

Item should read as follows: Reappointment of Sergio R. Vázquez to the Fair Housing Task Force as a Regular Member

UNEXPIRED TERM:

SERGIO R. VÁSQUEZ

EDUCATION

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| 1992-1997 | The University of Texas at El Paso | El Paso, TX |
| ■ | BBA Economics | |
| ■ | B.A. Public Administration & History | |
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| 2006-Present | The University of Texas at El Paso | El Paso, TX |
| ■ | Masters in Public Administration (MPA) | |
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| 2009-2012 | El Paso Community College | El Paso, TX |
| ■ | Paralegal Studies | |

PROFESSIONAL EXPERIENCE

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| 2008-Present | Housing Authority of the City of El Paso Texas | El Paso, TX |
|---------------------|---|--------------------|
- Equal Opportunity Compliance Officer*
- Coordinate and advise the staff and operations of the Housing Authority of El Paso, Texas' (HACEP) Equal Housing Opportunity program by developing, implementing, and maintaining public housing compliance policies. Additionally overseeing the implementation of a Voluntary Compliance Agreement with the U.S. Department of Housing and Urban Development (HUD) and compliance with all Fair Housing and Equal Opportunity-related statutory requirements during conversion to the Rental Assistance Demonstration Program (RAD). Duties include:
- Coordinating the implementation of all Housing Operations programs and actions undertaken to assure compliance by HACEP with 504 of the Rehabilitation Act of 1973, the Fair Housing Act, the American with Disabilities Act, the Uniform Accessibility Standards, and other applicable regulations.
 - Oversee the rehabilitation of 302 units to comply with federal accessibility regulations
 - Assist in the planning and management of a \$5 million construction and program implementation budget.
 - Coordinating, planning, and managing program activities, formulating program goals and objectives; implementing and monitoring compliance strategies; ensuring accurate and timely reporting; interpreting and administering pertinent laws and regulations.
 - Training other staff who work with internal and external partners and contractors to plan, develop and implement Equal Housing Opportunity activities.
 - Coordinating efforts to create a system for handling requests for resident transfers or other reasonable accommodation requests of residents and applicants.
 - Conducting immediate needs interviews and follow up with staff and residents to ensure residents satisfaction.
 - Keeping HACEP current on Equal Housing Opportunity requirements.
 - Developing bilingual (English/Spanish) programs materials.
 - Ensuring accessibility in all HACEP programs
 - Hearing grievances related to Equal Housing Opportunity
 - Representing HACEP in numerous community partnerships.
 - Making presentations to resident groups, staff and community groups regarding 504 program requirements and implementation.
 - Providing update reports to HACEP's Legal Counsel and Technical Services Manager.
- Contact Person:** Martha Marrufo

2007-2008 El Paso Affordable Housing CUSO/GECU**El Paso, TX***Grants & Compliance Specialist-Full Time*

Led fundraising efforts for the El Paso Affordable Housing CUSO (EPAHCUSO), a Credit Union Service Organization owned by Government Employees Credit Union. In addition to fundraising, also facilitated program development, implementation, compliance monitoring, reporting, and evaluation as well as coordinated numerous community-based partnership initiatives. Also responsible for drafting and monitoring program-related contracts. Duties included:

- Seeking the acquisition of new/supplemental funding opportunities from governmental agencies and/or private foundations.
- Preparing progress reports and other program-related correspondence to funding sources.
- Assisting in the creating, pilot testing, and/or editing of educational didactics, curricula, brochures, and other promotional materials for numerous EPAHCUSO projects.
- Leading in the formation of an Individual Development Account (IDA) Program.
- Leading the coordination of the 2008 Volunteer Income Tax Assistance (VITA) program.
- Representing EPAHCUSO in numerous community partnerships.
- Facilitating numerous trainings for multiple constituencies.
- Conducting community presentations to multiple stakeholders.
- Drafting and overseeing the execution of contracts with vendors/contractors.
- Developing and conducting numerous media campaigns (print, television, and radio) to promote AHCUSO and credit union wealth building products to both English and Spanish media outlets

Contact Person: Larry Garcia

2004-2007 Border Fair Housing & Economic Justice Center**El Paso, TX/Washington DC***Chief Operating Officer*

Under the guidance of the Chief Executive Officer, administered a U.S. Department of Housing and Urban Development (HUD) funded Fair Housing Initiative Program (FHIP), Fair Housing Organizations Initiative (FHOI) Contractual Agreement with the National Community Reinvestment Coalition (NCRC). This included administering the progress of the FHOI by conducting and overseeing daily operational activities that include monitoring, mystery shopping/testing, complaint conciliation, capacity building and technical assistance, as well as designing, marketing, managing and overseeing a community educational campaign. Duties included:

