



MEMORANDUM

TO: Austin Community Technology & Telecommunications Commission

FROM: John Speirs, Program Coordinator
Office of Telecommunications & Regulatory Affairs

DATE: December 12, 2012

SUBJECT: 2013 GTOPs Grant Review Committee Appointments (Item 9) & Possible Action on Additional Recommendations from the GTOPs Review Working Group (Item 10)

Introduction

The purpose of this memorandum is for the Commission to appoint persons to the Grant Review Committee who are not members of the Commission, but must appoint one member of the Commission to the Grant Review Committee who shall serve as ex-officio chair of the Grant Review Committee. All members of the Grant Review Committee are subject to Article 4 of Chapter 2-7 of the Code (*Code of Ethics*).

This memorandum also serves to complete discussion and possible action on additional recommendations from the GTOPs Review Working Group.

9. 2013 GTOPs Grant Review Committee Appointments

The 2013 GTOPs Grant Review Committee recruitment and outreach process began October 1, 2012 and concluded November 30, 2012. Included in the table below are the names of the (9) eligible applicants from the (10) applications submitted. The backup documentation of the (9) eligible applicants is attached to this memorandum.

<u>Applicant Name</u>	<u>Eligibility</u>	<u>Even/Odd</u>
Asha Fleury	Verified	Odd
Allison Chandler		
Supancic	Verified	Even
Albert Swantner	Verified	Odd
Dale Thompson	Verified	Even
George Luc	Verified	Odd
Jason Leubner	Verified	Even
Lasonya Moore	× (Nonresident)	
Randall Kolb	Verified	Odd
Timothy Young	Verified	Even
Chad Williams	Verified	Odd

10. Possible Action on Additional Recommendations from the GTOPs Review Working Group

A. Recusal of participants in Grant Review Committee

The Grants Review Working Group provided direction to Staff to add the following statement, or equivalent, to the Grant Review Committee Code of Conduct & Conflict of Interest Agreement:

“Management and capacity (leadership) of an organization cannot participate in grant review committee.”

Attached to this memorandum are the GTOPs Review Code of Conduct and Review Committee Certificate of Understanding for the Commission’s review and approval.

Staff will be enforcing conflict of interest recusals by asking reviewers to exit the room during the Oral Presentations when the organization in which they have a conflict of interest is presenting. The reviewer will be asked to return to the dais after the deliberations have concluded for the organization in which they have a conflict of interest. The same policy will apply for funding allocation decisions during the Award Allocation deliberations.

Recommendation Options and Alternatives:

- (1) Staff recommends the Commission approve the GTOPs Review Code of Conduct and Review Committee Certificate of Understanding as recommended.
- (2) The Commission can reject and amend the plan and provide additional direction to staff.

B. GTOPs Reviewer Selection Criteria

In response to the scoring recommendation communicated to staff via Grant Review Committee Member, Elizabeth Gibson;

“The Scoring System Definitions section was a really good improvement. The last time I saw you I told you that I had an idea to possibly simplify what seemed like a cumbersome scoring system.

Here’s my idea. Instead of having 10 partially or completely overlapping scoring criteria that take time to think about their delineation, cluster them into 5 main categories. I did not do any correlation analyses but I think if you did you’ll observe the similar themes among questions. I might also consider adjusting the total points for each category cluster so that they are more evenly distributed, i.e. each cluster is 20 points or 20-25 points

Staff recommends clustering criteria subject areas into 5 main categories, with the *Community Impact* and *GTOPs Mission* sections weighting (45 points) combined, *Community Impact* (25 points) and *GTOPs Mission* (20 points) together to be the highest weighted categories(s), with *Budget and Fiscal Responsibility* having the second highest weighting at (30 points).

Proposed Selection Criteria

I.---- (Community impact 25 - pts total)

1. The program and its objectives are well defined and serve a community need. (10 pts)
2. This program has demonstrated that if implemented it will have an ongoing/lasting positive impact on the community. (5 pts)

3. This project has demonstrated that it has community support and participation. (10 pts)

II.---- (GTOPS mission 20 - pts total)

2. This program is a clear fit with the mission and goals of the GTOPS program. (20 pts)

III.---- (Evaluation of success -15 pts total)

5. This program has a clear plan for success. It's goals and objectives are achievable and its work plan is feasible. (10 pts)

6. This program has demonstrated its ability to evaluate its own success and that its proposed measures for evaluation are viable and appropriate. (5 pts)

IV.---- (Budget and fiscal responsibility – 30 pts total)

7. This program has shown that it is a fiscally responsible organization that will utilize City funds appropriately if awarded this grant. (10 pts)

8. This program has clearly shown that it will be able to meet the requirement of 1:1 matching funds and that their planned use is appropriate to the program. (10 pts)

9. This program has provided all required documentation, which clearly shows its annual revenue and matching dollars (in-kind and/or cash). (10 pts)

V.---- (Overall recommendation – 10 pts total)

10. Applicant has convinced me that they have the capacity to complete this project successfully and I would recommend that this project be awarded its requested dollar amount for GTOPS. (10 pts)

Current Selection Criteria

The program and its objectives are well defined and serves a community need. (10 points)

This program is a clear fit with the mission and goals of the GTOPs Program. (20 points)

This program has demonstrated that if implemented it will have an ongoing/lasting positive impact on the community. (5 points)

This program has demonstrated that it has community support and participation. (10 points)

This program has a clear plan for success. Its goals and objectives are achievable and its work plan is feasible. (10 points)

This program has demonstrated its ability to evaluate its own success and that its proposed measures for evaluation are viable and appropriate. (5 points)

This program has shown that it is a fiscally responsible organization that will utilize City funds appropriately if awarded this grant. (10 points)

This program has clearly shown that it will be able to meet the requirement of 1:1 matching funds and that their planned use is appropriate to the GTOPs program. (10 points)

This program has provided all required documentation, which clearly shows its annual revenue and matching dollars (in-kind and/or cash). (10 points)

Applicant has the capacity to complete this program successfully and this program should be awarded its requested dollar amount for GTOPs. (10 points)

Recommendation Options and Alternatives:

- (1) Staff recommends the Commission approve the GTOPs Reviewer Questions weighting adjustment as recommended.
- (2) The Commission can reject and amend the plan and provide additional direction to staff.



2013 GRANT REVIEW COMMITTEE APPLICATION

Name: Albert Swantner _____

Home Address: _____

Best Phone _____ Alternate Phone #: _____

Email Address _____

Employer: Bohemian Innovation _____ Title/Position: Owner _____

Please Enclose:

Proof of residency (Copy of ID Card, Utility Bill etc.)

Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

Albert Swantner
Name (print)

Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

I have been actively involved in the community since my time as a student at UT. I currently am a manager of the Micah 6 Food Pantry on the first Thursday of every month and run the safety team on two Saturday's per month. I am also a Big Brother in the Big Brothers Big Sisters program.

