

Commission on Immigrant and Refugee Affairs Alternate and Short List Recommendations

ALTERNATE RECOMMENDATIONS

Jason Gamboa District 2

Second generation immigrant (Not represented) Asian (Cambodian)

> Local entrepreneur Male candidate

Interview showed history of civic engagement and community service.

SHORT LIST RECOMMENDATIONS (in ranking order)

- 1. Manny Santiago District One
- 2. Erin Guinup District Four
- 3. Liz Dunbar District Two

All suggestions on the short list are high-level leaders in the community. Involving high-level members will help in leadership and development of the direction and base for the new Commission

BACKGROUND INFORMATION

In the past, members that leave the commissions before the end of their terms resulted in Committees, Boards, and Commissions (CBCs) unable to have a quorum necessary to conduct business. This meant staff and Council Committees needed quickly to get the word out about vacancies and schedule interviews, often leaving the committees less time to conduct other Committee work.

At the direction of City Council, David Nash Mendez, Management Fellow, researched and presented recommendations to address commission vacancies and quorum.

The recommendations were; 1) create an alternate position and interview for it; 2) define quorum; and 3) develop a short list of interviewed candidates to fill immediate vacancies; with the understanding, appointment of the new Commissioner is immediate upon notice.

This relieves pressure from Committees to hold immediate interviews. Committees will schedule interviews on a quarterly basis. The definition of a quorum is "the majority of people currently appointed".

The creation of a short list, (consisting of 3 candidates interviewed from the previous applicant pool) speeds up the appointment process and stop intruding on CBCs and Committees work. This short list would be available to CBCs for one year.

The creation of the Commission on Immigrants and Refugee Affairs (CIRA) included the selection of an alternate. CVS was the first committee to implement the recommendation to interview and select an alternate and short list.

Current Commissioner Demographics

Districts	Commissioners	
One	1	
Two	3	
Three	1	
Four	3	
Five	2	
Outside City Limits	1	

Ethnicity*	Commissioners	
Asian	3	
Black	1	
Hispanic	5	
Mixed	1	
Pacific Islander	1	
White	0	

* NOTES:

Asian:	Cambodian	
	Hong Kong	
Black:	Congolese	
Hispanic:	Mexican (2)	
	Columbian (2)	
Mixed:	Chinese & Iranian	

Commissioners	
1	
2	
5	
3	
0	

Status	Commissioners
Immigrant	5
Refugee	1
Second Generation	0
Third Generation	0



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Application Form COMMITTEES/BOARDS/COMMISSIONS/AUTHORITIES

You may mail the completed application to the City Clerk's Office, 733 Market Street, Room 11, Tacoma, WA 98402-3766, or send via email to the City Clerk's Office by pressing the "Submit" button at the bottom of this application.

If you have questions about the application process, or if you need an accommodation in the application process, please contact us by sending an email to <u>servetacoma@cityoftacoma.org</u> or by calling the City Clerk's Office at (253)591-5178. People with hearing or speech impairments may contact us through Washington Relay Services 1-800-833-6388 (TTY or ASCII), 1-800-833-6386 (VCO), or 1-877-833-6341 (STS). NOTE: This document and any attachments are subject to public disclosure. Certain information is exempt from disclosure. Refer to RCW 42.56 for information on state law regarding public records and certain records that are exempt from public disclosure.

Personal Information

I am interested in serving on the (select up to three). Please note this application will be kept on file for future openings on any of the Committees, Boards, Commissions, or Authorities you have selected.

