



Mayor of Providence

Jorge O. Elorza

January 6, 2020

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 701 of the Providence Home Rule Charter of 1980, as amended and Public Law, Chapter 45-50, Sections 1 through 31 passed in 1987, I am this day appointing Ty'Relle Stephens of, 38 Anthony Ave, Providence, RI 02907 as a member of the Providence School Board for a term to expire on January 31, 2022, and respectfully submits the same for your approval. Mr. Stephens replaces Lorraine Lalli who has resigned.

Sincerely,

A handwritten signature in black ink, consisting of stylized, overlapping loops.

Jorge O. Elorza  
Mayor

IN CITY COUNCIL

FEB 18 2021

READ  
WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED AND APPROVED  
A handwritten signature in blue ink, appearing to be "Dan Lalli".  
CLERK

**Ty'Relle Stephens**  
401-660-7540, [Tyrellestevens14@gmail.com](mailto:Tyrellestevens14@gmail.com), [LinkedIn Ty'Relle Stephens](#)  
**Experience**

**City of Providence AAAG Youth Voice**

**Providence RI**

*Community Lead*

*June 1, 2020*

- Organize all meetings and facilitate
- Come up with productive ways to listen and support the Youth in Providence
- Report back to the Mayor and his office on the Goals of the Youth Voice Group, and what was accomplished

**Kent Hospital**

**Providence RI**

*Patient Access Associate*

*August 2020*

- Verify patient insurance and information
- Perform Professional skills when working with patients and colleague
- Use several different software's and databases to ensure that I register patients correctly
- Access patient information using multiple different software systems

**Education**

**Year Up**

**Providence RI**

*Business Operations Certification*

*September 2, 2019 – July 30, 2020*

- Year Up is a leading one-year career development program with 250 corporate partners around the country; the program includes college-level courses, professional training, and a six-month internship
- Accruing 200+ hours of hands-on training in Business Operations learning Advance Customer Service and Project Management
- Earning the equivalent up to 31 college credit recommendations through the American Council on Education recognized fully by Community College of RI, University of Rhode Island, and 2,000 other colleges/universities nationwide
- Relevant courses include: Customer Service, Business Writing, Public Speaking, Project Management, Introduction to computer Applications, Business Writing 2

**Education**

**Providence RI**

**Juanita Sanchez Educational Complex**

*September 2, 2015 – June 16,*

*2019*

High School Diploma

**Year Up Rhode Island**

Business Operations Certificate

**Volunteer Experience**

**Care New England**

**Providence RI**

*Ambassador/Greeter*

*February 1<sup>st</sup>, 2020 – July 28<sup>th</sup>, 2020*

- Greet all patients.
- Assist in finding wheelchairs.
- Filing Paperwork
- Discharging Patients
- Work with Human Resources on certain projects

**West End Recreation Center**

**Providence RI**

*Supervisor*

*June 1, 2019 – August 16, 2019*

- Supervised basketball games, making sure that fans were not on the gym floor
- Make sure players came down before games at the appropriate time
- Worked the game clock when needed

**Skills**

Software: Outlook, Word, PowerPoint, Excel

Soft skills: Communication, Customer Service, Time Management, Leadership

**Awards and Honors**

Class President

2x Athlete Award 80+ GPA

Honorable Award: 6-time recipient

Juanita Sanchez Cavaliers Football Team Captain