

DONNA BRESCIA
4 Garden Street
Cambridge, Massachusetts 02138
Hm:661-7995 Wk:451-5757

EXPERIENCE

Housing
1979-Present

BIDC Management Company, (A Division of Boston Investment and Development Company), Boston, Massachusetts

Vice President Responsible for supervision of all operations for housing management company. Portfolio includes 14 sites, approximately 1200 units of privately owned, subsidized housing.

Director of Management Responsible for supervision of site personnel at six (6) housing complexes (686) units for the operating budgets, preventive maintenance programs, purchasing, marketing of rental housing units and coordinating social service activities for residents. (10/81-10/82)

Management Coordinator Responsibilities included the implementation of operating budgets, creation of centralized purchasing system, review of escrow accounts, recommendation for rent adjustments. (10/80-10/81)

Assistant Site Manager/Rental Assistant for housing site consisting of 258 units. (5/80-10/80)

Homeworks, Cambridge, Massachusetts

Home management business, self-employed. Facilitation of home renovations and home maintenance projects. (6/79-10/80)

Retail

Wm. Filene Company, Boston, Massachusetts (1977-1979)

Education
1972-1977

Cambridge Public Schools, Cambridge, Massachusetts
Special Needs Teacher. Tenure status. (1972-1977)

Lesley College, Cambridge, Massachusetts
Supervisor of graduate students in special needs programs.
Instructed: "Psychology of Subnormal & Unadjusted Children"

EDUCATION

Cornell University, Ithaca, New York (1968-1972)
Bachelor of Science in Human Development

Boston College, Lesley College, Boston State University (1972-76)
24 graduate credits in special education and education administration.

Synectics, Inc., Cambridge, Massachusetts
Basic course in problem solving for business.

PROFESSIONAL AFFILIATIONS

Institute of Real Estate Management (IREM)

- .Certified Property Manager (CPM) Candidate
- .Chairman - Legislative Action Committee
- .Member - Subsidized Housing Committee

New England Elderly Housing Association (NEEHA)

National Association of Home Builders (NAHB)

- .Registered Apartment Manager (RAM)

New England Women in Real Estate (NEWIRE)

Ilene S. Hauck
4 Ivy Street
Cambridge, Mass. 02138
Tel. 492-3865

Work Experience:

September, 1980 - January, 1981

Children's Cooperative

Daycare teacher of children aged 15 months to 2-1/2 years.

April, 1979 - August, 1979

Massachusetts Department of Public Welfare

Consultant - Worked on a research study evaluating the delivery of services to families with abused and neglected children.

March, 1978 - March, 1979

Low Income Planning Aide

Organized a conference on childbearing rights. Contributor to book on childbearing rights.

August, 1973 - February, 1977

Charles Circle Clinic

Counselor - Counseled individuals and groups on birth control, abortion, and sterilization. Wrote informational pamphlets.

September, 1972 - June, 1973

Pregnancy Counseling Service

Intake Worker and Pregnancy Counselor

Community Activities:

YMCA, Woburn, Mass.

Physical Therapy Aide - Taught children with handicaps to swim.

First Parish in Bedford, Mass.

Church-School Teacher

Foster Mother

Lighthouse for the Blind

Assisted blind people with activities.

La Leche League

Organized meetings.

Counseled women on breast feeding.

Assistant Editor of high school-yearbook.

Education:

Hostra University

Liberal Arts (3 years)

Additional Courses

Conversational Spanish

Human Growth and Development

Group Dynamics

Journalism

Darkroom Techniques

Additional Information:

Mother of five.

Experienced in Public Speaking.

Have written press releases and newspaper articles.

