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BAC-7517

Contact Information

Contact Name	Andrea Kuwik	Home Address	1930 Dover Street
Preferred Phone	412-580-9921	Home City	Lakewood
Preferred Email	kuwik@bellpolicy.org	Home State	CO
Other Phone		Home Zip	80215
Other Email		County	Jefferson
DOB	[REDACTED]	Hispanic or Latino origin or Descent?	No
SSN	[REDACTED]	Race/Ethnicity	Caucasian
Gender	Female	Other Ethnicity	
Other Gender		Salutation	Ms.

Board Information

Board Name	Denver Commission on Aging	Other boards or commissions served	
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	Bell Policy Center	Work Address	303 E 17th Avenue, Suite 400
Position	Policy Analyst	Work City	Denver
Business Phone #	303-297-0458	Work State	CO
Work Email	kuwik@bellpolicy.org	Work Zip	80203

Additional Information

Are you a registered voter?	Yes	Objection to appointment?	No
If so, what county?	Jefferson	Special Information	
Denver City Council District No	N/A		

Education and General Qualifications

Name of High School	North Allegheny Senior High School	Name of Graduate School	University of Denver
Location of High School	Wexford, PA	Location of Graduate School	Denver
# of Years Attended High school	4	# of Years Attended Graduate School	2
Did you Graduate	Yes	Did you Graduate	Yes

High School

Graduate Major Social Work

Name of College University of Pittsburgh
Location of College Pittsburgh, PA
of Years Attended College 4
Did you Graduate College Yes
Undergrad Major Political Science, History, and Economics

Reference Details

Reference Name #1	Tyler Jaeckel	Reference Email #1	tyler.jaeckel@state.co.us
Reference Phone #1	720-579-6429	Reference Address #1	
Reference Name #2	Natalie Wood	Reference Email #2	natalie.wood@ncsl.org
Reference Phone #2	303-917-6629	Reference Address #2	
Reference Name #3	Julie Pecaut	Reference Email #3	pecaut@bellpolicy.org
Reference Phone #3	303-919-7511	Reference Address #3	

Agree to a background check

Owner Romaine Pacheco

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Last Modified By Denver Integration, 8/1/2021 7:08 AM

Notes & Attachments

Kuwik, Resume.docx

Type Attachment

Last Modified Denver Integration

Description

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Andrea Kuwik

412-580-9921

1930 Dover Street, Lakewood, CO 80215

andreakuwik@gmail.com

EDUCATION

Doctorate of Philosophy in Public Affairs	Anticipated, 2025
University of Colorado Denver	
Master of Public Administration	2019
University of Colorado, Denver	
Master of Social Work, Concentration in Community and Organizational Practice	2013
University of Denver	
B.A., Political Science, History, and Economics	2006
University of Pittsburgh	

RELEVANT PROFESSIONAL EXPERIENCE

Policy Analyst	2018 – Present
Bell Policy Center	
<ul style="list-style-type: none">• Research and analyze a wide range of public policy issues, with specific focus on workforce, public benefit programs, and consumer protections<ul style="list-style-type: none">◦ Develop original research and policy recommendations using data from the Census Bureau, U.S. and Colorado Departments of Labor, and local/state agencies, and data analysis tools like STATA and Excel◦ Create a regular stream of written reports, briefs, blogs, and social media content• Manage a variety of grant-funded research projects<ul style="list-style-type: none">◦ Leads the development and execution of a \$200,000, two-year grant to create a State of Aging report which will quantify Colorado's progress in adopting sustainable funding models and meaningful policies that support older adults, unpaid caregivers, and home health/personal care aides◦ Oversaw a two-year, \$250,000 grant, which resulted in the creation of a community-informed, holistic set of statewide policy recommendations and a nationwide scan of replicable best practices to support Colorado's aging population◦ Completed analyses and reports for the state-funded Respite Care Task Force, including: a cost-benefit of respite care, analysis regarding the current use of private health insurance to fund respite, a projection of the number of unpaid caregivers in Colorado through 2030, and an evaluation of the gap between needed and available caregiver supports over the next decade• Built, and continue to lead, two coalitions to advance regulatory and legislative policy change to support older workers, direct care workers, and unpaid caregivers• Partner and collaborate with community organizations, state agencies, legislators, funders, and other stakeholders to develop and advance legislative policy priorities, and provide feedback on ongoing regulatory and implementation processes<ul style="list-style-type: none">◦ Several recent and ongoing efforts include work to require the statewide provision of paid sick leave, develop a new state-facilitated paid family and medical leave program, create a statewide Office of Financial Empowerment, cap predatory lending rates, and design a public health insurance option• Present on research findings and recommendations to the public, state officials, funders, legislators, and other community partners• Oversee the work of MSW interns and Public Interest Fellows	
Policy Assistant	2017 –2018
Lynne for Colorado	
<ul style="list-style-type: none">• Assisted in identifying and researching Colorado specific challenges and opportunities in healthcare, education, infrastructure, energy, environment, and the economy for Lt. Governor Lynne's gubernatorial campaign• Communicated with field experts to better understand policy priorities and explore potential solutions• Assisted in writing Lt Governor Lynne's official policy platform	

