

Meeting Date: 08/07/2014

Report Type: Discussion

**Personnel and Public
Employees Committee
Report**

915 I Street, 1st Floor

www.CityofSacramento.org

Title: Conduct Interviews for the Sacramento Disabilities Advisory Commission

Location: Citywide

Recommendation: 1) Conduct interviews of applicant(s) for two seats in category A (representatives of different disability groups including, but not limited to physical, sensory, developmental and mental disabilities, and shall have experience with disability issues, knowledge or experience with disability law, such as ADA, or Title 24 of the California Code of Regulations) on the Sacramento Disabilities Advisory Commission and 2) continue the item to the next meeting for discussion and nomination(s).

Contact: Wendy Klock-Johnson, Assistant City Clerk, (916) 808-7509, Office of the City Clerk; Obi Agha, Program Specialist, (916) 808-8426, Department of Human Resources

Presenter: None

Department: Office of the City Clerk

Division: N/A

Dept ID: 04001011

Attachments:

- 01 Description/Analysis
- 02 Background
- 03 Board/Commission Synopsis & Roster
- 04 Department Recommendation
- 05 Applications

Submitted By: Katia Ligaiviu

Adobe Signature: *Katia Ligaiviu*

Approved By: Wendy Klock-Johnson

Adobe Signature: *wkjmsk*

Attachment 01 – Description/Analysis

Issue: Prior to forwarding nominations to the Mayor for appointment, the Personnel and Public Employees Committee conducts interviews of applicants for open board and commission positions.

Policy Considerations: None

Economic Impacts: None

Environmental Considerations: None

Sustainability: None

Commission/Committee Action: None

Rationale for Recommendation: When a position on a City advisory board or commission becomes available thru term expiration or resignation, the Office of the City Clerk and the appropriate department, conduct a recruitment for interested parties. When the application period has closed, or the number of applications exceeds the number of available seats, the Personnel and Public Employee Committee conducts interviews of all applicants. Therefore, the recommendation is to interview applicants and continue the item to the next meeting for review and consideration of applicants for nomination to the Mayor, two nominees to category A on the Sacramento Disabilities Advisory Commission.

Financial Considerations: None

Emerging Small Business Development (ESBD): None

Attachment 02 – Background

Sacramento Disabilities Advisory Commission (Interviews)

BACKGROUND: There are three candidates applying to fill two vacant seats in Category A (representatives of different disability groups including, but not limited to physical, sensory, developmental and mental disabilities, and shall have experience with disability issues, knowledge or experience with disability law, such as ADA, or Title 24 of the California Code of Regulations) on the Sacramento Disabilities Advisory Commission

VACANCY INFORMATION

Category Description	Term	Residency	Incumbent
Category A – Representatives of different disability groups including, but not limited to physical, sensory, developmental and mental disabilities, and shall have experience with disability issues, knowledge or experience with disability law, such as ADA, or Title 24 of the California Code of Regulations	Full	Required	Todd Patterson (applied)
Category A – Representatives of different disability groups including, but not limited to physical, sensory, developmental and mental disabilities, and shall have experience with disability issues, knowledge or experience with disability law, such as ADA, or Title 24 of the California Code of Regulations	Full	Required	Tina Johnson (resigned)

INCUMBENT INFORMATION

Todd Patterson is the incumbent for category A. He was appointed to a partial term on 09/27/2012 and is eligible for another term and has applied. The following is a brief history of compliance for requirements of his position on the board.

Requirement	Status	Comments
Ethics Training:	Current	30 days late
Conflict of Interest:	Current	1 late filing, 2 on time
Attendance:	5 meetings held	0 excused , 0 unexcused

Tina Johnson is the incumbent for category A. She was appointed to a full term on 09/06/2011 and resigned 12/20/2012, making her seat available for appointment to a full term.

