

RICKI WELLS

(b)(6)

LEGISLATIVE AND PUBLIC ADVOCACY

Motivated public policy professional with over seven years of experience and interest in equitable and sustainable transit. Extensive work on complex legislative issues and relationship building; and a commitment to supporting policies that allow for effective and smart investments in integrated transportation networks.

PROFESSIONAL EXPERIENCE

San Francisco Bay Area Rapid Transit (BART)

Oakland, CA

Grants Officer

July 2019 – Present

- Oversee and assist senior management in the development of grant strategies and applications for projects in Contra Costa County
- Develop and manage funding strategies for priority projects, such as Next Generation Fare Gates, Concord and Walnut Creek Station Modernizations, and other county-based projects
- Coordinate with internal planning staff and external stakeholders in updating County and Regional Transportation Improvement Programs to include BART capital projects
- Manage the process for complying with local, state, and federal funding guidelines
- Serve as primary liaison to the Contra Costa Transportation Authority (CCTA) and Regional Transportation Planning Committees
- Serve as Chair of the CCTA Technical Coordinating Committee

Senior Representative

February 2018 – Present

- Monitor and analyze legislation impacting all aspects of District operations
- Coordinate and draft District comments to state funding guidelines
- Draft annual Report to Congress for distribution to Congressional members from the Bay Area
- Coordinate and edit annual Prohibition Order Report for submission to the California Legislature
- Provide the Board of Directors with technical assistance and updates on active legislation
- Draft amendments, as necessary, for legislation impacting the District
- Research and draft responses to inquiries from legislative staff related to District policies and procedures
- Coordinate and manage interns for Summer Youth Tours throughout the BART service area
- Serve as liaison for the Bay Area Legislative Caucus on issues related to BART, including transit-oriented development, homelessness, and public safety

California Department of Transportation

Sacramento, CA

Legislative Analyst

January 2017 – February 2018

- Analyzed proposed legislation impacting rail and mass transit, congestion management, disadvantaged communities, maintenance, equipment, and outdoor advertising (Highway Beautification Act)
- Reviewed enacted legislation for relevancy and proposed changes to Department policies
- Served as Legislative Liaison on behalf to the Division of Maintenance on issues related to major disasters and homelessness
- Recommended positions on key legislation to senior Department staff for consideration by the

Governor

- Coordinated and reviewed mandated legislative reports for accuracy and compliance with statutes prior to submission by the California State Transportation Agency
- Provided legislative staff with technical assistance related to active legislation
- Drafted amendments, as necessary, for pending legislation
- Researched and draft responses to inquiries from legislative staff related to department policies and procedures

Office of Assembly Member Lorena Gonzalez

Sacramento, CA

Legislative Assistant

December 2013 - December 2016

- Staffed and advised Member on issues related to agriculture, budget, consumer protection/privacy, housing, revenue and taxation, and transportation
- Drafted talking points for speaking engagements, press conferences, committee hearings, and floor session
- Managed the legislative process for introduced bills, including background research, negotiating amendments, obtaining rule waivers, and engaging committee staff
- Managed Assembly Member's schedule, travel, and calendar for Sacramento and District
- Staffed member at public engagements, as needed

California National Association for the Advancement of Colored People

Sacramento, CA

Deputy Executive Director

February 2013 - June 2013

- Assisted with strategic planning, new program development, program funding strategies, budgeting, operations, and management
- Managed legislative staff, community affairs, and communication with local NAACP statewide branches and Executive Committee members
- Managed legislative activities, including development of advocacy platform, lobby days, relationships with legislative staff, communications, and Executive Board meetings
- Managed the development of grant applications for healthcare related activities
- Designed outreach and education plan for Covered California activities implemented by local NAACP branches

The Boston Consulting Group

New York, NY

Case Team Assistant

March 2005 - January 2013

- Managed, organized, and coordinated schedules, travel, and client meetings for seven Principals and Partners
- Independently managed and determined priority of client requests and internal team meetings
- Assisted with the establishment of Connect Over Work, a monthly forum for presentation and discussion of recent strategy work involving clients
- Independently executed marketing plan established by Partner charged with increasing presence in Private Equity and Financial Services consulting
- Trained Executive/Administrative Assistants on changes to IT Self Help portal
- Managed other assistants in redesigning and updating the TeamSite to better disseminate relevant information
- Trained new Assistants during the on boarding process
- Served as Team Leader in charge of updating manuals for new hires

Stanford University

Stanford, CA

Conference Administrator, Conference Services

July 2003 - October 2004

- Arranged all client/conference coordinator planning meetings for summer conference planning
- Assisted with the coordination of facility use, cleaning, and technological needs of clients during summer conference season
- Screened applicants, tracked resumes, and scheduled interviews for summer interns
- Created on boarding guide for summer interns and coordinated orientation
- Trained and managed summer interns to assist in hosting conference attendees during the summer

Office Assistant, Office of Staff Employment

August 2002 - June 2003

- Served as first point of contact for Office of Staff Employment.
- Aided senior recruiters in executive searches
- Screened applicants by verifying resume and application information in PeopleSoft
- Scheduled phone and onsite interviews
- Assisted internal and external job seekers with the application process
- Compiled EEO data and reports

RESEARCH AND ANALYTIC EXPERIENCE

Department of Youth and Community Development (DYCD): Fatherhood Initiative

Consultant (Milano Advanced Laboratory in Issue Analysis) – Spring 2012

Analyzed the process for tracking participants in The Fatherhood Initiative and how well the process informs the agency of client progress. Recommendation: Additional training for case managers in the standards established by DYCD to correct incomplete progress notes.

- Analyzed participant enrollment information for consistency and rate of completion
- Reviewed handwritten case notes and notes entered into proprietary case management database
- Interviewed case managers and clients regarding their understanding of the program process and requirements

Administration for Children Services (ACS)

Team Consultant (Milano Laboratory in Issue Analysis) – Fall 2009

Advised ACS on closing or increasing enrollment in underutilized childcare centers to save money in upcoming fiscal year. Recommendation: Evaluate centers based on neighborhood demographics and center specific issues surrounding enrollment.

- Extensively reviewed enrollment data for ACS funded childcare centers in all five New York City counties
- Analyzed census data in communities where underutilized childcare centers were located
- Researched changing demographics and impact of redevelopment on subsidized childcare needs
- Interviewed center operators with low enrollment to ascertain reasons for under enrollment
- Reviewed marketing plans used by select centers

EDUCATION

The New School University

Master of Science in Urban Policy Analysis and Management
New York, NY

June 2012

University of California, Davis

Bachelor of Science in Community and Regional Development
Davis, CA

December 2006