




**SAN RAFAEL CITY COUNCIL STAFF REPORT**

**Department: City Clerk**  
**Prepared by: Lindsay Lara, City Clerk**

**City Manager Approval:** \_\_\_\_\_ 

**TOPIC: PICKLEWEED ADVISORY COMMITTEE APPOINTMENT**

**SUBJECT: APPOINT JAIRO CEBALLOS TO FILL ONE FOUR-YEAR TERM TO THE END OF DECEMBER 2026 ON THE PICKLEWEED ADVISORY COMMITTEE DUE TO THE EXPIRATION OF TERM OF SALVADOR AVALOS**

**RECOMMENDATION:**  
Appoint Jairo Ceballos to fill one four-year term to the end of December 2026 on the Pickleweed Advisory Committee due to the expiration of term of Salvador Avalos.

**BACKGROUND:**  
On November 29, 2022, the City Clerk called for applications for the Pickleweed Advisory Committee to fill one four-year term and one alternate four-year term to the end of December 2026 due to the expiration of terms of Salvador Avalos and Alternate Member Jairo Ceballos. Salvador Avalos did not reapply; however, Jairo Ceballos expressed an interest in serving as a full-voting member and submitted his application, which was the only application received by the deadline of December 21, 2022. Staff recommends the appointment of Jairo Ceballos to the end of December 2026, and to continue recruiting to fill the Alternate Member term.

The [Pickleweed Advisory Committee](#) provides valuable input in representing and advocating for the Canal area resident’s needs and wishes for programs and services; and is a primary public networking resource between the Canal residents, representatives from governmental and non-profit agencies, and others. The Pickleweed Advisory Committee works in conjunction with the City of San Rafael.

**FISCAL IMPACT:** There is no fiscal impact associated with this action.

**COMMUNITY OUTREACH:**  
The call for applications was advertised through mass email notification, the City website, social media platforms, and physically posted at City facilities.

**RECOMMENDED ACTION:**  
Appoint Jairo Ceballos to fill one four-year term to the end of December 2026 on the Pickleweed Advisory Committee due to the expiration of term of Salvador Avalos.

- ATTACHMENT:**
1. One (1) application
  2. Bylaws

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

#1

COMPLETE

**Collector:** Web Link 1 (Web Link)  
**Started:** Monday, January 09, 2023 2:16:37 PM  
**Last Modified:** Monday, January 09, 2023 2:36:26 PM  
**Time Spent:** 00:19:48  
**IP Address:** 98.51.51.89

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**Q1**

Contact Information

First and Last Name	Jairo Ceballos
Address	[REDACTED]
Address 2	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

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**Q3** Pickleweed Advisory Committee

What Board would you like to apply to?

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**Q7**

How long have you lived in San Rafael?

since 2016

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**Q8** Respondent skipped this question

Business Information

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**Q9**

How did you hear about this vacant position?

Other (please specify):  
My Pickleweed Advisory Committee position is over

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**Q10**

Do you participate in any civic activities? If so, what are they?

Yes, I most recently completed my term with the Pickleweed Advisory Committee

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**Q11**

List any civic organizations of which you are a member:

SFSU MPH Mentor Program  
CTSI at UCSF  
ADEA

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**Q12**

Education:

UC Merced BA/BS  
UCSF Dental Post Bac Certificate Program  
SFSU MPH

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**Q13**

Why are you interested in serving on a board or commission?

I hope to be able to continue to make an impact in my local community and augment equity among our San Rafael residents.

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**Q14**

Describe possible areas in which you may have a conflict of interest with the City:

NA

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**Q15**

Upload your resume.

**Jairo%20Ceballos%20San%20Rafael%202023.pdf (318.7KB)**

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Page 4: Demographics

**Q16**

Ethnicity

[REDACTED]

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Boards and Commissions Application

**Q17**



To which gender do you most identify?

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**Q18**



How old are you?

