



City of Seattle Boards & Commissions Notice of Appointment

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|--|----------------------------------|---|
| Appointee Name: <i>James Munger</i> | | |
| Board/Commission Name: <i>Seattle Human Rights Commission</i> | | Position Title: <i>Member</i> |
| <input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment | | City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i> | | Term of Position: * <i>7/23/23</i> to <i>7/22/25</i> <input checked="" type="checkbox"/> <i>Serving remaining term of a vacant position</i> |
| Residential Neighborhood: <i>Eastlake</i> | Zip Code: <i>98102</i> | Contact Phone No.: <i>Business phone # - NOT personal phone #</i> |
| Background: James in serving on a Board or Commission because he feels that public service is a responsibility that all people should explore. In a democracy, all social and civic change starts with the involvement of single individuals, and so I think it's my turn to start getting involved. | | |
| Authorizing Signature (original signature): <i>Cathy Moore</i> Date Signed (appointed): <i>02/25/25</i> | | Appointing Signatory: <i>Councilmember Cathy Moore</i> <i>Seattle City Council</i> |

JAMES MUNGER



I am a creative and dedicated office professional who is seeking a position that takes advantage of my interpersonal skills and top-notch organizational skills.

EXPERIENCE

NOVEMBER 2022 – CURRENT

SENIOR PROJECT MANAGER, JND LEGAL ADMINISTRATION

- Planned and executed multiple large scale class action settlements from beginning to end.
- Oversaw noticing of class members, review of claims, and administration of benefits of settlements totaling hundreds of millions of dollars.
- Coordinated efforts of teams across entire company to ensure class action settlements were administered within strict adherence to client's needs.
- Analyzed and forecast budgets and schedules on multiple projects to ensure competing demands for bandwidth were all met.
- Grew and trained project management team to meet demand of a growing caseload.

OCTOBER 2021 – NOVEMBER 2022

PROJECT MANAGER, JND LEGAL ADMINISTRATION

- Managed execution of class action settlements.
- Tracked funds of projects to guarantee execution of projects within budget constraints.
- Developed new procedures for reviewing claims efficiently and accurately, massively reducing error rate of team while increasing productivity.

OCTOBER 2019 – AUGUST 2021

SUPERVISOR, ABC LEGAL SERVICES

- Managed day-to-day operations of 15-person team, which oversaw dispatch of legal documents to over 3,000 contractor process servers across all 50 states.
- Created and implemented KPIs for our department to drive performance and meet customer expectations.
- Identified pain points for both contractors and customers and worked with product team to implement fixes and improvements.
- Implemented significant automation of our standard tasks to ensure greater scalability while ensuring the highest standard of customer satisfaction.

MARCH 2018 – OCTOBER 2019

LEAD, ABC LEGAL SERVICES

- Oversaw scheduling and training of team specialists.
- Introduced new performance metrics for team to ensure specialists were answering support inquiries at the highest possible quality while still meeting quantitative metrics.

- Operated as dedicated point of contact for any critical or escalated issues regarding service of process.

NOVEMBER 2018 – MARCH 2019

PROJECT COORDINATOR, ABC LEGAL SERVICES

- Worked with department leadership to propose technical improvements to product team to accommodate ABC Legal's growth.
- Audited suspicious behavior from contractors to identify possible issues with service of process in order to maintain highest possible standards of integrity for our customers.

APRIL 2017 – NOVEMBER 2019

OPERATIONS SPECIALIST, ABC LEGAL SERVICES

- Ensured timely return of filed legal documents from courts across the country.
- Transcribed details of thousands of filed legal documents.
- Consistently met quick deadlines and exceeded goals.

EDUCATION

GRADUATED 2009

BACHELOR OF ARTS IN HISTORY, SEATTLE UNIVERSITY

Seattle Human Rights Commission

February 2025

21 Members: Pursuant to SMC 3.14.920, all members subject to City Council confirmation, 2-year terms, except for the Get Engaged member which will be a 1-year term per SMC 3.51.

