

City of Santa Fe, New Mexico

memo

DATE: May 22, 2015

TO: City Council

FROM: Mayor Javier M. Gonzales

RE: Appointments



I would like to make the following appointments:

Community Hospital and Health Care Study Group

Ronald David Coss, Chair

Charlotte Roybal (Knowledgeable Consumer Representative) (Resume attached)

Lynore M. Martinez, MD (Santa Fe Medical Doctor) (Resume attached)

Veterans' Advisory Board

Henry B.F. Hughes (Hank) (Homeless Service) – term ending 5/2017 (Resume attached)

Historic Districts Review Bord

Cervantes “Buddy” Roybal (Construction Industry)– to fill unexpired term ending 1/2017 (Resume attached)

Edmund Arthur Boniface III, AIA (Architect) – Reappointment – term ending 1/2017

Frank D. Katz (Old Santa Fe Association) – Reappointment – term ending 1/2017

Meghan Bayer (Historian) – to fill unexpired term ending 1/2016 (Resume attached)

William Powell (Member At-Large) – Position change only

Jennifer A. Biedscheid (Member At-Large) – to fill unexpired term ending 2/2016 (Resume attached)

Cecilia Rios (Historic District Business) – Reappointment – term ending 1/2017

Planning Commission

Michael A. Harris – Reappointment – term ending 6/2017

Justin Greene – term ending 6/2017 (Resume attached)

Sarah Cottrell Probst – term ending 6/2017 (Resume attached)

VACANCY -- term ending 6/2017

VACANCY -- term ending 6/2017

Charlotte Roybal
27 Calle Varada
Santa Fe, New Mexico 87507
(505) 930-0563
Charlotte@policyconnections.org

SUMMARY OF QUALIFICATIONS

- Community organizing and leadership
- Grant writing and administration of federal, state and private grants
- Coalition building
- Foundation/ nonprofit management
- Advocacy/legislative analysis
- Marketing
- Budget development and management
- Public and media relations
- Facilitation, training and event planning
- Supervision of employees
- Needs assessment and program analysis

EXPERIENCE

■ **Policy Connections, LLC, 2009 to present- Co-Owner (see contract list)**

A small minority, woman owned business that focuses on health, public health, environmental and human services policy work in the areas of governmental affairs, policy analysis and evaluation, community organizing, public facilitation, education and outreach, coalition building and coordination.

■ **Health Action New Mexico and Health Care for All Campaign 2005 thru 2008**

Executive Director

Responsible for the leadership, management, operations, coalition building, community outreach, advocacy, communications and resource development for Health Action NM and the Health Care for All Campaign.

■ **Roybal Consulting, 1989 to present (see contract list)**

■ **St. Vincent Hospital, Santa Fe, NM 1980-1989 Director, Planning and Development, and Director SVH Foundation, 1980-1989**

Responsible for development of recommendations and implementation of policies of Hospital Foundation Board including: capital campaigns and annual appeal campaigns, solicitation of private business and community donor groups; organization and coordination of special events; proposal development for private foundation grants; disbursement of grants; and development and implementation of board investment policies. Additional responsibilities included: institutional planning with review and improvement of existing services and recommendations for new programs; maintenance of regulatory functions; administration of auxiliary volunteer program; and implementation of community and government relations projects.

■ **YOUTH RESOURCE CENTER, Office of the Governor, State of New Mexico
Planner, January through September, 1980**

Responsible for the compilation of a youth resource directory; provide staff support to the New Mexico International Year of the Child Committee; preparation of a monthly newsletter; and the development of linkages of youth-oriented programs throughout New Mexico.

■ **NEW MEXICO HEALTH AND ENVIRONMENT DEPARTMENT, State of New Mexico,
Health Planner 1, 2, 3, 4, 1971- 1979**

Responsible for the development and administration of the New Mexico State Health Plan and the Medical Facilities Plan, analysis of health-related legislation, policies, plans and programs; staffing of the Interim Health and Aging Study Committee; preparation and administration of federal grant application. Responsible for the administration of the A-95 review program for proposals for federal funds; negotiation and maintenance of all contracts; administrative activities of Federal Manpower Shortage Area Designation Program; provided staff support to the Governor's Statewide Health Coordinating Council.

MEMBERSHIPS

- ◆ Member, Women's Health Services, 2009-2010
- ◆ Member, Governor's Health Coverage for New Mexicans Committee, 2006-2007
- ◆ Member, Association of Commerce and Industry Health Committee-2006-07
- ◆ Member, Legislative Committee on Election Reform 2004-05
- ◆ Trustee, (2002-2005) Con Alma Health Foundation
- ◆ Steering Committee Member, (1999-2003), Human Needs Coordinating Council
- ◆ Board Member, (2000-2004) New Mexico Children's Foundation
- ◆ Treasurer, (2002- 2004) Santa Fe Living Wage Network
- ◆ Commissioner, (1995-98), County Development Review Commission
- ◆ Trustee, (1991-96) Governor' Children's Trust Fund
- ◆ Board Member, (1990-1992), Santa Fe Community Housing Trust
- ◆ Board Member, (1990-1992), Leadership Santa Fe
- ◆ Commissioner, (1987-1990), Santa Fe Planning Commission
- ◆ Board Member, (1982-1986), United Way of Santa Fe County
- ◆ Board Member, (1978-1990), Santa Fe Chamber of Commerce
- ◆ Commissioner, (1980-1984), and Chair, Santa Fe County Housing Authority
- ◆ Board Member, (1977-1986), Vice President (1980-1982) Maternal and Child Health Center
- ◆ Board Member, (1976-1980), Chair (1979), Santa Fe Community Development Commission

EDUCATION

- ◆ Master's Degree candidate in Public Administration, University of New Mexico
- ◆ B.A. University Studies, Sociology; University of New Mexico, 1972
- ◆ University of California, Santa Cruz, 1971
- ◆ Vista Training, Norman Oklahoma, 1968
- ◆ Bowling Green University, Bowling Green, Ohio, 1966-1968

POLICY CONNECTIONS, LLC and ROYBAL CONSULTING
PROJECT HIGHLIGHTS LIST 1989-2014

Santa Fe Community College: development, implementation, and analysis of two surveys for employees and students.

