

**CITY OF EL PASO, TEXAS
REQUEST FOR COUNCIL ACTION (RCA)**

DEPARTMENT: Department of Community and Human Development

AGENDA DATE: October 17, 2006

CONTACT PERSON/PHONE: Nathalie Prise (541-4643)

DISTRICT(S) AFFECTED: Citywide

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

This item relates to the City's three appointments to the Board of Trustees of the El Paso Mental Health and Mental Retardation Center (EPMHMRC). Council is asked to reappoint two current hold-over members whose terms will expire on December 31, 2007, and to fill the third vacant slot from a list of three candidates submitted by the Screening Committee. This third appointment will expire on December 31, 2006 but will be eligible for re-appointment to a full term that will expire on December 31, 2008.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

This item involves the City's three appointments to the El Paso Mental Health and Mental Retardation Center (EPMHMRC). One of the City appointees is to be a Mental Health (MH) consumer or have a family member who is an MH or Mental Retardation (MR) consumer. The second appointee is an At-Large position, and the third appointee is to be a professional with expertise in education administration, fiscal management, healthcare, medicine or law. Trustees serve a two-year term, and can be reappointed for two additional terms.

Presently, James Herendeen, Ph.D. is filling the Consumer position on the MHMR Board of Trustees. Dr. Herendeen has a family member who is an MH consumer. Mr. Gilbert Carrasco is filling the At-Large position. Their terms expired on December 31, 2005. In accordance with state law, Dr. Herendeen and Mr. Carrasco continue serving on the board until they are replaced or reappointed by City Council. Both are eligible for reappointment for one more term. The professional position on the MHMR Board is presently vacant and the term for this position will expire on December 31, 2006.

The Community Center Screening Committee most recently met on September 13, 2006, for the purpose of developing recommendations regarding the City appointments to the El Paso MHMR Board of Trustees. The committee is making the following recommendations to City Council:

- That Dr. James Herendeen and Mr. Gilbert Carrasco be reappointed to the terms they are presently holding over in that expire on December 31, 2007. If reappointed, both Trustees will have served three terms, and cannot be reappointed after December 31, 2007.

- That a list of three candidates be submitted for City Council consideration from which the Council will select a candidate to fill the vacant professional level position on the MHMR Board. The term of the appointee will expire on December 31, 2006, but would be eligible for reappointment thereafter for a full two-year term. The list of candidates are as follows, listed by order of priority by the Screening Committee:

1. Mr. Jerry Romero
2. Mr. Xavier Bañales
3. Ms. Cecilia Herrera

If the Council is unable to make an appointment from the listed recommendations, it will be necessary for the City to solicit a new pool of applicants and start the process over.

The Interlocal Agreement that established the EPMHMRC states certain criteria for selection of the board members. All board members and their spouses cannot own or control any interest in a business entity or organization that will receive funds from the Center. Additionally, they cannot work for or receive goods or funds from such an organization in an amount greater than 10% of its funding, unless the board member is a consumer of MH/MR services. By law, the Board members must be qualified voters in El Paso County and residents of El Paso County. State law also requires that the Board appointments must reflect the ethnic and geographic diversity of the service area, which is El Paso County.

A summary of applicant backgrounds is provided below and complete resumes of the applicants are attached.

SUMMARY OF BACKGROUNDS OF MHMR BOARD APPLICANTS

MR. JERRY ROMERO

Background: Mr. Romero has been Vice President/Community Development Director for Border Banking for Wells Fargo Bank of El Paso, N.A., from June 2000 to the present. He has been in the banking business since 1984. In 1984 he graduated from the Federal Reserve Bank of San Francisco & the University of Minnesota at Minneapolis/National Community Development Lending School. Mr. Romero either has or is presently serving on board of directors of twelve local and statewide non-profit and governmental organizations.

MR. XAVIER BAÑALES

Background: Mr. Bañales was appointed as Executive Director of LULAC Project Amistad two years ago. He has thirty years experience in not-for-profit management. Mr. Bañales headed the Juvenile Probation Department for the County of El Paso for five years. He has served a total of twenty-four years in high administration positions with Girl Scouts organizations in El Paso, San Antonio and San Francisco, CA. Mr. Bañales has a Bachelor's degree in History and Master's degree in Education, both from UTEP. He has or is presently serving on eight local and statewide non-for-profit and governmental boards of directors.

