

CITY AND COUNTY OF DENVER

PRIVILEGED AND CONFIDENTIAL WORK PRODUCT



Michael B. Hancock
Mayor

To: Mayor Michael B. Hancock
From: Romaine Pacheco, Director
Date: May 24, 2023

BOARD: Denver Immigrant and Refugee Commission

STAFF: Tsigereda Feseha

BACKGROUND:

Members – Up to 21
Terms – 2 Years
Confirmation- Yes

The mission of Immigrant and Refugee Commission is to collaborate and partner with Denver's immigrant and refugee communities and to identify and address mutual community challenges and opportunities.

RECOMMENDATIONS:

Deborah Yim, Denver (F)(Asian) for a term expiring April 15, 2026, reappointed;

Tony Lemus, Littleton (M)(Two or More Races) for a term expiring April 15, 2026, reappointed;

Ola Kukoyi, Aurora, (F)(AA) for a term expiring April 15, 2026, reappointed;

Karimme Quintana, Denver (F)(H) for a term expiring April 15, 2026, reappointed.

ACTION NEEDED:

Reappoint Yim, Lemus, Kukoyi and Quintana

Please provide additional candidates to consider.



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BAC-8963

Contact Information

Contact Name	Karimme Quintana	Home Address	850 S Irving st
Preferred Phone	720-377-4330	Home City	Denver
Preferred Email	kquintana75@gmail.com	Home State	CO
Other Phone		Home Zip	80219
Other Email	kquintana75@gmail.com	County	USA
DOB	[REDACTED]	Hispanic or Latino origin or Descant?	
SSN	[REDACTED]	Race/Ethnicity	Hispanic
Gender	Female	Other Ethnicity	
Other Gender		Salutation	Ms.

Board Information

Board Name	Denver Immigrant & Refugee Commission	Other boards or commissions served	
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	Una Mano Una Esperanza	Work Address	1000 S. Lowell Bld
Position	Navegadora	Work City	Denver
Business Phone #	303-910-8647	Work State	CO
Work Email	rosaunamanounaesperanza@gmail.com	Work Zip	80219

Additional Information

Are you a registered voter?	Yes	Objection to appointment?	No
If so, what county?	Denver	Special Information	
Denver City Council District No	3		

Education and General Qualifications

Name of High School		Name of Graduate School	
Location of High School	Mexico	Location of Graduate School	
# of Years Attended High school	4	# of Years Attended Graduate School	

Did you Graduate High School Yes

Did you Graduate

Graduate Major

Name of College

Location of College Mexico

of Years Attended College 2

Did you Graduate College No

Undergrad Major

Reference Details

Reference Name #1 Rosa Marie Vergil Garcia

Reference Email #1 rosaunamanounaesperanza@gmail.com

Reference Phone #1 303-910-8847

Reference Address #1

Reference Name #2 Marisol Valencia

Reference Email #2

Reference Phone #2 720-304-5942

Reference Address #2

Reference Name #3 Lidia Prado

Reference Email #3

Reference Phone #3 720-220-0185

Reference Address #3

Agree to a background check

Owner Romaine Pacheco

Created By Denver Integration, 5/16/2023 7:28 PM

Last Modified By Denver Integration, 5/16/2023 7:28 PM

Notes & Attachments

Quintana Resume 02.2022.pdf

Type Attachment

Last Modified Denver Integration

Description

[View file](#)

M Karimme Quintana

850 S Irving St | Denver, CO 80219 | 720 377-4330 | kquintana75@gmail.com

Self-driven, hardworking, motivated, very close relationship with local immigrant and refugee communities, career focused with a positive outlook and a clear focus on the job requirements. Great manager and team player.

Experience

Community Public Health Educator and Outreach | LIFESPAN LOCAL 2021-Present

- Attend clinics and community events to educate people about COVID, answer questions and help people sign up for appointments
- Call people after their appointments to help them with any additional questions
- Go door-to-door to inform residents about new community center and public library
- People told me that they are thankful because I help them feel well-informed

Promotora | CULTIVANDO at Westminster 2016-2017

- As part of GOCO, worked at local rec center to organize physical activities for 10-15 children every day
- For example: Led yoga classes, Zumba classes, and kayak classes

Promotora |RE:VISION 2017

- Taught community classes on how to grow a garden
- Called and visited families every month to see their progress
- Families said that they and their children ate more vegetables because of the program

Kitchen Manager| Denver Public Schools 2009-2014

- Responsible for team members that created and served hot meals to over 800 students
- Trained employees on everyday duties such as food preparation, housekeeping, safety, food management, balancing of cash registers
- Managed inventory, computer input, cash handling, system knowledge and various other duties
- Built good relationships with students and reduced behavioral problems compared to previous years
- Coordinated free and reduced lunch

Manager | McDonalds 1995-2008

- Responsible for team members that created and served hot meals to customers
- Organized schedules, trained new team members, and made sure food quality was consistent

