

INTER

OFFICE

MEMO

To: HARRISBURG CITY COUNCIL

From: Kirk Petroski, City Clerk
LEGISLATIVE APPROVAL FORM

Date:

LEGISLATIVE APPROVAL FORM/CERTIFICATE OF ACCEPTANCE

BILL NO. -2020

RESOLUTION NO. -2020

THE ABOVE LISTED ITEM WAS WRITTEN AND PREPARED FOR FINAL INTRODUCTION AT THE HARRISBURG CITY SOLICITOR'S OFFICE ON:


Deputy City Solicitor

10-9-20
Date

Requested by Department/Bureau: Office of Solicitor

Department/Bureau Contact Person: N. Glover

For Action on or before:

The attached was received in the Office of the City Clerk for introduction on

Received by: _____

Date: _____

RESOLUTION No. _____ – 2020

Moved by: _____

A Resolution confirming the appointment of Ms. Emily A. Farren, Esquire to serve as the Assistant City Solicitor for the City of Harrisburg’s collection matters.

WHEREAS, pursuant to the Codified Ordinances of the City of Harrisburg § 2-303.3, one or more assistant City Solicitors may be appointed by the Mayor with the advice and consent of City Council; and

WHEREAS, Ms. Emily A. Farren, Esquire has been duly licensed by the Supreme Court of Pennsylvania to practice law since October of 2016; and

WHEREAS, Ms. Farren has experience practicing law in the public sector, having served as an Assistant Counsel for the Pennsylvania Department of Education and in the public interest as Staff Attorney for the YWCA of Greater Harrisburg; and

WHEREAS, reposing confidence and trust in the ability of Ms. Farren to capably perform the duties incumbent upon the position, the Mayor has appointed Ms. Farren to serve as the Assistant City Solicitor for the City of Harrisburg’s collection matters; and

WHEREAS, Ms. Farren commenced employment with the City on July 6, 2020, whereinafter she has demonstrated the requisite skill, knowledge and professional judgment to ably serve the people of Harrisburg; and

WHEREAS, a copy of Ms. Farren’s resume is attached and incorporated as “Exhibit A.”

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF HARRISBURG, that the appointment of Ms. Emily A. Farren, Esquire to serve as the Assistant City Solicitor for the City of Harrisburg’s collection matters is confirmed.

I second this resolution _____.

EXHIBIT A

EMILY A. FARREN, ESQ.



EDUCATION

- Widener University Commonwealth Law School**, Harrisburg, Pennsylvania J.D., May 2016
- Rank: 8/53; GPA: 3.34, *Cum Laude*
 - Dean's List: Spring 2014, Spring 2015, Spring 2016
 - Top Oral Advocate, Spring 2014; International Academy of Trial Lawyers Student Advocacy Award; Widener Commonwealth Outstanding Service Award
 - Trial Advocacy Honor Society, External Vice President and Colloquium Curriculum Coordinator
 - Hired as Academic Success Fellow for Legal Methods courses for first year students
 - Volunteer Income Tax Assistance (VITA) volunteer
- Indiana University of Pennsylvania**, Indiana, Pennsylvania B.A., May 2009
Major: Political Science / Pre-Law Concentration, GPA: 4.0, *Summa Cum Laude*

EXPERIENCE

- YWCA of Greater Harrisburg**, Staff Attorney October 2019 – Present
- Represent clients in civil matters, with a heavy concentration in divorce, custody, and protection from abuse proceedings. Responsible for cases from inception through resolution; draft pleadings, motions, letter briefs, and appellate briefs.
- Independent Contract Attorney**, Attorney October 2018 – September 2019
- Performed large-scale document review to determine valuation of businesses for acquisitions.
- Pennsylvania Department of Education**, Assistant Counsel October 2017 – September 2018
- Drafted pleadings and motions in federal litigation involving the Individuals with Disabilities in Education Act (IDEA) litigation brought against the Commonwealth. Represented the Bureau of Special Education in administrative proceedings including appeals before the Secretary and the Office for Dispute Resolution. Counseled the Division of Charter Schools regarding effective charter school authorization practices and implementation of statutory updates.
- Pennsylvania Public Utility Commission**, Legal Intern October 2015 – April 2016
- Prepared rulemaking documents to revise procedural rules of the commission. Edited and revised orders for commission approval at public meetings. Assisted lead counsel in defense of Uber authorization before the Commonwealth Court. Authored memorandum of law discussing exceptions to disclosure of public records under the Right to Know Act.
- Office of the District Attorney of Cumberland County**, Certified Legal Intern May – September 2015
- Trial preparation of evidence in complex embezzlement litigation. Legal representation of the Commonwealth during summary offense appeal hearings. Drafted briefs on behalf of the Commonwealth as the appellee. Researched Pa. R.C.P. 556 regarding indicting grand jury proceedings in a first time effort to use the procedure in Cumberland County.
- Pennsylvania Department of Health**, Office of General Counsel, Legal Intern Summer 2014
- Assisted lead counsel review administrative appeals of the department's initial denial of applications for exceptions to the Clean Indoor Air Act's ban on indoor smoking. Authored memorandum of law concerning due process requirements of civil actions taken against nurse aides after a finding of abuse, neglect, or misappropriation of funds of a patient.

MILITARY SERVICE

- United States Army**, Pharmacy Technician, Fort Riley, Kansas May 2005 – June 2007
- Instructed military personnel in use of pharmacy database. Narcotics vault technician responsible for control of schedule II pharmaceuticals. Independently operated small satellite pharmacy on base. Member of evening and weekend on-call rotation for inpatient pharmaceutical needs.