MS. CECILIA HERRERA

Background: Ms. Herrera has been a Prevention Application Management Coordinator for the Western Center for the Application of Prevention, University of Nevada, Reno, Nevada, from October 2004 to the present. She is a Licensed Chemical Dependency Counselor in Texas. Ms. Herrera has been in the alcohol and substance abuse counseling field since 1969. She has a Bachelor's degree in Social Work for the Universidad Autonoma de Ciudad Juarez, Chihuahua, and an Associate degree in Social Work from El Paso Community College. Ms. Herrera has or is presently serving on four not-for-profit and governmental advisory boards.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

On November 1, 2005, the El Paso City Council amended the membership requirements for the Screening Committee, which is now appointed by the City Manager. The Screening Committee currently is composed of the following members: Senior Assistant City Attorney Elaine Hengen; Senior Grants Planner Tom Serrano of the Department of Community and Human Development (DCHD); Nancy Melendez-Forbes, City Grants Services Division Coordinator/Project Manager of the Project FOCUS Senior Peer Counseling Program; David Gillooly, Director of TVP Enterprises; and Nathalie Prise, Director of DCHD.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

NA

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

NA

*******REQUIRED AUTHORIZATION*******

LEGAL: (if required) Elaine Hengen **FINANCE:** (if required) _____

DEPARTMENT HEAD:

Nathalie Prise Date 10/9/06

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

APPLICATION FOR EPMHMR BOARD OF TRUSTEE APPOINTMENT

I am interested in being appointed by: City County Hospital District

Name: JERRY ROMERO

Address: _____

City, State, Zip: EL PASO TX Telephone: _____

Fax Number / Email: _____ / jerry.romero@wellsfargo.com

Length of Residency in City/County of El Paso: over 20 years total over 40 years

Place of Employment: _____

Business Address: Same as above

Business Telephone: _____ Business Fax /email: _____

Educational Background: see resume

Professional Background: see resume

Previous volunteer experience or community service: see resume

I can contribute the following talents or experience to the Board of Trustees: _____

Are you a consumer of mental health or mental retardation services? Yes No

Are you a family member of a consumer of mental health or mental retardation services? Yes No

Do you have special expertise in?
 Education Fiscal Management Healthcare Medicine Law

Are your property taxes currently paid? Yes No (if no, please provide a brief explanation)

A person serving on the Board may not own or control or have a spouse who owns or controls, directly or indirectly, any interest in a business entity or organization receiving funds from the community mental health center by contract or other method. Nor shall any person hold a position on the Board who works for or is affiliated with any organization that receives tangible goods or funds from the center in an amount greater than 10% of its funding. Upon appointment, anyone who owns or controls or is affiliated with an organization with an interest shall divest him or herself of all interest or affiliation in such a business entity or organization.

Signature: [Handwritten Signature] Date: 6/5/2006

A one page vita or resume may be submitted to supplement this application.
Return completed applications to:
Ricardo Chafino, Chairperson, Board of Trustees - EPMHMR
P.O. Box 9997 • El Paso, TX 79995

Jerry Romero

El Paso, Texas

Objective: To utilize my experience and skill to the best of my ability in order to meet the expectations and requirements of the position.

Professional Experience

Wells Fargo Bank El Paso, N.A.

El Paso, Texas – June 2000 to present

VP/Community Development Director for Border Banking, oversee all aspects of community development initiatives to include affordable housing, small business, and economic development. Responsibilities include but are not limited to designing and implementing new programs as well as evaluating existing programs and services along the U.S / Mexico Border where WF has a presence. These markets include Brownsville, McAllen, Laredo, and El Paso in Texas, Nogales and Yuma in Arizona, as well as Calexico in California.

September, 1998 to
June 2000

Bank of America El Paso, N.A.

El Paso, Texas

Vice President & Client Manager for Professional & Executive Banking & Commercial Growth groups. Oversaw all aspects of the departments which included lending, deposits, investments, and cost control. Main objectives were bringing in new business as well as maintaining and increasing our portfolio and revenues. The bank products and services were targeted at the professional, executive, and affluent markets, as well as the middle market for commercial loans.

August, 1987 to
September, 1998

Wells Fargo (formally Norwest Bank El Paso, N.A.)

El Paso, Texas

Served as Regulatory & Community Reinvestment Act compliance manager. The duties included development of lending programs designed for small businesses and affordable housing. Other duties included oversight of the bank policies and procedures for adhering to all State and Federal regulations that impacted this \$1.2 billion dollar bank, a regional branch of Norwest Corporation. As the primary contact for the OCC and other regulators, I was responsible for all interaction with these agencies regarding our performance and evaluation of our bank. With almost twenty years of experience in banking and finance, I have held positions as a consumer and commercial loan officer. I have managed the Gold M Financial Center, Private Banking, and the Personal and Professional Banking departments for Norwest Bank, formally known as State National Bank.

