



COUNTY OF NUECES

APPLICATION FOR APPOINTMENT TO BOARD OR COMMISSION

PLEASE TYPE OR PRINT YOUR INFORMATION TO COMPLETE THE APPLICATION.

A RESUME MUST ACCOMPANY THE APPLICATION, BUT IT DOES NOT SERVE AS A SUBSTITUTE FOR COMPLETION OF THIS APPLICATION. CONSIDERATION WILL NOT BE GIVEN TO APPLICANTS WHO DO NOT HAVE A COMPLETED APPLICATION AT THE TIME THE APPOINTMENT IS PLACED ON THE AGENDA.

For what Board or Commission are you applying? Adult Protective Services

PERSONAL INFORMATION			
Name	Viola Monrreal		
Home Address	1809 Big Dipper		
Phone	(361) 549-6535	Work Phone	(361) 883-3935
Email Address			
Residence in Nueces County	<input type="checkbox"/> Precinct 1	<input type="checkbox"/> Precinct 2	<input type="checkbox"/> Precinct 3 <input type="checkbox"/> Precinct 4
Current Employer	Coastal Bend Council of Governments-Area Agency on Aging-ADRC		
Dates of Employment	FROM 02-2008	TO Present	
Previous Employer	Coastal Bend Center for Independent Living		
Dates of Employment	FROM 3-2004	TO 02-2006	
EDUCATIONAL BACKGROUND			
High School & Location	Mary Carroll High School Corpus Christi	Year of Graduation	1976
College & Location	CCSU Corpus Christi	Year of Graduation	1984
CERTIFICATIONS			
Type of Certification	Benefits Counselor	Expiration Date	09/2014
Type of Certification	Matter of Balance Master Trainer Certification	Expiration Date	None
PROFESSIONAL AND COMMUNITY AFFILIATIONS/POSITIONS HELD (INCLUDE PRESENT APPOINTMENTS TO BOARDS, COMMISSIONS, ADVISORY BOARD OR COMMITTEE)			
Name of Organization		Dates of Service	
Name of Organization		Dates of Service	
Name of Organization		Dates of Service	
COUNTY BOARD OR COMMISSION INFORMATION			
Explain why you are interested in serving on this Board or Commission and what experience you bring that would assist in decision making and future actions of this Board or Commission.			
<p>I believe my background in working in the area of Human Services for well over 25 years in various positions(working with the homeless, aged and disabled, information & referral, disaster relief during Katrina in the area of housing) qualifies me for a position on the Task Force.</p> <p>As a Program Developer for the Area Agency on Aging of the Coastal Bend (A program of the Coastal Bend Council of Governments) and a Program Coordinator for the Coastal Bend Aging and Disability Center and a Certified Benefits Counselor I work very closely with individuals who are aged and/or disabled in assisting them to navigate the Health and Human Services system into long term care services and supports.</p>			
Have you served on any board, commission or committee in Nueces County?			
<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES If you answered yes, please list position and dates of service.			
Homeless Issues Partnership Board 2000-2005 Mayors Council on the Aging 1993-1995 Employment Alliance for Persons with Disabilities 2011-2012			

Do you or an immediate family member* have any professional or financial relationship that may present a potential conflict of interest for this board, commission or similar body? (i.e., employment, contracts, financial investment)

NO YES

If you answered yes, please explain below.

Do you or any immediate family member* have or have had any pending legal matters related to Nueces County or any board, commission or similar body within Nueces County?

NO YES

If you answered yes, please explain below.

THREE (3) PROFESSIONAL AND/OR PERSONAL REFERENCES

Name	Judy Teige	Daytime	
Occupation	Director of Coastal Bend Center for Independent Living	Phone	(361) 883-8461
Name	Darren Bates, Workforce Solutions of the Coastal Bend	Daytime	
Occupation	Disabilities Navigator	Phone	(361) 883-3021
Name	Cindy Del Toro	Daytime	
Occupation	Director of Texas Department of Assistive and Rehabilitative Services	Phone	(361) 878-3000

I hereby certify that the foregoing answers are true. I further certify, should I be considered for appointment to a board, commission, advisory board or committee I will disclose in this application whether I am an employee of the governmental entity of which I seek appointment, I will disclose all appointments that may result in conflicting loyalties, and I will disclose if a family member is an employee of the governmental entity that I seek appointment. Also should I be appointed to a board, commission, advisory board or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest upon discovery and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest, which impairs my ability to participate fairly in the deliberations and actions in question.

