

DATE: 04/9/09

TO: City Clerk

FROM: Representative Steve Ortega

ADDRESS Two Civic Center Plaza, El Paso, TX 79901 TELEPHONE 915-541-4124

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

Agenda for the Council Meeting of April 14, 2009

Appointment of Jon Law to the Complete Count Committee by Representative Steve Ortega,

Item should read as follows: District 7.

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

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

NAME OF BOARD/COMMITTEE/COMMISSION: Complete Count Committee

NOMINATED BY: Representative Steve Ortega DISTRICT: 7

NAME OF APPOINTEE Jon Law  
(Please verify correct spelling of name)

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

CITY: El Paso ST: TX ZIP: \_\_\_\_\_ PHONE: (915) 544-7636, ext. 1925

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

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

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

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

NAME OF INCUMBENT: New Committee

EXPIRATION DATE OF INCUMBENT: N/A

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

DATE OF APPOINTMENT: 04/14/2009

EXPIRATION DATE OF NEW APPOINTEE: Committee shall cease its function on 12/31/2010

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

2<sup>nd</sup> TERM: \_\_\_\_\_

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

# JON LAW

## EXPERIENCE

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### ***Program Officer, Paso del Norte Health Foundation***

***El Paso, TX***

***2008-Present***

- Develop and implement research and evaluation projects, including: 2009 El Paso Independent School District Youth Tobacco survey, El Paso County Breast Cancer Survivor survey, and evaluation of Mi Familia, No Fuma.
- Wrote strategic plan for foundation's current effort to increase SCHIP/Medicaid enrollment in El Paso County.
- Coordinate foundation's functions as a designated U.S. Census Information Center.

### ***Assistant Director, Center for Border Health Research***

***El Paso, TX***

***2004-2007***

- Supervised and implemented multiple regional health studies. Studies included: Behavioral Risk Factor Surveillance System, Adult Tobacco Survey, Youth Tobacco Survey, Cross-border Utilization of Health Care, and Access to Psychiatric Treatment. Negotiated contracts and managed relationships with subcontractors.
- In collaboration with Dr. Marlynn May (Texas A&M School of Rural Public Health) created and coordinated two iterations of a one-year capacity-building project that teaches non-profits in U.S. and Mexico to develop and implement community-based participatory research (CBPR) projects.
- Developed resources to increase capacity of regional non-profit organizations. Designed and taught one-day training entitled "The Community Needs Your Program: How do you prove it?" to over 100 grant writers in the Paso del Norte region.

### ***Interim Director, UTEP AmeriCorps***

***El Paso, TX***

***2002 - 2004***

- Managed all aspects of \$1.8 million program in the recruitment, training, and supervision of 103 AmeriCorps members serving over 2,500 youth (ages 12-18) at 53 locations throughout El Paso County. Organized AmeriCorps members to participate in thirty-three community service projects.
- Implemented major programmatic changes that resulted in significantly improved evaluations by the state funding agency. Increased member retention rate from 80% (2002) to 96% (2003).

### ***Assistant Director of Training, Anixter Center***

***Chicago, IL***

***2000 - 2002***

- Coordinated agency's response to new Illinois regulations for staff providing services to people with developmental disabilities. Developed curricula, taught classes, and managed documentation of 120-hour program required for 150 employees.
- Managed volunteer-based literacy program that offers computer literacy, basic literacy, and GED classes. The literacy program annually recruited over thirty volunteers that served agency clients for a minimum of six months.

### ***Manager of Staff Training, Anixter Center***

***Chicago, IL***

***1998 - 2000***

- Designed and implemented trainings to prepare agency employees to provide services to individuals with developmental disabilities and mental illness.

# JON LAW

*Teacher, Queen of Peace High School*  
1997 – 1998

*Burbank, IL*

- Taught mixed-ability Spanish I and II at all-female high school. Volunteered as Assistant Coach of Forensics team.

*Mental Health Professional, Anixter Center*  
1995-1997

*Chicago, IL*

- Provided support services for adults with mental illness in a community-based residential facility.

*House Director/Volunteer, Annunciation House*  
1992 - 1994

*El Paso, TX and Cd. Juarez, MX*

- Supervised five staff members in the day-to-day operation of homeless shelter serving up to 40 political asylum candidates.

## EDUCATION

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*University of Texas El Paso*

Masters of Public Administration – August 2008

*Northeastern Illinois University*

Teacher Certification for Professionals Program, Secondary Education/History – May 1997

*University of Arizona*

Bachelor of Arts with Honors, Political Science – May 1992

## PEER REVIEWED PUBLICATIONS

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May M, Law JG. CBPR as community health intervention: institutionalizing CBPR within community based organizations. *Progress in Community Health Partnerships: Research, Education, and Action*. 2008; 2(2):145-155.

Byrd T, Law JG. Cross-border Utilization of Medical Services on the US-México Border (North to South). *Rev Panam Salud Publica*. 2009, Accepted for publication.

## LANGUAGES

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*Spanish* - proficient

*American Sign Language* - basic

## COMMUNITY SERVICE

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*Annunciation House* – Board of Directors – 2005-Present

*Habitat for Humanity of El Paso* – Board of Directors – 2004-5

Facilitated strategic planning process which leveraged \$140,000 capacity building grant from Habitat for Humanity International.