- Day-to-day management of a 15-person Fair Housing Private Enforcement Initiative Program.
- Overseeing the creation, pilot testing, and editing educational didactics, curricula, brochures, and other promotional materials for numerous BFHC programs.
- Overseeing bilingual Fair Housing compliance curricula.
- Facilitating numerous trainings for multiple constituencies.
- Assist in the incorporation of the Center as a 501(c) 3, not-for-profit organization.
- Conducting community presentations to multiple stakeholders.
- Coordinating the Fair Housing Tester Program to ensure compliance with Title VIII and the State of New Mexico Human Rights Act. Functions included: recruit and train testers, administer tester files, and assign testers to fair housing complaints.
- Preparing quarterly progress reports to the NCRC and HUD.
- Drafting and overseeing the execution of contracts with vendors/contractors.
- Drafting Fair Housing Complaints and Conciliation Agreements with Respondents.
- Serving as lead coordinator of the 2005, 2006 and 2007 *Fair Housing and Predatory Lending Summit*.
- Successfully procuring funding via funding proposals from HUD, Community Development Block Grant Programs (El Paso and Las Cruces), TDHCA, EPA, the Texas Workforce Commission, and numerous private foundations.
- Supervising two AmeriCorps*VISTA programs.

Contact Person: Anibal Olague

Michael D. Mitchell

2002-2003 Pan American Health Organization**El Paso, TX/Atlanta, GA***Capacity Building Liaison-Full Time*

Acted as a liaison between the Pan American Health Organization (PAHO), and the Centers for Disease Control and Prevention (CDC) in a Cooperative Agreement that built capacity and provides technical assistance to Latino/Hispanic-serving Community-Based Organizations (CBOs). Specifically, the Cooperative agreement promoted Latino/Hispanic participation in Community Planning Groups; a key component in the allocation of funds for HIV/AIDS Prevention by providing curriculum-based instruction which built organizational capacity in order to secure funding priority. Duties included:

- Coordinating skills building courses with contracted CBOs throughout the country and providing curriculum-based instruction to diverse populations in these locales.
- Improving existing curricula-based material to best suit stakeholders' needs.
- Creating promotional materials; brochures, newsletters, and other informational materials.
- Preparing quarterly progress reports to the CDC.
- Drafting and overseeing the provision of contracts with CBOs.
- Developing and implementing programmatic marketing strategies.
- Managing a \$600,000 annual program budget.
- Actively participating in the coordination of national HIV prevention conferences as well as presenting in these.
- Assisting in the acquisition of supplemental/new funding opportunities to the PAHO.

Contact Person: Rebeca Ramos

2001-2002 Planned Parenthood Center of El Paso**El Paso, TX***Family Outreach Programs Coordinator*

- *Teen Outreach Project (TOP)- Program Coordinator (9/01-3/02)*
- *El Paso Young Father's Project (EPYFP)- Program Manager (2/02-9/02)*

EPYFP: Coordinated activities for a fatherhood and male-involvement demonstration project that seeks to promote responsible fatherhood amongst young fathers ages 16-25 as well as provide prevention education training to young men in the same age range who are at high risk of becoming young fathers themselves. Duties included:

- Programming, coordinating, and providing curriculum-based instruction to young fathers, their partners, and young men at high risk of becoming fathers.
- Assisting in the formulation of curricula on men's' health, familial well-being, and family planning.
- Providing case management services to 8 young fathers.
- Preparing quarterly progress reports to the Texas Department of Health and the Paso del Norte Health Foundation.
- Conducting community presentations to multiple stakeholders.
- Overseeing the provision of services by three subcontractors.
- Managing a \$160,000 annual program budget.
- Acting as liaison and lead in various trainings, meetings, events, and activities.

TOP: Developed and coordinated the implementation of a U.S. Department of Health and Human Services-funded abstinence-plus demonstration project. TOP sought to delay sexual activity in adolescents while at the same time providing life skills and other important elements essential for surviving the often-tumultuous teenage years. A strong parent-training component and support network was also implemented. Duties included:

- Coordinating activities and curriculum-based instruction for pre-teens, teens, and parents with 3 staff members.
- Conducting community presentations to multiple stakeholders.
- Reporting on progress to the U.S. Office of Population Affairs.
- Managing an \$180,000 annual program budget.
- Providing relative presentation on the many issues that teenagers and parents encounter.
- Providing assistance to the local community in furthering the empowerment of its youth.
- Working close with staff and the project evaluator in devising effective evaluation techniques.

Contact Person: Marci Brooks

LANGUAGES

Fluent in English, Spanish, French

REFERENCES

Available Upon Request