Policy Assistant	2016–2017
Colorado House Majority Office	
<ul style="list-style-type: none"> • Researched, analyzed, and wrote reports concerning state and national issues of interest for lawmakers • Developed educational and outreach materials for representatives • Tracked state and national legislative efforts and events • Responded to concerns and questions from representatives and constituents 	
Coalition and Evaluation Assistant	2016
Ohio Association of Area Agencies on Aging	
<ul style="list-style-type: none"> • Assisted in creating a statewide coalition to advance collective priorities in support of aging Ohioans, which involved preparing information for members and conducting outreach to current and potential partners • Analyzed and made recommendations to improve the agency’s Associates Program 	
Operations Director	2009–2011 & 2013–2015
Partnership for Youth	
<ul style="list-style-type: none"> • Responsible for the fiscal and administrative oversight of a 2-million-dollar nonprofit organization <ul style="list-style-type: none"> ○ Developed and implemented mechanisms to track and report on all financial activities ○ Collected, maintained, and utilized program data to report on progress against agency goals • Wrote, edited, and tracked grant proposals • Recruited, supported, oriented, and provided on-going training for 250 AmeriCorps volunteers • Implemented a multi-state training program concerning natural disaster preparedness and response 	
Evaluation and Support Assistant	2012 - 2013
Colorado Participation Project	
<ul style="list-style-type: none"> • Designed, conducted, and co-authored a comprehensive qualitative evaluation for a national nonprofit voter engagement project spanning 9 states and 61 community organizations <ul style="list-style-type: none"> ○ Created, distributed, and analyzed quantitative surveys ○ Wrote questions for, conducted interviews, analyzed results, and wrote qualitative case studies • Supported and coached 34 Colorado nonprofits in running effective civic engagement programs • Provided administrative support, including: document editing, data management, creation of promotional material and newsletters, grant review, and special event planning 	
Emergency Response Team Program Coordinator	2007– 2009
Partnership for Youth	
<ul style="list-style-type: none"> • Oversaw a diverse team of 45 AmeriCorps members <ul style="list-style-type: none"> ○ Recruited and interviewed members, led trainings and orientations, provided support, supervision, and professional development for members ○ Built relationships with community organizations to develop service sites for members • Directed response and recovery activities following natural disasters throughout the Midwest <ul style="list-style-type: none"> ○ Built community coalitions of nonprofit agencies, residents, businesses, elected leaders, and government officials to assess and develop resources to meet long-term community needs 	

ADDITIONAL PROFESSIONAL EXPERIENCE

Development Associate	2015–2016
Clinica Tepeyac	
Program Assistant	2011–2013
University of Denver Honors Program	
Middle School Mentor	2006–2007
Partnership for Youth	

RELEVANT SKILLS

STATA & Excel	Program management	Elementary Spanish
Grant writing and management	Coalition development& facilitation	Program evaluation



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BAC-7678

Contact Information

Contact Name	Erin Burk-Leaver	Home Address	1177 Wabash Street
Preferred Phone	8024987791	Home City	Denver
Preferred Email	erinburk.leaver@gmail.com	Home State	CO
Other Phone		Home Zip	80220
Other Email	erinburk.leaver@gmail.com	County	Denver
DOB	[REDACTED]	Hispanic or Latino origin or Descent?	No
SSN	[REDACTED]	Race/Ethnicity	Caucasian
Gender	Female	Other Ethnicity	
Other Gender		Salutation	

Board Information

Board Name	Denver Commission on Aging	Other boards or commissions served	
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	Colorado Health Network, Inc.	Work Address	6260 East Colfax Avenue
Position	Aging Program Manager	Work City	Denver
Business Phone #	3039625336	Work State	CO
Work Email	erin.burk-leaver@coloradohealthnetwork.org	Work Zip	80220

Additional Information

Are you a registered voter?	Yes	Objection to appointment?	No
If so, what county?	Denver	Special Information	
Denver City Council District No	Unknown		

