee Comments

The Committee and staff discussed the need to identify the Board's objective for adding members of the public to the Board; the roles that members of the public hold on other California air district Boards; the distinction between the issues of changing legislation to add specific mayoral appointments to the Air District's Board, and adding members of the public as voting members of the Board; whether adding an additional member of the public to the Board would help with trust, transparency and expectations, and the concern that retracting such an action would lead to bad publicity; the need to analyze the current composition of the Board to identify whether issues need to be addressed besides adding members of the public; and a Committee member's request for background information on how the Air District's Board appointments became based on population, as well as how the Mayor of the City of San Francisco received a designated seat on the Board.

Committee Action

None; receive and file.

8. Update on the Air District's Recruitment and Selection Plan

Rex Sanders, Chief Administration Officer (CAO), gave the staff presentation *Update on the Air District's Recruitment and Selection Plan*; including: presentation outcome; presentation outline; presentation requested action; background; and diverse recruiting practices. Mr. Sanders then introduced Dr. Maisha Beasley, Chief Executive Officer (CEO), and Co-founder, and Ashley Carter, Chief Operations Officer (COO), of MEB Consulting Group, who gave the presentation *Bay Area Air Quality Management District (BAAQMD) External Review Findings & Recommendations*, including: initial phase; theme (overview, equity of hiring practices, staff retention and satisfaction, updating and reviewing job descriptions and qualifications); next steps; phase two; phase three; next steps; and questions.

Public Comments

No requests received.

NOTED PRESENT: Vice Chair Bauters at 2:13 p.m.

Committee Comments

The Committee and staff discussed the proposed best practices regarding updating and reviewing job descriptions and qualifications, and whether there have been any disagreements from the Air District regarding the proposed recommendations from the consultant; whether the Air District has standard practices regarding the composition of hiring panels, evaluators of potential candidates, and the onboarding process; a Committee member's request for a policy regarding hiring panels; under what circumstances members of the public are to be involved in hiring panels; how to accelerate the Air District's current recruitment process; the request for an update at one of the May Board meetings; and the length of time it takes for public agencies to hire an employee.

Committee Action

None; receive and file.

9. Update on Hearing Board Efforts

Mr. Broadbent gave the staff presentation *Update on Hearing Board Efforts*, including: outcome; outline; requested action; upcoming Hearing Board meetings; and Hearing Board recruitment.

Public Comments

Public comments were given by Dr. Steve Rosenblum, Palo Alto resident; and Jan Warren, Interface Climate Action Network of Contra Costa County.

Committee Comments

The Committee and staff discussed how many Hearing Board vacancies need to be filled/appointed on the March 16, 2022 Administration Committee Meeting.

Committee Action

None; receive and file.

OTHER BUSINESS

10. Public Comment on Non-Agenda Matters

No requests received.

11. Committee Member Comments

Chair Mitchoff stated that after she officially changed the amount of time for public comments from three to two minutes, she did not see language reflecting that change in subsequent Board and committee agendas.

12. Time and Place of Next Meeting

The next meeting was originally scheduled for Wednesday, March 16, 2022, at 1:00 p.m., via webcast, pursuant to procedures authorized by Assembly Bill 361. During the meeting, Chair Mitchoff stated that she may move up the time, prior to 1:00 p.m.

13. Adjournment

The meeting adjourned at 2:43pm.

Luis Espino
Acting Clerk of the Boards

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Karen Mitchoff and Members
of the Administration Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 16, 2022

Re: Management Audit Update and Fiscal Year Ending (FYE) 2022 Staffing
Authorization Review

RECOMMENDED ACTION

None; receive and file.

BACKGROUND

On June 16, 2021, the Board of Directors (Board) approved a workplan to initiate a management audit and the scope of work to procure services for a management audit, acknowledging the following priorities: evaluating the Air District's current hiring process, analyzing Air District divisions that are asking for the greatest numbers of new staffing positions, include a performance audit and risk evaluation. The vendor selection team for the auditor would include Board Members Carole Groom and Margaret Abe-Koga, as well as one community member appointed by the Community Equity, Health, and Justice Committee, another appointed by the Stationary Source and Impacts Committee, and a subject matter expert in management audits.

On June 30, 2021, the Air District issued a Request for Qualifications for Management Audit Services which closed on July 21, 2021. During the open period, the Air District received six proposals from various vendors.

On December 15, 2021, the Air District Board reviewed the scores attributed to each vendor by the selection panel and authorized the execution of a contract with the highest scoring vendor, Sjoberg Evashenk, for management audit services in an amount not to exceed \$250,000.

DISCUSSION

The initial task order under the contract calls for a first deliverable in March 2022 to inform new FYE 2022 staffing authorization, and a second deliverable in May 2022 which will provide information regarding Air District-wide risk and rank the Air District's divisions for further audit priority.

Sjoberg Evashenk began work on the FYE 2022 staffing authorization review and risk assessment deliverables in January 2022, and the Management Auditor will present the FYE 2022 staffing authorization review to the Committee during today's meeting.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: John Chiladakis
Reviewed by: Jack P. Broadbent and George Skiles (Sjoberg Evashenk)

ATTACHMENTS:

None

BAY AREA AIR QUALITY MANAGEMENT DISTRICT

Memorandum

To: Chairperson Karen Mitchoff and Members
of the Administration Committee

From: Jack P. Broadbent
Executive Officer/APCO

Date: March 16, 2022

Re: Conduct Interviews and Consider Recommending Board of Directors Approval of
Candidates for Appointment to the Air District's Hearing Board

RECOMMENDED ACTION

Conduct interviews and consider recommending Board of Directors approval of candidates for appointment to the Air District's Hearing Board.

BACKGROUND

Pursuant to Section 40800 of the California Health and Safety Code, the Air District is required to maintain a Hearing Board consisting of five members including, one member who is a professional engineer registered as such pursuant to the Professional Engineers Act (Chapter 7 (commencing with Section 6700) of Division 3 of the Business and Professions Code), one member from the medical profession whose specialized skills, training, or interests are in the fields of environmental medicine, community medicine, or occupational/toxicologic medicine, one member admitted to the practice of law in this state, and two public members. The Air District Board of Directors may also appoint one alternate for each member. The alternate shall have the same qualifications, specified in Section 40801, as the member for whom such person is the alternate. The alternate may serve only in the absence of the member, and for the same term as the member. It has been the Air District's practice to fill all ten seats of the Hearing Board.

Pursuant to Division I, Section 8.6 of the Air District's Administrative Code, Hearing Board Member terms are limited to fifteen (15) consecutive years, with reappointment possible after a three-year absence.

DISCUSSION

There are currently three vacancies: 1) Principal Member A in the Public category; 2) Alternate Member in the Attorney category; and 3) Alternate Member in the Professional Engineer category. The Air District also recruited for two additional Hearing Board positions set to expire April 16, 2022, and May 7, 2022: 4) Principal Member in the Attorney category; and 5) Principal Member in the Medical category. As a result, there are five positions to fill. Staff

initiated a recruitment to fill these positions. After extensive recruitment and outreach efforts, staff received ten applications. Staff have assessed the candidates' experience and education relative to the position for which the candidates applied and have top candidates with the most relevant qualifications to proceed to interviews with the Administration Committee Meeting.

Interviews of the candidates will occur during the Administration Committee meeting of March 16, 2022. The length of each interview will be approximately 15 minutes. The application materials submitted by the candidates will be provided to you for your review.

BUDGET CONSIDERATION/FINANCIAL IMPACT

None.

Respectfully submitted,

Jack P. Broadbent
Executive Officer/APCO

Prepared by: Anitra Gibson
Reviewed by: Maricela Martinez

ATTACHMENTS:

1. Hearing Board Member Interview Packet



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

HEARING BOARD INTERVIEWS

ADMINISTRATION COMMITTEE

March 16, 2022



BAY AREA AIR QUALITY MANAGEMENT DISTRICT
invites applications for the position of:
HEARING BOARD MEMBER

An Equal Opportunity Employer

SALARY:

Hourly | Biweekly | Monthly | Annually

OPENING DATE: 01/26/22

CLOSING DATE: 02/25/22 05:00 PM

DESCRIPTION:

The Bay Area Air Quality Management District (Air District) is a regional government agency, committed to achieving clean air to protect the public's health and the environment. The Air District accomplishes this goal through regulation of industrial facilities and various outreach and incentive programs designed to encourage clean air choices.

The Air District's jurisdiction encompasses all of seven counties - Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara and Napa, and portions of two others - southwestern Solano and southern Sonoma.

The Hearing Board is established by state law and consists of five members and their alternates - an attorney, a professional engineer, a member from the medical profession, and two members of the public.

The Air District is currently recruiting for the following five (5) Hearing Board seats:

- Principal in the Public category;
- Principal in the Attorney category;
- Principal in the Medical category;
- Alternate in the Attorney category; and
- Alternate in the Professional Engineer category

EXAMPLES OF DUTIES FOR THIS POSITION:

The Hearing Board is a quasi-judicial body that rules on particular cases that affect only individual facilities. It is authorized to hear requests for variance relief, permit revocation, abatement orders, and appeals by permit applicants, or by interested third parties, concerning the issuance or denial of permits.

These are volunteer positions. There is no salary. Members of the Hearing Board receive a stipend of \$400 per meeting day, plus travel expenses, if applicable.

MINIMUM QUALIFICATIONS:

The applicants for the Hearing Board are evaluated based on their qualifications to serve as representatives for their profession, field of endeavor, or the community, as the case may be.

HOW TO APPLY & SELECTION CRITERIA:

Hearing Board members serve a term of three years and may be reappointed to a maximum of fifteen consecutive years. The Hearing Board can meet as often as 1-3 times a week depending on the volume of cases filed, usually on Tuesdays, at the Air District's office at 375 Beale Street, San Francisco, CA 94105. Meetings are being held virtually during the COVID pandemic.

Interviews are held during the Air District's Board of Director's Administration Committee Meeting. If you are selected for an interview, our staff will contact you to request your presence at this meeting/interview.

HOW TO APPLY & SELECTION CRITERIA:

Interested individuals must submit the following materials no later than 5:00p.m. on **Friday, February 25, 2022:**

- 1) A completed BAAQMD Hearing Board application, along with;
- 2) A chronological resume

Applications are accepted online. For an application, contact the Human Resources Office at (415) 749-4667 or you may download a copy at our website at www.baaqmd.gov/jobs. Completed application packets should be returned to: Bay Area Air Quality Management District, Human Resources Office, 375 Beale Street, Suite 600, San Francisco, CA 94105. Faxes will be accepted, as long as a hard copy original is submitted by mail or in person by the filing deadline.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.baaqmd.gov>

Job #AG159
 HEARING BOARD MEMBER
 AG

OUR OFFICE IS LOCATED AT:
 375 Beale Street Suite 600
 San Francisco, CA 94105
 415-749-4980
 415-749-4980
HR_Staff@baaqmd.gov

An Equal Opportunity Employer

HEARING BOARD MEMBER Supplemental Questionnaire

- * 1. Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.
- * 2. Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.
- * 3. Please list relevant accomplishment, publications, or awards.
- * 4. Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?
- * Required Question

HEARING BOARD INTERVIEW BINDER TABLE OF CONTENTS

March 16, 2022

- Hearing Board Vacancy Announcement
- Hearing Board Member Roster/Attendance Sheet
- Applicants' Application Materials, Interview Questions and Evaluation Forms:

Public (Principal & Alternate) Category

1:00 pm to 1:15 pm

Lori Ellen Cannon - Vallejo
Mooncougar60@gmail.com
Public (Primary or Alternate) Category

1:15 pm to 1:30 pm

Aaron Reaven – Oakland
aaronreaven@hotmail.com
Public (Primary or Alternate) Category

1:30 pm to 1:45 pm

Avin M Sharma – South SF
avinsharma.as@gmail.com
Public (Primary or Alternate) Category

1:45 pm to 2:00 pm

Amelia C Timbers - Martinez
actimbers@gmail.com
Public (Primary or Alternate) Category

Public (Principal) Category

2:00 pm to 2:15 pm

Elizabeth Patterson - Benicia
elopato29@gmail.com
Public (Primary) Category

Public & Attorney (Principal & Alternate) Category

2:15 pm to 2:30 pm

Jeffrey K Lee - Benicia
jeffreylee.mail@gmail.com
Public (Primary or Alternate) Category
Attorney (Primary or Alternate) Category

Public & Attorney (Principal) Category

2:30 pm to 2:45 pm

Mister Phillips - Richmond
mister_phillips@hotmail.com
Public (Primary) Category
Attorney (Primary) Category

Attorney (Principal) Category

2:45 pm to 3:00 pm

Valerie J Armento - Sunnyvale
valeriearmento@yahoo.com
Attorney (Primary) Category

Medical (Principal) Category

3:00 pm to 3:15 pm

Peter Y Chiu – Palo Alto
pychiu@stanford.edu
Medical (Primary) Category

Hearing Board Attendance from 2017 - 2021 (Current Members Only)

Hearing Date	Armento	Toole O'Neil	Tan	Chiu	Fortney	Conrad	Timbers
2017							
4/18/2017	X	Not present		X			
5/30/2017	X	Not present	X	X			
7/11/2017	X	X	X	X			
10/24/2017	X	X	X	X			
2018							
1/9/2018	X	X	Not present	Not present			
2/6/2018	X	X	Not present	X			
2019							
4/16/2019	X	X	Not present	X	X		
5/7/2019	X	X	Not present	X	X		
7/23/2019	X	X	X	X	Not present		
12/10/2019	X	X	Not present	X	X		
2020							
NO HEARINGS HELD							
2021							
1/12/2021	X	X	x	X	X	Not present	Not present
1/26/2021	X	X	Not present	X	X	Not present	X
4/20/2021	X	X	Not present	X	X	Not present	Not present

Gray indicates that the member was not yet appointed to the Hearing Board

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Public category on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: Lori Ellen Cannon	CANDIDATE FOR CATEGORY: Public (Primary or Alternate)
--	---

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.					
	Outstanding	Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 49195586

Name: Lori Ellen Cannon Address: [REDACTED]
 Vallejo, California 94590
 US

Home Phone: [REDACTED] Alternate Phone:
 Email: [REDACTED] Notification Email
 Preference:
 Former Last Name: Month and Day of Birth: 05/26

Personal Information

Driver's License: Yes, California , C2352487 , Class C
 Can you, after employment, submit proof of your legal right to work in the United States? Yes
 What is your highest level of education? Bachelor's Degree

Preferences

Minimum Compensation:
 Are you willing to relocate?

Types of positions you will accept:
 Types of work you will accept:
 Types of shifts you will accept:

Objective**Education**

College/University Did you graduate: Yes
 CSUEB Major/Minor: Biological Science
 6/1987 - 1993 Units Completed: 120 Quarter
 Hayward, California Degree Received: Bachelor's

Work Experience

Science Teacher Hours worked per week: 40
 9/1996 - 10/2009 Monthly Salary: \$0.00
 Name of Supervisor: Rosalyn Upshaw - Principal
 West Contra Costa Unified School District May we contact this employer? No
 Richmond, California

Duties

Taught Biology, Physical Science in grades k-12.

Reason for Leaving

Disability Retired

Registered Environmental Health Specialist

5/1994 - 8/1996 Hours worked per week: 40
 Monthly Salary: \$3,500.00
 # of Employees Supervised: 0
 Name of Supervisor: Cliff Covey - REHS Department Head
 Solano County Environmental Health Fairfield , California 94533 May we contact this employer? Yes
 707-784-6765

Duties

* REHS Registered Environmental Health Specialist

Inspect Food Facilities, wells, septic tanks, swimming pools, knowledge of San Francisco Bay Area Health Regulations, CEQA

Reason for Leaving

To pursue a career in teaching science

Avionics Sensor Systems Specialist

2/1978 - 9/1984

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer? Yes

United States Air Force

Hurlburt Field, , Florida

Duties

Performed maintenance and troubleshooting on Laser systems and FLIR on Jet Aircraft.

