

DATE: February 12, 2013

TO: City Clerk

FROM: Representative Michiel R. Noe

ADDRESS: 2 Civic Center Plaza 10<sup>th</sup> Floor, El Paso, TX TELEPHONE 915-541-4701

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

Agenda for the Council Meeting of February 19, 2013

Appointment of Kimberly Cook McDaniel to the Ethics Review Committee by Representative

Item should read as follows: Michiel Noe, District 5.

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

NAME OF BOARD/COMMITTEE/COMMISSION: Ethics Review Committee

NOMINATED BY: Representative Michiel R. Noe DISTRICT: 5

NAME OF APPOINTEE Kimberly Cook-McDaniel  
(Please verify correct spelling of name)

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

BUSINESS ADDRESS: P.O. Box 962908

CITY: El Paso ST: TX ZIP: 79996 PHONE: 915.849.1899

HOME ADDRESS: \_\_\_\_\_

CITY: El Paso ST: TX 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: Ronnie Haldon Hanson

EXPIRATION DATE OF INCUMBENT: 02/20/2013

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

DATE OF APPOINTMENT: 02/19/2013

TERM BEGINS ON : 02/21/2013

EXPIRATION DATE OF NEW APPOINTEE: 02/20/2015

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

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Phone: 915-841-8481 Fax: 915-849-1899 (call first)

## Objective

To provide a professional overview of experiences for consideration as community board member

## Experience

Department of Defense  
Family Advocacy Program Manager

Fort Bliss, Texas  
April 2004 - Present

- Coordinate prevention, direct services, program administration, evaluation, and training on the military installation and in the civilian community
- Primary in the development and maintaining of memorandums of agreement / understanding between the military and civilian social service providers
- Ensure cultural and border competence in issues surrounding Soldiers and civilians
- Responsible for the updating and maintaining of agency policy and standard operating procedures
- Uphold and implement accreditation, ethics and regulatory guidance into program operations
- Identify needed resources for "at risk" military families utilizing prevention tools, SWOT analysis, cost analysis and observed trends analysis
- Consolidate and analyze statistical data on domestic violence, child abuse / neglect, sexual assault and client support service requests
- Develop post-wide education programs for all ranks on the military post concerning domestic violence, child abuse / neglect, sexual assault
- Implement, train and oversee program staff and volunteers
- Write articles for the installation paper concerning domestic violence, child abuse / neglect, sexual assault and available resources
- Provide staff with mentoring, training, and resources
- Serve on several community and military-related committees like El Paso Fatality Review Board, Critical Incident Stress Management Team, Model Court, Juvenile Probation, El Paso County District Attorney Advocate, Domestic Violence Prevention Committee, Crime Victims Rights Committee, the Fort Bliss the Juvenile Diversion Board, Installation Prevention Team and Community Health Promotions Council
- Conduct psychoeducational support groups, safety planning and offender/victim support service provision
- Provide liaison support and coordinate services for Military members and their Families with Child Protective Services, Drug Courts, Family Courts, District and County Attorney's Office, military and civilian law enforcement agencies, FBI, INS and other civilian-based agencies
- Provide 24/7 hotlines and advocacy response services for reports related to domestic violence, child abuse / neglect, and sexual assault.
- Write, review and develop policies and procedures for military agencies with military and civilian social service agencies (local, state and federal)

**Park University  
Senior Adjunct Faculty Member**

**Fort Bliss, Texas & Online  
April 2004 - Present**

- Certified in Blackboard and eCollege delivery systems
- Provide education in classes where students are civilians, active duty military members and their Family members, and/or Department of Defense civilians and State employees
- Provide education as a requested guest lecturer for AD members, faculty and other Park University students related to PTSD, human sexuality and deviance, and child abuse and the contributing factors related to abuse and neglect
- Provide instruction in the areas of Sociology and Psychology
- One of the primary Ethics instructors (traditional and online classrooms)
- Active in student retention efforts
- Develop course content and student resources
- Provide students with mentoring, tutoring and writing support
- Participate in faculty training and information sessions
- Course facilitation using synchronous and asynchronous applications, and e-mail clients
- Primary courses taught include Ethics and Social Science, Minority Group Relations, Cognitive Psychology, Social Deviance, Social Systems and Introduction to Psychology or Sociology

