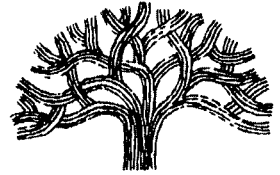


# CITY OF OAKLAND



CITY HALL • 1 FRANK H. OGAWA PLAZA, 3<sup>rd</sup> FLOOR • OAKLAND,  
CALIFORNIA 94612

Office of the Mayor  
Honorable Libby Schaaf  
Mayor

(510) 238-3141  
Fax (510) 238-4731

Letter of Appointment

June 1, 2020

The Honorable City Council  
One Frank H. Ogawa Plaza, Second Floor  
Oakland, CA 94612

Dear President Kaplan and members of the City Council:

Pursuant to City Charter Section 601, the Mayor has reappointed the following persons as members of the following board or commission, subject to City Council confirmation:

## Civil Service Board

**Christopher S. Johnson** is appointed to the Civil Service Board to serve a term beginning May 5, 2020 and ending May 4, 2023, filling the seat previously held by himself.

**Carmen Martinez** is appointed to the Civil Service Board to serve a term beginning May 5, 2020 and ending May 4, 2023, filling the seat previously held by herself.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Libby Schaaf".

Libby Schaaf  
Mayor

**Profile**

Christopher \_\_\_\_\_ S \_\_\_\_\_ Johnson \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Street Address Suite or Apt  
Oakland \_\_\_\_\_ CA \_\_\_\_\_ 94705  
City State Postal Code

\_\_\_\_\_  
Primary Phone  
\_\_\_\_\_  
Alternate Phone

Internal Revenue Service \_\_\_\_\_ Senior Manager \_\_\_\_\_  
Employer Job Title

**Which Boards would you like to apply for?**

Civil Service Board: Submitted  
Public Ethics Commission: Submitted

**Interests & Experiences**

**Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.**

I bring 20+ years of experience in program and risk management, policy development, organizational communication and change management. I have spent my entire career working in large corporate and governmental settings, and am very familiar with the challenges of leadership and organizational dynamics. I also currently serve on Oakland's Civil Service Board and bring increased familiarity with City rules as pertains to employee conduct, hiring and policy administration. I am interested in continuing on the Civil Service Board. I am also interested in serving on the City of Oakland's Public Ethics Commission and would appreciate being considered for such an appointment.

**Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.**

\_\_\_\_\_  
Upload a Resume

Please paste the text of your resume or curriculum vitae below.

