

**Meeting Date:** 8/16/2016

**Report Type:** Staff/Discussion

**Report ID:** 2016-00677

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 Ethel MacLeod Hart Trust Fund Advisory Committee

**Location:** Citywide

**Recommendation:** 1) Conduct interviews of applicant(s) to the Ethel MacLeod Hart Trust Fund Advisory Committee for Seats B, C and F: A member representing the population at large and reflective of the socio-economic makeup of the older adult population, who is at least 60 years of age 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;  
Rosanne Bernardy, Recreation Superintendent, (916) 808-1590, Department of Parks and Recreation

**Presenter:** None

**Department:** City Clerk

**Division:** City Clerk

**Dept ID:** 04001011

**Attachments:**

- 1-Description/Analysis
- 2-Background
- 3-Board Details and Roster
- 4-Applications

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**City Attorney Review**

Approved as to Form  
Gary Lindsey  
6/16/2016 9:53:10 AM

**Approvals/Acknowledgements**

Department Director or Designee: Wendy Klock-Johnson - 6/15/2016 7:10:24 PM

## **Description/Analysis**

**Issue Detail:** 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 board or commission becomes available thru term expiration or resignation, the Office of the City Clerk conducts a recruitment for interested parties. When the application period has closed, the Personnel and Public Employee Committee conducts interviews of the applicants and forwards nominations to the Mayor for appointment.

**Financial Considerations:** None.

**Local Business Enterprise (LBE):** None.

## Attachment 02 – Background

### Ethel MacLeod Hart Trust Fund Advisory Committee (Interviews)

**BACKGROUND:** There are three candidates applying to fill three vacancies in **Seats B, C and F:** A member representing the population at large and reflective of the socio-economic makeup of the older adult population, who is at least 60 years of age on the Ethel MacLeod Hart Trust Fund Advisory Committee. The following is a brief history of compliance requirements for incumbents on this Commission.

#### VACANCY INFORMATION

Seat Description	Term	Residency	Incumbent
<b>Seat B:</b> A member representing the population at large and reflective of the socio-economic makeup of the older adult population, who is at least 60 years of age.	Full	Required	Kay Merrill (Term Expired/ Re-applied)
<b>Seat C:</b> A member representing the population at large and reflective of the socio-economic makeup of the older adult population, who is at least 60 years of age.	Full	Required	Kathleen Lane (Term Max/Did not re- apply)
<b>Seat F:</b> A member representing the population at large and reflective of the socio-economic makeup of the older adult population, who is at least 60 years of age.	Full	Required	Ophelia Zeff (Term Expired/ Re-applied)

#### INCUMBENT INFORMATION

**Kay Merrill** is the incumbent for **Seat B**. She was appointed to a full term on 1/7/2014 and completed her first term on 6/07/2016, making her seat eligible for appointment to a full term. She is eligible for re-appointment and has re-applied.

Requirement	Status	Comments
Ethic Training:	Current	Past Due
Conflict of Interest:	Not Required	
Attendance:	11 Meetings	Attended all meetings.

**Kathleen Lane** is the incumbent for **Seat C**. She was appointed to a full term on 6/11/2013 and completed her second and final term on 6/07/2016, making her seat eligible for appointment to a full term. She is not eligible for re-appointment.

**Ophelia Zeff** is the incumbent for **Seat F**. She was appointed to a full term on 1/7/2014 and completed her first term on 6/07/2016, making her seat eligible for appointment to a full term. She is eligible for re-appointment and has re-applied.

Requirement	Status	Comments
Ethic Training:	Current	Past Due
Conflict of Interest:	Not Required	
Attendance:	11 Meetings	1 unexcused absence.

**David Feldstein** is the incumbent for Seat C: Representative of the Sacramento County Adult and Aging Commission, who is at least 60 years of age. He is no longer on the Sacramento County Adult and Aging Commission and is now applying for seat C.

SUMMARY OF APPLICANTS

Applicant Name	Seat	District	Interview Status
Kay Merrill*	B	4	Attendance confirmed.
David Feldstein*	C	3	Attendance confirmed.
Ophelia Zeff*	F	5	Attendance confirmed.

Incumbent\*



City of Sacramento

# ETHEL MACLEOD HART TRUST FUND ADVISORY COMMITTEE

## BOARD DETAILS



**OVERVIEW**

 **SIZE** 7 Seats

 **TERM LENGTH** 3 Years

 **TERM LIMIT** 2 Term

The committee shall: (1) Assist in development of operational guidelines for utilization of the trust fund, including types of projects for funding to be allocated to (2) Evaluate projects and programs proposed for funding (3) Make recommendations concerning the ongoing composition, framework, and duties of the committee.