Audit Advisory Board Board of Building Appeals Board of Ethics Citizen Police Advisory Committee City Events and Recognitions Committee [X] Commission on Immigrant and Refugee Affairs	Foss Waterway Development Authority Human Rights Commission Human Services Commission Landmarks Preservation Commission Planning Commission Public Utility Board	Sustainable Tacoma Commission Tacoma Area Commission on Disabilities Tacoma Arts Commission Tacoma Community Redevelopment Authority Transportation Commission
Date of Application (Required.) 02/11/203	18	
Name (Required.) Jason Gamboa	E-mail (Required	jasongamboa@gmail.com
Home Phone Busines	ss Phone	Mobile Phone 253.678.2096
Residential street address including city and (not a P.O. Box) (Required.)	ZIP Code 220 Tacoma Ave S Apt 1006	Tacoma, WA 98402
Home mailing address (if different from above) How many years have you lived or worked in Tacoma?	Employer name F and address	KeyBank 1109 Pacific Ave Tacoma, WA 98402
Age 25-40		
Please contact me at the following phone nu	mber Mobile	
Please contact me at the following address	Residential Street	
City of Tacoma Council District (Required.)	District 2	
and the second	The second contract of the second	the second se

If you do not know your Council District use the following link. After typing your address, click on "My Neighborhood" to identify your district. If Council District unknown click here

Applicant Name	Jason Gamboa	COMMITTEES/BOARDS/COMMISSIONS/AUTHORITIES
Date	02/11/2018	
	a promotes cultural and a assist in achieving this go	ethnic diversity on citizen committees, boards, commissions, and authorities. Information al, and is voluntary.
Ethnic Background	: Asian	Description if other:
Occupation (If reti	red please indicate form	er occupation or profession) Lockbox Specialist
Military History		
	ou been a member of the	Armed Forces of the United States? No
Dates of Service		Branch of Service
Date & Type of Dis	scharge	
Questionnaire		
Please list any con	nmunity activities that rel	ate to this position. (Required.)
		nich is a Tacoma business advocacy group. I believe I'm the only creative entrepreneur in 'm part of the art, cultural, and entrepreneurial scene in Tacoma.
List any experienc	e that would assist you in	serving on this committee, board, commission, or authority. (Required)
Tacoma Appare involved in our	l Co. I'm one of the organi community and one of my	n currently a board member of The Grand Cinema. I'm the founder/creative director of zers for the feel-good campaign and city-wide photo contest "Shoot The T". I'm heavily creative partners, Silong Chhun, is a refugee who I grew up with. We represent and tell munities in the City of Destiny.
applied for fundin the relationship.	g from the City of Tacoma	for or serve on the board of directors of any organization which has contracted with or ? Do you anticipate any involvement of this kind in the future? If yes, please describe directors at The Grand Cinema, which I believe receives funding from the City of
Tacoma.		

Applicant Name	Jason Gamboa	COMMITTEES/BOARDS/COMM	/ISSIONS/AUTHORITIES	
Date	02/11/2018			
Are you related to No.	any elected City official or staff membe	er? If yes, please explain. (Required.)		
	y activities you are involved with that m Ithority you are applying for. (Required.)	ay present a conflict of interest with the co	mmittee, board,	
Why are you interested in serving on this committee, board, commission, or authority? (Required.) My parents and grandparents are immigrants who settled in Tacoma. So, I was fortunate enough to be born and raised in the City of Destiny. Growing up, a lot of my friends came from immigrant or refugee families. I'm part of the city's immigrant and refugee communities who also currently participates in Tacoma's economic, cultural and civic life. I would be honored with the opportunity to serve the people of Tacoma and our communities as a member of the Commission on Immigrant and Refugee Affairs.				
References - Plea	ise list references			
Reference 1 Name	Amy McBride	Reference 1 Daytime Phone	253.222.3994	
Reference 2 Name	Katy Evans	Reference 2 Daytime Phone	253.583.4718	
Agree I hereby a	Authorization for reference check (Required.) Agree I hereby authorize the City of Tacoma to conduct a reference check by contacting the individuals listed above. Background Checks may be requested, with written authorization.			
How did you hear Other	about the vacancy on this committee, b	oard, commission, or authority? (Select one	(Required.)	

If Other was selected, please describe here. Tacoma Weekly

If you plan on mailing this form please remember to attach a copy of your resume and any letters of reference. If you submit this form by email please attach your resume and any letters of reference to the email.