CHRISTOPHER JOHNSON

Seeking: Reappointment to the City of Oakland's Civil Service Board and/or a new appointment to Oakland's Public Ethics Commission. Professional Experience: Senior Manager, Program Planning, Coordination & Analysis. Internal Revenue Service, Large Business & International (LB&I) Division. Posted in Oakland, CA Nov 2013 - present I oversee corporate reporting, operational compliance, oversight and audit programs, employee engagement, customer satisfaction, division procurement and other business operations for the LB&I division. I advise LB&I senior leadership on policy matters pertaining to organizational and operational risk and program management, and I direct professional staff in certain compliance support operations. Senior Policy Analyst, Communications & Liaison. Internal Revenue Service, Large Business & International Division. Posted in Oakland, CA. Aug 2008 – Oct 2013 Directed internal and external communications and web strategy for a range of business and change initiatives for the Large Business & International (LB&I) division of the IRS. Worked closely with the LB&I commissioner and other senior executives. Director, Internal Communication, Pacific Gas and Electric Company, San Francisco, CA July 2007 – Aug 2008 Directed employee communications for one of the largest investor-owned utilities in the nation. Established strategic direction and provided day-to-day direction, coaching and mentoring for five managers and twelve individual contributors. Worked with the company's CEO, senior leadership team and key stakeholders in developing and executing communication plans. Wrote for the CEO and other leaders. Directed executive visibility programs, leadership communications, strategic initiatives and business change communications. Director, Internal Communication, McKesson Corporation, San Francisco, CA Sept 2006 – June 2007 Directed employee communications for a Fortune 15 company with 30,000+ employees and nine lines of business. Led a team of six communication managers. Provided strategy and content guidance for McKesson's executive communications programs, including CEO town hall meetings and all-employee conference calls. Developed strategic communication plans; crafted messages for the CEO and other executives, prepared talking points, video scripts, and presentations. Edited online publications. Director, Communications & Liaison, Internal Revenue Service (IRS), Washington, DC Aug 2004 – Aug 2006 Directed internal communications, media relations, and legislative and stakeholder outreach programs for the IRS' Large and Mid-Size Business (LMSB) division (7,000 employees, 300+ locations). Managed a team of eleven communicators. Provided communications counsel and support to the LMBS commissioner and other senior executives. Organized formal liaison meetings involving senior IRS officials and leaders of national stakeholder groups. Arranged media interviews and prepared senior executive briefings. Senior Public Affairs/Communication Specialist, Internal Revenue Service, Washington, DC Sept 2002 – Aug 2004 Prepared communication plans and developed messages focusing on various service-wide safety and security, mission assurance, information technology and human capital issues. Provided communications counsel, writing and product support to business owners and executives. Conducted focus groups, interviews and pulse measures to evaluate communication impact. Senior Internal Communication Specialist, California State Automobile Assn., San Francisco, CA Jan 2001 – Aug 2002 Planned and managed a variety of internal communications projects. Provided counsel, writing and product support to business owners and executives. Various Positions, Pacific Gas and Electric Company, San Francisco, CA Oct 1984 – Jan 2001 Progressed through a range of technical and management positions in energy management, project engineering, project and construction management, employee training, corporate communications and business program management. Education Master of Arts, Speech and Communication Studies, San Francisco State University Bachelor of Arts, Biological Sciences, University of California, Berkeley Certificate, Training and Human Resources Development, University of California Extension Boards, Affiliations and Awards: (October 2015 – present) Board Member, Civil Service Board, City of Oakland, CA. (Mar 2012 – current) North Hills Community Association, Oakland / Berkeley, CA ♦ President (Mar 2012 – Mar 2015) ♦ Board Member (April 2015 – Mar 2020) (Apr 2012 – Apr 2015), Board Member, Council of Communication Management (2003-2011) International Association of Business Communicators ♦ President-elect, president, past-president, San Francisco Chapter (2008 - 2011) ♦ Vice president, San Francisco chapter (2006 - 2008) ♦ Silver Inkwell Award of Excellence, Washington DC chapter (2005) ♦ Award of Excellence, US District Chapter 3 (2005) ♦ Vice president, administration, Washington, DC chapter (2004 - 2005) ♦ Director, Silver Inkwell communication awards program (2003 – 2004) (1995 – 1999) President, Vicente Canyon Neighborhood Association, Oakland, CA. (1996 – 1998) Board Member, Horizons Foundation, San Francisco, CA.

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Please click the acknowledgement below.

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Service on City of Oakland boards, commissions, and committees may require filings of the FPPC's Statements of Economic Interest (Form 700). Upon appointment and determination of filing status, I will comply with all filing obligations.

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I Agree \*

**Profile**

Carmen L. Martinez  
First Name Middle Initial Last Name

[Redacted]  
Email Address

[Redacted] Suite or Apt  
Oakland CA 94611  
City State Postal Code

[Redacted] [Redacted]  
Primary Phone Alternate Phone

Notre Dame de Namur University Library Director  
Employer Job Title

**Which Boards would you like to apply for?**

Civil Service Board: Submitted

**Interests & Experiences**

**Please tell us how your qualifications and participation will relate to the requested board and/or commission's mission.**

My long career as a Library Administrator, my 13 years with City of Oakland as Library Director and 3 years as Interim Director for the Alameda County Library System have prepared me well for the kinds of Civil Service related business and issues that require Board action. I enjoy and appreciate the importance of quorums, intelligent discussion, and voting on sound decisions that keep board policy active and moving forward. My recent year on the Board has given me enormous exposure to how the Board operates and I look forward to another term in service to City of Oakland.

