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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

October 14, 2015

Erie County Legislature
92 Franklin Street – 4th Floor
Buffalo, NY 14202

Re: Appointments to Erie County Conditional Release Commission

Dear Honorable Members:

Please be advised that, in accordance to Local Law 2-2015, I am appointing the following individuals to the Erie County Conditional Release Commission.

Should you have any questions regarding this appointment please feel free to contact Brian McLaughlin, Commissioner of Probation, at (716) 858-8200 or Brian.McLaughlin@Erie.gov.

Sincerely yours,

Mark C. Poloncarz, Esq.
County Executive

MCP/jr

cc: Brian McLaughlin, Commissioner, Probation

Kenneth A. Pryor, Sr.
345 S. Division St.
Buffalo, NY 14204

Robert Lonski
452 Westgate Road
Kenmore, NY 14217

Kenneth Elliot Graber
4 Fox Hunt Road
Lancaster, NY 14086

Mark Manthei
3427 West River Rd.
Grand Island, NY 14072

Andrea A. Mujahid-Moore, Esq.
265 Schuele Avenue
Buffalo NY, 14215

ROBERT D. LONSKI

452 Westgate Road
Kenmore, NY 14217
(716) 430-6104

EDUCATION

- J.D.** State University of New York at Buffalo
Faculty of Law and Jurisprudence
Amherst, New York 14260
* Degree Awarded, May 1984
* Recipient of Max Koren Award as the outstanding member of the graduating class
* Magna Cum Laude
- M.S.** State University College at Buffalo
Buffalo, New York 14222
* M.S. in Exceptional Education, June 1979
* G.P.A. - 4.0
- B.S.** State University College at Buffalo
Buffalo, New York 14222
* B.S. in Exceptional Education, December 1971
- Cornell University
Ithaca, New York 14850
* Dean's List, 1971

EXPERIENCE

**Erie County Bar Association Aid to Indigent Prisoners Society, Inc.
Assigned Counsel Program**
170 Franklin St., Suite 400
Buffalo, New York 14202

Administrator
11/93 - 1/15

- * Responsible for overall development, administration and supervision of Assigned Counsel Program, which maintains panel of 400 attorneys who are assigned to criminal and Family Court matters throughout Erie County
- * Development and presentation of continuing legal education programs for attorneys
- * Development and implementation of comprehensive program policies, procedures, and computerization
- * Coordination, control and preparation of \$7 million annual budget
- * Provision of some direct representation, including representation in drug treatment courts

State University of New York at Buffalo
Amherst, New York 14260

Instructor
1998-1999

- * Developed and taught upper level undergraduate course entitled "Legal Issues in Human Services"

EXPERIENCE (continued)

ROBERT D. LONSKI

**Legal Services for the Elderly, Disabled or
Disadvantaged of Western New York, Inc.**
821 Ellicott Square Building
Buffalo, New York 14203

Executive Director
11/91 - 10/93

- * Responsible for overall planning, development, administration and supervision of the program serving over 1500 seniors yearly
- * Direct supervision of staff attorneys

Prisoners' Legal Services of New York, Inc.
210 Franklin Street, Suite 500
Buffalo, New York 14202

Staff Attorney
3/85 - 11/91

- * Litigated individual and class actions for monetary and injunctive relief in a variety of substantive areas
- * Acted as trial attorney at both jury and bench trials
- * Briefed and argued appeals and motions in state and federal courts
- * Conducted numerous depositions and an extensive discovery practice

Joseph J. Terranova, Esq.
394 Franklin Street
Buffalo, New York 14202

Law Clerk
1/84 - 2/85

- * Assisted in all phases of planning in civil and criminal matters, including trials, hearings and depositions; researched and drafted legal documents

Workers' Compensation Claimants' Representative
1/84 - 2/85

- * Investigated facts of cases, developed legal theory, represented claimants at hearings

State University of New York at Buffalo
Faculty of Law and Jurisprudence
Amherst, New York 14260

Instructor
1982 - 1983

- * Taught first-year law students a course in legal research, writing and oral advocacy skills

EXPERIENCE (continued)

ROBERT D. LONSKI

United Cerebral Palsy Association of WNY, Inc.
7 Community Drive
Buffalo, New York 14225

