

City of Seattle



Director

**Office of
Intergovernmental Relations**

**Confirmation Packet
July 24, 2024**

Mina Hashemi



July 24, 2024

The Honorable Sara Nelson
President, Seattle City Council
Seattle City Hall, 2nd Floor
Seattle, WA 98104

Dear Council President Nelson:

I am pleased to transmit to the City Council the following confirmation packet for my appointment of Mina Hashemi as Director of the Office of Intergovernmental Relations.

The materials in this packet are divided into two sections:

1. **Mina Hashemi**

This section contains Ms. Hashemi's appointment and oath of office forms, resume, and the press release announcing her selection.

2. **Background Check**

This section contains the report on Ms. Hashemi's background check.

The Office of Intergovernmental Relations (OIR) serves as a bridge connecting Seattle with other jurisdictions, including regional, state, federal, Tribal, and international governments. Our City's success depends heavily on collaboration with other governments around us. By maintaining strong relationships, we can more effectively address shared challenges and ensure that our voice is heard at all levels. Ms. Hashemi, as a proven leader in intergovernmental affairs, is the right person to guide OIR toward success.

Ms. Hashemi has worked closely with governmental partners at a variety of levels and has a strong reputation as a collaborative problem solver. She joined the City in May after several years at King County, where she served as the Director of Strategic Partnerships for Executive Dow Constantine. In this role, she was a key member of Executive Constantine's leadership team and led high-priority government relations projects for the County. Prior, she served as the liaison between the Executive and King County Council, successfully building relationships between both branches. On top of her notable career at the County, she previously served as the Executive Director of the Washington State House Democratic Campaign Committee, where she fostered close relationships with members of the Seattle delegation and other legislators across the state. In all of her experiences, she has demonstrated a strong ability to think strategically and work collaboratively to accomplish policy goals.

Since joining the department in May, Ms. Hashemi has actively engaged with other governmental partners with an eye toward strengthening the City's relationships. I have been impressed by her interest in reaching consensus while taking into account a diversity of viewpoints and stakeholders. She is also prepared to advance the City's legislative priorities, including by improving the efficacy of the State Legislative Agenda for the upcoming legislative session. I understand that she has already engaged with each of your offices to understand your priorities to ensure your perspectives are well represented. In addition, she is already well respected by her OIR staff, who enthusiastically support her becoming the next OIR Director.

Before sending Ms. Hashemi's nomination to you today, my office consulted with stakeholders, including staff at the Office of Intergovernmental Relations, state legislators, County employees, Tribal government affairs representatives, labor representatives, and members of the business community. These stakeholders fully supported Ms. Hashemi's nomination and collectively expressed that she is the ideal person for this role. Her strong leadership skills, close ties with key governmental partners, proven dedication to public service, and enthusiastic support from stakeholders informed my decision to advance Ms. Hashemi's nomination for your consideration. Following the thoughtful review process by Council President Nelson's Governance, Accountability, and Economic Development Committee, I trust that you will agree that Ms. Hashemi has tenacity and brings the right blend of interpersonal and critical thinking skills.

If you have any questions about the attached materials or need additional information, Deputy Mayor Greg Wong would welcome hearing from you. I appreciate your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Bruce A. Harrell". The signature is written in black ink and is positioned above the printed name and title.

Bruce A. Harrell
Mayor of Seattle

SECTION

A



City of Seattle

Mayor Bruce Harrell

July 8, 2024

Mina Hashemi
Seattle, WA
Transmitted via e-mail

Dear Mina,

It gives me great pleasure to appoint you to the position of Director of the Office of Intergovernmental Relations at an annual salary of \$181,050.

Your appointment as Director is subject to City Council confirmation; therefore, you will need to attend the Council's confirmation hearings. Once confirmed by the City Council, you serve at the pleasure of the Mayor.

Your contingent offer letter provided employment information related to the terms of your employment, benefits, vacation, holiday and sick leave.