Southwest Consulting Group: policy analysis and recommendations of developmental disabilities system in New Mexico for the Developmental Disabilities Planning Council.

Department of Finance and Administration: developed proposed policy analysis of health legislation, and program review and recommendations concerning federal grant review and tracking system.

Santa Fe Community Needs Assessment: (sponsored by the United Way of Santa Fe County, Santa Fe Community Foundation, and the City and County of Santa Fe); development and implementation of a needs assessment process for the identification of health and human service needs in Santa Fe; and produced tabloid report for the community.

Santa Fe County Commission: development of a Maternal and Child Health Plan, staffing of the Santa Fe Maternal and Child Health Planning Council, and writing of grant application for state funding; plan approved by the state and received initial grant for \$165,000.

Los Alamos County Council: development of Los Alamos County Maternal and Child Health Plan and staffing of Los Alamos Maternal and Child Health Council. Developed an assessment of LA County Public Health Department and presented organizational and funding recommendations.

Department of Health, Office of Rural Health: developed and implemented planning groups and interviews with rural practice providers in order to determine technical assistance needs. Assisted in the development of a technical assistance grant application to Robert Wood Johnson and received \$2 million.

Earl Potter for State Democratic Chair: Campaign Manager

Democratic Party of New Mexico: served as Interim Director for six months and developed Coordinated Campaign Plan.

Resources for Change: provided campaign consulting for candidates.

EMILY's List: organized 4 events in New Mexico for EMILY's List.

Capital Government Reports: legislative analyst and health issues reporter for legislative publication for 3 legislative sessions.

Santa Fe County Commission: development of a health policy planning document with community input for Santa Fe County.

Progressive Alliance for Community Empowerment (PACE): served as lead lobbyist during 1998 and 1999 session on Campaign Finance Reform and Corporate Welfare issues.

Health Centers of Northern New Mexico: developed and implemented a development and community outreach program in Northern New Mexico.

Coalition to Save Our Health Resources: served as Coordinator of a grass roots coalition of 23 labor, advocacy and religious groups that filed as an intervening party in the regulatory process in

the sale and conversion of Blue Cross Blue Shield of New Mexico. As coordinator, I was responsible for organizing citizens across the state to participate in public hearings and voicing concerns; and initiated a media campaign on the issue.

Dean for America: Field Director in Congressional District 3 for Howard Dean Presidential campaign.

Governor's Concerns on the Handicapped: researched and developed a draft plan in response to the Olmstead (national law) decision; and made recommendations to the Interim Health and Human Service Legislative Committee on requirements for states and for New Mexico.

Santa Fe Living Wage Network: coordinated municipal and state advocacy efforts for Santa Fe Living Wage Campaign.

Frank Montano for Mayor: Campaign Manager for Frank Montano.

Common Cause New Mexico: coordinator for the Free Air Time Campaign for New Mexico; organized a public forum and educated the public across the state on the issue.

Non Profit Voter Engagement Network: coordinator for community outreach with nonprofits in NM to encourage them to obtain client voter participation; and provided an evaluation process concerning participation in NM.

Non Profits Count: coordinate activities in New Mexico help nonprofits to encourage clients to participate in the 2010 census.

Santa Fe Community College: developed outreach materials and business plan for non-traditional careers project.

Con Alma Health Foundation: coordination of the Kellogg Foundation Oral Health Project. www.conalma.org

Developmental Disabilities Planning Council: facilitation of strategic planning process for two advisory groups; developed and implemented a survey of staff concerning efficiency of organization.

Con Alma Health Foundation: developed and implemented a process to include focus groups in the 2011 update of the Health Equities Report to guide funding. Tracking of legislation in 2010-2013. www.conalma.org

Governor's Commission on Disabilities: coordination of advocacy efforts to pass legislation. Followed health care reform efforts in New Mexico and reported to Commission. www.qcd.state.nm.us

New Mexico Human Services Department: conducted a survey of small employers by using Survey Monkey, focus groups, presentations and webinars. Collated information and produced a report, *Small Employers Final Report, 2011* under the planning grant for a Health Insurance Exchange for New Mexico. www.hsd.state.nm.us

Con Alma Health Foundation: co-directed the Kellogg Foundation **BluePrint for Health New Mexico** effort. Organized and maintained a comprehensive Stakeholder Advisory Network, contracted with 15 organizations, worked in four targeted communities to increase capacity, and co-developed and wrote *Health Care Reform Implementation Work Plan, 2011* for implementation of Health Care Reform based on community input. www.conalma.org

New Mexico Public Regulation Commission, Department of Insurance: developed *Stakeholder Assessment Report, 2012* and *Communications Outreach and Education Plan 2011* for the Department of Insurance and a power point presentation on Consumer Information and Transparency concerning rate review under the Affordable Care Act. Made recommendations on the development of the web site as required by federal law. The reports can be located at <http://www.hsd.state.nm.us/nhcr/nhcr1ao.htm>

SAMSA Grant- Latino Barriers to Enrollment: Conducted focus groups and webinars on barriers to Latino enrollment in the Affordable Care Act.