Education

CITY AND COUNTY OF DENVER

DHS Navigator Training 1.0 06.2021

SNAP Community Civil Rights 10.2021

SNAP PEAS Partners Engaging in Application Services 10.2021

COMMUNITY COLLEGE OF DENVER (CCD)

M Karimme Quintana

850 S Irving St | Denver, CO 80219 | 720 377-4330 | kquintana75@gmail.com

ESL and Basic Studies 2014-Present

UNIVERSIDAD DEL BAJIO (UBAC)- Leon, Guanajuato MX

Media Arts 1992-1995

COLEGIO GUANAJUATO

High School Diploma 1980-1992

Leadership

-Board Member, ELA-DAC Parent of DPS, 2014 - Present

-Board Member, HEALTHY KIDS, 2014 - Present

-Commissioner, Denver Immigrant & Refugee Commission, 2020 - Present

-Volunteer Promotora. Re:Vision, 2013 - present

-Volunteer, Keep High School, 2021 - Present, and Kepner Beacon Middle School, 2018 - Present

-Teacher, El Refugio Seventh-Day Adventist Church (teaching the kids in the Ministerio de niños y adolescente), 2005 - Present

References

Maritza Gutierrez, Cultivando, 303-917-4797

Patty Grado, Cultivando, 720-270-1831

Rosa Verjil, Una Mano Una Esperanza, 303-910-8647

Polita Gomez, MSLA School, 720-424-1310

Carrie Cisneros, DPS, 720-423-2356

Daniel Dominguez, Growing Home, 720-705-6048

M Karimme Quintana

850 S Irving St| Denver, CO 80219 |720 377-1330 | kquintana75@gmail.com

Re: Hunger Free Colorado; Community Organizer

Dear Hiring Manager:

I'm seeking advancement in my career as Community Organizer. I am interested in the posting for Hunger Free Colorado. I have the good work ethic and knowledge to successfully working on this position.

After almost three years of constant learning and improvement, I want to further my career by becoming a Community Organizer. Previously having worked at different organizations like LIFESPAN Local, Re:Vision ,Cultivando, Growing Home, GOCO, DPS, I have the knowledge and experience it takes as well as the confidence that I am a great candidate for this position.

I believe I am different than others and would do well in this position because I truly care about and love what I do. I am reliable and honest, I also strive to provide great customer service. I LOVE MY COMMUNITY and the NATURE serve and help.

I appreciate your consideration and I hope to hear from you for interview.

Sincerely,
M Karimme Quintana.



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BAC-8771

Contact Information

Contact Name	Ola Kukoyi	Home Address	20139, E. Doane Drive
Preferred Phone	303-519-9220	Home City	Aurora
Preferred Email	ola.kukoyi@denvergov.org	Home State	CO
Other Phone		Home Zip	80013
Other Email	olakukoyi98@gmail.com	County	Arapahoe
DOB	[REDACTED]	Hispanic or Latino origin or Descent?	No
SSN	[REDACTED]	Race/Ethnicity	African American
Gender	Female	Other Ethnicity	
Other Gender		Salutation	Mrs.

Board Information

Board Name	Denver Immigrant & Refugee Commission	Other boards or commissions served	
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	City and County of Denver	Work Address	1200 Federal Blvd
Position	Administrator	Work City	Denver
Business Phone #	303-514-2839	Work State	CO
Work Email	ola.kukoyi@denvergov.org	Work Zip	80204

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	Federal School of Arts and Science	Name of Graduate School	University of Colorado-Colorado School of Public Health
Location of High School	Nigeria	Location of Graduate School	Aurora-Colorado
# of Years Attended High school	5	# of Years Attended Graduate School	4

Did you Graduate High School Yes

Did you Graduate Yes

Graduate Major Public Health

Name of College University of Portharcourt

Location of College Nigeria

of Years Attended College 4

Did you Graduate College Yes

Undergrad Major Sociology

Reference Details

Reference Name #1 Kris Clark

Reference Email #1 kris9352@msn.com

Reference Phone #1 303-718-7029

Reference Address #1

Reference Name #2 Alice Soramekun

Reference Email #2 alica@lkrx.com

Reference Phone #2 303-246-5013

Reference Address #2 19173 E. Lasalle Place, Aurora CO 80013

Reference Name #3 Vera Idam

Reference Email #3 afrikdlgest@gmail.com

Reference Phone #3 720-775-3477

Reference Address #3 15055 E. Louisiana Dr. Unit B, Aurora 80012

Agree to a background check

Owner Romalne Pacheco

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Last Modified By Denver Integration, 3/14/2023 5:39 PM

Notes & Attachments

Ola's Curriculum Vitae (CV).pdf

Type Attachment

Last Modified Denver Integration

Description

[View file](#)

Ola. A. Kukoyi, MS, MPH

♦ olakukoyi98@gmail.com ♦ 303-519-9220 ♦ Aurora CO ♦ <https://www.linkedin.com/in/ola-kukoyi-a4191276/>

PROFESSIONAL SUMMARY

Highly competent Administrator with a demonstrated history of developing community outreach programs to promote immigrant and refugee policies. Accomplished Administrator with extensive knowledge of coordinating partner agencies and coalitions that are focused on diversity and equity initiatives.

