

San Francisco Bay Conservation and Development Commission

455 Golden Gate Avenue, Suite 10600, San Francisco, California 94102 tel 415 352 3600 fax 415 352 3606

June 29, 2018

TO: Commissioners and Alternates
FROM: Lawrence J. Goldzband, Executive Director (415/352-3653; larry.goldzband@bcdc.ca.gov)
Marc Zeppetello, Chief Counsel (415/352-3655; marc.zeppetello@bcdc.ca.gov)
SUBJECT: **New BCDC Legal Secretary**
(For Commission consideration)

Summary and Recommendation

As the Commission will not meet prior to July 19, 2018, and pursuant to Commission Regulation Section 10261(a), I will take final action to fill the vacant legal secretary position unless a Commissioner requests full Commission consideration by communicating with BCDC staff prior to July 6, 2018. In the absence of such a request, Jaidev Kalra will be joining our staff as a full-time Legal Secretary on July 9, 2018.

Staff Report

We have chosen Jaidev Kalra, a highly qualified candidate, to fill a vacant legal secretary position in our Legal Division. That position has been vacant since September 28, 2017, when Gregory Ogata, BCDC's former legal secretary, resigned to accept a position with Genentech.

Mr. Kalra earned a Bachelor of Laws degree from the University of Leicester in the United Kingdom and Bachelor of Legal Science degree from the University of Mumbai in India. Since 2016, Jaidev has completed a number of contract positions as a legal assistant, most recently in San Diego and before that in Chicago. In 2015, Jaidev completed a legal internship with a law firm in Nottingham, England.

