



CITY OF HERMOSA BEACH BOARD/COMMISSION APPLICATION

Name of Board/Commission PUBLIC WORKS COMMISSION

Name Phone Number

Address

Email

Occupation/Profession

Employer Name & Address

REFERENCES (Please List Three References)

Personal:

Professional:

Other:

COMMUNITY PARTICIPATION AND SERVICE (Past and Present)

Why do you wish to serve on the Board/Commission?

As I am currently serving as a Commission, have for many years. and I wish to continue. I served as the Public Works Commission representative on Fire Departure Future Plans Committee, on the Blue Zone Project "Living Streets" Committee, as well as the Upper Pier redesign, in addition to other related projects. With my involvement in numerous community groups, I have be able to be a liaison for various projects brought to us such as by the Leadership HB, th Boys and Girls Scouts, HB Friends of the Parks, and the South Park project.

Which duties and responsibilities of the Board/Commission are important to you and why?

As Commissioners we are responsible for reviewing capital improvement projects, assist with the developing the new Master Plan for the City, updating design guidelines for public improvements, and matters referred to us by the City Council, and make recommendations to City Council as requested by the Public Works Director. Having served for many years, I bring passed knowledge and historic prospective. In addition, I believe it is important to follow appropriate parliamentary procedure and observe the Brown Act.

Do you have any current or past obligations or responsibilities, which could be construed as a conflict of interest with the position you are applying for? NO

If yes, please explain below:

Please add your education, employment, memberships, past activities, or other experience you feel qualifies you to serve on the Board/Commission.

Education - BA from Hastings College in Hastings , Nebraska- Majors- Education and English; Minors- Speech and Drama; MA from UCLA- in Theatre Arts; Credentialing programs from Loyola Marymount- Administration; UCLA Extension -Counseling.

Employment - Retired for Los Angeles Unified School District, Division of Adult and Career Education after 40 years, serving the last 20 as a principal in community adult schools and vocational and career training centers. Previously taught at Norwalk High School.

Current Membership and Activities: HB Historical Society (Board member); HB Kiwanis (Board member); Woman's Club of Hermosa Beach; Leadership HB; Chamber of Commerce; Chamber of Commerce Foundation (Board member); HB Sister Cities; etc.

Past Membership and activities-California Council for Adult Education (served a Board Member and President); Association of Administrators of Los Angeles (served as chair of various committees); California Business and Professional Women; Delta Kappa Gamma, a National Teachers Society (served as president of the local chapter). Soroptimist (South Gate), Hermosa Beach Rotary.

<u>Board/Commission</u>	<u>Meeting Location</u>	<u>Meeting Schedule</u>
Building Board of Appeals	City Council Chambers	Second Monday of each month at 7 p.m.

This five-member board provides reasonable interpretations of the Building Code [HBMC 15.04.020]

Civil Service Board	City Council Chambers	Third Wednesday of each month at 5 p.m.
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This five-member board serves as the City's Review Board pertaining to personnel functions and Civil Service Rules and Regulations, including review and approval of job specifications and eligibility lists [HBMC 2.76.060-2.76.090].

Parks, Recreation & Community Advisory Commission	City Council Chambers	First Tuesday of each month at 7 p.m.
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This five-member commission serves in an advisory capacity to the City Council in all matters pertaining to the Community Resources Department; cooperates with other governmental agencies and civic groups on the advancement of sound leisure, cultural, social services and educational programming; provides guidance and approvals for City special events; and formulates policies on the services, programs and lease agreements of the Department, subject to approval of the City Council [HBMC 2.28].

Planning Commission	City Council Chambers	Third Tuesday of each month at 7 p.m. (in December meeting is on the second Monday)
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This five-member commission is governed in all respects and performs duties as prescribed by applicable state and local laws. The primary purpose of the Commission is to maintain and enhance the environment of the community, which entails advance or long-range planning (updating of the General Plan and specific elements), current planning (short-range projects), and land use controls (administering to the code and review of all subdivisions and zoning petitions). The Commission serves as an advisory board to the City Council on all matters pertaining to zoning, conditional use permit process, etc. [HBMC 2.32].

Public Works Commission	City Council Chambers	Third Wednesday of odd-numbered months (January, March, May, July, September, and November) at 7 p.m.
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The duties of this five-member commission are to review and make recommendations to the City Council on all capital improvement program projects, assist with developing and updating design guidelines for public improvements and other matters referred to the Commission by the City Council [HBMC 2.80].