Please briefly describe your qualifications to serve as a GTOPs reviewer:

I have been a previous applicant for the past two years and so I am familiar with the process. I have been working in cutting edge technology for the past few years and so am very familiar with what is new and innovative. With my work with the food pantry and big brothers and big sisters, I have a good amount of time spent with the less fortunate and have a good idea of what kinds of projects can be successful.

Please briefly describe why you wish to serve on the review board:

I would love to be able to work with the non-profits in Austin and help pick projects and see them make a difference to the less fortunate. I think that the board has a chance to do something great in the community and I would love to be a part of it.

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Albert Swantner, E.I.T.

Summary

With a master's degree in Mechanical Engineering, I worked in product development for a couple of years until I started my own interactive consultancy called Bohemian Innovation. Since this time I have been able to work with some amazing clients including Adidas, FOX, Cricket Wireless, and countless startups. Some days I am on the phone working with clients and other days I am writing PhoneGap plugins and troubleshooting Xcode. My background has given me the perfect skillset for what I do now, a little software, a little hardware, and a lot of collaboration. I am looking for a position in a company to accelerate my career and provide me with a new set of challenges.

Experience June 2010 - present

Bohemian Innovation

Austin, Texas

Founder

Highlights:

- Opened International office in Ho Chi Minh City, Vietnam
- Interviewed for *Wired* magazine UK - September 2011
- Guest Lecturer at Trinity University - "Design Thinking in the Classroom" - September 2011
- Keynote speaker at Planet of the Apps in Dubai, UAE - April 2012

Tasks:

- Project/Program Management
- Brainstorming and Ideation Session Leader
- Mechanical Design (Solidworks)
- Software Development (Javascript, C, C#, Java, HTML, CSS, Python)

July 2009 - August 2010

Okonsky Diversified

Austin, Texas

Mechanical Engineer II/ Project Manager

- Head of testing on a line of FDA class 2 operating room, anesthesiology printers (noted in *Outpatient Surgery*, Dec. 2009, *From the Show Floor*), managing testing team, including writing procedures, making and keeping schedule, and sub-contracted companies
- Managed development of work instructions including interfacing with client and client teams to conform to requirements
- Worked at Chinese factory to help change designs to conform to plastic molding limitations
- Interim Program Manager on KLD Battery System - One of three major products of KLD
- Lead Engineer collaborating with factory in Vietnam to integrate KLD electric motor into current gas powered scooter
- Assisted in factory layout including optimization for Vietnamese motor assembly facility. Estimated production in Q2 of 2011 - 20,000 motors/month

Skills

Solidworks, Microsoft Project, Matlab, C, C#, HTML/CSS, Javascript, LabVIEW, Machine Shop and Non-Destructive Testing Experience

Education

Master of Science in Engineering - Mechanical Engineering

The University of Texas at Austin - May 2009

Specializing in Manufacturing and Design

Bachelor of Science in Mechanical Engineering

The University of Texas at Austin - May 2007

Publications

Copple, B., Biegalski, S., Schuldes, R., Swantner, A., & Landsberger, S. (2007). Automated Sample Changer for Texas PGAA Facility. *Transactions-American Nuclear Society*, Vol. 97, Pages 301.

Kurtoglu, T., Swantner, A., & Campbell, M. (2008). Automating the Conceptual Design Process: From Blackbox to Component Selection. *Third International Conference On Design Computing And Cognition*, (pp. 553-572). Atlanta, GA.

Kurtoglu, T., Swantner, A., & Campbell, M. (February 2010). Automating the Conceptual Design Process: From Black-box to Component Selection. *International Journal of Artificial Intelligence for Engineering Design, Analysis and Manufacturing*, 49-62.

Swantner, A., & Campbell, M. (2009). Automated Synthesis and Optimization of Gear Train Topologies. *International Design Engineering Technical Conferences*. San Diego, CA: ASME.

Swantner, A., & Campbell, M. (2012). Automated Synthesis and Optimization of Expanded Gear Train Topologies. *Engineering Optimization*.



2013 GRANT REVIEW COMMITTEE APPLICATION

Name: Allison Chandler Supancic

Home Address: [Redacted] Austin, TX 78703-1225

Best Phone #: [Redacted]

Email Address: [Redacted]

Employer: Austin History Center Association Title/Position: Director Office Manager

Please Enclose:

X Proof of residency (Copy of ID Card, Utility Bill etc.)

X Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

Allison Chandler Supancic
Name (print)

Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

I have been a resident of Austin for almost 40 years. During that time I have volunteered with and worked for a number of agencies and nonprofits. I have witnessed the highs and lows of organizational funding, growth, and visibility but, most of all, I also have witnessed the capacity of the Austin area community to incubate, organize, and manage a complex network of programs that empower our community members.

Please briefly describe your qualifications to serve as a GTOPs reviewer:

I have participated in proposal reviews at the program officer level, the community level, the educational level, and the federal level. I feel one of my strengths is to ferret out the heart of a funding request regardless of the language or style used in the documents. I have the ability and willingness to work as part of a "team" process in discovering and discussing applications. My greatest strength, I feel, is in being a good listener.

Please briefly describe why you wish to serve on the review board:

I would like to follow up on my initial experience as a participating member of the 2012 review panel in order to broaden my service to the COA. I enjoyed working with the diverse professionals on the 2012 board and learned from their expertise and perspective. That experience went by too quickly and I would value more of it.

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Allison Chandler Supancic



Summary: My experience in grants and funding and my interest in empowering organizations in the greater Austin community merge in the areas of proposal preparation, submission, evaluation, and review.

Skills:

- Foundation Directory Online database searching
- Proposal preparation
- Editing and reviewing proposals and manuscripts
- Internet research
- Creating Corporate Foundation prospect matrix
- Survey development and administration
- Board development presentations
- Microsoft Office suite
- Archives and records management functions
- Routine duplicating and collating tasks

Professional Development:

- Attendee at The Nonprofit Organizations Institute, a 2-day legal/accounting summit, each January for past 13 years
- Attendee at various legal, accounting, and diversity trainings offered by professional associations and TANO (most recently 11/30/12 Diversity and Inclusion in the Community)
- Served on review panel for AFP Philanthropy Day, 2005-2012
- Member Texas Association of Museums

Work Experience:

Austin History Center Association

Austin, TX

Office Manager, part time

July 2012-Present

Works 10 hours/week to provide general administrative duties including processing and acknowledging all gifts and memberships.

- Provides assistance to the Executive Director
- Identifies and prepares proposals for funding and for donated equipment/supplies/materials
- Supervises one University of Texas at Austin work-study student

Consultant

Austin, TX

Nonprofit Management

September 2011-Present

Contracted to provide direct, personal assistance to organizational and individual grantseekers seeking guidance for educational funding, documentary projects, nonprofit startup, and project/program/capital campaign funder identification.

