

DATE: April 6, 2016

TO: City Clerk

FROM: Representative Claudia Ordaz

ADDRESS: 300 N. Campbell, District 6 TELEPHONE 915-212-0006

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

Agenda for the Council Meeting of April 19, 2016

Reappointment of Jose M. Landeros to the City Planning Commission by Representative

Item should read as follows: Claudia Ordaz, District 6.

**BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM**

NAME OF BOARD/COMMITTEE/COMMISSION: City Planning Commission

NOMINATED BY: Representative Claudia Ordaz DISTRICT: Six

NAME OF APPOINTEE Jose M. Landeros  
(Please verify correct spelling of name)

E-MAIL ADDRESS: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ST: \_\_\_\_\_ 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: Jose Landeros

EXPIRATION DATE OF INCUMBENT: 1/2/16

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

DATE OF APPOINTMENT: 4/19/16

**TERM BEGINS ON :** 1/2/16

**EXPIRATION DATE OF NEW APPOINTEE:** 1/2/18

PLEASE CHECK ONE OF THE FOLLOWING: 1<sup>st</sup> TERM: \_\_\_\_\_

2<sup>nd</sup> TERM: XX

UNEXPIRED TERM: \_\_\_\_\_

## JOSE M. LANDEROS

**OBJECTIVE** Obtain a position that allows the utilization of existing skill sets with the potential for continued professional development.

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**EDUCATION** **UNIVERSITY OF TEXAS AT ARLINGTON (GRADUATE, MAY 2012)**  
Master's of Public Administration: Management & Development Planning

**TEXAS A&M UNIVERSITY (GRADUATE, MAY 2009)**  
Bachelors of Science: Political Science (Major) & English (Minor)

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**EXPERIENCE** **ADJUNCT PROFESSOR (GOVERNMENT), EL PASO COMMUNITY COLLEGE**  
*August 2014 to Present*

- Created, distributed and reviewed the course syllabus with students and faculty coordinators to ensure conformance with State learning objectives, including providing general and organization information to the course's students.
- Utilized a variety of instructional strategies to engage students through prepared course materials developed through coordination with department faculty coordination as well as through review of provided course texts and materials.
- Presented prepared materials to the classroom and led discussions with students to ensure mastery of content in accordance with the learning objectives set by the College as well as the timelines presented to students in the course syllabus.
- Evaluated student performance promptly and accurately through the use of standardized evaluation methods as well as other tools aimed at ensuring individual content mastery of required learning objectives.

**SENIOR POLICY ADVISOR, OFFICE OF COUNTY COMMISSIONER VINCENT M. PEREZ**  
*January 2013 to Present*

- Advised the commissioner on public policy and economic development data aggregation, analysis, development and implementation.
- Developed a proposal for the consolidation of pretrial functions in the County's criminal justice system into a consolidated department to provide more expedient, effective and efficient services to the community by working collaboratively with a variety of agencies, departments and stakeholders, including independently elected officials and other governmental agencies.
- Authored a major rewrite of the County of El Paso's financial policies by analyzing best practices from other major urban counties across the state as well as other local governments, allowing the Commissioners Court to have increased oversight of the policy-making tool that is the budget.
- Chaired an *ad-hoc* committee established by Commissioners Court to update the County Subdivision Order, specifically, the development of a variance policy that now allows the County to require more amenities, including parkland and open space, for subdivisions that are developing in the unincorporated area of the County.
- Served as the Vice Chair of the El Paso MPO Transportation Project Advisory Committee, a technical planning group that makes transportation project and policy recommendations to the Policy Board, which includes over 30 elected and community leaders from across the Paso del Norte region. Further, engaged in long-term transportation planning through partnerships with TxDOT, the Camino Real RMA and private land owners, including oversight of the 2013 County Comprehensive Mobility Plan.
- Developed custom budget analysis reports to better understand the fiscal demands and policies of various county departments, including a statewide comparison of funding levels for similar departments, tax rates and tax bases of major urban counties.
- Aggregated and analyzed data from various sources to develop custom reports regarding indigent defense spending and conformity with various state statutes, rules and regulations governing indigent

defense practices, including statewide comparisons of both similar costs and best practices.

- Represented the office and made non-official decisions regarding the direction of policy matters as they developed, further, developed briefings regarding specific policy situations for the commissioner.
- Assisted members of the community with constituent concerns regarding various areas ranging from road conditions to flood concerns, including developing a year-long effort to bring potable water and wastewater to a few residences that had lacked access to these services for over thirty years.

#### **CAMPAIGN MANAGER, VINCE PEREZ FOR COUNTY COMMISSIONER CAMPAIGN**

*September 2011 to July 2012*

- Coordinated and implemented a public outreach program to various precincts across the commissioner precinct to increase awareness of issues relevant to the campaign.
- Analyzed datasets to identify trends, anomalies and patterns in voter data across 44 voting precincts that comprised the commissioner's precinct. Data was broken down by voter frequency, age, location, sex, age and other various demographic markers.
- Developed a unique strategy based on the aforementioned data trends to ensure the limited resources of the campaign were being used appropriately. The trends were also utilized as tools to develop benchmarks and goals for voter outreach and communication.
- Managed all data entry for the campaign into online voter software, including preparing phone lists and block walk sheets for staff and volunteers. Furthermore, developed unique markers that were not available in standard online voting software to better understand voter performance.
- Developed a forecast model for turnout for both the primary and run-off elections. Also, developed a model for expected candidate performance for each election based on aggregate data trends gathered through the campaign's voter outreach efforts.

#### **PROGRAM DIRECTOR, COMMUNITY SCHOLARS, INC.**

*August 2008 to March 2012*

- Revised, edited, and published public policy and economic development research reports from the 2008-10 summer internships. The task included fact checking the data presented in each of the five reports, along with editing for style, content and grammar.
- Formed a hiring committee and with said committee, conducted approximately 80 to 100 interviews each year during the month of March for the summer's internship program.
- Developed a set of criteria to determine which interviewees would be selected for each summer internship. Took into consideration racial and geographic diversity, as well as selecting students from pre-determined guidelines as provided by the organization's funding streams.
- Led the scholars' training sessions in the latter-half of May, including delivering presentations on effective writing, interview skills, research skills and other basic areas involved with the internship experience.
- Supervised six college supervisors and 27 high school interns during the research periods. Additionally, assigned deadlines to each research group to ensure efficient delivery of paper drafts, interview questions and draft presentations. Supervisors were also evaluated in regards to supervisor style, quantity/quality of work produced as well as overall ability to provide guidance to their respective interns.
- Updated and revised the organization's style guide to bring it up to date with more contemporary social science style guides. The guide acts as a reference to interns and supervisors in the areas of research methodology, writing style, citation style and other facets that contribute to the overall content and aesthetic value of each report.
- Aided in the development of a survey to help track information of individuals who participated in the program since 1998. Utilized the web-service, Survey Monkey, to help gather and sort data received.

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#### REFERENCES

**COUNTY COMMISSIONER VINCE PEREZ, EL PASO COUNTY COMMISSIONERS COURT**

915.373.1013 | Commissioner3@EPCounty.com

**CHAIRMAN ART FIERRO, EL PASO COMMUNITY COLLEGE BOARD OF TRUSTEES**

915.630.6480 | PFierro@epcc.edu

**SOFÍA LARKIN APPLEBY, MAJOR GIFTS OFFICER, FOUNDATION FOR THE DIOCESE OF EL PASO**

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