	<b>BOARD TYPE</b>	City Advisory
<b>DETAILS</b>	<b>MEMBERSHIP CATEGORIES</b>	Seat A - Representative of the Sacramento County Adult and Aging Commission, w ho is at least 60 years of age Seat B - Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age Seat C - Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age Seat D - Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age Seat E - Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age Seat F - Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age Seat G - Representative of the (A.A.R.P.), w ho is at least 60 years of age
	<b>WEBSITE</b>	None
	<b>MANAGING AGENCY</b>	City of Sacramento/Parks and Recreation Department
	<b>MEETING LOCATION</b>	2921 Truxel Road So. Natomas Comm. Center Sacramento, CA 95833
	<b>MEETING TIME</b>	9:30am
	<b>MEETING FREQUENCY</b>	Quarterly

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**STATEMENT OF ECONOMIC INTEREST (SEI)** Not Required

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**SEI CONTACT NAME** NA

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**SEI CONTACT EMAIL** NA

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**SEI CONTACT NUMBER** NA

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**FORMATION INFORMATION** Sacramento City Resolution 2008-0262, 1996-0202, 1994-0115

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**FORMATION DATE** 3/1/1994

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**ADDITIONAL DETAILS** NA

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**COMMENTS (INTERNAL)** City residency required.

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City of Sacramento

# ETHEL MACLEOD HART TRUST FUND ADVISORY COMMITTEE

## BOARD ROSTER



**DAVID FELDSTEIN**

**1 Term** Jun 10, 2014 - Jun 07, 2017

**Position** Representative of the Sacramento County Adult and Aging Commission, w ho is at least 60 years of age

**Category** Seat A

**Appointed by** Nominated by P&PE/Appointed by the Mayor



**KAY MERRILL**

**1 Term** Jan 07, 2014 - Jun 07, 2016

**Position** Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age

**Category** Seat B-Pending Appointment

**Appointed by** Nominated by P&PE/Appointed by the Mayor



**DAVID PACHECO**

**1 Term** Sep 01, 2015 - Jun 07, 2017

**Position** Representative of the American Association of Retired Persons (A.A.R.P.), w ho is at least 60 years of age

**Category** Seat G

**Appointed by** Nomination: P&PE Committee / Appointment: Mayor



**ANITA PEREZ-OTERO**

**1 Term** Mar 29, 2016 - Jun 07, 2019

**Position** Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age

**Category** Seat D

**Appointed by** Nominated by P&PE/Appointed by the Mayor



**LYNNE STEVENSON**

**1 Term** Apr 07, 2015 - Jun 07, 2018

**Position** Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age

**Category** Seat E

**Appointed by** Nomination: P&PE Committee / Appointment: Mayor



**OPHELIA ZEFF**

**1 Term** Jan 07, 2014 - Jun 07, 2016

**Position** Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age

**Category** Seat F-Pending Appointment

**Appointed by** Nominated by P&PE/Appointed by the Mayor



**VACANCY**

**Position** Member representing the population at large and reflective of the socio-economic makeup of the older adult population, w ho is at least 60 years of age

**Category** Seat C-Application Closing Period 7/1/2016

**Appointed by** Nominated by P&PE/Appointed by the Mayor

### City Advisory Body Information

Which Boards would you like to apply for?

Ethel MacLeod Hart Trust Fund Advisory Committee

Seat # and Description (please indicate all Seats in which you are qualified for):

Seat C. Was appointed to Seat A: Representative of the Sacramento County Adult and Aging Commission, who is at least 60 years of age .Term limit maxed with County no longer eligible for Seat A.

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

### Profile

David

First Name

Feldstein

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

Suite or Apt

Sacramento

City

CA

State

95819

Postal Code

Council District 3

Business Council District

[Redacted]

Primary Phone

Are you currently, or have you in the past, served on a city advisory body?

Yes  No

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

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Ethel MacLeod Hart Advisory Committee (Current member. My term as County's Adult and Aging Commission ends 22 June 2016 and I want to continue as a Community Member).

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Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for the meeting body applied for?

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Yes  No

If Yes, please explain:

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## Applicant Interest Statement

Please state the reason(s) you would like to be a member of this city advisory body and share any additional experience, community activities, or other qualifications that would be helpful in evaluating your application.

