

DATE: February 21, 2008

TO: City Clerk

FROM: Representative Melina Castro

ADDRESS 2 Civic Center Plaza, 10<sup>th</sup> Floor

TELEPHONE 915-541-4400

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

Agenda for the Council Meeting of February 26, 2008

Item should read as follows: Reappointment of Susan Leech to the City Accessibility Advisory Committee by Representative Melina Castro, District 4.

SPECIAL INSTRUCTIONS: \_\_\_\_\_

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

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

NOMINATED BY: Representative Melina Castro DISTRICT: 4

NAME OF APPOINTEE Susan Leech  
(Please verify correct spelling of name)

BUSINESS ADDRESS: UTEP – 500 W. University

CITY: El Paso ST: TX ZIP: 79968 PHONE: 915-747-8218

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

CITY: El Paso ST: TX ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

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

NAME OF INCUMBENT: Reappointment

EXPIRATION DATE OF INCUMBENT: 02/14/2008

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

DATE OF APPOINTMENT: 02/26/2008

EXPIRATION DATE OF NEW APPOINTEE: 02/26/2010

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

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

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

FROM

FAX NO.

Feb. 09 2006 02:45PM P1

APPLICATION FOR BOARDS AND COMMISSIONS CITY OF EL PASO

Name Susan Leach

District 4

Home Address [Redacted]

Home Phone [Redacted]

Business Address 1101 N Campbell

Business Phone 747-8218

Length of Residency in the City of El Paso 18 mos Date of Birth 9-5-54

Educational Background Bach Environmental Design Master in Occupational Therapy

Employment Background Occupational Therapy

Volunteer or Organizations Community Service Special Qualifications American OT Assoc (see resume)

References (Name and Phone Number) Karen Bunk

Commissions and Boards in which you are particularly interested

Accessibility  
Fair  
Building & Standards

Susan Leach

Date 2-09-06

# Susan Leech

## OBJECTIVE

To work and perform research in the area of accessibility.

## EXPERIENCE

### UNIVERSITY OF TEXAS, EL PASO

Clinical Assistant Professor to undergraduate occupational therapy students with an emphasis on community based practice and geriatrics.

### HUSSON COLLEGE

Spring, 2004

Part time online instructor for Introduction of Assistive Technology course.

### TEXAS WOMAN'S UNIVERSITY

Fall, 2003 and Spring 2004

Part time online instructor for Using IDEA to Empower Your Practice (IDEA) and Best Practice in School Based Occupational Therapy (BEST) for post professional graduate students.

### CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS

August, 2002 to August 2003

Part time instructor for pediatric occupational therapy. Taught Issues and Problems Related to Pediatrics and Adolescents and Human Growth and Development

### INFOGRIP, INC.

March, 2002 to present

Director of Education

Employed by Infogrip to develop and deliver trainings on a variety of areas of assistive technology including products and their uses, legislation and policy, variety of disabilities and use of technology to increase independence through universal design for learning.

March 2002 to present

### OJAI UNIFIED SCHOOL DISTRICT

September 1998 to March 2002

Employed by the district to provide occupational therapy with a wide variety of disabilities including a large caseload of autistic students. Provide consultation to general and special education teachers, evaluate students for assistive

technology needs, sensory integration treatment in therapy center, collaborate with speech and language specialists and field work educator for level 1 and level 2 OT students.

#### SCHOOL BASED OCCUPATIONAL THERAPY IN VENTURA COUNTY

January 1997 to September 1998

Owner of the largest provider of occupational therapy services to public schools in Ventura County. Managed a caseload of over 200 students with 10 employed occupational therapists and 2 certified occupational therapy assistants and aides. Trained occupational therapists and student teachers.

#### INFANT DEVELOPMENT PROGRAM AT THE TRI-COUNTIES EASTER SEAL SOCIETY

July, 1992 to January 1996

Case manager and occupational therapist of developmentally delayed infants 0-3 years. Supervised treatment of infants by assistants and aides.

#### EL PASO INDEPENDENT SCHOOL DISTRICT IN EL PASO, TEXAS

August, 1991 to June 1992

Provided consultative occupational therapy services to classroom teacher. Caseload primarily consisted of neurologically and orthopedically handicapped students. Participated in an assistive technology team.

#### NORTHEAST INDEPENDENT SCHOOL DISTRICT IN SAN ANTONIO, TEXAS

November, 1988 to May, 1990

Worked as a school based occupational therapist providing educationally related services to a caseload that includes cerebral palsy, autistic and head injured students at the elementary and middle school levels.

