

**DISPUTE RESOLUTION BOARD (DRB) MEMBER /
DISPUTE RESOLUTION ADVISOR (DRA) RESUME**

CEM-6220 (NEW 05/2019)

JANICE LOUISE SPEROW

4305 Beverly Drive

La Mesa, CA, USA

619-508-6868

janicesperow@sperowadr.com

DATE 11/04/2022**[-] CURRENT EMPLOYMENT** *Please enter your most recent experience first*

Current Job Title Full time Neutral, Owner, and Principal

Begin Date: 1986 PT 2017 FT

Employer Name Sperow ADR Services

Duties/Projects:

- 1 Janice Sperow is a fulltime neutral and licensed attorney based in California who assists parties with dispute risks, identification, avoidance, de-escalation, prevention, negotiation, settlement, and resolution. In her dual capacities as a professional neutral and attorney, she serves as a Hearing Officer and Judge Pro Tem for California public entities, such as the City & County of San Francisco; an arbitrator for several public and private organizations, such as the American Arbitration Association; a court-appointed and party-selected mediator, special master, and discovery referee for multiple individuals, companies, and courts, such as the San Diego Superior Court; and a DRBF trained and certified Dispute Resolution Advisor and Board Member. Her services include:
- Identifying the elements of the project likely to risk conflict and potential issues before they emerge and ripen into dispute;
 - Managing and evaluating risk;
 - Working with decision trees to reach shared valuation;
 - Working with parties collaboratively toward a satisfactory business, and not just legal, result;
 - Fostering party partnering and job site empowerment to resolve issues in real time without significant third-party involvement whenever possible;
 - Using technological advancements, such as drone inspections, artificial intelligence, and robotics, when appropriate, to promote job site safety and milestone accomplishments;
 - Assessing both the legal and technical positions of the disputants to assist them toward reaching realistic resolutions in an expeditious time frame;
 - Evaluating the overall health of the project, often through S-curve analysis and trend forecasting;
 - Assisting the parties with time impact analysis of variables and options;
 - Implementing the parties' agreement, including appropriate mutually agreed upon change orders;
 - Reviewing legal documents, coverage issues, and loss information;
 - Visiting and inspecting site progress with "boots on the ground as needed;"
 - Stepping back when the parties are managing the project smoothly and on time, while still staying abreast of progress;
 - Organizing meetings, agendas, and recommendations;
 - Drafting proposals, decision trees, option charts, informal advisory opinions, and formal recommendations;
 - Committing to the project with flexibility, adaptability, inclusion, time availability, and collaboration;
 - Valuing diversity of experiences, cultures, knowledge, and skill sets;
 - Providing interest-based, transformative, collaborative, and evaluative mediation, if appropriate;
 - Understanding the public works space and its divergent stakeholders and transparency requirements;
 - Understanding and incorporating the differing goals, motivations, and needs of multiple stakeholders, particularly in public-private partnerships;
 - Helping the parties to get the asset operational without a backlog of unresolved claims;
 - Enforcing the parties' contract with realistic and pragmatic solutions; and
 - Problem-solving with cost-effective resolutions.

[-] ONGOING CONSULTING SERVICES *Please enter your most recent experience first*

Job Title Neutral

Begin Date: 8/2017

Employer Name Sperow ADR Services

Duties/Projects:

- 1 Part time arbitrator and mediator for 35+ years. Became full time in 2017. Have served in over 450+ arbitrations as the sole arbitrator or panel Chair, in over 1000+ arbitrations as a practitioner, and in countless mediations, early neutral evaluations, dispute preventionist,

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dispute facilitator, and standing neutral positions. Also serve as Hearing Officer for the City & County of San Francisco, the City of Los Angeles, and the Port of San Diego and arbitrator, mediator, and Judge Pro Tem for the San Diego Superior Court. Neutral with extensive experience and analytical depth who prevents and resolves disputes fairly, efficiently, and cost-effectively. Known for responsiveness, timeliness, well-written and reasoned decisions, and well-managed meetings and proceedings. Serve worldwide in person and by Zoom or other online platform.

