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# City of Seattle

## Notice of Appointment

<b>Name:</b>  <b>Karen Manuel</b>		<input checked="" type="checkbox"/> <b>Executive Appointment</b> <input type="checkbox"/> <b>Legislative Appointment</b> <input type="checkbox"/> <b>Agency Appointment</b> <input type="checkbox"/> <b>PDA Council</b> <input type="checkbox"/> <b>PDA Constituency</b>
<b>Residential Neighborhood:</b>  North Beach	<b>Zip Code:</b>  98117	<b>Contact Phone No.:</b>  (206) 782-5792
<b>Appointed to:</b>  <b>Citizens' Telecommunications and Technology Advisory Board</b>		<b>Date of Appointment:</b>  January 13, 2011
<b>Authority (Ord., Res.):</b>  <b>Ordinance 117703 as amended last by Ordinance 123181</b>		<b>Term of Office</b> <b>From:</b> Confirmation  <b>To:</b> January 1, 2013
<b>Comments:</b>  <div style="text-align: center;"><b>Reappointment</b></div> <p>Karen Manuel is being put forward for reappointment to CTTAB in the Public Access to Telecommunications position. Karen has over ten years' experience working with digital inclusion programs and policies. She currently works as a Research Associate for VisionTech360 on broadband planning for the states of Idaho and Wyoming. Prior to this she was the Director of Digital Inclusion for the EdLab Group and Executive Director for the Washington State Communities Connect Network, where she continues as a board member advocating for digital inclusion at the state level. Karen is also on the board of Reel Grrls and a member of the Washington State Office of the Attorney General's Public Council Citizens Advisory Committee. Karen holds a B.A. from Carleton College and an M.A.Ed. from Seattle University, focusing on program evaluation. She is a resident of North Beach.</p>		
<b>Authorizing Signature:</b>  		<b>Name and Title of Officer Making Appointments:</b>  Mayor Mike McGinn

### Confirmed by the Following Vote at City Council

<b>In Favor:</b>	<b>Against:</b>	<b>Date:</b>
<b>Attested by:</b>		<b>Title:</b>





**Qualifications Summary:**

- A visionary leader with a proven record of developing and implementing programs that improve technology access and educational outcomes
- Over 10 years of experience developing and delivering initiatives to improve technology access and equity in science, technology, engineering, and math
- Over 10 years in the non-profit sector as a senior staff person with specialization in program management, partnerships, strategic planning, fund development, and evaluation
- Managed implementation of federally and privately-funded education and technology projects, budgets totaling over \$2 million
- Deep knowledge of digital divide research and successful initiatives that promote technology literacy
- Passionate about bridging the digital divide and improving technology access, literacy, and relevance for all populations

**Professional Experience**

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**VisionTech360** 2011-present  
**Research Associate** Spokane, WA

- Conducting broadband planning for the states of Wyoming and Idaho.

**EdLab Group** 2003-2010  
(formerly Puget Sound Center for Teaching, Learning and Technology) Lynnwood, WA

**Director of Digital Inclusion Initiatives** 2009-2010

- Developed initiatives and partnerships to increase affordable technology and broadband internet access, including initiatives that leverage broadband technologies to improve social inclusion, workforce preparation, education, health, and economic stability
- Conducted broadband planning and research in Idaho and Wyoming for LinkAMERICA Alliance; interviewed key stakeholders and developed regional plans for leveraging broadband

**Communities Connect Network -- Executive Director** 2009-2010

- Developed strategy and partnerships for a Broadband Technology Opportunity Program grant, including partnerships with libraries, workforce development, justice, non-profits, community technology providers, and government; co-wrote successful \$4.1 million grant
- Planned a resource portal to support community technology organizations' information sharing and sustainability

**Communities Connect Network -- Board Chair** 2008-2009

- Advocated for legislative actions to support community technology programs and access to refurbished computers