***Please submit your resume or curriculum vitae. You may upload a document. (A Word format is preferred.) Alternatively, you may paste the text of your resume in the field provided below.***

CM\_Resume\_Revised\_April\_2020.doc  
Upload a Resume

**Please paste the text of your resume or curriculum vitae below.**

Please click the acknowledgement below.

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I Agree \*

## Carmen Lorena Martínez

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### PROFESSIONAL EXPERIENCE

- **Interim Academic Library Director**  
**February 2019 - Present**

*Gellert Library, Notre Dame de Namur University*

Contract employee provost, act as advisor and supervisor to staff during current downsizing and potential closure of the campus.

- **Interim County Librarian** **May 2014 - Sept 2017**

*Alameda County Library*

As Interim County Librarian, provided executive management services to the 10-branch system that includes services to jails and Juvenile Hall. Hired pending recruitment and appointment of a permanent county librarian.

Under the director of the Alameda County Board of Supervisors and the County Administrator, I quickly became familiar with the \$34M budget, library service contracts with 4 cities and a serious vacancy factor (90 FTE). Directed staff investigations leading to terminations, hired 46 new staff in year one, increased hours by opening every branch on Sunday, coached, trained, and mentored new mid-management team, and assisted with recruitment to successfully hire new County Library Director.

- **Professional Services Contract Employee** **December 2012 - March 2014**

*City of Oakland and Oakland Public Library  
Oakland, CA*

As a Contract employee my duties were driven by projects, including development of a \$1.49m federal grant for the African American Museum and Library at Oakland, as well as assisting Oakland Public Library Director with logistics relative to hosting the California Library Association Conference in Oakland, November 2014.

- **DIRECTOR** **October 2000 - December 2012**

*Oakland Public Library  
Oakland, CA*

Executive Senior Staff Classification working under administrative direction of the City Administrator and Mayor. Exercised direction and management over 216 full-time equivalent supervisory, professional, technical and other assigned staff. Responsible for operations of the City's Main Library, seventeen branches, the African American Museum and Library, and Second Start Literacy Center. Managed library service contracts with the cities of Piedmont and Emeryville. Developed and managed the Library's \$22m budget, strategic planning, management initiatives and grant proposals. Served as the City's liaison to schools, community, and neighborhood-based organizations, Boards, Commissions and Advisory Councils. Managed 25% Budget Reductions without

layoffs. Greatest accomplishment: building a largely grant funded state of the art 22,000 square foot "Lead Gold" Community Public Library in East Oakland.

Retired from City Service, December 14, 2012

- **DIRECTOR OF BRANCHES**  
**1992 - 2000**

*Los Angeles Public Library*  
*Angeles, CA*

*Los*

As Director of one of the four divisions for the Los Angeles Public Library, my duties included planning, organizing, and directing the work of professional and para-professional library personnel who provided services to the public through a network of 67 branch libraries located throughout the City of Los Angeles. I was responsible for daily operations of the branches, managed through a mid-level management team of six Principal Librarians. As part of the City

Librarian's Management Team, I was involved in all phases, from design to dedication, of a 32- branch capital construction program.

- **ASSISTANT COUNTY LIBRARIAN**  
**1989-1992**

*Orange County Public Library*

*Santa Ana, CA*

Assisted the County Librarian in planning, directing, and organizing the operations of the Orange County Public Library, a library system of 27 branch libraries located throughout the county and operated through joint governmental partnerships with 14 cities in Orange County. Responsible for development of operational procedures, and development and preparation of the library's \$26 million budget.

- **ACTING COUNTY LIBRARIAN**  
**1990-1991**

*Orange County Public Library*

*Santa Ana, CA*

As Acting County Librarian for 11 months, I had full responsibility for directing all operations and programs of the Orange County Public Library, a system of 27 branch libraries. Under direction of the General Services Director, I maintained relations with elected and appointed county and city officials, public agencies, Friends of the Library, and the Library Foundation. In addition, I had responsibility for management of the Library's Master Plan, and opened 6 new libraries during my tenure.