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# Jairo Ceballos

San Rafael, CA 94901



## EDUCATION

### **University of California Merced, Merced, CA — *B.A Psychology, Pre-Dental Studies***

August 2011 - December 2015

### **University of California San Francisco, San Francisco, CA — *Dental Post Baccalaureate Certificate Program***

August 2016 - May 2017

### **University of California Berkeley-Extension, San Francisco/Berkeley, CA — *Upper-Division Course Continuation***

August 2016 – July 2019

### **San Francisco State University, San Francisco, CA — *Master of Public Health, Community Health Education***

August 2019 - May 2021

## WORK EXPERIENCE

### **University of California San Francisco, — *Clinical & Translational Science Institute Special Projects Analyst III***

November 2022 - Present

- Serve as a consultant in Community Engagement Research
- Bridge the spectrum of research, clinical intervention, and translation of public health in a more equitable way.

### **City of San Rafael, — *Pickleweed Neighborhood Advisory Committee Board Member***

January 2020 - Present

- Serve as an appointed representative for the Canal Neighborhood, whose population majority is comprised of immigrant under-resourced families
- Bridge the gap between private and public sector businesses/organizations and the families of the neighborhood to improve quality of life and social interactions that will lead to increase access to resources through an equity and diversity lens

### **Porterville Academy of Health Sciences (PAHS), Porterville, California *1<sup>st</sup> Board Representative & Student Alumni***

August 2011 – Present

- Appointed as the first student alumni/board representative for PAHS and facilitated college

## COMPUTER SKILLS

Extensive experience working with Macintosh and Windows operating systems, Excel, Powerpoint, GoogleDocs, Word, Box, AxiUm, Interactive online platforms, and VPN protected sites. My word count is 85+ WPM.

## AWARDS

NATO:National Association of Theatre Owners of California/Nevada Scholarship

The Charles E. Saak Scholarship Fund

Tulare County Dairy Women's Scholarship

Bobcat Scholarship

Partnership Academy of Health Sciences Scholarship

## LANGUAGES

Bilingual: Spanish (Advanced-level in speaking, reading, and writing)

Experience in communicating and translating medical terms in Spanish

## CERTIFICATIONS

Certified Nurse Assistant: #781471- Currently Expired

Radiation Safety Certification License #2631 Effective: August 2018-Present

tours, student mentorship, and college readiness advocacy through the lens of a first-generation college student

- Panelist in the Porterville Unified School District Academy of Health Sciences Conference as an undergraduate college graduate and health careers student
- Selected as a key note speaker for PAHS graduating class of 2017 and 2018 ceremony
- Continued community support as a student mentor, health fair assistance, and health promotion advocate

### **Marin YMCA— *After School Program Program Lead***

January 2018 – March 2020

- Worked with students ranging from kindergarten to fifth grade and helped students develop and strengthen academic, physical, and social skills by providing assistance, tutoring, and mentorship
- As a Program Lead I assisted in the coordination and implementation of meaningful and enriching programs and activities that support student development and promotion of educational goals
- Supported the development of the Marin County community and YMCA Organization relationship and program(s) outreach

### **University of California San Francisco School of Dentistry, *Dental Research Assistant***

December 2017 – August 2019

- Assisted in the clinical setting with four-handed patient care and provided education in preventative and restorative dentistry
- Patient data input and implementation of regulatory policy management pertaining to clinical and research protocol
- Research project management and team building skills regarding quality improvement and quality metrics projects
- Assist and lead in community-based research projects that are directed at increasing oral health preventative measures among underserved communities.

### **University of California San Francisco School of Dentistry, *Continuous Quality Improvement Project- Student Participant***

September 2016 – May 2017

- Interprofessional collaboration with 4 students from the different Post Baccalaureate Programs and Dr. White investigating care providers understanding and implementation of radiographic guideline when providing diagnostic solutions to patient care
- Collected patient data with identifiers excluded to determine the frequency and quality of prescribed radiographic images
- Collectively, presented recommendations for quality improvement to care providers through group meetings and final presentation in front of administration, clinical providers, and students

### **California Vote Project, *County of Merced, California Voter Registration Advocate***

April 2016 – June 2016

- Worked with a group of 8 individuals to perform house to house primary elections education and register eligible age-appropriate future voters
- Assisted willing future voters to complete affidavits and address any pressing questions regarding the candidates, measures on ballots, and choices for ballot completion