**TechREACH Director & TechREACH Program Manager** 2003-2009

- Co-author and Co-P.I. for a \$900,000 National Science Foundation (NSF) Information Technology Experiences for Students and Teachers (ITEST) grant to expand TechREACH to six schools in Eastern Washington serving over 800 students
- Developed and led the TechREACH Alliance Project including strategic public, private, and non-profit partnerships to improve technology access and literacy in Washington State; distributed refurbished computers to 126 families
- Trained teachers in strategies and curriculum to support underrepresented youth in science, technology, engineering, and math

- Grew program from inception to sustainability through a diversified funding approach which included corporate, foundation grants, and a fee for service revenue stream
- Presented and disseminated program information at professional conferences nationwide
- Developed strategic plans, budgets, and metrics to track program success

**Evaluation & Research Associates, Evaluator** 2004-2007

- Developed online surveys and data collection tools to assess outcomes and impacts of equity initiatives
- Conducted needs assessments and focus groups to provide recommendations for outreach initiatives

**Alliance for Education** 2000-2003

**Partnership Manager for Technology, Science, and Math** Seattle, WA

- Managed \$1 million in grants over two years to support student learning and teacher professional development initiatives related to technology, science, and math in Seattle Public Schools
- Raised \$500,000 through corporate, foundation, and private gifts to support science, math, and technology professional development for teachers and to support student learning
- Provided reports to funders, monitored grant expenditures and progress towards grant goals
- Led the Technology Advisory Board and the Science Advisory Board, comprised of leaders from businesses, non-profits, and colleges to develop strategies for supporting science and technology programs in Seattle Public Schools

**Central Area Youth Association (CAYA)** 1999-2000

**Technology Program Manager** Seattle, WA

- Developed, managed, and taught after school and summer computer education program serving 3rd-8th grade youth
- Recruited, trained, and supervised volunteers and instructors from colleges and businesses
- Developed computer distribution program through collaboration with another non-profit

**Gates Center for Technology Access** 1999

**Technical Writer and Editor (Intern)** Seattle, WA

- Wrote and edited publications on use of computer applications for the U.S. Libraries program

**King County Work Training Program--Career Development Learning Center** 1998-1999

**Computer and Job Skills Instructor** Renton, WA

- Taught computer classes and job skills to low-income, at-risk 16-21 year old youth in a GED and credit retrieval program
- Wrote curriculum on Microsoft Office, Internet, and job search skills

## Education

**M.A.Ed. Curriculum and Instruction, Seattle University** 2003

Special focus on program evaluation Seattle, WA

Thesis: Technology Professional Development for Teachers: An Examination of Teach the Teachers

**B.A. English, Carleton College** 1994

Northfield, MN

**Technical Communication Certificate, University of Washington** 1998-1999

Training in writing, editing, and producing publications Seattle, WA

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## Professional Presentations

- *Nonprofit Technology Enterprise Network*, invited panelist on “Expanding Broadband Access and Adoption in Underserved Communities” Atlanta, Georgia, April 2010.
- *Nonprofit Technology Enterprise Network*, invited presenter on “Using New Technologies to Engage Underrepresented Youth” and invited panelist for “Evaluating the Impact of Youth Technology Programs” San Francisco, California, April 2009.
- *Washington State Office of the Superintendent of Public Instruction*, invited presenter on “Engaging Underrepresented Youth in STEM through Informal Learning Experiences” Seattle, Washington, January 2009.
- *Nonprofit Technology Enterprise Network*, invited panelist on “Technology Programs that Engage and Support At-risk Youth” New Orleans, Louisiana, March 2008.
- *GEAR UP Conference*, invited presenter on “Engaging Students in STEM through Summer Technology Workshops” Richland, Washington, March 2008.
- *Northwest Council for Computer Education*, invited presenter for annual conference. Presented “Inspiring Girls through Podcasting” Seattle, Washington, February 2008.
- *Northwest Girls Coalition*, invited presenter for conference. Presented “Strategies to Engage Girls in Informal Learning” Seattle, Washington, May 2007.
- *Northwest Council for Computer Education*, invited presenter for annual conference. Presented “Engaging Middle School Girls in STEM After School” Portland, Oregon, July 2006.
- *Washington Science Teachers Association*, invited presenter for annual conference. Presented “Increasing Girls Interest in Science Through After School Clubs” Spokane, Washington, November 2006.
- *CTCNet Conference*, invited presenter for annual conference. Presented “Connecting Middle School Girls to Science, Technology, Engineering, and Math through E-Mentoring” Seattle, Washington, March 2005.
- *American Evaluation Association*, invited presenter for annual conference. Presented “Development and Implementation of an Observation Tool for an After School Program” Atlanta, Georgia, November 2004.
- *Northwest Council for Computer Education*, invited presenter for annual conference. Presented “Engaging Girls in Science, Technology, Engineering, and Math After School” Seattle, Washington, March 2004.

