

Meeting Date: 06/05/2014

Report Type: Discussion

**Personnel and Public  
Employees Committee  
Report**

915 I Street, 1<sup>st</sup> Floor

[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Title: Conduct Interviews for the Sacramento Disabilities Advisory Commission**

**Location:** Citywide

**Recommendation:** 1) Conduct interviews of applicants for one seat in category A (representatives 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) 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


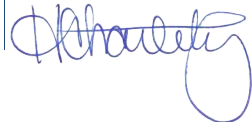
**Division:**

**Dept ID:** 04001011

**Attachments:**

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

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Submitted By:	Katia Ligaiviu
Adobe Signature:	
Approved By:	Holly Charlety
Adobe Signature:	

## **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.

**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 one vacant seat in Category 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) on the Sacramento Disabilities Advisory Commission

### VACANCY INFORMATION

Category Description	Term	Residency	Incumbent
<b>Category A</b> – Representative of different disability groups including but not limited to physical, sensory, developmental and mental disabilities. Appointees shall have experience with disability law, such as ADA, or Title 24 of the California Code of Regulations.	Full	Required	Jessica R. Springer (Maxed out)

### INCUMBENT INFORMATION

**Jessica R. Springer** is the incumbent for category A. She was appointed to a partial term on 05/22/2007; a full term on 09/03/2008 and again on 09/06/2011. She has served the maximum number of terms allowed under the code. Her seat is available for appointment to a full term.

### SUMMARY OF APPLICANTS

Applicant Name	Category	District	Interview Status
Charles Banks	A	2	Planning on Attending
Daniel Kysor	A	4	Planning on Attending
Edward Ahern	A	3	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 3<sup>rd</sup> Thursday at 6:00 p.m., unless otherwise noticed, at New City Hall, 1<sup>st</sup> 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](http://www.qcode.us/codes/sacramento/view.php?topic=2-2_53&frames=on)

**Managing Department:** Human Resources Department  
915 I Street, 4<sup>th</sup> Floor – NCH  
Sacramento, CA 95814  
Telephone: (916) 808-8426

**Contact(s):** Ken Fleming; [kfleming@cityofsacramento.org](mailto:kfleming@cityofsacramento.org); (916) 808-5825  
Obi Agha; [oagha@cityofsacramento.org](mailto:oagha@cityofsacramento.org); (916) 808-8426  
Neal Albritton; [nalbritton@cityofsacramento.org](mailto: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

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## Sacramento Disabilities Advisory Commission

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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
Jessica R. Springer	A	4	09/06/11	05/07/14	2nd Term
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



# 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](mailto: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:

*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 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 is true and correct to the best of my knowledge:**

Submit

## 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)

blind representative

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

*If Company/Organization Authorization Letter is required, email to [clerk@cityofsacramento.org](mailto:clerk@cityofsacramento.org)*

### Applicant Information

Full Name (Last, First, Middle): Kysor, Daniel Willis

E-Mail Address:

Home Address:

City, State, Zip: Sacramento CA 95814

Mailing Address (if different):

City, State, Zip: Sacramento CA 95814

Residential Council District: District 1 Business Council District (if applicable):

Primary Contact Number:

Secondary Contact Number:

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:

Sac Comm. on Disability- Vice Chair

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 want to add a blindness access awareness component to discussions of the commission

## Education

Add Additional

Institution Name: sacramento state university Area of Study: general  
Attended (mm/yy - mm/yy): 9-74 6-75 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): \_\_\_\_\_ Employer: Midtown Radio of Sacramento  
Address: \_\_\_\_\_

Job Duties: Coordinate programming team, production team and marketing team

## 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.

To maintain the high standards of my 94% bill signing record as I progress in my career. To maintain my over 20 years demonstrated success as a disability rights advocate with emphasis on public relations, communications and management. To always strive to maintain a comprehensive knowledge of the processes that drive legislation and the human condition. To be humble and appreciate and maintain my strong interpersonal, written and verbal skills.