July, 1984 to
August, 1998

Barclays American/Financial

El Paso, Texas

Hired to open a new branch in El Paso. Primary duties included lending, dealer financing, and real estate lending. Additional duties included career development of new employees, controlling losses, and budget management.

1977 to 2004

Education

Federal Reserve Bank of San Francisco & the University of Minnesota at Minneapolis / National Community Development Lending School

Graduate 2004

NASD Series 6 & 63 Licensing Curriculum and Certification

Licensed Representative 1999

Texas Banking Association Compliance School

Austin, Texas

Compliance Officer Certification 1997 & 1998

American Institute of Banking

General Banking Diploma

Consumer Lending Diploma

Commercial Lending Diploma

University of Texas at El Paso

El Paso, Texas

Business & Finance Studies

Organizations

Texas State Affordable Housing Corporation

Austin, Texas

Chairman, Vice Chairman & Board Member

Rural Development Finance Company

San Antonio, Texas

Board Member & Audit Committee Chair

ACCION Texas

San Antonio, Texas

Board Member

Texas Association of Mexican American Chambers of Commerce

Austin, Texas

Vice-Chair of Corporate Relations

Chairman of the Corporate Partners

El Paso Collaborative for Community and Economic Development

El Paso, Texas

Board Chairman

Ronald McDonald House Charities of El Paso

El Paso, Texas

President, Treasurer & Board Member

Housing Authority of El Paso

El Paso, Texas

Board Commissioner

YMCA of El Paso

El Paso, Texas

Board Member & Committee Chair

YWCA Board of Trustee's

El Paso, Texas

Board Member

El Paso Independent School District

Bond Oversight Committee

El Paso, Texas

Committee Member

Greater El Paso Chamber of Commerce

El Paso, Texas

Board member, Executive Committee Member & Division Chair

El Paso Community College Foundation

El Paso, Texas

Board Member and Treasurer

Professional Organizations

American Institute of Banking

El Paso Chapter

Past President

Course Instructor

NASD (National Association of Securities Dealers)

Series 6, 63 Licensed Representative

Texas Bankers Association

Banking Compliance Officer

References upon request

APPLICATION FOR EPMHMR BOARD OF TRUSTEE APPOINTMENT

I am interested in being appointed by: City County Hospital District

Name: Xavier Banales

Address: _____

City, State, Zip: El Paso, TX Telephone _____

Fax Number / Email: _____

Length of Residency in City/County of El Paso: _____ years (not continuous)

Place of Employment: LULAC Project Amistad

Business Address: Cortez Building, 310 N. Mesa, Suite 520, El Paso, TX 79901-0301

Business Telephone: _____ Business Fax /email: _____ xavier.banales@projectamistad.com

Educational Background: Master's Degree-UTEP; Education (Minor History)

Professional Background: Thirty years not-for-profit management. Have been head of Juvenile Probation Dept. County of El Paso for five years. Twenty-four years in high administration positions with Girl Scouts Organization (El Paso, San Antonio, TX and San Francisco, CA)

Previous volunteer experience or community service: LULAC Organization, Past member Board of Directors United Way; Red Cross; El Paso Human Services, Inc.; Rotary Club El Paso;

I can contribute the following talents or experience to the Board of Trustees: As Executive Director of LULAC Project Amistad, I have perspective from agency serving similar clients served by MHMR. LULAC Project Amistad has a Guardianship Program that serves incapacitated persons.- some former clients of MHMR.

Are you a consumer of mental health or mental retardation services? Yes No

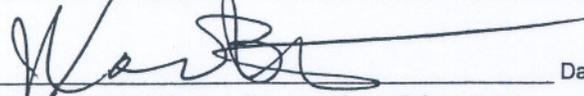
Are you a family member of a consumer of mental health or mental retardation services? Yes No

Do you have special expertise in?

Education Fiscal Management Healthcare Medicine Law

Are your property taxes currently paid? Yes No (If no, please provide a brief explanation)

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Signature:  Date: 08.11.2006
Xavier Banales, Executive Director

A one page vita or resume may be submitted to supplement this application.
Return completed applications to:
Ricardo Chaves, Chairperson, Board of Trustees • EPMHMR
P.O. Box 9997 • El Paso, TX 79995

J. Xavier Bañales

Over thirty years experience working with not-for-profit organizations and actively involved in community based organizations.