Viola Monrreal

Signature

11/07/2012

Date

**Immediate family member definition: wife, child, spouse of child, mother, father, aunt, uncle, grandparent*

UPON COMPLETION, THE FORM MAY BE SUBMITTED BY EMAIL TO THE COUNTY JUDGE BY CLICKING THE EMAIL BUTTON AT THE TOP OF THIS FORM (loyd.neal@co.nueces.tx.us). YOU MAY ALSO ATTACH YOUR RESUMÉ BEFORE SENDING THE EMAIL. ALTERNATIVELY, YOU MAY PRINT THE COMPLETED FORM, ATTACH RESUMÉ AND MAIL TO THE FOLLOWING ADDRESS:

901 Leopard Street, Suite 303
Corpus Christi, Texas 78401

**Viola Monrreal
1809 Big Dipper
Corpus Christi, TX 78412
361-549-6535**

Overview:

Hold over 25 years of proven leadership and management skills used in meeting and exceeding Agency and Program Goals. Possess a diverse portfolio of community contacts including faith-based, city, and county entities. Applauded for my organization skills, my ability to multi-task various projects, direct others toward organization objectives, and my affinity toward completion of projects.

Experience: February 2008 – Present, Program Developer Area Agency on Aging- Aging and Program Coordinator for the Aging and Disability Resource Center.

As Program Developer for the AAA I oversee various programs such as the A Matter of Balance Fall Prevention Program for persons who have fallen or have a fear of falling, Medication Management, coordination with community partners to ensure both programs are provided in the community. Certified Master Trainer for the MOB Program and oversee two contracted MOB coaches who instruct the program in our community. A Certified Benefits Counselor and work one on one with individuals in assisting them to understand their benefits through Medicare and other social service programs. Oversee the Information, Referral and Assistance staff in providing information over the phone and/or in person to consumers who need assistance in finding the resourced they are in need of. Meet with individuals who have difficult cases in assisting them navigate the social services system.

As the Program Coordinator for the Aging and Disability Resource Center oversee the day to day operations of the program. Coordinate and collaborate with community core partners who are a part of the ADRC to assist a no wrong door entry into long term care services and supports. This is to provide assistance to individuals with a disability of any age. I coordinate and run our monthly ADRC Committee meetings and bring all members up to speed as to what is transpiring in regards to the ADRC. I oversee the Lifespan Respite Care Program that provides respite services to caregivers of a person with a disability who is not receiving services through another program, has exhausted services or is in the process of applying for services.

populations that were Medicare recipients and to the agencies providing direct services to them of those that were, eligible explained the "Low Income Subsidy" that they could potentially receive back into their monthly checks from Social Security and Disability.

Viola Monrreal
1809 Big Dipper
Corpus Christi, TX 78412
Cell. 361. 549-6535

Overview:

Hold over 20 years of proven leadership and management skills used in meeting and exceeding agency and program goals. Posses a diverse portfolio of community contacts including faith-based, for profit, non-profit, city, and county entities. *Applauded for my organizational skills, my ability to multi-task various projects, direct others toward organizational objectives, and my affinity toward completion of projects.*

Experience: March 2007 – October 2007, Latino Education Project (Temp.)

Contract employment: Contracted to work on the "My Medicare Matters program. Set-up and implementation of program in the area's of: outreach, education and enrollment of low income seniors 65+ and/or person's younger than 65 with a disability

Provided education to target populations that were Medicare recipients and to the agencies providing direct services to them. Of those that were, eligible explained the "Low Income Subsidy" that they could potentially receive back into their monthly checks from Social Security and Disability

Coordinated agency sites with agency representatives, presented information directly to their clients and/or program training that agency was able to administer directly. Set up of agency fairs in coordination with other agency partners and representatives of various programs and products beneficial to mutual target population.

Was responsible for the production and up-keep of monthly calendar of events for the service area of the following twelve counties: Aransas, Bee, Brooks, Duval, Jim Wells, Kenedy, Kleberg, Live Oak/McMullen, Nueces, Refugio, and San Patricio

Recruited agency representatives to collaborate with the program and maintained those relationships making sure all partners were well informed
Recruited and trained volunteers who assisted with various ways of dissemination of information. Provided training to agency sites and staff on the use of the national database used to determine eligibility and enrollment. Collection of statistical data used for monthly reporting to national funding source.

Experience: March 2005 – December 2006, Coastal Bend Center for Independent Living

Contract employment: Contracted to work on a new program called Star+Plus, a program required for all Medicaid recipients ages 21 and over who receive SSI and live in a Star+Plus service area. Coordination of presentation sites, contacts, sponsors, health providers, enrollment staff and collaborative agencies. Additionally charged with the development and dissemination of scheduled sites, media releases, client notification and attendance of eligible consumers.