Reason for Leaving

Honorable Discharge

Certificates and Licenses**Skills**

Office Skills

Typing: 40

Data Entry: 0

Languages

French - Speak, Read, Write

Additional Information**References****Resume****Text Resume****Attachments****Agency-Wide Questions**

1. Q: How did you find out about this position?

A: Other

2. Q: If other, please tell us where.

A: Solano County jobs

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?

A: Yes

4. Q: Are you related to any District employee or Board member?

A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?

A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?

A: Not related to anyone on Board

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

A: REHS with State of California
Science Teacher

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: REHS

3. Q: Please list relevant accomplishment, publications, or awards.

A: Teacher of the Month

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: No

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Public category on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: Aaron Reaven	CANDIDATE FOR CATEGORY: Public (Primary or Alternate)
---	---

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.					
	Outstanding	Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 12996234

Name: Aaron Reaven Address: [REDACTED]
Oakland, California 94609
US

Home Phone: [REDACTED] Alternate Phone:
Email: [REDACTED] Notification Email
Preference:
Former Last Name: Month and Day of Birth: 04/14

Personal Information

Driver's License: Yes, California , N6542496 , Class C
Can you, after employment, submit proof of your legal right to work in the United States? Yes
What is your highest level of education? Bachelor's Degree

Preferences

Minimum Compensation: \$30.00 per hour;
Are you willing to relocate? Maybe

Types of positions you will accept: Regular , Temporary ,
Seasonal

Types of work you will accept: Full Time , Part Time , Per
Diem

Types of shifts you will accept: Day , Evening , Rotating ,
Weekends , On Call (as
needed)

Objective

In both my teaching career and in my activities as a public citizen, I am increasingly focused on air quality and public health.

Education

College/University Did you graduate: Yes
New College of California Major/Minor: Ecological Literacy in Public
newcollege.edu Education
1/2001 - 11/2003 Degree Received: Bachelor's
Santa Rosa, California

College/University Did you graduate: No
Yale University Major/Minor: Freshman liberal arts
Yale.edu Degree Received: No Degree
9/1970 - 6/1971
New Haven, CT, Connecticut

Work Experience

Induction Cooktop Project Lead Hours worked per week: 20
8/2021 - Present Monthly Salary: \$0.00
of Employees Supervised: 0
West Oakland Environmental Indicators Name of Supervisor: Brian Beveridge - WOEIP Co-
Project Director
woeip.org May we contact this employer? Yes
349 Mandela Parkway
Oakland, California 94607
(510) 257-5640

Duties

I am the project leader for introducing induction cooktop equipment to OUSD classrooms and families. The project includes classroom lessons and Zoom cooking activities for which families have the option to borrow induction electric equipment.

Reason for Leaving

The program is still ongoing.

**Induction Cooktop Teaching Project
Lead Curriculum developer**
6/2021 - 8/2021

California Climate Action Corps
486 36TH ST.
OAKLAND, California 94609

Hours worked per week: 40
Monthly Salary: \$0.00
Name of Supervisor: Megan Hollyfeld - Staff member of The Energy Coalition
May we contact this employer? Yes

Duties

The purpose of my fellowship was to develop lesson plans and gather teaching materials for a project that introduces public school students and families to induction electric cooking equipment.

Reason for Leaving

This was a 2-month fellowship, which paid a stipend but not a salary. The fellowship ended in early August.

**Science Prep Teacher and STIP
Substitute**
8/2019 - 5/2021

Oakland Unified School District
ousd.org
7220 Krause Ave.
OAKLAND, California 94605
5106393202

Hours worked per week: 30
Monthly Salary: \$0.00
of Employees Supervised: 0
Name of Supervisor: Aaron Reaven
May we contact this employer? Yes

Duties

As a science prep teacher, I taught a science lesson once per week with every classroom of every grade in the school.

Reason for Leaving

The school year ends in May.

STIP substitute
8/2019 - 5/2020

Oakland Unified School District
ousd.org
7220 Krause Ave.
OAKLAND, California 94605
5106393202

Hours worked per week: 40
Monthly Salary: \$4,000.00
Name of Supervisor: Byron Delcomb - Principal
May we contact this employer? Yes

Duties

Stip substitutes cover classes as necessary.

Reason for Leaving

School year ends in May.

Certificates and Licenses

Type: Emergency Teaching Credential

Number: 120006510

Issued by: California Commission on Teacher Credentialing

Date Issued: 12 /2003 Date Expires: 6 /2022

Skills

Office Skills

Typing:

Data Entry:

Additional Information

References

Professional

Henry, Bandia

Dean of Enrichment

4123 Lakeside Dr.

Richmond, California 94806

(510) 262-1511

bhenry@mwacademy.org

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By
2020 education resume.pdf	2020 education resume.pdf	Resume	Job Seeker

Agency-Wide Questions

1. Q: How did you find out about this position?

A: Other

2. Q: If other, please tell us where.

A: The opening was mentioned on a community email listserv that I belong to.

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?

A: Yes

4. Q: Are you related to any District employee or Board member?

A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?

A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?

A: No relation.

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

A: After teaching about the human respiratory system for years, mostly with 5th graders, I have recently extended those lessons to examine air quality problems which can negatively affect respiratory health, often of children especially. My preparation for those lessons has come to include a wider reading of selected scientific studies and consultation with health experts. I have, for example, benefited greatly from the recent

mentoring of Dr. Stephanie Holm of UCSF's Pediatric Environmental Health Specialty Unit. I will be teaching some air quality lessons with a high school class soon, which will include the use of selected air pollution sensors. Those lessons will involve (and require) my further education about the science of sensors.

As far as experience on Boards, I served for over six years as a volunteer member of a Redevelopment Project Advisory Committee, from around 2005 until Redevelopment was abolished by Gov. Jerry Brown in 2011.

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: My current pre-occupation with teaching about air quality as it relates to science standards for grades 4-12 began as a project supported by a National Geographic grant that was awarded to an ongoing cohort of Oakland Unified School District teachers who are dedicated to teaching about environmental issues. That cohort has been a valuable professional association for my teaching career.

3. Q: Please list relevant accomplishment, publications, or awards.

A: During my years of service on the Redevelopment Project Advisory Committee, I was recognized for one particularly innovative proposal. I developed a pilot program through which energy efficiency and renewable energy measures were recognized and included as contributors to housing affordability. If the Board would like to see the memo which described my proposal, I would be happy to share it.

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: I have no commitments which would prevent me from meeting the attendance requirements. As I slowly transition toward semi-retirement, I am currently teaching only part-time. Thus, it would not be difficult for me to schedule my remaining teaching days and hours around the requirements of the Hearing Board.

AARON REAVEN

[REDACTED]

[REDACTED]

[REDACTED]

Summary: **Science Educator**
I have taught weekly science classes for K - 6th grade classes; elective middle school science courses; high school interdisciplinary science classes; and adult nutrition and cooking classes (with the Alameda County Public Health Dept.)

Experience:
Job Title **Science Specialist Elementary School Teacher**
Employer Markham Elementary School (OUSD)
Time Period August, 2019 - March, 2020 (when Covid-19 shut down OUSD)
Duties Taught FOSS curriculum & health science, nutrition based science lessons with all K-5th grade classes once per week.

:
Job Title **STIP Substitute Elementary School Teacher**
Employer Lincoln Elementary School (OUSD)
Time Period 2018-2019 school year
Duties Supported teachers for coverage of all subjects in all grades (K-5)

Job Title **Lead Instructor and Oakland Program Coordinator**
Employer Kids Cooking for Life (a non-profit organization)
Time Period 2017-2018 school year, and intermittently over nine prior years.
Duties Arrange, organize and teach cooking/nutrition programs in schools.

Job Title **Merritt College Adjunct Instructor**
Employer MetWest HS-Merritt College, Oakland, CA
Time Period September, 2015 through June, 2017
Duties I was the collaborating co-instructor for two semesters and the sole lead instructor for two more semesters of a class on food literacy, and health and environmental science at MetWest High School (OUSD), in collaboration with Merritt College.

Strongest Skills: Curriculum design, selection and adaptation; collaboration; integration of hands-on projects; writing.

Education: Bachelor's degree - Yale University/New College of California, 2002
B.A. Concentration in Ecological Literacy in Public Education
Permaculture Design Certificate from OAEC, 2001
Multiple Workshops, Seminars, etc., 2001-2020 and continuing

References: Available on request

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Public category on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: Avin M Sharma	CANDIDATE FOR CATEGORY: Public (Primary or Alternate)
--	---

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.					
	Outstanding	Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 190292

Name: Avin M Sharma Address: [REDACTED]
 South San Francisco, California 94080 US

Home Phone: [REDACTED] Alternate Phone:
 Email: [REDACTED] Notification Email
 Preference:
 Former Last Name: NA Month and Day of Birth: 08/29

Personal Information

Driver's License: Yes, California , B6943102 , Class C
 Can you, after employment, submit proof of your legal right to work in the United States? Yes
 What is your highest level of education? Doctorate

Preferences

Minimum Compensation:
 Are you willing to relocate? No

Types of positions you will accept: Regular
 Types of work you will accept: Full Time
 Types of shifts you will accept: Day

Objective**Education**

Graduate School
Liberty University
 [Unspecified Start] - 12/2020
 Lynchburg, Virginia

Did you graduate: Yes
 Major/Minor: Business Administration - Finance
 Units Completed: 60 Semester
 Degree Received: Doctorate

Graduate School
Morehead State University
 1/2008 - 12/2010
 Morehead, Kentucky

Did you graduate: Yes
 Major/Minor: Business Administration
 Units Completed: 51 Semester
 Degree Received: Master's

Graduate School
San Francisco State University
 1/2004 - 12/2006
 San Francisco, California

Did you graduate: Yes
 Major/Minor: Engineering
 Units Completed: 36 Semester
 Degree Received: Master's

College/University
San Jose State University
 8/2001 - 5/2003
 San Jose, California

Did you graduate: Yes
 Major/Minor: Aerospace Engineering
 Units Completed: 73 Semester
 Degree Received: Bachelor's

Work Experience

Senior Financial Analyst
 11/2019 - Present

Stanford University (University IT)
 415 Broadway

Hours worked per week: 40
 Monthly Salary: \$10,000.00
 Name of Supervisor: Javier Junco - Finance Manager
 May we contact this employer? Yes

Redwood City, California 94063
000-000-0000

Duties

Responsible for financial and administrative management of Enterprise Technology, Alumni and Development Applications Platform Transition (ADAPT) and System Governance Group (SGG) budgets ranging from \$6M-\$50M.

- Perform highly analytical, complex finance and control functions; multi-dimensional and complex reconciliations and related analysis; prepare or review and approve complex transactions and higher-level dollar value transactions.
- Develop complex budget and forecasting scenarios, long-range planning and analyses for financial reporting and presentations; design and run adhoc reports.
- Research, and synthesize data; interpolate results from large amounts of data, identify trends in data, draw conclusions, develop solutions, present and implement recommendations, and create follow up analyses.
- Identify and resolve unique issues with substantial significance; recognize exceptions, and conduct in-depth analysis using advanced technical knowledge and experience. Recommend and develop solutions that may require policy changes or the development of new processes; maintain broader organizational and university perspective in decision making.
- Make decisions regarding projects and programs affecting operational effectiveness, policies, or processes.
- Represent organization to client group(s) and external partners; serve as subject matter expert on matters that involve complex technical, financial, or subject matter expertise.
- Assess client and business needs, and formulate recommendations to determine approach to managing and completing processes.
- Define requirements, develop and implement complex test cases, perform system testing and analyze results. Participate in critical analysis of existing systems and processes, and see opportunities for operational improvement.

Reason for Leaving

Currently employed.

Research Administrator 3 8/2017 - 11/2019

Stanford University (School of Earth, Energy & Environmental Sciences)
397 Panama Mall
Stanford, California 94305
000-000-0000

Hours worked per week: 40
Monthly Salary: \$8,400.00
Name of Supervisor: Lauren Nelson -
Department Manager
May we contact this employer? Yes

Duties

Responsible for planning, forecasting, monitoring, reconciliation, administrative management of all pre/post award activity for the portfolios of assigned faculty members and their research groups or affiliate groups. Liaise regularly with faculty, students, and campus partners, and serve as a primary point of contact for administration of research-related activities in compliance with sponsor, department, university guidelines, and government regulations. Guide staff members and serve as a backup to the Geological Science Department Manager.

- Prepare complex proposals within parameters of sponsored and non-sponsored research guidelines. Oversee and communicate submission process, both paper and electronic, resolve issues relating to proposal preparation and submittal process.
- Develop, prepare, and finalize project budgets, and provide budget justification; obtain cost sharing commitments and support.
- Serve as liaison and active partner between principal investigators, Office of Sponsored Research, research groups, and other departments; respond to sponsor inquiries; advise of new regulations.
- Collaborate with Office of Sponsored Research to ensure awards are set up properly and cost-sharing requirements are fulfilled; initiate cost transfers.
- Review and approve expenditures, advise on post-award spending and commitment activity, and oversee compliance related to fund and revenue.
- Develop and communicate reports supporting project status, create forecasting models, scenarios, and decision aides.
- Manage contract closeout process and audit inquiries; submit final report and certificates.

- Interpret complex university and government policies (FAR, Cost Accounting Standards, Office of Management and Budget circulars, sponsored guidelines, etc.) for project and university personnel and help guide other staff in interpreting complex policies.
- Identify and implement process improvements. Participate in and lead across campus projects. Train and advise on issues requiring specific technical expertise.
- Oversee and review work of other staff.
- Serve as a resource on subject area to principal investigator staff.

Reason for Leaving

Promotion opportunity with Stanford UIT.

Research Administrator 2

9/2015 - 8/2017

Stanford University (School of Engineering)
475 Via Ortega
Stanford, California 94305
000-000-0000

Hours worked per week: 40

Monthly Salary: \$7,000.00

Name of Supervisor: Charles Jackson -
Manager

May we contact this employer? Yes

Duties

- Assisted in the preparation of proposals within parameters of sponsored and non-sponsored research guidelines.
- Developed, prepared, and finalized project budgets, and provided budget justification; obtained cost sharing commitments if applicable.
- Served as liaison and active partner between principal investigators, Office of Sponsored Research, research groups, and other departments; responded to sponsor inquiries.
- Collaborated with Office of Sponsored Research to ensure awards were set up properly, including cost-sharing awards.
- Coordinated, communicated submission process paper and electronic and reviewed for completeness and compliance.
- Reviewed and understood the terms and conditions of sponsored projects administered, including linked/footnoted terms and conditions not provided in hard copy or electronic copy.
- Reviewed and approved expenditures, monitored/advised on post award spending and commitment activity, and oversaw compliance related to fund and revenue including monthly expenditure statements, and facilitated quarterly review by principal investigators.
- Developed and communicated forecast reports supporting project status.
- Participated in contract closeout process and audit inquiries; submitted final reports and certificates.

Reason for Leaving

Internal promotion.