Project Coordinator
1977 - 1981

* Developed and implemented programs for supervised living facility for disabled adults

Group Leader
1973 - 1977

* Developed and implemented educational programs for disabled adults

SPECIAL RECOGNITION

New York State Bar Association, Criminal Justice Section
Outstanding Contributions to the Delivery of Defense Services in New York State
1997

* Awarded in recognition of innovative efforts in implementing programs serving indigent defendants in criminal matters

Erie County Legislature
Proclamation
1997

* Issued in recognition of outstanding contributions to the criminal justice system in Erie County

Bar Association of Erie County
Criminal Justice Award
1996

* Awarded for substantial contributions to the improvement of the criminal justice system in Erie County

State University at Buffalo Law School
Max Koren Award
1984

* Awarded to student judged by the law school faculty to be the outstanding member of the graduating class

PRIOR COMMUNITY AFFILIATIONS

- * Director and President of Board of Directors, United Cerebral Palsy Association of WNY, Inc.
- * Vice President, Board of Directors, Legal Services for the Elderly, Disabled or Disadvantaged of Western New York, Inc.
- * Director and President of Board of Directors, Western New York Law Center, Inc.
- * Member, Capital Defense Screening Panel, Fourth Judicial Department
- * Erie County Alternatives to Incarceration Board
- * Community Task Force on Family Violence
- * Director, Los Tainos Senior Center
- * New York State Bar Association
- * Bar Association of Erie County

REFERENCES - Available upon request

Mark Manthei

3427 West River Road, Grand Island, New York 14072 Phone:(585) 935-1996 Email: mmanthei@roadrunner.com

Objective Act in an advisory role or as a member of a local community release review committee.

Related Experience

DEPT. OF CORRECTIONS & COMMUNITY SUPERVISION 04/11-9/13

Assistant Commissioner for Community Supervision

- Oversight of field operations comprised of 40,000 offenders, seven regional offices, 36 field offices and over 700 parole officer staff.
- Oversaw the development and rollout of a web based coordinated case management plan for offenders, assessing offender risk to the community
- Restructured regional management and bureau offices resulting in significant cost savings
- Amended policy and adjusted practice related to absconders resulting in a 5% reduction in number of warrants issued and a 10% reduction in number of cases in absconder status over a two year period
- Oversaw the development and implementation of two parole warrant diversion programs (Hudson, Orleans) resulting in fewer offenders returning to DOCCS custody.

NYS DIVISION OF PAROLE 07/09-4/11

Executive Director

- Administrative oversight of approximately 1800 employees assigned to five regions within NYS
- Administrative oversight of a 180 million dollar agency budget
- Oversight of all field, facility, revocation and re-entry operations
- Oversaw development of a graduated response matrix used to assess offender risk and agency response.
- Coordinated the deployment of metal detector equipment and trained staff for 26 field offices statewide.
- Oversaw creation of warrant/violation data base used to identify violation trends and offender behavior.
- Oversaw implementation of an offender risk and needs assessment tool, enabling the Department to direct available resources to high risk cases
- Consolidated Manhattan and Brooklyn Parole operations from six locations into two, saving over three million dollars per year
- Oversaw the training of Law Enforcement staff, directly responsible for the expanded deployment of non lethal weapons department wide.

NYS DIVISION OF PAROLE 03/05-07/09

Deputy Regional Director

- Administratively responsible for 6000+ parolees within Region V
- Direct Supervision of four Bureau Chiefs, oversight of over one hundred fifty professional and support staff
- Responsible for daily logistical operations, coordinated region wide LE operations, compiled monthly reports

NYS DIVISION OF PAROLE 02/01-02/05

Senior Parole Officer

- Supervised Field Parole Officers covering six Upstate New York Counties
- Liaison with local, State and Federal police agencies

NYS DIVISION OF PAROLE

09/02-03/03

Acting Area Supervisor-Rochester II Area Office

- Administratively responsible for the supervision of 1100+ parolees within the Counties of Orleans, Ontario, Wayne, Niagara, Genesee, Wyoming and Livingston
- Supervised three Senior Parole Officers, 22 Parole Officers, Parole Revocation Specialists and Support Staff
- Agency Liaison with administrators from NYS Police, local police, County Sheriff's Office and various Federal LE Agencies

NYS DIVISION OF PAROLE

1991-2001

Parole Officer

- Collaboratively worked with local Law Enforcement agencies.
- Conducted surveillance, participated in arrest operations.

