

May 23, 2018

Dear Clean Energy Community Advisory Commission,

The Council Appointment Advisory Commission (CAAC) is seeking your input for the interviews that we conduct for your Commission, and for the interviews conducted for Retirement Board applicants. Pursuant to the San José Municipal Code and Council Policy 0-4, CAAC reviews applications, interviews applicants with special eligibility requirements and makes recommendations to Council as it relates to appointments to Boards and Commissions. We currently interview applicants for the Clean Energy Advisory Commission, Historic Landmarks Commission, Housing and Community Development Commission, Human Services Commission, Library and Early Education Commission, Neighborhoods Commission, and in the event a councilmember or mayor fails to provide a nominee.

Given the Commission's need for specific expertise, background knowledge, or representation from various interest groups, CAAC would like to create Commission specific interview questions. Our current interview questions are:

1. Why do you want to serve?
2. What is your understanding of the key duties of the Commission?
3. What knowledge and experience do you have in relating to diversity in our community?
4. If selected to serve, you'll be working with peers of varying opinions. Can you share an example of having successfully resolved conflict?
5. If appointed, what are your expectations and key priorities?
6. What expertise/experience do you have that will make you an effective Commissioner?
7. Please provide an example of past community influence, advocacy, and/or outreach.

If you would like us to ask specific questions to the applicants of your Commission, please have your Commission Secretary email our Commission Secretary, Elaine Trinh, at commissions@sanjoseca.gov with your recommendations by Monday, August 27, 2018. We hope to utilize the new questions by the Fall Recruitment.

Due to the time constraint of each interview, we ask that each Commission submit no more than five (5) questions for consideration.

Sincerely,

Council Appointment Advisory Commission

Lydia Lacy, Chair

Denise Belisle, Vice Chair

Michellé Jones-Roberts

Albert Rios

Quynh Ho

Ken Kelly

Linda Stone

Ruben Valles, Jr.

Mary Cheryl B. Gloner

Ben Mazzone