SUMMARY OF APPLICANTS

Applicant Name	Category	District	Interview Status
Charles Banks	A	2	Planning on Attending
Edward Ahern	A	3	Not Attending
Todd Patterson	A	5	Attendance Unconfirmed

SACRAMENTO DISABILITIES ADVISORY COMMISSION

Membership: Nine (9) members as follows:

- A. Representative of different disability groups including, but not limited to, physical, sensory, developmental and mental disabilities. Appointees shall have experience with disability issues, knowledge or experience with disability law, such as ADA, or Title 24 of the California Code of Regulations.

Appointing

Authority: Appointed by the Mayor and confirmed by City Council.

Powers & Duties: The powers and duties of this board include: 1. Serve as an advisory body to the City regarding compliance with federal and state disability laws. The Commission shall not advise the City concerning litigation or administrative proceedings to which the City is a party; 2. Review policies, programs and activities within the City as they affect persons with disabilities; 3. Recommend procedures for City employees with disabilities to request and receive reasonable accommodations; 4. Provide information, referral, and technical assistance to the City in matters pertaining to disability issues; 5. Establish a liaison with the City's ADA Coordinators to assist with policies, procedures and programs as they relate to federal and state disability laws.

Meeting Info: Monthly on the 3rd Thursday at 6:00 p.m., unless otherwise noticed, at New City Hall, 1st Floor Conference Room 1104, 915 I Street.

Compensation: \$50.00 per meeting attended, not to exceed \$100.00 per month.

Term: Three (3) year term. Two term limit applies. A member appointed to complete an unexpired term shall be eligible to serve up to two consecutive terms in addition to the unexpired term.

Residency: City Residency Is Required

Formation Authority: City Code 2.53

http://www.qcode.us/codes/sacramento/view.php?topic=2-2_53&frames=on

Managing Department: Human Resources Department

915 I Street, 4th Floor – NCH

Sacramento, CA 95814

Telephone: (916) 808-8426

Contact(s): Ken Fleming; kfleming@cityofsacramento.org; (916) 808-5825

Obi Agha; oagha@cityofsacramento.org; (916) 808-8426

Neal Albritton; nalbritton@cityofsacramento.org; (916) 808-8795

Website: None.

Filings: Statement of Economic Interests Form – Required. File with Sacramento City Clerk (916) 808-7200

Local Ethics Training Certification – Required. File with Sacramento City Clerk (916) 808-7200

Sacramento Disabilities Advisory Commission

Member Name	Category	District	Current Appt. Date	Term Expires	Term Limit / Seat Comment
Darlene Anderson	A	8	05/14/13	05/07/16	2nd Term
Daniel W. Kysor	A	1	06/24/14	05/07/17	1sTerm
Felicia E. Oropeza	A	4	09/10/13	05/07/16	1st Term
Christina P. Espinoza	A	6	02/25/14	05/04/16	1st Term
Debra L. Finch	A	3	09/27/12	07/23/15	1st Term
Todd W. Patterson	A	6	09/27/12	07/23/14	Partial Term
Vacant	A			07/23/14	Partial Term
Russell P. Rawlings	A		02/25/14	07/27/15	Partial Term
Joan M. Barden	A	5	09/27/12	07/27/15	2nd Term

Attachment 04-Department Recommendation

From: [Neal Albritton](#)
To: [Wendy Klock-Johnson](#); [Katia Ligaiviu](#)
Cc: [Angelique Ashby](#)
Subject: August P&PE: Staff Recommendation for DAC Appointment (2 vacancies)
Date: Thursday, July 24, 2014 2:43:38 PM

Hello all...

Just spoke with Katia about the two current vacancies within the disabilities Advisory Commission which will be addressed by P&PE in the first week of August. Of the three candidates (Patterson, Banks and Ahearn), staff respectfully recommends Mr. Banks and Mr. Ahern to the two available seats. I think both gentlemen would be best fit for the position.

If any questions arise or clarification is needed regarding this recommendation, please do not hesitate to contact me.

Thank you,

Neal Albritton
Citywide ADA Coordinator



HR Department - Office of Civil Rights
City of Sacramento
915 I Street
New City Hall - 4th Floor
Sacramento, CA 95814-2604
Phone: (916) 808-8795
Fax: (916) 808-7673
TTY: (916) 808-5707
Email: Nalbritton@cityofsacramento.org

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Application for City Boards and Commissions

This Document and its contents may be subject to the California Public Records Act, and as such may therefore be subject to public disclosure unless otherwise exempt under the act.