## **ORGANIZATIONAL INVOLVEMENT**

MPH in Community Health Education at San Francisco State University  
June 2020-Present  
Succeeding Cohort Peer Mentor

Public Health Organization of Graduate Students (PHOGS) Student Organization San Francisco State University  
August 2019-May 2021  
Masters Student Participant

Omega Delta Phi Fraternity Inc. at the University of California Merced  
April 2012-December 2014  
Vice President & Service Chair leadership roles

Pre-Health at UC Merced  
January 2012-May 2015  
Student Participant

Latino Associated Students de UC Merced (LAS)  
September 2011-December 2014  
Student Participant

## **COMMUNITY SERVICE & VOLUNTEER WORK**

Academy of Health Sciences (PAHS) Student Mentor and Board Advisor  
August 2011-Present (At Call)

Academy of Health Sciences (PAHS) Special Speaker May 2017 & May 2018

San Francisco-Marin Food Bank Per-diem volunteer 2017-Present

Walk n Roll Cure SMA Annual Event San Francisco August 2016- Present

Special Olympics volunteer coach/event setup and management 2012-2015

Special Olympics practice volunteer: basketball and track & field 2012-2015

Boys and Girls Club of Merced, CA yearly Easter Egg Hunt and Haunted House set-up and admin. 2012-2014

Early Childhood Education Center monthly volunteer 2012-2014

- The collective agreement was to help support voter awareness and promote an equitable voter turnout for the 2016 elections

**Field Work, County of Tulare, California**  
*School Break Temporary Worker*

June 2009- December 2015

- During summer and winter breaks worked the seasonal labor demands that included tree pruning and harvesting
- Continuous work, dependent on the season, included picking oranges, blueberries, and grapes
- My fluent English and Spanish language facilitated the ability to provide translation between various stakeholders in the fields including workers, foremen, contractors, and ranchers

**River Island Landscaping Projects, Springville, California**  
*Grounds Keeping and Special Projects*

December 2014 – June 2015

- Through my involvement with the local community I was afforded the opportunity to provide grounds keeping and conduct special projects at River Island Country Club by the club president Mr. Michael Mahoney during undergraduate school breaks
- Coordinated and Conducted large stone removal and relocation, debris removal, mulch placement, planted new drought resistant vegetation, and created dry creeks and landscaping to support environmental demands due to water usage restrictions and access

**Great Valley Center, County of Merced, California**  
*Computer Literacy Instructor*

January 2015 – June 2015

- Liaison between the Great Valley Center, local school district, and Non-English speaking student parents to access computer literacy courses in order to facilitate access to student grades, email, and daily enrichment
- Collectively lead 10-15 participants in 1 hour increments on how to power, access, and navigate computers and the internet
- Maintained logs of parent participants, arranged classroom allocation, reported back progress to program director, and participated in community outreach to promote the computer literacy program

**Merced County Office of Education, County of Merced, California**  
*School Connect Home Tutor*

February 2014 – August 2014

- Collaboratively worked with a group of certified and paraprofessional staff to identify, recruit, and retain migrant students that sought/needed supplementary instruction and educational support during the regular school year and/or summer/intersessions
- Visited each student participant at their homes and guided them through predetermined programs in a 30 minutes to 1 hour one on one or small group sessions that were geared towards each individual student needs
- Collected daily progress reports and participated in daily and weekly report meetings with program directors to help guide the students instructional/educational needs as well as to advocate for other students that were identified as needed the services we offered

Highway Cleanup designated location for Omega Delta Phi Fraternity Inc. 2012-2014

Annual Can Food Drive hosted by Omega Delta Phi Fraternity Inc. 2012-2014

Annual Walk for Cancer Porterville California

Annual Health Fair volunteer through Family Healthcare Network in Porterville, CA 2011-2014

FACES; Challenger Center Merced, CA. event volunteer 2013 and 2014

Annual LAS; Cinco de Mayo Celebration at UC Merced

Annual Caesar E. Chavez Blood Drive at UC Merced 2012-2014

**University of California Merced, Merced Graduate Division**  
**Data Input Student Assistant**

October 2013 – February 2014

- One of two student data input assistants selected to collect Course Request Forms (CRFs) from all programs offered at UC Merced and input these course data forms into a centralized database
- Transformed paper form CRFs to digital copies and created CRFs for new courses to facilitate student requests and course equivalency for administrator and professor requests
- Individual and group based work to collectively implement database access and prompt further data dissemination within the Graduate Division at the University of California Merced