Core Competencies

Data Analysis	Excellent Government Relations	Stakeholder Involvement	Leadership/Supervisory
Diversity and Equity Initiatives	Multi-Lingual/Cultural Competences	Strong Written and Verbal Communication	Public Speaking
Public Sector Engagement	Community Engagement	Project/Program Management	Advocacy

Professional Experience

City and County of Denver

Administrator

10/22 to Present

- Serves as a Subject Matter Expert (SME), resource databank, and referral point/One-Stop operation in New American issues.
- Creates awareness and expands the New Americans' focus across the agency and in the community.
- Documents standard work and best practices to support all stakeholders; collaborate with internal and external partners to develop rigorous, data-driven strategic and operational processes with a focus on learning and driving outreach and decision making.
- Develops and implements overall division and department strategy, in alignment with Denver Human Services (DHS) mission and vision, to ensure effective engagement, outreach, protection, and service provision to New Americans communities.
- Acts as a strategic advisor, overseeing the internal analysis and operationalization of city, state and federal immigrant and refugee policies, procedures, and protocols, and implement culturally responsive programs and initiatives.
- Collaborates with DHS staff (Outreach Case Coordinators, Complex Care Team, Prevention, etc.) and benefits providers to identify and address barriers to access to services for New American populations, centering the DHS Human Together Strategic Plan and Value Sphere.
- Performs regular in-person community outreach; hosts and attends events and convenings to educate, learn, promote, support, and engage with New American communities, providers, and other stakeholders (both local, state, and national).
- Builds relationships with other county, city offices, state, and national offices serving immigrants and refugees across the State of Colorado and beyond; to activate best practices and promote innovative strategies that advance the intentional support, acclimation, and integration of these New Americans into the Denver community.
- Represents DHS at stakeholder meetings and makes presentations to boards, commissions, committees, cohorts, and other professional and community convenings pertaining to New American communities

City and County of Denver

Program Administrator

07/2021-10/22

- Served as the Subject Matter Expert (SME) and go to person for Denver Economic Development and Opportunity (DED0) regarding the New American Integration (i.e., Immigrants and Refugees) programming.
- Conducted research and outreach to all state and government agencies, community-based organizations and non-profits that support or provide services to New Americans
- Experience in addressing immigration and refugee policy issues, work closely with Resettlement Agencies (RAs) to provide services resulting in the successful integration of the New Americans into the American society
- Ability to develop and analyze data, trends, resource directory, trainings, that will result in the creation of program outreach activities utilizing SMART (i.e., Specific, Measurable, Achievable, Realistic and Time-

bound) objectives to achieve program outcomes in the Immigrant and Refugee communities.

- Collaborated with immigrant and refugee service agencies both federal, local, and state to provide relevant services, support, and resources to New American communities.
- Experience working and networking with community leaders and stakeholders serving immigrant and refugee communities in Denver.
- Took the lead in promoting and implementing Justice, Equity, Diversity, and Inclusion (JEDI) information and policies across all divisions in the department.
- Ability to use multilingual skills to embrace and celebrate multicultural, diversity and values of immigrant and refugee communities residing in the Denver Metro Area.
- Identified, partner agencies, and conduct research on local and international donor agencies with the main purpose of obtaining funding streams for the New Americans program resulting in the award of \$120,000 to Spring Institute for Intercultural Learning by Colorado Workforce Development Council. It was a successful collaborative effort.
- Responsible for partnering with local and community health organizations, state agencies and pharmacies to facilitate, participate and provide resources during COVID-19 Vaccination Equity Events.
- As DEDO's Wellness Champion, promotes Healthy Eating and Active Living" (HEAL) via the city's Vitality program resulting in DEDO being among the top five (5) healthiest departments in the city.

City and County of Denver

Program Administrator

07/2016-06/2021

- Served as Subject Matter Expert (SME) expert to Trade Adjustment Assistance (TAA) eligible job seekers and partner agencies/stakeholders within the Denver Metro communities and neighborhoods.
- Provided leadership and vision to the Trade Adjustment Assistance (TAA) program operations utilizing management tool such as Key Performance Indicators (KPIs).
- Communicated with internal and external stakeholders such as Denver Economic Development and Opportunity, service providers, TAA State office and United States Department of Labor.
- Researched and analyze program operations to ensure that they follow pertinent laws, rules and regulations which resulted in percentage increase in program compliance.
- Recommended the development or modification of program guidelines, policies and best practices which has effectively increased program quality management.
- Undertook community outreach by meeting with stakeholders such as service providers, officials and other agencies for program management, assurance, and improvement. Providing training funds approved by the State office to eligible clients enrolled in vocational schools/businesses and colleges resulting in Vocational schools' enrollment increase and improving their quality of life.
- Experience with grant administration, budget administration, monitoring, compliance, and reporting of the TAA program.
- Provided input and expert insight for highly visible policy issues, define/frame issues, determine appropriate methods of approach, and conduct research and analysis of relevant data, including best practices, implementing innovations that increased program efficiency and program savings of more than eleven thousand dollars (\$11,000.00).
- Effective fiscal management of Training Authorization (TA) documents granted to customers and their training providers.
- Monitored continuous improvement of existing customers' training programs with various training providers.