Instructions: This application must be completed in its entirety. *Fields will expand to the content added.* Applications are submitted to the Office of the City Clerk by selecting the **Submit** button on the last page.

Board/Commission Information

Meeting Body Applying For: Sacramento Disabilities Advisory Commission (DAC)

Category # and Description
(please indicate all categories qualified for)

Name of Company/Organization being Represented (if applicable):

If Company/Organization Authorization Letter is required, email to clerk@cityofsacramento.org

Applicant Information

Full Name (Last, First, Middle): BANKS, Charles

E-Mail Address:

Home Address:

City, State, Zip: Sacramento, California. 98385

Mailing Address (if different):

City, State, Zip:

Residential Council District: District 2 Business Council District (if applicable): District 2

Primary Contact Number: Home

Secondary Contact Number: Mobile

Are you currently, or have you in the past, served on a City Board or Commission? Yes No

If Yes, provide the name of the meeting body and how that service supports your application:

Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for meeting body applied for? Yes No

If Yes, please explain:

Please state the reason(s) you would like to be a member of this board/commission.

I am applying for a position on the City Board or Commission, I believe my skills and the training from the Military will be a perfect match.

I have the educational background, professional experience, and track record for which I have used to protect and serve my country, for 29 years. In addition, I use my skills as a member of the Robla Community Association, North Sacramento Neighborhood Watch Program, and SOCA Community Learning Center. I'm motivated and enthusiastic, and would appreciate the opportunity to contribute more to my community, and city.

I can promise that I will attend all meeting, and not be a waste of your or my time—and I will make myself available at your convenience, during or outside of normal business hours.

Education

Add Additional

Institution Name: Vincennes University Area of Study: Human
Attended (mm/yy - mm/yy): (09/96 - 12/00) Degree Earned: Associate Degree

Employment

List work experience for the most recent five years, beginning with current (or most recent) employment.

Add Additional

From(mm/yy) - To(mm/yy): (08/75 - 09/81) Employer: United States Air Force
Address:

Security Police: Leads, manages, supervises, and performs security force (SF) activities, including installation, weapon system, and resource security; antiterrorism; law enforcement and investigations; military working dog function; air base defense; armament and equipment; training; pass and registration; information security; and combat arms

Job Duties:

Load Master: Reviews aircraft weight and balance records and cargo manifest. Determines quantity of cargo and passengers or troops to be loaded and proper placement in aircraft. Computes load and cargo distribution. Computes weight and balance, and determines the amount of weight to be placed in each compartment or at each station. Considers factors such as fuel load, aircraft structural limits, and emergency equipment required.

From(mm/yy) - To(mm/yy): 06/89 - 11/08 Employer: United States Army

Address:

12B Combat Engineer: Construct fighting positions, fixed/floating bridges, obstacles and defensive positions

- Place and detonate explosives
- Conduct operations that include route clearance of obstacles and rivers
- Prepare and install firing systems for demolition and explosives
- Detect mines visually or with mine detectors

71D Legal Specialist : Provides preliminary legal and administrative support to unit commanders and staff and coordinates legal actions with supervising legal office. Prepares and processes legal documents in support of courts-martial, non-judicial punishment, and other military justice matters; line of duty determinations, separation board proceedings, and other administrative law matters; legal assistance services; claims processing and investigations.

Job Duties: Supervises the operation of a section in a command or installation legal office. Provides technical guidance to subordinates. Maintains law/administrative library and section files and records. Monitors and reviews actions to ensure accuracy and timely dispatch or disposition.

79T Recruiting and Retention NCO: Prospects for leads. Prepares a prospect card. Refines leads. Evaluates the unit's retention environment. Explains strength maintenance recognition programs. Conduct a strength maintenance interview and briefing. Develops a time management work plan. Trains unit first line leaders on career planning. Reviews request for separation/transfer/discharge. Reviews extension/immediate reenlistment procedures. Identifies alternatives to separation/transfer/discharge. Evaluates retention data, forms and files. Analyzes unit pay and performance data. Initiates security for family assistance operations.

