

#25

COMPLETE

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Page 1

Q1

Full Name:

Sean Healey

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,
Finance and Pension Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Animal Service Committee - I am resident with three rescue terriers. I have a love of all animals and want to ensure that they are the raised in a proper environment and want to be part of the city's effort to help in that regard.

Finance and Pension Advisory Committee - My major and employment background have been in Finance and Banking. Although I don't have a background in Pension or Retirement forecasting I am very analytical and have experience making various forecasting models.

Q4

As a Committee member, what ideas or projects are of interest to you?

Animal Service Committee - Outreach and pet licensing - Admittedly I have not been the best about licensing my dogs and I think a huge part of it is that it is just not on my mind. So my goal would be to spread outreach possibly partnering with vets in the area to ensure that pets get licensed. I also want people to see what the benefits of what they get when they license their pet. Our community nextdoor posts are 35% lost pets and if we can implement something like an AI match of found pets to the photos of licensed ones I think we can be able to help with that. Another way to promote licensing is to do chip events. A lot of people think their pet is chipped but they don't know for certain and if their pet is chipped, a lot of times it could be outdated information. By holding an event where we can scan and assist residents in updating their pets chips we can demonstrate tangible value of getting their pet licensed.

Finance and Pension Advisory Committee - Besides reviewing the city's budgets, finances, investments and contracts I am not sure what specific projects the committee normally takes on. I am however, very eager to learn more about our city's financial operations and contribute in any way I can.

Q5

Respondent skipped this question

Optional Resume:

Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name: Sean Healey

Address: [REDACTED]

City/Town: [REDACTED]

ZIP/Postal Code: [REDACTED]

Email Address: [REDACTED]

Phone (cell): [REDACTED]

Q7

By checking this box and typing my name below, I am electronically signing my application.

Signature Required:

Q8

Full Name:

Sean Healey

SEAN HEALEY

WORK HISTORY

PORTFOLIO MANAGER 03/2023 to Current

CommerceWest Bank, Irvine, CA

- Managed diverse commercial loan portfolio of C&I and CRE loans.
- Underwrote complex C&I deals for core prospects which involved financial analysis, term and covenant structuring and preparation of credit recommendations

SENIOR UNDERWRITER 10/2021 to 03/2023

Integro Bank, Remote

- In charge of setting up the Loan Origination System for Integro Bank including bank processes related to credit applications, underwriting, presentation, loan documentation and boarding of commercial loans
- In charge of structuring and underwriting Integro Bank's commercial loans including lines of credit, term loans and real estate
- Helped build a platform for providing Integro Bank's business customers with actionable insights (scenario forecasting, valuation, ratio analysis) based on a customer's financials and peer data

PORTFOLIO MANAGER, AVP 06/2018 to 07/2021

Pacific Mercantile Bank

- Underwrote complex C&I deals for core prospects which involved financial analysis, term and covenant structuring and preparation of credit recommendations
- Managed Pacific Mercantile Bank's Irvine portfolio including preparing modifications and renewals of existing credits
- Facilitated collection, spreading and analysis of customer reporting items
- Leader in the transition and implementation of the Bank's spreading and monitoring software from CASH suite to CreditTrack, requiring advance knowledge of excel and bank operations
- Improved automated and created reports and procedures for the loan monitoring group.

FINANCIAL ANALYST 11/2015 to 05/2018

Western National Group

- Maintained and updated financial models for WNG's two multifamily funds analyzing key financial ratios and projected fund returns
- Reviewed and compiled quarterly financial statements and presentations for fund investors
- Maintained and improved asset and financial models with accounting information and market projections
- Assisted acquisitions team in underwriting potential multifamily acquisitions.

CREDIT ANALYST 06/2014 to 10/2015

Federal Home Loan Bank of Chicago

- Monitored and determined security haircuts using credit model components such as Value

at Risk, Model Risk, Liquidation Risk, Management Discretion and Financial Strength Adjustments

- Created back testing database and procedures to monitor member's security collateral portfolios
- Assisted in running the OTTI process using CoreLogic's Risk Model software to determine quarterly Credit losses on the Bank's private-label MBS portfolio
- Actively managed collateral portfolios for members, which include loans, securities and cash positions
- Processed and handled members' security payments and transactions including sales, purchases and account transfers.