Coordination of consumer directed services in the counties of Aransas, Bee, Calhoun, Jim Wells, Kleberg, Nueces, Refugio, San Patricio and Victoria

Contract employment: Contracted to work on a grant with Texas Department of Housing and Community Affairs; The contract was to provide assistance to consumers living in a nursing home wanting to transition back into the community. This was accomplished with the use of Tenant Based Rental Assistance Vouchers. Information provided on how TBRA vouchers work, how disbursed, and what type of affordable, accessible housing was available. Made sure consumers met eligibility criteria, explained the process, and gave information on available housing stock. Additionally prepared documents and entered information into TDHCA system for payment.

Contract employment: Contracted to work with the City of Corpus Christi through ACI-CBCIL. Assistance was provided to Katrina evacuees in the application process to determine eligibility for emergency housing. Appropriate housing stock was located for Katrina evacuees as determined by eligibility and family size. Coordination with the City of Corpus Christi Housing Development staff, City Attorney, property owners, and apartment managers in the facilitation of contracts. Worked with FEMA in regards to required backup documentation of evacuees placed into housing and tracking of statistical data.

Experience: 2005 January – March 2005 ACI-CBCIL

Contracted employment: Contracted to complete a grant previously assigned to in house staff. Was instrumental in the performance of on-site surveys of properties in Nueces County to determine accessibility, and affordability in the area of disabilities. Compiled information derived from the on site surveys for a printed directory to be shared with the housing community.

Experience:

August 2003 – June 2004: ACI- CBCIL

Human Resources Director/Housing Specialist for a state funded program for Texas Department of Housing and Community Affairs (TDHCA).

As Human Resources Director, assisted Executive Director in the development and implementation of the agencies policies and procedures handbook, support for board activities, develop and implement cost and time saving procedures in office operations. Responsibility for the day- to-day goals, and objectives of the agency.

As Housing Specialist, my area of expertise was to provide technical assistance on affordable, accessible housing for persons with disabilities. Provide information and referral to callers in the area of housing for persons with disabilities. Additionally I was responsible for providing technical assistance to five agencies interested in achieving Community Housing Development Organization (CHDO). Conducted onsite surveys of two local properties and two section eight homes for ADA Compliance with the assistance of the local Housing Authority and local architects.

Experience:

November 1999- April 2003: Goodwill Industries of South Texas

Program Manager for the Department of Housing and Urban Development (HUD Work 2000 Program) federally funded program targeting the homeless population in Nueces County. Responsibilities include all aspects program/project management, proposal development, contract review and negotiations, cost and man-power budgeting, program cost tracking, reporting, management of line and staff personnel, and presentations to the public and affected local agencies. Under my direction, the program consistently met or exceeded contract expectations. In the absence of my case manager performed the duties of case manager for persons with substance abuse issues as well as mental issues for the homeless population.

Experience:

1996-1999 Consumer Credit Counseling Service

In my capacity as a Certified Budget and Money Management Counselor provided services for clients on their financial concerns and related issues. This was accomplished by meeting one-on-one with clients to provide a comprehensive budget review of their financial situation. An overview of debt, assets, and liabilities was used in determining a plan of action specific to the need of each individual client. Provided training to counseling staff with respect to referral of clients to community agencies and resources. Presented classes with information regarding various topics related to consumer education and credit to consumers enrolled in the program.

Experience:

1988-1996 United Way of the Coastal Bend

As Information and Referral Director was responsible for the program planning, development, coordination, training, fiscal monitoring, and evaluation of the United Way INFO*LINE. In addition, responsibilities included development of funding sources, participation of foundation and governmental entities, and support of service. Implementation and organization of various programs such as the first "back-to school" supply program known as Operation SOS, volunteer coordination from various local refineries such as CITGO and H.B. Zachary.

Experience:

1987-1988 LULAC National Education Center

Job Search Facilitator responsibilities included recruitment, interview and instruction for the Job Search Program. Established relationships with JTPA administrative staff and social service agencies. Developed strategies for maximization of participant's job placement potential and provided counseling and information on local agencies and services.

Experience:

1985-1987 HIALCO-OIC

Program Coordinator for the Title III Dislocated Worker Entrepreneur Program. Responsibilities included administering and analyzing client applications to determine eligibility, establish client needs and refer clients to appropriate agencies, liaison functions between TDC, JTPA, and HIALCO staff and establish procedures and operational protocols for the Job Search/Job Readiness components of Entrepreneur Program.

References Provided Upon Request