



CITY AND COUNTY OF DENVER

Privileged and Confidential Work Product

Michael B. Hancock
Mayor

To: Mayor Michael B. Hancock
From: Romaine Pacheco, Director
Date: August 10, 2022

BOARD: Denver Housing Authority

POC: David Nisivoccia

BACKGROUND:

Members: Nine
Terms: 5 Years
Confirmation: Yes

The Authority is responsible for developing, managing, and maintaining the low rent housing developments for families of low and moderate income and is also responsible for the hiring of the executive director.

RECOMMENDATIONS:

Charles Gilford III, Denver (M)(AA) to serve as a community member for a term expiring July 20, 2027, appointed;

Jamie Rife, Denver (F)(C) to serve as a member with expertise in housing for a term expiring July 20, 2027, appointed.

ACTION NEEDED:

☒

Appoint Gilford and Rife

☐

Please provide additional names to consider.



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BAC-8291

Contact Information

Contact Name	Charles Gilford	Home Address	6740 South Valleyhead Court
Preferred Phone	7206249095	Home City	Aurora
Preferred Email	charles.gilford@gmail.com	Home State	CO
Other Phone		Home Zip	80016
Other Email		County	Arapahoe
DOB		Hispanic or Latino origin or Descent?	No
SSN		Race/Ethnicity	African American
Gender	Male	Other Ethnicity	
Other Gender		Salutation	

Board Information

Board Name	Denver Housing Authority	Other boards or commissions served	
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	Amazon	Work Address	1515 Wynkoop St
Position	Corporate Talent and DEI	Work City	Denver
Business Phone #	7206249095	Work State	CO
Work Email		Work Zip	80202

Additional Information

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

Education and General Qualifications

Name of High School	Grandview High School	Name of Graduate School	
Location of High School	Aurora, CO	Location of Graduate School	
# of Years Attended High school	4	# of Years Attended Graduate School	
Did you Graduate	Yes	Did you Graduate	

High School

Graduate Major

Name of College University of Colorado Boulder
Location of College Boulder
of Years Attended College 5
Did you Graduate College Yes
Undergrad Major Business Management

Reference Details

Reference Name #1	Mayor Michael Hancock	Reference Email #1	michael.hancock@denvergov.org
Reference Phone #1	Able To Provide Directly	Reference Address #1	1437 Bannock Street Denver, CO 80247
Reference Name #2	Alan Salazar	Reference Email #2	alan.salazar@denvergov.org
Reference Phone #2	Able To Provide Directly	Reference Address #2	1437 Bannock Street Denver, CO 80247
Reference Name #3	Britta Fisher	Reference Email #3	britta.fisher@denvergov.org
Reference Phone #3	Able To Provide Directly	Reference Address #3	1437 Bannock Street Denver, CO 80247
Agree to a background check	✓		
Owner	Romaine Pacheco	Created By	Denver Integration, 7/27/2022 1:11 PM
		Last Modified By	Denver Integration, 7/27/2022 1:11 PM

Notes & Attachments

Charles S Gilford Resume 2022.pdf

Type Attachment

Last Modified Denver Integration

Description

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CHARLES S. GILFORD III

Strategic • Visionary • Executor • Relational • Analytical • Community Builder

720.624.9095

charles.gilford@gmail.com



<https://www.linkedin.com/in/charlesgilfordiii/>



Aurora, Colorado 80016



Results oriented leader with over 10 years of progressively responsible experience in the private sector and public administration responsibilities in local and county government. Demonstrated proficiency in policy, leading teams, coordinating multiple programs, creating consensus, leading major projects, driving operational efficiency, influencing key leaders/stakeholders, driving measurable results, maximizing limited resources, and navigating tumultuous political climates. Highly skilled in, and committed to, vision casting, economic development, bridge building, systematic inclusion, and operational excellence.

