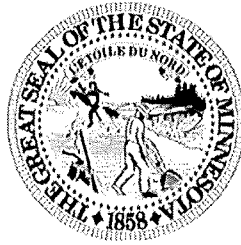


STATE OF MINNESOTA

Executive Department



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MAR 3 2023

President of the Senate

Governor Tim Walz

NOTICE OF APPOINTMENT

Chai Lee

Because of the special trust and confidence I have in your integrity, judgment, and ability, I have appointed you to the office of:

District 13 Representative

Metropolitan Council

Effective: March 8, 2023

Expires: January 4, 2027

This appointment carries with it all rights, powers, duties, and emoluments granted by law and pertaining to this position until this appointment is superseded or annulled by me or other lawful authority or by any law of this State.

Signed and sealed March 3, 2023.



Handwritten signature of Tim Walz in black ink.

Tim Walz
Governor

Handwritten signature of Steve Simon in black ink.

Steve Simon
Secretary of State

Reappointment

Filed March 3, 2023
Office of the Minnesota
Secretary of State
Steve Simon

Chai Lee

Objective

I am an outgoing, engaged, and passionate individual who seeks to remain a strong voice on the Met Council for the East Metro. I have a background in local government and currently work in nonprofit, with confident project management skills and communications assets. I'm a people person and love communications. I hope to serve Minnesota on the Met Council again.

Work Experience

Program Director (November 2022- Present)
Program Manager (April 2020- October 2022)
Program Coordinator (October 2015- April 2020)

The Boards & Commissions Leadership Institute (BCLI)
Nexus Community Partners
2314 University Ave #18
Saint Paul, MN 55114

- Run our flagship leadership cohort program (the BCLI), training BIPOC folks who are interested in fostering the leadership skills to seek appointment to publicly appointed boards, committees and commissions
- Direct and plan curriculum and organize logistics of all learning workshops, training sessions and prepare presenters/trainers who come in to train our leadership cohort.
- Recruit, interview and select leadership cohort members for the program
- Update our BCLI web pages as necessary, including posting communications such as blogs and sending out electronic invites/newsletters and all other written program materials
- Help promote, market and communicate about the BCLI to the public
- Serve on the Nexus communications team, revamping newsletters, brochures and website edits, plan and execute information sessions
- Communicate regularly with partners in public and nonprofit sectors to build relationships in the deep engagement work we do in community

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Constituent Services Director (September 2015- October 2015)
Constituent Services Representative (December 2009- August 2015)
Office of the Mayor, City of Saint Paul
15 West Kellogg Boulevard, Suite 390
Saint Paul, MN 55102

- Administered boards and committee appointments for the Mayor
- Recruited, hired and manage the Mayor's Office Interns
- Corresponded with constituents on a daily basis via all means, helping people resolve their issues, complaints and questions
- Planned and execute all parades logistics for the Mayor
- Maintained the database of office contacts
- Assist in office administration tasks, logistics and as a part of the communications team, worked diligently in staffing the Mayor and writing memos as well as other official communications

- As director of constituent services, I have extensive customer service experience and interactions with the public
- As director of constituent services, I was also one of the designated PIOs (public information officers) of the city. I was one of the four PIOs for the Mayor's Office department.

Accomplishments During the summer of 2008, I volunteered with a handful of college students to interview Hmong individuals in the community about the tragic experiences of having had relatives' graves exhumed by the Thai government. Testimony that I collected, translated and transcribed was submitted for a public hearing on December 10, 2008, and presented to the United Nations Special Rapporteur on the Situation of Human Rights and Fundamental Freedoms of Indigenous Peoples.

UN Testimony

Campaign/Political Messaging In the summer of 2010, I ran for a seat on the Minnesota State Senate – (Senate District 67). Although I did not prevail in that August Primary race, I finished the race second place out of a crowded field of nine candidates. I learned a lot about managing a campaign, good public messaging, running for public office and standing for my beliefs.

Process Revamping Toward the end of my tenure in the St. Paul Mayor's Office, I lead a revamping effort of our processes for both external and internal protocols as they pertained to requesting official Mayoral Proclamations. In addition, I helped lead a refining process of the administration of boards and commissions appointments.

Overhauling website to be more user-friendly with the public In the summer of 2016, I wrote a memo to the Deputy Secretary of State of Minnesota, sharing my personal user experience and suggestions of best practices from St. Paul. My advice helped inform the Secretary's office in their own boards and commissions applications website redesign for better consumption by the general public and standardization across departments.

Education **Bachelor of Arts – International Relations/Political Science (2009)**
 Carleton College
 1 North College Street
 Northfield, Minnesota 55057
 Dates attended: From September 2005- June 2009

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Humboldt Senior High School – High School Diploma (2005)
 30 East Baker Street
 Saint Paul, Minnesota, 55107
 Dates attended: From September 2001-June 2005

Certificate **Certificate of Completion of Project Management, from New Horizons Computer Learning Centers (Eagan)** October 2017

**OFFICE OF THE MINNESOTA
SECRETARY OF STATE STEVE SIMON**

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Application for the position District 13 Rep. Application Date: 1/23/2023 9:17:53 PM

Part I: Position Sought

Agency Name: Metropolitan Council
Position: District 13 Rep.

Part II: Applicant Information

Name: Mr. Chai Lee
Phone: (651) 230-3560
Mailing Address: 1815 Margaret Saint Paul 55119
Email: clee@nexuscp.org
County: Ramsey
Felony Conviction: No
Mn House District: 67B
US House District: 4
Recommended by the Appointing Authority: True



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Part III: Appending Documentation

Cover Letter and Resume

Type	File Type	
Cover Letter	application/pdf	
Resume	application/pdf	

Additional Documents (.doc, .docx, .pdf, .txt)

Type	File Name
No additional documents found.	

Part IV: Optional Statistical Information

Race and Natural Origin: Asian or Pacific Islander

Political Party: Democratic-Farmer-Labor

Age: 31

Gender: Male

Disability: No

Hispanic, Latino or Spanish origin: No

Veteran: No Answer

Part V: Signature

Signature: Chai Lee

Date: 1/23/2023 9:17:53 PM

AGENCY DETAILS

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