I look forward to working with you in your role as Director and wish you success. We have much work ahead of us, and I am confident that the Office will thrive under your leadership.

Sincerely,


A handwritten signature in blue ink that reads "Bruce A. Harrell". The signature is written in a cursive, flowing style.

Bruce A. Harrell
Mayor of Seattle

cc: Seattle Department of Human Resources file



City of Seattle Department Head Notice of Appointment

Appointee Name: <i>Mina Hashemi</i>	
City Department Name: <i>Office of Intergovernmental Relations</i>	Position Title: <i>Director</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 type="checkbox"/> City Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	Term of Position: * Council Confirmation to Mayor's Discretion <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Background: Ms. Hashemi has worked closely with governmental partners at a variety of levels and has a strong reputation as a collaborative problem solver. She joined the City in May after several years at King County, where she served as the Director of Strategic Partnerships for Executive Dow Constantine. In this role, she was a key member of Executive Constantine's leadership team and led high-priority government relations projects for the County. Prior, she served as the liaison between the Executive and King County Council, successfully building relationships between both branches. On top of her notable career at the County, she previously served as the Executive Director of the Washington State House Democratic Campaign Committee, where she fostered close relationships with members of the Seattle delegation and other legislators across the state. In all of her experiences, she has demonstrated a strong ability to think strategically and work collaboratively to accomplish policy goals.	
Authorizing Signature:  Date Signed: July 24, 2024	Appointing Signatory: <i>Bruce A. Harrell</i> <i>Mayor of Seattle</i>

*Term begin and end date is fixed and tied to the position and not the appointment date.



CITY OF SEATTLE ▪ STATE OF WASHINGTON
OATH OF OFFICE

State of Washington

County of King

I, Mina Hashemi, swear or affirm that I possess all of the qualifications prescribed in the Seattle City Charter and the Seattle Municipal Code for the position of Director of the Office of Intergovernmental Relations; that I will support the Constitution of the United States, the Constitution of the State of Washington, and the Charter and Ordinances of The City of Seattle; and that I will faithfully conduct myself as Director of the Office of Intergovernmental Relations.

Mina Hashemi

Subscribed and sworn to before me

this ____ day of _____, 2024.

[Seal]

Scheereen Dedman, City Clerk

MINA HASHEMI

<http://www.linkedin.com/in/hashemi-mina>

Summary

- Proven problem solver and transformational leader with demonstrated success writing and executing strategic plans, directing government and external relations, influencing policy, fostering diversity, equity and inclusion, and building effective teams.
- Exceptionally skilled in high-level decision-making and analysis, executive presentations and briefings, relationship building, interpersonal communication, and group development.
- Extensive record of success in Director-level roles and experience working with government, political campaigns, and non-profit organizations.

Recent Professional Experience

Office of King County Executive Dow Constantine, King County, WA

Director of Strategic Partnerships, July 2023 - Present

Fulfill a critical role on the Executive's leadership team leading government relations for high priority projects and public and private partnerships. Manage regional and municipal government and external relationships, programs, and staff to drive the strategic direction of all external affairs and projects. Develop and advise on state and local legislative strategy for the county's priority issues and projects related to housing, climate, infrastructure, equity, and more. Create and deliver business cases to show value of new partnerships and influence public policy and develop strategic and operational plans to engage in intersectional issues lead by government, private, and community partners. Provide strategic direction to leadership of 10+ agencies and offices across the government, serving over 2.25 million residents of King County.

Director of Council Relations, January 2022-July 2023

Lead government relations with the King County Council on behalf of the Executive branch. Directed legislative strategy on priority issues under the county's jurisdiction including budgets, public safety, transit, homelessness, human services, public health, and more. Implemented and advised on legislative strategy for passage of the \$16.2 billion biennial budget and property tax levies, including the Doors Open Cultural Access and Crisis Cares Center levies, and creation of new Office of Economic Opportunity and Creative Economy and the Office of Climate. Provided strategic direction to leadership of 10+ agencies and offices across county government and managed coordination of all legislative activities.