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Date of Application (Required.) 01/23/201	18	
Name (Required.) Erin Guinup	E-mail (Required	eringuinup@gmail.com
Home Phone 253-777-8478 Busines	s Phone 253-777-8478	Mobile Phone 253-777-8478
Residential street address including city and a (not a P.O. Box) (Required.)	ZIP Code 1753 S 41st St. Tacoma, WA	98418
Home mailing address (if different from above) How many years have 25 you lived or worked in Tacoma?	and address	Self-employed Voice teacher Conductor and Executive Director of the Tacoma Refugee Choir 1753 S 41st St. Tacoma, WA 98418
Age 41-64		
Please contact me at the following phone nu	mber Mobile	
Please contact me at the following address	Residential Street	
City of Tacoma Council District (Required.)	District 4	

If you do not know your Council District use the following link. After typing your address, click on "My Neighborhood" to identify your district. If Council District unknown click here

Applicant Name	Erin Guinup	COMMITTEES/BOARDS/COMMISSIONS/AUTHORITIES
Date	01/23/2018	
		al and ethnic diversity on citizen committees, boards, commissions, and authorities. Information this goal, and is voluntary.
Ethnic Background:	: White	Description if other:
Occupation (If reti	red please indicat	e former occupation or profession) Voice teacher, Conductor, Speaker
Military History		
Are you or have yo	ou been a membe	r of the Armed Forces of the United States? No
Dates of Service		Branch of Service
Date & Type of Dis	scharge	
Questionnaire		
Please list any com	nmunity activities	that relate to this position. (Regulated.)
Founding Condu through music	uctor and Executive	e Director of the Tacoma Refugee Choir Frequent speaker on music and building community
List any experience	e that would assist	t you in serving on this committee, board, commission, or authority. (frequined)
voice, choir, the leadership deve Speak locally an TEDxSeattle. Le Chapter Preside	atre, and internati lopment, accent re id internationally o adership service: int (2012-14); Boar	rector of the Tacoma Refugee Choir. (2016-present - Educator since 1996. Have taught private onal masterclasses on singing Corporate leadership trainer on tone of voice; Work with eduction and how tone of voice impacts how doctor's instructions are received -Public speaker- in the power of music for social good and the neuroscience of singing; recently spoke at - National Association of Teachers of Singing: Western Washington Governor (2017-present); d member (2007-2012, 2015-17) - Sigma Alpha Iota: VP of Programming (2015-17), Secretary Served on Church council as YW President) (2009-2012, 2004-07)
	g from the City of	ers work for or serve on the board of directors of any organization which has contracted with or Tacoma? Do you anticipate any involvement of this kind in the future? If yes, please describe
	mmigration Defens	d a \$20,000 sponsorship for the 2018 season for our work with refugees and immigrants and in se Fund. We have also received grants from the Tacoma Arts Commission and South End

Date	01/23/2018		
Are you related to a	any elected City official or staff member? If yes,	, please explain. (Required.)	
No			
No			
	activities you are involved with that may presen hority you are applying for. (Required.)	nt a conflict of interest with the co	ommittee, board,
	Choir could potentially be seen as a conflict of in commission and support the message of a welco		rganization that can work in
	sted in serving on this committee, board, comm aware of how much our city's strength is depend		d able to contribute. The
work centers on may not feel they	media and certain policies of the federal governm empowering people to use their voice to make a y have a voice. I would like to use my voice to ral combat xenophobia with hope and compassion.	difference and to unite our voices i	n advocating for those who
References - Pleas	e list references		
eference 1 Name	Marty Campbell	Reference 1 Daytime Phone	253-376-3774
eference 2 Name	Nathalie Hamel	Reference 2 Daytime Phone	206-817-3336
Agree I hereby au	ference check (Required.) Ithorize the City of Tacoma to conduct a referer may be requested, with written authorization.	nce check by contacting the individ	luals listed above.
low did you hear al City Council Membe	bout the vacancy on this committee, board, con r	nmission, or authority? (Select on	e) (Required.)
f Other was selecte	d, please describe here.		
	ng this form please remember to attach a copy o e attach your resume and any letters of referen		reference. If you submit this
fuqu do not rocolu	a confirmation that your application was recoi	und plance contact City Clarks O	fine at 252 501 5179 at