Do you foresee any scheduling problems that might cause you to miss meetings? NO

How long have you lived in Hermosa Beach? 36 years

Additional comments:

- I have read the roles and responsibilities of the Board/Commission I am applying for. If required, I will submit proof of my voter registration status at the time I submit my application (voterstatus.sos.ca.gov).
- I understand a resume must be submitted to the city clerk's office at the time I submit my application to be considered for the position.

Signature: [REDACTED] Date: 9/17/24

Janice R Brittain
Resume September 2024

Current Community Activities and Memberships

Hermosa Beach Public Works Commission (Current Chair)
Hermosa Beach Historical Society (Board member)
Hermosa Beach Kiwanis Club (Board member)
Hermosa Beach Woman's Club (Newsletter Editor)
Hermosa Beach Chamber of Commerce Foundation (Secretary)
South Central Family Health Clinic (Past Chair and current Board Member since 1991)
Hermosa Beach Arts Foundation (Treasurer)
Hermosa Beach Fine Arts Group (Treasurer)
Animal Rescue

Memberships (Current)

Hermosa Beach Chamber of Commerce (Previous Board member)
Hermosa Beach Disaster Service Workers (Founder)
Hermosa Beach Friends of the Parks (Past President)
Hermosa Beach Friends of the Library
Hermosa Beach Garden Club
Hermosa Beach Leadership Program
Hermosa Beach Sister Cities

Previous Memberships and Leadership Positions

Block Captain for Neighborhood Watch (when it was active)
Hermosa Beach Rotary Club
Professional Organizations:
California Council for Adult Education - former State Board President
Hastings College: Nebraska Alumni Associations for the Southern California Area
Served on board since 1980 and Reunion Chair since 1990
California Council for Adult Education (CCAЕ)
Member since 1975 - Centurion Member;
Served on the State Board;
Elected State Board President (2000 - 2001)
Association of California School Administrators (ACSA)
Member since 1984
Served 5 years on the ASCA Adult Ed Committee
Administrative Association of Los Angeles (AALA)
Charter member; Co-chaired various AALA Conferences
Women Educators
Member since 1975
Served as President in 1978-79;
Chaired numerous committees
Delta Kappa Gamma, Gamma Eta Chapter
(International Women Educator Organization)
Member since 1978; Served as Chapter President and currently Treasurer

Other Leadership Positions

Beverly-Fairfax Chamber of Commerce
Served while Principal of Fairfax CAS (1978 -1984)
(Chaired the Hannah Festival and the one and only "Chopped Liver Cook Off")
Foundation for the Academy of Performing and Visual Arts 1980 -1990

Janice R Brittain
Resume September 2024

Greater East Los Angeles Senior Citizen Organization (GELASCO)_
Served on Board for 30 years including two years as President

Professional Background

As a retired School Administrator I come with a wealth of experience, especially in teamwork and legislation. During my professional life, I represented both educational and public health issues in the legislative arena, on both state and federal level.

I have been active in fundraising and have served as a director on several non-profit boards.

I recently retired after 40 years in public education in Los Angeles. I served as a School administrator for the last 20 years as a principal in the Los Angeles Unified School District, Division of Adult and Career Education. My last assignment included the Venice Skills Center, a vocational education site that focuses on technology including Cisco Certification, Web Page Design, Graphic Arts, and other computer related professions. Prior to that I taught high school and adult school and later promoted to Adult School Counselor and Assistant Principal, Operations.

Education

B.A. Degree from Hastings College, in Hastings, Nebraska. (1964)

M.A. Degree in Theatre Arts from UCLA (1971)

Administrative training at Loyola Marymount and counseling courses at UCLA Extension. (1976)

Graduated from Palmer High School in Colorado Springs, Colorado (1960)

Honors and Awards

Woman of the Year (HB Chamber of Commerce)

Various honors for service from:

HB Kiwanis, HB Rotary, HB Historical Society; and HB Woman's Club

Professional Awards

During my career in adult education I have received numerous certificates of recognition from political and community organizations.

E. Manfred Evans Award: "Outstanding Adult Educator" for California Council of Adult Education, The Los Angeles Metro Section

Outstanding Alumni Hastings College, in Hastings, Nebraska

Previous Certificates of Congratulation and Recognition:

President Bill Clinton; Mayor Richard Riordan and Governor Gray Davis, etc.

Contact Information:

Janice Brittain

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My Voter Status

Personal Information

First name JANICE

Last name BRITTAIN

Status ACTIVE

Your preferred language to receive election material is ENGLISH

Address where you are registered to vote

[REDACTED]

Mailing Address

[REDACTED]

Your political party preference is

[REDACTED]

Vote-by-Mail in All Elections