Community Engagement and Co-Creation Program Manager, Office of Equity, Racial and Social Justice, April 2021-January 2022

Worked closely with King County's first Chief Equity and Inclusion Officer to develop new programs and special projects related to the declaration of Racism as a Public Health Crisis in King County, WA, established with one-time federal funding. Lead the vision, strategy, and execution of new Community Engagement and Co-Creation team and program tasked with ensuring that community engagement across the Executive Branch of government incorporates pro-equity and anti-racist principles.

House Democratic Campaign Committee, Seattle, WA

Executive Director, September 2017 – April 2021

Directed the largest legislative campaign operation in Washington state. Wrote and implemented strategic plan, which ensured protection of 57 Democratic legislative seats and crafted the successful 2020 and 2018 campaign strategies which flipped eight Republican held seats and elected the most diverse House Democratic Caucus in

Washington's history. Worked closely with the Speaker of the House and Executive Board and built key relationships with House members, federal, state, and local elected officials, labor unions, Tribes, advocacy groups, donors, and other important constituencies. Recruited and trained a team of direct employees and candidates across Washington to run for office.

Deputy Director, March 2015 – December 2016

Served as an internal general consultant to House candidates: set up operations, hired staff, advised on policy, messaging, and paid communications. Conducted media and candidate and staff trainings. Managed the \$6M fundraising program to guarantee budget goals were met, resulting in record-breaking spending. Identified, cultivated, and stewarded major individual donors, annual corporate and tribal donors. Managed all organizational operations.

Director of Development and Operations, September 2013 - March 2015

Finance Director, January 2010 - November 2012

Friends of Dow Constantine, Political Director, January – August 2017

Strengthened and grew the incumbent King County Executive's political network by cultivating relationships with key allies, elected officials, labor unions, and a diverse range of constituents. Expanded the Executive's digital footprint with development of an online campaign plan, quadrupling the campaign's email subscribers, and re-launching the campaign website and branding guide. Wrote and executed 2017 re-election campaign plan: secured key endorsements, analyzed data regarding the electoral, political, and demographic landscapes of the electorate, represented the Executive at community events, and monitored progress toward goals and addressed challenges.

Additional Experience

Assistant Director of Corporate Relations, Michael G. Foster School of Business, University of Washington,
November 2012 – September 2013

King County Community Organizer, Washington Conservation Voters, November 2008 – December 2009

Outreach Director, Fuse Washington, January – October 2008

Campaign Manager, Gael Tarleton for Port Commissioner, April – November 2007

Lobbying Assistant, Sharon Case, Government Relations, 2007 Legislative Session

Field Organizer and Volunteer Coordinator, Darcy Burner for Congress, April - November 2006

Volunteer Service

National Women's Political Caucus of Washington, Candidate Trainer, March 2016-Present

Seattle City of Literature, Board Member & Treasurer, February 2021-August 2023

the Service Board, Board Member & Secretary (2017), March 2016-March 2019

College Success Foundation, Hometown Mentor, September 2014-August 2016

Education

Bachelor of Arts in Political Science, Minor in Art History, University of Washington, Seattle, WA



City of Seattle Office of the Mayor

Press Release

For Immediate Release

Contact Information

Callie Craighead

callie.craighead@seattle.gov

Mayor Harrell Announces Additions and Changes to Cabinet and Office Staff

Seattle – Today, Mayor Bruce Harrell announced additions and changes to his Cabinet and Mayor’s Office staff:

Natalie Walton-Anderson will join Mayor Harrell’s staff on June 5, 2024 as the Director of Public Safety. She fills the position previously held by Kerry Keefe who moved to a role with the police department to work on matters related to women in policing and criminal case investigations.

Julie Dingley will step away from her position as Director of the City Budget Office on May 17, 2024. The Mayor’s Director of Policy **Dan Eder** will fill the role of interim CBO Director until a search for the next permanent director is launched.

