

**MEMORANDUM****TO:** HONORABLE MAYOR &  
CITY COUNCIL**FROM:** Deanna J. Santana**SUBJECT:** HUMAN RESOURCES DIRECTOR  
APPOINTMENT**DATE:** November 20, 2013**INFORMATION**

I am pleased to announce the appointment of Mr. Anil Comelo as Human Resources Director for the City of Oakland, effective December 9. Mr. Comelo has more than 17 years of experience managing human resources functions. Currently, he serves as the Human Resources Director for the City of San Rafael, overseeing the areas of employee relations, recruitment, benefits, safety, worker's compensation and workforce training. Prior to this role, Mr. Comelo served as the Personnel Manager for the City of Beverly Hills, where one of his most notable accomplishments was his role in leading the implementation of process improvements for all aspects of human resource operations, based on employee input and best practices. These improvements increased the Department's efficiency and service delivery capability. In addition, he led several strategic planning efforts focused on the areas of long term personnel planning, policy development and citywide organizational effectiveness. Mr. Comelo also previously held positions with the County of Contra Costa and the City of Richmond.

Mr. Comelo is the recipient of numerous awards and recognitions during his time with the City of San Rafael and Beverly Hills, including: the 2011 Award of Excellence for his work on implementing an innovative Other Post Employee Benefits (OPEB) solution for the City of San Rafael, given by the *Government Finance Officers Association (GFOA)* and two 2010 Awards of Excellence for his work on the City of Beverly Hills's technology and organizational development programs, given respectively by the *International Public Management Association for Human Resources (IPMA – HR)* and the *Western Region International Public Management Association for Human Resources (WRIPMA – HR)*.

Mr. Comelo currently serves as a Board Member of the California Public Employers Labor Relations Association (CalPERA). He has previously served as a Board Member of the California Joint Public Risk Management Association (CJPRMA) as well as for Regional Government Services/Local Government Services (a Joint Powers Authority). Mr. Comelo holds a Master of Public Administration in Organizational Change and Public Policy and a Bachelor of Arts in Economics both from California State University, East Bay.

Please join me in congratulating Anil on his appointment and thanking Katano Kasaine in serving as Interim Human Resources Director during this period of transition.

Respectfully submitted,

/s/

DEANNA J. SANTANA  
City Administrator