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Job Title Neutral, Arbitrator, Mediator, Dispute Resolver Begin Date: 01/01/2021
Employer Name New Era ADR

Duties/Projects:

- 1 Serve as neutral in all disputes, commercial, construction, employment, Title IX, and especially mass claims and multi-party matters. New Era ADR is an online platform neutral services provider only. It runs through proprietary software designed for early resolution of claims within 30-60 days.

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Job Title Neutral, Arbitrator Begin Date: 01/01/2021
Employer Name ICC International Chamber of Commerce and US-CIB

Duties/Projects:

- 1 Serve as arbitrator in commercial, commerce, trade, and construction disputes internationally. Affiliated with the United States Chamber of International Business. All projects are panels of three.

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Job Title Arbitrator, Dispute Facilitator Begin Date: 01/01/2017
Employer Name Better Business Bureau

Duties/Projects:

- 1 Serve as neutral on all construction, business, commercial, warranty, construction defect, and lemon law disputes. Help facilitate party resolution with a focus on a business, contract-based solution, rather than a legalistic outcome. Also serve as arbitrator in all matters that do not resolve. (Not my own matters- I rescue myself from arbitrating matters I facilitated due to conflict of interest).

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Job Title Arbitrator, Neutral, DRB Member Begin Date: 8/2017
Employer Name American Arbitration Association

Duties/Projects:

- 1 Preside over arbitrations, panels, and negotiations from initiation to resolution. Have been selected as the sole arbitrator and panel Chair in numerous disputes involving aviation, interstate commerce, transportation, facility construction, construction contracts, transit authorities, energy and alternative energy, government procurement and repair services, healthcare, commercial contracts, complex, multi-party, multi-jurisdictional issues, employment and labor, discrimination, harassment, life sciences, intellectual property, mass claims, class actions, technology and emerging technology, consumer rights, project management, unrepresented claimants, claims processing, cybersecurity, fraud, claims adjustment, workplace and onsite investigations, supplier contracts, force majeure, project delivery methods, contract interpretation, integrated project management, sustainability, safety plans, workplace violence, RFI logs, submittal logs, project spending and profile, project trending, cash flow diagrams, specs and operating procedures, critical path issues, entitlement, time, and cost impact analysis, and much more. Serve on several specialty panels as well as general complex commercial panel, including AAA DRB panel. Application to AAA construction specialty panel pending.

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Job Title Arbitrator, Mediator, Dispute Preventionist, Committee Member, DRB Begin Date: 01/01/2018
Employer Name CPR - International Institute for Conflict Prevention & Resolution

Duties/Projects:

- 1 Serve on Dispute Prevention Panel, Committee, and Task Force, and more. Helped with feedback on the Beta version of the CPR DRB Training for Neutrals. Serve on several rosters with CPR including mass claims, commercial, construction contracts, financial, banking, securities, IP, employment, and contract interpretation disputes.

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Job Title Neutral, Arbitrator, Panel Chair Begin Date: 8/1986
Employer Name Financial Industry Neutral Regulatory Agency (FINRA)

Duties/Projects:

- 1 Serve as panel member and panel Chair of three-person panels composed of industry experts, non-industry experts, and public arbitrators to resolve all disputes related to any form of security, including customer, fraud, property, employment, elder abuse,

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securities violations, data breaches, and more. One of the key areas involves REITs (real estate investment transactions), which while formed as a private placement security offering is in actuality a construction development project. The typical projects range from alternative energy facilities, shopping malls, residential development communities, public structures, and other large scale construction projects. FINRA panels function much like DRBs because the panel consists of industry experts and others expert in the resolution process who work as a team to resolve the parties' dispute. I served with FINRA for over 35 years and have written many publicly available opinions and recommendations. I also serve in the same capacities for NFA - the National Futures Association, which is the same as FINRA but for commodities instead of securities.