Denver's Department of Environmental Health (DEH)

Intern 06/2015 -12/2015

- Conducted community and neighborhood outreach activities by identifying fifteen (15) key local community members in northeast and northwest Denver and performed key informant interviews with them.
- Assisted in planning and implementing the first Community Active Living Coalition (CALC) information session/event in Montebello with a total of seventeen (17) people in attendance.
- Assessed the Built Environment conditions in Montbello as an avenue to combat childhood obesity in this neighborhood. Measured and monitored the quality of the environment of the Montbello residents and provided suggestions that will ultimately result in the improvement of their quality of life and promote health equity in the neighborhood.
- Member of the Denver Environmental Health (DEH) team that successfully facilitated and partnered

with the Community Latino Leadership Advocacy and Research Organization (CLARO) to develop the Colorado Health Foundation's Request for Proposal (RFP) grant titled "Connecting Communities and Care Grant" for the sum of \$90,000. The RFP was awarded to the Community Latino Leadership Advocacy and Research Organization (CLARO) by the Colorado Health Foundation.

City and County of Denver Workforce Professional/Case Manager 10/2010-06/2016

- Researched and analyzed the Temporary Assistance to Needy Families (TANF) program policies and regulations on an ongoing basis which resulted in percentage increase in program quality and service delivery.
- Conducted an in-depth assessment of customer's total wellbeing including public health analyses to determine the nature of services that will be best suited to customer.
- Connected businesses to job seekers residing in underserved communities including refugees and immigrants via On-the-Job Trainings (OJTs) and Wage Subsidy programs resulting in the economic development of these communities and promote health equity.
- Assisted special populations such as Refugees, immigrants, TANF recipients, ex-felons, homeless families, and other underserved communities in job coaching and vocational training, which resulted in employment rate increase, economic empowerment and combating poverty as a public health issue.

City and County of Denver Targeted Assistance Grant (TAG) Navigator 01/2009-09/2010

- Administered and managed wage subsidy funds issued on behalf of customers to businesses for employment and retention purposes resulting in percentage increase of customer employment and promoting health equity in the Refugee communities.
- Consulted and counseled customers to resolve barriers to gainful employment and assist job seekers to use career building tools to enhance their career development and improve their quality of life.
- Collaborated with refugee service agencies such as Spring Institute for Intercultural Learning, Lutheran Family Services, Jewish Family Services, African Community Center, Somali African Organization and Colorado African Organization to provide much needed support and resources to immigrants and refugees.

City and County of Denver Staff Business Development Associate 06/2007 – 01/2009

- Consulted and counseled customers to resolve barriers to gainful employment and assist job seekers to use career building tools to enhance their career development.
- Provided professional career guidance to Denver residents, immigrants, and refugees, which included but not limited to creating employment plans, job placement and determining the eligibility of the workforce customers to federal funded programs.
- Collaborated with business partners or partner agency representatives in job placements and career advancements for customers.

Mental Health America of Colorado Education Coordinator

04/2005-08/2005

- Collaborated with partner agencies to promote behavioral health awareness in the community which resulted in establishing a committee for mental health awareness and counseling.
- Effectively communicated with a wide variety of stakeholders ranging from the management team, psychotherapists to persons living with behavioral health issues.
- Provided leadership and responsible for launching a research and information sharing committee on current trends in the behavioral health industry resulting in improvement in the quality of care given to persons living with behavioral health challenges.

American Red Cross AmeriCorps*VISTA Member

02/2004-02/2005

- Administered public presentations on Disaster Preparedness to underserved communities in the Denver Metro Area.
- Provided leadership and responsible for organizing and conducting trainings to various organizations on Disaster Preparedness through PowerPoint presentations which resulted in training over 200 people in 5 Denver Metro Areas and promoting community safety.
- Performed administrative duties such as disseminating Emergency Preparedness Resources and information to the Elderly communities in the Denver Metro Areas resulting in improving their quality of life.