COMMITTEES/BOARDS/COMMISSIONS/AUTHORITIES

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Applicant Name Erin Guinup



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Audit Advisory Board	Foss Waterway	/ Development Authority	Sustainable Tacoma Commission	
Board of Building Appeals	Human Rights (Commission	Tacoma Area Commission on Disabilities	
Board of Ethics	Human Service	s Commission	Tacoma Arts Commission	
Citizen Police Advisory Com	mittee LandmarksPres	servation Commission	Tacoma Community Redevelopment Author	ity
City Events and Recognition	s PlanningComm	hission	Transportation Commission	
Committee	Public Utility B	oard		
[X]Commission on Immigrant a Refugee Affairs	nd		×	
Date of Application (Required.)	01/10/2018			
Name (Required.) J. Manny	Santiago	E-mail (Require	d.) jmannysantiago@gmail.com	
Home Phone 2067901180	Business Phone 25	33832318	Mobile Phone 2067901180	
Residential street address inclu (not a P.O. Box) (Required.)	Iding city and ZIP Code	5601 N 37th Street Apartm	ent MM-12 Tacoma, WA 98407	
Home mailing address (if different from above)	onths	Fundation come	Deinkou Conter 2215 Desilie August Toporto	
How many years have 8 m you lived or worked in Tacoma?	ontris	Employer name and address	Rainbow Center 2215 Pacific Avenue Tacoma, WA 98402	
Age 25-40				
Please contact me at the follow	ving phone number Mob	ile		
Please contact me at the follow	ving address Residentia	Street		
City of Tacoma Council District	(Required.) District 1			

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COMMITTEES/BOARDS/COMMISSIONS/AUTHORITIES

Date	01/10/2018		

J. Manny Santiago

Applicant Name

The City of Tacoma promotes cultural and ethnic diversity on citizen committees, boards, commissions, and authorities. Information in this section will assist in achieving this goal, and is voluntary.

Ethnic Background: Hispanic or Latino	Description if other:		
Occupation (If retired please indicate former occupation or profession	on) Executive Director		
Military History Are you or have you been a member of the Armed Forces of the Un	ited States? No		
Dates of Service	Branch of Service		
Date & Type of Discharge			

Questionnaire

Please list any community activities that relate to this position. (Required.)

 1.
 I have worked with immigrant communities – mostly from Latin American countries – as a pastor in urban settings.
 2.

 While living in Wisconsin, I helped coordinate the efforts to revitalize the sanctuary movement, coordinating two very successful information sessions in Madison, WI.
 3.
 I have written on immigration issues for the Huffington Post and Real Change newspapers.
 4.
 Recently I coordinated a panel on LGBTQ Immigrants and Refugees at my place of work, the Rainbow Center, as part of the Welcoming America week.
 5.
 I have been part of direct advocacy for undocumented youth and young adults in both Madison, Wisconsin and with the Washington State legislature.
 6.
 I have participated – as guest or presenter – of many panels, workshops, and conferences on LGBTQ immigrants and refugees throughout the USA.

List any experience that would assist you in serving on this committee, board, commission, or authority. (Required.)

 1.
 I have traveled extensively throughout Latin America – México, Guatemala, El Salvador, Honduras, Nicaragua, Panamá,

 Venezuela, Dominican Republic, and Cuba, meeting with community and grassroots organizations.
 2.
 My experience in

 faith-based organization, community organizing, and non-profit agencies has helped me to understand community partnerships as
 well as advocacy on behalf of vulnerable communities.
 3.
 Personally, I have several members of my family who are

 immigrants and refugees from several different countries: México, Cuba, Dominican Republic, Paraguay, Perú, and Colombia.
 4.