- Provides intense assistance to students in seeking scholarship, fellowship, internship, and travel abroad grant opportunities

- Provides pro bono services to Culinary Heritage Institute, Austin Bat Cave, and the Hill Country Institute
- Contracted with ESC Region XIII, Texas Downtown Association, Preservation Texas, and Foster Angels of Central Texas to research potential private sector funders and provide information on specific grant opportunities

Division of Diversity and Community Engagement

Austin, TX

Director of the Regional Foundation Library

February 1991 - August 2011

Directed all aspects of a major funding information collection affiliated with The Foundation Center of New York. Supervised 2 full time employees and 2 student workers.

- Directed all aspects of a major funding information collection affiliated with The Foundation Center of New York Over the course of 20 years
- Wrote, reviewed, and edited grant proposals
- Grew a specialized funding information center from 800 visitors annually to more than 3000 users annually
- Prepared annual budget
- Provided direct, personalized assistance to UT and community nonprofit fund seekers
- Performed research to identify potential funders for DDCE/CEC faculty and staff projects
- Engaged community business, local private sector funders, and the tax-exempt community to create vibrant partnerships that benefitted all
- Aided community users in small business start ups and data searches for personal grants opportunities
- Presented informal and formal workshops on the use of funder identification databases
- Assisted nonprofit organizations with all facets of fund development including board development, strategic planning, and program/project design, outreach/marketing plans, special events design and implementation, donor development, and grants management issues
- Represented the organization at meetings and conferences, and served on conference planning committees

Education:

University of Texas at Austin

May 1987

Degree: MLIS Major: Archives and Historic Manuscripts City: Austin State: TX

- Specialization in rare books, historic records, and early Austin photographic collections. Interned at the Barker Texas History Center (now the Briscoe Center) at the University of Texas at Austin.

University of Texas at Austin

May 1975

Degree: BA Major: Archaeological Studies City: Austin State: TX

- Graduated with Honors. Concentrations in Museum Studies, Geology, and Spanish.

Temple College

May 1973

Major: N/A City: Temple State: TX

- Staff writer, *Leopard Tales* (campus newspaper); inducted into Alpha Mu Gamma honorary language fraternity and Phi Kappa Phi, academic achievement fraternity.

Personal Interests:

- I enjoy reading, volunteering, working puzzles of all types, listening to people, and learning how better to use different technology programs.



2013 GRANT REVIEW COMMITTEE APPLICATION

Name: Asha Fleury _____

Home Address: _____ Austin, Texas 78736 _____

Best Phone #: _____ Alternate Phone #: _____

Email Address: _____

Employer: University of Texas at Austin _____ Title/Position: Graduate Research Assistant _____

Please Enclose:

Proof of residency (Copy of ID Card, Utility Bill etc.)

Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

ASHA FLEURY
Name (print)

Asha Fleury
Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

I have managed to incorporate my interests in the science, technology, engineering, and math (STEM) fields into my public service ambitions. One personal focus of mine is to increase the exposure of the STEM fields to youth, women, and minorities within my community. I have organized and participated in a wide range of outreach and educational programs such as hands on activities for the Ann Richards School for Young Women Leaders science club and University of Texas campus events including 'Introduce a Girl to Engineering Day' and 'ExploreUT'. Apart from STEM outreach, I have assisted in projects such as youth organic farming workshops, organizing campus recycling, and designing energy saving vending machines for UT campus.

Please briefly describe your qualifications to serve as a GTOPs reviewer:

Having lived in Austin for 25 years, I am very capable of viewing projects based upon their ability to support our community. I have also been immersed in the technology field and environment through my education and employment as a Research Assistant in the department of Biomedical Engineering at UT-Austin. Further, through my experiences at local engineering research companies, I have been exposed to the use of information technology in innovative settings.

Please briefly describe why you wish to serve on the review board:

I am consistently pursuing means of serving my community through volunteering. I believe that our transition to digital society is not only essential but must be natural and smooth. I hope through my participation on the review board I can assist in this exciting transition and use my skills to help advance Austin.

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Asha Fleury

EDUCATION
08/2006 – Present **University of Texas at Austin, Biomedical Engineering**
Master of Science – Expected May 2013
Bachelor of Science, 2010
Minor: Spanish Major GPA: 3.78/4.00

WORK EXPERIENCE

- 08/2011 – present **Graduate Research Assistant, University of Texas at Austin**
Supervisor: Dr. Krishnendu Roy, Laboratory of Cellular and Macromolecular Engineering
Conduct research focusing on the characterization and formulation of disease-responsive microgels for pulmonary delivery.
- 08/2011 – 12/2011 **Teaching Assistant, University of Texas at Austin**
Organized and conducted four discussion sections for a hundred undergraduate students in fundamental engineering course. Mentored and advised students on biomedical research options.
- 08/2010 – 01/2011 **Engineering Intern, Enavail, LLC**
Participated in particle engineering expertise for increasing the bioavailability of poorly-water soluble drugs, and protein and peptide compounds.
- 01/2009 – 05/2010 **Undergraduate Research Assistant, University of Texas at Austin**
Supervisor: Dr. Nicolas A Peppas
Assisted in research focusing on developing micro- and nano- gels for oral protein delivery.
- 09/2009 – 01/2010 **Engineering Intern, Aeonclad Biomedical, LLC**
Performed plasma deposition methods focused on drug delivery and medical device coatings industries.
- 05/2009 – 08/2009 **Undergraduate Research Assistant, Iowa State University**
Supervisor: Dr. Surya K Mallapragada
Assisted in research in neural tissue engineering funded by National Science Foundation grant.
- 12/2008 – 01/2009 **Project Organizer, Women in Engineering Program at UT-Austin**
Collaborated with students to organize activities for 'Introduce a Girl to Engineering Day.'
- 08/2007 – 05/2008 **AutoCAD Assistant Technician, Oasis Gardens Landscaping**
Assisted in AutoCAD designs and drafts for local landscaping projects.

VOLUNTEER EXPERIENCE

- 09/2011 – present** **Science club activities organizer** – Organized and participated in activities for middle school students at Ann Richards School for Young Women Leaders.
- 08/2007 – present** **Women In Engineering Program event volunteer** – Assist in ‘Explore UT’, ‘Introduce a Girl to Engineering Day’, and various other campus events.
- 03/2007 – 03/2007** **ESW Tlamacazapa project** – Built and designed dry sanitation latrines in rural Mexico village.
- 06/2005 – 08/2005** **Volunteer at Himalaya Herbal Healthcare** – Assisted in medical clinic for underprivileged in San Jose, Costa Rica; participated in community involvement and health awareness programs.