UNITED STATES COAST GUARD, Buffalo, NY

1984-2006

Chief Petty Officer-Marine Safety Office

(Retired)

- Supervisor of Homeland Security Division – responsible for conducting surveillance and scheduling patrols within unit's area of operations. Conducted security assessments of major Chemical, Nuclear and Transportation facilities along 400+ miles of international border to ensure compliance with MSTA security measures as outlined in the Federal Code of Regulations.
- COLLATERAL DUTIES: Command Chief designated by Sector Commanding Officer.
- Secret Security Clearance

Education

State University College, Fredonia, NY

- Bachelor of Arts
- MAJOR: Urban Studies, Concentration: Public Administration

Professional Development

- NYS Governor Office Employee Relations Leadership Project
- Managers and Supervisors Conference
- Seven Habits for Law Enforcement Professionals (Franklin Covey)
- Chief Petty Officer Academy (Leadership School) – USCG Academy, New London, Connecticut

References

REFERENCES AVAILABLE UPON REQUEST

345 S. Division St.
Buffalo, New York 14204

Phone (716) 986 - 2975
E-mail: Kennypryor04@hotmail.com

Kenneth A. Pryor, Sr.

Summary of Skills

Organizational Development, Administrative, Managerial, Analytical & Interpersonal Skills.
Analytical Grant Research & Writing, Report Writing, Strategic & Organizational Planning.
Community Building & Outreach Skills, Youth Leadership & Administrative & Management Experience.
Knowledgeable of Buffalo Area Community Based Organizations, Governmental & Non-Governmental Agencies.
Practical Experience in Program Development, Implementation, Monitoring, & Evaluation Processes.
Supervisory & Leadership Skills, Managed Contracts with Community Partners & Non-Profit Organizations.
Knowledgeable of Erie County Family Court System, Criminal, Civil, City, County and State judicial systems.
Knowledgeable of the Buffalo Public School System, Community Partners & Anti-Violence Organizations.

Education

Buffalo State College, State University of New York December 2010 M. S. Human Services Administration
State University of New York @ Buffalo May 1985 B. A. African-American Studies

Relevant Experience

Cure Violence New York/Buffalo SNUG Program Outreach Worker Supervisor June 2014 – Present

Develop and maintain relationships with local service providers, program partners, including law enforcement, faith leaders, and community stakeholders, in order to identify and access resources for high risk individuals. Supervise the Buffalo SNUG Outreach Team. Recruit and supervise volunteers. Created and implemented a community mobilization plan that encourages resident involvement in activities designed to change local norms towards gun violence that includes the creation of an anti-violence coalition or participation in a pre-existing coalition. Organize and execute regular Buffalo SNUG community events, including responses to shootings in the target area. Develop and disseminate public education materials. Helped develop the Buffalo SNUG social media presence. Created and implemented a plan to involve clergy in Buffalo Snug activities. Participate in regularly scheduled meetings with Outreach Workers to ensure proper referrals and case management. Monitor late night staff activities through “spot checks”. Identify professional development opportunities for staff. Prepare grant progress reports and other program reports as needed. Coordinate all fiscal, reporting, and human resources matters with the Center for Court Innovation staff as needed. Collaborate with and maintain regular contact with Cure Violence the Chicago based technical assistance providers and Department of Criminal Justice Services.

Buffalo Peacemakers Sr. Peacemaker August 2013 – July 2014

Responsible for providing a visible presence to youth and young adults (ages 13-21) during designated special events. Worked to resolve conflicts between youth and young adults and prevent acts of retaliation. Offered mentoring as a alternatives to crime and violence. Served as a resource to families for various youth programs and services that support families who have been impacted by violent crime through support groups, counseling and advocacy. Implemented preventive and intervention strategies as it relates to gang activity. Peacemakers will worked in concert with law enforcement officials to build safe neighborhoods in the City of Buffalo. Provided case management services through a collaborative process of assessment, planning, group facilitation, care coordination, evaluation, and advocacy for options and services to meet an individual's and family's needs.

