

DATE: 03-25-2015

TO: City Clerk

FROM: Representative Cortney Niland

ADDRESS: 300 N. Campbell, El Paso, Texas 79901 TELEPHONE 915-212-0008

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of Tuesday, March 31, 2015

Appointment of Paul Andrew de la Pena to the City Accessibility Advisory Committee by
Item should read as follows: District 8 City Representative Cortney Niland.

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: City Accessibility Advisory Committee

NOMINATED BY: City Representative Cortney Niland DISTRICT: 8

NAME OF APPOINTEE Paul Andrew de la Pena
(Please verify correct spelling of name)

E-MAIL ADDRESS: _____

BUSINESS ADDRESS: _____

CITY: _____ ST: TX ZIP: _____ PHONE: _____

HOME ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: ____ NO X

IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE:

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Mary Castillo

EXPIRATION DATE OF INCUMBENT: 07/27/2013

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: X
RESIGNED _____
REMOVED _____

DATE OF APPOINTMENT: 3/31/2015

TERM BEGINS ON : 3/31/2015

EXPIRATION DATE OF NEW APPOINTEE: 3/30/2017

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: x

2nd TERM: _____

UNEXPIRED TERM: _____

Paul Andrew de la Peña

Objective

Currently seeking a full-time position in the fields of management, public service administration, public relations, public affairs, development, or higher education. I am dependable, self-motivated, and a quick learner with strong verbal and written communication skills.

Education

Master of Arts:	1990 - International Political Economy St. Mary's University, San Antonio, Texas
Bachelor of Arts -	1988 - Major: Political Science, Public Administration St. Mary's University, San Antonio, Texas
PMP Certificate	2014 – Project Management Professional - Project Management Institute, El Paso, Texas
Grant Writing Training	2010 – Non Profit Enterprise Center – Regional Grant writing 2009 – The Grantsmanship Center – Federal Grant writing
Language Certificates:	1992 - Mexican-American Cultural Center, San Antonio, Texas 1988 - Centro Linguistico Italiano, Florence, Italy

Administrative Experience

Over the course of my career I have amassed a full range of administrative experiences including the management of a million dollar budget, budgets for nonprofits, and budgets for city and county governments. I also have experience managing employees, hiring, firing, budget preparation and analysis, assessment of employees, grant writing research and preparation, and coordination of bylaws and company guidelines to be followed by employees. I have managed as many as 100 individuals and as few as 2. Most recently I worked as a Residency Unit Manager, coordinating the schedules and sites of 16 Physicians in Training at Texas Tech Paul L. Foster School of Medicine Department of Psychiatry.

Nonprofit Leadership

During the past thirty years, I have worked with or led a number of nonprofit organizations or have created organizations which have worked to serve of the needs of the communities that I have lived in. Some of these include the American Red Cross, The San Antonio Symphony, the Laredo Center for the Arts, the Campus Leadership Initiative, the League of United Latin American Citizens, Future of the Region, Inc., IH 35 Economic Development Coalition, the El Paso Symphony Youth Orchestras, the Voter Education Project, Inc., the El Paso County Voter Consortium, The El Paso Catholic Foundation, the El Paso Library Foundation, and Ballet Folklórico of El Paso. Working with all of these organizations has offered me tremendous insight into the value of nonprofit organizations and NGO's. In addition, I have served as Chairman, Vice Chairman, Executive Director, Treasurer, Public Information Officer, Public Relations Director, Regional Committee Chairman, Development Director, and Community Liaison.

Educational Experience

Beginning in 1982, I began my teaching career in the area of Catholic Catechetics. From here I moved into Private School education, public school education, Charter school teaching, and finally as a full time Adjunct Professor at the College and University levels. I have been a curriculum writer, an online Professor, and in class Professor. Over the years, I have been recognized as Teacher of the Month or Teacher of the Year. My teaching experience includes courses in government, civics, English as a Second Language (ESL), economics, choir, journalism, and Latin. Currently, I am a Contributor with the Philosophic Systems Institute (PSI), which creates after school programming for K-12 in science, engineering, technology, math (STEM) and the arts. In January 2015, I was elected Chairman of the Youth Protection/Safety/Legislative Committee for the EPISD Council of PTA's.