Employment History:

Manager Internet Radio Station 09/15/13 - Present

Self Employed

Midtown Radio of Sacramento (The Grid FM) [www.midtownradio.org](http://www.midtownradio.org)

Salary: N/A

- Developer of broadcast platform and Chief Technical Operations
- Team leader- Programming, Production, Marketing, Engineering and Outreach
- Web Master <http://www.midtownradio.org>

Senior Legislative Aid 12/08 – 5/09

Employer: California State Assembly

State Capitol Room 3016, Sacramento, CA 95814

Salary: \$41,500 50 Hours/week

Supervisor: John Waldie (916) 319-2800 May be contacted

- Met with constituent and stakeholder groups
- Assessed needs, filed meeting reports with legislator
- Assigned areas of responsibility to legislative staff in Capitol office

- As "Floor Manager", monitored all floor sessions. Prepared floor materials and wrote floor statements
- Managed staff to ensure timely and accurate legislative reports & records

Director of Governmental Affairs and Advocacy 9/98 – 12/08

Employer: California Council of the Blind (CCB)

1303 J. Street, Suite 400, Sacramento, CA 95814

Salary: \$39,150 45 hours/week

Supervisor: Catherine Skivers (510) 357-1986 May be contacted

- Responsible for moving CCB proposals through the legislative process: policy and fiscal committees, floor votes and gubernatorial approval (Ninety Four Percent (94%) of all legislative proposals signed into law)
- Administered overall yearly legislative agenda
- Researched and developed legislation
- Sought authorship for proposed legislation
- Organized and led coalitions in support or opposition to issues

Sole Proprietor Food Service Manager 8/88 – 4/94

Employer: Self Employed contractor, State of California (Randolph Sheppard BEP Program- Department of Rehabilitation)

Salary: \$45,000 40 hours/week

- Operated five state food service facilities
- Managed inventory/purchasing
- Responsible for 36 employees including hiring & termination, training & development dispute settlement, performance reviews, managing payroll
- Established employee policy and wrote procedure manuals

Director, Public Relations 1/78 – 4/80

Employer: Center for Independent Living (CIL)

3075 Adeline St, Ste 100, Berkeley, CA 94704

Salary: \$28,240 28 hours/week

Supervisor: Judy Humann (510) 841-4776 May be contacted

- Procured \$180,000 for remodel of organization headquarters
- Supervised media office/media relations

Education:

109 Total College Credits – 3.75 GPA

- San Francisco State University – 9/78 – 5/79

General Education course study

- Sacramento State University – 9/74 – 5/75

General Education

- Contra Costa Community College – 9/75 – 6/77

Training and Computer Skills:

- Internet and Terrestrial Radio Broadcaster/engineer using sound editing and live remote feeds (Expert with most industry software)
- Ms Word, Excel and Power Point; JAWS & Window-Eyes
- Web Design using HTML and Drupal Administrative Tools
- Experienced researcher using technical, written and verbal skills
- Amateur radio operator skilled with emergencies/disasters

Volunteer Experience:

- Board of Directors California Council of the Blind (CCB) 1/09 – 12/11
- Disability Advisory Commission – Commissioner/Vice-Chair City of Sacramento 1/07 – 09/10

- Board of Directors Guide Dogs for the Blind Inc. – San Rafael, CA 7/04 – 07/07
- In-Home Support Services Public Authority Yolo County - Woodland, CA 3/02 – 08/07
- Advisory Committee on Crimes Against People with Disabilities State of California Health and Human Services Agency, Grantlan Johnson, Secretary Appointment 1/04 – 1/07

Awards

- Executive Advocacy Award for 2005 from California Vendors Policy Committee
- Volunteer of the Year, Sacramento Society for the Blind, 1992

### 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.

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*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.

## 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 is true and correct to the best of my knowledge:**

Submit

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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](mailto: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:

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.

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## Civil Actions

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## Accommodation Information

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

Wheelchair access

## Equal Opportunity Disclosure

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Please select one:

Please select the appropriate racial/ethnic category:

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**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 is true and correct to the best of my knowledge:

Submit