Y 2 J Urban Youth Ministry Youth Program Coordinator June 2011 - July 2013

Responsible for designing, coordinating, implementing and developing the after school program and other youth program related activities and events for at risk youth ages 14-21. Managed all administrative tasks including program budgets, grant writing, contracts, payroll, and inventory. Trained, supervised, & evaluated program staff

and volunteers. Provided advocacy services for youth involved in the Juvenile and Criminal Justice systems, family support, including informal counseling, and community referrals. Developed community service partnerships with area nonprofit agencies, faith based organizations and support systems. Researched funding sources and coordinated writing of funding request with Director. Prepared monthly, quarterly statistics and board reports. Created opportunities for program participants that facilitated competency development through mentored group activities that focused on life skills, including communication, empathy, restorative justice and conflict resolution.

YMCA Buffalo Niagara Association, Branch Executive Director June 2010 – April 2011

Responsible for the day to day operations of the Ellicott-Masten Family Branch in accordance with policies established by the Corporate Board of Directors and the Branch Board of Managers. Served as the Ex-Officio Member to the Board of Management and served on all branch committees. Supervised, trained and appraised all professional staff based on work performance standards. Prepared and controlled the annual income and expense budget. Administered the budget and maintained balanced fiscal operations. Developed and maintained a balance program menu to meet/exceed enrollment targets and members. Maintained the facility at the highest level of efficiency and productivity. Planned, organized, and implemented the annual Strong Kids fundraiser campaign. Conduct annual program and membership evaluations within association guidelines.

Families CAN, Family Support Coordinator Juvenile Justice Program March 2006 - June 2010

Responsible for development and implementation of a network of family support professionals and partners. Advocated for Families and youth who were involved with the Juvenile/Criminal Justice systems. Provided Functional Assessments and Progress Notes. Provided advocacy and family support for families and youth with emotional, behavioral and mental health diagnosis within the **System of Care of Erie County**. Collaborated with Detention Services Family Services Team (PINS), and Juvenile Delinquency Services Team. Knowledge of **Family Voices Network System of Care, Erie County Administration and SAMHSA** guidelines, policies and procedures. Served on the Social Marketing Team, Evaluation Team, and the Cultural Linguistic Competency (C.L.C.) Committee. Conducted presentations, facilitated workshops, and support group meetings as the Erie County Coordinator for the P.A.S.S. Program. Attended and participated in the System of Care National Conferences, National Federation of Families for Children's Mental Health Conferences, and other local and state meetings and trainings. Served as a partner on the Child & Family Team.

Professional
Development

The National Youth Development Practitioners Institute – Youth Development - April 2003
Leadership Buffalo – Class of 2004 Graduate & Class Co-Chair
N. Y. S. Regional Community Policing Institute – Policing & Gang Awareness Training – November 2004
Erie County Juvenile Justice Reform Initiative Committee Member – April 2006 – May 2014
Center for Community Leadership , Community Leadership Institute Graduate - 2006
Cultural & Linguistic Competency Training – April 2006
The National Center for Strategic Nonprofit Planning & Community Leadership – November 2012
Erie County Medical Center - Pastoral Care Department - Chaplaincy Training – Jan. 2008, Aug. 2010, Jan. 2012
Cultural & Linguistic Competency Enhanced Training – August 2008
Niagara County Juvenile Justice Taskforce Gang Awareness Training – October 2008
Erie County Replication Team Member P.A.S.S. Program April 2009 – Present
Office For Victims Of Crime, Dept. Of Justice – Certified Grief Specialist Training, GC-C – April 2012,
Office For Victims Of Crime, Dept. Of Justice - Survivors Of Homicide Training – August 2013
The Alternatives To Violence Project, Inc. – Nonviolent Conflict Resolution Training – October 2013
Cure Violence Program Implementation Training Course – June 2014
Cure Violence Violence Intervention and Reduction Training (V. I. R. T.) June 2014
Cure Violence Program Managers and Supervisors Training March 2015

KENNETH ELLIOT GRABER

4 Fox Hunt Road
Lancaster, New York-Erie County 14086-1114
Home: (716-681-9885)
Fax: (716-681-5863) Cell (716-868-2883)
E-mail: Kamas5@aol.com

DATE/PLACE OF BIRTH:

December 31, 1950, Buffalo, New York

MARITAL STATUS:

Married September 13, 1980 to ADRIANNE MARIE GRABER

CHILDREN:

Michael Lawrence, born June 24, 1984- graduate M.B.A. and B.S., SUNY at Buffalo.