Budget Analyst (contractor)

4/2015 - 9/2015

Town of Hillsborough
1600 Floribunda Ave
Hillsborough, California 94010
(650)375-7406

Hours worked per week: 30

Monthly Salary: \$60,000.00

Name of Supervisor: Marie Bernardo -
Assistant Finance Director

May we contact this employer? Yes

Duties

- Forecasted and modeled the budgetary revenues and expenditures of the Town.
- Created complex macros and worksheet flow to enable a linked budget model.
- Prepared charts, graphs, and other documents in excel, word and powerpoint to support budget presentation to Financial Advisory Committee and Town Council.
- Prepared account reconciliations such as fixed asset and planning deposit roll forwards.
- Posted journal entries into the general ledger.
- Prepared financial reports and analysis.
- Processed business license renewals and utility payments at peak periods.

Reason for Leaving

Full-time opportunity at Stanford University.

Project Controller

2/2011 - 12/2014

Veolia North America
 3798 Spinnaker Court
 Fremont, California 94538
 000-000-0000

Hours worked per week: 40
 Monthly Salary: \$8,000.00
 # of Employees Supervised: 3
 Name of Supervisor: Ray Jorgenson - Manager
 May we contact this employer? Yes

Duties

Responsible for managing a \$13 million-dollar Crystal Springs/San Andreas (CSSA) Transmission Upgrade Project in San Mateo, California for client San Francisco Public Utilities Commission.

- Guided and supervised 3 employees.
- Performed cost analysis related to project forecasting, contract pricing, financial forecasting, budgeting including validation of the projected fee and percent complete forecast.
- Successful in negotiating change orders in excess of \$20 million to maintain and improve contract profitability.
- Negotiated vendor and customer contracts and worked with legal to ensure compliance.
- Prepared and analyzed project related report that outlined financial position in the areas of funding and costs.
- Reviewed and processed labor and AP job cost transfers.
- Issued Requisitions for approval and Managed Purchase Order accruals and reconciled monthly.
- Acted as HR liaison for employees by reviewing timesheets and in addressing and resolving human resource issues.
- Strong experience with ADP payroll processes and reporting in Elation Systems for union craft employees.
- Completed and submitted Human Resource Commission Form 7 and Form 11 monthly to ensure compliance with contract modifications and workforce.
- Managed subcontractor compliance with terms and conditions of the contract (i.e. insurance, bonds, waivers, billing procedures).
- Analyzed P & L accounts and ledger reconciliation monthly as assigned by CFO.
- Provided year?end support to CFO for Reviewed Financial Statements requirements that included research and reconciliations.

Reason for Leaving

Laid-Off after completion of project.

Project Engineer

6/2005 - 2/2011

ARCADIS
 6872 Santa Teresa Blvd
 San Jose, California 95119
 000000000

Hours worked per week: 50
 Monthly Salary: \$6,666.00
 # of Employees Supervised: 1
 Name of Supervisor: Pat Keller - Certified Project Manager
 May we contact this employer? Yes

Duties

My tenure at ARCADIS comprised of task management, project control and engineering at Pratt & Whitney Rocketdyne (PWR) Decontamination, Decommissioning and Demolition (D3) Project in San Jose, CA.

- Guided and supervised 1 employee.
- Task Manager on Asset Management, Process Safety Documentation Projects and Thermal Decontamination program; leading design and implementation of specialized decontamination techniques for a \$4 million-dollar program.
- Responsible for tracking the program’s \$90 million-dollar budget including monthly reporting with costs and forecasts to program manager. Calculated earned value cost and schedule indices and variance analysis to ensure contract objectives were met, resources were properly allocated, and operational efficiency was maximized.
- Developed and executed detailed engineering plans for the safe systematic assessment, decontamination, and demolition of over 241 buildings and associated equipment utilized in manufacturing of propellant.
- Reviewed subcontractor invoices and compared against daily work reports for billing accuracy.

- Demonstrated problem solving abilities; brought together subject matter experts from all aspects of the operation to reach consensus and determine a safe and effective path forward when faced with short fused issues.
- Responsible for compliance to federal, state, and local authorities impacting the design and implementation of work product.

Reason for Leaving

Better opportunity at Veolia North America.

Certificates and Licenses

Type: Six Sigma Black Belt Certification

Number:

Issued by: Management and Strategy Institute

Date Issued: 1 /2015 Date Expires:

Type: Stanford Advanced Project Management Certificate

Number:

Issued by: Stanford University

Date Issued: 11 /2015 Date Expires:

Type: Certified Scrum Master

Number:

Issued by: Agile Learning Labs

Date Issued: 10 /2016 Date Expires:

Type: Stanford Technical Leadership Program

Number:

Issued by:

Date Issued: 11 /2021 Date Expires:

Skills

Office Skills

Typing: 65

Data Entry: 0

Other Skills

MS Word Expert - 25 years and 0 months

Excel Expert - 20 years and 0 months

MS Access Expert - 19 years and 0 months

Outlook Expert - 17 years and 0 months

Oracle Financials Expert - 6 years and 0 months

Languages

Hindi - Speak, Read, Write

Additional Information

Additional Information

Specializing in financial/budget reporting and analysis, budget and contract development, research finance administration, project management/control, policy and procedure development, human resource administration and special project implementation. Demonstrated strategic leadership in planning, change management process and organizational and staff resources. Able

to solve problems, trouble shoot, think creatively and resolve conflicts. Outstanding writing skills to create compelling and widely read budget requests, funding agreements, and policy documents. Self-starter with the aptitude to take charge of multiple tasks; drive results; be a key player on a corporate team. Ability to demonstrate a high level of diplomacy in persuading and influencing a wide variety of people at various levels to achieve results in a collaborative decision-making environment.

Volunteer Experience

South San Francisco City Council | South San Francisco, CA
Commissioner – Housing Authority 10/2021 – Present

South San Francisco Unified School District | South San Francisco, CA
Committee Member – Equity, Diversity, and Inclusion 08/2021 – Present

STANFORD UNIVERSITY | Stanford, CA
Pre-Major Advisor 09/2016 – 12/2019

- Advise students one-on-one and inspire students to develop meaningful connections with faculty, making referrals to colleagues around campus.
- Expose students to opportunities and resources for intellectual exploration.
- Provide guidance to students in selecting courses and support student until s/he declares a major by the sophomore year.

References

Professional
Wormley, Sharon
Retired
650-464-0043

Professional
Weisenberg, Lee
Manager
(510) 435-8306

Professional
Bernardo, Marie
Town of Hillsborough - Assistant Finance Director
(650)296-4754

Professional
Kochenderfer, Mykel
Professor (Stanford University)
(650) 497-3574

Professional
Alonso, Juan
Professor (Stanford University)
(650) 723-9954

Professional
Karkala, Ganesh
AVP - Stanford University
510-676-6896

Professional
Jorgenson, Ray
Officer
951-551-5988

Professional

Keller, Patrick
 Certified Project Manager
 3034713490

Professional
Murray, Hugh
 Project Manager
 218-410-6139

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By
Resume.pdf	Resume.pdf	Resume	Job Seeker

Agency-Wide Questions

1. Q: How did you find out about this position?

A: Other

2. Q: If other, please tell us where.

A: governmentjobs.com

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?

A: Yes

4. Q: Are you related to any District employee or Board member?

A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?

A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?

A: NA

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

A: I possess a Doctorate in Business Administration Finance, MBA, Masters in Engineering, and BSc in Aerospace Engineering. Majority of my coursework in Masters in Engineering were in environmental.

Board experience: South San Francisco, CA

-Commissioner – Housing Authority for City of South San Francisco - 10/2021 – Present

-Committee Member South San Francisco Unified School District – Equity, Diversity, and Inclusion - 08/2021 – Present

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: Not associated with any trade or business associations.

3. Q: Please list relevant accomplishment, publications, or awards.

A: -Stanford Technical Leadership Program
-Stanford Certified Project Manager
-Certified Scrum Master
-Six Sigma Black Belt Professional

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: No.

AVIN SHARMA

P:

SUMMARY

Specializing in research finance administration, project management/control, policy and procedure development, budget and contract development, financial/budget reporting and analysis, human resource administration and special project implementation. Demonstrated strategic leadership in planning, change management process and organizational and staff resources. Able to solve problems, trouble shoot, think creatively and resolve conflicts. Outstanding writing skills to create compelling and widely read budget requests, funding agreements, and policy documents. Self-starter with the aptitude to take charge of multiple tasks; drive results; be a key player on a corporate team. Ability to demonstrate a high level of diplomacy in persuading and influencing a wide variety of people at various levels to achieve results in a collaborative decision-making environment.

SKILLS & EXPERTISE

Stanford Technical Leadership Program (STLP) •Stanford Certified Project Manager •Certified Scrum Master •Six Sigma Black Belt Professional •Oracle Financials •MS Office

SCHOLASTIC

Doctor of Business Administration in Finance, LIBERTY UNIVERSITY Lynchburg, VA	2020
Master of Business Administration, MOREHEAD STATE UNIVERSITY Morehead, KY	2010
Masters in Engineering, Business Marketing SAN FRANCISCO UNIVERSITY San Francisco, CA	2007
Bachelor of Science, Aerospace Engineering SAN JOSE UNIVERSITY San Jose, CA	2003

WORK EXPERIENCE

STANFORD UNIVERSITY | Redwood City, CA

Senior Financial Analyst (University IT – Service Strategy)

11/2019 – Present

Responsible for financial and administrative management of Enterprise Technology, Alumni and Development Applications Platform Transition (ADAPT) and System Governance Group (SGG) budgets ranging from \$6M-\$50M.

- Perform highly analytical, complex finance and control functions; multi-dimensional and complex reconciliations and related analysis; prepare or review and approve complex transactions and higher-level dollar value transactions.
- Research, and synthesize data; interpolate results from large amounts of data, identify trends in data, draw conclusions, develop solutions, present and implement recommendations, and create follow up analyses.
- Develop complex budget and forecasting scenarios, long-range planning and analyses for financial reporting and presentations; design and run adhoc reports.
- Identify and resolve unique issues with substantial significance; recognize exceptions, and conduct in-depth analysis using advanced technical knowledge and experience. Recommend and develop solutions that may require policy changes or the development of new processes; maintain broader organizational and university perspective in decision making.
- Review, design, and implement appropriate internal control programs, research new regulations, and implement approved changes. Manage compliance program for area of responsibility, interpret internal policy and external regulations, and create and/or review complex compliance reports.
- Lead and execute unit or cross functional projects and teams, make decisions regarding projects and programs affecting operational effectiveness, policies, or processes.
- Engage in continuous critical analysis of existing systems and processes; make recommendations to achieve greater efficiencies and improve internal controls. Define requirements, develop and implement complex test cases, perform testing and analyze results.
- Provide training on new financial systems. Represent organization to client group(s) and external partners; serve as subject matter expert on matters that involve complex technical, financial, or subject matter expertise.
- Assess client and business needs, and formulate recommendations to determine approach to managing and completing processes.
- Build and maintain desktop procedures and process documentation for area of responsibility. Define requirements, develop and implement complex test cases, perform system testing and analyze results. Participate in critical analysis of existing systems and processes, and see opportunities for operational improvement.

STANFORD UNIVERSITY | Stanford, CA

Research Administrator 3 (School of Earth, Energy & Environmental Sciences)

08/2017 – 11/2019

Responsible for planning, forecasting, monitoring, reconciliation, administrative management of all pre/post award activity for the

AVIN SHARMA

P:

portfolios of assigned faculty members and their research groups or affiliate groups. Liaise regularly with faculty, students, and campus partners, and serve as a primary point of contact for administration of research-related activities in compliance with sponsor, department, university guidelines, and government regulations. Guide staff members and serve as a backup to the Geological Science Department Manager.

- Prepare complex proposals within parameters of sponsored and non-sponsored research guidelines. Oversee and communicate submission process, both paper and electronic, resolve issues relating to proposal preparation and submittal process.
- Develop, prepare, and finalize project budgets, and provide budget justification; obtain cost sharing commitments and support.
- Serve as liaison and active partner between principal investigators, Office of Sponsored Research, research groups, and other departments; respond to sponsor inquiries; advise of new regulations.
- Collaborate with Office of Sponsored Research to ensure awards are set up properly and cost-sharing requirements are fulfilled; initiate cost transfers.
- Review and approve expenditures, advise on post-award spending and commitment activity, and oversee compliance related to fund and revenue.
- Develop and communicate reports supporting project status, create forecasting models, scenarios, and decision aides.
- Manage contract closeout process and audit inquiries; submit final report and certificates.
- Interpret complex university and government policies (FAR, Cost Accounting Standards, Office of Management and Budget circulars, sponsored guidelines, etc.) for project and university personnel and help guide other staff in interpreting complex policies.
- Identify and implement process improvements. Participate in and lead across campus projects. Train and advise on issues requiring specific technical expertise.
- Oversee and review work of other staff.
- Serve as a resource on subject area to principal investigator staff.

Research Administrator 2 (School of Engineering)

09/2015 – 08/2017

- Assisted in the preparation of proposals within parameters of sponsored and non-sponsored research guidelines.
- Developed, prepared, and finalized project budgets, and provided budget justification; obtained cost sharing commitments if applicable.
- Served as liaison and active partner between principal investigators, Office of Sponsored Research, research groups, and other departments; responded to sponsor inquiries.
- Collaborated with Office of Sponsored Research to ensure awards were set up properly, including cost-sharing awards.
- Coordinated, communicated submission process paper and electronic and reviewed for completeness and compliance.
- Reviewed and understood the terms and conditions of sponsored projects administered, including linked/footnoted terms and conditions not provided in hard copy or electronic copy.
- Reviewed and approved expenditures, monitored/advised on post award spending and commitment activity, and oversaw compliance related to fund and revenue including monthly expenditure statements, and facilitated quarterly review by principal investigators.
- Developed and communicated forecast reports supporting project status.
- Participated in contract closeout process and audit inquiries; submitted final reports and certificates.

TOWN of HILLSBOROUGH | Hillsborough, CA

Budget Analyst (contractor)

04/2015 – 09/2015

- Forecasted and modeled the budgetary revenues and expenditures of the Town.
- Created complex macros and worksheet flow to enable a linked budget model.
- Prepared charts, graphs, and other documents in excel, word and powerpoint to support budget presentation to Financial Advisory Committee and Town Council.
- Prepared account reconciliations such as fixed asset and planning deposit roll forwards.
- Posted journal entries into the general ledger.
- Prepared financial reports and analysis.
- Processed business license renewals and utility payments at peak periods.

VEOLIA NORTH AMERICA | Fremont, CA

Project Controller

02/2011 – 12/2014

Responsible for managing a \$13 million-dollar Crystal Springs/San Andreas (CSSA) Transmission Upgrade Project in San Mateo, California for client San Francisco Public Utilities Commission.

- Guided and supervised 3 employees.
- Performed cost analysis related to project forecasting, contract pricing, financial forecasting, budgeting including validation of the projected fee and percent complete forecast.
- Successful in negotiating change orders in excess of \$20 million to maintain and improve contract profitability.

AVIN SHARMA

P

- Negotiated vendor and customer contracts and worked with legal to ensure compliance.
- Prepared and analyzed project related report that outlined financial position in the areas of funding and costs.
- Reviewed and processed labor and AP job cost transfers.
- Issued Requisitions for approval and Managed Purchase Order accruals and reconciled monthly.
- Acted as HR liaison for employees and Local 3 and 34 union employees by approving timesheets and in addressing and resolving human resource issues.
- Strong experience with ADP payroll processes and reporting in Elation Systems for union craft employees.
- Completed and submitted Human Resource Commission Form 7 and Form 11 monthly to ensure compliance with contract modifications and union workforce.
- Managed subcontractor compliance with terms and conditions of the contract (i.e. insurance, bonds, waivers, billing procedures).
- Analyzed P & L accounts and ledger reconciliation monthly as assigned by CFO.
- Provided year-end support to CFO for Reviewed Financial Statements requirements that included research and reconciliations.