Education and General Qualifications

Name of High School	Stowe High School	Name of Graduate School	Case Western Reserve University
Location of High School	Stowe, Vermont	Location of Graduate School	Cleveland, Ohio
# of Years Attended High school	4	# of Years Attended Graduate School	4

Did you Graduate High School Yes

Did you Graduate Yes

Graduate Major Master's of Public Health & Bioethics

Name of College University of Vermont

Location of College Burlington, Vermont

of Years Attended College 4

Did you Graduate College Yes

Undergrad Major Microbiology & Molecular Genetics

Reference Details

Reference Name #1 Robin Fenley, PhD, MSW

Reference Email #1 robin.fenley@cuny.hunter.edu

Reference Phone #1 917-282-3063

Reference Address #1 223 Mountain View Avenue, Staten Island, NY 10314

Reference Name #2 Justine Sunshine, PhD

Reference Email #2 sunshine@harperlouise.com

Reference Phone #2 720-357-3705

Reference Address #2 6260 East Colfax Avenue, Denver, CO 80220

Reference Name #3 James Appleby, BS Pharm, MPH, ScD (Hon)

Reference Email #3 jappleby@geron.org

Reference Phone #3 1-202-587-2821

Reference Address #3 1220 L Street NW, Suite 901 Washington, DC 20005

Agree to a background check

Owner Romaine Pacheco

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Last Modified By Denver Integration, 10/21/2021 6:00 PM

Notes & Attachments

Erin Burk-Leaver_Personal Statement 2021_COA.pdf

EYBL Resume 2021_Current_COA.pdf

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Description

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September 16, 2021

To the Commission on Aging:

I am thrilled you've taken the time to review my resume and consider my professional future on the Commission on Aging. As someone who has dedicated my career to furthering the discourse around public health and aging – particularly in regards to marginalized communities – you'll find my experience is a varied base working towards a clear goal.

Perhaps my primary aptitude professionally is in recognizing the needs of the future. At Case Western Reserve University, my Master's thesis anticipated the need to prepare for a growing population of older people living with HIV (PLWH). Nearly a decade later, in my role as the Aging Programs Manager for the Colorado Health Network (CHN), I'm working to help Colorado's largest HIV/AIDS service organization catch up with this very issue. Concurrently, in my role as Director of Operations for the International Association of Gerontology and Geriatrics (IAGG), I've developed and organized our United Nations team in preparing a statement regarding the status of older communities in the face of climate change, all while reworking our organization's bylaws to reflect the necessary accommodations of a mid- and post-COVID world.

Additionally, I have always had a talent for finding the root of a problem; for example, one of my primary concerns at CHN is in promoting self-management of care among older PLWH. In studying traits common to those who struggle with self-managing care, I was not surprised to find that a common thread is low income, unstable housing, and food insecurity. As a result, I coordinated meetings between my team, CHN department leaders, and community partners to explore the integration of aging services into CHN's Client Services to properly address the unique challenges and needs of older PLWH. I believe that not only are these root-issue solutions a strong avenue for advancement, but that they are our best chance to achieve the larger-scale goals we set forth.

In each of my roles, from Program Coordinator for the Center for Elder Abuse Prevention at Jewish Senior Services in Fairfield, CT, to my current positions, I have developed, implemented, and championed innovative programs and policies designed to improve quality of life and encourage successful aging outcomes for those who need it most. Similarly, in each role I have expanded my responsibilities and purview to include establishing my organizations' own projects as well as opening communication to other institutions to both seek and provide guidance in the field; this includes the acquisition and recommendation of funding sources for our work.

At this point in my career, I'm both ready for, and passionate about, finding opportunities in which I can broaden my ability to help advance programs and policy that best fight the root issues presented to marginalized aging communities. With my developmental and leadership experience, I feel strongly that I am prepared to be an immediate asset to any team, and look forward to taking these next steps.

I appreciate your time and consideration, and would love to speak with you further about our shared goals soon.

Sincerely,



Erin Yvette Burk-Leaver, MPH, MA
She/her/hers

ERIN Y. BURK- LEAVER

PUBLIC HEALTH &
AGING PROGRAM
MANAGER

CONTACT

(802) 498-7791

1177 WABASH STREET

DENVER, CO 80220

ERINBURK.LEAVER@GMAIL.COM

PROFILE

Accomplished public health professional with broad experience in non-profit and academia. Impressive proficiencies in strategizing and implementing new and sustainable health care programs into the community setting - ensuring equitable access, effective service delivery and ongoing funding efforts. Strong dedication to facilitating the distribution of health information through effective communications, community and stakeholder partnerships, and strong leadership.

SKILLS & TRAININGS

- Strategic planning and implementation
- Program/project management, evaluation and improvement
- Revenue and growth planning
- Budgeting and fiscal management
- Grant writing and contract negotiations
- Client and community outreach
- Microsoft Office and Google Suite
- SHIP, HIPAA and Adult Mistreatment (CO and CT) trainings

EDUCATION

MASTER'S OF PUBLIC HEALTH

CASE WESTERN RESERVE UNIVERSITY | 2010 - 2013
HEALTH POLICY, MANAGEMENT AND ADMINISTRATION

MASTER'S OF BIOETHICS

CASE WESTERN RESERVE UNIVERSITY | 2009 - 2010
PUBLIC HEALTH RESEARCH ETHICS

BACHELOR'S OF SCIENCE

UNIVERSITY OF VERMONT | 2004 - 2008
MICROBIOLOGY AND MOLECULAR GENETICS

EXPERIENCE

AGING PROGRAMS MANAGER, DEPT. COMMUNITY ENGAGEMENT
COLORADO HEALTH NETWORK, INC. | DENVER, CO

JAN 2020 - PRESENT

- Strategically plans, manages and oversees all functions, operations and projects related to the Department of Community Engagement's Aging Programs, which serves more than 2,000 older People Living with HIV (PLWH) across Colorado at CHN's six regional offices. Programs and projects are procured through assessment of client and community needs.
- Manages the on-going design, implementation and evaluation of the pilot study, HealthWell (Healthy Aging with HIV Wellness Study), as well as provides effective technical assistance and consultation to the study, related to data collection, analysis and reporting protocols.
- Prepares periodic and ad-hoc reports regarding program and study activities and performance for submission to grant funders, CHN Executive Management and other specified entities.
- Acquires funding, with approximately \$350,000 in grants received - Denver Regional Council of Governments (DRCOG-\$225k multi-year) and Next Fifty Initiative (\$120k one-year) - in the first year of application, as well as identifying new potential funding sources.
- Spearheads public health initiatives and oversees the planning, development and implementation of geriatric screening programs for more effective care coordination and case management of older PLWH at the intra-departmental and organizational levels.
- Establishes and maintains organizational and community partnerships and communication pathways between the Aging Program and a wide range of stakeholders, including, but not limited to: providers, payers, policy-makers, educators, and program administrators.
- Develops program materials, position papers, policy documents and presentations for a range of internal and external audiences.

AFFILIATIONS

MEMBER
COLORADO PUBLIC HEALTH ASSOCIATION
JAN 2020-CURRENT

MEMBER
AMERICAN PUBLIC HEALTH ASSOCIATION
NOV 2017-CURRENT

MEMBER
GERONTOLOGICAL SOCIETY OF AMERICA
JAN 2017-CURRENT

PUBLICATIONS

Fenley, R., Burk-Leaver, E., IAGG NGO Representatives. (2020). Statement: The Impact of Climate Change on the Effective Enjoyment of Human Rights. United Nations Human Rights Office of the Commissioner.

Rowe, J.W., Burk-Leaver E., Levy N.A. (2019). The International Association of Gerontology and Geriatrics. In: Gu D., Dupre M. (eds) Encyclopedia of Gerontology and Population Aging. Springer, Cham

Kurkurina, E., Lama, S., Lange, B., Burk-Leaver, E., Monin, K., & Humphries, D. (2017). Screening for elder abuse: Exploring feasibility for use of the Elder Abuse Suspicion Index screening tool by law enforcement in the field. *Journal of Elder Abuse & Neglect*, 30:2, 103-126.

Kahana, E., Lee, J., Kahana, J., Goler, T., Kahana, B., Shick, S., Burk-Leaver, E. & Barnes, K. (2015). Childhood autism and proactive family coping: Intergenerational perspectives. *Journal of Intergenerational Relationships*, 13:2, 150-166.

Rivera, S., Burk-Leaver, E. (2012). Reconsidering privacy protections for research subjects in the age of self-disclosure. Paper presented at the annual conference for the Petrie-Flom Center for Health Law Policy, Biotechnology and Bioethics for the Harvard Law School, Boston, MA.