Wrote grants for over 25 nonprofits and government agencies with New Mexico receiving over \$26 million in grant awards.

Lynore M. Martinez, MD
405 Kiva Court
Santa Fe, NM 87505
(505) 988-4922

Education

University of New Mexico School of Medicine, M.D., May 1992

University of New Mexico, B.S. in Biology, May 1988

University of New Mexico, B.A. in Chemistry, May 1988

Residency Training

St Joseph Hospital, Houston, TX—Ob/Gyn Residency, 1992-1996

Board Certification

American College of Obstetrics and Gynecology, November 1998

Career Experience

Dallas Ob/Gyn Association, private practice, 1996-2000

Galisteo Ob/Gyn Associates, private practice, Santa Fe, NM, 2000-2005

Santa Fe Ob/Gyn Association, owner, private practice, 2005 to present

Eden, Advanced Laser and Aesthetic Center, owner, 2008 to present

Honors and Awards

Chief Resident, Ob/Gyn, 1996

Outstanding Resident in Gynecologic Endoscopy, 1996

CREOG (Council on Residency Education in Ob/Gyn) Award, 1993, 1994, 1996

Presidential Scholarship, University of New Mexico, 1984-1988

Professional Society Memberships

Fellow, American College of Obstetrics and Gynecology

Junior Fellow, American College of Obstetrics and Gynecology, 1992-1998

New Mexico Medical Society

American Association of Physicians and Surgeons

American Association of Gynecologic Laparoscopists

American Society for Laser Medicine and Surgery

Professional Affiliations

Center for Medical Weight Loss

Sottopelle Bio-Identical Hormone Therapy

Athena Electronic Health Record Maven

HENRY B. F. HUGHES (HANK)

PO Box 865 Santa Fe, NM 87504

505-982-9000

Email: Hank-H@nmceh.org

Current Position

Executive Director, New Mexico Coalition to End Homelessness. Since July 2001 have directed this coalition of agencies and individuals that works to abolish homelessness. Provide technical assistance to growing agencies, put on educational workshops, coordinate communication among members, coordinate the Balance of State Continuum of Care application, do public education events, advocate for public policies that benefit the homeless, and help develop the state plan to end homelessness.

Positive Accomplishments since 2001:

- Submitted successful Balance of State Continuum of Care applications each year from 2001 through 2014 obtaining over \$3,000,000 in federal funding in the most recent years,
- Promoted and obtained passage of the New Mexico Day Laborer Act in 2005 to provide additional protections for day laborers,
- Helped obtain additional State Homeless Funding from the Legislature,
- Assisted many rural communities in establishing homeless programs in their communities.
- Worked with coalition that helped pass legislation establishing the New Mexico Housing Trust Fund in 2005,
- Helped found Veterans Helping Homeless Veterans in 2011 to raise funds to help house homeless veterans,
- Implemented a statewide system of Coordinated Assessment in 2014 to help make the most efficient use of housing resources for homeless people and to make sure those most in need are housed first.

Work History

1991 – 6/15/2001 Executive Director, St. Elizabeth Shelter for the Homeless.
Directed the overall operation of shelter programs and activities, administered the shelter's funds and maintained necessary staffing, reported to the Board of Directors, and worked with the Board in the areas of new program development, public outreach and fund raising. Significant accomplishments include developing 42 units of transitional housing for homeless people, developing an expanded winter shelter program, and adding more case management and counseling.

- 1989 - 1991 Assistant Director/Business Manager, St. Elizabeth Shelter, Santa Fe, New Mexico. Administered all of the business affairs for the shelter including fundraising, accounts payable, and grant writing.
- 1987 - 1989 Executive Secretary Inter-Faith Council of Santa Fe As the sole employee of this small nonprofit group, produced a monthly newsletter, put on monthly programs concerning issues of inter-faith cooperation and social justice, and in 1989 helped found the Faith Community Assistance Center, a branch of the Council that provided food, prescription drug, utility, and other assistance to poor families in Santa Fe. Volunteered at St. Elizabeth Shelter during these years.
- 1986 - 1987 Volunteer and Freelance Writer, Las Cruces, NM and Santa Fe, NM. Volunteered for World Food Day at NMSU, the Las Cruces Freeze Campaign, Annunciation House (a shelter for refugees), and St. Elizabeth Shelter. Wrote two articles for *Sojourners* (magazine on faith, politics and culture).
- 1985 - 1986 Staff Intern, Children of the Americas in Tijuana, Mexico. Worked for about 1 month for this small program that helps feed and house children in Mexico: helped at an orphanage, helped build a house for an indigent family, and worked on publicity for the group.
- 1980 - 1985 Water Resources Specialist, Center for Environmental Research Cornell University, Ithaca, NY. Worked on several projects investigating ground water pollution in communities in New York State, and worked with community leaders to develop solutions to pollution problems. Gave talks to community groups about the issues of ground water contamination.

Education

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|---|------|--|
| Cornell University,
Ithaca, New York | 1981 | Master of Engineering: Environmental Systems
Engineering |
| Cornell University
Ithaca, New York | 1979 | B.S. with Distinction
Civil and Environmental Engineering |

Professional Affiliations

- Member of National Low-Income Housing Coalition, National Alliance to End Homelessness, National Coalition for the Homeless

Community Affiliation

Henry B. F. Hughes

- Active Member of Santa Fe Search and Rescue
- Active Member of United Church of Santa Fe

RESUME

Cervantes "Buddy" Roybal

1008 Old Santa Fe Trail
Santa Fe, New Mexico 87505
(505) 850-7622 (H) (505) 699-2687 (C)
Email: buddy@coronadodecorating.com

OCCUPATION: President/Owner – Coronado Paint & Decorating Center
2929 Cerrillos Road
Santa Fe, NM 87507

OBJECTIVE: *To devote my best effort in managing and expanding my business with an atmosphere of harmony and opportunity that will benefit employees, as well as customers, based on three principles: honesty, integrity, and fairness.*

AREAS OF EXPERTISE: Strategic planning, managing projects, team building, identifying areas of strengths and weaknesses in company policies, standards and operations. Ability to motivate staff to maximum productivity to control cost through the most effective use manpower and available resources.