Amanda Marie, born December 15, 1985, graduate of Hofstra U., Hempstead, NY, writer, Orthodox Union of America, NYC, resides in Passaic, NJ.

Steven William, born May 28, 1989-graduate of , Drexel U., Philadelphia, PA, Maccabi USA

PRESENT POSITIONS:

**Administrative Law Judge, N.Y.S. Department of Corrections and
Community Supervision, Board of Parole RETIRED
460 Main Street, Buffalo, New York 14202**

April 23, 2002 to January 31, 2015. (See duties in section below). Presently adjudicating parole revocation proceedings in Erie, Monroe, Chautauqua, Orleans and Genesee counties.

**Member of the Lancaster Central School District Board of Education
Fourth term July 1, 2013-June 30, 2016, President 2006-07, 2007-08, 2008-09,
2012-13, 2014-15.**

Member, Lancaster Industrial Development Agency, Lancaster, NY

**President, Lancaster Central Board of Education
177 Central Avenue, Lancaster, NY 14086**

ACADEMIC HISTORY:

Public School No. 66, Buffalo, New York. Elementary school diploma received in June 1964. Received honor award.

Bennett High School, Buffalo, New York. High school and regent's diploma received in June, 1968. Awarded a four year Jewel Honor Pin and Regents Scholarship.

State University of New York at Buffalo. B.A. Degree in History received in May, 1972. Elected to membership in Phi Eta Sigma Freshman Honor Society and Phi Beta Kappa National Honor Society. Dean's List of Distinguished Students all eight semesters, Graduated Magna Cum Laude

Faculty of Law & Jurisprudence, SUNY at Buffalo. JD Degree received in May, 1975.

PROFESSIONAL STATUS:

Admitted to practice as an Attorney before the Appellate Division, Supreme Court, Fourth Judicial Department, February 18, 1976. Admitted to practice in the United States District Court, Western District of New York, February 23, 1976. Notary Public, State of New York, qualified in Erie County.

Enrolled in Part 36 program of the NYS Court System. Appointed and served as receiver, referee, guardian and Court Evaluator in numerous cases in Supreme, County and Surrogate's Courts in Erie, Niagara, Orleans, Genesee and Chautauqua counties.

LEGAL EXPERIENCE:

1973-74 Summer Intern and Student Assistant, Buffalo Office, NYS Department of Law. Assisted Attorneys in the preparation of pleadings and briefs on the law for Habeas Corpus and Article 78 proceedings involving the NYS Departments of Corrections, Parole, Health, Mental Hygiene, Motor Vehicles, Social Services and Taxation & Finance.

1976-77 Private practice of Law as a Single Practitioner. Offices maintained at 202 Wellington Road, Buffalo, New York and 2912 Delaware Avenue, Kenmore, New York. General practice of law involving bankruptcy, real property, estates, domestic relations, commercial and criminal matters before Justice, Supreme, County, Surrogate's and Federal Courts in Erie, Monroe, Niagara, Chautauqua, Wyoming, Genesee and Cattaraugus counties.

1977-80 Assistant Attorney General, NYS Department of Law, Buffalo Regional Office. Defended all forms of litigation involving NYS agencies and government; especially Article 78 and Habeas Corpus proceedings involving the Departments of Corrections and Taxation & Finance and the Division of Parole. Commitment and retention hearings in the Supreme and County Courts for the Department of Mental Hygiene and DACC. Proceedings in the United States District Court (WDNY Buffalo and Rochester) relative to Federal Habeas Corpus, Civil Rights and Bankruptcy.

Motion practice before all trial level courts, Appellate Division, Third and Fourth Departments, New York Court of Appeals and the United States Second Circuit Court of Appeals. Prepared and argued over 75 appeals before the Appellate Division, Forth Department involving both criminal and civil matters.

Prosecuted violations of the New York Labor, General Business and Public Health Laws. Supervise law and College students in research projects.

1980-95 **Administrative Law Judge, NYS Division of Parole**, 125 Main Street, Buffalo, New York. Responsible for conducting @12,000 Final Parole revocation hearings at local and state correctional facilities. Violations included all aspects of Federal and NYS Criminal and Civil law and procedure. Prepared written decisions as to findings of fact, conclusions of law and the disposition.

