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OFFICE OF THE  
SECRETARY

VINCENT C. GRAY  
MAYOR

July 11, 2014

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 305 of the Fiscal Year 2002 Budget Support Act of 2001, effective October 3, 2001 (D.C. Law 14-28; D.C. Official Code § 2-1374), which established the Commission on Asian and Pacific Islander Community Development ("Commission"), I am pleased to nominate the following individuals for appointment:

Benjamin M. Bahk  
635 Regent Place, N.E.  
Washington, D.C. 20017  
(Ward 5)

as a public voting member of the Commission, for a term to end April 17, 2017;

Dr. Erick A. Hosaka  
1425 4<sup>th</sup> Street, S.W., Apt A315  
Washington, D.C. 20024  
(Ward 6)

as a public voting member of the Commission, for a term to end April 17, 2017; and the following individual for re-appointment:

Ms. Martha M. Watanabe  
1626A H Street, S.E.  
Washington, D.C. 20003  
(Ward 6)

as a public voting member of the Commission, for a term to end April 17, 2016.


Enclosed you will find all biographical information detailing the experience of the above-mentioned nominees, along with proposed resolutions to assist the Council during the confirmation process.

I would appreciate the Council's earliest consideration of these nominations 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,

A handwritten signature in black ink that reads "Vincent C. Gray". The signature is written in a cursive, flowing style with a large, prominent initial "V".

Vincent C. Gray

  
Chairman Phil Mendelson  
at the request of the Mayor

A PROPOSED RESOLUTION

—————  
IN THE COUNCIL OF THE DISTRICT OF COLUMBIA  
—————

Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution, which was referred to the Committee on \_\_\_\_\_.

To confirm the re-appointment of Ms. Martha M. Watanabe as a member of the Commission on Asian and Pacific Islander Community Development.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this resolution may be cited as the "Commission on Asian and Pacific Islander Community Development Ms. Martha M. Watanabe Confirmation Resolution of 2014".

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

Ms. Martha M. Watanabe  
1626A H Street, S.E.  
Washington, D.C. 20003  
(Ward 6)

as a public voting member of the Commission on Asian and Pacific Islander Community Development, established by section 305 of the Fiscal Year 2002 Budget Support Act of 2001, effective October 3, 2001 (D.C. Law 14-28; D.C. Official Code § 2-1374), for a term to end April 17, 2016.

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

Sec. 4. This resolution shall take effect immediately.

## MARTHA M. WATANABE

**Department of Justice, Civil Rights Division**  
**Management Analyst**  
**Voting Section**  
**Washington, DC**

September 2000 - Present

Duties include providing oversight of the Section's technology systems and internal DOJ technology systems (ICM, STAPS, GIS, imaging, Elections database). Responsible for maintaining the Voting Section's website both for external and internal use. Assist the Section Chief in the development of the Section's budget and other budget requests. Assist the Section Chief and Deputies with management reports, case management and budget reports for the Office of the Assistant Attorney General. Assist the Election Coordinator on election monitoring and federal observer program. Maintenance of case management system and provide the Section Chief and Deputies with reports as requested.

**Department of Labor**  
Acting Grants Liaison Officer  
Office of Intergovernmental Affairs  
Washington, DC

June 2000 - September 2000  
Detail

Duties included oversight of the grant notification process both internal within the Department of Labor and external to Members of Congress, state and local officials. Assisted with the overall coordination and strategy for the announcement of awards.

**Department of Labor**  
Acting Deputy Scheduler  
Office of the Secretary  
Washington, DC

February 2000 – June 2000  
Detail

Duties included screening and initial determination of all scheduling requests for the Secretary, routed requests to appropriate interdepartmental agencies for further consideration and coordinated any further action required for acceptance or regrets. Served as the principal assistant to the Director of Scheduling and Advance for coordination of all proposals for the Secretary's weekly strategic meeting and daily operations.

**Department of Labor**  
2000  
Special Assistant to the Deputy Assistant Secretary  
Employment Standards Administration  
Office of Federal Contract Compliance Programs (OFCCP)  
Washington, DC

August 1999 - September

Duties included development and dissemination of the OFCCP's public education message and outreach, coordination of special events for the Deputy Assistant Secretary including all advance preparations, town hall meetings, brown bag forums, workshops and other symposiums involving the DAS or Assistant Secretary, coordination of outreach to specialty media and constituent groups, coordination of OFCCP press releases and facts sheets, assist in the coordination of the agency's defense of federal affirmative action, assist with all OFCCP major

projects and programs, responds to questions both internal and external, develops and drafts the OFCCP annual report, weekly reports, newsletter and other publications,.

**Independent Consultant**

November 1998 – July 1999

National Council of Asian Pacific Americans

Assisted in the planning, structure and set-up of the Council. Provided administrative services for the Council.

Asian Pacific American Institute for Congressional Studies

Coordinated the selection process and placements for the Internship and Fellowship Programs.

Co-coordinated the APAICS Annual Gala Dinner.

**Civil Liberties Public Education Fund**

May 1996 – November 1998

Deputy Executive Director

Washington, DC

Created, established and maintained a \$5 million national federal grant program to promote educational activities and research on the internment of Japanese Americans during World War II. Provided community outreach and technical assistance to grantees; assisted the Board of Directors in the grant decisions; provided oversight of budget; all independent contracts, government relations, and closeout of operations; responsible for negotiating all agreements with grantees and independent contracts; assisted in the CLPEF initiatives including a Curriculum Summit and a National Day of Remembrance ceremony at the Smithsonian Institution and a national conference for all grantees.