Society for Women and AIDS in Africa, Nigeria Chapter (SWAAN)

National Public Relations Officer

07/2000-07/2003

- Member of the executive team responsible for writing and managing grants of \$100,000+ from international donors such as The Ford Foundation, MacArthur Foundation, United States Agency for International Development (USAID) and The Joint United Nations Program on HIV/AIDS.
- Partnered in supervising an office staff of five employees utilizing performance mentoring and problem-solving techniques resulting in employee performance rate increase.
- Developed grants and proposals for a wide variety of public health issues. Participated in the development of public health messages with subject matter experts and prepared relevant documents to connect public health information to target audiences.
- Provided leadership and facilitated the designing and implementation of Human Immunodeficiency Virus (HIV) intervention programs for both in and out of school youths which resulted in training 200+ youths in HIV prevention.
- Member of the Research and Analysis team that conducted an in-depth assessment of the HIV/AIDS situation in Lagos- Nigeria. (Funded by the United States Agency for International Development-USAID).

Education

- Master of Public Health (MPH)/ Community and Behavioral Health. University of Colorado, Denver, CO.
- Master of Science, Sociology. University of Lagos. Lagos, Nigeria.
- Bachelor of Science, Sociology. University of Port Harcourt. Port Harcourt, Nigeria.
- Certificate, Collective Leadership and Health Equity Center for Creative Leadership/Colorado Health Foundation
- Certificate, Project Management Professional. LeaderQuest Technical School. Englewood, CO.
- Certificate, Black Belt Training. Peak Academy/City and County of Denver. Denver, CO.

Accomplishments

- Awarded scholarship to make an HIV- related presentation at the X11 International AIDS Conference in Geneva, Switzerland by the Organizational Body of the International AIDS Conference and this resulted in disseminating HIV information to more than 300 attendees at the conference
- Successfully developed, implemented, and monitored Disaster Preparedness program for the elderly which resulted in training over 200 people in 5 Denver Metro areas
- Delivered a presentation on "Assessment of Built Environment and Active Transportation in a Community with Increased Health Disparities" at the 2016 Public Health in the Rockies Conference, Breckenridge Colorado.

Volunteer Experience

- Board member, Human Rights and Community Partnership-Advisory Board
- Commissioner, Denver's Immigrant and Refugee Commission (DIRC)
- Member, United Nations Association-United States of America (UNA-USA)
- Member, Global Citizenship, United Nations.
- Member, American Public Health Association (APHA)
- Executive Committee member, Yoruba Ni Colorado
- Board member-BLR Inc. www.blreidercare.org.
- Chair, Diversity Committee, Conservatory-Home Owners Association (HOA)
- CU Advocate, University of Colorado Alumni Association.
- Member, National Association for the Advancement of Colored People (NAACP)-Denver branch
- Member, Africans in Diaspora for Good Governance (ADGG)

Conferences/Webinars Attended/Presented

- Attended Civil Society Townhall with the President of the 77th Session of the UN General Assembly on 12/2/2023
- Attended the Skilled Immigrant Integration Program (SIIP) Convene, Washington DC, October 24th to 25th 2022.
- Attended and Participated at Global People's Assembly organized by UNA-USA from September 21st to 22nd 2022
- Attended "Welcoming Interactive Conference" Charlotte, North Carolina, May 17th to 20th 2022.
- Attended and Facilitated at the American Public Health Association (APHA) Conference held in Denver Colorado; October 24th to 27th 2021
- "Engaging Civil Society in this time of COVID19-Reflections and Lessons Learned. December 17th, 2020. (Virtual Conference organized by the Civil Society Unit, United Nations.)
- UN75 People's Forum for the UN We Need-Virtual Forum. May 14th -15th 2020
- 68th United Nations Civil Society Conference- "Building an Inclusive and Sustainable Cities and Communities in Salt Lake City, Utah. 26th to 28th August 2019
- Conference speaker@ the 2016 Public Health in the Rockies Conference "Moving Upstream, Data, Policy, Partnerships in Breckenridge Colorado September 14th-16th 2016.
- Poster presenter@ the 12th World AIDS Conference "Bridging the Gap" in Geneva Switzerland. June 26th to July 3rd, 1998



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BAC-8699

Contact Information

Contact Name	Tony Lemus	Home Address	8466 S Upham Way
Preferred Phone	7202035950	Home City	Littleton
Preferred Email	lemustony@gmail.com	Home State	CO
Other Phone		Home Zip	80128
Other Email		County	Jefferson
DOB	[REDACTED]	Hispanic or Latino origin or Descant?	Yes
SSN	[REDACTED]	Race/Ethnicity	Two or more races
Gender	Male	Other Ethnicity	
Other Gender		Salutation	

Board Information

Board Name	Denver Immigrant & Refugee Commission	Other boards or commissions served	Denver Immigrant Refugee Commission
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	The Savings Collaborative	Work Address	3700 Tennyson St.
Position	Head of Strategic Partnerships	Work City	Denver
Business Phone #	970-704-6736	Work State	CO
Work Email		Work Zip	80212

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		Name of Graduate School	
Location of High School		Location of Graduate School	
# of Years Attended High school		# of Years Attended Graduate School	