**Gateway Family Counseling Center  
LCDC-CI, Facilitator, Group/Individual Counselor**

**El Paso, Texas  
May 1999 - Jan 2003**

- Registered in the state of Texas as a Licensed Chemical Dependency Counselor - Counselor Intern. Completed 276 hrs of Chemical Dependency hours, a 300 hr practicum and 6,000+ hrs internship
- Provide substance abuse / use education, and group and individual counseling to adults and teens
- Certified in and provided anger management and Batterer Intervention Program (BIP)
- Provided the courts and attorneys with detailed and updated current progress reports on court-mandated offenders
- Conduct Minors in Possession (MIP) classes for adolescent offenders and substance abusers / users
- Assess patients and provide diagnostic support using the DSM-IV-TR and ICD 9/10
- Therapeutic orientation for domestic violence and substance abuse was systems oriented and incorporated the client-centered and solution-focused ideologies, CBT, RET, Gestalt, Reality / Choice Therapy, Existential Psychotherapy and Biofeedback modalities
- Provided treatment for the following populations and diagnoses: dual diagnosis, chemical dependency, grief and bereavement, court-mandated, volunteer, adolescents, geriatric and adult populations
- Responsible for creating, updating and reviewing treatment plans
- Conducted computer system maintenance and repair, file structuring and software application configuration for the agency
- Maintained agency website and electronic communications with HIPPA and the state facility licensure board
- Provided office personnel with HIPPA and software application training
- Responsible for the development and updating of the policy and procedure manuals for the agency
- Under the agency's research component I was responsible for ensuring compliance with ethics codes, JACHO and TCADA codes, rules and regulations; collecting and maintaining Human Subject permission forms; development of a self-reporting survey tool

for data collection; administering and scoring of self-reporting surveys from mandated domestic violence Batterer Intervention Program (BIP) participants; provide Texas state site licensure agency with reports of treatment program efficacy, recidivism rates, and client biopsychosocials as they related to recidivism and program efficacy.

**Department of Defense - Army  
Crewmember, Administrative**

**U. S. & Europe  
May 1989 – May 1997**

Served as an active duty Soldier and Reservist with the U S Army.  
Served in U.S. and Overseas base locations.  
Served as an artillery crewmember involved in missile set up, assembly and launching.  
Score average of 95% on job tests overall.  
Served as a peer support to fellow Soldiers.  
Served as office administrator tasked to write officer and enlisted evaluations and to provide proof reading support for command and support shops on the installation.  
Trained on and implemented U.S. and Geneva Convention guidelines, laws and regulations while in U.S and serving overseas.  
Training and courses in crewmember application, German language headstart, U.S. Army regulations, procedures and codes

## **Education**

**Capella University  
School of Human Services**

**Minneapolis, MN (online)  
June 1999 – May 2003**

Concentration: Professional Counseling

Integrative Project: Family Violence: A look at family violence, a West Texas treatment program, and treatment solutions

Coursework included, but was not limited to:

Personality Theory	Psychopathology: Assessment & Treatment
Forensic Counseling	Cognitive Psychology
Tests & Measurements	Criminal Mind
Child Abuse & Neglect	Psychopharmacology
Biological Basis of Behavior	Counselor: Scientist/Practitioner & Ethics
Society & Cultural Change	Multicultural Counseling
Dual Diagnosis	Human Development
Social Systems and Ethics	Child Abuse and Neglect

**University of Texas at El Paso (UTEP)  
School of Business Administration**

**El Paso, TX  
June 1992 – May 1997**

Major: Computer Information Systems  
Coursework included, but was not limited to:

COBOL, C/C++	Software Applications
Biology	Business Law & Ethics
Marketing	Management
MS Office	Systems Analysis & Design
Humanities	Advanced Database Design
Business Communications	Strategic Management
Finance & Investments	Statistics & Business Math
Economics	Productions Operations Mgmt
Psychology	Taxation

- Provided income tax services through the VITA (Volunteer Income Tax Assistance) program
- Membership in the business fraternity Delta Sigma Pi, International Business Fraternity
- Provided tutoring in the areas of Business Math, Database design and development, and taxation

**Gateway Family Counseling  
LCDC-CI Certification –Texas**

**El Paso, Texas  
2002**

Coursework included but was not limited to:

Assessment and Diagnosing	Treatment Planning
Individual and Group treatment	Adolescent, Family and Geriatric populations
Pharmacology	Drug Schedules
Domestic Violence & Child Abuse	Treatment Teams (Clinical Staff collaboration)
Records Management	Counseling Methods
Minors In Possession	Tolerance and Dependence
Depressants, Stimulants, Opioids, Inhalants, Nicotine, Poly-substances and Hallucinogens	Assessment Tools: BDI, SASSI, MMPI, 5 Factor Model, Biofeedback
Theoretical Orientations: CBT, RET, Gestalt, Psycho drama, Play Therapy, Drumming, Journaling, Psychoanalysis	Ethics and Human Reseach Dual Diagnosis, personality disorders, anxiety, depression, suicidal ideations, co-dependency,
Community Resources	HIV/AIDS, batterers, sex offenders
Agency and Supervisor standards	Home Visiting and Treatment Counselor Requirements

## **Certifications and Accreditations**

Texas Notary, Bonded (2011 – 2014)  
Anger Management Resolution Therapist (2011)  
Batterer's Intervention Program – Texas (1997 – 2003)  
Victim Services – El Paso Police Department, Texas (ID 1274)  
Court Appointed Special Advocate/Guardian Ad Litem – Texas  
Critical Incident Stress Management – Texas and Federal (Basic and Advanced Certification)  
Applied Suicide Intervention Skills Trainer – Federal (ASIST)  
Leadership El Paso, El Paso Chamber of Commerce – Texas (2008)  
Family Advocacy Program, Ft Bliss, TX – Accredited Program (2004 – Present)  
Gateway Family Counseling, El Paso, TX – Accredited Program (1997 – 2003)

## **Skills**

- Proficiency in online and traditional classroom instruction
- Proficient in analytical, critical and ethical thinking and / or processes
- Proficient in public speaking and technical writing
- Proficiency in applications used in creating PDF documents, screen captures, electronic spreadsheets, presentations, web pages and sites, databases, word processing documents, graphics and logos, and the integration of these objects
- Technology skills include, but not limited to various e-mail applications like MS Outlook / Outlook Express. Proficient in using training platforms like WebCT, eCollege and Blackboard. Proficient in using AIM, MS Internet Explorer, Netscape, Opera, SPSS, MS Office Professional applications, MAC OS, Windows OS, HTML applications, accessibility features and application configuration, Adobe applications, MS Visio, and Camtasia
- Fully capable of integrating guidance and codes into behavior and program operations
- Ethics interwoven into all aspects of personal and business venues
- Developing expansive law skills through attending law school in an online environment

## **Awards**

Who's Who Among America's Teachers, 2002, Education Communications, Inc.  
Who's Who Among America's Teachers, 2005, Education Communications, Inc.  
Member of the Year, 1995 – 1996, Delta Sigma Pi, International Business Fraternity, Gamma Phi Chapter, UTEP  
Corresponding Secretary  
15 Certificates of Appreciation from various Military Units  
3 Commitment to Excellence Awards from Family, Morale, Recreation and Community (Military)  
30 Coins for Excellence awarded by various military units, educational facilities and commissary agencies

## **Interests and Activities**

**Research.** Maintain an active interest in the use of ethics and research as they relate to best practices for program development and efficacy especially longitudinal, historical and empirically-based peer-reviewed research; enthusiastic about conducting research, and in learning and implementing appropriate research findings to program development and support services for various populations.

**Education.** Continue to provide adult education and guest lecture appointments within the university setting, online and traditional, while ensuring students are provided with the most up-to-date education found within applicable professional career paths. Pursuing a law degree through an online educational institution to increase analytic, writing, legal, oratory, synthesizing, technical and other professional skills.

**Health.** Continuous interest in renal disorders, arthritis, juvenile diabetes, ADHD, metabolic syndrome, asthma and allergy triggers in order to create a sound nutritional diet and healthy atmosphere and integration of these health issues within the home.

**Technology.** Continuous interest in various technologies including synchronous and asynchronous communications, software applications and web-based technologies for incorporation into professional and personal areas.

**Community.** Continue to provide ethical community service, education and support as part of my sorority membership in the El Paso Alumnae Chapter, Delta Sigma Theta Sorority, Inc. and personal growth. These activities compliment the Family Advocacy Program focus, committee membership focus and personal/home activities.

**Leadership and Personal Development.** Continue to incorporate strong ethics, time management and communication skills. This is done through attending local, virtual and distance programs for certification, degree fulfillment and for personal/professional enrichment.