COMMUNITY LEADERSHIP ENGAGEMENT

Organization	Role	Timing
University of Colorado Boulder, Center for Leadership	<u>Member, Board of Advisors</u>	2020- Present
Mayor of Denver's Faith Council	<u>Chair</u>	2020 - Present
City of Aurora Commissioner	<u>Chair, Human Relations Commission</u>	2017 - Present
Colorado Juvenile Justice & Delinquency Prevention Commission	<u>Gubernatorial Appointment</u>	2020 - Present
Judicial Performance Commission	<u>Representative of Education</u>	
Cherry Creek Schools Foundation	<u>Gubernatorial Appointment</u>	2022 - Present
National Urban League Young Professionals	<u>Member, Board of Directors</u>	2017 - Present
Denver Urban League Young Professionals	<u>Western Region Vice President</u>	2017 - Present
Denver African American Philanthropists	<u>Denver Chapter President</u>	2013 - 2018
Denver Metro Chamber of Commerce Leadership Denver	<u>Member</u>	2013 - Present
	<u>Alumni</u>	2015

PROFESSIONAL EXPERIENCE

Organization	Role	Timing	Responsibilities
City and County of Denver Denver, CO	Director of Regional Affairs	August 2021- Present	- Directs an organization's policies and objectives involving local, state, and federal government affairs in coordination and on behalf of City and County of Denver. - Drive major projects in the City and County of Denver such as but not limited to: Prompt Pay impacting \$3.65B, COVID 19 Shelter Operations, Faith Council, City Council Relations, and the Regional Compact for Youth Violence Prevention. - Maintains and nurtures the relationships with government, associated authorities, county commissioners, City Council members, Senators, House of Representatives, and all committees, legislatively represents and protects organization interest. - Assists in establishment of corporate strategies, policies and plans which align with government laws, regulations, and standards. - Leads analysis of proposed legislative actions, determines the potential impact on the organization and develops appropriate responses. - Monitors legislative and regulatory activities, promotes company market position. - Deep knowledge of the managed sub-function and solid knowledge of overall City and County of Denver.

City and County of Denver Denver, CO	Deputy Director Council Relations and Special Projects	January 2021 – August 2021	- Lead major citywide projects including: Citywide Prompt Pay Ordinance reducing multimillion-dollar inefficiencies in \$3.45B Capital Expenditures, invoices, and development projects with a focus on key construction and development projects to ensure economic recovery success in the City and County of Denver - Facilitate Internal and external communications throughout all levels of the organization and conduct meetings with department heads and external key stakeholders. - Creates, releases, and constructs policy and operations for departments in the City and County of Denver - Drive and monitor strategic projects supporting city-wide small businesses, particularly MWBE (minority and women owned) equity goals in contracting, procurement, operations, and community services - In partnership with Legislative team, develop and implement strategic City Council engagement plan for Mayor and key members of staff - Advise Mayor on policy matters, the community implications therein, and paths forward - Executive Sponsor for cross-functional Program Inventory Initiative evaluating multimillion dollar budgets of Parks and Recreation, Department of Transportation, Public Safety, and other key departments to shift from line-item budgeting into programmatic based budgeting resulting in a 13% reduction of duplicative costs citywide across a \$2.5B budget - Consult with city leaders on key issues in community; organized faith leaders to address social issues including but not limited to safety and unhoused neighbors. - Represented the Mayor's Office and various departments to City Council and served as a liaison to various civic and governmental organizations and committees - Strategic, equity, policy, and operations leader for Mayor's Office - Partner with the Denver Economic Development and Opportunity's BEIT Program which identifies Minority owned business subcontractors and partners them with prime contractors in a mentoring/development program
City and County of Denver Denver, CO	Senior Advisor to the Mayor	Apr 2020 – January 2021	- Project management engagement with Executive Directors, driving completion of all phases, aligned with strategic direction - Represent as liaison/extension of COO; Advise/counsel on operational matters and implement changes - Serve as an inter-department point of contact to organize / facilitate activities for multiple business units - Drive / support key projects, i.e., D580 ordinance review and Program Inventory Initiative
City and County of Denver Denver, CO	Executive Assistant to Chief Operating Officer	Nov 2019 – Apr 2020	- Managed operations, multiple departments, long-term planning, and staff of multi-million-dollar non-profit organization - Created, developed, and executed on strategic plans and financial initiatives, directed personnel, and led labor relations w/25 direct reports - Advised leadership CEO on organizational policy matters - Recommended and implemented changes resulting in 20% reduction of redundant workforce while enhancing efficiency - Established review protocols to standardize processes increasing quality and organizational performance while mitigating legal and liability risk