## Board and Volunteer Experience

City of Seattle Citizens’ Telecommunication & Technology Advisory Board	2008-present
Communities Connect Network	2008-present
Executive Director	2010
Board Chair	2009
Reel Grrls Board Member	2008-present
Washington Office of the Attorney General Public Council Citizens Advisory Committee	2009-present
Interconnection Board Member	2008-2010
Northwest Girls Coalition Leadership Council	2004-2006
Vice President for Membership	2005-2006
SmartGirls Expanding Your Horizons, Evaluator	2001-2005
Tech Prep Advisory Board Member	2002-2003
Technology Access Foundation	1999
Catholic Community Services, Youth Tutoring Program	1998
Central Area Youth Association Tutoring	1995-1996

## Citizens Telecommunications and Technology Advisory Board (CTTAB) January 2011

10 members: nine who serve a term of 2-years; 1 Get Engaged member who serves a term of 1-year

- 3 At Large                   Appointed by Council
- 3 At Large                   Appointed by Mayor
- 1 Education                Appointed by Mayor
- 1 Public Access to       Appointed by Mayor  
Telecommunications
- 1 Get Engaged             Appointed by Mayor

All appointments are subject to City Council confirmation.

D	Name	Appointed	Term Ends	Term #	Position	Appointed By
(6) M	Will Pugh	3/10/08	1/01/12	2nd	Vice Chair, At Large	Council
(1) M	Brian Hsi	1/24/11	1/01/13	1st	At Large	Council
(6) M	Robert Dolin	1/24/11	1/01/13	1st	At Large	Council
(6) M	Ted Schmitt	1/1/09	1/01/13	2nd	Chair, At Large	Council
(3) M	Daniel Carrillo, Jr.	1/1/10	1/01/13	2nd	At Large	Mayor
(6) M	Eric Koester	1/24/11	1/01/13	1st	At Large	Mayor
(6) F	Karen Manuel	1/1/09	1/01/13	2nd	Public Access	Mayor
(6) F	Marina Martin	1/24/11	1/01/13	1st	At Large	Mayor
(6) M	Stacey Wedlake	1/24/11	1/01/13	1st	Education	Mayor
(3) F	Roni Ayalla	1/24/11	9/30/11	Only	Get Engaged	Mayor

*(sorted by appt auth, term end date and name)*

### Diversity

	Men	Women	Vacant	Minority	(1) Asian-American	(2) African-American	(3) Hispanic Latin@	(4) Native-American	(5) Other	(6) Caucasian
Mayor	2	4	0	2	0	0	2	0	0	4
Council	4	0	0	1	1	0	0	0	0	3
<b>Total</b>	<b>6</b>	<b>4</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>7</b>



City of Seattle  
Office of the Mayor

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CITY CLERK

**MEMORANDUM**

**Date** January 13, 2010

**To** The Honorable Richard Conlin  
President, Seattle City Council

**From** Mayor Michael McGinn *MPM*

**Subject** **Mayoral Appointments to Citizens Telecommunications and Technology Advisory Board (CTTAB)**

The Citizens Telecommunications and Technology Advisory Board (CTTAB) is charged with studying and making recommendations to the Mayor and the City Council on issues of community-wide interest relating to telecommunications and technology, promoting affordable access to and use of telecommunications and technology, fostering citizen participation in decision making, and evaluating the effectiveness of telecommunications and technology policies and programs. The Commission was established in 1995 and is composed of ten members with six mayoral and four At Large council appointments. The mayoral appointments include three At Large positions, one Education representative, one Public Access to Telecommunications position, and one Get Engaged program participant.