PUBLICATIONS

Wanakule, P., Liu, G., Fleury, A. (2012). Nano-inside-micro: Deasease-responsive microgels with encapsulated nanoparticles for intracellular drug delivery to the deep lung. *Journal of Controlled Release*, 162(2), 429-437

Ariza, C.A., Fleury, A.T., Tormos, C.J., et al, (2010). The Influence of Electric Fields on Hippocampal Neural Progenitor Cells. *Stem Cells Reviews and Reports*, 6(4), 585-600

LEADERSHIP

- **President, University Yoga Club, 2007-2012**
- **Vice President of Education, Engineers for a Sustainable World, 2007-2009**
- **Co-founder, IEEE BME at University of Texas at Austin**
- **University Honors**
- **Student member of AAPS**

SKILLS

- **Familiar with C, Labview, MATLAB, AutoCAD, SolidWorks, Statistical Analysis System**
- **Conversational Spanish**

Employability Status: US Citizen/Permanent Resident



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DEC 03 2012

FASD - TARA

2013 GRANT REVIEW COMMITTEE APPLICATION

Name: Chad Williams

Home Address: [Redacted]

Best Phone #: [Redacted]

Email Address: [Redacted]

Employer: IBM Title/Position: Partner Relationships

Please Enclose:

Proof of residency (Copy of ID Card, Utility Bill etc.)

Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

Chad Williams
Name (print)

[Handwritten Signature]
Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

Served on the Telecommunications Commission from 2002-2007

Served on the Charter Revision Committee 2007

Served on the Board of Directors, channelAustin 2010-11

Currently on the board of Liveable City

Please briefly describe your qualifications to serve as a GTOPs reviewer:

As a former member of the Telecommunications Commission, I was very involved in the continuation and expansion of GTOPs. Also, I've worked in the IT industry for over 20 years.

Please briefly describe why you wish to serve on the review board:

In the past, I've played many roles in ensuring GTOPs continues to grant matching funds to Austin's early-stage non-profits. Serving on the review board and reviewing GTOPs applicants is another way I feel I can lend my expertise.

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CHAD CHRISTOPHER WILLIAMS

Highlights of Achievements

- IBM Web editor for over 13 years
- Received award for Leadership on the IBM Industry Frameworks (2008)
- Advised city staff and Council on management of public access television
- Increased funding for Grant for Technology Opportunities by 40%
- Negotiated \$850,000 2-year contract for public access television (2010)
- Secured capital expense funding for public access television (\$1.2M)
- Board member, Liveable City (2007-current)
- Board member, channelAustin (2009-2012)
- Chair, Austin Community Technology and Telecommunications Commission (2006-07)
- Vice chair, Charter Revision Committee, City of Austin (2007)
- Published Op-Ed articles in Austin American-Statesman
- Master of Arts in English

Community Experience

AISD Facility Master Plan Task Force (2011)

- Appointed by Karen Dulaney Smith, former AISD Trustee
- Assist the public in completing opinion and answer questionnaire
- Attend public forums and work with public participants

channelAustin (2009-2012)

- Secured grant funding for educational outreach efforts from Lola Wright Foundation
- Successfully negotiated with City of Austin staff (TARA) to fund public access television during the statewide franchise transitional period
- Leading effort to identify new revenue streams and to preserve free speech over Central Texas television airwaves

Austin Community Technology and Telecommunications Commission (2002-2007)

- Served as Chair of the Commission for 2 years
- Appointed by former Council Member Darryl Slusher; retained by Council Member Lee Leffingwell
- Successfully led effort to increase funding for Grant for Technology Opportunities by 40%
- Successfully led effort to secure capital expense funding from Time Warner Cable, in accordance with the City of Austin/Time Warner Cable franchise agreement (approximately \$1.2M)

- Led the Commission's efforts on successfully rebuilding public access television
- Collaborated with City of Austin staff to implement archive plan for Austin Music Network
- Published Op-Ed article in American-Statesman ("Defending local control") calling for the preservation of public access television and the protection of the telecommunications infrastructure

Austin Charter Revision Committee (2007)

- Served as Vice Chair (appointed by Mayor Pro Tem Brewster McCracken)
- Attended public forums at various locations in Austin for citizen input
- Participated in press conference announcing launch of city website for public input
- Worked with City Manager's staff to identify possible map scenarios for single-member district representation on Council

Professional Experience

Staff Software Engineer / Web editor, IBM Corporation (September 2004 – present)

developerWorks Web team

- Lead Content Editor, IBM developerWorks AIX zone (<http://www.ibm.com/developerworks/aix>)
- Created training process based on accessibility best practices, including providing assistance with accessibility software tools (WebKing, JAWS); Accessibility education process was recorded on an IBM w3 wiki
- Updated XML templates with accessibility standards using oXygen XML editor software on CMA (Content Management Application)
- Migrated the redesigned IBM Student Portal Web site from the Advanced Content Management Environment (ACME) to CMA using W3C compliant XHTML and CSS
- Created RSS news feed for Student Portal using AJAX (jQuery) and tweeted about Student Portal announcements
- Migrated XML Web pages for the Linux, Information Management and Web Services zones
- Created XHTML mockups for cloud computing portlet

ISV Web team

- Received award for project leadership and improving the user experience for the Frameworks offering
- Created, maintained and edited Web pages on the ACME platform using HTML, XHTML and JavaScript
- Created, maintained and edited entitled Web pages available for members of PartnerWorld
- Coded multiple technical validation Web sections, including Ready for IBM Tivoli-OPAL, Ready for IBM Systems with Linux (Chiphopper), IBM Industry Frameworks, IBM Systems StorageProven, IBM ServerProven, Ready for

IBM DB2 data server, Ready for IBM Retail Store Innovations, Ready for IBM Informix, System i Approved Solution, and Ready for IBM UniData UniVerse

- **Launched five Initial Frameworks in 2008, three have become integral parts of the IBM Smarter Planet Initiative (Retail, Healthcare, Products)**
- **Lead editor for a bi-weekly IBM executive article, Executive Corner, that covered a plethora of IBM initiatives and offerings**
- **Edited numerous foreign language pages for the PartnerWorld Industry Network offering (Chinese, Japanese, German, French, Italian)**
- **Coded JavaScript fixes that debugged Flash errors**
- **Received numerous employee recognition awards and was named in the "Making a difference" intranet article for service to the Austin community**

**Web developer, CEO Consulting, Inc., Contractor with IBM Corporation
(August 1999 – September 2004)**

- **Maintained content and HTML coding for multiple ISV Web sections, including IBM DB2 UDB, IBM eServers, IBM Netfinity, IBM pervasive computing and Lotus**
- **Coded and edited technical white papers and sample code Web pages**

**Technology manager/Webmaster, PRO-ED Publishing Co.
(February 1997 - August 1999)**

- **Installed and managed local-area networks, running 10Base-T Ethernet**
- **Provided troubleshooting for UNIX server and WYSE client terminal array**
- **Technical support lead for Windows and Apple OS environments**
- **Redesigned and launched the company's Web site that included an online store in a secure server environment**