Extensive experience working with parole, defense and community groups in developing alternative to incarceration programs. Developed the **PAROLE REVOCATION WRITTEN AGREEMENT**, and the **ATTORNEY OF THE DAY PROGRAM**, for coverage of hearings and Attorney training programs. Covered all counties west of Jefferson, Lewis, Herkimer, Otsego and Broome inclusive during this period. Also responsible for scheduling and working with diverse assigned counsel programs.

Presented with the **JACK WEISZ MEMORIAL AWARD** in 1995, by the NYS Division of Parole, in recognition of the above programs.

1995-2002 **Commissioner, New York State Board of Parole**. **Duties:** Preside at Parole release interviews for inmates at NYS Correctional Facilities, issue warrants for return of parole violators to NYS Correctional Facilities, conduct and review parole violation proceedings and recommendations of Administrative Law Judges. Preside at victim impact interviews. Conduct clemency interviews and prepare written reports to the Governor. Duties required travel to all sections of the state.

UNRELATED WORK EXPERIENCE:

1969-76 Stock and sales work at Sattler's Inc., 998 Broadway, Buffalo, New York. Worked part-time during school year and full-time during summer and vacation periods. Employed as Assistant manager and Manager of Sattler's Drugs during the final year of that period.

MEMBERSHIPS:

New York State Bar Association, Erie County Bar Association, NYS Public Employees Federation (retirees), Temple Beth Zion, Trustee 1987-89, 2003 to 2009, 2013-2016 (Brotherhood President 1987-89, 2013-16, Man of the Year 1991, Co-Chair of Achim committee, providing monthly programs at **The Weinberg Campus for residents, Annual Interfaith Program Chairman), **Perseverance-Suburban Lodge No. 948 F. & A.M.** (Master in 1985, Secretary 1991-95, Community Service Chairman). Grand Steward of the Grand Lodge of New York, 1989-90. General Chairman and founder of the Erie County Masonic Fellowship Association (1989-94), sponsored annual dinner between the NYS Masons and Prince Hall Masons during that period. **General Pulaski Association of the Niagara Frontier** (Second Vice-president 1993-95, 2007 to present, Program Book Chairman 1989-95, 2000-2009, Radio voice of the Pulaski Parade 1993-96, cable television interviewer for parade 1996-2001, television commentator, 2003-present), **Grand Marshal of Pulaski Day Parade** with Adrienne M. Graber, 2006, Polish American Congress , Western New York Division.. Polish Falcons of Depew, New York. Lancaster High School Marching Band Boosters (Vice-president (2002-2005)-Radio voice of Annual Marching Band Show). **Lancaster-Depew Rotary Club** (President, 2006-07) **Paul Harris Award recipient**, Director, **Lancaster Opera House**, Counsel and Board member for **Lancaster Town Band, Inc.** , legal advisor for **Lancaster Educational and Alumni Foundation, Inc. (L.E.A.F.)**, a Not-for-profit Corp., established to supplement programs for the students of the Lancaster Central School District, legal advisor and member of **Friends of The Lancaster Library, Inc.**
Donor of over ten (10) gallons of blood to the American Red Cross.
Donor of platelets to Roswell Park Memorial Cancer Center.**

ANDREA A. MUJAHID-MOORE, ESQ.

265 Schuele Avenue
Buffalo, NY 14215

(716) 893-7055
andrea.a.mujahid-moore@hud.gov

Admitted to the New York State Bar July 13, 1994
Admitted to the United States District Court, WDNY April 16, 1996
Admitted to the United States Bankruptcy Court February 3, 1997

EMPLOYMENT EXPERIENCE

UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

465 Main Street 2nd Floor, Buffalo, NY 14203, October, 2007 – Present

Equal Opportunity Specialist – Undertakes a wide variety of assignments in connection with equal opportunity and civil rights, including those under the Fair housing Act, Title VI of the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973; and the Americans with Disabilities Act, the Age Discrimination Act of 1975 and relevant Executive Orders. In the enforcement of the laws, duties entail intake/assessment and /or investigation, conciliation and resolution of complex, highly sensitive allegations of discrimination related to housing. Conducts monitoring and compliance reviews of fair housing policies/practices of recipients of federal funds to ensure compliance with aforementioned laws.

HOUSING OPPORTUNITIES MADE EQUAL, INC. (HOME)

700 Main Street 3rd Floor, Buffalo, NY 14202, August, 1997 – October, 2007

Associate Director – Directly supervise fair housing unit (4 staff unit), intake, investigations and case management; supervise and analyze discrimination testing; indirectly supervise other office staff; file administrative complaints of housing discrimination, advocate and negotiate for clients in administrative discrimination conferences, refer housing discrimination cases to cooperating attorneys for federal and/or state court action; produce monthly, quarterly, and annual contract reports. Compile and analyze data for “Impediment to Fair Housing” studies for the cities of Buffalo and Niagara Falls, NY. Prepare and present educational materials for seminars and outreach presentations on fair housing diversity issues.

LEGAL AID BUREAU OF BUFFALO, INC.

Family Service Unit & Law Guardian Unit, 237 Main Street, Suite 1602, Buffalo, New York 14202
May, 1997 – August, 1997

Volunteer Staff Attorney – Represented indigent clients in unemployment insurance cases, bankruptcy proceedings, and represented children in a variety of court appointed cases, i.e., neglect, juvenile delinquency, PINS, and custody matters.

Assigned Counsel/Law Guardian

August, 1996 – May, 1997

Private Counsel – Represented indigent clients in Family Court cases (custody, visitation, and family offense matters).

Monroe County Legal Assistance Corporation

Recipient of the IOLA Fellowship, 80 St Paul Street, Suite 700, Rochester New York, 13604
September, 1993 – August 1995

Staff Attorney, Housing Unit – Represented low and moderate income tenants in landlord/tenant matters such as eviction proceedings, illegal lockouts, and warranty of habitability issues. Assisted and organized tenant groups and block associations to improve living conditions in their complexes and neighborhoods. Investigated fair housing and discrimination complaints for possible litigation.

United States District Court Western District of New York

65 Court Street, Buffalo, New York, Revson Internship - 1991 & 1992

Summer Intern – Assisted Pro Se Law Clerk, researched and analyzed legal issues, investigated facts, prepare documents in cases pending before the district court judges.

Prisoners' Legal Services of New York

Buffalo, New York

September 1984 – September 1991

Paralegal – Assisted in the representation of indigent state prisoners in various civil court proceedings such as: Article 78 Proceedings, uncontested divorces, and Court of Claims actions. Drafted appellate briefs, Memoranda of Law, analyzed and organized documents for use at trial and assisted at trial. Maintained an independent caseload.

EDUCATION HISTORY

City University of New York Law School at Queens College
Juries Doctor, 1993

State University of New York at Buffalo
Masters of Arts, American Studies/Women's Studies – 1988, Honors
Bachelor of Science, 1986 – Magna cum Laude

Erie Community College, Buffalo, NY
Associates Degree in Applied Science, Paralegal Program – 1983, Magna cum Laude

Related Experiences & Training

Attended NFHTA 2009

Presented Workshop Schenectady FH Month 2007

Presented R/A workshop @ 16th Annual NYSPHA Seminar

Conflict Resolution Training, HUD

Supervising Test Coordinator HDS 2001 Urban Institute – PMR national study of housing discrimination. – April - October 2001

Supervising Test Coordinator-National Fair Housing Alliance

Insurance Study Project – Autumn of 2002

Supervising Test Coordinator – New York State Attorney General Project
March –May 2005

Supervised the recruiting and training of testers, coordinated and provided detailed reports on paired tests for sales, rentals and insurance investigations

Lecturer and Adjunct Professor – SUNY at Buffalo – 1987-1989

Taught Women's Study Courses; Women in Prison, Black Women's Autobiographies, Minority Women and Contemporary Women in the US

Association Memberships

Franklin H. Williams Eight Judicial District Advisory Committee
to the Judicial Commission on Minorities in the Courts

Minority Bar Association of Western New York: Corresponding Sec. 2008

Erie County Bar Association

Neighborhood Legal Services, Board Member

Erie County Fair Housing Partnership, Board Member

Cazenovia Recovery Systems, Board Member

W.L Jones & Abrom Brown Scholarship Committee

God's City Senior Housing Apartments, Board Member

REFERENCES FURNISHED UPON REQUEST