**White House**

June 1993 – December 1993

Office of Presidential Personnel

Detail

Assistant to the Associate Director for Cabinet Agencies

Asian Pacific American Outreach Liaison

Assisted the Associate Director on searches pertaining to Presidential appointments to the Cabinet agencies. Also responsible for searches of Asian Pacific American candidates for Cabinet agencies as well as Presidential Boards and Commissions.

**Department of Justice, Civil Rights Division**

Program Specialist

Information Systems Branch

November 1991 – May 1996

Office of Redress Administration

October 1989 – November 1991

Information Systems Branch – responsible for coordinating activities of the plan preparation unit for the Voting Section of the Civil Rights Division. Duties included supervision of contract personnel; coordinated work flow between Voting Section staff and unit staff; assisted and trained the Voting Section on the GIS (Geographic Information Systems) application; provided system maintenance and user support for attorneys and staff; special projects for the Voting Section, with particular emphasis on the litigated cases.

Office of Redress Administration – responsible for initial payment recommendation for Japanese Americans interned during World War II. Duties included: supervision of contract personnel; reviewed files to confirm proper identification and compliance with statutory requirements; confirmed or changed eligibility recommendations; trained new personnel, both contractor and federal; responded to questions and provided guidance to others as unusual circumstances

arose.

<b>The League of Women Voters</b> Executive Assistant to the President and Executive Director Washington, DC	1987 – 1989
<b>Interfaith Action for Economic Justice</b> Administrative Assistant Washington, DC	1985 – 1987
<b>Sheridan Center</b> Administrative Director Chicago, IL	1983 – 1985
<b>ASI Personnel Services, Inc.</b> Office Coordinator	1982
<b>Garrett-Evangelical Theological Seminary</b> Administrative Secretary/Dean of Academic Affairs Program/Certification Secretary	1980 – 1981 1979 – 1980

## EDUCATION

B.S. in Business Administration, MacMurray College, Jacksonville, IL 1978

## TRAINING

Introduction to ArcInfo  
Introduction to Arcview  
Introduction to QuattroPro  
Introduction to HTML  
Webmaster Seminar

## AWARDS

Department of Justice, Outstanding Performance Rating	1990-95, 2002-05, 2007-12
Certificate of Commendation	2004
Special Achievement Award	1991, 1993-94, 2003, 2005, 2007-12
Meritorious Award	1992
Department of Labor, Outstanding Performance Rating	2000
Civil Liberties Public Education Fund, Outstanding Performance Awards	1997, 1998
National Federation of Asian American United Methodists, 20 <sup>th</sup> Anniversary Award	

### **Current Volunteer Activities**

National Japanese American Memorial Foundation Coordinated national dinners Freedom Walk Chair	2004-06, 2008 2009 (2), 2013 2011 - current
America's Opportunity Fund - National Advisor	2007 - current
Asian & Pacific Islander American Scholarship Fund - National Reader	2006 - current
Asian Pacific Islander American Vote (APIAVote) - National Advisor	2004 - current
Japanese American Citizens League- National Helped to coordinate their national convention	2013, Washington, DC
Organization of Chinese Americans - National Helped to coordinate their national convention	2013, Washington, DC 2012, Las Vegas 2009, San Francisco, CA 2008, Washington, DC 2006, Philadelphia, PA 2002, Salt Lake City, UT 2001, Seattle, WA 2000, Atlanta, GA 1999, Dallas, TX 1998, Washington, DC

### **Past Volunteer Experiences**

District of Columbia Commission on Asian and Pacific Islander Affairs Member of the Commission 1988 – 1994, 2000-2012 Chair, 1990 – 1993 As Chair of the Commission, maintained the office through the transition between Mayors, headed the search committee for staff and served as the liaison between the Mayor and the Asian Pacific Islander community in DC.	1988-94, 2000-12
Asian Pacific American Institute for Congressional Studies (formerly the Congressional Asian Pacific American Caucus Institute) Dinner Committee Intern/Fellowship Selection Committee	2012 1995 – 2005 1998, 2001
OCA - Mentoring Asian American Professionals Program Serving as a mentor	2009 & 2010
OCA-JACL Leadership Conference	2006 - 2007

Panelist

Asian Pacific American Labor Alliance Assisted in the dinner coordination at their National Convention	1999
Transition Team for DC Mayor Anthony Williams	1999
National Asian Pacific American Voter Registration and Education Campaign Consultant	1995 - 1996
Japanese American Citizens League, Washington, DC Chapter Member 1985 – current Board of Directors 1989, 1993 (Membership Chair), 1994 (Treasurer)	

**REFERENCES AVAILABLE UPON REQUEST**



GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Office of the Attorney General



Legal Counsel Division

**MEMORANDUM**

**TO:** Lolita S. Alston  
Director  
Office of Legislative Support

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

**DATE:** June 16, 2014

**SUBJECT:** Legal Sufficiency Review of the "Commission on Asian and Pacific Islander  
Community Development Ms. Martha M. Watanabe Confirmation Resolution of  
2014"  
(AE-11- 568Q)

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**This is to Certify that** this Office has reviewed the above-referenced Resolution and that we have 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