PROFESSIONAL EXPERIENCE

Organization	Role	Timing	Responsibilities
The Potter's House of Denver Denver, CO	Chief of Staff	Feb 2018 – Nov 2019	- Managed operations, multiple departments, long-term planning, and staff of multi-million-dollar non-profit organization - Created, developed, and executed on strategic plans and financial initiatives, directed personnel, and led labor relations w/25 direct reports - Advised leadership CEO on organizational policy matters - Recommended and implemented changes resulting in 20% reduction of redundant workforce while enhancing efficiency - Established review protocols to standardize processes increasing quality and organizational performance while mitigating legal and liability risk

PROFESSIONAL EXPERIENCE

- | | | | |
|-------------------------------------|--|------------------------|---|
| COMCAST
Centennial, CO | West Division
Recruiting
Business
Partner | Dec 2016 –
Feb 2018 | <ul style="list-style-type: none"> Managed all aspects of high-volume recruitment processes & operations for 4 call centers across 4 states including: requisition creation, sourcing, screening, pre-employment, pay negotiation, and employment offers for +1,500 candidates annually Collaborated on development of operational playbook for use across the division footprint influencing a hiring increase of 35%-50% Built candidate pipeline through training, strategic recruiting efforts, partnerships, & enhanced employee referral program while maintaining compliance and enhancing effectiveness Supported budget development, goals, and determination of key KPIs Tracked and reported hiring / churn costs, diversity metrics, & ad hoc data |
| COMCAST
Centennial, CO | Recruiting
Operations
Coordinator | Jan 2015 –
Dec 2018 | <ul style="list-style-type: none"> Partnered w/ managers, business leaders, & 3rd party vendors to develop and plan; fiscal year hiring strategies, events and logistics; conducted hundreds of interviews for multiple roles using Hire Right practices & behavioral interviewing techniques to support \$430,400.00 in revenue Compiled weekly reports to Senior Executives, Business Partners, & 3rd party vendors on hiring health across 9 Call Centers |
| COMCAST
Greenwood
Village, CO | HR Shared
Services
Representative | July 2013-Jan
2015 | <ul style="list-style-type: none"> Audited 1000+ employees file information for additional hire processes & transactions per month in Excel using v-lookup formulas & pivot tables with data pulled from SAP; reported those findings to the team, HR Managers, Directors, & Vice- Presidents. Executed on-boarding processes for 500+ employees per month: coordinated with staffing centers & field managers to ensure and verify identification and authorization to work in the US. Generated 100+ reports per month for employee unemployment requests via SAP; researched case details and report documents and other content to unemployment agency; transacted 200+ Change In Pay (CiP), In Line Promotion (ILP), & other compensation transactions in SAP. |

EDUCATION

University of Colorado at Boulder, Leeds School of Business,
B.S. Business Mgmt.; HR Concentration Pre-Law

TOP SKILLS

Leadership
Strategic Planning
Recruiting
Org Development
Public Speaking

Diversity & Inclusion
Community Partnerships
Innovation
Consulting
Networking



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BAC-8245

Contact Information

Contact Name	Jamie Rife	Home Address	1826 Irving St, Unit 8
Preferred Phone	720-512-8253	Home City	DENVER
Preferred Email	jamie.rife@mdhi.org	Home State	CO
Other Phone		Home Zip	80204
Other Email		County	Denver
DOB		Hispanic or Latino origin or Descent?	No
SSN		Race/Ethnicity	Caucasian
Gender	Female	Other Ethnicity	
Other Gender		Salutation	Dr.