EDUCATION

University of California Irvine - Data Analytics Boot Camp

Other, Data Science, 11/2021

University of Notre Dame, Notre Dame, IN

Bachelor's, Finance, 05/2014

#1

COMPLETE

Collector: Web Link 1 (Web Link)
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Page 1

Q1

Full Name:

Syed Zia Hussain

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,
Active Transportation Committee,
Finance and Pension Advisory Committee,
Housing and Public Service Grants Committee ,
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a fresh graduate from Cal Poly Pomona State University undergraduate degree in Urban Planning. I have volunteered with Civic Well Climate Forum 2023, I am also serving at the Mobile Housing Committee City of Costa Mesa at this moment. I have conducted couple of research in Costa Mesa, CA voluntarily. I find Costa Mesa one of the best cities within Orange County and believe it has a lot potential to improve and imply sustainable solutions for future growth.

Q4

As a Committee member, what ideas or projects are of interest to you?

I would like to serve as a Costa Mesa resident. I have been living here for 11 years. As a City of Costa Mesa Committee member, I would be able to play my part in finding better and sustainable solution to further improving the Costa Mesa.

Q5

Optional Resume:

URP-Full%20Resume.pdf (272.5KB)

Syed Zia Hussain

Member of Mobile Housing Committee, City of Costa Mesa, CA. 2023.
Ziahussain2019@gmail.com. Cell phone: 1-714-280-3730

Education

Cal Poly Pomona, California, CA. Bachelors of Urban Planning. GPA 3.16	Dec 2023
Orange Coast College. California, United States. Associate degree in Architecture (Honors) GPA 3.36	Dec 2019
Orange Coast College. California, United States. Associate Degree (Honors) in Event Management GPA 3.36	Dec 2016

Relevant Coursework

CEQA 101 online Course (Gov. Office Planning and Research).
URP 4040 Place-making – Study Florence-Graham city. In final research presentation proposed solutions to the S. Central Ave and E. 74 Street. Focus of the research was to make the site more safer, and children friendly because of the Wisdom Elementary School.
Advance Project Management from Coastline Community College.

Freelance Projects

2023 –To-date

Community Enrichment Program, Civic Well 2023 Adaptation Climate Forum – Support to recruit volunteers, Videography on “Impact of McBride Park Long Beach on Youth”

[McBride Park Impacts on the Youth Community Long Beach, California. - YouTube](#)

Work Experience

Community Service Leader II

Jan '24 - update

Work for R.O.C.K Program, it is after school program served by Recreation Department, City of Costa Mesa, CA. Require self-motivation and team-player abilities. Assist with program planning on field; maintain record of schedule and log-book of day to day duties and hours of work. Supervise check-in and check-outs, activities, fire drills, help with homework, artwork and games, and keep a health and safe environment.

Student Connect SoCal Community Outreach: SCAG Project

May '23-June '23

Engage public to fill out surveys, conduct street events, Research and suggest new locations for more survey

Planning Aide Intern:

June '22-July '22

Cal Poly Pomona Facility Planning and Management, CA.

Record keeping, cold calls, drawing figure grounds, site analysis, printout architectural drawing, keeping files, report writing, and administrative work.

Administrative Intern

Oct '21- Feb '22

City of Tustin Department of Community Planning, Tustin, CA.

Review variance, condition permits, and design reviews, Quality control and update code files. Customer service and attend phone calls. Review General Plan, zoning, subdivision, and environmental report review. Work as a team and individually.

Recreation leader

June'20 –Oct'21

City of San Clemente, San Clemente.

Supervised Summer campus games and activity for children, manage inventory, customer service, games, and setups and breakdowns.

Event Planner Unpaid Intern

June'15 –Dec'15

American Family Housing, Tustin, CA

Outreach, promotion, and marketing for “Summer Festival for Homeless Veterans”. Sold out a stall and raise more than \$ 3,000 through bringing in vendors.

Awards and Recognitions:

Research on Walkability, presented at OCC Symposium 2019 and 2020 and Cal Poly Pomona 2023.

Topic: *"Effects of New High-Density Residency on Walkability in Costa Mesa, CA"*.

Topic: *"How Mix-Use Land Contributes to Walkability in 19th Street, Costa Mesa, CA."* 2023.

Administration Skill: Comfortable working in, group and individual setting, research, excellent customer service skills, and marketing and sales experience, organizational skills, general clerical tasks, data managing, data entry, report writing, and event management.