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Job Title Judge Pro Tem, Arbitrator, Mediator, Neutral Evaluator Begin Date: 01/01/2018

Employer Name San Diego Superior Court

Duties/Projects:

- 1

Serve by appointment of the chief judge to preside as judge whenever needed to fill coverage gap, such as when a judge takes a vacation, the court has backlog, the court must prioritize criminal trials and therefore needs a judge to cover civil matters, etc. I also serve as a court-appointed arbitrator, mediator, and neutral evaluator. In all of these capacities, I hear the full range of civil disputes - everything from simple contract disputes to multi-party, multi-jurisdictional contract disputes with multiple stakeholders. The matters include construction cases, property cases, structural engineering and other professional malpractice claims and many more.

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Job Title Neutral, Arbitrator, Mediator Begin Date: 01/01/2018

Employer Name Resolute Systems

Duties/Projects:

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Serve as neutral for all commercial, construction, employment, financial, and insurance disputes.

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Job Title Hearing Officer Begin Date: 01/01/2021

Employer Name City & County of Los Angeles

Duties/Projects:

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Serve as public hearing officer in all civil matters brought by or against LA.

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Job Title Hearing Officer Begin Date: 01/01/2020

Employer Name City & County of San Francisco

Duties/Projects:

- 1

Serve as public hearing officer for all commercial, construction, aviation, employment, and controller matters brought by or against SF, including SF's sub-entities, such as SF Intl Airport, Controller's Office, City Attorney's Office, etc. Appointed to two year terms. Appointed for 2020-22 and renewed for 2023-24.

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Job Title Hearing Officer, and Chair of the Hearing Officer Panel Begin Date: 2020-2023

Employer Name San Diego Port Authority

Duties/Projects:

- 1

Serve as public hearing officer for all port matters, with emphasis on employment matters. Appointed to three year term. Appointed to serve as Chair of the Hearing Officer Panels for 2022-23 term.

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PAST WORK EXPERIENCE + - Please enter your most recent experience first

Job Title Managing Partner & Head of Litigation & ADR

Employer Name Ruiz & Sperow

From: 01/01/1995 To: 01/01/2018

	Duties/Projects	Begin Date	End Date
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1	Named partner in boutique woman-owned, minority-owned law firm with offices in San Francisco, Emeryville, and San Diego. Head of all ADR and litigation. Conducted every trial for the firm. Key clients were public entities such as Port of Oakland, San Francisco, SFO, City of Oakland, Berkeley, several school districts, several community colleges, the California Public Utility Commission (CPUC), and many more. In addition to handling all litigation, arbitrations, and trainings for all firm clients, also oversaw several key construction projects, including representing SFO when it expanded the international terminal and when it ran BART to SFO. Retired from firm in 2017 to become full time arbitrator and dispute preventionist, and formerly stepped down in 2018.	01/01/1995	01/01/2018
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Job Title		Litigator	
Employer Name		Morrison & Foerster LLP	
From: 01/01/1987		To: 01/01/1994	

	Duties/Projects	Begin Date	End Date
1	Served as trial attorney, client advisor, and client trainer in all civil matters, including employment, contracts, construction, intellectual property, aviation, and much more. Left practice to start my own firm in a smaller work environment. (MOFO is an international 1000+ attorney firm)		
2			

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Job Title		Of Counsel	
Employer Name		Powers Grewal	
From: 01/01/2016		To: 01/01/2017	

	Duties/Projects	Begin Date	End Date
1	Served as special consultant to start up firm advising on school construction projects, ADA and disability accommodation, and litigation.		
2			

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Job Title		Public Defender, Pro Bono	
Employer Name		San Francisco Public Defenders Office thru Morrison & Foerster	
From: 01/01/1992		To: 01/01/1992	