We are happy to forward to the Council the following appointments to the CTTAB. The new appointments are to the three At Large, the Get Engaged and the Education positions and the reappointment is to the Public Access to Telecommunications position. The terms of the new appointees will end on January 1, 2013 and the Get Engaged appointee's term will end September 30, 2011. The new appointments carry with them the possibility of renewal. The reappointments will end on January 1, 2013 and cannot be renewed.

Name	Term Ends	Position	Appointed by	Succeeding
Stacey Wedlake	01-01-13	Education	Mayor	Jac DeHaan
Karen Manuel	01-01-13	Public Access	Mayor	Reappointment
Marina Martin	01-01-13	At Large	Mayor	John Neuharth
Eric Koester	01-01-13	At Large	Mayor	Richard Huff
Daniel Carrillo, Jr.	01-01-13	At Large	Mayor	Stuart Maxwell

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[mike.mcgin@seattle.gov](mailto:mike.mcgin@seattle.gov)

The appointment bios for appointees are as follows:

**Stacey Wedlake**

Stacey is a computer instructor at the downtown YWCA WorkSource technology training center with experience in curriculum design and instruction for diverse community members. She was previously a health promotion education volunteer for the US Peace Corps in Mongolia. Stacey also has community organizing experience, has participated in the Undoing Racism Workshop and has a certificate in project design and management. Stacey is a Wallingford resident.

**Karen Manuel**

Karen Manuel is being put forward for reappointment to CTTAB. Karen has over ten years' experience working with digital inclusion programs and policies. She currently works as a Research Associate for VisionTech360 on broadband planning for the states of Idaho and Wyoming. Prior to this she was the Director of Digital Inclusion for the EdLab Group and Executive Director for the Washington State Communities Connect Network, where she continues as a board member advocating for digital inclusion at the state level. Karen is also on the board of Reel Grrls and a member of the Washington State Office of the Attorney General's Public Council Citizens Advisory Committee. Karen also served as the Director of TechREACH, serving students, adults, and teachers in low-income communities. Karen holds a B.A. from Carleton College and an M.A.Ed. from Seattle University, focusing on program evaluation. She is a resident of North Beach.

**Marina Martin**

Marina is the owner of The Type-A Way, an efficiency consulting firm focusing on corporate and personal efficiency, including the integration of Salesforce customer relations management (CRM) systems for corporate clients and the creation of customized productivity-enhancing Web applications. Marina volunteers at the Dependency CASA Program, advocating for specific foster children's needs, and was a board member of Seattle Six Hour Startup, which hosted monthly entrepreneurial technology events. Marina is a Wallingford resident.

**Eric Koester**

Eric is VP and General Counsel at Appature, which provides web-based marketing solutions for healthcare companies. He has extensive experience in technology start-ups, is author of the Green Entrepreneur Handbook and founder of Greentrepreneur.org. Eric previously served as a new venture attorney at Cooley LLP. He has been active in the Startup Weekends, Northwest Entrepreneur Network and Washington CASH. He was named "Star of the Year" for 2010 by the ABA Young Lawyers Division. Eric is a Fremont resident.

**Daniel Carrillo, Jr.**

Daniel is being put forward for an At Large position after serving as a Get Engaged member of CTTAB. He is the Associate Site Manager for the Jumpstart Program at the University of Washington, supporting teams of undergraduates helping low-income children in preschool classrooms build language, literacy, social and initiative skills. He has B.A. from Yale University