PROFESSIONAL COMMUNITY INVOLVEMENT:

Santa Fe Home Builders - Former Treasurer
Partners in Education - Former Board Member
Santa Fe Vintage Club – Current Vice President
Santa Fe New Mexican Ten Who Made A Difference
Santa Fe Boys & Girls Club- Former Board Member
Big Brothers & Big Sisters - Former Board Member
Century Bank – Current Board Member
Bank Of Santa Fe – Former Board Member
Wells Fargo Bank – Former Board Member
Former Selection Committee Member - Santa Fe Business Incubator
Santa Fe Chamber of Commerce - Past Chairman Of The Board
Santa Fe Alliance - Past Chairman Of The Board
City Of Santa Fe Business & Quality of Life - Former Board Member
Church Ministry – Feed The Homeless In Santa Fe
Santa Fe Rotary Club – Current - Member
St. Vincent's Hospital Foundation Current – Board Member

PROFESSIONAL AWARDS AND ACHIEVEMENTS:

1994 Who's Who Business Leader Award
1999 Sam Walton Community Leadership Award
1999 Santa Fe New Mexican 10 Who Made A Difference
2000 New Mexico Secretary of State Award For Exemplary Dedication and Service
2001 Santa Fe Chamber of Commerce Business Excellence Award
2005 City of Santa Fe Small Business of the Year award
2006 U.S. Chamber of Commerce Small Business Of The Year Award (Presented by Speaker Gingrich) Southwest & Central Region – U S Congress recognition

Buddy Roybal Resume....Cont.

- 2006 U.S. Chamber Of Commerce Small Business Blue Ribbon Award
- 2006 Santa Fe Youth Sponsor Of The Year Award
- 2007 U.S. Hispanic Business Award Nominee
- 2008 UNM Anderson School of Management Ethics in Business Award Nominee
- 2008 City Of Santa Fe's Historic Design Heritage Preservation Award

FEATURED PUBLICATIONS:

- 2000 – New Mexico The Distant Land – Published by American Historic Press
- 2006 - New Mexico Business Weekly (June Issue)
- 2006 – Paint And Decorating Retailer – A National Publication (April Issue)
- 2008 – Santa Fe Sun Monthly (September Issue)

MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS:

U.S. Chamber of Commerce; Los Alamos Chamber of Commerce; Santa Fe Home Builders Assoc.; Santa Fe Alliance; Better Business Bureau of New Mexico; Abbey Carpet Buying Group; National Federation of Independent Business; Santa Fe Chamber of Commerce, Rotary Club, Santa Fe Hispanic Chamber of Commerce.

COMMUNITY SUPPORT:

Advertise in various community periodicals, sponsor fund raising events; make financial donations to various non-profit organizations, schools year books, sports events, well as summer programs such as little leagues and little dribblers programs.

Served as Chairman of several fund raising events in Santa Fe: The Boys and Girls Clubs Ball-4 years; Partners In Education Balls-1 year; Santa Fe Chamber of Commerce Hoe Down-1 year. July 4th Car Show On the Plaza-4 years.

EDUCATION: 1964- Graduate Santa Fe Public Schools

1964- U. S. Navy Reserves

1970 - Received Honorable Discharge U.S. Navy Reserves

1971 - Graduate Santa Fe Police Academy

1975 - Present – Numerous Workshops - Certificates of Accomplishment
Home Decorating, Management, Finance, Public Relations and Sales

EMPLOYMENT HISTORY: 1970-1973 - Santa Fe City Police Officer

1974-1984 – Manager, Sherman Williams Paint Company

1984-Present: Owner/President; Coronado Paint &Decorating

Coronado Paint and Decorating Center is a home decorating center, specializing in the retail sales of stone, ceramic tile, carpet, wood flooring, paint, custom paint matching, paint sundries and natural plaster. As a member of a large national buying group, Coronado Paint And Decorating is able to provide its customers with the best possible price and product selections.

Hobbies: Driving and detailing my vintage/classic car collection; attending car shows; spending time with my family.

MEGHAN BAYER

1316 Maclovía Street
Santa Fe, NM 87505
505-247-1668
meghanbayer@hotmail.com

EDUCATION

University of New Mexico, Albuquerque, NM May 2008
Master of Community and Regional Planning
Graduate Certificate in Historic Preservation and Regionalism
Graduated with Distinction
Cumulative GPA: 4.16

University of Minnesota, Minneapolis, MN May 2002
Bachelor of Arts in French Studies and minor in Urban Studies
Magna Cum Laude
Cumulative GPA: 3.84

PROFESSIONAL EXPERIENCE IN PROJECT MANAGEMENT AND COMMUNITY PLANNING

Grants Administrator April 2013 to Present
Office of the State Historian, New Mexico State Records Center and Archives
Santa Fe, New Mexico

- Administer all aspects of historical records grant program for access and preservation of New Mexico's archival materials.
- Manage grant application, evaluation, and award process and execution of contracts with grantees.
- Monitor project progress to ensure compliance with established guidelines and program specifications, including reviewing progress reports, reviewing and approving requests for reimbursement, and conducting site assessments of projects.
- Manage Federal Government grant requirements, including applying for ongoing funding, tracking progress, ensuring compliance with performance measures, writing progress reports and financial tracking.
- Serve as program representative to the public and local communities, including attending meetings, giving presentations, writing reports, providing technical assistance and answering inquiries.
- Establish and maintain strong working relationships and develop partnerships with city and state officials, non-profit organizations, consultants, and funders.