**Self-employed, TechNoPhobia Computer Services
(September 1993 – December 1996)**

- **Offered basic computer education that covered topics such as training on operating systems, various applications and Internet access**
- **Clients ranged from private residences to companies and the State of Texas (Department of Rehabilitation Services)**

**Technical support/Technical writer, Bradford & Robbins
(September 1992 – September 1993)**

- **Technical support lead for company's Windows and Apple-based applications**
- **Wrote and edited company's user manuals**

Education

1998-2007

Austin Community College and U.T. Continuing Education

- Advanced HTML
- CSS
- JavaScript
- Microsoft IIS
- UNIX
- XML

1996

Master of Arts, English
Minor in Reading Education
Texas State University – San Marcos, Texas

1990

Bachelor of Arts, English
San Diego State University – San Diego, California

1988

Associates in Arts, Education
Napa Valley College – Napa, California

Dale Thompson

51

Summary:

Financial executive with 27 years experience in accounting, analysis and financial management, 13 of those years as a lender for a national bank, 13 years as financial manager of nationally recognized nonprofit community technology provider – including four years as Acting Executive Director

Specialties:

- Financial statement preparation and presentation - oral and written
- Financial analysis and projections using any product
- Budget preparation, cash requirements projections and fiscal management
- Expense allocation to programs or cost centers - calculating percentages, journal entries, etc.
- Program evaluation - meeting goals, evaluating effectiveness, reporting
- Report writing – board reports, evaluation reports, grantors, federal and city contract managers, presentations to city commissioners (Community Technology and Telecommunications Commission)
- Grant and contract management – evaluating and monitoring compliance and communicating with vendors, customers, employees, contractors to ensure satisfaction on all sides
- Strategic planning
- Internal controls, policies and procedures – write, enforce, monitor
- Audit prep – work papers and schedules
- Depreciation schedules, accruals
- FASB Accounting Compliance
- Grant preparation and proposal writing
- Form 990 preparation – tax return for nonprofits
- Particular expertise in QuickBooks and Excel
- Very good with all Microsoft Office software and most database applications
- Experience with Salesforce, MIP, CTK, several open source softwares of use to nonprofits, Dreamweaver, WordPress, Drupal, Eventbrite, Facebook, Twitter
- Event and conference management

Education:

University of Houston-Downtown - BS, Accounting – 1985

Experience:

Various consulting and contract projects – July 2011 to present

Bookkeeping,

Financial Statement Prep,

IRS tax workout for small law firm,

Winding down small nonprofit in order to merge with a larger nonprofit, audit prep,

Assisting Director of Accounting for large nonprofit with complex reporting requirements

for large State grant – including data and coding integrity review and report prep using

pivot tables and VLookup in Excel for combining data in case manager database and

accounting records

Financial Consultant at City of Austin - Austin, Texas
May 1998 - June 2011

- Started as temp for one year - hired to provide financial management to fledgling nonprofit, Austin Free-Net, as part of the City's Community Technology Initiative. See details under Austin Free-Net experience (below).

Financial Manager at Austin Free-Net - Austin, Texas
May 1998 - June 2011

- Designed and implemented accounting systems and procedures. Moved accounting system from CYMA to QuickBooks. Maintained and supervised accounting records and produced financial statements, created budgets/forecasts and monitored and analyzed them for executive and board review, assured financial/internal controls, annual Form 990 (tax returns). Planned and implemented with IT staff: Project Fix-Net - tech support to small nonprofits on a sliding scale.
- Researched, evaluated, implemented and maintained systems: automated payroll, phone and voicemail, volunteer management, various databases, trained staff on the systems.
- Researched and negotiated health insurance contracts, chief liaison for City and Federal contracts, building services, all vendors as well as Workers Compensation Agency, State Unemployment Insurance Department, IRS, banking, insurance broker, liability insurance companies
- Ordered and supervised audits, performed internal audits.
- Maintained and nurtured funder, community and academic partnerships
- Produced reports - financial and program - for various funders, contracts, performance management evaluation and board of directors.
- Hired, supervised and trained all staff from 2006 to date of departure in 2011.
- Led rebranding and web site redesign team with pro-bono ad agency partner, GSD&M. GSD&M won a national award for it - austinfree.net
- Achievements culminated in 2010 with the award of a Dept. of Commerce Broadband Technology Opportunities Program (BTOP) grant for public computer centers, the second-largest such grant awarded in the United States. See txc2.org.
- As Acting Executive Director from 2006 to 2011 (following illness and resignation of the Executive Director) - whatever it took to run a small nonprofit organization: strategic planning, HR, email administration, web site updating, coordinating office moves, creating employee handbook, writing grants big and small. Designing spreadsheets for analysis, cash flow projections, etc. Created a friendly, hardworking culture with an awesome board of directors and excellent staff. Left the organization in the best financial condition in its history.

Vice President, Private Banking at Chase Bank of Texas (now JPMorganChase), Austin, Texas

August 1985 - May 1998

- Recruited in 1985 for Officer Development Program looking for mix of good grades and personality.
- Started as Credit Analyst with emphasis on large commercial customers and financial statement analysis,
- Proceeded to Professional Banking Department as lender (people with a practice such as doctors, attorneys, architects, etc.)
- To Private Bank Relationship Manager - lending, working with Trust and Investment Departments to build and protect customer wealth (investments, insurance, wills, estates, and trusts), large home mortgages and bridge financing.

Accounting Clerk, Oil and gas exploration and production - Goldking Production Company, Houston, Texas
September 1981 - July 1985

- Financial accounting part-time while in college. Revenue accounting and reconciliations for partnerships and investors, cash management for accounts fluctuating in the millions of dollars each day

Prior to 1981: Planned Parenthood of Houston, grant-funded program manager; CRS Design Associates, holding company for Houston architecture firm CRS, secretary to Chief Financial Officer; Pike's Peak Wholesale Flowers, wholesale flower sales to grocery stores in Houston.

Honors, Awards and Certifications:

2011 Distinguished Service Award - City of Austin - June 2011

Certificate in Volunteer Management – Literacy Coalition of Central Texas – March 2011

Certificate of Appreciation – City of Austin – April 2010
For contributions in the City of Austin's Google "Fiber for Communities" application.

2008 NTENny Winner - Nonprofit Technology Network - June 2008
For Austin 501 Tech Club leadership.

Certificate of Appreciation - City of Austin Telecommunications and Regulatory Affairs Office – September 2006
For outstanding service exceeding expectations.

2006 Dewey Winburne Community Service Award - SXSW Interactive Conference - March 2006
For work recruiting and supervising 180 computer volunteers in the Austin Katrina shelter with evacuees from New Orleans who needed connections to their families, employers and social services, but had little or no computer or Internet experience.