#10

COMPLETE

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Page 1

Q1

Full Name:

Caley Turner

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I am a Costa Mesa resident and licensed attorney with a huge love for animals. I have volunteered with various animal shelters and other animal related organizations throughout my life and and would love to be able to contribute to my local community in this regard.

Q4

As a Committee member, what ideas or projects are of interest to you?

I am very interested in animal related community events, specifically helping to promote pet adoption and teach residents more about proper animal care and the local resources available to them. I am also interested in finding ways to improve upon the city's current animal services and potential collaborations with private and public entities that could benefit local residents and animal service organizations.

Q5

Respondent skipped this question

Optional Resume:

#30

COMPLETE

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Page 1

Q1

Full Name:

Cara R. Stewart

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a career storyteller and owner of a top OC public relations firm since 2001, I have always been deeply passionate about using my skills to advocate for causes close to my heart, particularly animal welfare. My genuine love and concern for the well-being of animals have driven me to actively engage in various initiatives to promote responsible pet ownership and improve the lives of animals in our community.

Throughout my career, I have had the privilege of writing for animal welfare organizations and contributing to pet owner education materials developed by a nationwide pet veterinary organization. Additionally, I have organized numerous pet adoption events, focusing on connecting returning service members with loving companions. These experiences have not only allowed me to witness the profound impact of the human-animal bond but have also reinforced my commitment to advocating for the welfare of animals.

As a storyteller and community leader, I have always prioritized community engagement and collaboration. I firmly believe in the power of dialogue and cooperation in addressing pet safety and animal control issues. As a member of the board of directors of the Alzheimer's Association Orange County, I have witnessed firsthand the importance of the pet-human bond in enhancing the quality of life for individuals impacted by dementia and other brain health disorders. This experience has further fueled my determination to ensure that all members of the Costa Mesa community, including our four-legged friends, are supported and valued.

My commitment to the City of Costa Mesa runs deep. Having lived in Costa Mesa for over a decade and owning businesses in the city, I am deeply invested in its growth and development. I previously served on the Fairview Park Committee and participated in the cannabis working group, demonstrating my dedication to contributing to the betterment of our community. Despite a brief absence from the city in 2021, I have returned with renewed enthusiasm and a steadfast commitment to building up my community. Pets are family, and I am committed to ensuring that Costa Mesa remains a welcoming and inclusive environment for all types of families.

Q4

As a Committee member, what ideas or projects are of interest to you?

Looking ahead, I envision a future where responsible pet ownership is prioritized and the number of stray animals is significantly reduced through the promotion of adoption events and spay/neutering programs. Additionally, I am passionate about exploring ways to enhance the pet-friendly amenities in Costa Mesa, allowing residents to enjoy more of our beautiful city with their beloved pets while ensuring that all members of our community can safely interact with well-trained, four-legged companions. With my passion for animal welfare, extensive community engagement experience, and collaborative approach, I am confident that I can make a meaningful contribution to the committee's efforts to improve the lives of animals and residents in our city.

Q5

Optional Resume:

Resume-Cara-Stewart.pdf (159.5KB)

Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:	Cara R. Stewart
Address:	[REDACTED]
Address 2:	[REDACTED]
City/Town:	[REDACTED]
ZIP/Postal Code:	[REDACTED]
Email Address:	[REDACTED]
Phone (cell):	[REDACTED]

Q7

Signature Required:

By checking this box and typing my name below, I am electronically signing my application.

Q8

Full Name:

Cara R. Stewart

Cara R. Stewart

Orange County, California

cara@altalunas.com

949-290-5563

[linkedin.com/in/cararstewart](https://www.linkedin.com/in/cararstewart)

<http://www.altalunas.com>

Summary

Listen up, pioneers and trailblazers of the Innovation Economy: If you're looking to shine a megawatt spotlight on your breakthroughs while expertly sidestepping any PR landmines, you've come to the right place.

I'm a real-life fusion of Olivia Pope's crisis swagger, Sarah Jane Smith's insatiable curiosity and Samantha Jones' bold PR prowess.

Cara R. Stewart here — armed with strategy, creativity and a bulldog determination, just like those iconic characters, but in the real world. From rewriting narratives to outsmarting snags, I'm all about acing challenges, no matter the odds. A boundless innovator, strategic communicator and relentless advocate for positive change, I'm right at home in the Innovation Economy.