Mayor Harrell will appoint **Mina Hashemi** to serve as the interim Director of the Office of Intergovernmental Relations, taking the role of former Director Gael Tarleton who retired earlier this year. Director Hashemi’s first day at the City of Seattle is today, Wednesday, May 8.

Mayor Harrell will nominate **Jamie Carnell** as permanent Director of City Finance.

Aisha Foster will serve as Executive Director of Human Resources for the Mayor’s Office.

Callie Craighead will serve as Press Secretary under the Communications Director for the Mayor's Office.

"My administration is a learning organization that always seeks to grow, improve, and elevate talent to help us reach our goals. I am confident these new and empowered members of our staff will help us advance our mission to build a safe, healthy, and sustainable Seattle," **said Mayor Harrell**. "I'm excited to work with this set of leaders to continue driving progress – creating a safe city through urgency and comprehensive solutions to issues like crime and fentanyl; investing in a stronger, more effective budget for our residents; and building a model for a collaborative government with our local, county, state, and federal partners."

Mayor Harrell continued, "I want to express my sincere and heartfelt gratitude to Director Dingley, who since Day One of my administration has been an essential member of our team and who we can thank for giving us the tools and approach needed to address forecasted deficits and build a solid financial future. I also want to thank Deputy OIR Director Sierra Howlett-Browne for her leadership and strong example as acting director over the last several months and look forward to her continued partnership in the years to come."

"I look forward to serving with Mayor Harrell to deliver on our shared mission to create a safe Seattle for every resident," **said Natalie Walton-Anderson**. "We know true safety requires holistic, multi-faceted solutions, and, in this role, I'm excited to build on longstanding relationships with law enforcement, social service providers, public health leaders, and more to create partnerships, strategies, and programs that keep neighbors and communities safe."

"Serving as CBO Director over the last two and a half years has been an honor as we've worked to produce effective, balanced budgets in the face of significant general fund deficits, implement biennial budgeting, and restore relationships based in trust and collaboration with the City Council. CBO remains a critical steward of taxpayer dollars, providing invaluable institutional knowledge across administrations, and has an impressive bench of thoughtful, dedicated, and resourceful public servants," **said CBO Director Julie Dingley**. "Despite this progress, the last six years with CBO and two and a half years as its Director have been extremely demanding, and after working to transform the City's fiscal policies and budgeting practices to promote a more sustainable and accountable budget process, now is the right time to step away so I can focus on my family and my next chapter. I know the City is in good hands, and I'm incredibly grateful to Mayor Harrell, my colleagues in the City Budget Office, my fellow Directors, and every City employee who worked with us to craft budgets that reflect our values."

“The City faces serious budget challenges in the coming years, but also significant opportunities to improve how we invest to serve our residents,” **said Director of Policy Dan Eder**. “I look forward to drawing on my 16 years of experience helping craft City budgets to address these challenges, ensure the City is on a sustainable fiscal trajectory, and invest in the priorities and essential services of the people of Seattle.”

“It’s an honor to be chosen to lead the Office of Intergovernmental Relations and an incredible team of dedicated public servants,” **said Interim Director of the Office of Intergovernmental Relations Mina Hashemi**. “I’m looking forward to further strengthening the City’s relationships as together we work to build a thriving, innovative, and equitable Seattle we are all proud to call home.”

“I’ve known Mina for more than 15 years and have deep admiration for her career experience and dedicated public service,” **said Gael Tarleton, former state representative and OIR Director from January, 2022 to March, 2024**. “Mina brings to this office invaluable perspective on and first-hand knowledge of the City’s relationships with our government partners. She knows how to create an environment where diverse voices come together to address critical public policy challenges. And she understands how to navigate the competing pressures our elected leaders face. Mina will be a strong director for the intergovernmental relations office.”