 I am a native Spanish speaker and can communicate in intermediate Portuguese, and have a basic understanding of
 Greek and Italian.
 5.

making and political processes.

Do you or any of your family members work for or serve on the board of directors of any organization which has contracted with or applied for funding from the City of Tacoma? Do you anticipate any involvement of this kind in the future? If yes, please describe the relationship. (Required.)

No.

Date	01/10/2018	
Are you re	lated to any elected City official or staff member? If yes, please explain. (Required.)	
No.		
	icate any activities you are involved with that may present a conflict of interest with the committee, bo n, or authority you are applying for. (Required.)	ard,
None.		
M/by and y	au interacted in conving on this committee, beaud, commission, as outhouth 2 (Devided)	
"I have a time, I am refugee co Accidents	bu interested in serving on this committee, board, commission, or authority? (Required.) personal interest in the Commission on Immigrants and Refugees Affairs. Although I have lived in Tacoma f n familiar with the area having lived in the PNW before and am quite familiar with the challenges that the ir ommunity face. Being Puerto Rican means that I live in the "ni de aquí, ni de allá" – "neither from here, not s of history – and a Congress decision in 1917 – make me a US citizen. However, culturally, historically, and I	nmi froi ingu
	ience is not much different than that of other Latin American people living in the USA. I consider myself a r ess to services and opportunities is still difficult to people in my community and I can empathize with other	

for a short mmigrant and t from there."

refu Acci linguistically, my migrant living in exile er immigrants and refugees in their challenges. Additionally, I have the privilege of being married to a person of indigenous descent. My husband identifies as part of the Mayan Yucatec community of southern México. His and his family experience in Washington has opened my eyes to the particular challenges that the indigenous immigrant community faces. A few years ago when he first scheduled a doctor's appointment, the scheduler could not grasp the concept of a Latino person being of indigenous descent. They clearly stated to him that he would be identified as "white" and Latino on the forms, even though he had asked to be identified as both Latino and Native American. His whole identity was questioned because of the lack of understanding of indigenous migration to the USA. All this makes me excited about the possibility of serving on a city commission that is committed to get the feedback from communities that are often silenced and made invisible. Moreover, it gives me the chance to serve my adopted city in a concrete way. "

References - Please list references

Applicant Name J. Manny Santiago

Reference 1 Name Troy Christensen

Reference 1 Daytime Phone 253-576-3720

Page 3

Applicant Name	J. Manny Santiago	COMMITTEES/BOARDS/COMMISSIONS/AUTHORITIES
Date	01/10/2018	

Reference 2 Name John Cummins

Reference 2 Daytime Phone 406-498-5081

Authorization for reference check (Required.)

Agree I hereby authorize the City of Tacoma to conduct a reference check by contacting the individuals listed above. Background Checks may be requested, with written authorization.

How did you hear about the vacancy on this committee, board, commission, or authority? (Select one) (Required.) Friend or Co-Worker

If Other was selected, please describe here.

If you plan on mailing this form please remember to attach a copy of your resume and any letters of reference. If you submit this form by email please attach your resume and any letters of reference to the email.

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Audit Advisory Board	Human Rights Commission	Tacoma Area Commission on			
Board of Building Appeals 🛛 Human Services Commission Disabilities					
Board of Ethics	Tacoma Arts Commission				
Citizen Police Advisory Committee	Tacoma Community				
City Events and Recognitions Committee	Redevelopment Authority				
Commission on Immigrant and Refugee Affairs	Sustainable Tacoma Commission	Transportation Commission			
Foss Waterway Development Authority					
Date of Application (Required. Mm/dd/yyyy)	01/22/2018				
Name (Required.) Liz Dunbar	E-mail (Required.)	Idunbar@tacomacommunityhouse.org			
Home Phone Busine	ess Phone 253.383.3951 N	obile Phone 253.209.3818			
Residential street address including city and ZIP (not a P.O. Box) (Required.)	Code 5511 Browns Pt Blvd NE Tac	oma 98422			
Home mailing address (if different from above)					
	nployer name Tacoma Community Hound address	use, 1314 S. L St. 98405			
Age O 16-18 O 19-24 O 25-40	O41-64				
Please contact me at the following phone numb	er O Home 🖲 Business	O Mobile			
Please contact me at the following address	O Residential Street O Hom	e Mailing 🛛 🖨 Business			
City of Tacoma Council District (Required.)	01 @ 2 03 04	O 5 O Outside City Limits			
If you do not know your Council District use the follow If Council District unknown click here	wing link.				