- 8 City Council-appointed
- 9 Mayor-appointed (includes 1 Get-engaged Mayor position)
- 4 Other Appointing Authority-appointed: Commission-appointed

Roster:

| *D | **G | RD | Position No. | Position Title | Name | Term Begin Date | Term End Date | Term # | Appointed By |
|----|-----|----|--------------|----------------|----------------------|-----------------|---------------|--------|--------------|
| | F | | 1. | Member | Bryannah Quander | 7/23/23 | 7/22/25 | 1 | City Council |
| | M | | 2. | Member | Trevor Duston | 7/23/23 | 7/22/25 | 1 | Mayor |
| | F | | 3. | Member | Amy Kate Bailey | 7/23/23 | 7/22/25 | 1 | City Council |
| | F | | 4. | Member | Gwen McCullough | 7/23/23 | 7/22/25 | 1 | Mayor |
| | M | | 5. | Member | James Munger | 7/23/23 | 7/22/25 | 1 | City Council |
| | M | | 6. | Member | Kyle Tibbs | 1/23/24 | 1/22/26 | 1 | Mayor |
| | F | | 7. | Member | Mariam Sulayman Koss | 1/23/24 | 1/22/26 | 1 | City Council |
| | F | | 8. | Member | Fathiya Abdi | 1/23/24 | 1/22/26 | 1 | Commission |
| | | | 9. | Member | | 7/23/24 | 7/22/26 | 1 | Mayor |
| | F | | 10. | Member | Koumudi Phadake | 7/23/24 | 7/22/26 | 1 | City Council |
| | F | | 11. | Member | Radhika Joshi | 7/23/24 | 7/22/26 | 1 | Mayor |
| | F | | 12. | Member | Anika Khan | 7/23/24 | 7/22/26 | 1 | City Council |
| | F | | 13. | Member | Kristina Sawyckyj | 1/23/24 | 1/22/26 | 1 | Mayor |
| | M | | 14. | Member | Ali Khan | 1/23/24 | 1/22/26 | 1 | City Council |
| | F | | 15. | Member | Diana Ortega-Chance | 1/23/24 | 1/22/26 | 1 | Mayor |
| | M | | 16. | Get Engaged | Avery Hultgren | 9/1/24 | 8/31/25 | 1 | Mayor |
| | M | | 17. | Member | Phillip Lewis | 7/23/24 | 7/22/26 | 1 | City Council |
| | F | | 18. | Member | | 1/23/24 | 1/22/26 | 3 | Mayor |
| | M | | 19. | Member | Goutham Putta | 7/23/24 | 7/22/26 | 1 | Commission |
| | M | | 20. | Member | Nicholas Leydon | 1/23/24 | 1/22/26 | 1 | Commission |
| | F | | 21. | Member | Miranda Catsambas | 7/23/24 | 7/22/26 | 1 | Commission |

SELF-IDENTIFIED DIVERSITY CHART

| | SELF-IDENTIFIED DIVERSITY CHART | | | | | | | | | | | | |
|----------------|---------------------------------|--------|-------------|--------|-------|------------------------|-----------------|-------------------------------|-------|------------------------|------------------|----------------|-------------|
| | | | (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) | | |
| | Male | Female | Transgender | NB/O/U | Asian | Black/African American | Hispanic/Latino | American Indian/Alaska Native | Other | Caucasian/Non-Hispanic | Pacific Islander | Middle Eastern | Multiracial |
| Mayor | 3 | 4 | | | | | | | | | | | |
| Council | 3 | 5 | | | | | | | | | | | |
| Comm | 2 | 2 | | | | | | | | | | | |
| Total | 19 | | | | | | | | | | | | |

Key: *D List the corresponding Diversity Chart number (1 through 9)

**G List gender, M= Male, F= Female, T= Transgender, NB= Non-Binary O= Other U= Unknown
Residential Council District number 1 through 7 or N/A -Diversity info is self-identified and

**RD voluntary.