Certificate of Gratitude – Austin Free-Net – May 2003
To recognize leadership and dedication to Austin Free-Net's Project Fix-Net. Fix-Net provides tech support on a sliding scale to Austin area nonprofits without technical, database or web staff of their own and training for any nonprofit.

Most Helpful Officer - Support Staff In Private Banking, Chase Bank - April 1997
An honor they created themselves and in which I took great pride

Additional Training:

Fraud Examination – Preparing for the certification exam now
Literacy Information and Communications System Modules completed – Learning to Achieve –

- Learning Disabilities and Accommodations
- Learning Disabilities and Neuroscience

Memberships:

Austin Nonprofit Financial Leadership Group, Austin 501 Tech Club (administrator),
Nonprofit Technology Network, Digital Inclusion Network

Volunteering:

Immigration Counseling and Outreach Services – Accounting

Literacy Coalition of Central Texas – Computer literacy and internet coach

Skillpoint Alliance – Executive Council and Technology Committee

Ventana del Soul – Advisory Board

Austin Connects (austinconnects.net) – compiling community tech centers info into a
community mapping and directory system developed with Drupal web designer

NTEN – Nonprofit Technology Network conference organizer for Austin community
event, March 2012

Grant reviewer, Texas Education Agency, 2011-2012 Texas 21st Century Community
Learning Centers grant

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2013 GRANT REVIEW COMMITTEE APPLICATION

Name: George Luc _____

Home Address: _____ Austin TX 78701 _____

Best Phone #: _____ Alternate Phone #: _____

Email Address: _____

Employer: GivePulse, Inc. _____ Title/Position: CEO / Co-Founder _____

Please Enclose:

- Yes Proof of residency (Copy of ID Card, Utility Bill etc.)
- Yes Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

George Luc	George Luc
Name (print)	Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

I volunteer extensively and have found my passion to be developing technology for those in need. As of this year, I'm actively involved as a volunteer in organizations like Austin Parks Foundation, American Youthworks, Caritas, Goodwill, Pease Park Conservancy and others. I'm also a City Commissioner for Austin Mayor's Committee for People with Disabilities, and a board member for Austin Convention Center and Visitor's Bureau, Open Door Preschool, and as an advisor for KLRU.

Please briefly describe your qualifications to serve as a GTOPs reviewer:

I think there are three points that help me be a great GTOPs reviewer:

- 1) I've volunteered and experienced the ins and outs of around 100+ good and bad nonprofits in Austin.
- 2) Part of my daily dose of education includes keeping up to date with technology, market trends, sales forecasts and product competition.
- 3) I've done this before and was a fellow City Works Academy alum.

Please briefly describe why you wish to serve on the review board:

I would like to be in the review board again this time around so I can be more stringent and data centric. A few years ago I feel like I was following my heart vs the data. I think my new experiences and background can offer a fresh view point on what nonprofits need to do in order to really take advantage of technology for their cause.

Please fax or email this page only plus attachments to john.speirs@austintexas.gov or 512.974.2416

George Luc

Web Addresses

<http://www.geochi.com>
<http://www.georgeluc.com>

Permanent Address



OBJECTIVE

To join a group of elite GTOP reviewers and provide our due diligence of nonprofits needing grants.

EDUCATION

M.S., Computer Science & Applications & B.S., Computer Science & Math Minor
Virginia Polytechnic Institute and State University (Virginia Tech), Blacksburg, VA

WORK EXPERIENCE

CEO & Co-Founder

GivePulse, Inc., Austin, TX

(May 2012 – current)

- Manage team of 4 and work like mad.

Mobile Product Manager, Labs Skipper

HomeAway Inc., Austin, TX

(March 2010 – May 2012)

- Led and form Global Mobile Product Line Team
- Supported CTO and HomeAway executives on strategic initiatives including M&A, Partnerships, and SOX related projects
- Managed over 15 different disparate technology projects that had multiple interdependences, including Google Ventures Partnership and ongoing collaboration

Senior Product Development Manager

ESO Solutions Inc., Austin, TX

(March 2009 – April 2010)

- Product Owner for Record Management SAS and Project Manager for ePCR's SAS
- Manage 3 development teams with a total of 18 developers (14 are outsourced to India)
- Manage Scrum Meetings for Agile Development Process (Scrum Master, Led Retrospectives & Reviews)
- Create world class Paramedic and Fire Marshal products from concept to launch

User Experience Professional & Application Architect

IBM, Austin, TX

(August 2007 – March 2009)

- Project manager for AIX Install Quick Start (Team of 6)
- Led design and development of PowerHA, PDA and Linux Distros projects under agile methodologies
- Designed wireframes, low and high-fidelity prototypes to be spec'd into PRDs and HLDs
- Accessibility Focal Point for System p Section 508, W3C, and IBM's CI-162

Chief Product Management, UI Team Lead

Daylert Inc., Bethesda, MD – Sold to Intelliworks

(December 2006 – September 2007)

- Started SAS company with my friends. I was also the UI/Visual design and development lead as well as the product manager
- Provided business analysis, statistical analytics and product management for all current and future features through web analytics

Project Manager, Team Lead & Application Architect

for AIX Accessibility and Ease of Use
IBM, Austin, TX

(May 2006 – December 2006)

- Project manager for Accessibility Configuration Manager (Team of 8)
- Cooperated with customers that are system administrators to assist in writing FRSs and LLDs.
- Drive and design UI to be applied and spec'd into HLDs for development

LANGUAGES

Chinese: Cantonese

Signing: American Sign Language (A.S.L.) with Intermediate Knowledge



2013 GRANT REVIEW COMMITTEE APPLICATION

Name: Dr. Jason R. Leubner

Home Address: [redacted] Austin, TX 78751

Best Phone #: [redacted]

Alternate Phone #: NA

Email Address: [redacted]

Employer: Austin Classical Guitar Society

Title/Position: Development Grant Writer

Please Enclose:

- Proof of residency (Copy of ID Card, Utility Bill etc.)
- Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

Jason Leubner
Name (print)

Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

I volunteer weekly at the Helping Hand Home for Children, have been selected to review grants in Spring 2013 for the Americorps State and National Grant Competition, and work for the Austin Classical Guitar Society writing grants in support of the underserved students in their Educational Outreach Program.

Please briefly describe your qualifications to serve as a GTOPs reviewer:

I have eight years of teaching experience in higher education and have taught a number of courses in UT's Digital Writing and Research Lab (DWRL), a nationally-leading lab that uses innovative technologies to teach rhetoric and writing. I also served as an editor for the journal *Currents in Electronic Literacy* and helped publish a memorial issue on John Slatin, founder of the DWRL and a pioneer in electronic accessibility issues.