Business Enterprises

List business names including fictitious names of any business enterprise currently, or previously, owned or operated.

Add Additional

From(mm/yy) - To(mm/yy): _____ Name: B.O.P.'S

Address:

Type of Business or Service Rendered: Designer

Additional Qualifications

Please provide any additional experience, community activities or other qualifications that would be helpful in evaluating your application.

The United States Department of Labor/ Career Counselor
Joint Forces Headquarters / Equal Opportunity Representative
United States Army - National Guard/ Facilitator
Robla Community Association
North Sacramento Neighborhood Watch Program
SOCA Community Learning Center / Teach Resume and Cover Letters writing

Felony Convictions

Have you ever been convicted of a felony? Yes No

If yes, please provide the date, location of court conviction, and exact denomination of the offense for each offense resulting in conviction.

NONE

A Felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Civil Actions

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, providing the trial date, court judgement, and location of the court for each instance.

NONE

Accommodation Information

Please identify any special accommodations (if any) needed for equal participation.

NONE

Equal Opportunity Disclosure

The following information is requested in accordance with State and Federal laws for the purpose of evaluating the effectiveness of the City's equal opportunity efforts. It is voluntary, confidential, and will not be submitted with your application for review.

Please select one:

Please select the appropriate racial/ethnic category:

Disclosure and Regulatory Requirements

Pursuant to City Code Section 2.40, appointees have the following requirements in order to serve on a City board or commission:

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Board/Commission Information

Meeting Body Applying For: Sacramento Disabilities Advisory Commission

Category # and Description
(please indicate all categories
qualified for)

Name of Company/Organization being Represented (if applicable):

If Company/Organization Authorization Letter is required, email to clerk@cityofsacramento.org

Applicant Information

Full Name (Last, First, Middle): Edward J Ahern

E-Mail Address:

Home Address:

City, State, Zip: Sacramento, CA 95834

Mailing Address (if different):

City, State, Zip:

Correct District is D3

Residential Council District: District 6 Business Council District (if applicable):

Primary Contact Number: Mobile

Secondary Contact Number: Work

Are you currently, or have you in the past, served on a City Board or Commission? Yes No

If Yes, provide the name of the meeting body and how that service supports your application:
City of West Hollywood Disability Advisory Committee; Palm Beach Human Rights Commission

Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for meeting body applied for? Yes No

If Yes, please explain:

Please state the reason(s) you would like to be a member of this board/commission.

As a wheelchair user I'm always concerned about accessibility issues in my community. I'm also very creative at thinking of solutions to problems that may occur. I never complain without offering suggestions. I've been active in the disability community for more than 20 years and would like to participate in my local community now that I've become a homeowner here in Sacramento.

Education

Add Additional

Institution Name: _____ Area of Study: _____
Attended (mm/yy - mm/yy): _____ Degree Earned: _____

Employment

List work experience for the most recent five years, beginning with current (or most recent) employment.

Add Additional

From(mm/yy) - To(mm/yy): 9/11 - current Employer: California Health and Human Service Agency
Address: _____

Job Duties: ADRC Options Counseling Program Manager

From(mm/yy) - To(mm/yy): 9/09 - 9/11 Employer: Westside Center for Independent Living
Address: _____

Job Duties: Olmstead Statewide Training Coordinator

Business Enterprises

List business names including fictitious names of any business enterprise currently, or previously, owned or operated.

Add Additional

From(mm/yy) - To(mm/yy): _____ Name: _____
Address: _____

Type of Business or Service Rendered: _____

Additional Qualifications

Please provide any additional experience, community activities or other qualifications that would be helpful in evaluating your application.

For nearly 25 years I have worked to ensure that all people with all disabilities have equal access to the community in which they live, work and play. I have always been someone that can develop relationships and synergies that serve the consumer. In my currently employment role I work to bridge communication between various health and human service departments.