**Galaxy 9 Theater, Porterville, California**  
**Floor Staff**

November 2009 – January 2013

- Began work as a customer greeter in high school and subsequently was invited to work during my winter and summer breaks from college doing box office, concessions, and theater room inspections
- Provided training to new hires as a senior theater employee and served as a lead employee under the supervision of the shift manager and general manager handling money flow, employee rotations, and customer queries
- Participated in community events sponsored by the Galaxy 9 and guided student events at the theater for example; day trips, birthday parties, and special school district events

**DENTAL SHADOWING**

**Dr. Israel Trujillo D.D.S Periodontics Office-Merced, California**  
**Student Shadowing**

July 2014 – January 2015

**Precision Family Dentistry Dr. Nathan Miller D.D.S Office-Merced, California**  
**Student Shadowing**

June 2014 – January 2016

**University of California, San Francisco Dental School-Preventative and Restorative Dental Sciences**  
**Co-Author and Project Manager**

November 2009 – May 2010

**Projects**

**University of California, San Francisco Dental School-Preventative and Restorative Dental Sciences**  
**Co-Author and Project Manager**

Project, "Implementation of Validated Caries Indices in an Electronic Health Record "

- Study objective: To implement and validate caries indices in a dental institution that were previously developed and validated in an Electronic Health Record (EHR) at two time



points

- Study conclusions: We conclude that caries indices derived from an EHR, were successfully implemented and validated at a dental institution where they can be used for research and patient care purposes

***San Francisco State University Master of Public Health- Community Health Education  
Culminating Experience Project***

Project Title, How Have Health and Immigration Policies Impacted the Oral Health of Undocumented Latinx Immigrants in California's Central Valley

- Project Purpose: To examine how health and immigration policies have shaped the context of oral health in historically underserved and marginalized undocumented Latinx immigrants in California's Central Valley. The objective of this work was to promote policy changes that will enable undocumented immigrants to acquire comprehensive healthcare.

# Jairo Ceballos

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San Rafael, California - [REDACTED]

To: City and County of San Francisco,

I am interested in the Health Educator II position within the Kaiser Permanente Organization. My educational, clinical, research, lived experiences and community service have solidified my qualifications to be a successful candidate.

In December 2015 I graduated from the University of California, Merced with a Bachelor degree in Psychology. I subsequently completed the Dental Post Baccalaureate Certificate Program in May of 2017 at the University of California, San Francisco. In May 2021 I graduated from the Masters in Public Health Program at San Francisco State University. I stand firmly in an interpersonal commitment to serve my community and have made it my duty to obtain increasing skills in public health, particularly pertaining to oral health. I have attached my resume for your review and consideration.

In my job and volunteer experiences I have had the opportunity to work in a broad prospect of occupations in which I have developed strong leadership, interactive skills, flexibility, critical thinking, and enthusiasm to grow. Through participation in various organizations such as, University of California, San Francisco, Partnership Academy of Health Sciences, United Farm Workers, Chicano Latino Youth Leadership Conference, Omega Delta Phi Fraternity, Inc. and Latino Associated Students at UC Merced which all lead and assist in local efforts to support the underserved members of communities, I have developed inevitable people-orientated skills. I am fluent in Spanish and have a firm comprehension of the internet and computer application programs. Experience in presentations allows me to communicate confidently.

I firmly acknowledge that this position will allow me to enforce my present knowledge and expand on acquirable knowledge. I am confident and motivated that my obtained experience would be a beneficial asset. Team based experiences and individual endeavors have conclusively prepared me to possess:

- Efficiency and reliability in performing duties presented
- Ability to depict complexities and develop them into opportunities
- Knowledge on general office procedures
- Ability to collaborate effectively in a team and present leadership
- Flexibility, Organization skills, and responsible instincts
- Customer service and community outreach

I strongly consider myself a positive inclusion to the team as a Health Educator. Thank you for your time and consideration. I am available as needed and open to contact at any time at your earliest convenience.