My career kicked off in 1994 as a journalist, capturing the novel and notable in Orange County, California — from everyday heroes to trust-eroding wrongdoers.

Fast forward to my early career at hypergrowth giants, visionary startups and government agencies. Think global corporate communications, ghostwriting for FORTUNE 50 CXOs, launching game-changers, handling IPOs and M&As, and guarding the reputations of thought leaders.

In 2001, entrepreneurship beckoned, and I responded with WunderMarx. We soared to be OC's third-largest PR firm and earned a "best places to work" nod. Jump to 2018, when I cofounded MyJane, sparking women to have candid conversations about cannabis. I crafted branding, captained PR and orchestrated market research that led to an acquisition.

With more than two decades as a creative entrepreneur, I've honed the art of psychology-fueled storytelling.

In my role as a strategic adviser to CXOs and boards of directors, I become your covert asset, adept at uncovering concealed opportunities. To the esteemed circle of advisors who rally behind them — the network of attorneys, investors, coaches, accountants, M&A brokers and others — regard me as an extension of your brain trust, the dependable partner you rely on to execute strategies and bring them to life.

As the founder and CEO of Altalunas International, I lead a team of strategists, advocates, brand journalists and crisis handlers. We're in the business of helping the companies and people driving the global Innovation Economy share their stories of impact with the world, driving tangible results.

Public relations, crisis communications, reputation management, M&A communications and brand journalism? Consider them our playground.

Call/text me at +1 949-290-5563 or email me at cara@altalunas.com to collaborate.

Experience



Founder & CEO

Altalunas International

Jan 2021 - Present (3 years 3 months)

Altalunas International is a strategic advisory and integrated public relations firm specializing in high-stakes communications and crisis management. With offices in Southern California, Chicago, Washington D.C. and Toronto, we accelerate the growth of vision-driven lifestyle, tech, food and beverage, wellness, cannabis and advocacy brands and the changemakers leading these innovations.

Executive Communications Consultant + Freelance Writer

The Brand Journalist

Jan 2010 - Present (14 years 3 months)

Cara is an award-winning Jungian brand strategist, brand journalist, executive ghostwriter and freelance writer. Using research and interviewing skills honed as a reporter, she is able to quickly simplify diverse and complex subjects into easy-to-understand and persuasive content. Cara writes long- and short-form articles, websites, social media, speeches, scripts, brand messaging, blogs, crisis communications and more for wide-ranging industries, including disruptive technologies, lifestyle innovations, CBD and cannabis, personal finance, aesthetic medicine, medical device, pet care, wellness, healthcare, beauty, professional services, distribution, nonprofit and advocacy. Her clients have included Carrington Real Estate Services, CoreLogic, ECCU (credit union), Profit Recovery Partners, Providence Medical, San Francisco International Airport, Tandem Diabetes and Team Logic IT.



Vice President of Marketing and Communications

ManifestSeven

Jun 2019 - Dec 2020 (1 year 7 months)

At the first integrated omnichannel platform for legal cannabis and CBD — merging compliant distribution with a retail superhighway — Cara led a large, multigenerational and multilocation marketing, brand and communications team comprised of specialists in public relations, consumer marketing, B2B marketing, digital marketing, creative, social media/influencer relations, content marketing, ecommerce and customer service. Developed and oversaw branding, GTM and strategic marketing/sales integration for eight D2C, B2C and B2B brands, including corporate relations for parent company; a distribution and logistics company; a women's lifestyle and wellness CPG company spanning skincare and holistic self-care; and several ecommerce companies selling fast-moving consumer goods. Onboarded and integrated acquired brands into one global strategy through brand relaunches or refreshes, change management and GTM planning. Created and managed a multimillion-dollar P&L based on KPIs, market research and ROI. Pivoted to a digital-first strategy that increased ecommerce sales YOY. Took initiative to forge company's first community relations, cause marketing and brand partner relationships. Developed crisis communications protocols for identifiable industry threats as well as the COVID-19 pandemic. Surpassed retail lead generation KPIs and retail guest retention KPIs. Launched retail education events in store and through social media with measurable ROI. Spearheaded first retail guest experience survey and loyalty program.



Co-Founder & Chief Creative Officer

MyJane LLC

May 2018 - May 2019 (1 year 1 month)

Recognizing that women are the new targets of the adult-use cannabis wellness sector — yet their needs are not being addressed — Cara sped MyJane through the innovation cycle to a successful acquisition.