About



Natalie Walton-Anderson is an experienced public safety leader, who has worked to address complex safety issues in Seattle and Washington state for nearly 30 years. As a former Assistant United States Attorney for the Western District of Washington Criminal Division, Senior Deputy Prosecuting Attorney for the King County Prosecuting Attorney’s Office Criminal Division, and Criminal Division Chief for the Seattle City Attorney’s Office, she is a champion for keeping people safe, including supporting survivors and victims of crimes such as domestic violence and sexual assault, holding offenders accountable, and designing and implementing diversion strategies and programs like LEAD and Mental Health Court.



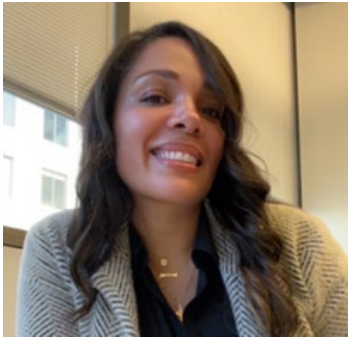
Dan Eder currently serves as the Director of Policy for Mayor Bruce Harrell, where he is responsible for researching, analyzing, and evaluating policy proposals related to Mayor's Office priorities. Eder brings decades of local government leadership experience and expertise to the role. He was the Interim and Deputy Director of Seattle City Council Central Staff, where he specialized in budget and fiscal issues, after rising through the ranks as an analyst, and before that worked as a project manager for Sound Transit. Eder has a Master of Public Administration from the University of Washington Evans School and a Bachelor of Arts from Swarthmore College.



Mina Hashemi most recently served as the Director of Strategic Partnerships in the Office of King County Executive Dow Constantine. In that role, she lead government relations for high priority projects and forging impactful partnerships across the public, private, and community sectors for one of the nation's largest counties. In her role, she also helped oversee the passage of the \$16.2 billion biennial budget and critical levies including the Crisis Cares Center and Conservation Futures levies. Prior to joining King County, she served as Executive Director of the House Democratic Campaign Committee, where she crafted the successful 2018 and 2020 campaign strategies that added seven seats to Democratic control and elected the most diverse House Democratic Caucus in state history. Growing up in a small town in Southwest Washington, Mina graduated from the University of Washington where she earned her degree in Political Science and Art History.



Jamie Carnell is the City of Seattle Interim City Finance Director, Jamie Carnell, has worked for the City of Seattle since 1994. Prior to becoming the Interim City Finance Director, Jamie served as Director of the City’s Business Systems Division and Deputy Director to former City Finance Director, Glen Lee. Jamie has overseen several enterprise financial system implementations for the City of Seattle as well as across other multiple jurisdictions in Western Washington. Jamie has an extensive background in information technology, communications, and project management. Jamie received her Bachelor of Arts from Seattle Pacific University.



Aisha Foster, a proud native of Seattle, brings nearly three decades of expertise in Human Resources to the forefront, contributing to citywide HR initiatives and demonstrating a proven record of executive-level recruitment. Since joining Mayor Harrell's administration, Aisha has consistently made significant contributions and earned recognition as a problem solver with the keen ability to navigate complex challenges with precision, dedication, and a commitment to positive change.



Callie Craighead is responsible for working with journalists, members of the media, and community stakeholders to ensure Mayor Harrell’s policies and goals are communicated efficiently and effectively. Callie joined Mayor Harrell’s communications team in 2022 from the nonprofit sector where she developed strategic media plans about global health efforts to expand vaccine access. She previously worked at the Seattle P-I and reported on local politics, transportation, and real estate, and her writing has also appeared in Seattle magazine. Craighead has a Bachelor of Arts from Seattle University and completed a media and journalism fellowship at the Poynter Institute.

SECTION

B

Memo

Date: April 10, 2024

To: Pam Inch – Senior Executive Recruiter

From: Annie Nguyen – Seattle Human Resources

Subject: **Background check for Amina Hashemi**

The Seattle Department of Human Resources has received a copy of **Amina Hashemi's** background check provided by Global Screening Solutions. There were no findings that would impact their employment eligibility.

Cc: Personnel File