Santa Fe River Greenway Project Manager December 2011 to April 2013
Open Space and Trails Program, Santa Fe County Public Works Department
Santa Fe, New Mexico

- Coordinated and oversaw all aspects of the Santa Fe River Greenway Project, including planning, design, and construction of river restoration, parks and trails.
- Provided leadership and coordination in developing strategies for completion of projects, including determining priorities, project requirements, budgets and schedules.
- Designed and managed all community planning and public outreach efforts in order to garner support and community buy-in and secure funding for future phases.

- Wrote project scopes and specifications, solicited professional services, evaluated proposals and bids and administered contracts.
- Analyzed cost proposals and negotiated contracts to ensure cost effectiveness and good stewardship of public funds.
- Supervised contractor performance and managed contract obligations and requirements to ensure that projects were completed in a timely manner, within budget and met the goals of the program.
- Reviewed and approved requests for change orders, pay requests, submittals and any requests for deviations from plans and specifications.
- Managed land acquisition process with over 50 affected property owners.
- Led long-term strategic planning efforts and wrote a strategic plan for future development and capital projects on the Santa Fe River in Santa Fe County.
- Served as project representative to the public, local communities and the media, including attending meetings, giving presentations, writing reports, providing technical assistance and answering inquiries.
- Established and maintained strong working relationships and developed partnerships with stakeholders, partners, public officials and local, state and federal agency representatives.

MainStreet Revitalization Specialist

September 2008 to December 2011

New Mexico MainStreet Program, Economic Development Department
Santa Fe, New Mexico

- Coordinated program services and provided technical assistance with an emphasis on implementing capital improvement projects for 23 affiliated New Mexico MainStreet communities.
- Administered all aspects of MainStreet capital outlay grants and special appropriations, including developing goals and priorities for funding, and running the grant review process.
- Oversaw and coordinated the implementation of capital construction projects that included planning, design and construction phases for streetscape, parks and historic preservation projects.
- Managed and monitored legislative appropriations for MainStreet capital outlay grants and special appropriations for 23 affiliated New Mexico MainStreet communities.
- Conducted on-site training and assessments to staff and volunteers and provided organizational assistance for MainStreet communities to attain goals and objectives of the program.
- Managed all program communications, including writing the monthly newsletter, annual report, press releases and promotional materials.
- Established and maintained strong working relationships and developed partnerships with city and state officials, consultants, and funders.

Community Planner

October 2006 to August 2008

Sites Southwest
Albuquerque, New Mexico

- Assisted with research, analysis, writing, and public processes for Sector Development Plans, Comprehensive Plans, Master Plans and Watershed Planning.
- Conducted market studies, including the analysis of demographics, economic conditions, land use patterns, and development trends.
- Developed design guidelines, including analyzing existing conditions, identifying appropriate zoning tools, leading discussions on opportunities for historic preservation, researching models from other cities and facilitating community processes.
- Conducted public presentations and meetings, including preparation of presentation materials, meeting arrangements, notification, and documentation.

Historic Preservation Consultant
Independent contractor

October 2006 to December 2008

Completed projects include:

Park Springs Ranch National Register Nomination

- Surveyed and documented the historic Park Springs Ranch headquarters in Northeastern New Mexico.
- Inventoried and assessed condition of historic properties and landscapes.
- Assessed historic significance and applied National Register criteria.
- Completed National Register Nomination resulting in the listing of the property.
- Created an illustrated historic narrative of ranching in Northeastern New Mexico and the Park Springs Ranch.

New Mexico Livestock Board Historic Research

- Researched history of New Mexico Livestock Board and cattle and sheep ranching in New Mexico.
- Conducted interviews with current and past employees.
- Wrote comprehensive history of the New Mexico Livestock Board for the 2010 Brand Book.

National Park Service Route 66 Corridor Preservation Program Travel Itinerary

- Collected and compiled information for a historic Route 66 National Register Travel Itinerary.
- Edited and wrote historical narratives for selected properties.

Cornerstones Community Partnerships Historic Research

- Conducted archival research to compile historic data on the La Glorieta Residence in Albuquerque.
- Wrote historical narrative and prepared an illustrated timeline of the property.

Historic Resources Specialist

May 2006 to August 2006 (Summer Internship)

Oregon Department of Transportation, Environmental Unit
Portland, Oregon

- Exercised professional working knowledge of the principles and philosophy of effective cultural resources management.
- Wrote and received a \$1.4 million Transportation Enhancement grant for a multi-use trail connection.
- Wrote and presented the Historic Columbia River Highway (HCRH) Signing Plan to the Oregon State Traffic Engineer and the HCRH Advisory Committee.
- Educated the HCRH Advisory Committee and conveyed the importance of “setting” and adverse effects as defined by Section 106 of the National Historic Preservation Act and the National Register Criteria in order to better inform the committee’s recommendations for development along the HCRH.
- Facilitated the development of working relationships among various interests including maintenance staff, agency managers, and partners such as State Parks, USDA Forest Service, and Western Federal Lands Highway Division.

SELECTED BIBLIOGRAPHY

Preservation Documents

- *Park Springs Ranch National Register Nomination*, author, 2008.
- *La Glorieta Residence Historic Narrative*, author, prepared for Cornerstones Community Partnerships, 2007.
- *Historic Route 66 Travel Itinerary*, contributor and editor, prepared for the National Park Service, Route 66 Corridor Preservation Program, 2007.