ARCADIS | San Jose, CA

Project Engineer

06/2005 – 02/2011

My tenure at ARCADIS comprised of task management, project control and engineering at Pratt & Whitney Rocketdyne (PWR) Decontamination, Decommissioning and Demolition (D3) Project in San Jose, CA.

- Guided and supervised 1 employee.
- Task Manager on Asset Management, Process Safety Documentation Projects and Thermal Decontamination program; leading design and implementation of specialized decontamination techniques for a \$4 million-dollar program.
- Responsible for tracking the program's \$90 million-dollar budget including monthly reporting with costs and forecasts to program manager. Calculated earned value cost and schedule indices and variance analysis to ensure contract objectives were met, resources were properly allocated, and operational efficiency was maximized.
- Developed and executed detailed engineering plans for the safe systematic assessment, decontamination, and demolition of over 241 buildings and associated equipment utilized in manufacturing of propellant.
- Reviewed subcontractor invoices and compared against daily work reports for billing accuracy.
- Demonstrated problem solving abilities; brought together subject matter experts from all aspects of the operation to reach consensus and determine a safe and effective path forward when faced with short fused issues.
- Responsible for compliance to federal, state, and local authorities impacting the design and implementation of work product.

VOLUNTEER EXPERIENCE

South San Francisco City Council | South San Francisco, CA

Commissioner – Housing Authority

10/2021 – Present

South San Francisco Unified School District | South San Francisco, CA

Committee Member – Equity, Diversity, and Inclusion

08/2021 – Present

STANFORD UNIVERSITY | Stanford, CA

Pre-Major Advisor

09/2016 – 12/2019

- Advise students one-on-one and inspire students to develop meaningful connections with faculty, making referrals to colleagues around campus.
- Expose students to opportunities and resources for intellectual exploration.
- Provide guidance to students in selecting courses and support student until s/he declares a major by the sophomore year.

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Public category on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: Amelia C Timbers	CANDIDATE FOR CATEGORY: Public (Primary or Alternate)
---	---

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.					
	Outstanding	Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 20625441

Name: Amelia C Timbers Address: [REDACTED]
Martinez, California 94553
US

Home Phone: [REDACTED] Alternate Phone:
Email: [REDACTED] Notification Preference: Email
Former Last Name: Month and Day of Birth: 07/12

Personal Information

Driver's License: Yes, California , D2069961 , Class B
Can you, after employment, submit proof of your legal right to work in the United States? Yes
What is your highest level of education? Master's Degree

Preferences

Minimum Compensation: \$175,000.00 per year
Are you willing to relocate? Maybe

Types of positions you will accept: Regular
Types of work you will accept: Full Time
Types of shifts you will accept: Day

Objective

I am a multifaceted environmental professional with over 7 years of progressively responsible roles encompassing complex administration, program and project management. I bring well rounded government experience in transit, public works, sustainability, climate resilience, water compliance, programming and policy implementation, climate change and air quality, green infrastructure and solid waste.

Education

Graduate School Did you graduate: Yes
Vermont Law School Major/Minor: Environmental Law & Policy
10/2010 - 5/2013 Degree Received: Master's
South Royalton, Vermont

Graduate School Did you graduate: Yes
Northeastern University School of Law Major/Minor: Juris Doctor (JD)
9/2007 - 6/2011 Degree Received: Doctorate
Boston, Massachusetts

Graduate School Did you graduate: Yes
Northeastern University D'Amore-McKim School of Business Major/Minor: MBA
9/2008 - 6/2011 Degree Received: Master's
Boston, Massachusetts

College/University Did you graduate: Yes
University of California Santa Cruz Major/Minor: Environmental Studies
9/2002 - 6/2006 Degree Received: Bachelor's
Santa Cruz, California

College/University Did you graduate: Yes

University of California Santa Cruz
9/2002 - 6/2006
Santa Cruz, California

Major/Minor: Legal Studies
Degree Received: Bachelor's

Work Experience

Principal Planner, Sustainability 10/2018 - Present

San Mateo County Transit District
<http://www.smctd.com/>
1250 San Carlos Ave
San Carlos, California 94070
(650) 508-6200

Hours worked per week: 40
Monthly Salary: \$9,600.00
Name of Supervisor: Christy Wegener - Director,
Planning
May we contact this employer? No

Duties

Record of success increasing efficiency and reducing costs
Produced 5 reports/studies in 3 years
Under sustainability program Caltrain GHG 11%, maintained net negative GHG, reduced criteria air pollutants 10%, reduced facility energy use 7%
Under sustainability program SamTrans reduced GHG 9%, reduced criteria air pollution 18%, and reduced facility natural gas use 23%
Led Board approval for system-wide \$700k energy efficiency LED upgrade across Caltrain system saving \$250k annually
Built interdepartmental, multi-organization "Green Team" to embed sustainability in business units
Organized Bay Area transit sustainability officer working group

Transportation sustainability project management & program implementation: Sustainability "Department of one", Designed, planned, implemented, and managed sustainability projects and programs through SamTrans (San Mateo County bus service) and Caltrain (SF/ San Mateo/ Santa Clara commuter rail). Liaison to the Sustainability Division of the American Public Transportation Association (APTA) for the District, maintained District sustainability certifications, managed sustainability contracts with consultants, represented the District at events, managed District's biennial sustainability report production process. Led internal employee engagement on sustainability, planned organizational and executed events.

Zero emission bus and electrified rail energy planning/ energy policy development: PM for \$360k study of the energy procurement options to power 30MW+ electrified load supporting SamTrans' and Caltrain's transition from diesel to electricity. Led executive steering committee and staff advisory committee. Assessed renewable energy and energy storage technology investment opportunities, analyzed financial, operational, GHG, and other environmental implications of energy and procurement options. Led subsequent Energy Policy development, adoption, and implementation processes.

Climate Adaptation & Resilience: PM for SamTrans Adaptation & Resilience Plan. Developed and chaired SamTrans Adaptation & Resilience Advisory Team. Coordinated with regional San Mateo County stakeholders on Adaptation & Resilience: San Mateo County, BART, San Francisco, Bay Trail, BCDC, San Carlos, SFO, San Carlos Airport, more. Provided project support and climate resilience recommendations for battery electric bus infrastructure master plan, sat on technical advisory committee for zero emission bus 30% design project.

Supervisory: Oversaw consultant teams working on sustainability, energy and climate change issues. Led projects and laterally managed staff and executives for project execution.

Public speaking: Prepared and presented staff reports for both SamTrans and Caltrain's respective board meetings, made presentations regarding District sustainability activities in a variety of contexts.

Reason for Leaving

Presently employed

Senior Project Manager 2/2017 - 9/2018

Hours worked per week: 40
Monthly Salary: \$6,000.00
of Employees Supervised: 1

City of Pinole
<http://www.ci.pinole.ca.us>
 2131 Pear St.
 Pinole, California 94564
 (510) 724-9842

Name of Supervisor: Tamara - Miller
 May we contact this employer? No

Duties

Represented City on environmental issues: represented Pinole in regional waste management, clean water, sustainability, energy efficiency regional coordinating technical advisory committees. Liaised with regulators on behalf of Pinole, represented City on various compliance matters.

Project management & program implementation: supported capital planning and project execution. Implemented clean water, solid waste, energy and climate change related program activities.

Financial analysis: prepared draft department operating and capital budgets for supervisor review; project budgets; conducted budget analysis. Reviewed accounting records, prepared financial analyses and compliance for grants. Researched government grant opportunities, prepared grants.

Report writing: drafted analyses for City officials on a variety of topics including municipal ordinances and codes, facility recommendations, policy changes, more.

Collaboration with elected officials, executive staff: prepared analyses and resolutions for City Manager, City Engineer, City Planner, City Council. Presented at City Council, Planning Commission, Transportation and Parking Safety.

Stakeholder management: liaised with internal and external stakeholders. Collaborated with regional agency staff. Point of contact for public on various issues. Built relationships with community and advocacy groups. Communicated with regulators CalRecycle and the California Water Board.

Community coordination and outreach: prepared public notice, meeting materials, and advertisements. Planned meetings, City-wide events. Built relationships with neighborhood, community, and advocacy groups. Point of contact for public on various issues.

Supervision: managed CivicSpark climate fellow, FT 11-month position, summer intern.

Reason for Leaving

New opportunity.

Energy Program Manager

7/2013 - 2/2017

As You Sow
<http://www.asyousow.org/>
 2150 Kittredge St
 Berkeley, California 94704
 5107358155

Hours worked per week: 40

Monthly Salary: \$5,000.00

of Employees Supervised: 1

Name of Supervisor: Danielle Fugere - President & Chief Counsel

May we contact this employer? No

Duties

Corporate sustainability program management: coordinated, planned, executed numerous shareholder advocacy negotiations with large cross sections of stakeholders to improve Fortune 100-500 sustainability and climate change performance. Worked on behalf of shareholders with target company executive staff to reduce carbon emissions and increase use of renewable energy and low carbon technologies at companies including Sempra, Southern Company, Duke Energy, AEP, Portland General Electric, Ameren, Dominion Energy, First Energy, Arizona Public Service, Entergy, WGL, major banks, and many more.

Program resulted in coal firing reduced or halted at 4 power plants; EV charging infrastructure program launch; increased renewable energy and energy efficiency adoption; increased reporting on energy planning, sustainability, lobbying, water use, and clean technology adoption.

Energy Program management: Developed new projects; researched, sought, won grant funding; expanded corporate engagements; hired and managed staff.

Report writing: prepared reports for investors to encourage investment in innovative, low carbon technologies. Spoke at environmental finance conferences. Wrote reports for institutional investors. PM/ coauthor on "Unconventional Risks: The Growing Uncertainty of Oil Investments"; "Green Bonds Primer" on sustainable debt; "Cleantech Redefined". Annually, synthesized research on company data for reports to investors on company sustainability performance.

Environmental Justice: worked with frontline community groups and stakeholders including labor, NGOs, and activists regarding utility, oil, and gas issues in Arizona, Alabama, Ohio, Missouri, North Dakota, and California.

Public speaking: presented annually at shareholder meetings; presented at Sustainatopia on 'Rising to the Divest-Invest Challenge'; at Verge 2015 on green bonds; at "California Divestment Forum", at Presidio Graduate School and in Sacramento on green bonds.

Liaison to cities: communicated with cities to raise awareness of 'green bonds', a sustainable debt instrument, and encourage issuance.

Media: managed relationships with media; pitched stories; spoke with press on the record; program covered by Forbes, NYT, etc.

Financial analysis: reviewed financial statements from ~40 companies; synthesized financial data to create reports, engaged companies in dialogues on financial, environmental performance.

Supervisory: supervised 1 FT employee, 6 FT and PT interns and fellows, and contractors. Recruited, interviewed, hired, wrote reviews.

Fundraising: grant prospect research, writing and reporting; funder relationship management.

Reason for Leaving

New opportunity.

Legal and Financial Analyst

5/2012 - 6/2013

Massachusetts State Treasurer and Receiver General
<http://www.mass.gov/treasury/>
 1 Ashburton Place
 Boston, Massachusetts 02108
 (617) 367-6900

Hours worked per week: 40

Monthly Salary: \$4,400.00

of Employees Supervised: 0

Name of Supervisor: Deirdre Richardon - CFO

May we contact this employer? No

Duties

Administered procurements. worked with senior staff on needs assessment, prepared Requests for Proposals, coordinated procurement process, drafted reports for Treasurer, administered contracts.

Relationship management: liaison to Treasury staff across divisions, bidders, consultants, vendors.

Reason for Leaving

Returned to West Coast for family reasons.

The Energy Collective, Sustainable Cities Community Manager

2/2011 - 2/2012

Social Media Today
 299 Mapelwood Ave
 Maplewood, New Jersey 07040
 (202) 331-2480

Hours worked per week: 40

Monthly Salary: \$5,250.00

of Employees Supervised: 0

Name of Supervisor: Richard Murphy - Chief Editor

May we contact this employer? No

Duties

Cross-functional web management: handled outreach, content, and social media for TheEnergyCollective and SustainableCitiesCollective.

Editorial: curated, edited, posted content centered on energy, climate, technology, and municipal sustainability.

Webinar planning: planned and held several webinars that helped grow web traffic to sites.

Relationship management: liaison to dozens of contributors, media, contractors, partners.

Reason for Leaving

Was let go. Other cuts occurred at approximately the same time, I received a recommendation (attached), and was eligible for unemployment benefits.

Legal Intern

3/2010 - 5/2010

Federal Reserve Bank of Boston
<https://www.bostonfed.org/Home.aspx>
 600 Atlantic Avenue
 Boston, Massachusetts 02110
 (617) 973-3000

Hours worked per week: 40

Monthly Salary: \$0.00

of Employees Supervised: 0

Name of Supervisor: Mary Bickerton - Assistant Vice President and Assistant General Counsel

May we contact this employer? No

Duties

Legal research & tasks: performed legal research on various topics including employment and banking law; performed legal tasks such as updating contracts.

Reason for Leaving

Defined internship term.

Legal Intern

9/2008 - 3/2009

Massachusetts Department of Energy Resources
 100 Cambridge St Suite 1020
 Boston, Massachusetts 02114
 (617) 626-7300

Hours worked per week: 15

Monthly Salary: \$0.00

of Employees Supervised: 0

Name of Supervisor: Rob Sydney - General Counsel

May we contact this employer? No

Duties

Law and policy: briefed supervisor on energy and climate legal issues.

Public information: Assisted the building of a database of municipal American Reinvestment Act grant opportunities. Logged public comments on proposed energy project.

Reason for Leaving

FT Student.

Legal Intern

5/2008 - 8/2008

San Francisco City Attorney, Energy and Telecommunications
 1 Dr Carlton B Goodlett Pl,
 San Francisco, California 94102
 (415) 554-4700

Hours worked per week: 40

Monthly Salary: \$0.00

of Employees Supervised: 0

Name of Supervisor: Jeanne Sole - Attorney

May we contact this employer? No

Duties

Policy: analyzed the implications of climate, water, and other laws on the City of San Francisco.
 Legal support: supported attorneys in power purchase contract drafting for a 5 megawatt solar

project, now operating on the Sunset Reservoir, San Francisco. Supported lead attorney in hearing with PG&E before the CPUC to finance smart meter installation.

Reason for Leaving

Defined term internship.

Certificates and Licenses

Skills

Office Skills

Typing:

Data Entry:

Other Skills

Public Speaking Expert - 5 years and 0 months

San Mateo County LHMP Steering Committee Beginner - 0 years and 7 months

BAAQMD Hearing Board, Alternate Beginner - 0 years and 4 months

Additional Information

Publications

SamTrans Energy Procurement Strategy Study (PM, editor)

SamTrans & Caltrain Sustainability Reports 2020 (PM, editor)

Unconventional Risks: The Growing Uncertainty of Oil Investments (2016) (coauthor)

Green Bonds in Brief: Risk, Reward and Opportunity (2014)

http://www.asyousow.org/ays_report/green-bonds-in-brief/ (coauthor)

Cleantech Redefined (2013)

http://www.asyousow.org/ays_report/cleantech-redefined/ (contributing author)

Overdoing It: The Story of the Agricultural Exemption in the United States (2010)

www.vjel.org/journal/pdf/VJEL10148.pdf (author)

References

Professional

McMahon, Betsy

Development and Operations Manager, As

You Sow

(408) 355-4738

Professional

Eisenhauer, William

Former MA Treasury Financial and Legal

Analyst

978-608-1507

Professional

Fugere, Danielle

President & Chief Counsel

Oakland, California

(510) 735-8144

dfugere@asyousow.org

Professional

Miller, Tamara

Community Services Director/ City

Engineer

2131 Pear St

Pinole, California 94520
 (510) 724-8912
tmiller@ci.pinole.ca.us

Professional

Sole, Jeanne

Deputy Director of Power Resources
 San Francisco, California
 (408) 535-4867
jeanne.sole@sanjoseca.gov

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By
Timbers Resume BAAQMD.pdf	Timbers Resume BAAQMD.pdf	Resume	Job Seeker

Agency-Wide Questions

1. Q: How did you find out about this position?

A: District Website

2. Q: If other, please tell us where.

A: N/A

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?