#### EPISCOPAL CENTER FOR CHILDREN IN WASHINGTON, D.C.

September, 1985 to May, 1988

Developed an occupational therapy program for residential and day program students with emotional handicaps, visual perceptual deficits and mild motor impairment.

#### IVYMOUNT SCHOOL IN BETHESDA, MARYLAND

September, 1984 to January, 1986

Responsible for occupational therapy treatment using sensory integrative and neurodevelopmental approaches, for two classrooms of learning disabled children. Provided consultation to teachers on classroom environmental adaptation, parents on home programs and speech therapist on functional/activity of daily living group.

#### PAUL ROBESON SCHOOL, DEVELOPMENTAL SERVICES CENTER AND CHILDREN'S DAY TREATMENT CENTER IN WASHINGTON, D.C.

September, 1982 to September 1984

Initiated, developed and implemented occupational therapy programs for each facility

**REHABILITATION SPECIALIST FOR INTERNATIONAL REHABILITATION ASSOCIATES IN SAN ANTONIO, TEXAS**

July, 1979 to February, 1980

Assessed the medical, financial, vocational and behavioral needs of referred, disabled clients. Recommended, coordinated and implemented actions necessary to facilitate the rehabilitation process.

**ACTIVITY THERAPIST FOR DEER PARK GENERAL HOSPITAL IN DEER PARK, TEXAS**

January, 1979 to February, 1980

Established an activity therapy program for drug abuse adolescents with an emphasis on arts and crafts. Worked part time while attending occupational therapy school.

**EDUCATION**

**MASTER'S OCCUPATIONAL THERAPY  
TEXAS WOMEN'S UNIVERSITY, HOUSTON, TEXAS  
MAY, 1982**

**BACHELOR OF ENVIRONMENTAL DESIGN  
UNIVERSITY OF COLORADO, BOULDER, COLORADO  
DECEMBER, 1975**

**DOCTORAL CANDIDATE IN EDUCATIONAL TECHNOLOGY  
PEPPERDINE UNIVERSITY  
Enrolled June, 2001, coursework completed December, 2003**

**ACCOMPLISHMENTS**

Guest lecturer at University of Southern California on Switch Access, February, 2004.

Presentation on assistive technology for cognitively impaired at national conference, Closing the Gap October, 2003

Co writer for grant to establish and train for assistive technology labs for Association for Retarded Citizens (ARCs) for Ojai and Santa Barbara, 2003.

Provided trainings on assistive technology for Palmdale and Capistrano School Districts, Loma Linda University, California State University Northridge, Bakersfiels and National University.

Provided in services to the teachers, psychologists and speech therapist in 12 school districts on school based occupational therapy, sensory processing, fine motor skills and handwriting during 1997/1998 school year.

Presenter at the October, 1996 Adaptive Physical Educator conference on education occupational therapy and consultation.

Presenter at the Occupational Therapy Association of California (OTAC) conference in October, 1997 on "Collaborative Teaming: Integrating Therapy into Education, A Model for School Based OT Service Delivery".

Member of The Autism Task Force Panel providing quarterly panel discussions on the occupational therapist role.

Writer for the Autism Writer's Group and the SESPE goal and objectives group for the Ventura County SELPA.

Chairman of the Special Education Task Force of OTAC studying the affects of the new special education funding bill AB602.

Wrote grant for the Hands at Work and Play program, which provided first grade teacher with supplies and consultation on a monthly basis to facilitate improvement in fine motor functioning and handwriting within the general education classroom.

Wrote article for the Government Affairs section of the OTAC newsletter.

Member of the Action Planning committee for the Transition Standards in the State Improvement Plan and Grant

Taught Regional Occupational Program (ROP) student training to be classroom instruction assistants in special education

Organized regional workshop on "OT in the Schools" in Ventura County on March 27, 1998.

Elected as Director of the Tri-San Chapter of the OTAC

Fieldwork Educator of Level 1 and Level 2 USC and Loma Linda occupational therapy students.

Ventura SELPA OT network coordinator for 1999 to 2000

Provided OT supervision for SELPA OT Program September, 1999 to June 2000 on contractual basis

**CERTIFICATIONS**

Assistive Technology Practitioner by RESNA, Rehabilitation Engineering Society of North America, August 2002  
SIPT Certification, December, 2000 #7649  
AT Leadership Certification by Ventura County SELPA, November, 2000  
Advanced TEACCH trainer, specialization in setup training  
Registered Occupational Therapist, September, 1982

**REFERENCES**

Dr. Marty Babayco  
Principal  
Meiner's Oaks Elementary  
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Ojai, CA 93023  
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