

DATE: 12.15.20

TO: City Clerk

FROM: City Representative Cassandra Hernandez

ADDRESS: 300 N. Campbell TELEPHONE 915.212.0003

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

Agenda for the Council Meeting of January 5, 2021

Appointment of Lucio Glenn to the Museums and Cultural Affairs Advisory Board by

Item should read as follows: Representative Cassandra Hernandez, District #3

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Museums and Cultural Affairs Advisory Board

NOMINATED BY: City Representative Cassandra Hernandez DISTRICT: 3

NAME OF APPOINTEE Lucio Glenn

(Please verify correct spelling of name)

E-MAIL ADDRESS: _____

BUSINESS ADDRESS: _____

CITY: El Paso ST: _____ ZIP: _____ PHONE _____

HOME ADDRESS: _____

CITY: _____ ST: T 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:

HAS APPOINTEE BEEN A MEMBER OF OTHER CITY BOARDS/COMMISSIONS/COMMITTEES? IF SO, PLEASE PROVIDE NAMES AND DATES: **NO**

LIST ALL REAL ESTATE OWNED BY APPOINTEE IN EL PASO COUNTY (BY ADDRESS):

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

NAME OF INCUMBENT: Elizabeth Ann Bulos

EXPIRATION DATE OF INCUMBENT: 10.1.20

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

DATE OF APPOINTMENT: 1.5.21

TERM BEGINS ON : 10.02.2020

EXPIRATION DATE OF NEW APPOINTEE: 10.01.2024

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: X

2nd TERM: _____

UNEXPIRED TERM: _____

Lucio Glenn

Experience

Community Resources Development Specialist

Workforce Solutions Borderplex
September 2020 – Present

Identify opportunities for systemic change for the organization and help position Workforce Solutions Borderplex in the Borderplex community with improved communication and information that will produce insight into issues and resolutions.

Connect local agencies, schools, and community partners with WSB services that will assist and align with WSB strategic goals and outcomes. Identify and provide information on other community services, accessing the resources, or other activities that align with workforce development needs. Attend community meetings, resident association meetings, town hall meetings/public hearings, conferences, training, management meetings, or others.

Consult with department leaders, managers and administrators to establish coordinated efforts to minimize system stalls, develop and evaluate options. Guide, coach, and facilitate the connection of clients, partners, and staff. Assist in determining policies regarding issues such as program requirements, eligibility, and processes of services.

Project Coordinator - Youth, Adult Education, Re-Entry Programs

Workforce Solutions Borderplex
Feb 2019 – Dec 2020

Improve access to employment and training services for job seekers in priority populations including but not limited to in-school youth, disconnected youth, justice involved adults and youth, job seekers, businesses, educators and partners in the rural area.

Legislative Aide - City Council District 3

The City of El Paso Texas
Jul 2017 – Feb 2019

Provide City Council member general support and assistance on administrative matters and special programs or projects initiated by City Council member. Investigate and analyze work in researching administrative systems, policies, and practices.

Coordinate studies with other City departments, governmental agencies, business organizations, and civic groups. Manage district office budget and operations. Prepare speeches, talking points, and official correspondence on behalf of City Council member.

Locate grant resources and write applications, and draft ordinances, resolutions, and other documents for internal and public distribution. Organize and attend community meetings for city projects and initiatives on behalf of the district Representative.

Program Specialist IV

Workforce Solutions Borderplex
Oct 2014 – Jul 2017

Analyze, coordinate and evaluate program operations and procedures for Temporary Assistance for Needy Families - Choices (TANF), Supplemental Nutrition Assistance Program (SNAP), Non-custodial Parent Choices (NCP), and Adult Education Literacy (AEL) programs. Develop process improvement plans and monitor the development of a budget for programs. Develop, cultivate, and continuously maintain working relationships with partner agencies and other organizations associated with and/or receiving benefit from programs. Establish program goals, objectives, direct program evaluation, and quality control activities; develop and/or approve schedules, priorities, and standards for achieving goals.

Business Services Supervisor

Workforce Solutions Borderplex

Mar 2013 – Oct 2014

Manage the implementation of new Business Services programs and services. Establish and maintain professional business relationships, through meeting and telephone contact, with local businesses to develop job orders and other employment arrangements. Make presentations to employers and program participants about employment opportunities and labor market information. Organize and coordinate local job fairs. Conduct employer follow-up to determine quality of services rendered and quality and quantity of referrals. Develop agreements with businesses for On-the-Job Training, Subsidized Employment, and Work Experience, and other programs as needed. Respond to and resolves local business needs through the provision of services available through the Texas Workforce Center network. Respond to the needs of the Center by providing quality job orders for the unique population of customers at each center. Direct, control, and supervise the work activity of business services staff, identify and fill open positions in a timely manner, hire and promote employees based on sound decision making ability, evaluate and recommend personnel actions fairly and quickly, deliver timely coaching and conduct employee evaluations when scheduled. Contribute to the development and implementation of an outreach plan Participate in monthly or as-needed calls with the statewide Outreach Best Practices Network Schedule and conduct appointments with area businesses and CBOs Provide information about program requirements to area pre-apprenticeship providers Coordinate with local providers to process and/or track pre-apprentices Coordinate introductory meetings for new sector opportunities in grant-related occupations Evaluate best practices and determine which can be used to enhance recruiting efforts for area apprentices/employers Track grants funds in accordance with policy guidelines

Field Representative

United States House of Representatives

Mar 2007 – Jan 2013

Liaison between assigned federal agencies: United States Small Business Administration, Department of Labor, Department of Justice, Office of Personnel Management, Equal Employment Opportunity Commission, Internal Revenue Service, Homeland Security, and Postal Service. Composed speeches, memoranda, presentations, and official correspondence for the Congressman and provided analysis and recommendations to the Congressman on legislative and regulatory issues affecting the district. Identified casework for problems requiring legislative action and make recommendations to the District Director and Chief of Staff. Organized informational conferences and events to support federal initiatives. Conducted public presentations at schools and meetings regarding several issues that affect constituents.

Education

University of Texas at El Paso – Human Resources

El Paso Community College, El Paso, TX – Interdisciplinary Studies