A: Yes

4. Q: Are you related to any District employee or Board member?

A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?

A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?

A: N/A

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

A: My career has included significant work on sustainable energy and transportation, both of which have a direct bearing on air quality: • At As You Sow, I managed a program seeking improvements in Fortune 100 and 500 energy company sustainability practices. This included working with oil, gas and electric power companies to decarbonize existing portfolios and low carbon integrated resource planning. It also involved encouraging compliance with environmental laws, including air quality laws, as a means of protecting shareholders from regulatory risk. • At the City of Pinole, I analyzed the potential for the City to join a Community Choice Energy Program, a state program that allows supplements investor owned utility electric service with the formation of nonprofit entities for the purpose of customers opting in to procure low-or no carbon energy sources. The default energy service available through Community Energy Choice programs is less carbon intensive than the default energy service from PG&E, leading to increased clean energy generation which contributes to improved regional and statewide air quality. • At the San Mateo County Transit District, I administer sustainability

programming across the Caltrain (rail), Transit Authority (financing) and SamTrans (bus) divisions. These organizations seek to shift individuals from single occupancy vehicle use, the primary source of regional carbon emissions and air pollution, to public shared transit which produces air quality, health, quality of life and climate change reduction benefits. In addition to supporting this mission in a variety of projects, I am also leading the effort to develop an energy policy that will govern how the District's divisions procure energy for their electrified service in the future. Both rail and bus will consume a substantial amount of energy on a daily basis. What energy is procured to serve that load will result in meaningful climate and air pollution benefits or harms, and the carbon neutrality of the service will be determined by the source of electricity. In addition to this experience, I bring experience working constructively and productively with both the private sector and with the public sector on a variety of air quality issues. I have served as staff in an advisory capacity to the Caltrain and Samtrans board, to the City of Pinole City Council, and to the RecycleMore waste management JPA.

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: n/a

3. Q: Please list relevant accomplishment, publications, or awards.

A: Unconventional Risks: The Growing Uncertainty of Oil Investments (2016) (coauthor)
Green Bonds in Brief: Risk, Reward and Opportunity (2014)
http://www.asyousow.org/ays_report/green-bonds-in-brief/ (coauthor) Cleantech Redefined (2013) http://www.asyousow.org/ays_report/cleantech-redefined/ (contributing author) Overdoing It: The Story of the Agricultural Exemption in the United States (2010) www.vjel.org/journal/pdf/VJEL10148.pdf (author)

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: I work a FT job. However I am familiar with the time commitment from being an alternate and do not anticipate any issues.

Amelia Timbers

SF Bay Area



PROFILE

I am a collaborative, creative environmental professional with 8+ years of progressively responsible roles leading executive teams and staff to administer complex projects and programs. I bring a track record of:

- Cross-functional and lateral project management across divisions, silos, and organizations
- Implementing and advancing strategically significant organizational initiatives
- Communicating complex technical concepts to executive staff, elected officials, and the public
- Experience in stormwater quality and MS4 management; solid and hazardous waste management and post-collection/ franchise agreement oversight, illegal dumping, climate action, sustainability planning, climate adaptation and resilience planning
- Successfully managing internal and external stakeholder relationships
- Aligning programming with equity goals

RELEVANT EXPERIENCE

Principal Planner, Sustainability (October 2018-present; 2 years, 5 months)

The San Mateo County Transit District (San Carlos, CA) operates Caltrain, SamTrans and the Transit Authority.

3+ years of program and project management

Managed project budgets up to \$360,000

Supervised consultant teams

- **Record of success increasing efficiency and reducing costs**
 - Produced 5 reports/studies in 3 years
 - Under sustainability program Caltrain GHG 11%, maintained net negative GHG, reduced criteria air pollutants 10%, reduced facility energy use 7%
 - Under sustainability program SamTrans reduced GHG 9%, reduced criteria air pollution 18%, and reduced facility natural gas use 23%
 - Led Board approval for system-wide \$700k energy efficiency LED upgrade across Caltrain system saving \$250k annually
 - Built interdepartmental, multi-organization "Green Team" to embed sustainability in business units
 - Organized Bay Area transit sustainability officer working group



- **Transportation sustainability project management & program implementation:** Sustainability “Department of one” , Designed, planned, implemented, and managed sustainability projects and programs through SamTrans (San Mateo County bus service) and Caltrain (SF/ San Mateo/ Santa Clara commuter rail). Liaison to the Sustainability Division of the American Public Transportation Association (APTA) for the District, maintained District sustainability certifications, managed sustainability contracts with consultants, represented the District at events, managed District’ s biennial sustainability report production process. Led internal employee engagement on sustainability, planned organizational and executed events.
- **Zero emission bus and electrified rail energy planning and policy development:** PM for \$360k study of the energy procurement options to power 30MW+ electrified load supporting SamTrans’ and Caltrain’ s transition from diesel to electricity. Led executive steering committee and staff advisory committee. Assessed renewable energy and energy storage technology investment opportunities, analyzed financial, operational, GHG, and other environmental implications of energy and procurement options. Led subsequent Energy Policy development, adoption, and implementation processes.
- **Climate Adaptation & Resilience:** PM for SamTrans Adaptation & Resilience Plan. Developed and chaired SamTrans Adaptation & Resilience Advisory Team. Coordinated with regional San Mateo County stakeholders on Adaptation & Resilience: San Mateo County, BART, San Francisco, Bay Trail, BCDC, San Carlos, SFO, San Carlos Airport, more. Provided project support and climate resilience recommendations for battery electric bus infrastructure master plan, sat on technical advisory committee for zero emission bus 30% design project.
- **Supervisory:** Oversaw consultant teams working on sustainability, energy and climate change issues. Led projects and laterally managed staff and executives for project execution.
- **Public speaking:** Prepared and presented staff reports for both SamTrans and Caltrain’ s respective board meetings, made presentations regarding District sustainability activities in a variety of contexts.

Senior Project Manager, Public Works (February 2017-October 2018; 1 year 7 mos.)

City of Pinole (Pinole, CA) is a municipality that provides services to citizens.

1 year 7 months environmental program administration

Budget analysis for department and project budgets

Supervised CivicSpark Fellow

- **Represented City on environmental issues:** represented Pinole in regional solid waste management, clean water, sustainability, energy efficiency regional coordinating technical advisory committees. Liaised with regulators California Water Board and CalRecycle on behalf of Pinole, represented City on various compliance matters.
- **Implemented environmental projects & programs:** supported capital planning and project execution. Implemented stormwater quality management program, clean water policy development and program, hazard waste program, solid waste and post collection franchise agreement oversight support, energy and climate change program activities.

- **Financial analysis:** prepared draft department operating and capital budgets for supervisor review; project budgets; conducted budget analysis. Reviewed accounting records, prepared financial analyses and compliance for grants. Researched government grant opportunities, prepared grants.
- **Report writing:** drafted analyses for City officials on a variety of topics including municipal ordinances and codes, facility recommendations, policy changes, more.
- **Collaboration with elected officials, executive staff:** prepared analyses and resolutions for City Manager, City Engineer, City Planner, City Council. Presented at City Council, Planning Commission, Transportation and Parking Safety.
- **Stakeholder management:** liaised with internal and external stakeholders. Collaborated with regional agency staff. Point of contact for public on various issues. Built relationships with community groups.
- **Community coordination and outreach:** prepared public notice, meeting materials, and advertisements. Planned meetings, City-wide events. Built relationships with neighborhood, community, and advocacy groups. Point of contact for public on various issues.
- **Supervision:** managed CivicSpark climate fellow, FT 11-month position, summer intern.

Energy Program Manager (July 2013- February 2017; 3 years 7 mos.)

As You Sow (Oakland, CA) promotes social corporate responsibility.

3 years 7 months program management

Financial analysis & reporting

Supervised FTE, fellows and interns

- **Program management success:** expanded corporate engagement program focusing on improving sustainability performance at US electric power utilities. Results: coal firing halted/ reduced at 4 power plants; EV charging infrastructure program launched by utility; engaged utilities increased renewable energy and energy efficiency adoption, reporting transparency, conservation, and clean technology adoption.
- **Shareholder advocacy and stakeholder management:** planned, managed and executed 16+ shareholder advocacy campaigns pushing and for and negotiating deals for improved sustainability and climate change performance at major US oil, gas, and electric power utility companies. Coordinated groups of stakeholders including investors, NGOs, faith-based organizations, labor, politicians, etc.
- **Public speaking:** presented annually at shareholder meetings; at various conferences on green bonds.
- **Liaised with media:** point of contact for press regarding program; managed relationships with media; pitched stories; spoke with press on the record; program covered by Forbes, NYT, etc.
- **Liaison to cities:** communicated with cities to educate about 'green bonds', and encourage issuance.
- **Report writing:** Coauthor, PM on 3 studies in 3 years: "Unconventional Risks: The Growing Uncertainty of Oil Investments"; "Green Bonds Primer" on sustainable debt; "Cleantech Redefined". Annually, synthesized research on company data for reports to investors on company sustainability performance. Prepared numerous reports for institutional investors evaluating company sustainability performance.

- **Environmental Justice:** worked with diverse frontline community groups and stakeholders across 8+ states to align goals in negotiations with energy companies.
- **Financial analysis:** reviewed financial statements from ~40 companies; synthesized financial data into reports, engaged companies in dialogues on financial, environmental performance.
- **Supervisory:** supervised FT employee, PT employees and FT/PT fellows, contractors.
- **Fundraising:** grant prospect research, writing and reporting; funder relationship management.

Legal and Financial Analyst (May 2012 - June 2013; 1 year, 1 month)

The Massachusetts Office of the Treasurer (Boston, MA) manages state assets.

- **Administered procurements.** worked with senior staff on needs assessment, prepared Requests for Proposals, coordinated procurement process, drafted reports for Treasurer, administered contracts.

Energy Collective Website Community & Content Curator (February 2011 – February 2012; 1 year)

Social Media Today (Maplewood, NJ) provides F500 B2B and B2C social media services.

- **Cross-functional management:** handled editorial and social media for The Energy Collective and the Cities Collective, publishing domestic and international environmental policy content.

BOARDS

Bay Area Air Quality Management District Hearing Board, Alternate, Oct 2020-present

San Mateo County 2021 Local Hazard Mitigation Plan, Steering Committee Member

EDUCATION

MBA, JD, Northeastern University

Masters of Environmental Law & Policy, Vermont Law School

B.A. Environmental Studies, B.A. Legal Studies, University of California Santa Cruz

PUBLICATIONS

Unconventional Risks: The Growing Uncertainty of Oil Investments (coauthor)

http://www.asyousow.org/ays_report/unconventional-risks-the-growing-uncertainty-of-oil-investments/

Green Bonds in Brief: Risk, Reward and Opportunity (2014)

http://www.asyousow.org/ays_report/green-bonds-in-brief/ (coauthor)

Cleantech Redefined (2013)

http://www.asyousow.org/ays_report/cleantech-redefined/ (contributing author)

Overdoing It: The Story of the Agricultural Exemption in the United States (2010)

www.vjel.org/journal/pdf/VJEL10148.pdf

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Public category on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: Elizabeth Patterson	CANDIDATE FOR CATEGORY: Public (Primary)
--	--

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.					
	Outstanding	Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 49180264

Name: Elizabeth Patterson Address: [REDACTED] Benicia, California 94510 US
 Home Phone: [REDACTED] Alternate Phone:
 Email: [REDACTED] Notification Preference: Email
 Former Last Name: Patterson Month and Day of Birth: 01/29

Personal Information

Driver's License:
 Can you, after employment, submit proof of your legal right to work in the United States? Yes
 What is your highest level of education? Master's Degree

Preferences

Minimum Compensation: \$0.00 per hour; \$0.00 per year
 Are you willing to relocate? No
 Types of positions you will accept: Temporary
 Types of work you will accept: Part Time
 Types of shifts you will accept: Day , Evening , Night

Objective**Education**

Graduate School Did you graduate: Yes
 CA State University San Jose Major/Minor: Urban and Regional Planning
 [Unspecified Start] - [Unspecified End] Degree Received: Master's
 San Jose, California

Work Experience

staff environmental scientist Hours worked per week: 40
 1/2000 - 3/2019 Monthly Salary: \$0.00
 May we contact this employer? Yes
 State Department of Water Resources
 Sacramento, California

Duties

land use planning and management lead for California Water Plan.

Reason for Leaving

retired

Certificates and Licenses

Type: American Institute Certified Planners (AICP)
 Number:
 Issued by:
 Date Issued: 7 /1994 Date Expires: 7 /2008

Skills

Office Skills
 Typing:
 Data Entry:

Additional Information

Additional Information

Benicia Planning Commission
 Benicia City Council 2003 - 2007
 Benicia Mayor 2007-2020

References**Resume****Text Resume****Attachments****Agency-Wide Questions**

1. Q: How did you find out about this position?

A: District Website
 Other

2. Q: If other, please tell us where.

A: Benicia residents

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?

A: Yes

4. Q: Are you related to any District employee or Board member?

A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?

A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?

A: none

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

A: Original member of Benicia Good Neighbor Steering Committee and advocate for clean air by reducing air pollution. History of environmental AICP, elected office, state staff environmental scientist advocacy since 1970.

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: AICP, elected office, state staff environmental scientist and served on numerous state, regional and local boards, commissions and committees.

3. Q: Please list relevant accomplishment, publications, or awards.

A: recognition by US Congress for service; recognition by CA State Legislature for service; created only land use tool developed for CA Water Plan (2009); while mayor achieved high level in Beacon Awards program for reducing green house gases; project manager at State Lands Commission for initiative that led to establishment of Delta Protection Commission.

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: I serve on Sacramento-San Joaquin Delta National Advisory Committee and there could be meeting date conflicts. Scheduling appropriate dates would avoid conflict.

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Public & Attorney categories on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: Jeffrey K Lee	CANDIDATE FOR CATEGORY: Public - Primary or Alternate Attorney-Primary or Alternate
--	--

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.		Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

APPLICATION FOR HEARING BOARD

Submit to:

Bay Area Air Quality Management District
Attn: Human Resources Office
375 Beale Street, Suite 600
San Francisco, CA 94105
(415) 749-4980

1. NAME

First Jeffrey Middle Kenton Last Lee

2. ADDRESS (If address is temporary, please indicate)

Street [REDACTED] City San Francisco State CA Zip 94127

3. TELEPHONE NUMBER

Home Office Cell [REDACTED]

Email [REDACTED] Fax

4. Please indicate the Hearing Board category (or categories) for which you are applying:

- Attorney Member
- Engineer Member
- Medical Profession Member
- Public Member

Please indicate if you are applying for the Principal Member position or the Alternate Member position:

- Principal Member
- Alternate Member

5. Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board? Please explain:

- I currently serve as a full-time state administrative law judge, but can schedule a recurring workday per week for Hearing Board service, presumably each Tuesday. I can also schedule an occasional additional weekday to serve - if provided with sufficient notice to submit a leave request to my employer.
- I will need to obtain a waiver from my employing agency to begin serving as a volunteer on the Hearing Board. In my recent experience, such a waiver was obtained within 2 weeks after submitting a request.

