




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Michele Kauffman</i>		
Board/Commission Name: <i>Seattle Disability Commission</i>		Position Title: <i>Member</i>
<input checked="" type="checkbox"/> Appointment OR <input 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:	Date Appointed:	Term of Position: * 5/1/2023 to 4/30/2025 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>Greenwood</i>	Zip Code: <i>98103</i>	Contact Phone No.:
Background: <i>Michele Kauffman's career in forensic accounting with the U.S. Attorney's Office ended in 2010, after sustaining the first of two brain injuries. Her lived experience provides first-hand knowledge of the gaps and needs in the disabled community. For over a decade, her volunteer work has focused on providing information and facilitating access to services that are often not provided to the disabled population. Michele sits on numerous boards and attends meetings hoping to have the disabled voices listened to, even when they have not been heard. Previous work includes serving as president of the Highland Terrace Neighborhood Association in Shoreline, while sitting on The Shoreline Neighborhood Council. She is the current treasurer and advocacy director of the Brain Network, and collaborates with People's First of WA, BIAWA and PeerWA to provide support, education, and community to the disabled population in WA and nationally.</i> <i>By raising public awareness and increasing community participation in the Seattle Disability Commission, Michele will collaborate with the other commissions to share ideas and have community collective voices amplified. By partnering with like-minded organizations and working on common goals, she hopes to provide strength in numbers and intentions.</i>		
Authorizing Signature (original signature): 	Appointing Signatory: <i>Councilmember Tammy Morales</i> <i>Seattle City Council</i>	

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

MICHELE KAUFFMAN

My goal is to raise public awareness of our disabled and underserved communities that have fallen through the gaps and have been marginalized by institutions and community organizations. By bringing their voice to the table, the unmet needs of the disabled will be heard by the decision-makers. For the past decade, I have advocated for people with special needs, including those with an injury to the brain and developmental disabilities.

WORK EXPERIENCE

9/2019-4/2022

ADMINISTRATIVE AND SURVIVOR SUPPORT, BIAWA, SEATTLE, WA

2/2019-7/2019

IN-HOME CARE FOR DEVELOPMENTALLY DISABLED ADULTS, ELMVIEW, ELLENSBURG, WA

9/2018-2/2019

INTERNSHIP, BIAWA, SEATTLE, WA

7/2003-Present

OWNER KAUFFMAN CAPTIONING

Transcribed medical reports, probation reports, council meetings, internal investigations. Major client contracts include Louisiana State Prison, San Bernardino County Probation Office, City of San Diego, Peoria Police Department

7/2001-6/2003

PARALEGAL, FORENSIC ACCOUNTANT, UNITED STATES ATTORNEY'S OFFICE, WESTERN DISTRICT OF WA

Reviewed criminal cases by judgment and resolved discrepancies in complex cases. Assist financial specialists in reports, balancing ledgers, and problem-solving.

4/2000-6/2001

FINANCIAL TECHNICIAN UNITED STATES DISTRICT COURT, DEPT. OF JUSTICE, SEATTLE, WA

Reviewed criminal cases by judgment and resolved discrepancies in complex cases. Assist financial specialists in reports, balancing ledgers, and problem-solving.

6/1999-3/2000

Office Manager, KIM WHITTLE FREELANCE CONSULTING, SHORELINE, WA
Excel, QuickBooks, hi Pro, accounts payable, accounts receivable, payroll, general ledger, customer service, and sales

1974-2000

Office Manager, VALLEY TUX SHOPS, OLYMPIC DISTRIBUTORS, PROFIT SYSTEMS, PAC NATIONAL

Various tasks with each company. Word processing, support of sales staff, accounts receivable, accounts payable, payroll supports, customer service, scheduling, inventory reconciliation.

VOLUNTEER WORK

May 2022 – present

Advocacy Director, Treasurer, The Brain Network, a 501(C)3 Non-profit

2019 to present,

Peer support, TBI GROUPS, Private Facebook group

2012- current

Volunteer, Harborview Medical Center, Seattle, WA

2012-2014

Executive secretary, Seattle BrainWorks Clubhouse, Seattle, WA

2011- Present

Volunteer BIAWA, Seattle, WA

- **Facilitator for peer support groups**
Harborview and Swedish Charity Hill
- **Survivor peer support/buddy system**

2007

President PTA, Summit School, K-12 liberal arts school, Seattle, WA

1993 - 1996

- **President of PTA**, Highland Terrace Elementary School, Shoreline, WA
- **President Highland Terrace neighborhood Association**, Shoreline, WA

- **Board Member**, Shoreline Neighborhood Association, Shoreline, WA
- **Board Member** Shoreline Council PTA, Shoreline, WA
- **Member**, Shoreline Education Foundation, Shoreline, WA
- **President**, North Seattle Family Center Advisory Council, Seattle, WA

EDUCATION

1976

High School Graduate, Eisenhower High School, Yakima, WA

SKILLS

- Advocate for brain injury community
- Collaborative leader
- Certified Peer Support Facilitator
- Conflict resolution counselor
- Email marketing
- Social medial marketing
- Fundraiser
- Legislative advocate

Seattle Disability Commission

August 2023

21 Members: Pursuant to *SMC 3.14.920*, all members subject to City Council confirmation, 2-year terms:

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

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
			1.	Member	VACANT	5/01/23	4/30/25	1	Mayor
			2.	Member	Michele Kauffman	5/01/23	4/30/25	1	City Council
			3.	Member	VACANT	5/01/23	4/30/25	1	Mayor
			4.	Member	VACANT	5/01/23	4/30/25	1	City Council
			5.	Member	VACANT	11/1/21	10/31/23	1	Mayor
			6.	Member	VACANT	11/1/21	10/31/23	1	City Council
			7.	Member	VACANT	11/1/21	10/31/23	1	Mayor
			8.	Member	VACANT	11/1/21	10/31/23	1	Commission
4	F		9.	Member	Kristina M. Sawyckyj	5/01/22	4/30/24	3	City Council
			10.	Member	VACANT	5/01/22	4/30/24	1	Mayor
			11.	Member	VACANT	5/01/22	4/30/24	1	City Council
			12.	Member	VACANT	5/01/22	4/30/24	1	Mayor
			13.	Member	VACANT	11/1/22	10/31/24	1	City Council
			14.	Member	VACANT	11/1/22	10/31/24	1	Mayor
	F	5	15.	Member	Taylor Woods	11/1/22	10/31/24	2	City Council
			16.	Get Engaged	VACANT	9/1/22	8/31/23	1	Mayor
1	F	4	17.	Member	Jessica Lo	5/01/22	4/30/24	1	City Council
			18.	Member	VACANT	11/1/22	10/31/24	1	Mayor
6	F	7	19.	Member	Shelby Dey	5/01/22	4/30/24	1	Commission
	F	3	20.	Member	Dawn Dailey	11/1/22	10/31/24	2	Commission
6	F	1	21.	Member	Kaitlin Skilton	11/1/22	10/31/24	2	Commission

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													
Council		3			1			1		1			
Other		3								2			
Total		6			1			1		3			

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.