EXPERIENCE (CONT'D)

DIRECTOR OF OPERATIONS, IAGG
COLUMBIA UNIVERSITY MSPH | NEW YORK, NY
MAR 2019 - AUG 2021

- Managed a \$1.2 million budget, which covered operational expenses for the International Association of Gerontology & Geriatrics' (IAGG) five global regions – North America, South America, Europe, Africa and Asia/Oceania – and three program arms – Education & Training, Research and Policy and Advocacy.
- Managed agreements and reviewed contracts with international partners and for third-party initiatives and special projects (e.g. formalizing partnership applications with the World Health Organization, maintaining special consultative status with the United Nations' Council for Economic and Social Development, etc.).
- Developed, implemented and oversaw monitoring procedures, program evaluation and ensured accurate and timely reporting of IAGG's global regional and programmatic activities to the IAGG Headquarters in Liege, Belgium.
- Maintained familiarity with both IAGG and Columbia University policy and procedures, recommending courses of action beneficial to both institutions within the included financial and legal responsibilities and limitations.
- Coordinated worldwide offices for biennial conferences, in addition to executive meetings within various global regions.
- Developed correspondence and communication procedures for worldwide offices, as well as with outside partners and media, to reflect the mission of IAGG.

OPERATIONS OFFICER, IAGG
COLUMBIA UNIVERSITY MSPH | NEW YORK, NY
FEB 2017 - MAR 2019

- Established legal operations of IAGG in the United States – This required obtaining a legal Letter of Opinion describing IAGG in section 501(c) 6 of the Internal Revenue Code of 1986.
- Established marketing and communication plans, as well as content creation, fostering intra-organizational cohesion and engagement, as well as with organizational partners, around the world.
- Collaborated with the IAGG Executive Committee, Council Committee, organizational partners and members to ensure the successful marketing and delivery of IAGG's international activities, programs and membership with proactive international risk management.
- Managed day-to-day activities of IAGG, monitoring organizational milestones to ensure optimum efficiency and compliance with IAGG by-laws and specifications.
- Appointed as a provisional NGO-Designate at the United Nations (UN) Economic and Social Development Council to assist in the review of the Madrid Plan of Action on Ageing (MIPAA).

COMMUNITY SERVICE

VOLUNTEER GUIDE RUNNER
ACHILLES INTERNATIONAL - CO CHAPTER
MAY 2020-CURRENT

IAGG PROVISIONAL NGO-DESIGNATE
UNITED NATIONS ECO SOC - NYHQ, GVHQ
JAN 2018-CURRENT

VOLUNTEER GUIDE RUNNER
ACHILLES INTERNATIONAL - CT CHAPTER
JAN 2016-DEC 2019

REFERENCES

AVAILABLE UPON REQUEST

EXPERIENCE (CONT'D)

**PROGRAM COORDINATOR, CENTER FOR ELDER ABUSE
PREVENTION**
JEWISH SENIOR SERVICES | FAIRFIELD, CT
MAR 2015 - FEB 2017

- Spearheaded study in collaboration with the Yale University Epidemiology and Public Health School of Medicine, the Fairfield Police Department and the Bridgeport Center for Women and Families exploring the feasibility for use of the Elder Abuse Suspicion Index (EASI) screening tool by law enforcement officers in the field. This project was recognized during the American Public Health Association Annual Meeting in Denver, Colorado, where it was awarded the Retirement Research Foundation Master's Student Research Award. The study was published in a peer-reviewed academic journal - the Journal for Elder Abuse & Neglect.
- Assisted in the development of a statewide training for Connecticut-based financial agents and institutions. The mandatory training module provides general information about recognizing red flags that may indicate an at-risk older adult is being victimized and outlines state mandatory reporting requirements.
- Oversaw programmatic budgeting, planning, and goal-setting, identifying community needs and new initiatives.
- Assisted in grant writing, production and reporting, providing content and data required to comply with grant funding requirements and to solicit new funding streams.

**COMMUNITY ADVOCATE, CENTER FOR ELDER ABUSE
PREVENTION**
JEWISH SENIOR SERVICES | FAIRFIELD, CT
JULY 2013 - MAR 2015

- Led a review of best practices - nationwide - on elder mistreatment reporting models, standardized definitions, reporting metrics and mechanisms for effective data collection to assist in the promotion and coordination of elder mistreatment reporting and documentation among state and local government entities in Connecticut. Findings were distilled into a final report that addressed approaches to report findings, summary of findings and provided Connecticut's Commission on Aging with "Recommended Action" and "Anticipated Benefits". The report was used by the CT COA as a guideline for the State's efforts to improved best practices and response to elder abuse.
- Developed and facilitated semi-monthly in-services for aging professionals on various topics related to elder mistreatment, prevention and reporting - including "Reporting Elder Abuse", "Safety Planning for Older Adults", "Mistreatment of LGBT Older Adults", "Addiction & Substance Abuse in Older Adults."
- Coordinated and conducted community outreach and education on domestic and institutional elder mistreatment of older adults and prevention.