

**City of Seattle
Notice of Appointment**

Name: <i>Melody Coffman</i>		<input checked="" type="checkbox"/> Executive Appointment <input type="checkbox"/> Reappointment <input type="checkbox"/> Legislative Appointment <input type="checkbox"/> Agency Appointment <input type="checkbox"/> PDA Council <input type="checkbox"/> PDA Constituency
Residential Neighborhood: Snohomish County	Zip Code: 98290	Contact Phone No.: (206) 764-0460
Appointed to: <i>Joint Apprenticeship Training Committee</i>		Date of Appointment: <i>January 1, 2013</i>
Authority (Ord., Res.): Ordinance 107790, Resolution 16820		Term of Office: From: Confirmation To: January 1, 2016
Background: <p>My name is Melody Coffman; I have worked as a Business Representative for District 160, Machinist Union for the past twelve years. I represent 34 private sector contracts around the greater Puget Sound and one Municipality; the City of Seattle. I represent the bargaining group for the FAS Automotive Technicians from local 289, and City Light and SPU, Local 79 employees. I have held the seat of Secretary for the "Greater Puget Sound Area Automotive Machinist Apprentice Program" for the past 7 years, along with being a committee member to the JATC for the City of Seattle. I have been elected to a delegate position for the Machinist District Council, along with being a trustee to the "Western Employees 401(K) Benefit Trust".</p> <p>My greatest desire is to help make life better for the working people, and their families through utilizing my skills, and knowledge to help them improve their working environment and wages.</p>		
Authorizing Signature: 		Name and Title of Officer Making Appointment: <i>Mayor Mike McGinn</i>

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CITY OF SEATTLE
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CITY CLERK

Melody Coffman

Career Focus

Labor Representative for the City of Seattle Joint Apprentice Training Committee, I have participated as a representative for the Committee from 2005 to present.

Labor Representative/Secretary for the Greater Puget Sound Area Automotive Machinist Apprentice Program from 2004 to present.

As a committee member to both programs, I understand the need to educate the apprentice to the standards in which they are governed, along with the requirements from the State of Washington. I am proficient in tracking and recording hours of OJT, and RSI for the State of Washington on behalf of the apprentice.

I have the ability to take circumstances into consideration and make appropriate determinations concerning violations within the program, or recommendations from sub-committees on behalf of the Apprentice in a fair and equitable manner.

I work closely with the representative assigned from Labor and Industries to accomplish a successful program to be offered to the apprentice.

Core Qualifications

- Leadership/communication skills
- Business operations organization
- Human resources
- Background in Construction, and Production
- Representative in the Automotive and Machining Industries

Education and Training

Meany Labor College 2007

Silver Spring, Maryland, USA

Labor

Associate of Arts

William W. Winpisinger Education and Technology Center

Hollywood MD. USA

Labor

Training Center for International Association of Machinist and Aerospace Workers.

Accomplishments

Secretary for Greater Puget Sound Area Automotive Machinist Apprentice Program.

- entering apprentice information
- monitoring hours of on the job training along with relative supplemental instruction.
- chairing meetings when the chair is absent

Committee Member for the City of Seattle, Joint Apprentice Training Committee.

- working with other committee members to insure a successful program on behalf of the apprentice and the State of Washington.

Business Representative

- Representation of Union Members
- Negotiations and Management of 35 Collective Bargaining Agreements

- Grievance Management and Arbitrations

Trustee for Western Employees Benefit Trust (401K)

- monitoring the plan documents, and fulfilling fiduciary responsibilities as a trustee.

Work Experience

Business Representative

April 2000 to Current

Machinist, District 160 – Seattle, WA

Skilled in the process of Collective Bargaining Agreements, from inception to management of the document. I fully represent the membership of District 160 from assignment of the shop, bargaining future CBA's, Grievances, Arbitrations, Health Care review, Dental Plans, Pensions, etc.

Joint Apprenticeship Training Committee (JATC)

October, 2012

Six members with three year terms: Per Resolution 16820, 29680 and Ordinance 107790

- 3 Appointments from organized labor
- 3 Appointments from City Service
- All appointed by the Mayor and subject to confirmation by City Council

Purpose: To formulate plans for a Program of Joint Apprenticeship Positions in City service and to advise the City Council and Civil Service Commission.

D*	G	Position No.	Name	Appointed	Term Ends	Term #	Position	Appointed By
6	F	1	Karen DeVenaro	July 2, 2012	July 1, 2015	2 nd	Management	Mayor
6	M	2	Marty Yellam	July 2, 2012	July 1, 2015	2 nd	Labor	Mayor
6	F	3	Sarah Miller	January 1, 2013	January 1, 2016	1 st	Management	Mayor
6	M	4	Michael Vincent	January 1, 2013	January 1, 2016	1 st	Management	Mayor
6	F	5	Melody Coffman	January 1, 2013	January 1, 2016	1 st	Labor	Mayor
		6	Vacant					
		7						
		8						
		9						

***Diversity**

	Men	Women	Vacant	Minority	(1) Asian-American	(2) African-American	(3) Hispanic Latin@	(4) Native-American	(5) Other**	(6) Caucasian
Mayor	2	3	1							5
Council										
Other Bodies										
Total	2	3	1							5

**Other includes diversity in any of the following: race, gender and/or ability