6. EDUCATIONAL BACKGROUND

College, University, Business or Trade Schools Attended

From Mo/Yr – To Mo/Yr

Major

Degrees Received

Colgate University	08/1983 – 06/1987	Biology	A.B., Biology
Vermont Law School	08/1989 – 06/1992	Law	Juris Doctor (J.D.)
Vermont Law School	08/1989 – 06/1992	Environmental Law	Master of Studies in Environmental Laws (M.S.L.)

7. REFERENCES

Name

Address

Phone

1. Margaret Abe Koga	679 Church Street, Mountain View, CA 94041	650-291-0167
2. Mark Rigau	5120 Diamond Heights Blvd., San Francisco, CA 94131	415-744-6487
3. Lily Lim	10398 Vista Knoll Blvd., Cupertino, CA 95014	650-862-6762

8. EMPLOYMENT HISTORY (Selected History – See attached resume for comprehensive history)

FROM: Mo March Yr 2021

TO: Mo Present Yr

Name and Address of Employer:

California Unemployment Insurance Appeals Board

Title of Position:

Administrative Law Judge

Bay Area Office of Appeals

1515 Clay Street, Suite 902
Oakland, CA 94612-1413

Brief Description of Responsibilities:

I preside as fact-finder and decision-maker in independent, quasi-judicial appeal proceedings arising from challenges to decisions by the California Employment Development Department.

FROM: Mo June Yr 2004

TO: Mo May Yr 2013

Name and Address of Employer:

GCA Law Partners

Title of Position:

Partner, Litigation Group

2570 W. El Camino Real, Suite 400
Mountain View, CA 94040

Brief Description of Responsibilities:

I first-chaired matters involving court and agency litigation, including challenges to government agency actions and environmental regulation.

FROM: Mo Sept. Yr 1998

TO: Mo June Yr 2000

Name and Address of Employer:

Latham & Watkins LLP

Title of Position:

Associate, Environment and Litigation Departments

555 11th Street NW #1000
Washington, DC 20004

Brief Description of Responsibilities:

	I represented and counseled clients in high-stakes, complex government enforcement and regulatory cases, including court and agency litigation involving environmental issues, and other matters.
FROM: Mo August Yr 1993	TO: Mo Sept. Yr 1998
Name and Address of Employer: United States Department of Justice, Environment and Natural Resources Division	Title of Position: Trial Attorney
950 Pennsylvania Avenue NW Washington, DC 20530	Brief Description of Responsibilities:
	I first-chaired complex trials, appeals, and preliminary relief proceedings in high-profile environmental cases; investigated and prosecuted cases against violators of environmental laws; and defended federal agency actions and rules in court, including cases under the Clean Air Act.
9. Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.	
<i>Please see attached Response to QUESTION 9.</i>	
10. Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.	
<i>Please see attached Response to QUESTION 10.</i>	
11. List relevant accomplishments, publications, or awards.	
<i>Please see attached Response to QUESTION 11.</i>	
- PLEASE ATTACH RESUME -	
I hereby certify that all statements made in this application are true and complete.	
DATE: <u>March 1, 2022</u>	SIGNATURE (In full): <u>/S/ Jeffrey Kenton Lee</u>

BAAQMD Hearing Board Application Responses

Jeffrey K. Lee

QUESTION 9 -- Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

My background includes the following air quality education and experience:

- **Education** -- I earned a joint J.D. and Master of Studies in Environmental Law from Vermont Law School, and a bachelor's degree in Biology from Colgate University. My coursework included environmental physics, The Clean Air Act, and Toxic and Hazardous Substances classes.
- **Relevant Experience** -- My 27 years of legal experience include serving as an environmental trial and appellate attorney, and administrative law judge. I have practiced in public service, and with large and small law firms, primarily as lead counsel, gaining expertise in administrative law and procedure, and complex environmental regulation and technology issues. I served from 1993 -1998 as a Trial Attorney at the U.S. Department of Justice, Environmental Defense Section, earning awards for outstanding performance on high-profile cases involving national security, environmental justice, including Clean Air Act litigation. Entering private law practice in 1998, I handled complex environmental matters with Latham & Watkins' Washington, D.C. office, and later as a Litigation Partner with Silicon Valley legal boutique, GCA Law Partners.

My relevant **Board Service** experience includes the following organizations directly addressing agency adjudication proceedings, human health, vulnerable communities, and the environment:

- **City and County of San Francisco Assessment Appeals Board**, San Francisco, CA, *Board Commissioner and Hearing Officer*, appointed in November 2020 to term ending September 2023. Serve as an administrative law judge on three-member panels to hear evidence and determine fair and correct assessments of taxable real property in equalization appeals under California Revenue and Tax Codes.
- **Asian Americans for Community Involvement, Inc. ("AACI")**, Santa Clara County, CA. *Director*, Board of Directors, November 2010 – March 2017. Served as Chair, Nominations and Governance Committee; Member, Finance and Budget Committee; Member, Mergers and Acquisitions Committee; Member, Special Litigation Committee; and Member, CEO Search Committee. Silicon Valley's largest human health and services provider to vulnerable Asian Americans, AACI operates a medical clinic, mental health services, a domestic violence shelter, victims of torture center, and other programs open to people from all communities.

- **San Francisco Unified School District**, San Francisco, CA, *Director*, English Learner Advisory Committee Board of Directors, Fall 2017 – Spring 2020. Advised Board of Education on English-learner student and family programs pursuant to a U.S. Supreme Court consent decree. Represented vulnerable, at-risk San Francisco families and students.
- **Santa Clara Valley Water District, Independent Monitoring Committee**, Santa Clara County, CA, *Appointed Member*, July 2012 – July 2014. Provided oversight reports to taxpayers and Water District Board regarding agency use of special parcel tax revenue for clean, safe streams, flood protection, and local and regional environmental programs.

QUESTION 10 -- Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

I am applying to fill an Attorney or Public Member role on the Hearing Board. My relevant activities include the following:

- **State of California**, Unemployment Insurance Appeals Board, San Francisco Bay Area Office, CA, *Administrative Law Judge*, March 2021 – present. I preside as fact-finder and decision-maker in independent, quasi-judicial appeal proceedings arising from challenges to disability and unemployment insurance benefit decisions by the California Employment Development Department.
- **GCA Law Partners LLP** (f/k/a General Counsel Associates LLP), Mountain View, CA *Partner*, Litigation Group, March 2005 – May 2013; *Of Counsel*, June 2004 – February 2005. I first-chaired matters involving court and agency litigation, including challenges to government agency actions and environmental regulation.
- **Latham & Watkins**, Washington, DC, *Associate*, Litigation and Environmental Departments, September 1998 – June 2000. I represented and counseled clients in high-stakes, complex government enforcement and regulatory cases, including court and agency litigation involving environmental issues, and other matters.
- **United States Department of Justice**, Washington, DC, *Trial Attorney*, Environment and Natural Resources Division, Defense Section, October 1993 – September 1998. I first-chaired complex trials, appeals, and preliminary relief proceedings in high-profile environmental cases; investigated and prosecuted cases against violators of environmental laws; and defended federal agency actions and rules in court, including cases under the Clean Air Act.
- **ICF International, Inc.** (f/k/a ICF, Inc.), Washington, DC, *Research Assistant*, August 1987 – August 1989. I prepared policy analyses, regulations, and official materials for environmental protection programs; and staffed National Incident Team directing *Exxon Valdez* oil spill and other national emergency responses.

QUESTION 11 -- Please list relevant accomplishment, publications, or awards.

My accomplishments relevant to air quality include serving as lead government counsel in the following federal air quality cases:

- ***United States v. Borden Chemical Company, Inc. and Borden Chemical Company, Inc. v. Carol Browner*** (M.D. La. 1998), Consolidated Case No. 3:1994-cv-00440-JVP (Chief Judge John V. Parker). I defended US EPA against a pre-enforcement challenge to a prospective (*i.e.*, non-final) imposition of a RCRA Boiler and Industrial Furnace Part B permit requirement by a notorious chemical company operating an unpermitted hazardous waste incinerator in Geismar, Louisiana. The facility was in the state's infamous "Cancer Alley" corridor, populated by predominantly low-income African American communities. The U.S. filed an enforcement action under the Clean Air Act and RCRA, for illegal air and groundwater releases. The case became publicly controversial as an early Environmental Justice case during the Clinton Administration. Our 1994 government Press Release stated:

The Geismar facility manufactures chemicals, including vinyl chloride, ammonia, and polyvinyl chloride (PVC), which is used for production of plastic pipes and other plastic products. The facility is located on the Mississippi River, in a highly industrialized area, with a predominantly African-American population.

"The Clinton Administration is committed to making sure that no company will realize unfair profits from polluting anywhere in the U.S., but particularly in minority and low-income communities that already face disproportionate risks," said EPA Administrator Carol M. Browner.

The cases went to trial for several days (on the U.S. affirmative claims first), settling during trial with an agreement by the company to dismiss the RCRA claim against EPA for which I was lead counsel.

- ***Motor and Equipment Manufacturers Association et al. v. Environmental Protection Agency*** and ***Motor and Equipment Manufacturers Association et al. v. Nichols*** (D.C. Cir. 1998), Consolidated Case Nos. 96-1392 and 96-1397 (Edwards, Wald, Rogers). I was the lead DOJ attorney for consolidated petitions for review by auto equipment companies to challenge EPA Clean Air Act rules governing onboard emissions diagnostic requirements and the Clean Air Act's "California Waiver."

JEFFREY K. LEE

San Francisco, CA 94127 • Mobile:

EXPERIENCE

State of California, Unemployment Insurance Appeals Board, San Francisco Bay Area Office, CA
Administrative Law Judge, March 2021 – present

- Preside as fact-finder and decision-maker in independent, quasi-judicial appeal proceedings arising from challenges to disability and unemployment insurance benefit decisions by the California Employment Development Department.

JKL Law & Consulting, San Francisco, CA
Principal, May 2014 – December 2021

- Provide arbitration, mediation, moot court, mock trial, and related dispute resolution services.

Live365, Inc. (acquired by Media Creek, Inc.), Foster City, CA
Senior Vice President, Legal and Business Affairs, and Chief Legal Officer, May 2013 – May 2014;
Outside Counsel (on-site secondment), October 2012 – May 2013

- Built and led diverse 6-person Legal Department at pioneering, venture-funded global digital media network.
- Advised CEO, Board of Directors, and Executive Team on strategic, legal, and business issues.
- Resolved litigation under U.S. and international laws.
- Created and led legal functions for U.S. and international litigation and dispute resolution; public policy and regulatory affairs; contract and content license negotiations; intellectual property portfolio development and enforcement; government audits and investigations; risk and crisis management; employment matters; data security; product compliance and counseling; and cost-effective management of counsel and experts.

GCA Law Partners LLP (f/k/a General Counsel Associates LLP), Mountain View, CA
Partner, Litigation Group, March 2005 – May 2013; *Of Counsel*, June 2004 – February 2005

- Provided strategic counseling and lead advocacy from initial dispute through ADR, trial, and appeal for emerging technology businesses, founders, and nonprofit clients.
- First-chaired matters involving challenges to government agency actions; environmental law; real estate, patent, trademark, copyright, trade secret, and other intellectual property rights; government and internal investigations; business disputes; and antitrust and unfair competition claims. Counseled clients regarding merger and acquisition activities. Created, led, and managed cost-effective legal and expert teams.

Day Casebeer Madrid & Batchelder (merged with Howrey LLP), Cupertino, CA
Senior Associate, July 2000 – August 2003

- Represented biotechnology clients in high-stakes, complex trial and appeal cases, including patent, licensing, trade secret, and commercial disputes using offensive and defensive litigation.
- Assembled and managed attorney, expert, and staff teams.

Latham & Watkins, Washington, DC
Associate, Litigation and Environmental Departments, September 1998 – June 2000

- Represented and counseled clients in high-stakes, complex government enforcement and regulatory cases, internal investigations, mergers and acquisitions, civil and administrative litigation, environmental, employment, securities, contract, fraud, fiduciary, trade secret, RICO, real estate, FOIA, and other matters.
- Assembled and managed client, attorney, and expert teams.

United States Department of Justice, Washington, DC

Trial Attorney, Environment and Natural Resources Division, Defense Section, October 1993 – September 1998

- Earned *Special Commendation* and *Special Achievement Award* for outstanding trial performance.
- First-chaired complex trials, appeals, and preliminary relief proceedings in high-profile environmental cases.
- Investigated and prosecuted cases against violators of environmental laws. Defended federal agency actions and rules. Advised agencies on regulatory, statutory, administrative, and constitutional law proposals.
- Assembled and led multi-agency teams of attorneys, investigators, experts, and public affairs officers.

United States Court of Appeals for the Second Circuit, New York, NY/Bridgeport, CT

Law Clerk to the Honorable William H. Timbers, United States Circuit Judge, 1992 – 93 Term

- Prepared court opinions, orders, and bench memoranda. Managed and trained subsequent term's law clerks.

ICF International, Inc. (f/k/a ICF, Inc.), Washington, DC

Research Assistant, August 1987 – August 1989

- Prepared policy analyses, regulations, and official materials for environmental protection programs.
- Staffed National Incident Team directing *Exxon Valdez* oil spill and other national emergency responses.

SELECTED COMMUNITY SERVICE

City and County of San Francisco Assessment Appeals Board, San Francisco, CA

Board Commissioner and Hearing Officer, appointed in November 2020 to term ending September 2023

- Serve as administrative law judge on three-member panels to hear evidence and determine fair and correct assessments of taxable real property in equalization appeals under California Revenue and Tax Codes.

Superior Court of California, Santa Clara County, CA

Judge Pro Tem, appointed to Small Claims and Traffic Divisions, November 2009 – present

Judicial Arbitrator (appointed), April 2007 – present

City and County of San Francisco Department of Elections, San Francisco, CA

Election Precinct Poll Inspector, October 2020 – November 2020

Santa Clara Valley Water District, Independent Monitoring Committee, Santa Clara County, CA

Appointed Member, July 2012 – July 2014

Provided oversight reports to taxpayers and Water District Board regarding agency use of special parcel tax revenue for clean, safe streams, flood protection, and local and regional environmental programs.

Friends of the Urban Forest, San Francisco, CA

Community Planting Host Family, June 2019 – present

San Francisco Unified School District, San Francisco, CA

Director, English Learner Advisory Committee Board of Directors, Fall 2017 – Spring 2020

- Advised Board of Education on English-learner student and family programs pursuant to U.S. Supreme Court *Lau v. Nichols* consent decree. Represented San Francisco schools and families.

Commodore Sloat Elementary School, San Francisco, CA

Parent Organizer and Program Leader, Fall 2014 – Spring 2020

- S.F. Bike Coalition, Safe Routes to School, *Walk and Roll to School Program*, Liaison and Organizer
- Historical Mock Trial: *U.S. v. William Ide, et al.* (1846 California Bear Flag Revolt), Creator and Instructor
- *A Day in San Francisco Superior Court*, Instructor and Organizer

Asian Americans for Community Involvement, Santa Clara County, CA

Director, Board of Directors, November 2010 – March 2017

- Chair, Nominations and Governance Committee for non-profit county health and social services provider.
- Member, Finance and Budget Committee; Mergers and Acquisitions Committee; Special Litigation Committee; and CEO Search Committee

OCA – APA Advocates (f/k/a Organization of Chinese Americans), Washington, DC

National General Counsel, January 2005 – January 2006; (*Acting*), April 2004 – December 2004

- Advised national social justice organization Board and Executive Director regarding legal and policy issues.
- Built and led 4-lawyer team to address litigation, employment, tax, corporate, sponsorship, and other matters.