- *Assessment of the Cultural Landscapes of the Griegos Lateral*, author, student work prepared for Heritage Corridors Planning course, 2005.
- *History of UNM's Center for the Arts*, author, student work prepared for UNM Campus Heritage Survey, 2005.

Planning Documents

- *Comprehensive Land Use Plans for 9 Navajo Chapters affected by the Former Bennett Freeze*, contributor, prepared by Sites Southwest and WH Pacific, 2008.
- *Martineztown Sector Development Plan*, contributor, prepared by Sites Southwest, 2008.
- *Silver Hill Historic Design Guidelines*, contributor, prepared by Sites Southwest, 2007.
- Historic Columbia River Highway (HCRH) Signing Plan, author, prepared for Oregon Department of Transportation, 2006.
- *Redevelopment of the Albuquerque Railway Shops: Assessment of Proposals and Recommendations for the Barelas Neighborhood*, author, student work prepared for Industrial Heritage Planning course, 2005.

Articles

- *History of the New Mexico Livestock Board*, author, published narrative in the 2009-2010 New Mexico Brand Book.
- *Return to Common Ground: Revitalized and New Plazas in New Mexico*, co-author, published essay in *Center Place: Historic Community Plazas of New Mexico*, edited by Chris Wilson, forthcoming 2013.
- *National Trends in Campus Preservation Planning*, co-author, student work prepared for UNM Campus Heritage Survey, 2005.

JENNIFER A. BIEDSCHEID
514 Camino Cabra, Santa Fe, NM 87505
Mobile: 505.231.8228, biedscheid@mac.com

SUMMARY OF QUALIFICATIONS

Ms. Biedscheid is an environmental scientist with 20 years of experience in consulting for private corporations in the areas of regulatory compliance, hazardous site cleanup, and waste management, transportation, characterization, and disposition. She is currently responsible for leading implementation of regulatory requirements, developing compliance determinations, and communicating related interpretations/positions. Ms. Biedscheid grew up in New Mexican and has lived in Santa Fe for 17 years, during which time she and her husband have renovated and lived in two historic adobe homes. She spends weekends with her husband and young daughter tending to the acequias and gardens farmed for generations on their tract of land originally settled as a homestead in a *vallecito* along the *Rio de Las Trampas* in Northern New Mexico. Ms. Biedscheid has strong personal core beliefs in the importance of environmental conservation and education, the value of historic properties and buildings, and the sustainable access to and appreciation of these Northern New Mexican qualities as part of everyday life. It is with these convictions that she would aim to fulfill her commitment to the City of Santa Fe's Historic Districts Review Board.

WORK EXPERIENCE

NUCLEAR WASTE PARTNERSHIP LLC [Management and Operating Contractor for the U.S. Department of Energy's Waste Isolation Pilot Plant (WIPP), the first geologic repository for the permanent disposal of transuranic (TRU) waste]; **2002 – Present**

Advisory Engineer, Packaging and Information Systems (2007 – Present). Contribute to management decisions regarding coordination among specific WIPP regulatory compliance projects (contribute to the definition of project scopes and technical strategy and planning for completion within schedule) and support senior management in the decision-making process to develop the long-term regulatory strategy for WIPP programs.

Principal Engineer, Retrieval, Characterization, and Transportation Group (2005 – 2007). Lead, coordinate, and manage the efforts for the clean up of TRU waste inventories from small quantity sites.

Senior Engineer, National TRU Program (2002 – 2005). Provide technical support to transportation, WIPP RCRA Hazardous Waste Facility Permit and EPA certification requirements management, and generator site support projects.

IT CORPORATION (Environmental Consulting Firm); **1994 – 2002**

Project Manager, TRU Waste Programs (1999 – 2002). Reported to TRU Waste Program Manager. Managed projects supporting the National TRU Program.

Project Engineer, TRU Waste Programs (1994 – 2002). Provided technical support to CH- and RH-TRU waste characterization, certification, and transportation programs and to the resolution of site-specific regulatory issues.

VOLUNTEER EXPERIENCE / PROFESSIONAL SOCIETY AFFILIATIONS AND COMMITTEES

Atalaya Elementary School Parent-Teacher Association, Board of Directors (Secretary; 2013 – Present); **2013 – Present**

Conservation Voters New Mexico, Board of Directors (served as President; 2010 - 2013); **2009 - 2013**

Associate Editor, American Society of Civil Engineers Hazardous, Toxic, and Radioactive Waste Management Practice Periodical; **2005 – 2014**

Jennifer A. Biedscheid

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Waste Management (WM) Symposium Program Advisory Committee Member; **2004 – 2010**
Technical Program Co-Chair, International Conference on Environmental Remediation and Radioactive
Waste Management (ICEM); **2007, 2009**
Session Chair, ICEM; **2005**
American Nuclear Society; **1995 – 2005**
Session Chair, WM Symposium; **2004**
Water Environment Federation, Literature Review Committee Member; **1997 – 2002**

PUBLICATIONS

Special Editor for Special Issue on Radioactive Waste of the American Society of Civil Engineers Hazardous, Toxic, and Radioactive Waste Management Practice Periodical. Papers published in Nuclear Plant Journal, American Society of Civil Engineers Hazardous, Toxic, and Radioactive Waste Management Practice Periodical, and Water Environment Research Literature Review. Papers presented at Waste Management Symposium, Americas Nuclear Energy Symposium, International Conference on Environmental Remediation and Radioactive Waste Management, and PATRAM.

