




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Andrea Caupain Sanderson</i>		
Board/Commission Name: <i>Housing Levy Oversight Committee</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:		Term of Position: * 1/1/2024 to 12/31/2026 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>Skyway (unincorporated King County)</i>	Zip Code: <i>98178</i>	Contact Phone No.: [REDACTED]
Background: <i>Andrea Caupain Sanderson is co-founder and co-executive director of the BIPOC Executive Directors Coalition, a multi-cultural, statewide collaborative of nonprofit leaders of color who are uniting through healing and advocacy to generate shared abundance in communities. Andrea is also one of four architects of the Black Future Co-op Fund, Washington's first cooperative philanthropy created by and for Black people to ignite Black generational wealth, health, and well-being.</i> <i>For over 25 years, Andrea has worked to advance racial and social justice for people across Washington state. Most recently, she served as CEO of Byrd Barr Place, a historically Black organization that empowers people to live healthy, prosperous lives through essential services and advocacy. In addition, Andrea serves on the boards of Craft3, Crescent Collaborative, and Lorna Jordan Foundation, as well as a steering committee member of Equitable Recovery and Reconciliation Alliance, (ERRA). Andrea earned an MPA and a BA from The Evergreen State College.</i>		
Authorizing Signature (original signature):  Date Signed (appointed): 11/21/2023		Appointing Signatory: <i>Teresa Mosqueda</i> <i>Councilmember</i>

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

Andrea Caupain Sanderson

EDUCATION

M.P.A., The Evergreen State College, Olympia, WA June 2004
B.A., Political Economy, The Evergreen State College, Olympia, WA
June 1997

EMPLOYMENT

Co-Executive Director, BIPOC ED Coalition of Washington, Seattle WA
6/2020 – Present

- Develop and execute the vision and strategy to achieve the organization's mission. Identify and prioritize goals and lead the team in achieving key outcomes
- Provide leadership and management for all aspects of the organization, including finance, operations, human resources, and program development. Foster a positive and inclusive work culture that promotes collaboration, innovation, and accountability
- Lead fundraising efforts by cultivating relationships with donors, and strategic partners. Develop and implement strategies to secure funding from complementary sources.
- Build strong relationships with community leaders, like organizations and coalitions. Represent the organization publicly and advocate for policy changes that enhance the nonprofit sector

Chief Executive Officer, Byrd Barr Place, Seattle, WA.
10/08 – 6/2023

Leadership

- Built and maintained strong relationships with external stakeholders and partner organizations
- Provided direction on policy issues relevant to the agency
- Developed strategies for the agency in partnership with the Board of Directors
- Sustained a positive and productive organizational culture that helps attract, develop, and retain excellent staff

Management

- Directly supervised the agency's senior leadership team, which included the CFO, COO, Administrative Manager and Program Director
- Maintained the agency's professional standards

- Ensured on-going adherence to contractual and regulatory obligations
- Strengthened existing programs to enhance their long-term viability
- Facilitated on-going communication among front-line staff, supervisors, managers, and directors

Finance and Fundraising

- Developed annual budget in partnership with the CFO and Board of Directors
- Oversaw the financial performance of the agency
- Maintained and enhance relationships with existing funders
- Identified, cultivated, solicited, and stewarded new sources of funding for the agency

Board Engagement

- Served as the primary conduit between Board members and the agency's staff, volunteers, supporters, and clients
- Provided Board members with information, tools, and resources that enabled them to effectively govern and support the agency

Director of Operations, Byrd Barr Place, Seattle, WA 10/2003 – 10/2008

Human Resources

- Coordinated with Executive Director and Board of Directors to develop and institute HIPPA, EEO, ADA, and OSHA compliant HR policies and procedures to encourage well trained and motivated staff
- Consulted with Executive Director in making hiring and termination decisions with regard to agency goals
- Responsible for all functions relating to human resources including staff recruitment, researching and administering employee benefits, staff training, conducting performance evaluations, managing insurance claims, and maintaining personnel files
- Maintained a strong working relationship with Office and Professional Employees International Union (OPEIU) representatives.

Operations

- Monitored and evaluated all programs to ensure satisfactory achievement of contractual outcomes
- Identified and equipped managers with training resources and fixed assets to effectively direct staff in meeting program objectives
- Responsible for negotiating and executing rental agreements for tenants of CAMP real estate properties
- Solicited and approved bids for contracted service agreements

**COMMUNITY
SERVICE**

Resource Development

- Coordinated all aspects of annual Gala and Community Christmas Party including agenda, budgets, and workflow
- Initiated fund development strategies that resulted in full sponsorship of agency events
- Recruited and maintain active volunteer pools through partnerships with local organizations

Legislative Liaison, Washington State Governor's Commission on African American Affairs, Olympia, WA

5/1998 – 11/2002

- Provided analytical assistance to the director on Commission programs, policies, and issues
- Facilitated development and implementation of agency projects
- Assisted the Director and Commissioners in developing, adopting and implementing strategic work plan
- Developed biennial and supplemental budget proposals
- Supervised internal operations of the organization
- Supervised and delegated assignments to staff

Board Member – Crescent Collaborative, 2016 - present

Board Member – Craft3, 2020 – present

Trustee – Lorna Jordan Foundation 2022 – present

Housing Levy Oversight Committee

Thirteen Members: Pursuant to Ordinance 126837, all subject to City Council confirmation.

- 6 City Council-appointed
 - Position 8 (City employee): Seven-year term
 - Positions 9 and 10: Two-year terms*
 - Positions 11, 12, and 13: Three-year terms
- 7 Mayor-appointed
 - Position 1 (City employee): Seven-year term
 - Position 2, 3, and 4: Two-year terms*
 - Positions 5, 6, and 7: Three-year terms

*Subsequent appointees to the Oversight Committee shall each serve for a term expiring three years after the expiration of the initial term for the position.

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
9	F	4	1.	Mayor representative	Cara Kadoshima Vallier	1/1/24	12/31/30	1	Mayor
6	F	3	2.	Member	Ann T. Melone	1/1/24	12/31/25	1	Mayor
6	F	6	3.	Member	Dan Wise	1/1/24	12/31/25	1	Mayor
3	F	5	4.	Member	Denise Rodríguez	1/1/24	12/31/25	1	Mayor
2	F	5	5.	Member	Patience M. Malaba	1/1/24	12/31/26	1	Mayor
1	M	3	6.	Member	Joel C. Ing	1/1/24	12/31/26	1	Mayor
4	M	N/A	7.	Member	James W. Lovell	1/1/24	12/31/26	1	Mayor
6	F	N/A	8.	Council representative	Traci A. Ratzliff	1/1/24	12/31/30	1	Council
2	F	2	9.	Member	Febben Fekadu	1/1/24	12/31/25	1	Council
9	F	4	10.	Member	Sunaree Marshall	1/1/24	12/31/25	1	Council
2	F	N/A	11.	Member	Andrea Caupain Sanderson	1/1/24	12/31/26	1	Council
6	M	N/A	12.	Member	Noah Fay	1/1/24	12/31/26	1	Council
1	M	2	13.	Member	Paul H. Park	1/1/24	12/31/26	1	Council

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	2	5	0	0	1	1	1	1	0	2	0	0	1
Council	2	4	0	0	1	2	0	0	0	2	0	0	1
Other													
Total	4	9	0	0	2	3	1	1	0	4	0	0	2

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

RD Residential Council District number 1 through 7 or N/A

Diversity information is self-identified and is voluntary.