## **EDUCATION**

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- **MLIS      MASTER OF LIBRARY SCIENCE**  
**1974**

*California State University, Fullerton*  
*Fullerton, CA*

School of Mexican American Library Science, a unique program which provided traditional Library Science coursework with emphasis on community activism, advocacy, literacy, and social equity issues in libraries.

- **B.A.      SPANISH LANGUAGE AND LITERATURE**      **1971-1973**

*California State University, Hayward*



Hayward, CA

- **CERTIFICADO DE SUFICIENCIA DE LENGUA** **1970-1971**  
*University of Barcelona, Spain*
- **MANAGEMENT TRAINING**  
**1985 - Present**  
Various management courses and certificates, including completion of the UCLA Management Extension Courses series.

**PROFESSIONAL AFFILIATIONS**

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**American Library Association - Member****1980 - Present**

Served on various committees, panels, and programs, as well as proposal evaluator for various grants and NEH funded programs. *Speaker: 2008 National Conference. "Teen Advocacy - The Oakland Public Library's Youth Leadership Council."*

**California Library Association - Member****1974 - Present**

*Speaker. 2006 State Conference: "Community Support - the Key to Securing the Future of Public Libraries"*

**Public Library Association - Member****1990 - Present**

Served as Chair and member of various committees: Leonard Wertheimer Multilanguage Award, PLA Recruitment of Public Librarians Report, PLA Present's Program, and the PLA Bylaws Committee, 2006-2008. *Speaker. 2006 National Conference, "Teen Services @the Oakland Public Library" And 2008 National Conference, "Library Master Planning in Oakland California"*

**Urban Library Council (ULC) - Member****2000 - Present**

*Speaker, May 2007, "Building Vibrant Neighborhoods: How the Oakland Public Library Serves Our Immigrant Populations."*

**REFORMA - Member****1978 - Present**

The National Association to Promote Library Services to the Spanish speaking. Treasurer, 1990-1992.

**BOARD APPOINTMENTS**

- Commissioner, City of Oakland Civil Service Board **May 2018-Present**
- California Cultural and Historic Endowment Board **May 2006- Present**  
Appointed by House Speaker.
- "Distinguished Judge" - An Artistic Discovery **April 2007-09**  
Congressmember Barbara Lee's Annual Fine Arts Competition For High Schools, 9<sup>th</sup> District
- Bay Area Library and Information System, Chairperson **July 2010 -June 2013**
- Pacific Library Partnership (PLP), Member, Executive Board **May 2011 - June 2013**

References available upon request.

OAKLAND CITY COUNCIL

RESOLUTION NO. \_\_\_\_\_ C.M.S.

INTRODUCED BY MAYOR LIBBY SCHAAF

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**RESOLUTION CONFIRMING THE MAYOR'S REAPPOINTMENT OF  
CHRISTOPHER S. JOHNSON AND CARMEN MARTINEZ TO THE CIVIL  
SERVICE BOARD**

**WHEREAS**, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

**WHEREAS**, Ordinance No. 8979 C.M.S., adopted April 2, 1974 and amended by Ordinance No. 11777 C.M.S. (passed March 14, 1995) and Ordinance No. 13120 C.M.S. (passed June 5, 2012), created the Civil Service Board to hear employee disciplinary appeals, to study, investigate and research other personnel matters, and to make reports and recommendations to the City Administrator; and

**WHEREAS**, the Civil Service Board consists of seven members serving three-year staggered terms with no more than two terms served consecutively; and

**WHEREAS**, the Honorable Mayor Libby Schaaf has reappointed Christopher S. Johnson and Carmen Martinez to serve a three-year term on the Civil Service Board subject to confirmation by the City Council; now therefore be it

**RESOLVED**: That pursuant to City Charter section 601 the City Council hereby confirms the Mayor's reappointment of:

**Christopher S. Johnson** to the Civil Service Board to complete the three-year term beginning May 5, 2020 and ending May 4, 2023, filling the seat previously held by himself.

**Carmen Martinez** to the Civil Service Board to complete the three-year term beginning May 5, 2020 and ending May 4, 2023, filling the seat previously held by herself.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LATONDA SIMMONS  
City Clerk and Clerk of the Council of the  
City of Oakland, California