Felony Convictions

Have you ever been convicted of a felony? Yes No

If yes, please provide the date, location of court conviction, and exact denomination of the offense for each offense resulting in conviction.

A Felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Civil Actions

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, providing the trial date, court judgement, and location of the court for each instance.

Accommodation Information

Please identify any special accommodations (if any) needed for equal participation.

Wheelchair access

Equal Opportunity Disclosure

The following information is requested in accordance with State and Federal laws for the purpose of evaluating the effectiveness of the City's equal opportunity efforts. It is voluntary, confidential, and will not be submitted with your application for review.

Please select one:

Please select the appropriate racial/ethnic category:

Disclosure and Regulatory Requirements

Pursuant to City Code Section 2.40, appointees have the following requirements in order to serve on a City board or commission:

Statement of Economic Interest Form 700: If a Statement of Economic Interest Form 700 is required for this position (see announcement), the form must be electronically filed with the Office of the City Clerk. Failure to file by the due date can lead to removal from the board pursuant to the City Conflict of Interest Code Resolution 2013-0023. Information and instructions will be provided by the Office of the City Clerk upon appointment.

Ethics Training: All members are required to satisfy the local ethics training requirement mandated by Government Code Section 53234. Information for an online training resource will be provided by the Office of the City Clerk upon appointment.

Attendance: Members are required to attend meetings on a regular basis, and may be removed if a member does not attend three consecutive regularly scheduled meetings.

By selecting submit, I acknowledge that I have read and understand the disclosure and regulatory requirements and declare under penalty of perjury that all the information provided in this

Application for City Boards and Commissions

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Board/Commission Information

Meeting Body Applying For: Sacramento Disabilities Advisory Commission

Category # and Description
(please indicate all categories
qualified for)

Name of Company/Organization being Represented (if applicable):

Resources for Independent Living

If Company/Organization Authorization Letter is required, email to clerk@cityofsacramento.org

Applicant Information

Full Name (Last, First, Middle): Patterson, Todd W

E-Mail Address:

Home Address:

City, State, Zip: Sacramento.CA 95822

Mailing Address (if different):

City, State, Zip:

Residential Council District: District 5 Business Council District (if applicable):

Primary Contact Number: Mobile

Secondary Contact Number: Work

Are you currently, or have you in the past, served on a City Board or Commission? Yes No

If Yes, provide the name of the meeting body and how that service supports your application:

Sacramento City Disability Advisory commission

Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for meeting body applied for? Yes No

If Yes, please explain:

Please state the reason(s) you would like to be a member of this board/commission.

Education

Add Additional

Institution Name: Sacramento City Collage Area of Study: Interior Design
Attended (mm/yy - mm/yy): 12/1982-02/1985 Degree Earned: None

Employment

List work experience for the most recent five years, beginning with current (or most recent) employment.

Add Additional

From(mm/yy) - To(mm/yy): 01/05-present Employer: Resources For Independent Living

Address:

Job Duties: Independent Living Specialist/Case Manager

Business Enterprises

List business names including fictitious names of any business enterprise currently, or previously, owned or operated.

Add Additional

From(mm/yy) - To(mm/yy): 02/03 Name: Muttlee's Dog House

Address:

Type of Business or Service Rendered: food sales

Additional Qualifications

Please provide any additional experience, community activities or other qualifications that would be helpful in evaluating your application.

Monterey County Aids project - Outreach
Monterey County Harm Reduction- Outreach
Public Health Berkley CA-outreach/Research,Epidemiology Residential Treatment.
Sacramento Harm reduction- Outreach

Felony Convictions

Have you ever been convicted of a felony? Yes No

If yes, please provide the date, location of court conviction, and exact denomination of the offense for each offense resulting in conviction.

A Felony conviction is not necessarily a bar to appointment. Each case is considered separately based on requirements of the position. However, failure to list felony convictions may result in disqualification.

Civil Actions

List each civil action, if any, in which punitive or exemplary damages have been assessed against you, providing the trial date, court judgement, and location of the court for each instance.

Accommodation Information

Please identify any special accommodations (if any) needed for equal participation.