Applicant Name

COMMITTEES/BOARDS/COMMISSIONS/AUTHORITIES

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in this section will assist in achieving	this goal, and is	s voluntary.			
O African American/Black	Asian	O Hispanic or Lati	no O	Native American/Ala	skan Native
O Native Hawaiian or Other Paci	fic Islander	le White	O Other		
Occupation (If retired please indicat	e former occupa	ation or profession	n) Huma	n Services Executive E	Director
Military History					
Are you or have you been a member	of the Armed F	orces of the Unite	ed States?	O Yes No 	
Dates of Service		Branch of Service			
Date & Type of Discharge					
Questionnaire Please list any community activities Executive Director, Tacoma Comm through education, employment, in Board member, Japanese Americ organization that advocates for civ Chair, Governor Gregoire's New A recommendations to the Governor List any experience that would assist I served as the State Refugee Coo 1992-1994. I was the Executive Di capacities, I worked to improve go	nunity House 20 nmigration and c an Citizens Leag il rights for all gr mericans Policy and state agend you in serving c ordinator for DSH rector of the Cor	09-present. Tacor crime victims servi jue, Puyallup Valle oups, not just Jap Council, 2008-20 cies regarding servi on this committee IS from 1981-1986 mmission on Asiar	na Commur ces. anese Amer 09. As chair vices for and board, cor 6. I also sen n Pacific Am	1981-present. The JAC ricans. , I led this state counci d treatment of immigra nmission, or authority ved as the Diversity Dir erican Affairs from 198	CL is a civil rights il to develop policy nts and refugees. /. (Required.) rector for DSHS from 30-1981. In all these
Do you or any of your family member applied for funding from the City of the relationship. (Required.)	Tacoma? Do you	u anticipate any ir	nvolvement	of this kind in the futu	ure? If yes, please describe
I work for Tacoma Community Hou Trustees for Tacoma Community (these two organizations and I expe	College, which I b	pelieve has contra-	cts with the	City of Tacoma. I will o	. I serve on the Board of continue to be involved with

Applicant Name

Date

No			

Are you related to any elected City official or staff member? If yes, please explain. (Required.)

Please indicate any activities you are involved with that may present a conflict of interest with the committee, board, commission, or authority you are applying for. (Required.)

Other than the contracts that	Tacoma Community House and	Tacoma Community Co	llege have with the City, I	don't see any other
conflicts.				

Why are you interested in serving on this committee, board, commission, or authority? (Required.)

I have a long history of working with and advocating on behalf of immigrants and refugees. I have worked with state government to improve access and opportunity for immigrants and refugees. As a daughter of a Japanese immigrant, I am familiar with the challenges and opportunities that face immigrants and refugees. I think refugees and immigrants should speak for themselves on the Commission but I would be happy to serve to share my experience.

References

Please list two references

Reference 1 Name Marilyn Strickland, former Mayor

Reference 2 Name Sarah Peterson, State Refugee Coordinator

Reference 1 Daytime Phone



Reference 2 Daytime Phone

(360) 890-0691

Authorization for reference check (Required.)

• I hereby authorize the City of Tacoma to conduct a reference check by contacting the individuals listed above. Background Checks may be requested, with written authorization.