TRAINING

Leaders Forum, Washington Group International; **2005**
Methods for Reviewing Safety Analysis Reports for Packagings and Performing Confirmatory
Analysis, U.S. Department of Energy; **2003**

AWARDS

Special Employee Achievement Recognitions, Nuclear Waste Partnership/Washington TRU Solutions LLC
Excellent performance in the accelerated cleanup of the U.S. Army Command Center; **2005**
Significant accomplishments during the Lawrence Berkeley National Laboratory cleanup effort; **2004**
Retention Award, Washington TRU Solutions LLC; **2002**
National Quality Awards, IT Corporation; **2000, 1996**
Quarterly Quality Assurance Awards, IT Corporation – Albuquerque Engineering Operations; **2000, 1996**

EDUCATION

M.S., Texas Tech University; **1994**
Major: Environmental Technology Management, Civil Engineering

B.S., University of New Mexico; **1991**
Major: Biology

REFERENCES AVAILABLE UPON REQUEST

Project Management Summary

Trans-disciplinary and Systemic Approach

Worked with strategic partnerships and new business development for over 8 organizations.

Public – Private Management Experience

Experience working with City of Santa Fe, local non-profits and partnership programs.

Global & Diverse Business Experience

Experience working on three continents, across a wide variety industries and client situations.

For & non-profit, community, government, NGO, technology and F500 global corporation driven projects.

Analytical and Empathetic:

Client services background helps me understand and anticipate stakeholders' needs and desires. Design and business background developed a critical eye and research to seek better results.

Tech Savvy:

Technology management background implementing new hardware and database platforms.

Gadget geek at heart. Frugal early adopter.

Creative & Solution Based:

Demonstrated ability to work across cultures, multi-tasking and out-side the box.

Design background mixed with analytical business skills has developed into career helping clients in areas from branding, product development, strategy, urban solutions and presentation & graphic design.

Education

University of New Mexico, Anderson Graduate School of Management (1999 to 2002)

- **M.B.A.** (GPA: 3.5)

- Dual Concentrations: **Management of Technology** and **International Management**

Syracuse University, School of Architecture (1987 to 1993)

- **Bachelor of Architecture** (B. ARCH.)

- work and study during year at Florence Architecture Program: Florence, Italy (1990 to 1991)

Entrepreneurial / Start-up Business Experience:

Dashing Delivery (Santa Fe, New Mexico) (2002 to present)

Co-Founder / Owner

- Developed team to operate a complex logistical organization in a demanding environment
- Designed and implemented analog to digital system upgrades including GPS, communications & reporting
- Successfully established business to serve over 3000 customers and over 400 events per year

New Urban Design & Development (Santa Fe, New Mexico) (1993 to present)

Founder & Principal

- Integrated urban & product design & development company
- Manage assets, budgets, P&L, schedules, quality control, supplier, contractor & client relations

Rocky & Ice LLC (Santa Fe, New Mexico) (2013 to present)

Co-Founder / Owner

- Jewelry design, sourcing and production company
 - Sourced semi-precious raw material in Latin America for clients in Asia.
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Management Consulting Positions:

- Dextron Management Consulting** (São Paulo, Brazil) (2001-present)
Strategic Consulting Group
- Competitor Research, Benchmark Analysis, Strategic Partner and Global Market Studies
 - Client presentation team to European multi-national (Danone) & Brazilian institution (BOVESPA)
 - On-going relationship researching and analyzing global client strategies, due diligence & technologies
- Anasazi Group** (Santa Fe, New Mexico) (2000 to 2001)
Director of Business Development
- Negotiated and developed contract term-sheets w/ technologists, investors & corporate partners
 - Multi-media presentation design and consulting for over 40 different presentations
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Technology Project & Consulting Experience:

- Aisle24:** Technology platform for aggregated sales and logistics coordination: In Development (2014 to present)
- La Vit Life:** Water appliance branding & product development strategy: Launching 2015 (2010 to present)
- Sandia Technology Incubator:** Tech Transfer incubator strategic plan - Sandia & TVC sponsored (2002)
- MesoSystems:** Nano-Biotechnology defense & threat assessment – Market Assessment (2002)
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Project Management & Civic Planning Experience:

- Senterra Real Estate Group** (2006 to 2008)
Project Manager - Silver Mesa Project
- Managed budget (\$12mm), plans, local team & subcontractors for Houston based conglomerate.
- City of Santa Fe - Railyard Planning & Special Projects Team** (1997 to 1998)
Planner / Urban Designer: Developed plans, reports, presentations to senior staff, public and civic leaders
Co-authored reports for Railyard Masterplan and 4C's Convention Center projects.
- Recognized "*for going above and beyond the call of duty,*" Planning Division (6/1998)
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NGO, Non-Profit and Community Organization Experience

- Liquor Control Act – Member of Reform Task Force pursuant to Senate Memorial 77 (2013)** (2014)
Health, Safety & Enforcement and Economic Development Sub-Committees
Wrote legislation and led introduction and passage of House Memorial
- Santa Fe Area Farmers' Market Institute** (2002 to 2004)
Advisor to Permanent Site/New Building Committee
- Santa Feans for Responsible Growth (SFRG)** (1999 to 2001)
Membership Coordinator – wrote monthly newsletter & organized speakers & membership events
- Santa Fe Teen Arts Center / "Warehouse 21"** (1996 to 2002)
Co-Founder, President, Secretary & Treasurer (at different times)
- Santa Fe Railyards - Regional & Urban Design Assistance Team (R/UDAT)** (1996 to 1997)
Start-Up "Steering" Committee & Budget Committee - Community Organized Project
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Technical Skills