Did you Graduate
High School

Did you Graduate

Graduate Major

Name of College

Location of College

of Years Attended
College

Did you Graduate
College

Undergrad Major

Reference Details

Reference Name #1

Reference Email #1

Reference Phone #1

Reference Address #1

Reference Name #2

Reference Email #2

Reference Phone #2

Reference Address #2

Reference Name #3

Reference Email #3

Reference Phone #3

Reference Address #3

Agree to a
background check

Owner Romaine Pacheco

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Notes & Attachments

Tony Lemus - Resume.pdf

Type Attachment

Last Modified Denver Integration

Description

[View file](#)

TONY LEMUS

lemustony@gmail.com
8466 S Upham Way, Littleton, CO 80128
720.203.5950

KEY ASSETS

Multilingual: English / Spanish
Experience with: Strategic Planning ~ Program Management ~ Organizational Effectiveness ~ Employee Relations ~ Staff and Performance Management ~ Public Speaking ~ Budget Management ~ Grant Management ~ Fundraising ~ Volunteer Coordination

CAREER SUMMARY

Head of Strategic Partnerships – The Savings Collaborative, Denver, CO
Program Director – Centro Humanitario, Denver, CO
Capital Campaign Director - Waterstone Church, Littleton, CO
Dean of Students - Denver Seminary, Littleton, CO
National Latino Director / International Administrator - 2=1 Intl., Lakewood, CO
Academic Consulting Director - Guatemalan American Institute (IGA), Guatemala City, Guatemala
Non-Profit Organizational Consulting - Littleton, CO
Health and Wellness Coach - National Jewish Health, Denver, CO
Commercial Sales Producer – American Family Insurance

KEY SKILLS

- Effectively provide innovative and strategic leadership in non-profit environments.
- Proven ability to develop consensus among key internal and external decision-makers.
- Significant experience in community organizing and community change programs.
- Excellence in interpersonal and written and verbal communication skills, people skills, and collaborative environments.
- Strong relationship-builder, negotiator, and facilitator.

KEY ACHIEVEMENTS

- Designed and implemented a program of community promoters at Centro Humanitario which led to an increase of more than 300% in outreach to the immigrant Latino community and six times growth in its membership base.
- Organized and coordinated a team of 8 screeners at Centro Humanitario for the Left Behind Workers Fund, which allowed the organization to connect approximately 3,500 individuals to 3.5 million dollars during the Covid pandemic.
- Implemented training and developmental materials at Centro Humanitario, adapting the curriculum to diverse socioeconomic and cultural environments. Designed leadership training curriculum; created development system based on character principles, organizational core values, and ethnic/cultural profiles resulting in a steady growth of 85% more participants per year.

- Directed a \$1.5 million capital campaign at Waterstone Community Church with a budget of \$100,000; recruited volunteers; developed campaign vision, strategy, communications, and promotion; completed campaign within prescribed timeframe.
- At Denver Seminary, eliminated ineffective expenses and areas; productivity grew more than 20% annually, which prompted the department's budget to increase by more than \$150,000 and full-time staff positions to rise from two to six.
- Developed leaders in Denver Seminary's student body; fostered a cooperative work environment within student groups and minority communities; met several diversity-inclusive initiatives.
- Designed strategies to fulfill the growing demand for academic consultants in bilingual education; created a marketing program that increased the Academic Consulting Unit operations and reached sales goals by more than 300%.
- Restructured 2=1 operations in the Spanish/Portuguese-speaking communities in the U.S. Built a national team of regional leaders to oversee city and state operations, growing the existing territory from four to 17 states. Increased operations and revenues seven times initial levels.
- Directed and managed 2=1 operations in several countries; reorganized structures at the international level, creating a regional system of checks and balances. Implemented methods of evaluation and monitoring of the impact of culture-building systems. Increased efficiency, leadership, and revenue.
- Redesigned a consultant recruiting program at IGA; researched and developed a dynamic succession/staffing plan that determined promotional opportunities and recruiting needs. Translated into an annual growth rate of 70% in productivity and increased team members from six to 15.
- Supervised 2=1 translations of leadership training publications and education manuals into 33 languages and dialects.
- Developed volunteer bases and team-building events at Centro Humanitario, Denver Seminary, 2=1, and Waterstone Community Church. Programmed and monitored all volunteer assignments and assisted in all aspects of volunteer-led events.

EDUCATION / TRAINING

Law (JD equivalent), Rafael Landivar University, Guatemala City, Guatemala
 Public Policy and Public Administration (Certificate), Institute for Business Administration (INCAE Business School), Alajuela, Costa Rica
 Political Strategies (Certificate), Fu Hsing Kang College, Taiwan

VOLUNTEERING

Advisor, Stimulus Investment Advisory Commission for the City of Denver, Denver, CO
 Commissioner, Denver Immigrant & Refugee Commission for the City of Denver, Denver, CO
 Former Board Member, Doctors Care, Littleton, CO
 Former Board Member, Impact Orphans, Littleton, CO



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BAC-8783

Contact Information

Contact Name	Deborah Yim	Home Address	373 Grape Street
Preferred Phone	213-500-5999	Home City	Denver
Preferred Email	dyim@primeralaw.com	Home State	CO
Other Phone	720-239-2567	Home Zip	80220
Other Email	dyim98@gmail.com	County	Denver
DOB	[REDACTED]	Hispanic or Latino origin or Descent?	No
SSN	[REDACTED]	Race/Ethnicity	Asian
Gender	Female	Other Ethnicity	
Other Gender		Salutation	Ms.

Board Information

Board Name	Denver Immigrant & Refugee Commission	Other boards or commissions served	
Status	New	Resigned	
Term Start Date			
Term End Date			

Work Information

Employer	Primera Law Group	Work Address	1240 South Parker Road, Suite 103
Position	Managing Attorney	Work City	Denver
Business Phone #	720-239-2567	Work State	CO
Work Email	dyim@primeralaw.com	Work Zip	80231

Additional Information

Are you a registered voter?	Yes	Objection to appointment?	No
If so, what county?	Denver	Special Information	
Denver City Council District No	5		

Education and General Qualifications

Name of High School	Cal State L.A. Early Entrance Program (skipped high school)	Name of Graduate School	University of California, Los Angeles School of Law
Location of High School	Los Angeles, CA	Location of Graduate School	Los Angeles, CA
# of Years Attended High school	2	# of Years Attended Graduate School	3

Did you Graduate High School No

Did you Graduate Yes

Graduate Major Juris Doctorate

Name of College University of California, Berkeley

Location of College Berkeley, CA

of Years Attended College 2

Did you Graduate College Yes

Undergrad Major Communications

Reference Details

Reference Name #1 Annie Van Dan

Reference Email #1 annievandan@gmail.com

Reference Phone #1 720-318-2357

Reference Address #1 5404 S. Granby Way, Aurora, CA 80015

Reference Name #2 Stephanie McConkle

Reference Email #2 snmccconkle@gmail.com

Reference Phone #2 248-842-0953

Reference Address #2 2819 Calkins Place, Broomfield, CO 80020

Reference Name #3 Jon Olafson

Reference Email #3 jon.olafson@lewisbrsbois.com

Reference Phone #3 214-869-0632

Reference Address #3 2320 S. Meade Street, Denver, CO 80219

Agree to a background check

Owner Romaine Pacheco

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Notes & Attachments

Deborah Yim CV 032123.pdf

Type Attachment

Last Modified Denver Integration

Description

[View file](#)

DEBORAH E. YIM

373 Grape Street, Denver, CO 80220

(213) 500-5999 | dyim98@gmail.com

EXPERIENCE

Primera Law Group, LLC – Denver, CO

Founder & Managing Attorney, January 2020-present

Represent employees in full range of employment and civil rights matters, including in litigation through Colorado state and federal courts, arbitration, and before the Merit Systems Protection Board (MSPB), Equal Employment Opportunity Commission (EEOC), and Colorado Civil Rights Division. Provide personnel advice to Colorado small businesses with regard to employment policies and standards. Manage and oversee paralegal and legal assistant staff with regard to day-to-day operations of a full-service law firm.

Community College of Denver – Denver, CO

Adjunct Instructor/Professor, Paralegal Studies Program, June 2021-June 2022

Instruct paralegal studies students in Legal Research and Legal Writing courses.

United States Department of the Interior, Office of the Solicitor – Lakewood, CO

Attorney-Advisor, Employment & Labor Law Unit, Feb. 2017-December 2019.

- **Litigation:** Represented the department's bureaus and agencies in cases before the MSPB, EEOC, and Office of Special Counsel. Extensive law & motion and discovery practice.
- **Personnel advice:** Counseled management, human resources, and employee/labor relations on all facets of labor and employment law, including disciplinary matters, reorganizations, union disputes, and employment policies and standards.
- **Collateral duties:** Served as counsel to Bureau of Land Management's (BLM) Office of Law guidance and oversight in revamping of BLM's Internal Affairs unit. Led anti-harassment, discrimination & retaliation training for departmental staff. Provided legal guidance to BLM management appearing before Congressional hearings.

United States Attorney's Office, Central District of California – Los Angeles, CA

Assistant United States Attorney, Civil Division

- **Affirmative Civil Fraud Section, May 2014-Jan. 2017.** Served as lead counsel, working in conjunction with agents, the Criminal Division and/or Main Justice, to investigate and litigate False Claims Act cases involving fraud in the areas of health care, procurement, customs, and Postal transactions. Recovered \$6 million through settlements negotiated on behalf of the United States.
- **General Civil Section, Nov. 2007-May 2014.** Represented federal agencies in defensive civil actions involving employment, tort, immigration, administrative, and constitutional law and in affirmative civil actions involving disability rights and accommodation. Served as lead counsel taking cases through all stages of litigation including trial, mediation, and appeals.

Reed Smith, LLP – Los Angeles, CA

Senior Associate, Jan. 2006-Aug 2007

Buchalter Nemer, P.C. – Los Angeles, CA

Associate, Oct. 2001- Jan. 2006 (moved with practice group to Reed Smith, LLP)

Summer Associate, May-Aug. 2000.