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City of Tacoma Staff

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Submit



Page 3

LIZ BEGERT DUNBAR (253) 383-3951 (work) (253) 209-3818 (cell) Ldunbar@tacomacommunityhouse.org

RESUME

EXPERIENCE

Executive Director, Tacoma Community House, Tacoma April 2009-present

- Lead and direct the operations of Tacoma Community House, a not for profit organization providing education, employment, domestic violence advocacy and immigration services to immigrants and American born adults and children.
- Manage the staff of 44 fulltime and 10 part-time employees, budget of \$4.6 million annually, including the REACH Center.
- Report to the Board of Directors; represent the agency with funders, partners, and other community organizations.

Deputy Secretary, DSHS, Olympia 2000-November 2006

- Served as Chief Operating Officer for the Department of Social and Health Services, serving 1.5 million residents with 17,900 employees and a budget of \$8 billion per year.
- Led the agency's work in Performance Management, developing strong measurement systems in all programs. Prepared agency presentations to the Governor in key performance areas.
- Directly responsible for financial management, information systems and central administration functions.
- Represented the agency on interagency committees and boards, such as the Family Policy Council, and the Institute for Public Policy.
- Led effort to review all business functions to streamline and consolidate; lead several initiatives to integrate services between DSHS programs and with the community.

Assistant Secretary, Economic Services, DSHS, Olympia, 1997 –2000

- Directed policy development and implementation for all public assistance and child support programs, particularly WorkFirst, the state's welfare reform program.
- Managed budget of \$763 m., 4,869 FTEs and child support collections of \$357 m.
- Represented the administration and its program with the Legislature, other state agencies, advocates and the general public.
- Successfully implemented WorkFirst, the comprehensive overhaul of welfare. Improved Food Stamp payment accuracy from 86% to 93%. Reduced regulations by 80%.

Director, several policy divisions of Economic Services, DSHS, Olympia 1994-1997

- Directed policy development and implementation for several major public assistance programs.
- Directed policy development and implementation for welfare-to-work programs in DSHS
- Created the Food Assistance Program for legal immigrants, the first such program in the country. Started naturalization services for immigrants affected by welfare reform.

Director, Diversity Initiative, DSHS, Olympia, 1992 - 1994

- Directed department-wide initiatives related to minority and disability issues.
- Monitored development and implementation of program work plans aimed at improving access to services and employment. Coordinated with all DSHS programs.
- Worked with community advocates statewide through advisory committees and other workgroups.

Regional Administrator, Economic and Medical Field Services, DSHS, Tacoma, 1986 - 1992

- Administered all public assistance programs provided through five offices in Pierce and Kitsap counties. Managed budget of \$10 million per year and 400 employees in the Region. Responsible for personnel actions and labor relations.
- Worked with other divisions and community agencies to improve services to low income persons.

Director, Bureau of Refugee Assistance, DSHS, Olympia, Washington 1981 - 1986

- Administered the statewide refugee assistance program, including cash and medical assistance, employment and training programs and foster care services. Managed the budget of \$20 million, supervised staff of 12.
- Oversaw budget development and control for seven separate federal grants. Supervised development of a computerized management information system for staff and vendors.
- Coordinated with others in refugee resettlement to improve services and the overall resettlement system. This included working with local government, state and federal officials, refugee groups, Congress and the press.

Director, Commission on Asian American Affairs, Olympia and Seattle, Washington 1980-1981

• Appointed by the Governor to lead efforts to improve lives of Asian/Pacific Americans in Washington State and to improve state government's responsiveness to those communities.

EDUCATION

Senior Executive Program for State & Local Government, Kennedy School of Government, Harvard

Executive Management Development Program, Graduate School of Public Affairs, UW BA in Social Work, Washington State University, Phi Beta Kappa

AWARDS

Governor's Distinguished Manager, Washington State Bishop's Award, United Methodist Church Woman of Influence, Business Examiner Woman of Distinction, Girl Scouts of Western Washington

COMMUNITY INVOLVEMENT

Chair, Governor's New Americans Policy Council 2008-2009 Member, Board of Trustees, Tacoma Community College Board member, Pioneer Human Services Senior Fellow and past Board president, American Leadership Forum Board member, Japanese American Citizens League Board member, LASCO Foundation