Ideation: Developed brand to serve as the honest broker between women and the industry to normalize cannabis usage. Launched industry's first premium box company showcasing CBD/cannabis-based wellness solutions for sleep, stress, pain and skincare, created by women for women.

Incubation & Validation: Led market research among 42,000 Gen X and baby boomer women in Southern California. Developed a successful focus group and speaker series to educate target markets about cannabis/CBD and create pre-launch demand for service.

Acceleration: Focused fundraising on securing seed investment and maximizing brand equity, which led to an acquisition by ManifestSeven.

Vice President

Reveille, Inc.

Mar 2018 - May 2018 (3 months)

Cara was responsible for bringing together brand-building and performance marketing to tell clients' stories of innovation using omnimedia channels. She championed the growth of the branding, content, marketing communications and creative services staff and assisted in the business development of the agency.

Director of Brand Strategy and Content

Reveille, Inc.

Mar 2014 - Mar 2018 (4 years 1 month)

In this fast-paced, cross-functional agency role, Cara served as a member of Reveille's senior leadership. She was responsible for developing and executing omnimedia strategic plans encompassing public relations, influencer relations, social media, marketing communications, crisis communications, executive visibility and thought leadership, and branding. She also led content development efforts to ensure message continuity across channels and audiences.

Founder and Chief Executive Officer

WunderMarx

2002 - 2009 (7 years)

Cara founded and grew her solo consultancy into one of the top three marketing and PR agencies in Orange County, Calif., in less than four years. She differentiated WunderMarx among the Southern California agency ecosystem by offering robust business consulting services and integrated marketing communications consulting. The firm served distribution and logistics; semiconductor; enterprise SaaS, fintech, governance, risk and compliance (GRC); and med device brands, and specialized in developing the brand reputation of emerging-growth companies. Among the agency's highlights, Cara and her team created brand equity for six companies that contributed to their successful mergers, acquisitions and institutional investments. Clients included Axiom Microdevices (acquired by Skyworks), DexCom, EON Reality, GloNav (acquired by Broadcom), California's Thank You Ocean Campaign, National Oceanic and Atmospheric Administration, Enclarity (acquired by LexisNexis), EON Reality, OptionEase (acquired by Solium Capital), Printronix and Webvisible. OC METRO recognized

WunderMarx as one of the best places to work in Orange County in 2008 based on its commitment to corporate social responsibility.



Director, Client Services

HKA Marketing Communications

2001 - 2001 (less than a year)

At this public relations agency focused on Orange County companies, Cara collaborated with the agency founder and president to formulate comprehensive business development strategies and attract a portfolio of technology clients. She also mentored young professionals on staff to aid in their development of required media relations, client relations and writing skills.

Director, Corporate and Marketing Communications

Ethentica

2000 - 2001 (1 year)

Cara led communications strategies for this early-stage developer of fingerprint biometric software technology. She wrote the comprehensive PR, sales communications and employee communications strategy to launch Ethentica and complement the company's product development, product marketing and business development efforts. Among her achievements, Cara secured 30 positive product reviews among top-tier technology, business, consumer and local media during a one-year campaign.

Account Manager

1999 - 1999 (less than a year)

Cara managed the corporate PR account team for Toshiba Computer Systems Group.



Manager, Worldwide Public Relations

Ingram Micro

1996 - 1999 (3 years)



Public Information Officer, City of Anaheim Public Utilities

City of Anaheim

1997 - 1998 (1 year)



Senior Copywriter, Marketing Services

Ingram Micro

1995 - 1997 (2 years)



Reporter

Orange County Register

1994 - 1996 (2 years)

Education



Green Flower

Ganjier Certified Level Online Training, <https://www.ganjier.com/online-curriculum/>

 **National University**
Bachelor of Arts, Communications
1994 - 1996

Skills

Brand journalism • B2C e-commerce • Business-to-Business (B2B) • Team Leadership • Branding & Identity • Journalism • Blogging • Writing • Copywriting • Feature Articles

Honors & Awards

Best Public Service Announcement - BLUE Ocean Film Festival and Conservation Event

2012

Best PSA for "Don't Trash the Beach," created for Thank You Ocean and featuring actor and activist Edward James Olmos (thankyouocean.org)

PROTOS - PRSA Orange County

2007

PROTOS, Total Program, Business-to-Business for "Find Yourself Anywhere" launch campaign created for GloNav Inc., a fabless semiconductor company developing single-chip GPS solutions

#27

COMPLETE

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Page 1

Q1

Full Name:

Danielle Mills

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I have worked in the veterinary field for over 20 years, as well as have fostered cats/kittens and dogs/puppies many times through a few different rescues.