Sincerely,

Jairo Ceballos

## PICKLEWEED ADVISORY COMMITTEE BYLAWS

### ARTICLE I. NAME AND PURPOSE

**Section 1.1. Name.** The name of this body shall be the City of San Rafael Pickleweed Advisory Committee, hereinafter referred to as the "Pickleweed Advisory Committee," or the "Committee."

**Section 1.2. Purpose.** The Pickleweed Advisory Committee provides valuable input in representing and advocating for Canal area resident's needs and wishes for programs and services; and is a primary public networking resource between the Canal residents, representatives from governmental and non-profit agencies, and others. The Pickleweed Advisory Committee works in conjunction with the City of San Rafael.

**Section 1.3. Committee Responsibility.** The Pickleweed Advisory Committee's responsibilities shall be in accord with these Bylaws, as amended from time-to-time by the City Council. The Pickleweed Advisory Committee's authority is advisory only. The Pickleweed Advisory Committee has no power to act on behalf of the City of San Rafael or any other entity.

The duties of the Pickleweed Advisory Committee shall include the following:

1. The Advisory Committee shall be responsible for advising the Park and Recreation Commission, City Council and City Staff on all matters pertaining to the facilities, programs and services of the Albert J. Boro Community Center and Pickleweed Park;
2. As needed, make recommendations on policies and procedures governing the use of the Albert J. Boro Community Center and Pickleweed Park in accordance with the mission of the City of San Rafael;
3. Assist the City with reviewing and evaluating "Use Agreements for Co-Sponsored Programming" at the Albert J. Boro Community Center and Pickleweed Community Park;
4. Promote the use and support of the Albert J. Boro Community Center and Pickleweed Park within Canal area neighborhood, including working in cooperation with citizen and business organizations, foundations, school districts and other governmental agencies.
5. The Committee shall have no authority to direct, nor shall it direct, City staff, officials or volunteers;

**Section 1.4. Brown Act.** All meetings of the Pickleweed Advisory Committee shall be open and public, and all persons shall be permitted to attend any meeting of the Pickleweed Advisory Committee, except as otherwise provided in Government Code Section 54952.

## ARTICLE II. MEMBERSHIP

**Section 2.1. Number of Members.** The Pickleweed Advisory Committee shall consist of a total of ten (10) members as follows: seven (7) voting members, one (1) alternate member, one (1) non-voting representative from the Park and Recreation Commission and one (1) non-voting City staff member who will act as the Committee Chairperson. The City staff member will typically be the Albert J. Boro site supervisor, but in all instances shall be appointed by the City Manager.

**Section 2.2. Eligibility.** The Committee shall be composed of seven (7) regular voting members which may include up to two (2) youth members, plus one (1) alternate member. Each shall have the same duties and responsibilities and shall consist of the following:

1. Members of the Committee shall be at least 18 years of age, except for the youth members who shall be a minimum age of a high school 9<sup>th</sup> grade student
2. At least six (6) regular voting members of the Committee shall reside within the Canal neighborhood
3. One (1) member of the Committee must be a City of San Rafael resident but may reside outside of the Canal neighborhood.

**Section 2.4. Appointment of Committee Members.** With exception of the representative of the Park and Recreation Commission and City staff, all other regular voting members and alternate member shall be appointed by the City Council. Appointments shall be published on the website for the City of San Rafael in accordance with Government Code Section 54973, as amended from time to time. The representative from the Park and Recreation Commission will be selected by the Park and Recreation Commission on an annual basis.

**Section 2.5. Terms of Appointment.** With exception of the representative from the Park and Recreation Commission, each Committee member shall serve a minimum term of four (4) years but not more than two consecutive terms. However, if there is a vacancy on the Committee, the City Council has the authority to extend a current Committee member's term at their discretion. Members may also reapply to Committee following an absence of at least one term. An effort will be made to ensure that the terms are staggered, and not all of the appointments expire in the same year. A Committee member whose term is expiring should notify the Chairperson at least thirty (30) days before the end of his/her term whether he/she wishes to continue his/her membership.