State Bar of California, Committee on Federal Courts, San Francisco, CA

Secretary, 2004 – 2005; *Appointed Member*, 2002 – 2004

- Proposed, advised, and commented on revisions to federal district and circuit court rules and practice.

EDUCATION

Vermont Law School, South Royalton, VT

Joint J.D., *cum laude*/Master of Studies in Environmental Law, *magna cum laude*, May 1992

Vermont Law Review, Senior Articles Editor and Managing Board Member

Colgate University, Hamilton, NY

A.B., Biology (minor: Philosophy), May 1987

Dean's Award; *Colgate Journal of Sciences*, Editor; Men's Tennis Team, Member; Judicial Board, Counselor; Faculty Candidate Evaluation Committee, Student Member; *Harlem Renaissance Center*, Resident

Executive Education and Training: *Boston University School of Management – Association of Corporate Counsel: Mini MBA for In-House Counsel*, Los Angeles, CA, May 2014; *Chief Litigation Officer Summit*, Las Vegas, NV, March 2014; *Association of Corporate Counsel Institute for Advanced Corporate Counsel*, Burlingame, CA, April 2014; *Northern California Mediation Center – Essentials of Mediation*, San Rafael, CA, October 2014; *Association of Corporate Counsel Compliance Conference*, Northern California, June 2016 and June 2018

State Bar Admissions: California, District of Columbia, Pennsylvania

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Public & Attorney categories on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 14499211

Name: Mister Phillips Address: [REDACTED]
 Richmond, California 94804-1606 US

Home Phone: [REDACTED] Alternate Phone:

Email: [REDACTED] Notification Email Preference:

Former Last Name: Month and Day of Birth: 05/03

Personal Information

Driver's License: Yes, California , B5731597 , Class C

Can you, after employment, submit proof of your legal right to work in the United States? Yes

What is your highest level of education? Doctorate

Preferences

Minimum Compensation:

Are you willing to relocate? Maybe

Types of positions you will accept: Regular ,
Temporary

Types of work you will accept: Full Time ,
Part Time ,
Per Diem

Types of shifts you will accept: Day

Objective

Experienced litigator and mediator with excellent organizational, leadership, research, writing, speaking, and interpersonal skills seeks judicial officer or quasi-judicial officer position.

Education

Professional Did you graduate: Yes
U.C. Hastings College of the Law Major/Minor: Law
<http://www.uchastings.edu/> Units Completed: 87 Semester
 8/2000 - 5/2003 Degree Received: Professional
 San Francisco, California

College/University Did you graduate: Yes
San Francisco State University Major/Minor: Double major: English and
<http://www.sfsu.edu/> Political Science
 8/1998 - 5/2000 Units Completed: 79 Semester
 San Francisco, California Degree Received: Bachelor's

Work Experience

Attorney Hours worked per week: 35
 6/2005 - Present Monthly Salary: \$0.00
 # of Employees Supervised: 1
 Law Office of Mister Phillips Name of Supervisor: N/A
www.misterphillips.net May we contact this employer? Yes
 180 Broadway, Ste D
 Richmond, California 94804
 510-556-1951

Duties

Manage law practice; draft estate planning documents; provide general counsel services to small businesses; represent plaintiffs and defendants in civil litigation, including pleadings, discovery, depositions, law and motion, hearings, ADR, and trials; and provide litigation support to other law firms.

Reason for Leaving

I am not leaving.

Certificates and Licenses

Type: Law

Number: 228991

Issued by: State Bar of California

Date Issued: 12 /2003 Date Expires:

Skills

Office Skills

Typing:

Data Entry:

Other Skills

Mediation Expert - 19 years and 0 months

Litigation Expert - 17 years and 0 months

Legal research and writing Expert - 19 years and 0 months

Additional Information

Military Service

I was an intelligence officer in the U.S. Navy Reserve.

Volunteer Experience

CA Mock Trial Competition

Community Mediator

Discovery Facilitator

First 5 Contra Costa Children and Families Commission

NAACP Richmond, CA Branch

Richmond Promise Ad Hoc Committee

Rotary Club of Pinole

West Contra Costa Unified School District Governing Board

References

Resume

Text Resume

Attachments

Attachment	File Name	File Type	Created By
Resume.pdf	Resume.pdf	Resume	Job Seeker

Agency-Wide Questions

1. Q: How did you find out about this position?

A: Job board/website (list specific under "other")

2. Q: If other, please tell us where.

A: governmentjobs.com

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?

A: Yes

4. Q: Are you related to any District employee or Board member?

A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?

A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?

A: N/A

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

A: I do not have experience directly related to air quality. I have served on the boards of the following public and private agencies: First 5 Contra Costa Children and Families Commission, West Contra Costa Unified School District (past president), Rotary Club of Pinole (past president), NAACP Richmond, CA Branch, and Richmond Promise Ad Hoc Committee (past co-chair).

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: Charles Houston Bar Association
Contra Costa County Bar Association

3. Q: Please list relevant accomplishment, publications, or awards.

A: Judge George D. Carrol Community Service Award

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: No.

Mister Phillips

Attorney

Contact

[REDACTED]
Pinole, CA 94564
[REDACTED]
[REDACTED]

Education

J.D.
UC Hastings College of the
Law
2003
San Francisco, CA

B.A.
English and Political Science
Cum laude
San Francisco State University
2000
San Francisco, CA

Bar Admissions

CA
U.S. District Court, Central,
Eastern, and Northern District
of CA

Key Skills

Legal research and writing
Litigation
Mediation

Profile

Experienced litigator and mediator with excellent organizational, leadership, research, writing, speaking, and interpersonal skills seeks judicial officer or quasi-judicial officer position.

Experience

November 2016 – Present
Trustee • West Contra Costa Unified School District • Richmond, CA

- Preside over public meetings, including hearings and appeals.
- Interpret laws, regulations, policies, and procedures.
- Set organizational direction and goals.
- Adopt and monitor budget.
- Hire, supervise, and evaluate staff.
- Communicate with the public and news media.

June 2005 – Present
Attorney • Law Office of Mister Phillips • Richmond, CA

- Manage law practice.
- Draft estate planning documents.
- Provide general counsel services to small businesses.
- Represent plaintiffs and defendants in civil litigation, including pleadings, discovery, depositions, law and motion, hearings, ADR, and trials.
- Provide litigation support to other law firms.

August 2004 – January 2013
Intelligence Officer • U.S. Navy Reserve

- Collected and analyzed information.
- Created and gave presentations.
- Made recommendations to superiors.
- Supervised teams.
- Led General Military Training (GMT).

Activities

CA Mock Trial Competition
Community Mediator
Discovery Facilitator

Organizations

Charles Houston Bar
Association
Contra Costa County Bar
Association
NAACP Richmond, CA Branch
Rotary Club of Pinole, CA

August 2003 – November 2004

Esther Peterson Fellow • Consumers Union • Washington, DC

- Performed legal research and writing.
- Conducted bill analysis and tracking.
- Built coalitions.
- Legislative advocacy.

Spring 2003

Student Mediator • U.C. Hastings College of the Law Mediation
Clinic • San Francisco, CA

- Studied mediation theory and practice.
- Mediated small claims at San Francisco Superior Court.

Fall 2002

Judicial Extern • U.S. Court of Appeals for the Ninth Circuit
Office of Staff Attorneys • San Francisco, CA

- Reviewed case files.
- Performed legal research and writing.
- Presented recommendations to judges.
- Drafted memorandum dispositions.

Summer 2001

Law Clerk • Fair Employment and Housing Commission • San
Francisco, CA

- Reviewed case files.
- Performed legal research and writing.
- Presented recommendations to administrative law judges.

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Attorney category on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



BAY AREA
AIR QUALITY
MANAGEMENT
DISTRICT

HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: Valerie J Armento	CANDIDATE FOR CATEGORY: Attorney (Primary)
--	--

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.	Outstanding	Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 49024078

Name: Valerie J. Armento Address: [REDACTED]
Sunnyvale, California 94087
US

Home Phone: [REDACTED] Alternate Phone:
Email: [REDACTED] Notification Email
Preference:
Former Last Name: Month and Day of Birth: 05/06

Personal Information

Driver's License: Yes, California , S0433155 , Class C
Can you, after employment, submit proof of your legal right to work in the United States? Yes
What is your highest level of education? Doctorate

Preferences

Minimum Compensation:
Are you willing to relocate?

Types of positions you will accept:
Types of work you will accept:
Types of shifts you will accept:

Objective

Applying for Principal Attorney position on Hearing Board which is part-time and governed by established practices, including compensation.

Education

Professional Did you graduate: Yes
Cornell University Law School Major/Minor:
[Unspecified Start] - [Unspecified End] Degree Received: Professional
Ithaca, New York

Graduate School Did you graduate: Yes
Cornell University Major/Minor:
[Unspecified Start] - [Unspecified End] Degree Received: Master's
Ithaca, New York

Work Experience

City Attorney Hours worked per week: 40
1/1991 - 8/2006 Monthly Salary: \$0.00
May we contact this employer?
See Resume for Extensive Details
Sunnyvale, California

Duties
See resume

Reason for Leaving
Retired

Certificates and Licenses**Skills**

Office Skills

Typing:
Data Entry:

Additional Information**References**

Professional
Sullivan, Edmund
Executive Officer
535 Alkire Avenue, Suite 100
Morgan Hill, California 95037
403-779-7261
edmund.sullivan@scv-habitatagency.org

Resume**Text Resume****Attachments**

Attachment	File Name	File Type	Created By
VJA Resume BAAQMD 1-2022.doc	VJA Resume BAAQMD 1-2022.doc	Resume	Job Seeker

Agency-Wide Questions

1. Q: How did you find out about this position?

A: District Employee

2. Q: If other, please tell us where.

A:

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?

A: Yes

4. Q: Are you related to any District employee or Board member?

A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?

A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?

A: Not related to any District employee or Board member.

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.

A: As in-house counsel for several Bay Area cities, I dealt with air quality issues in conjunction with specific development EIRs. As the general counsel for the Habitat Agency, I am involved with obtaining mitigation for nitrogen deposition. I have been on the Hearing Board since January 2007 (alternate) and since July 2015 (principal). I have participated in over 35 hearings. I attended a 2-day Advanced Hearing Board workshop in 2008.

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: President, City Attorneys Dept., CalCities 2002-2003 (1st VP and 2d VP previous 2 years)
President, Bay Area City Attorneys 1997
Editorial Board Chair, Municipal Law Handbook, 1995 & 1996 Editions, Editorial Board 2004

3. Q: Please list relevant accomplishment, publications, or awards.

A: Counsel and Council 2004 (co-author)
Open and Public III: a user's guide to the Ralph M. Brown Act 2000 (co-author)
Proposition 218 Implementation Guide 1997 (co-author)
Municipal Law Handbook, 1994 (chapter editor), 1993 author and contributing editor

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: I have always managed to adjust my schedule to accommodate Hearing Board sessions.

VALERIE J. ARMENTO RESUME

Sunnyvale, CA

Education

Graduate: Juris Doctor 1977
Cornell University Law School; Ithaca, NY

Master of Regional Planning 1978
Cornell University College of Architecture, Art & Planning

Undergraduate: Bachelor of Arts Phi Beta Kappa, Summa Cum Laude 1973
Dartmouth College; Hanover, NH

Bar Admissions

State of California (All Courts) 1977
United States District Court, Northern District 1977
United States Court of Appeals, Ninth Circuit 1977
United States Supreme Court 1999

Current Legal Services Contracts

Santa Clara Valley Habitat Agency General Counsel

Joint powers entity (County of Santa Clara and the Cities of Gilroy, Morgan Hill and San Jose) to implement the Santa Clara Valley Habitat Plan for the long-term protection of ecosystems and biodiversity within southern portion of Santa Clara Valley, and to provide incidental take authorization under the federal Endangered Species Act and the California Natural Community Conservation Act.

San Mateo County Pre-Hospital Emergency Medical Services Group General Counsel

A joint powers entity which provides first responder basic and advanced life support services prior to transport to the hospital throughout San Mateo County.

Burbank Sanitary District General Counsel

Provides sewer, solid waste and street sweeping services for unincorporated areas within City of San Jose.

Employment History

City Attorney, City of Sunnyvale January 1991 to mid-October 2004, retired

Full time in-house city attorney, redevelopment agency counsel and financing authority counsel for diverse charter city of 135,000 residents and employment base of approximately 150,000, located in the "Heart of Silicon Valley." Provided full range of attorney services. Advised seven elected Council members and the following appointed Boards and Commissions: Arts, Bicycle and Pedestrian Advisory, Library, Child Care Advisory, Heritage Preservation, Housing and Human Services, Parks and Recreation, Personnel and Planning.

City Attorney, City of South San Francisco July 1986 to December 1990

Full time in-house city attorney and redevelopment agency counsel for general law city with a residential population of 52,000 and a sizable industrial and commercial sector. Provided full range of attorney services. Advised elected officials including five Council members, City Clerk and City Treasurer, as well as appointed Boards and Commissions: Historic Preservation, Library, Parking Place, Parks and Recreation, Personnel and Planning. In January 1987 assumed the duties of Risk Manager for general liability issues and served as City representative on the Board of Directors of the Association of Bay Area Governments Pooled Liability Assurance Network (ABAG PLAN).

Assistant City Attorney, City of Hayward July 1983 to June 1986

Full time in-house assistant city attorney for full-service charter city of approximately 100,000 residents. Primary areas of responsibility were Airport (general aviation), Community and Economic Development, Fire, Personnel and Planning Departments. Handled complex litigation and arbitration matters. Legal advisor to Planning Commission. Served as Acting City Attorney in absence of City Attorney.

Deputy City Attorney, City of Fremont October 1979 to June 1983

Full time in-house deputy city attorney for general law city with a population of roughly 90,000. Legal advisor to Planning Commission and Civil Service Board.

Professional Activities

Bay Area Air Quality Management District, Hearing Board

July 2015 to present Attorney Member (Chair as of May 2017, Vice-chair June 2016)
January 2007 to June 2015 Alternate Attorney Member

League of California Cities City Attorney Department
Nominating Committee Chair 2004
President 2002-2003
First Vice-President 2001-2002
Second Vice-President 2000-2001
Seminar 2000 Committee 1999-2001

HEARING BOARD INTERVIEW QUESTIONS
March 16, 2022

1. You have applied for the Medical category on the Hearing Board. Please summarize how your experience and perspective will assist the Hearing Board in reviewing and deciding cases.
2. Please discuss your knowledge and experience regarding air quality matters.
3. Please discuss your experience serving on other Boards or Commissions.
4. What interests you the most about the opportunity to serve on the Air District's Hearing Board?
5. Is there anything in your personal or professional background that would conflict with serving on the Hearing Board? For example, do you have client relationship with a facility permitted by the District? Or do you have a relationship with an air quality advocacy organization that could potentially bring a case to the Hearing Board? Do you feel you will be able to identify a specific conflict if one arises and to recuse yourself from that matter as appropriate?
6. The Hearing Board may in the future meet as often as two to three times a month, almost always on Tuesdays. Meetings typically run three hours, and on very rare occasions, all day. In addition, Hearing Board members may spend approximately two hours reviewing materials in advance of a hearing. Are you comfortable making a time commitment on this scale?
7. Will you be able to put aside any personal biases and judge cases based on the law and the facts?
8. Are there other questions that any Committee Member would like to ask?