	Duties/Projects	Begin Date	End Date
1	Served on behalf of Morrison & Foerster as pro bono public defender handling over 90 criminal trials in 3 month period to help understaffed public defender office while a litigator with the firm.		
2			

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Job Title		Hearing Officer	
Employer Name		City & County of San Francisco	
From: 01/01/1997		To: 01/01/1997	

	Duties/Projects	Begin Date	End Date
1	Appointed by Mayor Willie Brown, with confirmation by management and labor, to serve as Hearing Officer for all public transportation disputes for the city, including all MUNI and BART disputes. Term was one year appointment only.		
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Job Title Federal Judicial Clerk
 Employer Name United States Court of Appeals for the Second Circuit, Judge Cardamone
 From: 01/01/1986 To: 01/01/1987

	Duties/Projects	Begin Date	End Date
1	Serve as judicial clerk to Second Circuit judge in New York. Analyze and write opinions for the court.		
2			

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Job Title Federal Judicial Extern
 Employer Name United States Court of Appeals for the Ninth Circuit, Chief Judge Wallace
 From: 1/1986 To: 6/1986

	Duties/Projects	Begin Date	End Date
1	While in law school, served last semester as judicial extern instead of classes (graduated early) in San Diego for the Chief Judge of the Ninth Circuit, writing opinions and memoranda for the judge and court.		
2			

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Job Title Adjunct Professor of Law and Director of Legal Writing Program
 Employer Name University of San Diego Law School (USD)
 From: 01/01/2004 To: 01/01/2017

	Duties/Projects	Begin Date	End Date
1	While working as a litigator and arbitrator, also taught several upper division courses at the local San Diego law school in analytical reasoning, advanced writing, criminal procedure, and bar writing. Created and taught USD's Advanced Legal Writing & Analysis upper division course.		
2			

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Job Title Chief Arbitrator
 Employer Name Bar Association of San Francisco
 From: 01/01/1987 To: 01/01/1990

	Duties/Projects	Begin Date	End Date
1	Served as arbitrator and Chief Arbitrator for the BASF in attorney-client disputes.		
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LICENSES

	License Title	License Number	Issued By	Issue Date	Expiration Date
1	California State Bar, Attorney	129617	State of California	01/01/1986	current

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CERTIFICATES

	Certificate Title	Certificate Number	Issued By	Issue Date	Expiration Date
1	DRBF DRB Workshop Training Certificate	Cert of Attendance	DRBF	09/28/2022	current
2	Caltrans Training	Cert of Attendance	DRBF/ Caltrans	11/2022	current

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EDUCATION

	Diploma/Degree/Certificate	Course of Study	University/College	Date Completed	Dates Attended (If diploma not awarded)
1	Juris Doctorate	Law	UCSF Hastings College of the Law	01/01/1986	-
2	BA	French Lit. Biology	UC Berkeley	01/01/1982	-

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DRB/DRA TRAINING ATTENDED

	Training Title	Training Provider	Date(s) Attended
1	Caltrans DRB Training	CalTrans	11/01/2022 - 11/03/2022
2	DRBF DRB Training - DRB Administration & Practice Workshop	DRBF	09/28/2022 - 09/30/2022
3	CPR DRB Training	Int'l Institute for Conflict Prevention & Resolution	11/10/2022 - 11/12/2022
4	Early Resolution DRB Training	AAA-American Arbitration Association	11/08/2022 - 11/09/2022