Q4

As a Committee member, what ideas or projects are of interest to you?

Interested in being on the committee and supporting adoption and wellness events.

Q5

Respondent skipped this question

Optional Resume:

#9

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Tuesday, February 20, 2024 7:29:10 PM
Last Modified: Tuesday, February 20, 2024 7:41:17 PM
Time Spent: 00:12:07
IP Address: [REDACTED]

Page 1

Q1

Full Name:

paul lancaster

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,
Active Transportation Committee,
Housing and Public Service Grants Committee ,
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

Housing and public service grants committee is my interest. With previous contracting experience I can apply here I think the technical aspects are well served. I live in councilman Chavez's district. As one of few homeowners on my block, Weelo Drive, I can provide valuable feedback from other residents who are often ignored in simple things like permit parking which is only accessible to owners. As a bilingual resident, I find that my neighbors are often ignored. Its not fair and I can help.

Q4

As a Committee member, what ideas or projects are of interest to you?

The bike lane, the master plan redevelopment of my district. Adjusting the city's master plan. Opening a street vendor location and offering case workers to navigate the permit process with the county and to allocate funds for doing so. It shouldn't be the fairgrounds. Fairview developmental is also interesting.

Q5

Respondent skipped this question

Optional Resume:

#18

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, March 06, 2024 4:40:20 PM
Last Modified: Wednesday, March 06, 2024 4:51:54 PM
Time Spent: 00:11:34
IP Address: [REDACTED]

Page 1

Q1

Full Name:

Angela Minjares

Q2

Animal Services Committee

Indicate the name of the Committee you are interested in serving on:

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

As a member of the Animal Services Committee since its inception, I have seen a lot of positive changes and some challenges that still need to be addressed. Being on the committee for has given me a lot of experience and I've seen what works and what doesn't work. As a long-standing member, I have served as Vice-Chair, have rarely been absent from meetings, have contributed suggestions and ideas to try and improve the city's Animal Services, and question and follow up on concerns regarding Animal Services and its partners so they are held to a high caliber. Currently Costa Mesa's Animal Services is experiencing a lot of change and uncertainty after being placed back under the purview of Animal Control and the sudden separation from the city's previous animal shelter. I have had the opportunity to meet with top Costa Mesa Police personnel and one of many points we all agreed on is the importance of continuity with committee members and Animal Control. With this, my previous experience, and passion I have for animals and the city of Costa Mesa, I believe I would be a great asset to see Costa Mesa's Animal Services through the current changes and be able to establish a stable and flourishing service for the community.

Q4

As a Committee member, what ideas or projects are of interest to you?

As a member of the Animal Services Committee, there are several projects and ideas that need our attention to build on and grow into a well established and well-known program for the city of Costa Mesa for our two-legged and four-legged residents.

1) Strengthen the public view of Animal Control: to make the public comfortable in calling Animal Control for strays and animals found

A) Create videos of animal control officers showing how they pick up animals through the process of transferring to shelter/rescue

B) Create video "interviews" to get to know animal control officers on a more personable level and show their love of animals

C) Create print info on animal control officers, possibly in baseball card format, to have at events; have staff or volunteers talk to people about animal control in a positive way

D) Include an article about animal control officers in Costa Mesa's City Hall weekly snapshot

E) Include animal control officers in "coffee with a cop"

F) See if animal control officers can attend events to do a "meet and greet" with the public

2) TNR Program

A) Make a recommendation to city council using the vast amount of information and research collected by the committee so we can conclude this item one way or another

3) Educate the public on responsible pet ownership and care

A) Provide ongoing resources and information to the public regarding shelter and adoption services on cities social media, the Scoop newsletter, city and Animal Services websites, City Hall's weekly snapshot, etc.