9. Do you have any comments or other information that you would like to share with the Committee before we conclude the interview?



HEARING BOARD INTERVIEW EVALUATION FORM

NAME OF APPLICANT: <p style="text-align: center; font-size: 1.2em;">Peter Y Chiu</p>	CANDIDATE FOR CATEGORY: Medical (Primary)
--	---

This section is to be completed after the applicant has been interviewed. Please record the extent to which you feel the applicant possesses or has demonstrated the qualities listed below.	Outstanding	Above Average	Average	Below Average	Unacceptable
1. Education: Extent to which the applicant's level of educational attainment will enable the applicant to contribute to the Hearing Board's goal and objectives.					
2. Work Experience: Extent to which the applicant's work experience can be applied to the responsibilities of the position.					
3. Air Quality Related Experience: Extent to which the applicant has experience, knowledge, and/or interest in air quality related matters.					
4. Experience on other Boards: Extent to which the applicant has experience serving on other Boards or Commissions.					
5. Interest: Extent to which the applicant's interest can be applied to personal and/or professional goals.					
6. Communication: Extent to which the applicant is able to present and communicate ideas and abilities.					
7. Availability: Extent to which the applicant can commit to the time necessary to carry out the responsibilities of the position.					

COMMENTS

SIGNATURE	DATE
------------------	-------------

AG159 - HEARING BOARD MEMBER

Contact Information -- Person ID: 15297226

Name: Peter Y Chiu Address: [REDACTED] Palo Alto, California 94303 US
 Home Phone: [REDACTED] Alternate Phone: [REDACTED]
 Email: [REDACTED] Notification Preference: Email
 Former Last Name: Birth: Month and Day of 05/12

Personal Information

Driver's License: Yes, California , E0015658 , Class C
 Can you, after employment, submit proof of your legal right to work in the United States? Yes
 What is your highest level of education? Doctorate

Preferences

Minimum Compensation: \$0.00 per hour; \$0.00 per year
 Are you willing to relocate? No
 Types of positions you will accept: Regular
 Types of work you will accept: Per Diem
 Types of shifts you will accept: Day

Objective**Education**

Graduate School <i>Stanford University</i> 8/1979 - 6/1983 Stanford, California	Did you graduate: Yes Major/Minor: Medicine Degree Received: Doctorate
Graduate School <i>University of California</i> 9/1972 - 6/1975 Berkeley, California	Did you graduate: Yes Major/Minor: Environmental Health/Administration Degree Received: Doctorate
Graduate School <i>University of California</i> 9/1969 - 6/1970 Berkeley, California	Did you graduate: Yes Major/Minor: Occupational Health Degree Received: Master's
College/University <i>University of California</i> 9/1967 - 6/1969 Berkeley, California	Did you graduate: Yes Major/Minor: Civil Engineering Degree Received: Bachelor's

Work Experience

Board Member 10/2013 - 7/2019 California State Board of Behavioral Sciences 1625 North Market Blvd, Suite S-200 Sacramento, California 95834	Hours worked per week: 4 Monthly Salary: \$100.00 # of Employees Supervised: 0 Name of Supervisor: NA May we contact this employer? Yes
---	---

Duties

To protect and serve Californians by setting, communicating, and enforcing standards for safe and competent mental health practice.

Reason for Leaving

Term expired

Senior Physician

12/1990 - 11/2011

The Permanent Medical Group
770 East Calaveras Blvd
Milpitas, California 95035

Hours worked per week: 40
Monthly Salary: \$17,823.00
of Employees Supervised: 10
Name of Supervisor: James Lin - Chief of Emergency Department
May we contact this employer? Yes

Duties

To provide medical care to Kaiser Health Plan members and non-members in the Occupational Medicine Dept and Emergency Dept.

Reason for Leaving

Early Retirement

Family Physician

6/1989 - 11/1990

The Good Samaritan Medical Group
2585 Samaritan Dr
San Jose, California 95124

Hours worked per week: 35
Monthly Salary: \$4,000.00
of Employees Supervised: 5
May we contact this employer? No

Duties

To provide primary medical care to health insurance subscribers.

Reason for Leaving

To join a larger group practice

Family Physician

9/1986 - 6/1989

Chiu and Crawford, MD's
San Jose, California

Hours worked per week: 35
Monthly Salary: \$3,000.00
of Employees Supervised: 1
May we contact this employer? Yes

Duties

To provide primary medical care to insured and uninsured community members.

Reason for Leaving

To join a group practice

Chief Resident Physician and Resident Physician

6/1983 - 6/1986

San Jose Hospital
San Jose, California

Hours worked per week: 60
Monthly Salary: \$2,000.00
of Employees Supervised: 0
May we contact this employer? Yes

Duties

To provide inpatient and outpatient medical care to members of the community.

Reason for Leaving

Completed family medicine residency training

Principal Environmental Engineer
9/1976 - 8/1979Association of Bay Area Governments
Berkeley, CaliforniaHours worked per week: 40
Monthly Salary: \$3,000.00
of Employees Supervised: 5
May we contact this employer? Yes**Duties**

To plan, organize and direct environmental management programs for the Bay Area.

Reason for Leaving

To attend medical school

Associate Water Quality Management Engineer
7/1974 - 8/1976Bay Area Sewage Services Agency
Berkeley, CaliforniaHours worked per week: 40
Monthly Salary: \$2,500.00
of Employees Supervised: 1
May we contact this employer? No**Duties**

To plan, coordinate, review, and implement water quality management programs for the Bay Area.

Reason for Leaving

To join another public agency for career advancement

Assistant Civil Engineer
8/1970 - 6/1972City of Oakland
Oakland, CaliforniaHours worked per week: 40
Monthly Salary: \$1,500.00
of Employees Supervised: 0
May we contact this employer? Yes**Duties**

To plan and design federally funded urban road systems and sewer systems.

Reason for Leaving

To return to graduate school

Certificates and Licenses

Type: Civil Engineer License

Number: C21523

Issued by: Board for Professional Engineers

Date Issued: 7 /1972 Date Expires: 9 /2023

Type: Physician and Surgeon License

Number: G53008

Issued by: The Medical Board of California

Date Issued: 7 /1984 Date Expires: 5 /2022

Skills

Office Skills

Typing: 40

Data Entry: 0

Languages

Chinese - Speak, Read, Write

Additional Information**References**

Professional
Jaini, Arvind
 Physician
 1367 McKenzie Lane
 Los Altos, California 94022
 (650) 248-9332
akj1367@yahoo.com

Professional
Garcia, Ramon
 Pyhsician
 33013 Korbelt Street
 Union City , California 94587
 (510) 366-8539
rfg143@hotmail.com

Resume**Text Resume****Attachments**

Attachment	File Name	File Type	Created By
Peter Y Chiu Resume 1.29.22.doc	Peter Y Chiu Resume 1.29.22.doc	Resume	Job Seeker

Agency-Wide Questions

1. Q: How did you find out about this position?
A: District Employee

2. Q: If other, please tell us where.
A:

3. Q: Are you currently legally authorized to work in the United States on a full-time basis?
A: Yes

4. Q: Are you related to any District employee or Board member?
A: No

5. Q: Do you now, or will you in the future, require sponsorship for employment visa status (e.g., H-1B visa status)?
A: No

6. Q: If related to a District employee or Board member, what is their name and their relationship to you?
A: NA

Supplemental Questions

1. Q: Please describe any experience or education that directly relates to air quality. Also describe any experience on Boards.
A: A. Experience and Education related to air quality
1. I received my DrPH (Doctor of Public Health) and MPH (Master of Public Health) degrees from the University of California, Berkeley where I benefited from

excellent training on environmental health as well as air quality management.
 2. I obtained my MD degree from Stanford University and attained my board certifications in Occupational Medicine and Family Medicine and have extensive knowledge and experience regarding the health effects of poor indoor and ambient air quality.

3. I am a registered Professional Engineer (PE) and I worked for ABAG as a principal environmental engineer. I am familiar with air quality management and control measures.

4. As a presidential appointee I served on the Presidential/Congressional Commission on Risk Assessment and Management that was mandated by the Clean Air Amendments of 1990. Together with other commission members, we advised the US President and the Congress on environmental health risk assessment and management in federal regulatory programs, including air quality programs of the US Environmental Agency.

B. Experience on Boards

1. I have been serving on the Hearing Board of the BAAQMD for the past nine years and am familiar with the rules of the Hearing Board. I believe that I have applied appropriate laws, rules, and regulations to specific cases based on the facts presented to the Hearing Board. I also believe that I have been courteous, fair, and impartial to all parties in rendering my decisions.

2. As a member of the California State Board of Behavioral Sciences for six years, I participated in quasi-judicial disciplinary hearings concerning licensed mental health professionals.

3. As a member of the California Regional Water Quality Control Board, San Francisco Bay Region for five years, I participated in quasi-judicial hearings on enforcement action by the Board.

2. Q: Please list professional, trade, or business associations held which relate to the Hearing Board category for which you are applying.

A: I am a licensed physician in California and an emeritus adjunct clinical professor of medicine at the Stanford University School of Medicine. I was a member of the Santa Clara County Medical Association. In addition, I am a registered Professional Engineer in California.

3. Q: Please list relevant accomplishment, publications, or awards.

A: I have a list of more than forty published articles, reports, and presentations on environmental management and health care available upon request.

4. Q: Do you have any commitments which would prevent you from meeting the attendance requirements of the Hearing Board?

A: I do not have any full time or other conflicting commitments that would prevent me from meeting the attendance requirements of the BAAQMD Hearing Board.

Peter Y. Chiu

Palo Alto, CA

Education

Doctor of Medicine (M.D.)

Stanford University, Stanford CA 1983

Doctor of Public Health (Dr.P.H.) in Environmental Health and Administration

University of California, Berkeley, CA 1975

Master of Public Health (M.P.H.) in Occupational Health

University of California, Berkeley, CA 1970

Bachelor of Science (B.S.) in Civil Engineering

University of California, Berkeley, CA 1969

Professional Certifications

Board Certified by the American Board of Preventive Medicine / Occupational Medicine

Board Certified by the American Board of Family Medicine

Licensed Physician and Surgeon in California

Registered Civil Engineer in California

Registered Environmental Health Specialist in California

Professional and Public Service Experience

Bay Area Air Quality Management District, San Francisco, CA, 2002 – Present

- Hearing Board Member 2013 - present
- Alternate Hearing Board Member 2002 - 2013

Appointed by the BAAQMD Board of Directors as a medical expert in environmental, occupational, and community medicine as specified by state laws to serve on this quasi-judicial Hearing Board to adjudicate regulatory compliance issues that arise between the Air District and local industries, and to hear appeals of permitting decisions made by the Executive Officer of the Air District.

California State Board of Behavioral Sciences, Sacramento, CA; 2013 – 2019

- Board Member

Appointed by Governor Brown to serve on this state regulatory agency responsible for licensing, examination, and enforcement of Licensed Marriage and Family Therapists, Clinical Social Workers, Educational Psychologists, and Professional Clinical Counselors.

The Permanente Medical Group – Kaiser Permanente, Milpitas, CA; 1990 – 2011

- Senior Physician in Occupational Medicine and Acute Care / Emergency Medicine

U.S. Office of Personnel Management, Washington, D.C., 2000

- Presidential Rank Review Board Member

Appointed by President Clinton to evaluate and rate nominees for the Presidential Rank Awards which are reserved for distinguished and meritorious senior executives of the Federal Government.

Presidential / Congressional Commission on Risk Assessment and Risk Management, Washington, D.C. 1994 – 1997

- Commission Member

Appointed by President Clinton to advise the President and the Congress of the United States on environmental health risk assessment and management in federal regulatory programs; developed a pioneering environmental management framework; succeeded in improving related federal legislation, agency policies, and private sector activities.

The Good Samaritan Medical Group San Jose, CA; 1989 – 1990

- Family Physician and Policies and Procedures Committee Chair

Santa Clara County Health Department San Jose, CA; 1989

- Tuberculosis Clinic Physician

Chiu and Crawford, M.D.s - Private Practice Partnership, San Jose, CA; 1986 – 1989

- Family Physician and Partner

San Jose Hospital, San Jose, CA, 1983 - 1986

- Resident Physician and Chief of Resident Physicians

California Regional Water Quality Control Board, San Francisco Bay Region 1979 – 1984

- Board Member

Appointed by Governor Brown to direct planning, administrative, regulatory and enforcement programs to protect and enhance the quality of the waters of the State of California.

Association of Bay Area Governments, Berkeley, CA, 1976 – 1979

- Principal Environmental Engineer

Planned, organized, and directed environmental management programs; developed one of the first comprehensive regional environmental management plans in the United States.

Bay Area Sewage Services Agency, Berkeley, CA, 1974 – 1976

- Associate Water Quality Management Engineer

Planned, coordinated, reviewed and implemented water quality management programs for the San Francisco Bay Area.

Berkeley Solid Waste Management Commission, Berkeley, CA, 1974 – 1975

- Consultant

Developed solid waste management alternatives for the City of Berkeley.

City of Oakland, Oakland, CA, 1970 – 1972

- Assistant Civil Engineer

Planned and designed federally funded urban road and sewer systems; prepared environmental impact documents and noise reports; prepared engineering plans and specifications for urban improvement.

Community Service

Self Help for the Elderly, San Francisco, CA, 1993 – 1994

- Advisory Board Member

Provided guidance to this nonprofit social service organization serving seniors in the San Francisco Bay Area.

Bay Area Comprehensive Health Planning Council, San Francisco, CA 1972 – 1976

- Board Member and Plan Review Committee Member

Developed comprehensive health plans and priorities, reviewed health-related projects for the San Francisco Bay Area under Federal and State laws.

Associated Cooperatives, Inc., Berkeley, CA, 1974 – 1976

- Board Member and Executive Committee Member for the Associated Cooperative Health Care Study

Studied the feasibility of a consumer-controlled health care plan in the San Francisco Bay Area.

Asian Community Health Clinic, San Francisco, CA, 1971 – 1972

- Co-founder, Board Member, and Health Education Committee chair

Planned and administered programs to provide health care for medically underserved populations.

Teaching Experience

Stanford University School of Medicine, Stanford, CA, 1987 – Present

- | | |
|--|-------------------------------------|
| • Emeritus Adjunct Clinical Professor | September 1, 2020 - Present |
| • Adjunct Clinical Professor | September 1, 2009 – August 31, 2020 |
| • Adjunct Clinical Associate Professor | September 1, 2003 – August 31, 2009 |
| • Clinical Associate Professor | September 1, 1999 – August 31, 2003 |
| • Clinical Assistant Professor | August 1, 1991 – August 31, 1999 |
| • Clinical Instructor | September 1, 1987 – March 31, 1991 |

University of California, Berkeley Extension, Berkeley, CA, 1988 – 2000

- Workshop leader for English Language Program / Intercultural English Camp

San Jose Hospital Family Practice Residency Program, San Jose, CA, 1986 – 1990

- Clinical Consultant

University of San Francisco, San Francisco, CA, 1979 – 1983

- Adjunct Faculty Member for the Environmental Management Program

University of California, Berkeley, Berkeley, CA, 1975 – 1979

- Guest Lecturer for the Natural Resources and Conservation Program

Publications and Presentations

List of more than forty published articles, reports, and presentations on health care and environmental management available upon request.