




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Odessa Bombay Stevens</i>		
Board/Commission Name: <i>Seattle Transit Advisory Board</i>		Position Title: <i>Get Engaged Member</i>
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment		Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other		Term of Office: <i>9/1/15 – 08/31/16</i>
Residential Neighborhood: <i>Greenwood</i>	Zip Code: <i>98133</i>	Contact Phone No.:
Legislated Authority: <i>Res. 31572</i>		
Background: <i>Odessa is a recent college graduate, interested in transportation and sustainability. She travelled and taught English in Korea and learned a lot about transit in a different context, which has informed her thinking about transit in the city of Seattle.</i>		
Date of Appointment: <i>6/29/15</i>	Authorizing Signature (original signature): 	Appointing Signatory: <i>Mayor Edward B. Murray</i>

FILED
 CITY OF SEATTLE
 2015 JUL 31 AM 9.47
 CITY CLERK

ODESSA BOMBAY STEVENS**EDUCATION AND CERTIFICATIONS**

- University of Washington Bachelor of Arts; Political Science Seattle, Washington; 2012
- Life and Disability Insurance License Washington State; 2014

PROFESSIONAL EXPERIENCE

Account Administrator Kibble & Prentice; Seattle, WA July 2014 - Current

- Verifies accuracy of client contracts, booklets, and plan documents ensuring health benefits
- Lead of Mobile App, implementation and development for PNW Region and National
- Develop employee benefit summary drafts for clients to communicate annual renewal changes, enrollment procedures, miscellaneous benefit changes and/or clarifications
- Initiation of contract changes and/or plan amendments as needed with changes by the Affordable Care Act
- Develop Benefit Plan Manuals, client/carrier contact sheets, and other client resources

English Learning Instructor Korea POLY School; Seoul, South Korea Feb. 2013 - Mar. 2014

- Instructed and over-saw over one-hundred second-language students -of various levels of comprehension and age groups- for up to 12 hours a day
- Taught and communicated verbally, in e-mails, and report cards with Korean students and their families
- Dealt with diverse cultural differences and customs with ease
- Adapted to students' needs and weaknesses by taking complex lessons, simplifying them, and executing them in a way the students can register them
- Properly prepared 50% of my students to achieve admittance to the highly competitive Magnet Program
- Balanced work demands even in the face of living in a foreign country

Front Desk Agent/ Concierge Inn at Harbor Steps; Seattle, WA Jan. 2005 - Oct. 2012

- Assisted guests in reservations, directions, and other inquiries about service via multiple lined phones, e-mail, in person, etc.
- Held access to thousands of customers' sensitive information such as address, credit card, etc.
- Represented the Inn as the initial interaction with the business by performing various guest service duties such as welcoming, checking in, giving concierge references, a general guidance of Seattle, etc.
- Balanced software system, IQWare, and batch accounts of up to \$25,000 daily of credit, cash, and checks

Extern Honorable Judge Mary Yu - King County Superior Court & King County Prosecutors Office - Domestic Violence Unit June 2011 - July 2012

- Prepared internal projects and public presentations for National Council of Juvenile and Family Court Judges Conference
- Created judgment memos for cases set for trial such as criminal cases, summary judgments, and compel orders
- Held private clearance to both the King County Prosecutor and King County databases to assist in prosecution
- Gained additional evidence in domestic-violence cases through investigative work
- Assisted in trials by organizing trial folders, assisting in meetings, and going over paperwork
- Suggested person opinions to influence jury members chosen during *voir dire*s (jury selection)

COMMUNITY WORKS AND ACHIEVEMENTS

- Mentor- Community for Youth 2014-Current
- Running Buddy- Girls on the Run 2015
- Board member of Ascend- Seattle Chapter 2014-Current
- Graduate of Seattle Works- "The Bridge" Non-Profit Board Training 2014
- Board member of Washington Ceasefire 2009-2012
- Founder of student organization at the University of Washington 2010-2011
- Represented North Seattle Seafair Scholarship Program 2010
- Awarded the SeaFair Silent Knight Foundation Safety award 2010

SEATTLE TRANSIT ADVISORY BOARD

11 members: Per Resolution 31572, all subject to City Council confirmation, with five 2-year terms and six 3-year terms initially, followed by subsequent two-year terms:

- 5 City Council-appointed
- 6 Mayor-appointed
- 1 Other Appointing Authority-appointed: YMCA Get Engaged program

Roster:

*D	**G	Position No.	Position Title	Name	Term Start Date	Term End Date	Term #	Appointed By
5	F	1.	Member	Marci Carpenter	8-3-15	8-2-18	1 st	City Council
6	F	2.	Member	Katie Wilson	8-3-15	8-2-18	1 st	City Council
6	M	3.	Member	Jonathan Howard	8-3-15	8-2-18	1 st	City Council
6	M	4.	Member	Kevin Duffy-Greaves	8-3-15	8-2-17	1 st	City Council
6	F	5.	Member	Harriet Wasserman	8-3-15	8-2-17	1 st	City Council
3	F	6.	Member	Carla Chavez	8-3-15	8-2-18	1 st	Mayor
6	F	7.	Member	Celeste Gilman	8-3-15	8-2-18	1 st	Mayor
6	M	8.	Member	Ron Posthuma	8-3-15	8-2-18	1 st	Mayor
6	F	9.	Member	Erin Tighe	8-3-15	8-2-17	1 st	Mayor
6	M	10.	Member	Zach Shaner	8-3-15	8-2-17	1 st	Mayor
6	M	11.	Member	Ezra Basom	8-3-15	8-2-17	1 st	Mayor
1	F	12.	Get Engaged Member	Odessa Bombay Stevens	9/1/15	8/31/16	1 st	Get Engaged

Diversity Chart:

			(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)		
	Men	Women	Vacant	Minority	Asian-American	Black/African American	Hispanic/Latino	American Indian/Alaska Native	***Other	Caucasian/Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	3	3		1			1			5			
Council	2	3		1					1	4			
Other		1		1	1								
Total	5	7		3	1		1		1	9			

Key:

- *D List the corresponding *Diversity Chart* number (1 through 9)
- **G List *gender*, M or F
- ***Other Includes diversity in any of the following: *race, gender and/or ability*