B) Provide print info, flyers, etc to be posted and rotated at parks and city public spaces:

a) educational flyers, or "for more info" flyers at parks to educate public on varying topics (importance of licensing, basic training tips, steps for responsible ownership, coyotes, etc)

b) Create informational piece on the new process of how to rescue and get stray cats to the Costa Mesa Animal Shelter

3) Also include info on where to find other educational resources, i.e. Paws 101 series, Animal Services website, the Scoop newsletter, etc.

4) Create mailers with information on animal adoptions, resources, what to do if an animal is found, etc.

Q5

Optional Resume:

[resume%20current%202024%20-%20Animal%20Services%20Committee.docx \(25.7KB\)](#)

Q6

Contact Information: Note: This contact information will not be posted on the City's website or distributed to the public. However, this information is still subject to release pursuant to the California Public Records Act.

Name:

Angela Minjares

Address:

[REDACTED]

City/Town:

[REDACTED]

ZIP/Postal Code:

[REDACTED]

Email Address:

[REDACTED]

Phone (cell):

[REDACTED]

ANGELA MINJARES

Costa Mesa, CA

(805) 291-2260

minjaresperez@gmail.com

Summary

Detail oriented and results driven with over 10 years experience in non-profit. Over 10 years supervisory experience managing a large volunteer program. Over two years supervisory experience managing student employees. Over six years of increasing administrative and human resources experience. Passion for helping others and making a difference in the community.

Skills

Vastly proficient in Microsoft Outlook and Office	Strong problem solving abilities
Experience with Adobe Illustrator and Photoshop	Work well independently and in a team environment
Highly successful interpersonal skills	Proficient in a variety of clerical duties
Excellent written and verbal communication	Considerable experience working with diverse populations
Multitasking projects with varying deadlines	Community outreach and volunteer management experience
Taking initiative to develop and complete projects	Skilled in public speaking
Use of modern office equipment	Work in a fast paced environment with multiple interruptions

Community Service Engagement

January 2018 - Present

City of Costa Mesa

Animal Services Committee Member

- Appointed by the City Council to 5-member volunteer panel charged with educating residents on responsible pet ownership and care with regard to City ordinances and frequently asked questions
- Established fundraising initiatives to support Animal Care Services, the Bark Park, and public education through the Costa Mesa Foundation
- Completed and approved contractual agreements with Newport Center Animal Hospital and Priceless Pet Rescue to establish a new Animal Shelter and Pet Adoption Center for the City of Costa Mesa.
- Promoted animal adoptions at various community events
- Produced public service announcement in print and video regarding the three-pronged partnership with Animal Control, Newport Center Animal Hospital and Priceless Pet Rescue
- Worked on recommendations to the City Council regarding ordinances related to a Trap Neuter Release (TNR) program for community cats
- Worked with other shelters, cities, and organizations to develop or improve practices and policies related to shelter care, TNR programs, and community education
- Assist Animal Control with promotion and education related to coyotes and the City's Coyote Management Plan
- Coordinate with Parks and Community Services and Animal Care Services on community events, initiatives and projects

Experience

Officer Coordinator

February 2017 - Present

UC Irvine Health

- Provided administrative support for Human Resources, created search plans in UC Recruit database to recruit staff, faculty and postdoctoral fellows
- Requested onboarding, renewal, and separation requests through Service Now system
- Assisted in the recruitment, interview process, and hiring of student assistants who support the various divisions throughout the department

- Created and maintained accurate staff, visiting scholar, and Volunteer Clinical Faculty personnel files and records, maintained strict security and confidentiality for all files
- Assisted in supervision of HR/Personnel student assistants, assigned tasks, oversaw completion of work, and provided coaching and direction when needed
- Coordinated the Volunteer Clinical Faculty program, established and implemented written policies and procedures, prepared and submitted applications for new and renewal appointments, tracked participation and performance using spreadsheets,
- Provided administrative support for Academic Affairs, assisted with preparation and submission of files for new faculty appointments, merit increases, and promotional reviews
- Created and processed files in Academic Review Personnel database for academic review actions for appointments and promotions
- Assisted faculty and visiting scholars with preparation and submission of appointment and renewal files, prepared and submitted visa requests for visiting scholars and their dependents, acted as liaison for visiting scholars providing assistance and information throughout the process
- Managed front desk duties, greeted and provided assistance to all visitors in a professional and welcoming manner, served as back-up to Office Manager for calendar management of department meeting spaces, and distributed mail, packages, and deliveries