Photographer

CELIA JOSEPHSON

10 Camelia Avenue
Cambridge, MA 02139

492-8728 (home)
536-0400 (work)

BAR ADMISSION

Massachusetts Supreme Judicial Court, June 1980
Federal District Court, January 1981

EDUCATION

Northeastern University School of Law, Massachusetts

Juris Doctor degree awarded September, 1979

University of Chicago, Illinois

B.A. 1975, Comparative Literature: English, French and Japanese

Academic Honors

Phi Beta Kappa, cum laude, Nef Prize for French Literature

RECENT LEGAL EXPERIENCE

Southeastern Massachusetts Legal Assistance Corporation
January 1980-Present

Staff attorney with 90 percent of caseload responsibility in area of housing, 10 percent in area of protecting the rights of the mentally disabled. Extensive state court practice including class action litigation. Trained in appellate practice.

ADVOCACY FOR RIGHTS OF WOMEN

Brockton Commission for Women

Member of committee of human services professionals employed by the City of Brockton and various state agencies to establish a new multi-service center for women in the south shore.

Women Helping Women

Legal representative for Women Helping Women, an organization providing services for battered women in the Brockton Area. Advised group on issues of corporate organization and liabilities.

Administrative Complaints

Filed administrative complaint with Hud concerning Brockton's failure to implement affirmative action guidelines in its FY '80 expenditures of CDBG monies.

Relevant Memoranda and Other Writings

Investigation of the Corporate Disclosure Provisions of the Equal Opportunity Act.

Memorandum Concerning Application of Title IX to the Tenure of Pregnant Nurses in State Hospitals.

Relevant Memoranda and Other Writings (continued)

Contributor to Anthology of Women Travelers currently being prepared for publication.

Contributor to Newsletter Pro Se, published by Northeastern University women's caucus.

PREVIOUS LEGAL EXPERIENCE

Cambridge & Somerville Legal Services, Cambridge, MA--Law Intern
December 1977-February 1978, and June 1979-October 1979.

Strimaitus and Kehoe, Lynn, MA--Law Intern
December 1978-January 1979.

Mass. Department of Public Health, Boston, MA--Law Clerk
September 1978-November 1978.

The Prisoner's Union, San Francisco, CA--Legal Intern
June 1977-September 1977.

LEGISLATIVE ADVOCACY

Emergency Housing Bills: Organized support for two bills currently being considered by the House of Representatives after favorable reading by Urban Affairs Committee.

Bill Preventing Condominium Conversion in Massachusetts, the "opt-out" bill: Gathered statistics and lobbied local representatives.

SELECTED OTHER EMPLOYMENT

Centro de Lenguas de Mexico, Mexico D.F.--Bilingual English Teacher
March 1976-September 1976.

PUBLICATIONS

Contributor to: Barbara Annis, ed. Our Hyde Park. Chicago: Hyde Park Herald, 1976.

Robert M. Schwartz, ed. Injured on the Job: A Handbook for Massachusetts Workers. Boston: Mass. Coalition for Occupational Safety and Health, 1979.

LANGUAGE SKILLS

Fluent Spanish and French.

REFERENCES

Available upon request.

Synopsis of Resume of:
BETTY LUTHER

Phone (617)354-7454
47 Jefferson Street
Cambridge, MA 02141

JOB OBJECTIVE

Position as Social Worker emphasizing social rehabilitation.

EDUCATION

Boston State College: M.Ed. June 1980
Rehabilitation Counseling

Boston State College: B.S. June 1978
Major: Psychology
Minor: Sociology

EXPERIENCE

May 83-present NORTH CHARLES INDUSTRIES, Somerville, MA
Vocational Coordinator
Apr 80-Jul 82 DARE MENTOR SHELTER CARE, Somerville, MA
Clinical Supervisor
Sep 79-Dec 79 MASS HALFWAY HOUSE, Boston, MA
Internship
Sep 78-Dec 78 CENTRAL HOSPITAL, Somerville, MA
Internship
Oct 76-Oct 77 ELIZABETH STONE HOUSE, Jamaica Plain, MA
Internship

MILITARY SERVICE

Jan 74-present 383rd MEDICAL DETACHMENT (PSYCHIATRIC), USAR
Behavioral Science Specialist

HONORS

Psi Chi, National Honor Society
in Psychology

LICENSE

MA Board of Social Workers LCSW #7840

PERSONAL

Parent: 3 children, 22, 21, 16
Health: Excellent, no physical limitations
Residence: Own home
Hobbies: Handicrafts, gardening, tropical fish

REFERENCES

Available upon Request

Amplified Resume

Betty Luther

May 83-Present

NORTH CHARLES INSTITUTE FOR THE ADDICTIONS

Overseeing all marketing and sales, including: procuring contracts, write-up bids, billing, customer service, define market. Supervise work flow and production schedules. Supervise line staff. Refine and develop vocational program including individual service plans, develop standing plans and recommend expansions.

Apr 80-Jul 82

DARE MENTOR SHELTER CARE

Hire and supervise foster parents and inhouse staff. Develop training program including: audiovisual, speakers, field trips, first aid and special consultants. Evaluate overall mental status of youths, screen and place youths. Develop individual behavioral management program. Advocate at the Department of Youth Services. Liaison; Office for Children. Investigate and report all allegations and overall responsibility for youth and foster parent records.

Sep 79-Dec 79

MASS HALFWAY HOUSE

Program was Probation Residential for court referred 18 to 24 year old males. As a Night Counselor responsibilities included crisis counseling, verification of information, building security and report writing.

Sept 78-Dec 78

CENTRAL HOSPITAL

Worked as a Milieu Therapist with adult psychiatric patients in an open ward. Duties included staff and activities planning, didactic teaching conferences, intake and diagnostic interviews and development of care plans.

Oct 76-Oct 77

ELIZABETH STONE HOUSE

Responsibilities in this shelter for battered women included crisis intervention, intake interviews and referrals to social agencies.

Jan 74-present

US Army Reserve, 383rd MEDICAL DETACHMENT (Psychiatric)

Collect and record social and psychological data and counsel personnel with personal, behavioral or psychological problems and assist with management of mental health activities.
Additional Duties: Wrote unit newsletter. Noncommissioned Officer in Charge of Nuclear, Biological and Chemical warfare readiness training; overall training of enlisted personnel.

134 Lexington Avenue
Cambridge, MA 02138
Telephone: 617|492-5955

D.O.B.: 12|12|50
Health: Excellent

Program Development and Organizational Skills

- a. Reorganization of Personnel Systems for more effective|efficient hiring and orientation.
- b. Implementation of Daily Operations Manual; primarily responsible for House Management and Financial Policies of MH Adult Community Residence.
- c. Program planning and consultation on group dynamics and leadership skills.
- d. Developed full core curriculum for Special Needs-Language Disabilities elementary classroom including behavior management program.
- e. Developed functional curriculum for adult program.
- f. Developed, implemented and evaluated supplementary Title 1 education program for grades K-4 in the areas of reading, language arts and mathematics.
- g. Organization, implementation and presentation of guidelines for ongoing support groups for women.
- h. Evaluation and revision of training program for crisis and short term counseling.

Staff Training and Supervision Skills

- a. Organization and presentation of inservices on Group Dynamics, Communication Skills, Peer Counseling, Normal Language Development, Speech and Language Therapy, Special Needs Testing, Parent's Role in Language Development, and Behavior Management Strategies.
- b. Direct administrative supervision of twelve staff counselors to increase accountability on program delivery.
- c. Development and presentation of college-credit continuing education course on Speech and Language Characteristics of the Mentally Retarded for professionals.
- d. Student teacher supervision.
- e. Volunteer recruitment and training.
- f. Supervision of volunteer peer counselors.
- g. Group facilitator of weekly large group discussions for women.
- h. As part of a team, organization and presentation of state-wide Title 1 workshop.
- i. Implementation and development of informational and training programs for parents.
- j. Consultation to elementary and adult special needs programs.

Additional Administrative Skills

- a. Record keeping systems in accordance with state regulations.
- b. Fiscal management and bookkeeping.
- c. Monitoring and troubleshooting physical plant for two community residences.
- d. Intra-agency and community liaison.
- e. Fundraising and public relations activities.

Teaching Skills

- a. Supplementary education program, Title 1, K-4.
- b. Special Needs - Language Disabilities, elementary level.
- c. Adult Developmental Achievement Centers.
- d. Preschool Developmental Achievement Centers.
- e. Speech and Language therapy, infants to adults.

Counseling Skills

- a. Group facilitation.
- b. Peer counseling.
- c. Short term and crisis counseling.
- d. Parent and child advocacy.

Other Relevant Skills

- a. Core evaluations, education plan development.
- b. Research.
- c. Secretarial skills.
- d. Diagnosis and evaluation with special needs population.

EDUCATION

- 9|68 - 5|73 B.S. in Elementary Education-Communicative Disorders, University of Wisconsin - Madison, WI.
- 9|73 - 12|74 M.S. in Language Pathology, University of Wisconsin - Madison, WI. GPA 3.8 (on a 4.0 scale).
- 9|75 - present Additional coursework in Administration, Education, Art and various conferences and workshops on related topics.

WORK HISTORY

- Commissioner. Cambridge Commission on the Status of Women, 3 year term. 6|83 - present.
- Administrative Coordinator. Alternative Home, Inc., Newton, MA. 7|82 - 4|83.
- Consultant. Iowa Girl's Leadership Camp, Ames, IA. June 1982.
- Language Pathologist and Consultant. Private practice, Minneapolis, MN. 8|81 - 5|82.
- Peer Counselor and Group Facilitator. Chrysalis Women's Center, Minneapolis, MN. 10|81 - 5|82.
- Language Pathologist. Dakota County DLC, MN. 11|80 - 7|81.
- Language Disabilities Teacher. Tewksbury Public Schools, Tewksbury, MA. 9|78 - 6|79.
- Research Associate. Disorders of Word-Finding and Reading in Children and Aphasics. With Maryanne Wolf, Harvard University Graduate School of Education, Cambridge, MA. 11|77 - 11|78.
- Diagnostic Prescriptive Teaching Specialist, Title I. Randolph Public Schools, Randolph, MA. 9|75 - 6|78.
- Counselor and Director of Training. Women's Place, Madison, WI. 2|74 - 8|75.
- Assorted business positions. 6|68 - 11|80.

ADDITIONAL INFORMATION

I have traveled extensively. I have bicycled throughout the United States and Canada. I enjoy camping, art, sports and reading. I have published some poetry and continue to write both poetry and prose.

Leona C. Morris
249 Garden Street
Cambridge, MA 02138
(617) 492-6591 (h)
253-7692 (w)

WORK
EXPERIENCE

1979-present Massachusetts Institute of Technology, Cambridge, MA
ADMINISTRATIVE ASSISTANT, Department of Urban Studies & Planning

Primary responsibilities: Assist the Director of the Housing and Urban Development (HUD) Intern Program in five key areas: (1) help interns to make transition to the Boston/Cambridge area; (2) direct the job placement program for interns (which includes serving as the liaison between agency supervisors and interns); (3) administer semi-annual appraisal forms to agency supervisors and interns; (4) prepare quarterly progress reports for HUD office in Washington, D.C.; and (5) arrange weekly seminars which include HUD interns, program staff and agency supervisors. Other responsibilities include compiling and distributing case studies and class notes for courses, maintaining confidential student files, writing and editing correspondence, and maintaining appointment and travel schedules for Director.

7/74-977 SECRETARY, Department of Urban Studies & Planning

Responsibilities: Maintained and scheduled appointment calendars, arranged travel itineraries, maintained confidential files, typed correspondence and course materials, and screened telephone calls for various faculty members.

7/72-6/74 CLERK TYPIST, Industrial Liaison Office

Responsibilities: Distributed and prepared the department's Monthly List of Publications (a booklet issued monthly to member companies) and responded to member company publication requests.

EDUCATION

1980-82 Northeastern University, Boston, MA
Courses taken: Psychology, Sociology, English & Math

1977-79 Bay State Junior College, Boston, MA
Medical Secretarial Program
Received Associate in Applied Science Degree (with honors)

1976-77 Bryant & Stratton College, Boston, MA
Received Certificate in Accounting.

1967-1971 Cambridge High & Latin School, Cambridge, MA
Enrolled in Business Program - Diploma Awarded

SUPPLEMENTAL EDUCATION

1983 Introduction to Word Processing
1983 Introduction to MIT Administrative Procedures
1983 Career Development Workshop
1982 Resume Writing Workshop
1982 Introduction to MULTICS

COMMUNITY INVOLVEMENT

1982-present Cambridge Community Center, Board Member
1980-present Cambridge YWCA, Youth Committee
1980-present Elks of Cambridge
1982-present Co-Chairperson, MIT Minority Interest Group
May, 1983 Member, MIT Women's Advisory Group
June, 1983 Appointed to the Cambridge Commission on the Status of Women

Beverly C. Sealey (Barnes) MSW, LICSW
249 Garden Street, Apartment 16
Cambridge, MA 02138
(617) 491-7014

EDUCATION:

Simmons College Graduate School of Social Work, Boston, MA
Master of Science Degree in Social Work, 1977

University of Massachusetts at Boston, MA
Bachelor of Art in Sociology, 1974.

WORK EXPERIENCE:

Sept., 1980
to
Present

Department of Mental Health - Roxbury Court Clinic Juvenile Services Unit, Roxbury, MA.

Associate Director/Senior Social Worker: Responsibilities include - but not limited to - supervision of mental health workers; social workers; volunteers and student interns; Coordinator of Student Training and staff liaison between clinic and schools; clinical evaluation(s) of clients for the justices of the court; short, mid, long term counselling of adolescents, families and adults. Development of orientation program and in-service training for new staff and interns.

May, 1981 - Sept., 1981 Acting Director, Juvenile Unit. Responsibilities included - but not limited to - the day-to-day operation of the Unit and supervision of staff.

Aug., 1977
to
Dec., 1980

Family Service Association of Greater Boston, MA 02108

Clinical Caseworker: Responsibilities included - but not limited to - short, mid-range and long-term counselling to individuals, couples, families, adolescents, and adults; intake; educational focused groups; consultation to outside agencies, and advocacy services. Designed curriculum for a group on "Single Parent Families." Staff Trainer for In-Service Training. Supervision of Bachelor's level social work volunteer(s).

Mar., 1970
to
Aug., 1974

Department of Health and Hospitals - Mahoney Family Life Center, Boston, MA

Social Worker: Responsibilities included social services with an inter-disciplinary approach to preventative medicine; intake, evaluation and referral; short, mid-range and long-term counselling; supervision of other para-professional social workers; and monitoring of fiscal administrative matters of the Unit.

Aug., 1968
to
Nov., 1968

Roxbury Multi-Service Center, Roxbury, MA 02121.

Survey Interviewer: Conducted research interviews relative to housing relocation and displacement of tenants.

Sept., 1976
to
May, 1977

Cambridge Hospital Out-Patient Psychiatry, Cambridge, MA 02139

Social Work Intern (second year field placement): Provided short and long-term casework to individuals, couples, families, and children in a psychiatric setting. Also, supervised Bachelor level Social Work Intern; and, provided consultation to medical staff in a combined health and public school setting.

Sept., 1975
to
Aug., 1976

Cambridge Family and Children's Services, Cambridge, MA 02139.

Social Work Intern (first year field placement): Provided short-term and long-term casework with individuals, couples, families, children, intake, foster-care and adoption services and, co-led family life education groups.

WORK EXPERIENCE:

Sept., 1974

to

Sept., 1975

Dorchester District Court, Dorchester, MA 02124.

Model Juvenile Probation Project.

Deputy Probation Officer: Responsible to the Justices in making disposition on court matters relative to juvenile offenders between the ages of 7 and 17. Responsibilities included interdisciplinary teamwork with Juvenile Probation Staff and Court Clinic Staff. Provided counselling, consultation and collaboration, advocacy, and outreach services.

TEACHING EXPERIENCE:

Sept., 1981

to

Aug., 1982

Boston College Graduate School of Social Work, Boston, MA.

Agency Supervisor: Responsibilities included training and supervision of graduate student(s) in the area of social casework theory and practice.

Sept., 1981

to

Present

Boston University Graduate School of Social Work, Boston, MA.

Field Instructor: Responsibilities include training and supervision of graduate students in the area of social casework theory and practice.

Sept., 1981

to

Present

Simmons College-School of Social Work, Boston, MA.

Clinical Associate: Responsibilities include training and supervision of graduate students in the area of social casework theory and practice.

PROFESSIONAL MEMBERSHIP:

Member, National Association of Black Social Workers

Member, National Association of Social Workers

Member, Nominating Committee, N.A.S.W., 1981 - 1983

Member, Advisory Committee, Education & Training, F.S.A.G.B.

Member, Advisory Committee Youth Dept., Cambridge Family YMCA

Former Board Member, Massachusetts Association of Social Workers

Former Board Member, Advisory Committee for Mahoney Family Life Center.

AWARDS:

Nominee, Outstanding Young Women of America, 1977.

PUBLICATIONS:

Barnes, Beverly C. and Jennifer K. Coplon, The Single Parent Experience. Boston: Resource Communications, Inc., 1980.

LICENSURE:

Commonwealth of Massachusetts Board of Registration, L.I.C.S.W. January, 1981.

REFERENCES:

Available upon request.

NANCY TALBOT

Education:

1980 M.S.W. Boston University School of Social Work
1971 B.A. University of Michigan, Ann Arbor

Work Experience:

June, 1980 to present -- Commonwealth Housing and Health Improvement Program, Inc.
Executive Director
(Oversee a small social service agency in the Fidelis Way Public Housing Development in Brighton. Emphasis on information, referral, advocacy, employment and training, counseling and referrals and community activities.)

December, 1977 to August, 1978 -- Somerville Women's Center.
Mothers' Group Coordinator
(Established drop-in centers for mothers with children under 5 and developed some babysitting exchanges.)

August, 1973 to April, 1977 -- Charles Circle Clinic
Counselor
(Counseled patients concerning gynecological problems and birth control, abortions and sterilizations.)

January, 1973 to May, 1973 -- Women's Medical Center, Detroit, MI
Counselor
(Counseled patients concerning birth control and abortions.)

January, 1972 to January, 1973 -- Department of Anthropology, University of Michigan
Graduate Student Secretary
(Secretarial duties including work on admissions, scholarships, field work and course requirements and graduation for department graduate students.)

Volunteer Activities:

State Senate campaign volunteer -- 1982 and 1980
Abortion Action Coalition -- worked to keep laws that give women a right to choose
Women's Crisis Center, Ann Arbor -- hot-line crisis counseling

2 Ivy Street
Cambridge, MA 02138
864-6225



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139

Tel. 498-9011

EXECUTIVE DEPARTMENT

ROBERT W. HEALY

City Manager

January 9, 1984

To the Honorable, the City Council:

Please be advised that I have appointed the following persons as members of the Cambridge Commission on the Status of Women:

Donna Brescia
4 Garden Court
Cambridge, MA 02138

Marcia Mittnacht
134 Lexington Avenue
Cambridge, MA 02138

Ilene Hauck
4 Ivy Street
Cambridge, MA 02138

Leona Morris
249 Garden Street
Cambridge, MA 02138

Celia Josephson
10 Camelia Avenue
Cambridge, MA 02139

Beverly Sealy-Barnes
249 Garden Street #16
Cambridge, MA 02138

Betty Luther
47 Jefferson Street
Cambridge, MA 02141

Nancy Talbott
2 Ivy Street
Cambridge, MA 02138

Copies of resumes are enclosed.

Very truly yours,

Robert W. Healy
City Manager

RWH/mbf

Agenda Item Nubmer Two

A-3

Re: notification of the appointment of
eight members to the Cambridge Commission
on the Status of Women.

In City Council,

January 9, 1984

1/9/84

Placed on File