Please briefly describe why you wish to serve on the review board:

I wish to serve because I'm an ardent supporter of community projects and programs promoting digital inclusion and accessibility, and I'd like to continue my involvement in them.

Please fax or email this page only plus attachments to 512.974.2416

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.

JASON LEUBNER, Ph.D.

PROFILE: Ten years experience as an award-winning researcher and writer; persuasive, responsible case-builder; grant writer, editor, project manager, and teacher; passionate about fundraising for Texas's education programs, public services, and communities; lifetime student of languages and literature, writing and digital technology.

PROFESSIONAL EXPERIENCE:

Grant Writer and Development Intern, *Austin Classical Guitar Society* (June 2012–Present)

- Authored grant narratives for the largest nonprofit classical guitar society in the nation, including applications to the National Endowment for the Arts, local foundations, and corporations.
- Researched potential funding sources for the organization's growing Educational Outreach Program and created a streamlined calendar to manage all grant application deadlines and updates.
- Increased community awareness and engagement by developing new web content to raise money for the organization's "Changing Lives" Fall Fund Drive.

Instructor of English and Rhetoric & Writing, *The University of Texas at Austin* (2004–2012)

- Designed and planned courses for incoming freshmen and advanced English majors and taught students how to communicate complex ideas in writing that is clear, thoughtful, and engaging.
- Used innovative technology to teach rhetoric and writing in UT's Digital Writing and Research Lab.

Writing Consultant, *The University of Texas Undergraduate Writing Center* (2007-2008 and 2010-2012)

- Conducted hundreds of one-on-one conferences with students from all disciplines and skill levels, leading them to craft persuasive arguments and proposals for clearly identifiable audiences.

Editor and Publisher, *The University of Texas at Austin* (2008–2010)

- Aided the lead editor of the journal *Exemplaria* in overseeing the entire publishing process, from concept to press; increased the journal's web presence and visibility through the use of social media.
- Solicited articles from digital humanities scholars for *Currents in Electronic Literacy*, provided editorial direction to our authors, and prepared the 2009 issue for online publication with other staff.
- Enhanced the quality of *Texas Studies in Literature and Language* by peer-reviewing articles in my field of specialization and providing detailed feedback to authors and the journal's editors.

Project Manager and Technical Writer, *Applied Materials-Austin* (2000–2001)

- Increased customer satisfaction and company efficiency by working with senior management to roll out training curriculums for all manufacturing and engineering job roles.
- Teamed with experts both locally and overseas to enhance the company's training management systems and ensure that Applied-Austin and Applied-Israel passed their external quality audits.

AWARDS: UT Presidential Excellence Fellowship for Dissertation Writing (2010); Editorial Graduate Research Assistantship (2009); Andre Lefevre Prize for Best Master's Thesis in Comparative Literature (2007); Summer Research Fellowship, UT Medieval Studies Fund (2005); Key Contributor Award for Applied Materials' successful quality audits (2001); First Prize, Northwest Classical Guitar Festival Competition (1999).

VOLUNTEER WORK: Grants Reviewer, Americorps State and National Grant Competition (Spring 2013); Tutor for abused and neglected boys at the Helping Hand Home for Children (Sept 2011–Present); Teaching Mentor for new English Department Teaching Assistants (2010-2012).

EDUCATION: Ph.D. English, The University of Texas at Austin, May 2012
M.A. Comparative Literature, The University of Texas at Austin, December 2006
B.A. English, cum laude, The University of Washington, June 1999

INTERESTS: Strengthening Austin's communities; innovative technologies that enhance education and learning; Renaissance literature and culture; the classical guitar; French and Italian; hiking and travel.



2013 GRANT REVIEW COMMITTEE APPLICATION

Name: Randall Kolb _____

Home Address: _____

Best Phone # _____

Email Address: _____

Employer: Maximus _____ Title/Position: Senior Engineer _____

Please Enclose:

- Proof of residency (Copy of ID Card, Utility Bill etc.)
- Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

Randall Kolb
Name (print)

Randall Kolb
Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

Commissioner – Austin Community Technology and Telecommunications Commission (2008-11)
Vice President – Oak Hill Association of Neighborhoods (2007-09)
Vice President – Western Oaks Property Owners Association (2005-09)

Please briefly describe your qualifications to serve as a GTOPs reviewer:

20+ years professional computer systems and programming experience
Familiar with the purpose and process of GTOPs.

Please briefly describe why you wish to serve on the review board:

Interested in serving the community and finding and helping the most effective community technology programs.

Please fax or email this page only plus attachments to john.speirs@austintexas.gov or 512.974.2416

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Randall B. Kolb

Work Experience:

Senior Engineer –*Maximus*– Austin, TX (4/12 - present)

Lead developer focused on implementing and improving Oracle data storage and performance of business process data reporting for government health care programs for various states.

Senior Java Developer – *Rêv Worldwide* – Austin, TX (4/10-3/12)

Startup focused on providing retail and mobile banking and investment services for underserved markets worldwide. Wrote backend financial software for debit and gift cards. Wrote/designed front/backend for the retail card inventory management and card ordering system.

Senior/Lead Dev/DB Architect – *Sun Microsystems (now Oracle)* – Austin, TX (7/03-2/10)

Worked on web portal projects to automate proactive customer support and increase service contract margins for Unix hardware vendor. Focused on business rule-based analysis, backend portal & database development and performance.

Project Technical Lead – *Cook-Hurlbert* – Austin, TX (2/03-7/03) (contract)

Managed db integration & GIS sw dev project. Allocated tasks to dev & test team.

Senior Software Developer – *TipplingPoint (now HP)* – Austin, TX (8/99-12/02)

Database and Java programmer for network security intrusion detection/prevention hardware.

Sr. DB Designer/Sr. SW Eng. – *Landmark Graphics (Halliburton)* – Houston, TX (8/95-8/99)

Data Architecture group for very large data model shared by multiple oil and gas software products. Project manager for port of OpenExplorer UNIX code to Windows. Envisioned/Developer of OpenExplorer GIS (ArcView) mapping application.

Education:

BS, Computer Science, Texas A&M, College Station, TX

BS, Geophysics, Texas A&M (Lechner, Geophysics & National Merit scholarships)

Community:

Commissioner – Austin Community Technology and Telecommunications Commission (2008-11)

Vice President – Oak Hill Association of Neighborhoods (2007-09)

Vice President – Western Oaks Property Owners Association (2005-09)



2013 GRANT REVIEW COMMITTEE APPLICATION

Name: Timothy E. Young

Home Address: [REDACTED]

Best Phone #: [REDACTED]

Email Address: [REDACTED]

Employer: Ikard Wynne LLP Title/Position: Partner

Please Enclose:

Proof of residency (Copy of ID Card, Utility Bill etc.)

Resume or C.V.

By signing below, the applicant certifies he or she has read and understood the GTOPs Summary & Grant Review Committee Guidelines and that all information contained within this application is true and correct to the best of his or her knowledge.

Timothy E. Young
Name (print)

Signature

Please respond to the following using only the space provided:

Please briefly describe your community involvement experience:

I have served on the board of directors for two non-profit organizations in Austin: Amigos de las Americas and AIDS Services of Austin. I also served a term on the Austin Bar Association board of directors (when it was the Travis County Bar Association). I am very active in fund raising activities for local non-profits through the Hill Country Ride for AIDS and the Octopus Club.

Please briefly describe your qualifications to serve as a GTOPs reviewer:

I have 30+ years as an attorney, practicing in corporate, real estate and technology areas of law. I served as general counsel for a local software and engineering solutions company, with global operations. I have worked extensively with start up companies during my time in Austin (since 1987).

Please briefly describe why you wish to serve on the review board:

I would like to serve in a capacity where I could be of benefit to the city and this program, and to be able to help people in our community with solid entrepreneurial ideas, but lacking in capital, marketing resources and access to start-up expertise.

Please fax or email this page only plus attachments to john.speirs@austintexas.gov or 512.974.2416

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.

Timothy E. Young

Education:

- J.D. University of California, Hastings College of the Law, 1981
- B.A. with High Honors, University of Wyoming, 1978

Honors and Awards:

- Phi Beta Kappa

Professional Affiliations:

- Texas Bar Association
- Austin Bar Association
 - Member TCBA Board of Directors 1995-1996
 - Chairman, International Section of TCBA 1995-1996
 - Treasurer, International Section of TCBA 1996-2002

Prior Work History:

- Ikard Wynne LLP, Austin, Texas (2009-Present); Partner, General Corporate, Commercial and Real Estate Law.
- Solo Practice, Austin, Texas (2005-2009); General Corporate, Commercial and Real Estate Law.
- Pavilion Technologies, Inc., Austin, Texas (2001-2004), General Counsel and Corporate Secretary.
- Winstead Sechrest & Minick P.C., Austin, Texas (1987-2001) Business Law shareholder.
- Winstead Sechrest & Minick P.C., Dallas, Texas (1984-1987) Real Estate and Energy Law associate.
- Calkins, Kramer, Grimsshaw & Haring, Denver, Colorado (1981-1984), Oil & Gas, Real Estate and Water Law associate.

Presentations and Publications:

- Co-authored "NAFTA & the Environment presented at NAFTA and Mexico's Chemical Industry Conference held in Mexico City and published in the Mexican Business Review, 1992.
- Presented testimony on effect of NAFTA on Texas economy before the Subcommittee on Texas/Mexico Relations of the State, Federal and International Relations Committee, Texas House of Representatives, October 1992.

Licenses and Admissions:

- State Bar of Texas -- admitted 1985
- State Bar of Colorado -- admitted 1981



**GTOPs REVIEW BOARD MEMBERS
CERTIFICATION OF UNDERSTANDING**

Name (Print) _____

Signature

Date

I (above), hereby certify by my signature that I have read and understand all of the GTOPS review panel orientation materials. I certify that I will evaluate each applicant based solely on the candidate's GTOPs application, and I will judge only in accordance with the criteria outlined in the orientation materials. I will score applicants objectively without bias or regard to any prior relationships with any applying organization, its employees, agents, or representatives. If I am unable to judge objectively in accordance with the above statements, then I will recuse myself from judging any and all relevant applicants.

I also certify that I have read and understand the GTOPs policy regarding conflict of interest, and I certify that I am not withholding any information regarding a conflict of interest under those guidelines. Should a conflict of interest, according to the GTOPs policy, arise, I will recuse myself from judging any applicant with whom I have a conflict of interest.

**Grant for Technology Opportunities (GTOPs)
Policy Regarding Conflict of Interest**

Conflict of Interest as applicable to the Grant for Technology Opportunities review board is defined as the reviewer, any member of his or her immediate family, and/or his or her employer having a professional affiliation with any of the GTOPs applicants to the best of the reviewer's knowledge.



**City of Austin
Office of Telecommunications & Regulatory Affairs
Grant for Technology Opportunities Program**

**Grant Review Committee
Code of Conduct & Conflict of Interest Agreement**

CODE OF CONDUCT

Grant Review Committee members are clearly involved in community technology professionally and/or personally. These standards are designed to avoid situations that may compromise, or appear to compromise, committee member's objectivity without preventing their continuing involvement in community technology, or in projects supported by the Office of Telecommunications & Regulatory Affairs.

The undersigned agrees that he or she will not review, discuss, or express an opinion on any application for funding or other issues relating to formulas or the funding of applications to the Grant for Technology Opportunities Program, for which the undersigned has a conflict of interest. The undersigned party agrees that he or she will not discuss any organization, application for funding, or funding plan reviewed or recommended by the Committee until all decisions are finalized and made public by the Office of Telecommunications & Regulatory Affairs.

CONFLICT OF INTEREST

In accordance with the Ethics and Financial Disclosure provisions in Chapter 2-7 of the City Code, "a city official or an employee in a vote or decision on a matter affecting a person, entity, or property in which the official or employee or their spouse has a substantial interest (financial or governance)," defines a conflict of interest. The Grant for Technology Opportunities Program Guidelines extends this policy to the Grant Review Committee. Ordinance 860417-J further states . . . "The Grant Review Committee shall adopt a conflict of interest policy governing its conduct and the conduct of the peer panelists that is in compliance with the Ethics and Financial Disclosure Ordinance".

Grant Review Committee members who declare specific conflicts with organizations or individuals are asked to recuse themselves during the deliberation regarding affiliated organizations. Grant Review Committee minutes shall reflect a committee member's absence from the discussion and abstention during deliberations.

For purposes of this agreement, a conflict of interest will be considered to exist when:

1. The undersigned, or a family member of the undersigned, has a direct or indirect financial interest in or is employed by an organization applying to the

Grant for Technology Opportunities Program for funding and is being reviewed by the Grant Review Committee on which the undersigned serves; and/or

2. The undersigned, or a family member of the undersigned, is serving as an officer, director or trustee of an organization applying to the Grant for Technology Opportunities Program for funding and being reviewed by the Grant Review Committee on which the undersigned serves; and/or
3. The undersigned, or a family member of the undersigned, is negotiating or has an arrangement concerning prospective employment, or other fee-for-service relationship with an organization applying to the Grant for Technology Opportunities Program for funding and being reviewed by the Grant Review Committee on which the undersigned serves.
4. Any other situations with an appearance of impropriety if the undersigned were involved with the allocation of funds to an organization applying to the Grant for Technology Opportunities Program for funding and being reviewed by the Grant Review Committee on which the undersigned serves.

Please list all applicant organizations with which you have a conflict of interest:

1. _____

2. _____

3. _____

4. _____

5. _____

Name _____

Signature _____

Date _____