



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: Liz Kellogg		
Board/Commission Name: Seattle Women's Commission		Position Title: Commission Member
Appointment OR <input checked="" type="checkbox"/> Reappointment		Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: Specify appointing authority		Term of Office: Council Confirmation July 1, 2017
Residential Neighborhood: Fremont	Zip Code: 98107	Contact Phone No.: NA
Legislated Authority: SMC 3.14.920, SMC 3.14.921, SMC 3.51.010, Ordinance 118392, Ordinance 120871		
Background: Liz Kellogg works at Alere Wellbeing as a research grants manager. She oversees multiple health services research grants with a combined budget of \$400,000. She works with external study partners all over the country to ensure smooth study operations in everyone area from participant recruitment and retention to the dissemination of study results. She is extremely excited about being a Commissioner on the Seattle Women's Commission. Liz has a strong background in research, analysis and love for writing, particularly in the areas of occupational gender segregation, women's health, violence against women and issues faced by women veterans. She is looking forward to working with the Commission in these areas.		
Date of Appointment: August 12, 2015	Authorizing Signature (original signature): 	Appointing Signatory: Councilmember Bruce Harrell

LIZ KELLOGG

PROFESSIONAL EXPERIENCE

Research Grant Manager

04/2013 – Present

Alere Wellbeing – Seattle, WA

- Coordinating billing, budget management, contract compliance, and writing progress reports for six grant-funded research studies with a combined annual budget of over \$400,000
- Collaborating with external research study partners to plan projects from start to finish: grant writing (three large NIH grants per year), experimental study design, budget development, contract negotiation, IRB applications, and data management plans
- Managing two direct reports: delegating appropriate tasks, training on new study protocols, and giving constructive feedback
- Utilizing internal reporting systems and working with database management staff to ensure that all study operations are adhering to protocols for a total of nearly 1,500 participants
- Compiling and running quality assurance checks, writing weekly and monthly reports, and sending to external study partners, while ensuring compliance with HIPAA
- Assisting with data cleaning and analysis, contributing to manuscripts

Policy Intern

03/2012 – 12/2012

Service Women's Action Network (SWAN) – New York, NY

- Developed a metric to measure stakeholder engagement, designed survey, and follow-up protocols for an evaluation of a conference and legislative advocacy day
- Wrote and published a policy analysis white paper with little prior topical knowledge; served as first author and head researcher; worked closely with two co-authors under a tight deadline

Quantitative Research Assistant

08/2011 – 10/2012

Institute for Social and Economic Research and Policy – New York, NY

- Created and maintained a database of sex composition data for over 600 occupations from 1970 – 2002 from publicly available sources
- Used previously established methods and created novel ways to “crosswalk” occupational codes from Census data to match occupational coding schemas used in the General Social Survey

Policy Research Assistant

10/2010 – 05/2011

University of Vermont – Burlington, VT

- Assisted with content analysis of the Affordable Care Act related to the process of its passage via reconciliation
- Fact checked and proofread manuscripts for peer-reviewed journals

EDUCATION

Columbia University – MPH, Health Policy and Management 2012

University of Vermont – BA, Psychology; Women's and Gender Studies 2011

Software knowledge:

Expert – Microsoft Excel, PowerPoint, Project, Word, & Visio

Intermediate – SPSS, Stata, DatStat, Tableau, & Visual Basic for Applications

Seattle Women's Commission

August 2015

21 Commission members: Per SMC 3.14.920, Confirmed by City Council 2-year terms, all subject to City Council confirmation, 2-years for each term]-year terms:

- 9 City Council-appointed
- 9 Mayor-appointed
- 2 Appointed by Commission, Confirmed by City Council
- 1 Member Get Engaged Program Appointed by the Mayor Confirmed by City Council
1-year term appointed in September

Roster:

*D	**G	Position No.	Position Title	Name	Term Start Date	Term End Date	Term #	Appointed By
		1.	Member	Vacant		07/01/16	2 nd	Mayor
2	F	2.	Member	Teresa Springer	09/11/14	07/01/16	1 st	Mayor
6	F	3.	Member	Jaron Reed Goddard	09/30/13	07/01/17	1 st	Mayor
1	F	4.	Member	Sarah Domondon	09/11/14	07/01/16	1 st	Mayor
2	F	5.	Member	Tracey Whitten	09/29/14	07/01/17	1 st	Mayor
6	F	6.	Member	Clarissa Lord Brundage	09/29/14	07/01/17	1 st	Mayor
2	F	7.	Member	Jennifer Cobb	09/29/14	07/01/17	1 st	Mayor
6	F	8.	Member	Morgan Beach	09/29/14	07/01/16	1 st	Mayor
1	F	9.	Member	Lylianna Allala	09/29/14	07/01/16	1 st	Mayor
6	F	10.	Member	Wendy Gillihan	08/04/14	07/01/17	2 nd	City Council
6	F	11.	Member	Honey Jo Herman	06/08/15	07/01/17	1 st	City Council
6	F	12.	Member	Alison Mondri	08/04/14	07/01/17	2 nd	City Council
2	F	13.	Member	Phyllis Lewis	09/29/14	07/01/16	2 nd	City Council
2	F	14.	Member	Mergitu Argo	08/04/14	07/01/16	3 rd	City Council
3	F	15.	Member	Elsa Batres-Boni	09/30/13	07/01/17	1 st	City Council
6	F	16.	Member	Liz Kellogg	09/30/13	07/01/17	1 st	City Council
3	F	17.	Member	Mercedes Elizalde	08/04/14	07/01/16	1 st	City Council
2	F	18.	Member	Lakeisha Jackson	09/11/14	07/01/16	1 st	City Council
6	F	19.	Member	Michele Frix	08/04/14	07/01/16	2 nd	Commission
6	F	20.	Member	Nicki Olivier Hellenkamp	09/11/14	07/01/17	1 st	Commission
2	F	21.	Get Engaged	Loida Erhard	09/11/14	09/30/16	1 term	Mayor

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	0	8	1	6	2	3	0	0	0	3	0	0	0
Council	0	9	0	5	0	3	2	0	0	4	0	0	0
Comm	0	2	0	0	0	0	0	0	0	2	0	0	0
GE	0	1	0	1	0	1	0	0	0	0	0	0	0
Total	0	20	0	12	2	7	2	0	0	9	0	0	0

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*