

Secretary of the Commonwealth

SECRETARY OF THE COMMONWEALTH



OFFICE OF THE SECRETARY OF THE COMMONWEALTH

Location: Office of the Secretary of the Commonwealth
1111 East Broad Street, 4th Floor
Richmond, Virginia 23219
Tel. (804) 786-2441 Fax (804) 786-9549
Internet: www.commonwealth.virginia.gov

Kelly ThomassonSecretary
Traci DeShazor Deputy Secretary
Caroline Corl..... Executive Assistant

The Secretary of the Commonwealth serves Virginians by managing extraditions, clemency petitions, restoration of civil rights, service of process, authenticating foreign adoption documents, and certifying notary publics. In addition, the office assists the Governor in the appointments of over 4,000 qualified and service-minded individuals to serve on Virginia's boards and commissions.

The Secretary acts as the Governor's liaison to Virginia's Indian Tribes, as well as administrator of the Council on Women.

SECRETARY OF THE COMMONWEALTH

AUTHENTICATIONS, NOTARY AND RECEPTION OPERATIONS

Jennifer Crown Director
Martha Olave Notary Specialist
Maria Ochoa..... Authentications Specialist
Janet Marcus Authentications Specialist
Michelle Thomas..... Authentications Specialist

CLEMENCY DIVISION

Jennifer Crown.....Pardons Specialist

EXTRADITION DIVISION

Christopher Frink Director

GUBERNATORIAL APPOINTMENTS DIVISION

Lana Westfall Director
Leslie Frazier Assistant Director
Caroline Corl.....Special Assistant

ORGANIZATION REGISTRATION DIVISION

Christopher Frink Director

RESTORATION OF RIGHTS DIVISION

Jack Irvin..... Operations Manager
LaShawnda Singleton.....Communications Manager

SERVICE OF PROCESS DIVISION

Kari EllisDirector

SECRETARY OF THE COMMONWEALTH

COUNCIL ON WOMEN

Code Reference: § 2.2-2630

Purpose, Powers and Duties: To identify ways in which women can reach their potential and make their full contributions to society and the Commonwealth as wage earners and citizens.

Composition: The Council shall consist of 18 members from the Commonwealth at large and one of the Governor's Secretaries as defined in § 2.2-200, ex officio with full voting privileges, all to be appointed by the Governor.

Term: Three years

Chairman: Meta Robinson Braymer

Membership: **Gubernatorial Appointees**

- Miriam A. Bender, Ruckersville term expires 6/30/18
- Meta Robinson Braymer, Richmond..... term expires 6/30/18
- Margie DelCastillo, Alexandria term expires 6/30/18
- Amy K. Eckert, Alexandria term expires 6/30/18
- Lori A. Merricks, Danville..... term expires 6/30/18
- Hala S Ayala, Woodbridge term expires 6/30/19
- Erin Evans-Bedois, Arlington..... term expires 6/30/19
- Ikeita Hinojosa, McLean..... term expires 6/30/19
- Katy Sawyer, Richmond term expires 6/30/19
- Lisa Speller-Davis, Glen Allen term expires 6/30/19
- Michelle Strucke, Vienna..... term expires 6/30/19
- Amy E. Bridge, Richmond..... term expires 6/30/20
- Caryn Foster Durham, North Chesterfield term expires 6/30/20
- Carol Gibbons, Midlothian term expires 6/30/20
- Ashley Reynolds Marshall, Roanoke term expires 6/30/20
- Devin Pugh-Thomas, Norfolk..... term expires 6/30/20
- Susan Johnston Rowland, Chesapeake..... term expires 6/30/20
- Katherine N Tyson, Henrico term expires 6/30/20