



2017 MAY -5 PM 12:49  
OFFICE OF THE  
SECRETARY

MURIEL BOWSER  
MAYOR

MAY -5 2017

The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
John A. Wilson Building  
1350 Pennsylvania Avenue NW, Suite 504  
Washington, DC 20004

Dear Chairman Mendelson:

In accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01), and pursuant to section 305 of the Fiscal Year 2002 Budget Support Act of 2001, effective October 3, 2001 (D.C. Law 14-28; D.C. Official Code § 2-1374), I am pleased to nominate the following person:

Ms. Elena V. Son  
730 24<sup>th</sup> Street NW Apt 204  
Washington, DC 20037  
(Ward 2)

for appointment as a public member of the Commission on Asian and Pacific Islander Community Development, replacing Dana Burgess, for a term ending April 17, 2020.

Enclosed, you will find biographical information detailing the experience of the above-mentioned nominee, together with a proposed resolution to assist the Council during the confirmation process.

I would appreciate the Council's earliest consideration of this nomination for confirmation. Please do not hesitate to contact me, or Steven Walker, Director, Mayor's Office of Talent and Appointments, should the Council require additional information.

Sincerely,

A handwritten signature in black ink that reads "Muriel Bowser".  
Muriel Bowser



Chairman Phil Mendelson  
at the request of the Mayor

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution,  
which was referred to the Committee on \_\_\_\_\_.

To confirm the appointment of Ms. Elena V. Son to the Commission on Asian and Pacific  
Islander Community Development

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this  
resolution may be cited as the "Commission on Asian and Pacific Islander Community  
Development Elena V. Son Confirmation Resolution of 2017".

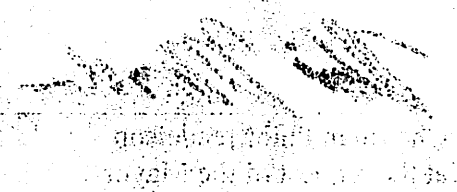
Sec. 2. The Council of the District of Columbia confirms the appointment of:

Ms. Elena V. Son  
730 24<sup>th</sup> Street NW Apt 204  
Washington, DC 20037  
(Ward 2)

as a public member of the Commission on Asian and Pacific Islander Community Development,  
pursuant to section 305 of the Fiscal Year 2002 Budget Support Act of 2001, effective October 3,  
2001 (D.C. Law 14-28; D.C. Official Code § 2-1374), replacing Dana Burgess, for a term ending  
April 17, 2020.

Sec. 3. The Council of the District of Columbia shall transmit a copy of this resolution,  
upon its adoption, to the nominee and to the Office of the Mayor.

Sec. 4. This resolution shall take effect immediately.



REPUBLIC OF MALAYSIA

MINISTRY OF EDUCATION

... ..

... ..

... ..

... ..

... ..

... ..

... ..

... ..

... ..

... ..

... ..

... ..

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100

# CURRICULUM VITAE

Elena V. Son

## **Profile**

An award winning business professional and trade association executive who rolls up the sleeves to execute actions that have benefited past and current employers and volunteer organizations. Successfully resolve complex business development, technical and personality issues by maintaining the integrity and respect for all parties involved. I take pride in everything I do and my professional reputation is built on it.

## **Fields of Expertise**

- **Strategy, Advocacy and Public Relations** –Design and execute strategies that meet the interests of US corporations and their domestic and international audiences. Foster clear and candid communications with the US and international decision-makers to seek their stronger support for the US private sector's efforts to implement projects valued at USD 3.8 billion. Identify "business pain issues" and find mutually beneficial solutions.
- **Business Development and Partnerships** – Proactively seek business opportunities and exercise flexibility in order to executive initiatives effectively and responsibly. Build successful partnerships in areas that most are skeptical about.
- **Communications and Policy Issues** – Identify issues and priorities that build stronger coalition between private and public stakeholders and resonate with the American and international general public. Develop consistent public communications and awareness campaigns on the important role of US corporations in achieving economic stability and financial prosperity in Central Asia. Identify balanced and tactful strategies on how to approach and present sensitive and delicate issues and work constructively on media inquiries.
- **Fundraising, Finance, Administration and Operational Management** – Successfully design fundraising campaigns, manage financial and operational activities as well as databases that are commended for compliance, accuracy, transparency and accountability.

## **Honors and Recognition**

Golden Christian Adams Award for Outstanding Export Achievements in Promoting British Exports to Overseas Markets. The award, bestowed by the British Foreign and Commonwealth Office and UK Trade and Investment (UKTI), is to recognize the Best UKTI/Commercial Officer working in the British Embassies worldwide.

