December 16, 2013

The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
1350 Pennsylvania Avenue, N.W., Suite 504
Washington, D.C. 20004

Dear Chairman Mendelson:

In accordance with section 601 of the District of Columbia Comprehensive Merit Personnel Act of 1978, effective March 3, 1979 (D.C. Law 2-139; D.C. Official Code § 1-606.01), which established the Office of Employee Appeals, I am pleased to nominate the following individual for appointment:

Patricia Hobson Wilson
1412 Primrose Road, N.W.
Washington, D.C. 20012
(Ward 4)

as a member of the Office of Employee Appeals, to fill the remainder of the unexpired term, to end April 6, 2016.

Enclosed you will find all biographical information detailing the experience of the above-mentioned nominee, along with a proposed resolution to assist the Council during the confirmation process. I would appreciate the Council's earliest consideration of this nomination for confirmation.

Please do not hesitate to contact me, or Darryl Gorman, Director, Office of Boards and Commissions, should the Council require additional information.

Sincerely,

Vincent C. Gray
Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution, which was referred to the Committee on ________________________.

To confirm the appointment of Patricia Hobson Wilson to the Office of Employee Appeals.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this resolution may be cited as the "Office of Employee Appeals Patricia Hobson Wilson Confirmation Resolution of 2013".

Sec. 2. The Council of the District of Columbia confirms the appointment of:

Patricia Hobson Wilson
1412 Primrose Road, N.W.
Washington, D.C. 20012
(Ward 4)


Sec. 3. The Secretary to the Council shall transmit a copy of this resolution, upon its adoption, each to the nominee and to the Office of the Mayor.

Sec. 4. This resolution shall take effect immediately.
PATRICIA HOBSON WILSON

Specializes in staff training, teaching, investigation of cases, human resource development, marketing, and business management. With broad experience in contract management, outreach and education, conference and meeting planning, financial management and international program development.

EDUCATION:

JURIS DOCTOR, (JD) Howard University School of Law May, 1979, Washington, D.C.


EMPLOYMENT HISTORY:

Sr. Vice President, Business Development
HOBBIECOM, PR
Washington, D.C. 1/99- present

Established professional marketing and management consulting practice serving both public and private sectors.

Consulted with 8A Certified firms, small and disadvantaged businesses, woman-owned businesses and commercial firms.


Services Included:

- New client development, strategic alliances and linkages, market infrastructure development.
Subject matter expert in the areas of business management, health-care administration and human resource staffing, business process improvement feasibility studies; benchmark studies, conferences and meeting planning, internal control reviews and training, case investigations and quality assurance studies.

Executive Director
THE BLACK WOMEN'S AGENDA, INC.
Washington, D.C. 10/08 – 10/09

Served as Program Director and facilitated all program activities related with health, education and economic development. Managed and worked with a thirty-two member board of directors to carry out program functions. Worked with the various board committees to facilitate analysis of their functions and to assure that the committees coordinated with each other to facilitate their program activities. Executed fundraising efforts and wrote grants to assure that funding was available. Oversaw financial management for the organization and facilitated a major fundraiser that included the seed money for the nonprofit's functions.

Marketing Executive
MARRIOTT VACATION CLUB INTERNATIONAL
Arlington, Virginia 01/04 - 12/08

Provided part-time sales and marketing opportunities to enhance the Marriott Vacation Club International Division. Facilitated sales of approximately $200,000.00 on a part-time basis of resort inventory that led to approximately 150 visits of Marriott clients to at least five resorts owned by Marriott. As a result, was awarded the "Rookie of the Year" Award at the end of the first year. Recognition was realized out of approximately 120 Marketing Executives located within the east coast region of the United States.

Senior Financial Management Analyst
Comptroller’s Office, Office of Policy, Procedures and Compliance
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

- Responsible for Special Projects, such as the Section 235 Reconciliation 10 year program, a subsidy program providing for low and moderate income families.
- Coordinated with mortgage companies such as AM South Mortgage Company, the Office of Finance and Accounting OFA, Cash Credit Management Division to reconcile and provide updates to the Single Family Mortgage Insurance System (AA43).
Coordinated, communicated, compiled and disseminated information in accordance with audit findings impacting OFA and the "Office of the Inspector General (OIG).

Served as liaison with the Office of the Inspector General (OIG), the United States General Accounting Office and contractors on matters affecting systems regarding management controls.

Accomplishments:

- Procured contracting to purchase a commercial Off-The-Shelf Software (COTS) package.
- Planned, coordinated and participated in Information Strategy Planning (IPS) sessions and Joint Requirements Planning (JRP) sessions conducted for all departmental program areas.
- Provided coordination between Management Control Contractors, OFA, and program personnel in the development, tracking and resolution of review findings; facilitated corrective action recommendations.

Financial Management Analyst
BERT W. SMITH, Jr., Chartered, Inc.
Washington, D.C. 9/84 - 9/87

Represented company before various HUD offices to resolve problems in different financial reporting systems, i.e., Databank Computer Power, Inc.; assured that reporting system's requirements were cohesive with established government internal control standards and guidelines. Recovered millions of dollars due to reconciliation of the Single Family Mortgage Insurance Premium Program.

Program Manager
Convention and Meeting Planning Group
Corporate Financial Services Group (Off-Shore Banking)
American Institute for Banking (AIB)
AMERICAN BANKERS ASSOCIATION
Washington, D.C. 1/82 - 8/84

Responsible for coordination of corporate vendors (AIB Conferences)
Administered chapters and study group competitions. Developed survey for groups' use with AIB corporate standards.
Taught courses to approximately two-hundred and fifty students. Courses included Contracts, Commercial Law, Corporate Law, Agency and Partnerships, Constitutional Law and Equal Employment Opportunity Law. Served on the College Governance Committee.

HONORS AND RECOGNITIONS:

Chair, Local Host Summit Committee, Black Women’s Roundtable, National Coalition – September, 2011 - present
Local Women’s Leadership Council Board Member – United Way, Metro Area 2006-2011
Journalist and Recording Secretary, MOLES, Washington, D.C. Chapter, 2006-2012
United Way Board Recognition – 2006-2012
Delta Sigma Theta Sorority – Washington Alumnae Chapter – member - 1993 – present
National Bar Association member – 2000 – present
MEMORANDUM

TO: Lolita S. Alston  
    Director  
    Office of Legislative Support

FROM: Janet M. Robins  
      Deputy Attorney General  
      Legal Counsel Division

DATE: November 18, 2013

SUBJECT: Legal Sufficiency Review of Executive Draft Bill, the “Office of Employee Appeals Patricia Hobson Wilson Confirmation Resolution of 2013” (AE-13-907)

This is to Certify that this Office has reviewed the above-referenced proposed resolution and found it to be legally sufficient. If you have any questions in this regard, please do not hesitate to call me at 724-5524.

Janet M. Robins