



Mayor of Providence

Brett P. Smiley

April 12, 2024

Honorable Members
Providence City Council
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 1103 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 Mellissa Parham, of 2 Olmsted Way, Providence, RI 02904, as a member of the Human Relations Commission for a term to expire on January 31, 2027, and respectfully submit the same for your approval. Ms. Parham replaces Ms. Lasalle whose term has expired.

Sincerely,

A handwritten signature in blue ink that reads "Brett P. Smiley,".

Brett P. Smiley
Mayor

IN CITY COUNCIL
MAY 16 2024

READ

WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED AND APPROVED

A handwritten signature in blue ink that reads "Tina L. Mastrosanni".
CLERK

Summary of Skills

- Demonstrated networking capacity resulting in collaborations with employers, educational institutes and community service groups.
- Strong knowledge of homelessness and intergraded issues of poverty, substance abuse, mental health and domestic violence with youth & families.
- Excellent communication skills with intake & assessment with cross cultural populations

Professional History

Department of Labor & Training 2009-Present Woonsocket, RI
Principle Employment & Training Interviewer

- Recruit & register unemployed & displaced individuals in Workforce Investment Act Program (WIA). Administering testing for placement, referring clients to low-skilled to advanced occupational programs. Providing community resources SNAP, State benefits, Medical & ORS referrals. Primary populations served are Ex-offenders, Unemployed, Displaced, and RI Works participants.

Crossroads RI/United Way 211 2006-(Present On call) Providence, RI
Case Manager

- Provide resources such as GPA, SNAP, SSDI, SSI, legal, medical, substance abuse, mental health intervention to clients who reside at Crossroads RI, LLP

NRI /Wilson House 2012-2014 Pawtucket, RI
Direct Staff

- Transport residents to NA/AA meetings, facilitate daily life skills morning & evening meetings, monitor & medication dispensary. Provide weekend passes upon approval from clinicians.

RI Dept of Corrections (Medium Unit)/Open Doors 2009 Cranston, RI
Discharge Planner

- Provide and implement discharge service plans using TPCDS, ETO, INFAX (history of inmate's records & disciplines to includes classifications, violations, court dates inmate status parole dates. information, education and resources services to inmates who are transitioning back into community)

John Hope Emergency Shelter 1999-2008 Providence, RI
Adolescent Counselor

- Triage at risk youth who are placed into DCYF custody, provide them with independent life skills, supervision as well as education and employment referrals.

Education

University of Rhode Island Providence, RI
Bachelors of Science in Human Development & Family Studies

Community College of Rhode Island Providence, RI
Associate degree in human service

Rhode Island College
Case Management Program *Certification in Case Management Providence, RI