Volunteer Manager

June 2007 – February 2017

American Red Cross, Blood Services

- Managed and oversaw an average of 120 volunteers and interns from a diverse population addressing performance issues, providing volunteer support, managing scheduling issues, and recognizing volunteers on a regular basis
- Performed community outreach efforts to develop and maintain partnerships with local universities and community colleges, local organizations, government agencies, churches, and other non-profits
- Recruited volunteers through social media, local newspapers, print ads, flyers, and brochures
- Gave public presentations to individuals and groups at school and college fairs, in the form of informational sessions, and offsite training events
- Conducted volunteer interviews and assessments to ensure volunteers are qualified and appropriate for various volunteer positions
- Provided orientation and training to individuals and groups ensuring proper placement and qualification to assist donors in a health setting
- Coordinated the scheduling of volunteers for daily blood drives occurring at varying times of day and locations in North Orange County
- Managed the online volunteer database regarding volunteer schedule, hours, updating important information, and ongoing recognition of volunteers
- Maintained accurate and updated volunteer records while maintaining secure and confidential volunteer files
- Supported volunteers by providing coaching and re-direction when needed, adjusting their schedule to best suit their needs, and promoted those with leadership potential to lead positions
- Organized, planned, and coordinated quarterly volunteer recognition events
- Collaborated with colleagues to ensure proper placement of potential volunteers and worked closely to provide additional support to one another and internal customers
- Performed a variety of clerical duties in support of the volunteer program including intake of phone calls, filing, maintain a variety of files and records, word processing, creating a range of reports, and data entry

Enrollment Case Manager

February 2006 – June 2007

Big Brothers Big Sisters of Orange County

- Conducted interviews with child enrollees, at-risk youth, and parents or guardians
- Performed in-depth screenings and interviews of prospective adult volunteers to determine their suitability as a mentor
- Oriented and trained prospective adult volunteers on their role and responsibilities involved in the program and mentoring youth
- Assessed, screened, and evaluated each applicant's suitability and placement into the program
- Matched appropriate adult volunteers to mentor the most suitable child based on varying factors

- Tracked, recorded, and reported any allegations made by the child enrollee or the parent/guardian
- Managed, arranged, and supervised monthly community group events for matched volunteers and children

After School Instructor

August 2005 – February 2006

Camp Fire USA – Tustin, CA

- Supervised and instructed at-risk youth who had been identified as benefiting from an after school program
- Instructed sixth, seventh, and eighth grade students in supplementary math, science and English lessons
- Assisted students in completing homework assignments and improved their understanding of various subjects
- Developed and implemented lesson plans for extracurricular classes such as nutrition, cooking, fashion design, community service and performing arts
- Provided mentorship to students by showing understanding, concern and modeling positive behavior
- Monitored and assisted students during sports events and outdoor games

Volunteer Development Specialist

September 2004 – August 2005

Americorps Member/Camp Fire USA - Tustin, CA

- Created a volunteer development program for the entire agency including development of policies, procedures, a volunteer tracking system, and promotional print and media materials
- Developed and implemented a volunteer program supporting after school programs for at-risk youth at nine sites
- Worked within collaborative program that included the school district and other non-profit agencies
- Conducted outreach and recruitment of volunteers through partnerships with local agencies and organizations
- Interviewed, screened, and placed volunteers in appropriate positions
- Created and facilitated orientation and training sessions, including production of a volunteer handbook
- Supervised over 20 volunteers during the course of the program year
- Planned and designed a countywide, web-based volunteer placement system for the Orange County Americorps Alliance

Education

University of California, Irvine
Bachelor of Arts in Psychology
Bachelor of Arts in Dance

December 2004
June 2005

Allan Hancock College, Santa Maria, CA
Associates of Arts in Liberal Arts

May 2001

#24

COMPLETE

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Q1

Full Name:

Debra Lee

Q2

Indicate the name of the Committee you are interested in serving on:

Animal Services Committee ,
Mobile Home Park Advisory Committee

Q3

Indicate why you wish to serve on this Committee. Provide any experience or qualifications you may possess that you think would be beneficial to this Committee. A resume (optional) may be attached.

I wish to help protect my interest and the interest of my neighbors in being treated fairly within our mobile home community.

Q4

As a Committee member, what ideas or projects are of interest to you?

Keeping the residence, safe and guarding the elderly against theft and fraud.

Q5

Respondent skipped this question

Optional Resume: