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ATLANTA CITY COUNCIL

CEASAR C. MITCHELL  
COUNCIL MEMBER  
POST 1 AT-LARGE

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March 25, 2008

08-C-0656

Councilmember Felicia Moore  
Committee on Council, Chair  
55 Trinity Avenue, S.W.  
Suite 2900  
Atlanta, Georgia 30303

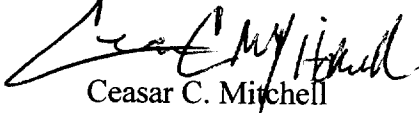
Dear Chairperson Moore,

It is with great pleasure that I reappoint Ms. Keena Eddington to serve as my appointee for the Atlanta Commission on Women.

Ms. Eddington has worked with the Commission in the past and excited to continue her service. She has assured my office she will continue to serve the City of Atlanta and this commission with an unwavering level of commitment and dedication. Attached is a copy of her resume for your review.

Should you have any questions, please notify my office.

Sincerely,

  
Caesar C. Mitchell

# **Keena R. Eddington**

March 14, 2008

Councilman  
Ceasar Mitchell  
55 Trinity Ave.  
Atlanta

Dear Councilman Mitchell:

It has been a pleasure to serve as a member of the Atlanta Commission on Women for the past two years. My hope is that the Commission will become an example for others and an extension of the local government and a voice for the community. The creation of the Atlanta Commission on Women speaks volumes to the needs of the community and the effort it will take to make a difference. Coretta Scott King once said "Women if the soul of the nation is to be saved, I believe that you must become it's soul."

As an advocate, I believe in the alignment of local government, together with community involvement and the accessibility of resources will make the difference in addressing community concerns.

I would like to continue to serve on the board and work toward making Atlanta a women friendly city, where their concerns are made a high priority and the resolutions are effective and efficient in meeting their needs.

I have 20 years of community service experience, that is blended with a personal commitment that understands the journey and the challenges that can come from making life changing decisions.

Thank you for your consideration.

Embracing you,

**Keena Eddington**

# **Keena R. Eddington**

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## **Objective**

To address the complex needs of the community by gathering information that can be shared with the local government, through advocacy for effective and efficient resolutions that can address and improve the quality of life for women and girls who call Atlanta their home.

Linking the community with the appropriate support that will ensure every voice is heard and every opportunity is explored when addressing the quality of life for women and girl who have chosen to make Atlanta as their home .

## **Employment History**

Director / COCH. Inc. – Create Opportunity – Create Hope

2001 – Present

Providing the following:

Transition assistance that intervenes and prevents gaps in service for resources that are limited by guidelines and individual who do not qualify for traditional assistance.

Partnering with resources to address, intervene and assistance.

I have been certified to write Temporary Protective Orders since 2003.

I have worked with Judge Hicks and other Family Court Services.

### **Administrative Assistant / Smith, Gambrell & Russell, LLP - Currently**

- Creating documents and providing web-site support
- Data Entry
- Interacting with Attorney's, Associates and Client's
- Answering a multi-line phone system
- Receiving and routing package for UPS & FedEx
  
- **Paralegal / Personal Injury / William P. Keenan, Esq.**
- Office Management, day to day operations
- Taking statements, compiling information for cases
- Opening and Closing files
- Scheduling appointments for medical and mental evaluations
- Mediation between client and adverse party

### **Crisis Advocate / Women's Crisis Center, College Park, Georgia**

- Victims Advocate
- Crisis Counseling
- Safety Planning
- Coordinating Services
- Advocating for housing for families and individuals leaving shelters
- Advocating for scholarships for children who have been in shelters
- Advocated for childcare for transitional families at a reduced rate
- Advocated for family reunification in court and tri-state.

### **Volunteer / Municipal Court – 2002 thru 2004**