Production and Computer Skills

Because I have worked with varied work settings throughout my professional career, I have been able to

learn a variety of computer programs and skills. I am familiar with Microsoft operating systems, Word, Power point, Microsoft Excel, spreadsheets, Publisher, Adobe PageMaker, Adobe Photoshop, Adobe Photoshop Pro, Quattro, web design, and Web development. In addition, as a professional musician, I have written, produced, and composed original compositions on two CD's. I have also worked as a videographer, producer, assistant producer and cameraman for several years. As a hobby, I am currently writing original music and composing from my home studio.

Development and Fundraising

In the various communities that I have lived in, I have worked for many years to build up the arts raising over a million dollars for arts organizations in the State of Texas. Having worked with nonprofits and political organizations, I have raised several million dollars working on finance committees for various nonprofits and political candidates. Recently I worked with a team to prepare and write a grant to provide funding for those in financial hardship that were in need of psychiatric counseling for family members with chemical dependencies. The grant was awarded and is currently in place served members of El Paso County through Texas Tech Paul L. Foster School of Medicine.

Consulting and Public Affairs

As a political scientist and adjunct professor for twenty years, I have had the opportunity to meet some exceptional world leaders and have had the opportunity to travel across the United States, the Caribbean, Mexico, Eastern and Western Europe. I have consulted numerous organizations and politicians and run campaigns. Through working on all of these fronts I have had to work with the media preparing press packets, press releases, appearing on or producing television and radio spots for regional, national, and international distribution. I have also been a delegate or alternate at the County, state, or national levels. Currently, Owner and Director of Poli Vision management and consulting for non-profits and project management in the Southwestern United States.

Civic, Social, and Leadership Organizations

Chair – Youth Protection/Safety/Legislative Committee, EPISD Council of PTA's, El Paso, Texas
Cub Master – Boy Scouts of America, Pack 2, El Paso, Texas
Director – St. Joseph's Liturgical Choir, El Paso, Texas
Board Member – El Paso Public Library Foundation, El Paso, Texas
Ambassador – Catholic Foundation of El Paso, St. Joseph's Catholic Church
Board Member – Health and Wellness Vice President, Mesita Elementary School, El Paso, Texas
Finance Committee – Ballet Folklorico of El Paso, Texas
Contributor – Curriculum Writer, Philosophic Systems Institute (PSI), El Paso, Texas
Member – Knights of Columbus Council #642, El Paso, Texas
Member – El Paso Italian American Cultural Society, El Paso, Texas
Member – St. Mary's University Alumni Chapter El Paso, Texas
Former Assistant Crew Leader – U.S. Census Commerce Department, El Paso, Texas
Former Executive Director – Voter Education Project, Inc., El Paso, Texas
Past Chairman – 2009 National Latino Congreso Host Committee, El Paso, Texas
Past Chairman – El Paso County Voter Consortium, El Paso, Texas
Former Board Member – El Paso Symphony Youth Orchestras, Vice Chairman, El Paso, Texas
Former Member – El Paso Chamber Chorus, Bruce Nering Consort, El Paso, Texas
Former Member – El Paso Opera, Prentice Laughton, El Paso, Texas
Former Member – Home and School Association, St. Matthew Catholic School, El Paso, Texas
Former Member – Nonprofit Enterprise Center Political Voice Committee, El Paso, Texas
Former Board Member – Secretary - InterWorld Home Health, Inc., El Paso, Texas
Former Public Relations Director – League of United Latin American Citizens, Laredo, Texas
Former Board Chairman – Campus Leadership Initiative, Laredo, Texas
Former Advisory Board – Laredo Center for the Arts, Laredo, Texas
Former Board Member - Future of the Region, Inc. (FORI) – Legislative Comm., Laredo, Texas
Former Member - IH 35 South Economic Development Coalition, San Antonio, Texas