Board Information

Board Name	Denver Housing Authority	Other boards or commissions served	
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	Metro Denver Homeless Initiative	Work Address	711 Park Ave W Suite 320
Position	Executive Director	Work City	Denver
Business Phone #	(303) 295-1772	Work State	CO
Work Email	jamie.rife@mdhl.org	Work Zip	80205

Additional Information

Are you a registered voter?	Yes	Objection to appointment?	No
If so, what county?	Denver	Special Information	
Denver City Council District No	1		

Education and General Qualifications

Name of High School	Tioga Central	Name of Graduate School	University of Georgia/Liberty University
Location of High School	Tioga Center, NY	Location of Graduate School	Athens, GA/Lynchburg, VA
# of Years Attended High school	4	# of Years Attended Graduate School	6
Did you Graduate	Yes	Did you Graduate	Yes

High School

Graduate Major M.Ed.-Administration and Policy;
Doctorate - Educational Leadership

Name of College SUNY Cortland
Location of College Cortland, NY
of Years Attended College 4
Did you Graduate College Yes
Undergrad Major Spanish/Sociology (Dual Major)

Reference Details

Reference Name #1 Britta Fisher Reference Email #1 britta.fisher@denvergov.org
Reference Phone #1 720-275-9410 Reference Address #1

Reference Name #2 Melanie Lewis-Dickerson Reference Email #2 mlewisdickerson@community.solutions
Reference Phone #2 303-888-7967 Reference Address #2

Reference Name #3 Don Burnes Reference Email #3 donwburnes@gmail.com
Reference Phone #3 303-927-7562 Reference Address #3

Agree to a background check ☒

Owner Romaine Pacheco

Created By Denver Integration, 6/24/2022 8:54 AM
Last Modified By Denver Integration, 6/24/2022 8:54 AM

Notes & Attachments

Jamie Rife_Resume_Summer2022.pdf

Type Attachment

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Description

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Dr. Jamie Rife

1826 Irving St. #8 Denver, CO 80206
720-512-8253 | Jamie.rife@mdhi.org

CAREER PROFILE

- Knowledgeable professional with extensive background in homelessness research and policy, homeless education, federal grant management, communications, and development
- Skilled change leader with experience in leadership and organizational growth management

EDUCATION

Liberty University

Lynchburg, VA

Ed.D., Educational Leadership

2015

- Coursework focused on organizational administration and successful leadership practices
- Dissertation research examined university attrition rates and causes, and the effects of course delivery models on student academic achievement and engagement as a means of retention

The University of Georgia

Athens, GA

M.Ed., Educational Administration and Policy

2008

- Developed an understanding of law and policy as well as all aspects of organizational leadership

State University of New York College at Cortland

Cortland, NY

B.A., Dual Major, Spanish and Sociology

2000

- Magna Cum Laude
- Founding member of first national online magazine published by a university
- Studied abroad at El Centro Bilingüe in Cuernavaca, Mexico and lived independently in Central Mexico upon completion of studies

EXPERIENCE

Metro Denver Homeless Initiative

Executive Director

Feb 2022-Present

- Promotes a clear and actionable understanding of how to end homelessness throughout the region
- Advances partnerships and collaboration to increase housing opportunities and services
- Uses data to address inequity, guide decision making, allocate resources, and improve accountability
- Provides courageous leadership that includes input from people experiencing homelessness and honors the organization's commitment to ending homelessness.