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Current member; Retiring member of Sacramento Adult and Aging Commission; Member of Area 4 Agency on Aging Advisory Council. Retired Associate Professor of Social Work, Hunter College School of Social Work of the City University of New York; District Director, The Bronx, Jewish Association Serving the Aging; Founding Executive Director, Service Program for Older People; Fellow, Brookdale Center on Health and Aging; Director of Social Service, Cobble Hill Nursing Home.

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## Education

University of California,  
Berkeley1958

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Institution Name:

## Social Welfare

Area of Study:

09/1953 - 08/

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Attended (mm/yy - mm/yy):

B.A.

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Degree Earned:

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**New York University Graduate  
School of Social Work**

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Institution Name:

**Casework; Research**

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Area of Study:

**09/1961 - 06/1963**

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Attended (mm/yy - mm/yy):

**Master's**

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Degree Earned:

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**Columbia University School of  
Social Work**

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Institution Name:

**Research; Social Policy**

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Area of Study:

**09/1968 - 06/1974**

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Attended (mm/yy - mm/yy):

**Advanced Certificate in Social  
Welfare**

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Degree Earned

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**Employment**

**06/1972 - 08/191978**

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From (mm/yy) - To (mm/yy):

**Service Program for Older People  
(SPOP)**

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Employer:

**New York City**

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Address:

**Job Duties**

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Program Director (under Selfhelp Community Services) to Founding Executive Director of local mental health program exclusively for the elderly. Wrote proposal, recruited Board of Directors, supervised entire program and staff (caseworkers, social work students, psychiatrist, psychologists, and nursing students) delivering Mental Health Services to the frail elderly.

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09/1982 - 11/1996

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From (mm/yy) - To (mm/yy):

Jewish Association Serving the  
Aging

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Employer:

New York City

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Address:

**Job Duties:**

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District Director, The Bronx. Responsible for six Senior Centers; two casework Centers; writing proposal and establishing Geriatric Mental Health Outreach Services; Directed New Home Care Service; Supervised first Director of Contracted Adult Protective Services Unit;

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09/72 - 06/96

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From (mm/yy) - To (mm/yy):

Hunter College School of Social  
Work

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Employer:

New York City

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Address:

**Job Duties:**

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Instructor to Associate Professor of Social Policy; Headed research faculty for one year; (full time, 1972-73 and 1980-82; Adjunct all other years. Representative to Hunter College Faculty Senate. Curriculum Advisor to Post-master's program in Geriatric Social Work;

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**Business Enterprises**

none

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From (mm/yy) - To (mm/yy):

Business Name:

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Address:

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Type of Business or Service Rendered:

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## Felony Convictions

Have you ever been convicted of a felony?

Yes  No

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

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## Civil Actions

none

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

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

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## Accommodation Information

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

N.A.

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## Demographics

  
Please select one:

  
Please select the appropriate racial/ethnic category:

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**How did you hear about the opening?**

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Other

**Currently on Committee** \_\_\_\_\_

If Other, please describe.

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### City Advisory Body Information

Which Boards would you like to apply for?

Ethel MacLeod Hart Trust Fund Advisory Committee

Seat # and Description (please indicate all Seats in which you are qualified for):

Public At Large      Seat B

N/A

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

### Profile

Kay

First Name

Merrill

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

Suite or Apt

Sacramento

City

CA

State

95814

Postal Code

Council District 4

Business Council District

[Redacted]

Primary Phone

Are you currently, or have you in the past, served on a city advisory body?

Yes    No

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

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I am currently serving on the Ethel MacLeod Hart Trust Fund Advisory Committee and am eligible for a second term.

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**Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for the meeting body applied for?**

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Yes  No

**If Yes, please explain:**

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## **Applicant Interest Statement**

**Please state the reason(s) you would like to be a member of this city advisory body and share any additional experience, community activities, or other qualifications that would be helpful in evaluating your application.**

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During my first term I have been able to use my work experience providing staff support to county advisory boards, including the Commission on Aging, and my knowledge of services for older adults to help make decisions on services designed to improve the quality of life for all older adults. At its last meeting, the committee completed its priority areas for the next funding cycle. I would very much like to complete the cycle by participating in the review and recommendations of actual programs to be funded within the approved funding areas

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## **Education**

U C Davis

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Institution Name:

community development

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Area of Study:

7/1/78 - 6/1/80

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Attended (mm/yy - mm/yy):

MS

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Degree Earned:

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Idaho State University

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Institution Name:

liberal arts

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Area of Study:

7/1/59 - 6/1/63

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Attended (mm/yy - mm/yy):

BA

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Degree Earned:

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Institution Name:

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Area of Study:

---

Attended (mm/yy - mm/yy):

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Degree Earned

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## Employment

3/1/85 - 3/1/06

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From (mm/yy) - To (mm/yy):

Community Services Planning  
Council

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Employer:

909 12th Street, Sacramento 95814

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Address:

## Job Duties

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Director of the Policy and Advocacy Division which studied issues, developed reports and made policy recommendations to governmental and funding bodies. Provided staff support to county advisory boards and commissions.

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8/1/81 - 1/7/85

From (mm/yy) - To (mm/yy):

Yolo County Board of Supervisors

Employer:

County Admin Bldg, Woodland, CA

Address:

**Job Duties:**

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Aide to County Supervisor Twyla Thompson. Managed the office, responded to constituents and represented the Supervisors in the community.

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From (mm/yy) - To (mm/yy):

Employer:

Address:

**Job Duties:**

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**Business Enterprises**

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From (mm/yy) - To (mm/yy):

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Business Name:

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Address:

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Type of Business or Service Rendered:

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## Felony Convictions

Have you ever been convicted of a felony?

Yes  No

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

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---

## Civil Actions

N/A

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

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

---

## Accommodation Information

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

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N/A

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## Demographics



Please select one:



Please select the appropriate racial/ethnic category:

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## How did you hear about the opening?

Employee Referral

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If Other, please describe.

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### City Advisory Body Information

Which Boards would you like to apply for?

Ethel MacLeod Hart Trust Fund Advisory Committee

Seat # and Description (please indicate all Seats in which you are qualified for):

Seat F Member representing population at large of older adult population at least 60 years of age.

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

### Profile

Ophelia

First Name

Zeff

Last Name

[Redacted]

Email Address

[Redacted]

Street Address

Suite or Apt

Sacramento

City

CA

State

95818

Postal Code

Council District 5

Business Council District

[Redacted]

Primary Phone

Are you currently, or have you in the past, served on a city advisory body?

Yes  No

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

---

Ethel MacLeod Hart Trust Fund Advisory Committee I served two years of a term on the committee and I am familiar with its work and process.

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**Do you, or any immediate family member, have any relationship (professional, financial or otherwise) that may present a potential conflict of interest for the meeting body applied for?**

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Yes  No

**If Yes, please explain:**

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## **Applicant Interest Statement**

**Please state the reason(s) you would like to be a member of this city advisory body and share any additional experience, community activities, or other qualifications that would be helpful in evaluating your application.**

---

I have been active in promoting activities for seniors in the Sierra Curtis area and I have served two years on this body.

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## **Education**

UOP McGeorge School of Law

Institution Name:

Law

Area of Study:

08/72-06/75

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Attended (mm/yy - mm/yy):

JD

---

Degree Earned:

---

Sacramento State University

---

Institution Name:

English Language Arts

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Area of Study:

09/54-06/56

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Attended (mm/yy - mm/yy):

BA

---

Degree Earned:

---

Sacramento Junior College

---

Institution Name:

Liberal Arts

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Area of Study:

09/52-06/54

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Attended (mm/yy - mm/yy):

AA

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Degree Earned

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## Employment

1998-2010

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From (mm/yy) - To (mm/yy):

Atkinson, Andelson, Loya, Ruud &  
Romo

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Employer:

Sacramento, CA

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Address:

## Job Duties

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Attorney

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**1987-1998**

From (mm/yy) - To (mm/yy):

**Little Mendelson**

Employer:

**Sacramento, CA**

Address:

**Job Duties:**

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Attorney

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From (mm/yy) - To (mm/yy):

Employer:

Address:

**Job Duties:**

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**Business Enterprises**

---

From (mm/yy) - To (mm/yy):

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Business Name:

---

Address:

---

Type of Business or Service Rendered:

---

## Felony Convictions

Have you ever been convicted of a felony?

Yes  No

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

---

---

## Civil Actions

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

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

---

## Accommodation Information

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

---

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## Demographics



Please select one:



Please select the appropriate racial/ethnic category:

---

## How did you hear about the opening?

Other

I received an email advising me  
my term was ending and inviting me  
to repply

If Other, please describe.

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