The representative from the Park and Recreation Commission shall serve a term of one (1) year, but not more than two consecutive terms. However, if there is a vacancy, the Park and Recreation Commission has the authority to extend the current representative's term at their discretion.

**Section 2.6. Resignation.** All resignations from the Pickleweed Advisory Committee shall be submitted in writing to the Chairperson. The resigning Committee member should provide as much notice as possible.

**Section 2.7. Absence and Removal.** Attendance at any regularly scheduled meeting is a necessary part of being an effective Committee member. If a member is unable to attend a regularly scheduled meeting, the member should notify the Chairperson at least twenty-four (24) hours in advance of a regularly scheduled meeting to have an excused absence. An unexcused absence from two (2) consecutive Pickleweed Advisory Committee meetings without notification to the Chairperson, or six absences (whether excused or unexcused) in any term, shall result in immediate removal from membership on the Committee. Previously dismissed Committee members may be eligible for reappointment to the Committee in accordance with Section 2.4.

**Section 2.8. Vacancies.** Vacancies, no matter how arising, shall be published on the website for the City of San Rafael in accordance with Government Code Section 54973, as amended from time to time.

**Section 2.9. Compensation.** Committee members serve without compensation.

**Section 2.10. Duties of the Chairperson.** The Chairperson shall preside over all Pickleweed Advisory Committee meetings and shall be responsible for preparing agendas and meeting minutes. If the Chairperson is unable to attend a regularly scheduled meeting, the regularly scheduled meeting shall be cancelled and resumed at the next regularly scheduled meeting.

### **ARTICLE III. MEETINGS**

**Section 3.1. Time and date of Regular Meeting.** Notification of meeting place, date, and time shall be rendered to the public through posting on the City of San Rafael website. A minimum of five (5) meetings shall be scheduled annually, on a consistent day of the month; the schedule for the upcoming year will be set by November of the previous year; staff will contact the Committee one week prior to scheduled meetings to determine if a quorum will be present; lack of quorum will result in the cancellation of the scheduled meeting.

**Section 3.2. Agenda.** Items may be placed on the agenda by the Chairperson or at the request of a member if approved by the Chairperson. The Chairperson will be responsible for preparing an agenda item cover sheet and for the initial presentation at the meeting. Items to be included on the agenda should be submitted to the Chairperson no later than two weeks before the scheduled Committee meeting; lack of agenda items will result in the cancellation of the scheduled meeting. Agenda packets for regular meetings will be provided to the Committee members at least three (3) business days before the scheduled meeting.

**Section 3.3. Special Meetings.** Special meetings may be called by the Chairperson.

**Section 3.4. Quorum.** Four (4) voting members of the Committee shall constitute a quorum for the transaction of business at any regular or special meeting of the Pickleweed Advisory Committee.

**Section 3.5. Voting.** A majority vote of those present and constituting a quorum shall be required to agree to any business of the Committee, including making any input that will be presented to the City Council, City Manager or Library and Recreation Director provided that any Committee member who abstains due to a legal conflict of interest shall not be counted in determining the existence of a quorum or a majority vote.

The Alternate Member serves only in the absence of a voting member. When a voting Committee member is absent from a regularly scheduled meeting, the Chair shall call upon an alternate to be seated at the table to participate in a voting role at the meeting. If a regular voting Committee member arrives subsequently, that person shall not participate as a voting member.

**Section 3.6. Public Participation.** All meetings of the Pickleweed Advisory Committee shall be open to the public. Meetings will be accessible to all, with accommodations for accessibility issues made upon request. Any person who disrupts the meeting may be asked to leave and be removed.

#### **ARTICLE IV. ADOPTION AND AMENDMENT**

**Section 4.1. Effective Date.** The Bylaws shall become effective immediately upon a majority vote of approval by the City Council.

**Section 4.2. Amendments.** These Bylaws may be amended by majority vote of the City Council at any regular meeting of the City Council. All proposed amendments to the Bylaws shall be made available to the membership at least ten (10) days prior to the meeting at which the City Council will vote on the proposed changes. The effective date of the amendment shall become effective immediately upon a majority vote of approval by the City Council.