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PROFESSIONAL AFFILIATIONS

	Title	Organization Name	Your Role/Organization Description	Affiliation Dates
1	Member	DRBF	Member, Women in DRB Group	08/22 - current
2	Neutral & Inducted Member	Academy of Court Appointed Neutrals	Serve as special master in cases as appointed by the federal and state courts	3/22 - current
3	Fellow	Chartered Institute of Arbitrators	Global and North American Branch Member at the Fellow level (fellow denotes highest level of experience in dispute resolution)	2/22 - current
4	Inducted Member	National Academy of Distinguished Neutrals	member by nomination and selection process by peers (not self-nominated) for excellence in mediation, arbitration, and dispute resolution	01/01/2020 - current
5	Board Member & Speaker	Federal Bar Association, Dispute Resolution National Chapter	Serve as Board Member on all Dispute Resolution Measures and Activities on Behalf of the Federal Bar Association	01/01/2021 - current
6	President	National Association of Women Lawyers	Served as President of NAWL, Vice-President, Healthcare Chair, Executive Board Member, and several other officer positions before that	01/01/1987 - 01/01/1994
7	Vice President	California Women Lawyers	VP and Executive Board Member and various other officer positions	01/01/1987 - 01/01/1994
8	Speaker	ADR Inclusion Speaker Network	Speak and promote ADR with emphasis on encouraging diverse entrants into the field	01/01/2020 - current
9	Member & Speaker	San Diego County Bar Assn	member and speaker, ADR, IP, Construction, Employment law sections	01/01/2020 - current
10	Member	Arbitral Women	member and participant in promoting women in ADA	01/01/2020 - current
11	Member	Women of Influence & Power in the Law	Group of Women General Counsels, Experienced Outside Counsel, and Adjudicators working on issues of interest to women in senior positions in the law	10/22 - current
12	Member & Speaker	CPR, DP Committee, Task Force, and Neutral Panel Roster	On the think tank side, work to promote dispute prevention in all areas. On neutral side, serve as a panel member of neutrals in arbitration and mediation	01/01/2018 - current

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13	Member & Speaker	ABA, ADR Section	Serve as frequent speaker for the Alternative Dispute Resolution Section of the American Bar Association, member of ABA since 1986, 2017 became member of ADR Section, also member of construction, business, and employment law sections	01/01/2017 - current
14	Member	International Association of Privacy Professionals	member to keep current on confidentiality, security, and privacy laws given confidentiality requirements and ethical duties of all my roles	01/01/2020 - current
15	Member & Arbitrator	American Health Law Association	serve as neutral in healthcare disputes	01/01/2021 - current

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ONGOING ALTERNATIVE DISPUTE RESOLUTION EXPERIENCE *Please enter your experience in chronological order*

	Project Name (Caltrans EA)	Contract \$ Amount	Administering Agency	Contractor	Start and End (estimated) Dates	Your Role	
						DRB Member	DRB Chair/DRA
1	None as DRB member but as ADR ongoing experience, currently serving as sole arbitrator or chair of the arbitration panel in 40 cases, many of which are construction or commercial development projects - full list of pending cases by type available upon request				-	<input type="checkbox"/>	<input type="checkbox"/>

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COMPLETED ALTERNATIVE DISPUTE RESOLUTION EXPERIENCE

	Project Name (Caltrans EA)	Contract \$ Amount	Agency Administered	Contractor	Start and End Dates	Your Role	
						DRB Member	DRB Chair/DRA
1	None as DRB member but over 450+ ADR case experiences as arbitrator and over 1000+ as mediator - full list of case types available upon request				-	<input type="checkbox"/>	<input type="checkbox"/>

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CERTIFICATION AND ACKNOWLEDGMENT

- By checking this box, I certify that the information in this form is true and accurate to the best of my knowledge, information, and belief.
- By checking this box, I acknowledge that I will uphold the Dispute Resolution Board Foundation (DRBF) Canons - (1) Disclosure, (2) Conflicts of Interest, (3) Confidentiality, (4) Board Conduct and Communication, and (5) Board Procedures - as described in Section I, "Description of Work," of the DRB or DRA Agreements.
- By checking this box, I understand that either the Department or the Contractor may replace me as described in Section VII, "Replacement of DRB Member," or "Replacement of DRA," including for failure to uphold the DRBF Canons as specifically set forth in Section I, "Description of Work," of the DRB or DRA Agreements, respectively.

SIGNATURE

DATE

Nov 4, 2022