



## City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>James Munger</i>		
<b>Board/Commission Name:</b> <i>Seattle Human Rights Commission</i>		<b>Position Title:</b> <i>Member</i>
<input type="checkbox"/> <b>Appointment</b> <b>OR</b> <input checked="" type="checkbox"/> <b>Reappointment</b>		<b>City Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>		<b>Term of Position: *</b> <i>7/23/25</i> <b>to</b> <i>7/22/27</i>  <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
<b>Residential Neighborhood:</b> <i>Eastlake</i>	<b>Zip Code:</b> <i>98102</i>	<b>Contact Phone No.:</b> <i>Business phone # - NOT personal phone #</i>
<b>Background:</b> James looks forward to continuing to serve on the Human Rights Commission because he feels that public service is important for making a difference in your local community. In a democracy, all social and civic change starts with the involvement of single individuals. He's especially motivated to continue his work focusing on Criminal Justice Reform.		
<b>Authorizing Signature (original signature):</b>  <i>Cathy Moore</i>  <b>Date Signed (appointed): 06/04/25</b>		<b>Appointing Signatory:</b> <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

## July 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 who will serve a 1-year term pursuant to *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	Bryennah Quander	7/23/25	7/22/27	2	City Council
	M		2.	Member	Trevor Duston	7/23/25	7/22/27	1	Mayor
	F		3.	Member	Amy Kate Bailey	7/23/25	7/22/27	1	City Council
	F		4.	Member	Gwen McCullough	7/23/25	7/22/27	1	Mayor
	M		5.	Member	James Munger	7/23/25	7/22/27	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
	M		8.	Member	Calvin Lassiter	1/23/24	1/22/26	1	Commission
	F		9.	Member	Beverly Smith	7/23/24	7/22/26	1	Mayor
	F		10.	Member	Koumudi Phadake	7/23/24	7/22/26	1	City Council
			11.	Member	VACANT	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	Katie Gonser	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	5											
Council	3	5											
Comm	3	1											
Total	9	11											

List the corresponding *Diversity Chart* number (1 through 9) \*\*G L ist *gender*, **M**= Male, **F**= Female, **T**= Transgender, **NB**= Non-Binary **O**= Other **U**= Unknown \*\*RD Residential Council District number

Key: \*D 1 through 7 or N/A -Diversity info is self-identified and voluntary.