- Current Position, Executive Director, LULAC Project Amistad. Responsible for an agency with fifty-eight employees and an annual budget of 2.2 million dollars. The agency provides services to elderly, disabled adults and adults at-risk, and provides medical transportation to low income elderly persons throughout El Paso County. The agency operates the following four programs: El Paso County Indigent Guardianship Program, El Paso Money Management and Social Services Program, El Paso County Rural Transit Program and the Medical Transportation Program.
- Assistant Executive Director of one of the largest Girl Scout councils in the nation (Girl Scouts of San Francisco Bay) - 1989 to 2004.
- Executive Director of a Rio Grande Girl Scout Council, El Paso, Texas 1982 – 1989.
- Chief Juvenile Probation Officer El Paso County 1977 – 1982.
- Three years experience on the national staff of Girl Scouts USA (headquarters in New York City) as Director of the Migrant Communities Project.

Classroom Teacher El Paso Public Schools 1972-1974

- Social Studies and History teacher with El Paso Independent School District. (Henderson Intermediate and Austin High School).

US Army 1969-71

- Honorable discharged

Volunteer Activities

- Current President LULAC Council 8, El Paso, Texas.
- Current member ROTARY Club of El Paso.
- Current member National Guardianship Association and Texas Guardianship Association.
- Board of Directors El Paso Association of Fundraising Professionals.
- President of the Board of Directors of the Spanish Speaking Citizens Foundation, Oakland, CA. 1998 - 2001.
- President of the Board of Directors of El Paso Human Services, El Paso Texas, 1986 - 1989.
- Past member of the Board of Directors of El Paso United Way, American Red Cross, and Office of Economic Development for the City of El Paso (Salazar Administration).
- Vice Chair Criminal Justice Division – Office of the Governor, 1982 – 1989.

Education

- University of Texas El Paso, Bachelor's Degree in History, Minor in Political Science, 1969.
- University of Texas El Paso, Master's Degree in Education, Minor in History, 1973.

APPLICATION FOR BOARD OF TRUSTEE APPOINTMENT

I am interested in being appointed by: City County Hospital District

Name: CECILIA HERRERA

Address: _____

City, State, Zip: EL PASO, TX. Telephone: 110 3

Fax Number / Email: 915- 1

Length of Residency in City/County of El Paso: 26 Years

Place of Employment: Western Center For The Application of Prevention

Business Address: University of Nevada, Reno
1116 DUKE St. EL PASO TX - Home-office

Business Telephone: _____ Business Fax /email: cherrera@casat.org

Educational Background: Medical Social Worker

Professional Background: LCDC, El Paso County Detox, Drug Prevention and Education Manager, Housing Authority of the City of El Paso, Drug Prevention Specialist, Aliviane Program.

Previous volunteer experience or community service: 1993-1995- Youth Services Advisory

Board - City of El Paso 1992-1996- Safe 2000 Program Steering Committee

Community Mobilization Volunteer. 1995-Present- CEPCO - Central El Paso Community organization, Team leader - and Registered neighborhood Association.

I can contribute the following talents or experience to the Board of Trustees: _____

Advocacy, promote quality of service delivery;

Community mobilization, Community assessment.

Are you a consumer of mental health or mental retardation services? Yes No

Are you a family member of a consumer of mental health or mental retardation services? Yes No

Do you have special expertise in?

Education Fiscal Management Healthcare Medicine Law

Are your property taxes currently paid? Yes No (If no, please provide a brief explanation)

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Signature: Cecilia Herrera Date: 3-29-05

A one page vita or resume may be submitted to supplement this application.

Return completed applications to:

Ricardo Chafino • Chairman, Board of Trustees • El Paso Mental Health and Mental Retardation
P.O. Box 9997 • El Paso, TX 79990

CECILIA HERRERA

OBJECTIVE: Seeking a position where my leadership, good planning, and organizing skills may be utilized as a tool to contribute with the success of your Organization's mission.