## **Summary of relevant work experience**

### **Executive Director**

The American-Uzbekistan Chamber of Commerce

The US-Kyrgyzstan Business Council

The US-Tajikistan Business Council

Washington, D.C. USA

June 2011 - present

Executive management of the DC-based trade associations that are tasked to pursue high-level dialogue on diverse geopolitical and trade issues. Develop and execute strategies for projects and contracts valued at nearly \$4bn. Build partnerships that help solicit stronger inter-governmental support for the US corporations' business undertakings in Central Asia. Act as an influencer of positive change despite broader criticism from certain groups.

Proudly representing: **American Councils, AGCO, Baker & McKenzie LLP, The Boeing Company, Caterpillar, CNH Industrial, The Coca-Cola Company, General Electric, General Motors, Hyatt, Honeywell, Lockheed Martin, Lutron Electronics Co., Inc. McLarty**

**Associates, Nukem Inc. (a subsidiary of Cameco Corporation), White & Case LLP and Zeppelin International AG (authorized Caterpillar's distributor).**

**Program Officer, Eurasia**

Freedom House, Washington, D.C. USA

July 2010 - June 2011

Strategic management and financial oversight of the US Government-funded programs that were aimed to promote good governance initiatives in Russia, Belarus, Ukraine, Kyrgyzstan and Kazakhstan and legislative fellowship program in Turkey. Evaluation of program activities and "crisis mode" actions to ensure operational effectiveness as well as meet the donors' expectations and objectives. Fundraising and solicitation of grants for expanded project activities. Briefings for the US Government officials on use of soft power as a medium for successful international engagement.

**Assistant Executive Director/Administrative Services Manager**

Creative Adoptions, Inc., Columbia, Maryland, USA

October 2004 – July 2010

Managed operational activities, financial planning and international advocacy of the US-based headquarters and three overseas branches in Eastern Europe, Asia and the Caribbean. Cultivated donor relationship and designed fund-raising campaigns.

**United Kingdom Trade & Investment Officer (UKTI)/ Firecrest Systems Administrator**

British Embassy, Tashkent, Uzbekistan

June 1996 - April 2004

Advocated for increased UK exports to Central Asia markets and facilitated high-level meetings and negotiations to strengthen UK commercial interests in the region. Provided strategic guidance to the British Foreign and Commonwealth Office and UKTI on business engagement strategies for Uzbekistan and Tajikistan. Advised UK corporations on how to achieve commercial success in these markets.

**Languages**

- Fluency: Russian
- Basic: Spanish and Arabic

**Education**

**Masters in International Policy and Practice (MIPP).** Elliott School of International Affairs, The George Washington University, Washington, D.C., USA. Concentration: International Policy and Practice in Eastern Europe and Central Asia.

**Masters in Business Administration (MBA).** Uzbek University of World Economy and Diplomacy.

**Bachelors in English and Arabic Translations.** Uzbek University of World Languages.



Executive Office of the Mayor - Office of Talent and Appointments  
John A. Wilson Building | 1350 Pennsylvania Avenue, Suite 600 | Washington, DC 20004

## Elena V. Son



Elena Son, MBA, MIPP is the Executive Director of the American-Uzbekistan Chamber of Commerce (AUCC) US-Kyrgyzstan Business Council and US-Tajikistan Business Council

Ms. Son joined the American-Uzbekistan Chamber of Commerce with the prime emphasis on expanding the chamber's membership, advancing bilateral trade agenda and obtaining greater public support for AUCC member-companies' business endeavors in the US and Uzbekistan. She has also worked as the UK Trade and Investment Officer at the British Embassy

Tashkent, Uzbekistan where she played a key role in helping UK companies secure contracts and projects in Central Asia. Ms. Son has extensive experience in the US private sector with concentration on business development, programmatic and financial management, advocacy and fundraising. Ms. Son is also a Rebranding Ambassador for the Ronald Reagan Building and International Trade Center.

A Ward 2 resident, Ms. Son received a Bachelor of Arts in English and Arabic Translations from Uzbek University, a Master of Business Administration from Uzbek University and a Master of International Policy and Practice from George Washington University, Elliot School of International Affairs.



GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Executive Office of Mayor Muriel Bowser



Office of the General Counsel to the Mayor

**To:** Lolita Alston, Steve Walker  
**From:** Betsy Cavendish  
**Date:** May 1, 2017  
**Subject:** Legal sufficiency review of resolutions nominating Niranjan Adhikari, Janet Namkung, Elena Son, and Julie Won to the Commission on Asian and Pacific Islander Community Development

---

**This is to Certify** that this office has reviewed the above-referenced legislation and found them to be legally unobjectionable. If you have any questions in this regard, please do not hesitate to call Karuna Seshasai, Deputy General Counsel, Executive Office of the Mayor, at 202-724-1303, or me at 202-724-7681.

A handwritten signature in cursive script that reads 'Elizabeth A. Cavendish'.

---

Elizabeth Cavendish