



August 20, 2018

**Sent via email only**

Equal Justice America

[Katie@equaljusticeamerica.org](mailto:Katie@equaljusticeamerica.org)

**Re: Letter of Recommendation for Olivia Gee**

To whom it may concern,

I am a staff attorney and clinical instructor at the East Bay Community Law Center in Berkeley, California and it is my pleasure to write a letter of recommendation on behalf of Olivia Gee. The Clean Slate Practice helps people who have had contact with the criminal justice system to overcome barriers to employment, housing, education, court-ordered debt, immigration, and civic participation through direct advocacy, policy advocacy, and large-scale litigation.

Olivia served as a law student intern with the Clean Slate Practice during the summer of 2018. Olivia assisted us during the summer by working on various strategies to affect change for our clients.

First, Olivia provided direct client services. She attended our weekly joint clinic with the Alameda County Public Defender's office where she met with community members seeking criminal record remedies and/or employment advocacy. From these client meetings, Olivia worked closely with the clients to complete the necessary steps to advocate that the client should obtain criminal record remedies or the job they were seeking. This involved reading RAP sheets, completing declarations, and advocating with employers as needed.

Secondly, Olivia was extensively involved in affirmative litigation cases. In an ongoing case, Olivia was able to do field research. This involved visiting various DMV offices and interviewing community members. She also completed legal research, prepared witnesses for deposition, and submitted discovery responses and requests. In another case that is early in the process, Olivia was able to help research causes of action to develop a litigation strategy and draft a demand letter.



EAST BAY  
COMMUNITY  
LAW CENTER

It was a pleasure to have Olivia in the office this summer. She was fully engaged during trainings and case rounds. In addition, she was conscious of the need to evaluate services, processes, and conversations with a lens towards equity, inclusion, and diversity.

If you have any further questions, please contact me at (510) 269-6691 or by email at [vnaik@ebclc.org](mailto:vnaik@ebclc.org).

Best,

Vinuta Naik  
Staff Attorney and Clinical Instructor  
Clean Slate Practice