EDUCATION & CERTIFICATIONS

- | | |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2002 | Certified Natural Health Professional-The National Association of CNHP |
| 1998 | Certified Prevention Specialist-Texas Certification Board of Alcoholism and Drug Abuse Counselors (Re-certified through May/2006) |
| 1993 | Licensed Chemical Dependency Counselor-Texas Certification Board of Alcoholism and Drug Abuse Counselors (Re-Certification conferred by the International Certification & Reciprocity Consortium) |
| 1990 | Social Work Associate, El Paso Community College Human Services/Substance Abuse Option |
| 1979 | Social Work Bachelor's Degree, Universidad Autónoma de Ciudad Juárez, Chihuahua, México |

EMPLOYMENT

October 2004-present

Prevention Application Management Coordinator- CSAP's Western CAPT, University of Nevada in Reno

- Serve as lead trainer and technical assistance provider to clients along the U.S.-México border in the U.S.-border states and the corresponding border Mexican states
- Responsible for developing a Prevention Knowledge Application Proposal Work Plan (PKAP) based on needs assessments with clients in the Arizona border region, Laredo, and Del Rio, TX. And the corresponding Mexican border states

Cecilia Herrera

- Accountable for implementing the training and technical assistance to meet the needs assessment requests
- Responsible for attending quarterly in-person staff meetings, technical expert panel meetings, and other regional and national meetings.
- Responsible for completing monthly reports, quarterly reports, and entering evaluation data into database.

April-2003 to 2004

Coalition Team Leader- CADCA (Community Anti-Drug Coalitions of America)

- Serve as the catalyst to identify community leaders in the Central area of El Paso, TX and to organize the core work group that will initiate a community-wide youth development and prevention-planning effort
- Responsible for preparing required reports to the federal sponsor agency in a timely manner

1995-Jan.2003

Drug Prevention and Education Manager- Housing Authority of the City of El Paso, Texa

- Supervised activities and managed resources at the targeted public housing sites
- Trained staff on chemical dependency, counseling and drug prevention and intervention activities
- Determined and documented the nature of drug-related problems at the targeted community
- Monitored results of programs and prepared required periodic reports on progress achieved in coordinating and implementing the Authority's drug elimination and crime prevention programs
- Assisted in preparation of applications for available grants
- Coordinated the Housing Authority's drug and crime prevention efforts with law enforcement agencies

Cecilia Herrera

- Established network and referral system providing services accordingly. Handled documents of a highly confidential nature

1992-1995 Counselor I- El Paso County Alcohol and Drug Abuse Services

- Provided individual and group counseling to federal probation clients
- Facilitated Self-Help groups
- Recorded client's progress notes and follow-ups
- Prepared billing and monthly reports to Federal Bureau of Prisons and to Federal Probation Department

1989-1992 Substance Abuse Prevention Specialist- ALIVIANE-NOAD Prides Prevention Program

- Provided health education, drug prevention, intervention and alternative activities to target population (youths ages 9-18) and their families
- Coordinated budget with fiscal agency
- Prepared monthly and yearly reports to sponsor agency

TCADA (Texas Commission on Alcohol and Drug Abuse)

1969-1985 Medical Social Worker- Instituto Mexicano del Seguro Social

- Planned and coordinated with medical team educational seminars and prepared monthly reports
- Coordinated with the medical team the after-care and follow-up of patients to ensure their needs were met

REFERENCES

Juan P. Trujillo, LCDC (Retired)

**Nell Tovar, Program Coordinator
Youth Initiative Program/EPPD**

Internationally Certified Alcohol and Drug Counselor

The International Certification & Reciprocity Consortium/
Alcohol and Other Drug Abuse, Inc.

certifies that

certifies that

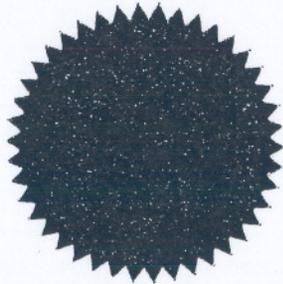
Cecilia Herrera

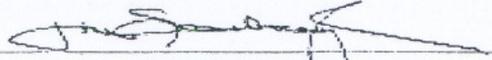
has demonstrated knowledge, skills, and professional competencies

as attested to by

ICBAP

(Certifying Body)




President, IC&RC/AODA

August 10, 2004

Date of Issue

May 31, 2006

Valid Through

ICADC 22978

Certification / Number

This certificate is the property of IC&RC/AODA, Inc

*Texas Certification Board
of Addiction Professionals*

Has conferred upon

Cecilia Herrera

the designation of

Certified Prevention Specialist

*for having met the stringent testing and experience necessary for practice in the field of prevention
for the Board's system of certification.*

In witness whereof we have set our hands this 1st day of May 1998.

Certification Number

1543-0598

This certificate valid through

5/31/2006

Jennifer Caw

TAAP President

Phillip Farley MS, LCDC

Certification Board Chairman