Director of Communications and Development**2020-2022**

- Oversaw strategic initiatives throughout the region in an effort to create an equitable homelessness response including the Regional Convening on Homelessness, elected official involvement in Built for Zero, and funder alignment
- Created awareness and support on the issue of homelessness through communications such as the State of Homelessness report, public relations, community partnerships, and social media
- Formulated strategies to diversify organizational funding, generating \$2.5M in additional private funding

Purposity**Denver, CO****COO, Co-founder****2015-2020**

- Served as head of operations and founding member for a nonprofit technology platform aimed at crowdfunding the needs of individuals experiencing poverty and homelessness as identified by nonprofit and school system partners
- Managed national scale for the organization, growing it from a small pilot to over 50 cities across the country and an international pilot in Australia
- Oversaw strategic communications and marketing strategies for organization as well as managed funder, donor, school system, and nonprofit relationships
- Identified and implemented app features based on user-centered design practices

Colorado Department of Education**Denver, CO****State Coordinator for the Education of Homeless Children and Youth****2016-2017**

- Coordinated support and oversaw federal funding for students experiencing homelessness throughout the state of Colorado
- Provided technical assistance to school districts in Colorado on evidence-based practices for supporting the academic achievement for children and youth experiencing homelessness
- Created state and local partnerships to address the needs of the whole child for students served through the McKinney-Vento Homeless Education program

Forsyth County Schools**Forsyth County, GA****Title III Director****2015 – 2016**

- Served marginalized student populations as district coordinator for ESOL, Homeless Education, Migrant Education as well as World Languages overseeing 150+ educators and overseeing \$3M+ in federal grants
- Analyzed district, school and student data to plan and deliver standards-based professional learning for teachers, administrators, and district staff on evidence-based practices for closing the achievement gap for student subgroups served
- Secured and administered federal grants supporting educational initiatives for economically disadvantaged students, McKinney-Vento, and English Learners (ELs)

Homeless Education Liaison**2014-2015**

- Assured school enrollment, academic stability, and support to close the achievement gap for 620 identified students experiencing homelessness in district

- Provided stability for families experiencing homelessness by assisting in the creation of Family Promise of Forsyth, first family shelter in Forsyth County

Graduation Coach

2012 – 2014

- Met specific educational needs of students through coordination of 504 plans, Student Support Teams, targeted attendance strategies, and activities for increasing parent engagement while coordinating schoolwide professional learning opportunities aimed at enhancing instructional practices

Spanish Teacher, Department Chair

2004 – 2012

- Served in leadership role as Department Chair, maintained school website and social media accounts, authored district curriculum, mentored new teachers, and provided ongoing professional learning to staff

PUBLICATIONS & PRESENTATIONS

- 2021: Presentation, American Public Health Association National Conference
- 2021: Presentation, Housing Colorado Conference
- 2020: Co-author, Journeys out of Homelessness: The Voices of Lived Experience, Lynne Rienner Publishers
- 2020: Report, The State of Homelessness 2020
- 2020: Keynote Address, The National Association for the Education of Homeless Children and Youth National Conference
- 2020: Speaker, California Legislature Conference on Homelessness
- 2018: Keynote Address, The Georgia Department of Education Homeless Education Conference
- 2018, 2019: Keynote Address, The Idaho Department of Education Family and Community Engagement Conference
- 2018: Presentation, Housing First Partners Conference
- 2017: Presentation, The National Dropout Prevention Conference
- 2017, 2018, 2019: Presentation, The National Association for the Education of Homeless Children and Youth
- 2017: Presentation, National Dropout Prevention Conference

OTHER RELEVANT EXPERIENCE & VOLUNTEERISM

- 2016-2022: Executive Board Member & Treasurer, National Association for the Education of Homeless Children and Youth (NAEHYC)
- 2020-Harvard Kennedy School Executive Education, Performance Measurement for Effective of Nonprofit Organizations
- 2018-Present: Mentor, Denver Kids
- 2016- 2019: Board Member, The Metro Denver Homeless Initiative
- 2017-2019: Member, The Continuum of Care Statewide Collaborative