- Software Skills: MS Office, Publisher, PowerPoint & Project / GIS (familiar) / AutoCAD Graphics (Adobe InDesign, Photoshop & Illustrator) / Google Earth
- Language Skills: English – Fluent & Professional / Portuguese - Advanced / Spanish – Intermediate
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SARAH COTTRELL PROPST

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EDUCATION

Princeton University, Woodrow Wilson School of Public & International Affairs, Princeton, NJ
Master in Public Affairs – Domestic Policy; Certificate in Science, Technology, and Environmental Policy (STEP), June 2006

Davidson College, Davidson, NC
A.B., Political Science, May 2001
Magna Cum Laude, Phi Beta Kappa, Honors in Political Science

National University of Ireland – Dublin (University College Dublin), Dublin, Ireland, Spring 2000

PROFESSIONAL EXPERIENCE

Interwest Energy Alliance, Santa Fe, NM **May 2012 – Present**
Executive Director

- Executive Director of non-profit trade association that represents the nation's leading companies in the renewable energy industry, bringing them together with nongovernmental organizations in the West (AZ, CO, NV, NM, UT & WY)
- Manage team of lawyers, lobbyists, and consultants in a six-state region to expand markets for renewables through legislative, regulatory, and policy initiatives
- Report to and manage relationship with 14-member board of directors

Propst Consulting, LLC, Santa Fe, NM **January 2011 – May 2012**
Founded energy and environmental consulting practice, serving clients in Washington, D.C. and the Southwestern U.S.

New Mexico Environment Department, Santa Fe, NM **March 2010 to December 31, 2010**
Deputy Cabinet Secretary

- Worked with Cabinet Secretary to oversee departmental organization, staffing, budgeting, and policies for agency with over 650 full-time employees
- Chaired the New Mexico Water Quality Control Commission
- Served as Acting Tribal Liaison between the department and 22 tribes and pueblos in New Mexico
- Served as Governor's Staff Council representative to the Western Governors' Association
- Appointed by Governor as State Liaison Officer to U.S. Nuclear Regulatory Commission

Office of Governor Bill Richardson, Santa Fe, NM **July 2006 to March 2010**
Energy & Environmental Policy Advisor

- Developed and implemented state and regional policy initiatives
 - Led State of New Mexico delegation in founding and developing the Western Climate Initiative
 - Served as Governor's Staff Council representative to Western Governors' Association
- Negotiated & lobbied state legislature on Governor's legislative energy & environmental proposals
 - Instrumental in passage of Renewable Portfolio Standard Increase, Renewable Energy Transmission Authority, Energy Efficiency Requirements, several Clean Energy Tax Incentives, Green Building Tax Incentives, and Natural Heritage Conservation Act
- Advised Governor on state, regional, and national energy & environment issues
- Staffed policy meetings for the Governor, including in-state and out-of-state travel
- Served as primary liaison between Governor's Office and executive branch agencies: New Mexico Environment Department; Energy, Minerals & Natural Resources Department; Department of Game & Fish; General Services Department; Economic Development Department, et al.
- Wrote speeches, talking points, press releases, and communications documents for the Governor

David Gardiner & Associates (DGA), Arlington, VA **Spring 2006**
Part-time consultancy during graduate school. Assisted DGA to draft and finalize a Climate Risk Disclosure Initiative (CRDI) for Ceres and a group of international investors.

Policy Workshop on Managing Mineral Resources in Fragile States, Princeton and Ghana **Fall 2005**
Graduate research project assessing the potential for public-private partnerships to address sources of conflict related to extractive industry operations, using Ghana's gold mining sector as a case study.

- Conceptualized research project with eight colleagues and planned travel to complete field research
- Conducted field interviews in Accra, Ghana and AngloGold Ashanti's Obuasi gold mine to examine environmental, security, and human rights aspects of operations
- Delivered report & oral presentation to United Nations Bureau for Crisis Prevention & Recovery (BCPR)

Grand Canyon Trust, Flagstaff, AZ **Summer 2005**
Air & Energy Intern

- Revised and updated strategic plan for Air & Energy Program
- Analyzed strategic options in the pending closure of Mohave Generating Station
- Initiated and completed comments on Arizona Draft Greenhouse Gas Inventory

Pew Center on Global Climate Change, Arlington, VA **2001-2004**
Research Fellow **2002 – 2004**
Research Associate **2001 – 2002**

- Supervised editing and production of seven policy reports, reporting to Director of Policy Analysis and communicating with expert authors and peer reviewers
- Drafted and published Pew Center energy and technology policy briefs
- Coordinated with Pew Center staff to plan workshops, Capitol Hill briefings, and press conferences

Davidson College Dean Rusk Program – Research Grant **Summer 2001**

- Researched and wrote teaching case studies on global climate change policy, collaborating with Dr. Lou Ortmyer, Professor of Political Science, Davidson College
- Attended and conducted interviews at Sixth Conference of the Parties (COP-6 bis) of the United Nations Framework Convention on Climate Change in Bonn, Germany, July 2001

White House Climate Change Task Force (WHCCTF), Washington, D.C. **Summer 2000**
Summer internship providing research and communications support to task force that coordinated climate change policies for the Executive Office of the President (EOP)

LEADERSHIP AND COMMUNITY EXPERIENCE

Conservation Voters New Mexico (CVNM), Board Member, Political Committee Member, Past Board President, January 2012 – Present

Young Professionals in Energy – New Mexico, Former Board Member, 2014 Luminaria Award Winner

Bill Richardson for President, Policy Advisor (unpaid); Iowa City event organizer & caucus volunteer, 2007-08

WWS Graduate Consulting Group, “Designing a Clean Energy Strategy for the Mid-Atlantic Region,” for client Environmental Defense, Spring 2006