Represented financial institutions and corporations in general business and complex commercial litigation (including class and representative actions). Actively managed heavy nationwide caseload with extensive law & motion and discovery practice. Successfully tried and mediated cases and handled appeals.

UCLA Communications Studies Department – Los Angeles, CA

Graduate Student Instructor, Fall 2000. Taught 100+ undergraduate students enrolled in Communication Studies 101 (First Amendment and the Press) pre-law course.

DEBORAH E. YIM

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Honorable Arthur L. Alarcón, Ninth Circuit Court of Appeals – Los Angeles, CA
Judicial Extern, June-Aug. 1999. Drafted bench memoranda and orders in appeals before the Ninth Circuit; and conducted research involving novel areas of law.

State Bar of California – Los Angeles, CA
Extern, May-July 1998. Drafted memoranda regarding disciplinary recommendations. Compiled evidence and drafted subpoenas and pleadings.

EDUCATION

UCLA School of Law, J.D., May 2001

- American Jurisprudence Award, Legal Research & Writing
- UCLA Law School Teaching Assistant, Legal Research & Writing
- *Asian Pacific American Law Journal*, Editor-in-Chief
- Asian Pacific Islander Law Student Association, Chair
- Research Assistant to Prof. Gary Schwartz (revisions to *Restatement for Torts*)

University of California at Berkeley, B.A., Communications, May 1998

- *Summa cum laude*, Phi Beta Kappa, thesis awarded Superior Distinction
- Highest Honors in Major, GPA: 3.95
- *Berkeley Undergraduate Journal*, Editor; *Daily Californian*, Copy Editor

COMMUNITY SERVICE

Asian Pacific American Bar Association of Colorado: President-Elect (2022-23);

Chair of Community Outreach (2019-present); Boardmember (2018-present)

City of Denver Immigrant & Refugee Commission: appointed Commissioner (2021-present)

Colorado Women's Bar Association: Boardmember (2019-present); Judicial Institute Diversity on the Bench Coalition (2021); Co-Chair, Legal Services Committee (2021-present)

Colorado Bar Association, Executive Council member (2022-present)

Colorado Bar Association, Labor & Employment section: Diversity, Equity & Inclusion representative (Plaintiff's side) (2022-present)

Colorado Asian Culture & Education Network: Boardmember (2022-present)

Nathan Yip Foundation: Boardmember (2022-present)

Legal Entrepreneurs for Justice: Accepted into second cohort class and completed full-year legal incubator program which helps attorneys build socially-conscious law firms to benefit the legally underserved in Colorado. (2019-2020)

Federal Pro Se Panel, U.S. District Court for District of Colorado: panel member; contributed 600+ hours of pro bono service representing Colorado workers in federal employment discrimination, harassment & retaliation lawsuits (2020-present)

Graland Country Day School Parent Association: Co-Chair of Diversity, Equity & Inclusion (2021-present); Co-Chair of Community Outreach (2019-2021)

Asian Real Estate Association of Greater Denver: Pro Bono Legal Counsel (2021-2023)

Asian Pacific American Bar Association of Los Angeles: Advisory Boardmember (2018-present); President (2016-2017); President-Elect (2015-2016); Executive Vice President (2014-2015); Treasurer (2013-2014); Secretary (2012-2013); Board of Governors (2006-2017), Chair of Community Outreach & Service Committee (2008-2017)- created free community legal clinic in Monterey Park and Elder Law Days assisting low income senior citizens with preparation of wills, advance health care directives, and powers of attorney.

Kids Reading to Succeed non-profit: founder & executive director (2008-2014)

City of Pasadena: Code Enforcement city commissioner (2010-2012)

DEBORAH E. YIM

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AWARDS

Law Week Colorado, Barristers Best, People's Choice, Employment Lawyer for Plaintiffs (2022)
Super Lawyers (Employment Litigation) (2023)
2022 Colorado Asian American Community Hero, Colorado Asian Culture & Education Network
Denver Top Lawyers (Employment Litigation, Plaintiff) 5280 Magazine (2022 & 2023)
Pro Bono Star Award, Denver Bar Association (2021)
100 Asians to Know in Denver, Asian Avenue Magazine (2021)
Inclusiveness at Work Award Finalist, Center for Legal Inclusiveness (2021)
Community Service Award, Asian Pacific American Bar Association of Los Angeles (2018)
Parent Volunteer of the Year, Graland Country Day School Parent Association (2020)
Certification of Commendation, Los Angeles City Attorney (2018)
Outstanding Service Award, U.S. Attorney's Office, Central District of California (2017)
Citizen of the Year Award, Pasadena Weekly (2014)
Community Champion Award, PBS SoCal (2013)
Certificate of Commendation, Los Angeles Mayor Antonio Villaraigosa (2006) Certificate of Recognition, California State Assemblymember Carol Liu (2006)